

Item 3
181A Ryde Road, Gladesville - APL2022/0002
Section 8.3 Review of Determination of LDA2021/0242

Report prepared by: Senior Town Planner

 Report approved by: Acting Senior Coordinator Assessment
 Executive Manager City Development

City of Ryde
Local Planning Panel Report

DA Number	APL2022/0002
Site Address & Ward	181A Ryde Road, Gladesville East Ward
Zoning	Part RE2 Private Recreation and Part R2 Low Density Residential
Proposal	Section 8.3 Review of Determination of LDA2021/0242 for alterations and additions to existing sports club to reconfigure existing car park, bowling greens, and interiors with additional outdoor dining, inclusive playground, accessible ramps and signage.
Property Owner	Gladesville Bowling & Sports Club
Applicant	Gladesville Bowling & Sports Club Ltd
Report Author	Niroshini Stephen – Senior Town Planner
Lodgement Date	9 August 2022
No. of Submissions	<u>First notification:</u> Three (3) submissions received. One (1) in support and two (2) objecting to the application <u>Second notification:</u> Four (4) submissions received. Two (2) in support and two (2) objecting to the application.

Cost of Works	\$3,421,000.00
Reason for Referral to LPP	Section 8.3(5) of <i>Environmental Planning and Assessment Act 1979</i> . Development Application was originally determined by the Local Planning Panel.
Recommendation	Approval
Attachments	Attachment 1: Draft Conditions of Consent Attachment 2: SEPP No. 64 – Advertising and Signage – Compliance Table Attachment 3 – Ryde DCP2014 – Part 9.1 – Signage – Compliance Table Attachment 4: Club Plan of Management Attachment 5: Architectural Plans

1. EXECUTIVE SUMMARY

The subject development application, APL2022/0002, is a Section 8.3 review of determination of LDA2021/0242 which sought consent for alterations and additions to an existing registered club to reconfigure existing car park, bowling greens, outdoor dining areas, interiors and landscaping with new awnings, additional outdoor dining, inclusive playground, accessible ramps and signage at 181A Ryde Road, Gladesville. This application was refused by the Ryde Local Planning Panel on 7 April 2022.

Development Application LDA2021/0242 was determined by the Ryde Local Planning Panel as it was a contentious development, receiving in excess of ten (10) submissions objecting to the development. The review of determination, in accordance with Section 8.3(5) of the Environmental Planning and Assessment Act 1979 is reported to the Ryde Local Planning Panel for determination.

The panel refused Development Application LDA2021/0242 for the following reasons:

1. *The acoustic report submitted with the application does not adequately address the noise impacts on the properties to the north in Rundle Place. The acoustic report assumes that a 2.6m high fence is located on the common boundary however the noise attenuation provided by this fence is substantially reduced because these houses are located on land that is higher than the adjoining car park level where the 2.6m height is measured.*
2. *The acoustic report submitted with the application does not adequately address the noise impacts on this dwelling as windows in the dwelling at 5 Randle Place are visible above the fence on the common boundary and which would be*

subject to noise from the carpark and the proposed new activities near the northern boundary.

3. *The acoustic report submitted with the application does not adequately address the noise impact on properties to the north from the new alfresco gaming area where open louvres are provided. Even though the applicant is the owner of two properties to the north in Rundle Place, these properties are still to be assessed against the appropriate noise criteria given their residential use.*
4. *The acoustic report submitted with the application does not adequately address the noise impacts on the properties to the south along Ryde Road. The acoustic report assumes that a 1.3 high fence is located on the boundary however this fence has gaps to allow the escape of noise and is inadequate in height to provide any noise attenuation.*
5. *The proposed development does not attempt to remedy the accumulated shortfall in parking by rationalising the parking on site via a more-efficient layout that maximises the number of car parking spaces and reduces the number of access points to the carpark from Swan Street.*
6. *The intensification of activity on the site is significant and the Plan of Management does not address each of the different and independent activities to minimise external impacts on the surrounding residential areas.*

The applicant has provided additional information to facilitate this review of the determination of LDA2021/0242.

An updated Acoustic Report has been submitted with additional recommendations to mitigate noise impacts for adjoining properties. The amended proposal provides the following acoustic recommendations:

- *Existing gap in boundary fencing to be infilled used Colorbond fence to match the height of the existing fence.*
- *3.2 metre high brick fence proposed adjacent to 14 Rundle Place.*
- *2.4 metre high acoustic barrier proposed between existing northern car park and southern car parking and new deck area.*
- *1.8 metre high acoustic barrier proposed on section of Swan Street and Ryde Road.*
- *Fixed windows must be minimum 10.38mm laminate, with the frame and glazing system to achieve minimum Rw35.*
- *Glazed doors within the Function terrace must be minimum 6.38mm laminate, with the frame and glazing system to achieve minimum Rw31.*
- *Noise absorptive lining is to be installed along the underside of all existing and proposed awnings in the outdoor patron areas. Lining must have a noise reduction co-efficient (NRC) of minimum 0.7 and be suitable for outdoor use (50mm Echosoft or equivalent).*
- *5 Swan Street alterations – All existing glazed windows with a line of sight view of the outdoor pub area are to be upgraded to a minimum thickness of 10.38mm laminate (with the frame and glazing system to achieve minimum Rw34). In addition, an external AC condenser unit is to be installed to provide*

supplementary ventilation into the affected rooms of the dwelling. (It is noted 5 Swan Street is owned by Gladesville Bowling & Sports Club and the work can be completed as exempt development).

The amended documentation provided (which includes detailed acoustic recommendations) has demonstrated that the impact of the proposed development to adjoining properties will not be unreasonable, and can be mitigated subject to the adoption of these recommendations and conditions of consent.

An updated Traffic and Parking report has been submitted. The site currently contains 49 car parking spaces. Using 85th percentile parking demand is a standard engineering practice for parking supply design. The revised proposal provides 80 off-street parking spaces plus a new drop off facility for three (3) vehicles which is adequate to cater for 85th percentile demand event.

The existing three (3) vehicle access points via Swan Street are proposed to be reduced to two (2) vehicle access points and the redundant crossover is proposed to be reinstated and replaced with kerb and gutter. The amended proposal maintains the upper northern car park and lower southern car park and has not amalgamated the parking areas. This is considered acceptable given the 1.70 metre level difference between the two (2) car parking areas and the significant earthworks which would be required to combine the parking areas.

A review of the parking area notes that the parking space dimensions, aisle widths, disabled parking spaces and ramp grades are compliant with the relevant parts of AS 2890. The revised proposal incorporates a designated turning bay towards the rear of the northern car park which facilitates the manoeuvring of vehicles exiting from parking spaces and minimises the need of parked vehicles reversing into another parking space to exit from site. The revised parking layout presents a more efficient and safer operation of parking and vehicle access.

An updated Plan of Management has been submitted and includes details of the operation hours of different areas/activities within the site, staff number and patron numbers.

The application was notified in accordance with RDCP 2014 Part 2: Community Participation Plan and Procedure, the owners of surrounding properties were given notice of the application between 16 August 2022 and 2 September 2022. Two (2) submissions were received objecting to the development from the adjoining residential property owners.

The amended plans received on 5 October 2022 were renotified between 10 October 2022 and 26 October 2022. Two (2) further submissions were received objecting to the development. Two (2) submissions were received in support of the development. The issues raised in the submissions are addressed in the body of the report and do not warrant refusal of the application.

The review of the application has determined that the amended information has adequately addressed the original reasons for refusal and it is recommended that the Ryde Local Planning Panel change the decision and grant consent to the application.

2. THE SITE AND LOCALITY

The subject site comprises five allotments legally described as Lots 91 to 93 DP 24052, Lot 1 DP 220007 and Lot 21 DP 236389 and is commonly known as 181A Ryde Road, Gladesville.

The site is located on the northern side of Ryde Road, is of an irregular shape and comprises a total site area of 7,299m². The site has a primary frontage to Ryde Road (120 metres in length) with secondary frontages to Swan Street to the west and Halcyon Street to the east.



Figure 1 – Aerial photograph of subject site

The site has been operating as the 'Gladesville Sporties' registered club since 1959 and includes two bowling greens, two car parking areas and brick and clad buildings varying from single storey to two storeys. Vehicular access to the site is from Swan Street, with two points for vehicle ingress and egress and two vehicle parking areas. There is a minor access point off Halcyon Street adjoining a delivery dock.



Figure 2 – Photograph of northern carpark



Figure 3 – View of site from north western corner



Figure 4 – View south east from existing northern car park



Figure 5 – Photograph of southern car park



Figure 6 – View of site from Ryde Road



Figure 7 – View of site from Halcyon Street

The site is immediately bounded by single dwellings (comprising a mix of single and two storey dwellings) to the north, single dwellings to the west (on the opposite side of Swan Street), single dwellings to the south (on the opposite side of Ryde Road) and single dwellings to the east (on the opposite side of Halcyon Street).



Figure 8 – Streetscape view of properties on opposite side of Ryde Road



Figure 9 – Streetscape view of properties on opposite side of Swan Street

The surrounding locality is described as having a mixed residential character comprising single and two storey dwellings with some examples of multi-dwelling housing developments.

The subject site is not located within a Heritage Conservation Area, nor does it contain a heritage item. The subject site is not affected by flooding or bush fire, nor does it contain any areas which are of biodiversity significance. The site is located opposite to a local heritage item (dwelling) listed in Schedule 5 of the Ryde Local Environmental Plan 2014 at 126 Ryde Road.

3. THE REVIEW

The subject application is a review of the Ryde Local Planning Panel's (RLPP) decision to refuse Development Application No. LDA2021/0242. The proposal seeks consent for alterations and additions to existing sports club to reconfigure existing car park, bowling greens, and interiors with additional outdoor dining, inclusive playground, accessible ramps and signage. Details of the proposal are below:

External Works

- Expansion of the existing 12 space car park to a 45 space car park in place of the existing Albert Pilkington Green and Greenkeepers shed.
- Reduction of two (2) parking spaces within the northern car park resulting in 35 car parking spaces overall. A turning bay has been provided in place of the two (2) parking spaces.
- Construction of a two-rink bowling lawn.
- Reduction of the Bill Cohen Green to three lanes.
- Construction of an outdoor dining area.
- Construction of a new greenkeepers shed.
- Consent is sought for the use of a playground adjacent to Ryde Road. It is noted the fitout of the playground is subject to a separate development application.
- Landscaping works.
- Erection of new business identification signage to replace the existing signage on the site.
- The following acoustic measures are proposed:
 - Existing gap to be infilled used Colorbond fence to match the height of the existing fence
 - 3.2 metre high brick fence proposed adjacent to 14 Rundle Place
 - 2.4 metre high acoustic barrier proposed between existing northern car park and southern car parking and new deck area
 - 1.8 metre high acoustic barrier proposed on section of Swan Street and Ryde Road

Internal works

- Demolition of part of the existing building.
- New gaming area, including an indoor gaming room, alfresco gaming room and female bathroom.
- New terrace and deck area, adjoining lounge and dining room.
- New function room and adjoining function terrace.
- Alterations to the existing foyer.
- New board room, administration area and CEO office.

- New storeroom.
- Alterations to the existing staff room.

Operational Details

- The proposal seeks to maintain the existing approved hours of operation which are as follows:
 - Monday to Friday: 10:00am to midnight
 - Saturday: 10:00am to midnight
 - Sundays and public holidays: 10:00am to midnight

Key changes from refused development under LDA2021/0242

In summary, the key changes proposed under the Section 8.3(3) review include:

- Further measures enforced by Acoustic Report recommendations, including:
 - Existing gap to be infilled used Colorbond fence to match the height of the existing fence
 - 3.2 metre high brick fence proposed adjacent to 14 Rundle Place
 - 2.4 metre high acoustic barrier proposed between existing northern car park and southern car parking and new deck area.
 - 1.8 metre high acoustic barrier proposed on section of Swan Street and Ryde Road.
 - Fixed windows must be minimum 10.38mm laminate, with the frame and glazing system to achieve minimum Rw35.
 - Glazed doors within the Function terrace must be minimum 6.38mm laminate, with the frame and glazing system to achieve minimum Rw31.
 - Noise absorptive lining is to be installed along the underside of all existing and proposed awnings in the outdoor patron areas. Lining must have a noise reduction co-efficient (NRC) of minimum 0.7 and be suitable for outdoor use (50mm Echosoft or equivalent).
 - 5 Swan Street alterations – All existing glazed windows with a line of sight view of the outdoor pub area are to be upgraded to a minimum thickness of 10.38mm laminate (with the frame and glazing system to achieve minimum Rw34). In addition, an external AC condenser unit is to be installed to provide supplementary ventilation into the affected rooms of the dwelling. It is noted 5 Swan Street is owned by Gladesville Bowling & Sports Club.



Figure 10 – Proposed Acoustic Barrier Markup

- Expansion of the existing 12 space car park to a 45 space car park in place of the existing Albert Pilkington Green and Greenkeepers shed. Reduction of two (2) parking spaces within the northern car park resulting in 35 car parking spaces overall. A turning bay has been provided in place of the two (2) parking spaces.

The existing site contains forty nine (49) car parking spaces. The amended proposal provides an additional thirty one (31) car parking spaces and results in a total of eighty (80) car parking spaces.

4. HISTORY

4.1 Site History

1959	<p>Operation of the club on the subject site commenced.</p> <p>A number of development consents have been granted over the years for alterations and additions to the club. Each application has identified that the site is owned by Gladesville Bowling and Sports Club and the use of the site has been as a bowling and sports club. The long history of applications for the club indicates a continuation of use since the conception of the club in 1959.</p>
14 October 1988	<p>Development consent No. BA/997/88 was granted for the construction of a gaming room for the club. Condition No. 8 of the consent stated:</p> <p><i>The hours of operation of the club being restricted to between the hours of 10:00am and 12 midnight daily.</i></p> <p>Whilst a number of consents have been granted subsequent to that consent, the overall hours of the club have not been conditioned and therefore, the condition above has not been superseded.</p>

9 August 2016	Development consent No. LDA2015/0642 was granted for alterations, additions and refurbishment work to the club to create a terrace and for the use of part of the club as a dance studio. That consent was granted pursuant to Ryde Local Environmental Plan 2014 and the zoning of the site was part RE2 Private Recreation and part R2 Low Density Residential, consistent with the current zonings of the site.
7 April 2022	Development Application LDA202021/0242 which sought consent for alterations and additions to existing registered club to reconfigure existing car park, bowling greens, outdoor dining areas, interiors and landscaping with new awnings, additional outdoor dining, inclusive playground, accessible ramps and signage was refused by the Ryde Local Planning Panel.

4.2 Application History

9 August 2022	Subject Section 8.3 Review Application lodged with Council.
16 August 2022 to 2 September 2022	Subject application notified in accordance with Ryde Community Participation Plan. As a result, a total of two (2) submissions were received objecting to the development.
6 September 2022	<p>A request for further information was sent to the Applicant, requesting:</p> <ul style="list-style-type: none"> - Updated plan of management including details of the specific operation of different areas/activities within the site; - Amended plans addressing concerns with light spill impacts from the carpark onto the residential properties; - A full set of architectural plans with the proposed changes; - Architectural plans to be updated to be consistent with the acoustic report; - Landscape plan, access report, waste management, survey plan and stormwater plan to be resubmitted; - Written confirmation is required confirming the documentation submitted as part of LDA2021/0242 should be relied upon to demonstrate existing use rights; and - Amended plans and documents addressing acoustic and air pollution concerns.
16 September 2022	The applicant submitted documentation to demonstrate existing use rights via email.

5 October 2022	The applicant submits amended plans and further information involving the following: <ul style="list-style-type: none"> - Updated acoustic report and cover letter; - Smoke report submitted; - A full set of architectural plans with the proposed changes; and - Access report, landscape plans, stormwater plans, survey and waste management plan submitted
10 October 2022 to 26 October 2022	Subject application re notified in accordance with Ryde Community Participation Plan. As a result, two (2) further submissions were received objecting to the development and two (2) submissions were received in support.
14 October 2022	An email was sent to the applicant requesting the Plan of Management to be updated to include details of the specific operation of different areas/activities within the site.
17 October 2022	The applicant submitted an updated Plan of Management
21 October 2022	An email was sent requesting clarification if consent was sought for the use of the playground as part of the subject development application and if the fit out of the playground will be subject to a separate application. The Plan of Management was required to be updated to be consistent with the updated Acoustic Report and require the two children's playgrounds within the club to be closed from 9:30pm.
24 October 2022	The applicant provided written confirmation via email that consent is only sought for the use of the playground as part of the subject development application.
24 October 2022	An email was sent requesting the latest revision of the stormwater plans to be submitted
24 October 2022	The applicant submits an updated Plan of Management and latest revision of stormwater plans

5. PLANNING ASSESSMENT

5.1 Section 8.2 of Environmental Planning and Assessment Act 1979

PROVISION	COMMENT
Section 8.2 determinations and decisions subject to review	
<p><i>Section 8.2 (1) The following determinations or decisions of a consent authority under Part 4 are subject to review under this Division:</i></p> <p><i>(a) the determination of an application for development consent by a council, by a local planning panel, by a Sydney district or regional planning panel</i></p>	<p>The subject application is prescribed as a type pursuant to Section 8.2(1)(a).</p>

<p><i>or by any person acting as delegate of the Minister (other than the Independent Planning Commission or the Planning Secretary),</i></p> <p><i>(b) the determination of an application for the modification of a development consent by a council, by a local planning panel, by a Sydney district or regional planning panel or by any person acting as delegate of the Minister (other than the Independent Planning Commission or the Planning Secretary),</i></p> <p><i>(c) the decision of a council to reject and not determine an application for development consent.</i></p>	
<p><i>(2) However, a determination or decision in connection with an application relating to the following is not subject to review under this Division:</i></p> <p><i>(a) a complying development certificate,</i></p> <p><i>(b) designated development,</i></p> <p><i>(c) Crown development</i></p>	<p>The review is of a development application which was not a designated or crown development.</p>
<p>8.3 Application for and conduct of review</p>	
<p><i>(2) A determination or decision cannot be reviewed under this Division—</i></p> <p><i>a) after the period within which any appeal may be made to the Court has expired if no appeal was made, or</i></p> <p><i>b) after the Court has disposed of an appeal against the determination or decision.</i></p> <p><i>Section 8.10 of the COVID-19 Legislation Amendment (Emergency Measures – Miscellaneous) Act 2020, states the following in relation to the time within which appeals may be made:</i></p> <p><i>(1) An appeal under this Division (except by an objector) may be made only within the following periods after the relevant date (being the date the decision appealed against is notified or registered on the NSW planning portal or the date of deemed refusal under section 8.11)—</i></p>	<p>The application was determined on 7 April 2022, which is after the prescribed period under the COVID amendments.</p> <p>The lapsing date for the period is therefore 7 October 2022 as per subclause 8.10(1)(a).</p> <p>A Class 1 Appeal was filed against the refusal of Development Application No. LDA2021/0242 on 2 September 2022 which extends the period in which a determination can be made.</p>

<p><i>(a) 6 months after the relevant date, if the relevant date occurs after the prescribed period, or</i></p> <p><i>(b) 12 months after the relevant date, if the relevant date occurs—</i></p> <p><i>(i) during the prescribed period, or</i></p> <p><i>(ii) during the 6-month period immediately before the prescribed period.</i></p> <p><i>(2) An appeal under this Division by an objector may be made only within the following periods after the relevant date (being the date the objector is notified of the decision appealed against)—</i></p> <p><i>(a) 28 days after the relevant date, if the relevant date occurs after the prescribed period, or</i></p> <p><i>(b) 56 days after the relevant date, if the relevant date occurs—</i></p> <p><i>(i) during the prescribed period, or</i></p> <p><i>(ii) during the 28-day period immediately before the prescribed period.</i></p> <p><i>In this Section - The prescribed period means the period commencing 25 March 2020 and ending on 25 March 2022.</i></p>	
<p><i>(3) In requesting a review, the applicant may amend the proposed development the subject of the original application for development consent or for modification of development consent. The consent authority may review the matter having regard to the amended development, but only if it is satisfied that it is substantially the same development.</i></p>	<p>In accordance with Section 8.3(3), The applicant has made amendments to the application. The amendments include:</p> <ul style="list-style-type: none"> • An updated Acoustic Report has been submitted with additional recommendations to mitigate noise impacts for adjoining properties. The amended proposal provides the following acoustic measures: <ul style="list-style-type: none"> ○ Existing gap to be infilled used Colorbond fence to match the height of the existing fence. ○ 3.2 metre high brick fence proposed adjacent to 14 Rundle Place. ○ 2.4 metre high acoustic barrier proposed between existing northern car park and southern car parking and new deck area. ○ 1.8 metre high acoustic barrier proposed on section of Swan Street and Ryde Road.

	<ul style="list-style-type: none">○ Fixed windows must be minimum 10.38mm laminate, with the frame and glazing system to achieve minimum Rw35.○ Glazed doors within the Function terrace must be minimum 6.38mm laminate, with the frame and glazing system to achieve minimum Rw31.○ Noise absorptive lining is to be installed along the underside of all existing and proposed awnings in the outdoor patron areas. Lining must have a noise reduction coefficient (NRC) of minimum 0.7 and be suitable for outdoor use (50mm Echosoft or equivalent).○ 5 Swan Street alterations – All existing glazed windows with a line of sight view of the outdoor pub area are to be upgraded to a minimum thickness of 10.38mm laminate (with the frame and glazing system to achieve minimum Rw34). In addition, an external AC condenser unit is to be installed to provide supplementary ventilation into the affected rooms of the dwelling. It is noted 5 Swan Street is owned by Gladesville Bowling & Sports Club.• The amended proposal provides an additional thirty one (31) car parking spaces and results in a total of eighty (80) car parking spaces.• An updated Traffic and Parking report has been submitted. The existing site contains forty nine (49) car parking spaces. Using the 85th percentile parking demand study is a standard engineering practice for parking supply design. The revised proposal provides 80 off-street parking spaces plus a new drop off facility for 3 vehicles which is adequate to cater for 85th percentile demand event.• The existing three (3) vehicles access points via Swan Street is proposed to be reduced to two (2) vehicle access points and the redundant crossover is proposed to be reinstated and
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	<p>replaced with kerb and gutter. The amended proposal maintains the upper northern car park and lower southern car park and has not amalgamated the parking areas. This is considered acceptable given the 1.70 metre level difference between the two (2) car parking areas and the significant earthworks which would be required to combine the parking areas.</p> <ul style="list-style-type: none"> • A review of the parking area notes that the parking space dimensions, aisle widths, disabled parking spaces and ramp grades are compliant with the relevant parts of AS 2890. The revised proposal incorporates a designated turning bay towards the rear of the northern car park which facilitates the manoeuvring of vehicles exiting from parking spaces and minimises the need of parked vehicles reversing into another parking space to exit from site. The revised parking layout presents more efficient and safer operation of parking and vehicle access. • An updated Plan of Management has been submitted and includes details of the operation hours of different areas/activities within the site, staff number and patron numbers. <p>The application as amended is substantially the same development as the development described in the original application.</p>
<p><i>(5) The review of a determination or decision made by a local planning panel is also to be conducted by the panel.</i></p>	<p>As the original determination was made by the LPP, this review must also be conducted by the LPP.</p>
<p>8.4 Outcome of review</p>	
<p><i>After conducting its review of a determination or decision, the consent authority may confirm or change the determination or decision.</i></p>	<p>As a consequence of the review, it is recommended that the decision to refuse LDA2021/0242 be changed to approval.</p>
<p>8.5 Miscellaneous provisions relating to reviews</p>	
<p><i>(1) The regulations may make provision for or with respect to reviews under this Division, including—</i> <i>a) specifying the person or body with whom applications for reviews are to be lodged and by whom applications for reviews and the results of reviews are to be notified, and</i></p>	<p>The application was notified in accordance with the Ryde Community Participation Plan between 16 August 2022 to 2 September 2022. As a result, a total of two (2) submissions were received objecting to the development.</p> <p>The amended plans were notified in accordance with the Ryde Community</p>

<p><i>setting the period within which reviews must be finalised, and</i></p> <p><i>b) declaring that a failure to finalise a review within that time is taken to be a confirmation of the determination or decision subject to review.</i></p>	<p>Participation Plan between 10 October 2022 to 26 October 2022. Two (2) submissions were received objecting to the application and a further two (2) submissions were received in support of the development.</p> <p>The application was determined on 7 April 2022, which is after the prescribed period under the COVID amendments.</p> <p>The lapsing date for the period is therefore 7 October 2022 as per subclause 8.10(1)(a), however, a Class 1 Appeal was filed against the refusal of Development Application No. LDA2021/0242 on 2 September 2022 which has extended the lapsing date.</p>
<p><i>(2) The functions of a consent authority in relation to a matter subject to review under this Division are the same as the functions in connection with the original application or determination.</i></p>	<p>The development application was refused by the LPP. The subject review is being determined by the LPP, with alternate panel members to that of the original panel.</p>
<p><i>(3) If a decision to reject an application for development consent is changed on review, the application is taken to have been lodged on the date the decision is made on the review.</i></p>	<p>Noted.</p>
<p><i>(4) If a determination is changed on review, the changed determination replaces the earlier determination on the date the decision made on the review is registered on the NSW planning portal.</i></p>	<p>The determination is recommended to be changed.</p>
<p><i>(5) Notice of a decision on a review to grant or vary development consent is to specify the date from which the consent (or the consent as varied) operates.</i></p>	<p>The notice of determination will include a specified date.</p>
<p><i>(6) A decision after the conduct of a review is taken for all purposes to be the decision of the consent authority.</i></p>	<p>Noted.</p>
<p><i>(7) If on a review of a determination the consent authority grants development consent or varies the conditions of a development consent, the consent authority is entitled (with the consent of the applicant and without prejudice to costs) to have an appeal against the determination made by the applicant to the Court under this Part withdrawn at any time prior to the determination of that appeal.</i></p>	<p>Noted.</p>

5.2 State Environmental Planning Instruments

5.2.1 State Environmental Planning Policy No. 64 – Advertising and Signage

The provisions of State Environmental Planning Policy No.64 – Advertising and Signage came into force in March 2001. State Environmental Planning Policy Industry and Employment 2021 came into effect on 1 March 2022. All of the provisions of SEPP 64 have been transferred into the new SEPP.

In accordance with Clause 3.4 of the SEPP, the SEPP is applicable to the proposed development as the proposed signs are permitted with development consent and are visible from a public place.

The proposal seeks consent for the erection of the following signage:

- Pylon sign measuring 4.5m x 1.65m on the corner of Ryde Road and Swan Street.
- 2 x directional signs on the Swan Street frontage being 950mm x 600mm.
- 2 x directional signs on the Swan Street frontage being 1800mm x 600mm.
- 1 x information (pylon style) sign located on the corner of Ryde Road and Halcyon Street having three panels with an overall width of 4.27m x 2.2m.
- 2 x flush wall signs on Ryde Road frontage being 2.4m x 1.2m.
- 1 x flush wall sign on Ryde Road frontage being 2.4m x 1.2m.
- 1 x flush wall sign on Halcyon Street frontage being 2.99m x 1.5m.
- 2 x gaming entry signs (not highly visible from public domain) being 2.66m x 600mm.
- 1 x panel sign (not highly visible from public domain) being 1.4m x 2.2m.

Under Clause 18 of the SEPP, a consent authority must not grant consent to the display of an advertisement greater than 20m² and within 250m of, and visible from, a classified road without the concurrence of TfNSW. None of the proposed signs will be visible from a classified road, hence referral to TfNSW is not required in this instance.

The proposed signage is considered to satisfy the aims and objectives under Clause 3 of the SEPP as follows:

(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

- (b) to regulate signage (but not content) under Part 4 of the Act, and*
- (c) to provide time-limited consents for the display of certain advertisements.*
- (d) to regulate the display of advertisements in transport corridors, and*
- (e) to ensure that public benefits may be derived from advertising in and adjacent to transport corridors.*

The proposed signage has been assessed against the provisions under Schedule 1 – Assessment Criteria of the SEPP and is satisfactory (**see attachment No. 2**).

5.2.2 Relevant State Environmental Planning Instruments

Instrument	Proposal	Compliance
State Environmental Planning Policy - Resilience and Hazards 2021		
<p>The object of Chapter 4 is to provide for a Statewide planning approach to the remediation of contaminated land.</p> <p>The aims are to promote the remediation of contaminated land for the purpose of reducing the risk of harm to human health or any other aspect of the environment.</p>	<p>The site has a history of use as a registered club and no concerns are raised in relation to contamination. The proposal is deemed to be satisfactory under the provisions of the SEPP.</p>	<p>Yes</p>
State Environmental Planning Policy – Biodiversity and Conservation 2021		
Chapter 2 Vegetation in non-rural areas		
<p>The objective of the SEPP is to protect the biodiversity values of trees and other vegetation and to preserve the amenity of the area through the preservation of trees and other vegetation.</p>	<p>The proposal does not include the removal of any trees or significant vegetation.</p> <p>The application has been supported by a landscape plan which outlines suitable plantings to soften the appearance of the proposed car parking area from the public domain.</p> <p>The proposal is considered to be satisfactory by Council's Landscape Architect subject to the recommended condition of consent (Condition 58).</p>	<p>Yes</p>
Chapter 10 Sydney Harbour Catchment		
<p>This Plan applies to the whole of the Ryde Local Government Area. The aims of the Plan are to establish a balance between promoting a prosperous</p>	<p>The site is located within the designated hydrological catchment of Sydney Harbour and therefore is subject to the provisions of the planning instrument. However, the</p>	<p>Yes</p>

<p>working harbour, maintaining a healthy and sustainable waterway environment and promoting recreational access to the foreshore and waterways by establishing planning principles and controls for the catchment as a whole.</p>	<p>site is not located on the foreshore or adjacent to the waterway and therefore, with the exception of the objective of improved water quality, the objectives of the planning instrument are not applicable to the proposed development. The objective of improved water quality is satisfied through compliance with the provisions of Part 8.2 of Ryde DCP 2014. The proposed development raises no other issues and otherwise satisfies the aims and objectives of the planning instrument.</p>	
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5.3 Ryde Local Environmental Plan 2014 (RLEP 2014)

The subject site is zoned part RE2 Private Recreation and part R2 Low Density Residential under the provisions of Ryde Local Environmental Plan 2014 (RLEP) as depicted in the figure below:

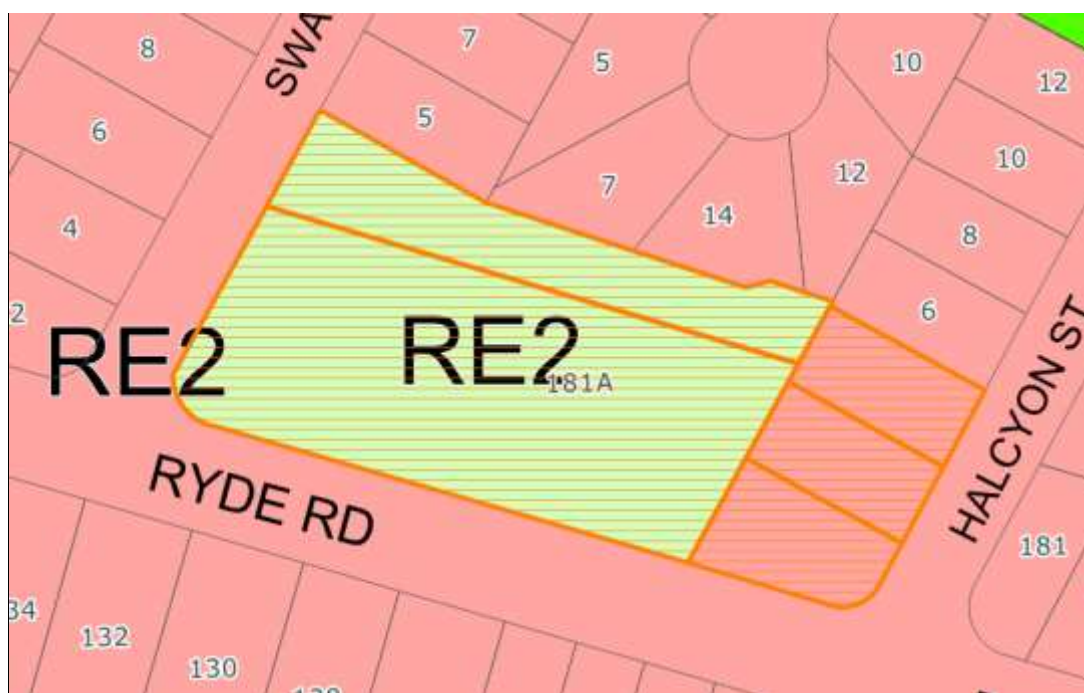


Figure 11 – Extract of RLEP 2014 zoning map (green denotes RE2 Private Recreation and pink denotes R2 Low Density Residential)

The development and proposed works are most accurately defined as follows under RLEP 2014:

Registered club means a club that holds a club licence under the Liquor Act 2007.

Business identification sign means a sign—

- (a) that indicates—*
 - (i) the name of the person or business, and*
 - (ii) the nature of the business carried on by the person at the premises or place at which the sign is displayed, and*
- (b) that may include the address of the premises or place and a logo or other symbol that identifies the business, but that does not contain any advertising relating to a person who does not carry on business at the premises or place.*

The existing 'Gladesville Sporties' club holds a club licence under the Liquor Act 2007. The proposal involves works to the existing Registered Club and the erection of Business Identification Signage. Development for the purpose of a Registered Club and Business Identification Signage are permissible with consent within the RE2 Private Recreation zoned portion of the site. The proposed car parking is regarded as being an ancillary element of the Registered Club.

It is noted that a portion of the existing club is located over the area of the site that is zoned R2 Low Density Residential. Whilst Business Identification signs are permissible within the R2 Low Density Residential zone, Registered Clubs are ordinarily prohibited within the zone. The applicant seeks to rely on the existing use rights provisions of the Environmental Planning and Assessment Act 1979, as discussed below.

Existing Use Rights

Development for the purpose of a Registered Club is prohibited development in the R2 Low Density Residential zone. The applicant seeks to rely on the existing use rights provisions of Division 4.11 of the Environmental Planning and Assessment Act 1979. It is noted the documentation submitted as part of Development Application LDA2021/0242 has been relied upon to demonstrate existing use rights.

Section 4.65 of the Act defines an existing use as follows:

In this Division, existing use means—

- (a) the use of a building, work or land for a lawful purpose immediately before the coming into force of an environmental planning instrument which would, but for this Division, have the effect of prohibiting that use, and*
- (b) the use of a building, work or land—*
 - (i) for which development consent was granted before the commencement of a provision of an environmental planning instrument having the effect of prohibiting the use, and*
 - (ii) that has been carried out, within one year after the date on which that provision commenced, in accordance with the terms of the consent and to such an extent as to ensure (apart from that provision) that the development consent would not lapse.*

The use of the site as a registered club commenced in 1959 and was approved under the County of Cumberland Planning Scheme, as a result the landuse was lawfully commenced under this Scheme. Since 1959, Council has granted a number of

development consents for various works to the existing club which recognises the continued use of the site for the purpose of a registered club.

It is noted that development consent No. LDA2015/0642 was granted on 9 August 2016 for alterations, additions and refurbishment work to the club to create a terrace and for the use of part of the club as a dance studio. That consent was granted pursuant to Ryde Local Environmental Plan 2014 and the zoning of the site was part RE2 Private Recreation and part R2 Low Density Residential, consistent with the current zonings of the site. Existing use rights were not explicitly addressed in the determination report for that application but the approval of the application is taken to recognise that existing use rights apply to the portion of the site zoned R2 Low Density Residential. The use of the site as a Registered Club has continued since the granting of the 2016 consent.

Therefore, the proposal is considered satisfactory in relation to the definition of existing use, set out in Clause 4.65 of the Environmental Planning and Assessment Act 1979.

Section 4.67 of the Act states the following in relation to the Regulations respecting existing use:

- (1) The regulations may make provision for or with respect to existing use and, in particular, for or with respect to—*
 - (a) the carrying out of alterations or extensions to or the rebuilding of a building or work being used for an existing use, and*
 - (b) the change of an existing use to another use, and*
 - (c) the enlargement or expansion or intensification of an existing use.*

The application seeks consent for the carrying out of alterations and extensions to the existing registered club.

Clause 43 of the Environmental Planning and Assessment Regulation 2000 states the following in relation to alteration or extension of buildings and works:

- (1) Development consent is required for any alteration or extension of a building or work used for an existing use.*
- (2) The alteration or extension—*
 - (a) must be for the existing use of the building or work and for no other use, and*
 - (b) must be erected or carried out only on the land on which the building or work was erected or carried out immediately before the relevant date.*

The application seeks consent for alterations and extensions to the Registered Club, being the existing use. The proposal does not involve any uses other than that of the Registered Club and the works are proposed to be undertaken on the land on which the building or work was erected before the relevant date. As a result, the proposal is considered satisfactory under the relevant provisions of the Act and Regulations relating to existing use rights and is able to benefit from those rights for the extent of the subject application.

Zone Objectives

The following objectives are applicable to the RE2 Private Recreation zone:

- *To enable land to be used for private open space or recreational purposes.*
- *To provide a range of recreational settings and activities and compatible land uses.*
- *To protect and enhance the natural environment for recreational purposes.*
- *To ensure that the use and development of the land minimises any adverse effect on the amenity of the locality.*

The proposal allows for the ongoing use of the portion of the site zoned RE2 Private Recreation for recreational purposes. A large portion of this area of the site will be used for the purpose of bowling greens and a children’s playground (it is noted the fitout of the playground is subject to a separate development application). It is considered that the proposal does not result in any significant additional adverse effect on the amenity of the locality. Therefore, the proposal is considered satisfactory with regard to the objectives of the RE2 Private Recreation zone.

The following objectives are applicable to the R2 Low Density Residential zone:

- *To provide for the housing needs of the community within a low density residential environment.*
- *To enable other land uses that provide facilities or services to meet the day to day needs of residents.*
- *To provide for a variety of housing types.*

The portion of the club located on the area of the site zoned R2 Low Density Residential benefits from existing use rights. It is a land use which provides a facility to meet the day to day needs of residents and maintains the low density character of the locality. Therefore, the proposal is considered satisfactory with regard to the objectives of the R2 Low Density Residential zone.

The following is an assessment of the proposed development against the applicable provisions of Ryde Local Environmental Plan 2014 (Ryde LEP 2014).

Clause	Proposal	Compliance
4.3(2) Height of Buildings		
A maximum building height of 9.5m is applicable for the R2 Low Density Residential zoned portion of the site. There is no building height limit applicable for the RE2 Private Recreation zoned portion.	The building height is not proposed to exceed 9.5m at any point on the site.	Yes

Clause	Proposal	Compliance
4.4(2) Floor Space Ratio		
<p>A maximum FSR of 0.5:1 is applicable for the R2 Low Density Residential zoned portion of the site. There is no maximum FSR applicable to the RE2 Private Recreation zoned portion of the site.</p>	<p>The proposed gross floor area across the site is 2046.1m² which equates to an overall floor space ratio of 0.28:1 across the site.</p> <p>There is an increase in floorspace of 58.9m² over the portion of the site zoned RE2 Private Recreation, however, there is no increase over the portion zoned R2 Low Density Residential.</p>	<p>Yes</p>
5.10 Heritage Conservation		
<p>(1) The objectives of this clause are as follows—</p> <p>(a) to conserve the heritage significance of heritage items and heritage conservation areas, including associated fabric, settings and views,</p> <p>(b) to conserve the heritage significance of heritage items and heritage conservation areas, including associated fabric, setting and views,</p> <p>(c) To conserve archaeological sites,</p> <p>(d) to conserve Aboriginal objects and Aboriginal places of heritage significance</p>	<p>The subject site does not contain an item of heritage; however, it is located within the vicinity of the following items of heritage significance listed within Schedule 5 of RLEP 2014:</p> <ul style="list-style-type: none"> • Item 111, 126 Ryde Road <p>Given the site's separation from the item and nature of the proposed works, the proposal is not considered to result in any adverse heritage impacts.</p>	<p>Yes</p>
6.2 Earthworks		
<p>(1) The objective of this clause is to ensure that earthworks for which development consent is required will not have a detrimental impact on environmental functions and processes, neighbouring uses, cultural or heritage items or features of the surrounding land.</p>	<p>The proposal seeks to largely maintain the existing levels across the site and there are no significant earthworks proposed. The application has been assessed by Council's Senior Development Engineer and no objection has been raised.</p>	<p>Yes</p>
6.4 Stormwater Management		
<p>(1) The objective of this clause is to minimise the impacts of urban stormwater on land to which this clause applies and on adjoining properties, native bushland and receiving waters.</p>	<p>The proposal seeks to expand additional hardstand areas over two existing bowling greens to the west of the main building on the site. The proposal has been considered satisfactory by Council's Senior Development Engineer.</p>	<p>Yes</p>

5.4 Draft Environmental Planning Instruments

There are no relevant draft Environmental Planning Instruments for consideration.

5.5 Development Control Plans

Ryde Development Control Plan 2014 (RDCP 2014)

The proposal is subject to the provisions of the following parts of RDCP 2014:

- Part 7.2: Waste Minimisation and Management;
- Part 8.2: Stormwater & Floodplain Management;
- Part 9.1: Signage
- Part 9.2: Access for People with Disabilities
- Part 9.3: Parking Controls

With regard to Parts 7.2, 8.2 and 9.2 of the RDCP 2014, noting the advice from various technical departments within Council and the consideration of issues previously in this report, the proposal is considered satisfactory in relation to the controls contained in these Parts.

Part 9.1 – Signage

The application has been assessed against the requirements of Ryde Development Control Plan 2014 – Part 9.1 – Signage (attachment No. 3). **Figure 12** below depicts the proposed signage locations across the site:



Figure 12 – Proposed signage location plan

Non-compliances have been identified in relation to the following controls:

Section 3.1 - Residential Zones

The DCP outlines the following controls relating to signage located in residential zones:

- a) *A maximum of one sign will be permitted per site.*
- b) *Sign options in residential zones are:*
 - i) *Business signs*
 - ii) *Real estate signs*
 - iii) *Home occupation signs*
 - iv) *Temporary signs*
- c) *Illumination of signs is prohibited.*

There are three signs proposed on the portion of the site zoned R2 Low Density Residential which comprise two fascia business identification signs and one pylon sign. Two of the signs are proposed to be illuminated. The proposal does not comply with Control 3.1(a), (b) and (c).

As outlined previously in this report, the subject site benefits from existing use rights and is a considerably large site which is atypical for a residential zone. Given the size of the site and the fact that the site benefits from existing use rights, the proposed number of signs is considered satisfactory. The proposed signage is considered to strike a balance between suitable business identification and visual impact in a residential zone. Suitable conditions of consent are recommended in relation to hours of illumination and intensity of illumination recognising the location of the site in a residential locality (**Condition 72 and Condition 74**). These conditions will limit the impact of the signs.

Section 4.0 – Definitions and requirements for different types of signage

Directional sign

The DCP outlines the following controls relating to directional signs:

A sign not exceeding 0.3m² that directs vehicle or pedestrian traffic within the property the sign relates to.

The proposal includes six (6) directional signs with the following areas:

- SD.1 - 0.5m²
- SD.2 - 0.5m²
- SD.3 - 1.0m²
- SD.4 - 1.0m²
- SD.5 - 1.5m²
- SD.6 - 1.5m²

The signs are greater than 0.3m² and do not comply with the control requirement. Given the size of the site and the fact that the site benefits from existing use rights, the proposed size of signs is considered satisfactory.

Flush wall sign

The DCP outlines the following controls relating to flush wall signs:

- a) Only one sign per building elevation.*
- b) Where it is illuminated shall not be less than 2.6 metres above the ground.*
- c) shall not exceed a maximum area of five (5) square metres.*
- d) shall not extend laterally beyond the wall of the building to which it is attached.*
- e) shall not project above the top of the wall to which it is attached.*
- f) shall not be located on a building wall if there is an existing building or business identification sign.*
- g) shall not extend over a window or other opening or architectural feature.*
- h) shall not project horizontally more than 300mm from the wall.*
- i) consideration must be given to design and aesthetics, so as to harmonise with the nature of the streetscape and townscape.*
- j) flush wall sign advertising on end walls adjoining residential properties are prohibited. However, Council may permit advertising on end walls adjoining a public place.*

There is a total of four flush wall signs proposed to be mounted on the club building comprising of three on the Ryde Road frontage and one on the Halcyon Street frontage. The proposal does not comply with Control (a) given that there are three flush wall signs proposed on the Ryde Road frontage (**see Figure 13**). The flush wall signs comply with the other controls relating to this signage type.

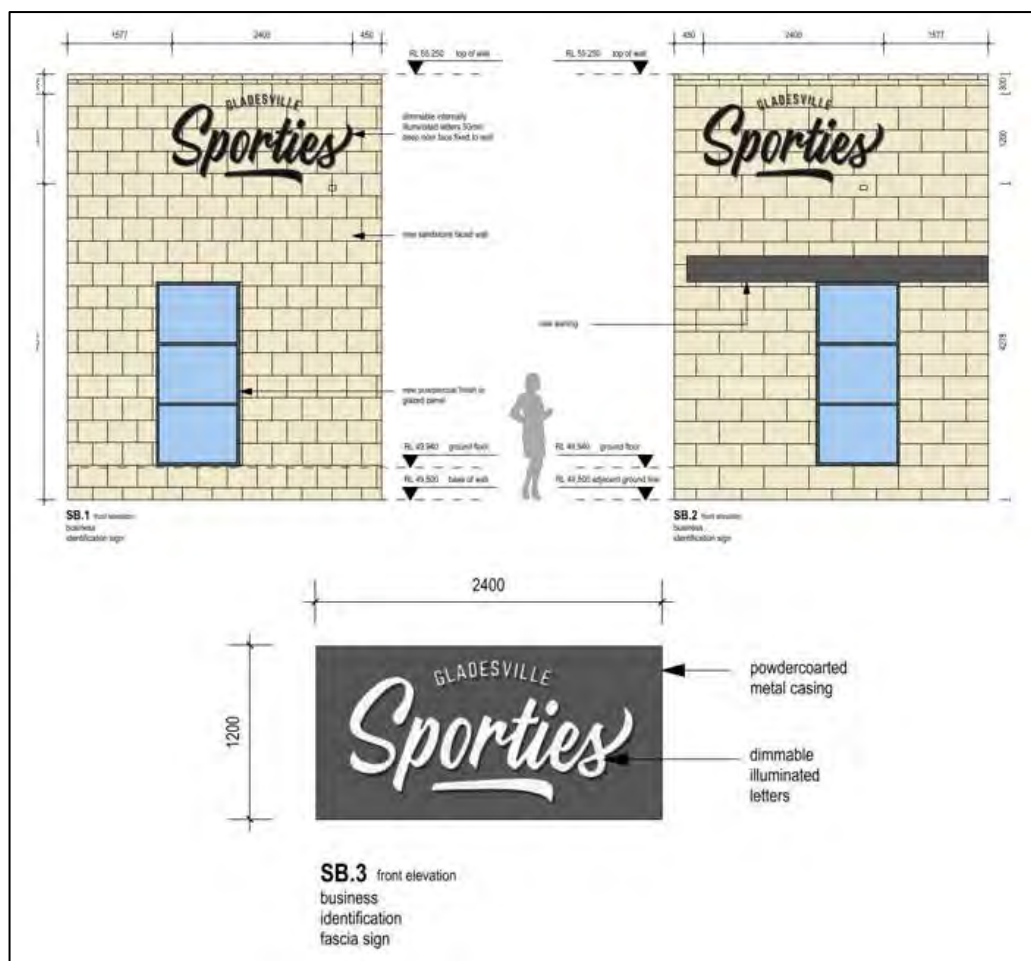


Figure 13 – Proposed flush wall signage on Ryde Road frontage

The three flush wall signs on the Ryde Road frontage are considered satisfactory for the following reasons:

- The subject site has an area of 7,299m² and has a frontage of 120 metres to Ryde Road. Therefore, it is a considerably large site and three flush wall signs are considered to be warranted in order for suitable business identification and wayfinding.
- The proposed flush wall signs are of a contemporary nature and comprise dimmable internally illuminated wording reading “Gladesville Sporties”. The signs are considered to be of a minimalist design that does not result in visual clutter.
- The proposed signage scheme across the site will result in consistency in terms of appearance and results in the removal of existing signage on the site.
- Conditions of consent are recommended in relation to hours of illumination and intensity of illumination recognising the location of the site in a residential locality (**Condition 72 and Condition 74**). These conditions will limit the impact of the signs.

Accordingly, the proposed flush wall signage is considered satisfactory on merit.

Panel signs

The DCP outlines the following controls relating to panel signs:

A sign with an advertisement area that is greater than 5m² but no more than 12m².

- a) only permitted in business and industrial zones.*
- b) shall not extend laterally beyond the wall of the building to which it is attached.*
- c) shall not project above the top of the wall to which it is attached.*
- d) shall not project horizontally more than 300 mm from the wall.*

The sign has an area of 2.4m² and is less than the required area for panel signs. The sign is located in the section of the site zoned RE2 Private Recreation. The panel sign complies with the other controls relating to this signage type.

The panel sign is considered satisfactory for the following reasons:

- The sign has an area of 2.4m² and will not impact adjacent properties. Conditions of consent are recommended in relation to hours of illumination and intensity of illumination recognising the location of the site in a residential locality (**Condition 72 and Condition 74**). These conditions will limit the impact of the signs.
- The proposal is considered acceptable as the signage is in association with an existing registered club (Gladesville Sporties) which is a business.

Pylon signs

The DCP outlines the following controls relating to pylon signs:

- a) Maximum height 6m.*
- b) Maximum area of structure 12m.*
- c) One per site.*
- d) A pylon sign and a business directory board sign are not to be located at the same entrance way or access way. Such signs must be physically separated from each other.*
- e) Must be provided within a landscaped setting.*
- f) illumination of sign will be considered by Council on a merit basis i.e. location of sign, proximity to main road, hours of operation. Up lighting is the preferred form of illumination.*
- g) Signs should generally be placed on buildings. Therefore, Pylon signs will not be permitted where signs are capable of being placed on a building and buildings are within 5 metres of the road frontage.*

The proposal does not comply with Control (c) given that it includes two pylon signs (one on the corner of Ryde Road and Halcyon Street and one on the corner of Ryde

Road and Swan Street) – **see Figure 14**. Sign SI1 is capable of being placed on the building and does not comply with Control (g). The pylon signs comply with the other controls relating to this signage type.

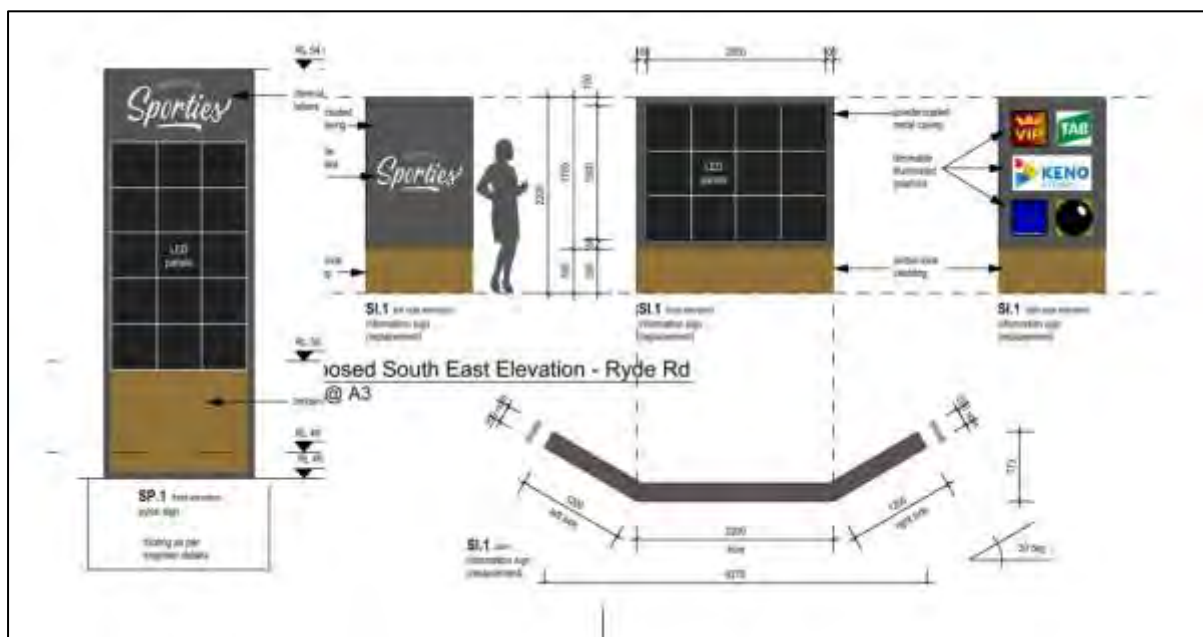


Figure 14 – Left: Proposed sign (SP.1) on corner of Ryde Road and Swan Street
 Right: Proposed sign (SI.1) on corner of Ryde Road and Halcyon Street

The two proposed pylon signs are considered satisfactory for the following reasons:

- The subject site has an area of 7,299m² and has a frontage of 120 metres to Ryde Road. Therefore, it is a considerably large site and two pylon signs are considered to be warranted in order for suitable business identification and wayfinding.
- Conditions of consent are recommended in relation to hours of illumination and intensity of illumination recognising the location of the site in a residential locality (**Condition 72 and Condition 74**). These conditions will limit the impact of the pylon signs.
- The proposed signage scheme across the site will result in consistency in terms of appearance and results in the removal of existing signage on the site.
- Pylon sign SI1 is capable of being placed on the building but is considered satisfactory being separate from the building given its low height and that it is located in a landscaped setting.

Accordingly, the proposed pylon signage is considered satisfactory on merit.

Part 9.3 – Parking Controls

Ryde Development Control Plan 2014 – Part 9.3 Parking Controls outlines that car parking for a registered club is to be provided at the following rates:

- 1 space per 5m² GFA and;
- 1 space per 10m² GFA for auditorium and games rooms.

The club has an existing GFA of 2073.1m², with games rooms amounting to 147.3m², which would result in a requirement for 385.16 (rounded up to 386) car parking spaces for the general GFA and 14.73 (rounded up to 15) car parking spaces for the games room component. This results in a total requirement for 401 car parking spaces. As the existing club was established in 1959, the car parking requirements have greatly increased over time and the club currently has only 49 existing off-street car parking spaces.

The proposed works will result in a net decrease in the GFA on the site to 2046.1m² (a reduction of 27m²), with the general GFA resulting in a requirement for 369.4 (rounded up to 370) car parking spaces. The games room floor space is proposed to be increased by 51.8m² (total of 199.1m²) component requiring 19.91 (rounded up to 20) car parking spaces. A total of 390 car parking spaces would be required under the current DCP parking rates. The proposal includes works in the south western corner of the site which will result in an increased extent of car parking from 49 spaces to 80 spaces, being an increase of 31 car parking spaces.

Given that the proposal results in a decreased extent of GFA across the site and a net increase of 31 car parking spaces, it is considered to be an improved outcome over the existing club and is considered satisfactory in this instance given the existing use scenario of the club. The development does not present further scope to expand the parking capacity without significant works, such as basement parking (which would not be consistent with a low density residential character).

Council's Senior Development Engineer has undertaken a review of the traffic and parking study submitted as part of the application which considers the parking demand generated by the club and has advised as follows:

"The revised Traffic and Parking report has presented an analysis from parking survey of the existing club during the peak patronage times between 5pm to 8:30pm Friday evening and Saturday to determine the peak patronage, parking demand and travel mode to the club.

In the following is key considerations from the report;

- *The survey shows 35.3% of patrons were car drivers on Saturday evening (21/05/2022) and 41.5% on Friday evening (20/05/2022); and about 50% of staff drove to work on that Saturday evening.*
- *A further study to estimate 85th percentile occupancy of the existing club based on bar/food sales on Friday and Saturday over a 6month period from October 2021 to May 2022 (26 weeks) excluding 4 weeks in the Christmas period December 2021 to January 2022 due to the pandemic. The study results found that the patronage rate on the Saturday evening 21/05/2022 was close to the 85th percentile event which hosted 147 patrons on that evening; and the Friday evening 20/05/2022 was close to 50th percentile event which had 137 patrons.*

Using 85th percentile parking demand study is a standard engineering practice for parking supply design.

- *Based on the above, the car usage rate of 35.3% on Saturday evening (21/05/2022) was adopted for the proposed development parking demand calculation.*
- *The existing club has 365 seats plus 39 seats for poker machine. The number of the proposed seats is pro-rata to the number of the existing seats times the 85th percentile patronage which occurred on Saturday evening. It is estimated the proposed development will generate 518 seats plus 39 seats for poker machine. This will generate 209 patrons for 85th percentile demand event. Applying the 35.3% car usage rate for the patrons, 73.6 (74) car parking spaces will be required. The increase in staff number will be 3 based on the rate of 1 per 25 additional patrons, applying the rate of 50% of staff driving to work, a total of 76 parking spaces is required to be provided by the proposed development.*

The revised proposal provides 80 off-street parking spaces plus a new drop off facility for 3 vehicles which is adequate to cater for 85th percentile demand event. In comparison with the previously proposed development (LDA2021/242), an addition of 8 off-street parking spaces is provided. Therefore, raised no objection.”

The site has very significant street frontage along Swan Street, Ryde Road and Halcyon Street. Accordingly, if there is any parking overflow to on-street parking areas this will have only minor, short term impacts to surrounding residents. As a result, the existing and proposed extent of car parking is considered satisfactory to cater for the demand of the club.

Reason 5 for the refusal stated the following:

5. *The proposed development does not attempt to remedy the accumulated shortfall in parking by rationalising the parking on site via a more-efficient layout that maximises the number of car parking spaces and reduces the number of access points to the carpark from Swan Street.*

The current plans maintain the upper northern car park and lower southern car park and has not amalgamated the parking areas. This is considered acceptable given the 1.7m level difference between the two car parking areas and the significant earthworks which would be required to combine the parking areas. This is demonstrated in Figure 15 below.



Figure 15 – Perspective of the two car parking areas demonstrating the height distance.

For this reason, reason 5 is not considered appropriate.

5.5 Planning Agreements OR Draft Planning Agreements

There are no planning agreements or draft planning agreements for this development.

5.6 City of Ryde Section 7.11 and 7.12 Development Contributions Plan 2020

Council's Section 7.12 Contributions Plans 2020 is applicable to the development application. A condition of consent has been imposed requiring the appropriate payment.

5.7 Any matters prescribed by the regulations

Environmental Planning and Assessment Regulation 2021

The Regulation underpins the day-to-day operation of the NSW planning system. The Regulation guides the processes, plans, public consultation, impact assessment and decisions made by local councils, the Department of Planning and others. Standard conditions are recommended relating to compliance with BCA and AS (**Condition 3 and Condition 20**).

6.0 The likely impacts of the development

The assessment demonstrates that the proposal will not have any significant adverse impacts upon any adjoining properties or the environment in general due to the nature of the development and its location. All relevant issues regarding environmental impacts of the development are discussed elsewhere in this report (see DCP 2014). The development is considered satisfactory in terms of environmental impacts. Specific discussion of impacts not elsewhere discussed is provided below:

Noise

An updated Acoustic Report has been submitted with additional recommendations to mitigate noise impacts for adjoining properties. The amended proposal provides the following acoustic measures:

- Existing gap to be infilled used Colorbond fence to match the height of the existing fence.
- 3.2 metre high brick fence proposed adjacent to 14 Rundle Place.
- 2.4 metre high acoustic barrier proposed between existing northern car park and southern car parking and new deck area.
- 1.8 metre high acoustic barrier proposed on section of Swan Street and Ryde Road.
- Fixed windows must be minimum 10.38mm laminate, with the frame and glazing system to achieve minimum Rw35.
- Glazed doors within the Function terrace must be minimum 6.38mm laminate, with the frame and glazing system to achieve minimum Rw31.
- Noise absorptive lining is to be installed along the underside of all existing and proposed awnings in the outdoor patron areas. Lining must have a noise reduction co-efficient (NRC) of minimum 0.7 and be suitable for outdoor use (50mm Echosoft or equivalent).
- 5 Swan Street alterations – All existing glazed windows with a line of sight view of the outdoor pub area are to be upgraded to a minimum thickness of 10.38mm laminate (with the frame and glazing system to achieve minimum Rw34). In addition, an external AC condenser unit is to be installed to provide supplementary ventilation into the affected rooms of the dwelling. It is noted 5 Swan Street is owned by Gladesville Bowling & Sports Club.

The amended documentation provided, which includes detailed acoustic recommendations, has demonstrated that the impact of the proposed development to adjoining properties will not be unreasonable, and can be mitigated subject to the adoption of these recommendations and conditions of consent.

To ensure that the current attenuation measures recommended are effective in ensuring the amenity of the surrounding area is maintained, a post commissioning report must be completed within 6 months of the venue operating to ensure both compliance from surrounding premises, as well as compliance with the calibration of the required noise limiter (**Condition 79**).

This issue and the reasons for refusal have been discussed in greater detail in the referral section below.

Intensification of activity on the site

Reason 6 of the refusal stated:

6. *The intensification of activity on the site is significant and the Plan of Management does not address each of the different and independent activities to minimise external impacts on the surrounding residential areas.*

An updated Plan of Management has been submitted and includes details of the operation hours of different areas/activities within the site, staff numbers and patron numbers. The proposal will not have any significant adverse impacts upon any adjoining properties. As such, the applicant has addressed refusal reason 6.

7.0 Suitability of the site for the development

The site is zoned part RE2 Private Recreation and part R2 Low Density Residential. The proposal is for alterations and additions to a registered club that has operated on the site since 1959 which relies upon existing use rights. The assessment has demonstrated the proposal is consistent with the statutory requirements and policy controls. The proposal will result in a more contemporary streetscape appearance for the club and results in an increased extent of off-street car parking and improved landscaping. The proposal is regarded as an appropriate development and this has been demonstrated in this report. The proposal is considered to be suitable for the site.

8.0 The Public Interest

The public interest is best served by the consistent application of the requirements of relevant Environmental Planning Instruments and by Council ensuring that any adverse effects on the surrounding area and the environment is minimised. The proposal has been assessed against the relevant planning instruments and is considered to be acceptable. The proposal does not result in any significant adverse impacts upon adjoining properties or the streetscape. On this basis, the proposal is not considered to raise any issues that would be contrary to the public interest.

9.0 Submissions

In accordance with RDCP 2014 Part 2: Community Participation Plan and Procedure, the owners of surrounding properties were given notice of the application between 16 August 2022 and 2 September 2022. Two (2) submissions were received objecting to the development from the adjoining residential property owners.

The amended plans received on 5 October 2022 were renotified between 10 October 2022 and 26 October 2022. Two (2) further submissions were received objecting to the development and two (2) submissions were received in support of the development.



Public Exhibition No. 1

Two (2) submissions were received objecting to the development. The submissions raised the following concerns:

1. *Noise impacts and construction of an appropriate noise reductional wall*

Confirmation is sought if an appropriate noise reduction wall is being installed to the north of the existing upper carport. Concern is raised if the proposal is seeking to extend the existing colorbond fence to the brick wall this would be unacceptable as noise will be a major issue due to the composition of the fence, the gap at the bottom, the height being less than 2.6m and the neighbouring property sitting higher than the club.

Assessment Officer's Comments: The following works are proposed to the northern boundary:

- Existing gap to be infilled used Colorbond fence to match the height of the existing fence
- 3.2 metre high brick fence proposed adjacent to 14 Rundle Place

An updated acoustic report and letter has been submitted. The acoustic report confirms the proposal achieves compliance with acoustic criteria. The proposal has demonstrated compliance using the existing Colorbond fence. The proposal and updated acoustic report have been reviewed by Council's Environmental Health Officer and is considered acceptable.

2. *Second hand smoke. Concern is raised with louvres/opening windows allowing second hand smoke from the alfresco area.*

Assessment Officer's Comments: The applicant has submitted a smoke free report with demonstrates compliance with smoke free legislation and also the potential for egress of smoke to adjacent premises. This satisfies concerns surrounding the potential impact of smoke. The proposal has been reviewed by Council's Environmental Health Officer and is considered acceptable.

3. *The club was always a bowling club for members to bowl and enjoy a beer during and after a game, not a nightclub or live music venue (which it seems to have become).*

Assessment Officer's Comments: The setting of the site within a residential locality is acknowledged. The club is proposed to remain as a bowling and sports club. The Plan of Management outlines that entertainment generally comprises 1 or 2 persons only and inside entertainment is concluded at 10:00pm and outside entertainment is concluded at 8:00pm. It is noted that the function room is limited to a capacity of 88 people and the acoustic report outlines a maximum noise level of 80dB(A) within the function room area.

4. *Residents regularly find schooner glasses/ beer bottles broken and dumped on the nature strip and kerb from patrons sneaking drinks out at the end of the night. In addition, they also dump their rubbish like food wrappers/ pizza boxes etc out of their cars while arriving or leaving.*

Assessment Officer's Comments: This is an existing impact of the club that will not be significantly exacerbated by the proposal. The provision of additional on site parking should reduce the reliance on the street parking which would limit the impacts with litter and drinking glasses. The applicant has amended the Plan of Management to outline that litter collections within the club site and surrounding the club will be undertaken daily.

5. *Disorderly conduct of intoxicated patrons. An increase in patronage will mean increased impacts.*

Assessment Officer's Comments: The applicant has amended the Plan of Management to outline measures to manage intoxicated patrons to reduce impacts on neighbouring properties. This includes have security staff on a Friday and Saturday night who will monitor the level of intoxication of patrons and taking appropriate action to remove intoxicated persons. Management will also be responsible to ensure patrons entering and leaving do so without impacting on the amenity of the area. Complaints should initially be made to the club and then Council.

6. *Parking is an issue as the objector has to drive around to look for a parking spot and patrons park across the objector's driveway*

Assessment Officer's Comments: The proposal includes the provision of 31 additional car parking spaces within a re-configured parking area in the south-western corner of the site. It is anticipated that that the proposed additional car parking spaces will reduce the pressure on the street parking. The issue of vehicles parking across a driveway of an adjoining property is ultimately a Police matter.

7. *The issue is not just the volume of the current background chatter from patrons in the existing outdoor dining area, it's the yelling/ shouting and regular excessively loud music (whether live or jukebox) that residents have to deal with every night. This excessive noise is all year round). Concern is raised this is a residential area and why the club is allowed to be open until midnight when all residents have to abide by a noise curfew of 10pm. In addition, the noise when patrons are leaving the premises and standing outside yelling, singing, chatting with friends and carrying on for extended periods while waiting for their taxis/ uber etc to arrive or departing in their personal vehicles. Concern is raised the unacceptable noise level and antisocial behaviour should not be increased.*

Regarding the previous noise level measurements that were taken, why were levels not taken from residential properties on Ryde Road directly opposite this club, and why were they not taken up to 1AM in the morning when drunk patrons are still congregating outside our houses and making noise? I would like to request new noise testing should include readings from this location and particularly on Friday, Saturday and Sunday nights when this noise level increases significantly.

Assessment Officer's Comments: The club will operate with security staff on Friday and Saturday nights who will be instructed to take reasonable action to ensure patrons enter and leave the club quietly and outside noise is kept to a minimum. The plan of management also includes the club maintaining an incident register to record any complaints from surrounding residents. All written complaints will be addressed by the CEO who will investigate and take relevant action. If the complainant is not satisfied with the response from the CEO, the matter can be referred to the Directors for review. All serious complaints will be tabled at the following board meeting so as the Directors are aware of the complaint. It is noted no changes are proposed to the approved hours of operation.

The updated acoustic report includes an assessment of the impacts to residential dwellings located at 118-134 Ryde Road. The proposal and updated acoustic report have been reviewed by Council's Environmental Health Officer and is considered acceptable.

8. *Objection is raised to any further development to increase the volume of outdoor seating as well as the number of patrons that can be accommodated at any one time. The current outdoor seating arrangements should be reviewed due to current excessive noise levels and the club should be requested to install soundproof barriers around the perimeter of the premises as well as security staff be placed*

outside the premises to manage the noise levels and behaviour of patrons leaving the premises.

The statement made by representative of the club in the last RLPP Determination meeting stating the club provides security to usher patrons out of premises and to their vehicles is completely untrue.

Assessment Officer's Comments: The submitted acoustic report outlines a number of proposed acoustic barriers surrounding the outdoor seating areas. **Figure 15** depicts the proposed barriers.



Figure 15 – Plan from acoustic report detailing proposed acoustic barriers

The Plan of Management outlines that security staff will operate on Friday and Saturday nights or if a large event is organised. **Condition 84** is recommended requiring that the security staff operate on every Friday and Saturday night to minimise impacts on surrounding properties.

9. The following considerations were recommended by the objector:

1. Restrict hours of operation to close at 10pm like other pubs/ clubs in residential areas (eg Clovelly hotel at Clovelly which has to abide by strict noise regulation and there is active security all night managing patrons exiting the premises to ensure they do not stand around disturbing the neighbours.)
2. Outdoor dining area to be close after 10PM every night and all patrons to move inside the club in order to manage the noise levels.
3. The entry to the club from Ryde Road be closed off so all access and UBER/ taxi pick up are directly from within the carpark and not Ryde Road
4. Two hours maximum parking limit to discourage patrons parking on the street (with an exemption permit granted to residents of Ryde Road). With the proposed increase in parking spaces there is no reason for patrons to be parking on the street.

5. *Enclose the club with a high fence to reduce noise transmission to adjoining residential properties. I believe the perimeter of the club was previously fenced in this manner.*

Assessment Officer's Comments: No changes are proposed to the approved hours of operation.

The Plan of Management proposes the following:

- Outdoor terrace. Reduce the number of patrons from 33 to 15 patrons from 10pm – 12am
- Deck (adjacent to bowling green). Reduce the number of patrons from 16 to 8 patrons from 10pm – 12am
- New outdoor dining deck (north). Reduce the number of patrons from 105 to 54 patrons from 10pm – 12am

The proposal and updated acoustic report have been reviewed by Council's Environmental Health Officer and is considered acceptable.

The revised proposal provides a new drop off facility for 3 vehicles within the southern carpark. The proposal includes the provision of 31 additional car parking spaces within a re-configured parking area in the south-western corner of the site. It is anticipated that that the proposed additional car parking spaces will reduce the pressure on the street parking.

The submitted acoustic report outlines a number of proposed acoustic barriers surrounding the club. **Figure 15** (above) depicts the proposed barriers.

Public Exhibition No. 2

Two (2) submissions were received in objection and two (2) submissions were received in support of the development.

It is noted the objector at 122 Ryde Road contacted Council seeking clarification regarding what the proposal was for. The architectural plans lodged on 9 August 2022 only included the changes to the acoustic barriers and parking area. A full set of architectural plans with the proposed internal and external changes was submitted on 5 October 2022. The Assessment Officer contacted the objector via phone and clarified the proposed internal and external changes. The Assessment Officer also clarified the key changes proposed under the Section 8.3 review. The objector confirmed they had no additional comments to add to the submission provided during Public Exhibition No.1

It is noted the objector at 7 Rundle Place sent an email to Council to discuss the amended information. Concern was raised the amended information did not address the issues raised in the first submission. The Assessment Officer contacted the objector via phone and discussed the acoustic measures proposed. The Assessment Officer confirmed the application was still under assessment and being reviewed by Council's Environmental Health Officer. The objector confirmed they had no additional comments to add to submission provided during Public Exhibition No.1.

The two (2) submissions objecting to the development raised the following issues:

1. *The proposal will result in a huge increase in traffic on Swan Street. The carriageway of Swan Street is narrow.*

Assessment Officer's Comments: The proposal does not involve any increase in the overall capacity of the club and provides for 31 additional on-site car parking spaces. The car parking access points off Swan Street are an existing feature of the club and Council's Senior Development Engineer has not raised any concerns in relation to the width of Swan Street to allow for the ongoing use of the access points.

2. *The application results in a large increase in the size of the children's play area. This implies that parents can consume alcohol while children play in the play area but who looks after the children.*

Assessment Officer's Comments: The care of the children using the playground would be the responsibility of parents. The provision of children's playground facilities is a common feature of contemporary registered clubs. It is noted that the fitout of the new playground area will be subject to a separate development application.

3. *Concern is raised in relation to a lack of on-site car parking and the lack of on-street parking in the vicinity of the site.*

Assessment Officer's Comments: The proposal includes the provision of 31 additional car parking spaces within a re-configured parking area in the south-western corner of the site and it is noted that the overall capacity of the club is not proposed to increase. It is anticipated that that the proposed additional car parking spaces will reduce the pressure on the street parking.

10.0 Referrals

NSW Police

The application was referred to NSW Police and no objection was raised.

Senior Development Engineer

The application was referred to Council's Senior Development Engineer who provided the following comments:

"The proposed gross floor areas remain the same as the previous proposal (LDA2021/242).

Vehicle Access and Parking

Item 5 of reason of refusal by the panel:

"The proposed development does not attempt to remedy the accumulated shortfall in parking by rationalizing the parking on site via a more-efficient layout

that maximizes the number of car parking spaces and reduces the number of access point to the carpark from Swan Street.”

Onsite parking number

The revised Traffic and Parking report has presented an analysis from parking survey of the existing club during the peak patronage times between 5pm to 8:30pm Friday evening and Saturday to determine the peak patronage, parking demand and travel mode to the club.

In the following is key considerations from the report;

- *The survey shows 35.3% of patrons were car drivers on Saturday evening (21/05/2022) and 41.5% on Friday evening (20/05/2022); and about 50% of staff drove to work on that Saturday evening.*
- *A further study to estimate 85th percentile occupancy of the existing club based on bar/food sales on Friday and Saturday over a 6 month period from October 2021 to May 2022 (26 weeks) excluding 4 weeks in the Christmas period December 2021 to January 2022 due to the pandemic. The study results found that the patronage rate on the Saturday evening 21/05/2022 was closed to the 85th percentile event which hosted 147 patrons on that evening; and the Friday evening 20/05/2022 was close to 50th percentile event which had 137 patrons.*

Using 85th percentile parking demand study is a standard engineering practice for parking supply design.

- *Based on the above, the car usage rate of 35.3% on Saturday evening (21/05/2022) was adopted for the proposed development parking demand calculation.*
- *The existing club has 365 seats plus 39 seats for poker machine. The number of the proposed seats is pro-rata to the number of the existing seats times the 85th percentile patronage which occurred on Saturday evening. It is estimated the proposed development will generate 518 seats plus 39 seats for poker machine. This will generate 209 patrons for 85th percentile demand event. Applying the 35.3% car usage rate for the patrons, 73.6 (74) car parking spaces will be required. The increase in staff number will be 3 based on the rate of 1 per 25 additional patrons, applying the rate of 50% of staff driving to work, a total of 76 parking spaces is required to be provided by the proposed development.*

The revised proposal provides 80 off-street parking spaces plus a new drop off facility for 3 vehicles which is adequate to cater for 85th percentile demand event. In comparison with the previously proposed development (LDA2021/242), an addition of 8 off-street parking spaces is provided. Therefore, raised no objection.

Vehicle access

Panel has requested to reduce the number of access point to the carpark from Swan Street. The existing 3 vehicles access points via Swan Street is proposed to reduce to two (2) and the redundant crossover is proposed to be reinstated and replaced with kerb and gutter.

Please note, if the panel is to request amalgamation or reconfiguration of all three (3) existing vehicle access via Swan Street into one (1), the existing northern and southern car park will then need to be combined/interconnected. The existing northern and southern car park present over 1m ground level difference at the interface between these two car parks at most locations. To achieve a combined at-grade car park, significant earthworks will be required which results inevitably substantial cost to the development. Considering the development is addition and alteration to an existing sport club, significant earthworks cost potentially could result in the development become unfeasible.

Parking layout

A review of the parking area notes that the parking space dimensions, aisle widths, disabled parking spaces and ramp grades are compliant with the relevant parts of AS 2890.

The revised proposal incorporated a designated turning bay towards the rear of the northern car park which facilitates manoeuvre of vehicle exiting from parking space and minimises the need of parked vehicles reversing into another parking space to exit from site.

The revised parking layout presents more efficient and safer operation of parking and vehicle access compared to the previously proposed development of LDA2021/242.

Stormwater Management

Version P2 of stormwater management plan submitted to accompany S8.2 review which presents inaccurate OSD storage calculation.

Version P4 of stormwater management plan was approved by Council's Development Engineer previously (LDA2021/242). In this version, the OSD storage calculation accounts all hardstand areas and areas that have low permeability to discharge to OSD.

The approved stormwater management plan is to refer to Version P4.

Recommendation

There are no objections to the proposed development with respect to the engineering components, subject to the application of the following conditions being applied to any development consent being issued for the proposed development."

Assessing Officer comment's: The applicant submitted the latest version of the stormwater plans being Revision P4 on 24 October 2022. Council's Senior Development Engineer has reviewed the latest version of the stormwater plans and no objection was raised subject to conditions of consent.

As such, the applicant has addressed refusal reason 5.

Conditions of consent have been recommended by Council's Senior Development Engineer (see **Conditions 14, 15, 16, 17, 28, 29, 30, 31, 32, 33, 34, 39, 40, 53, 54, 60, 61, 62, 63, 64 and 65**).

Environmental Health Officer

The application was referred to Council's Environmental Health Officer for comment. The following comments were received:

"DISCUSSION

Review of public submissions made to review

D22/115426

This submission is from the owner of 7 Rundle Place, Gladesville, which backs onto the top carpark. The submission has raised concerns that Colourbond fencing will not be sufficient to address noise from increased patronage.

The applicant has demonstrated compliance using the existing Colourbond fencing.

D22/119369

This submission is from the owner of 122 Ryde Road Gladesville. The submission has raised concerns about anti-social behaviour, music volume and outdoor seating. The applicant has requested further noise testing.

Noise from anti-social behaviour can be addressed through strategies outlined in the plan of management. To ensure that the acoustic report has adequately accounted for potential noise impact, a post commissioning noise report must be submitted within 6 months of the venue operating.

Further response to the RLPP Determination and statement of reasons

- 1. The acoustic report submitted with the application does not adequately address the noise impacts on the properties to the north in Rundle Place. The acoustic report assumes that a 2.6m high fence is located on the common boundary however the noise attenuation provided by this fence is substantially reduced because these houses are located on land that is higher than the adjoining car park level where the 2.6 m height is measured.***

- 2. The acoustic report submitted with the application does not adequately address the noise impacts on this dwelling as windows in the dwelling at 5 Randle Place are visible above the fence on the common boundary and which would be subject to noise from the carpark and the proposed new activities near the northern boundary.**

Line of sight has been further considered and addressed by the applicant as part of updated architectural plans on page 34-36.

Page 29 of the acoustic report outlines proposed alterations to 5 Swan Street – All existing glazed windows with a line of sight view of the outdoor pub area are to be upgraded to a minimum thickness of 10.38mm laminate (with the frame and glazing system to achieve minimum Rw34). In addition, an external AC condenser unit is to be installed to provide supplementary ventilation into the affected rooms of the dwelling.

There is no objection to this proposal, as the applicant is the owner of 5 Swan Street.

- 3. The acoustic report submitted with the application does not adequately address the noise impact on properties to the north from the new alfresco gaming area where open louvres are provided. Even though the applicant is the owner of two properties to the north in Rundle Place, these properties are still to be assessed against the appropriate noise criteria given their residential use.**

The revised acoustic report has addressed potential noise issues from the gaming area by increasing the height of the brick fence (page 6 of drawings) to 3.2m immediately adjacent this area. The applicants have also added additional screening around the louver openings immediately adjacent to the existing upper carpark see page 4 of the acoustic letter dated 8 September 2022.

This represents an improvement in the acoustic environment for adjacent premises.

- 4. The acoustic report submitted with the application does not adequately address the noise impacts on the properties to the south along Ryde Road. The acoustic report assumes that a 1.3 high fence is located on the boundary however this fence has gaps to allow the escape of noise and is inadequate in height to provide any noise attenuation.**

This has been addressed by the applicant as the barrier is 1.8m and no longer 1.3m as outlined in Figure 4 of the amended acoustic report.

Air pollution from smoking

The applicant has submitted a smoke free report with demonstrates compliance with smoke free legislation and also the potential for egress of smoke to

adjacent premises. This satisfies concerns surrounding the potential impact of smoke.

Additional/Amended Recommended Conditions:

General Matters

Compliance with Acoustic Report - All control measures nominated in the Acoustic Report No 20201400.3 Revision 3 dated 26 September 2022, prepared by Acoustic Logic and the Letter No 20201400.3/0809A/R0/HD dated 8 September 2022 prepared by Acoustic Logic must be implemented.

Reason: To demonstrate compliance with submitted reports.

Submit Acoustic Consultant Report - A post commissioning report produced by an appropriately qualified acoustical consultant within 6 months of the venue operating to validate the Acoustic reports findings and calibration of the installed noise limiter.

Reason: To ensure that noise control measures outlined in the acoustic report are adequately complied with.

Installation of noise limiter – The proprietors of the venue shall install a noise limiter for all amplified sound systems. The installed sound systems must always be under the control of the noise limiter. At all times any amplified music must be played through the installed sound systems, with no temporary sound systems permitted. The noise limiter must be calibrated following installation to the following noise levels: Between 10:00am and 6:00pm the reverberant LA10 must not exceed **80dB(A)** and between 10:00pm and 12:00am the reverberant LA10 must not exceed **65dB(A)**. The noise limiter must be contained within a locked and secured area and only accessible by the owner/manager and must not be adjusted at any time.

Reason: To ensure that noise control measures outlined in the acoustic report are complied with

Maintain a complaints register – The proprietors of the venue maintain a complaint register on site for all noise complaints received. The register must be made available to Council on request and include details of any follow up action taken. This register should be stored on site and accessible at all times.

Reason – To ensure that any concerns received about the operation of the premises are handle and addressed promptly and to maintain the amenity of the surrounding area.

CONCLUSION

The applicant has demonstrated an improvement in addressing the acoustic impact of the development by increasing the brick wall height directly adjacent to the building and providing an increased level of attenuation to an adjacent

premises. This increased level of attenuation has demonstrated that the applicant has exceeded what is required to achieve compliance.

The amended information and plans have satisfied the reasons for refusal as detailed in point 1, 2, 3 and 4 of the determination for LDA2021/0242.

To ensure that the current attenuation measures recommended are effective in ensuring the amenity of the surrounding area is maintained, a post commissioning report must be completed within 6 months of the venue operating to ensure both compliance from surrounding premises, as well as compliance with the calibration of the required noise limiter.

The proposal satisfies the requirements of Council's controls and can be supported, subject to standard and/or special conditions of consent."

Assessing Officer comment's: As such, the applicant has addressed refusal reasons 1, 2, 3 and 4.

Conditions of consent have been recommended by Council's Environmental Health Officer (see **Conditions 18, 35, 41, 42, 55, 56, 57, 66, 67, 68, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86 and 87**)

Landscape Architect

The application was referred to Council's Landscape Architect and no objection was raised subject to a recommended condition of consent. It is noted that the site does not contain any trees and the proposal will not result in any impacts on trees on adjoining properties. A condition of consent has been recommended by Council's Landscape Architect (see **Condition 58**).

Heritage Advisor

The application was referred to Council's Heritage Advisor for comment as the site is located opposite a local heritage item at 126 Ryde Road being item No. 111 within Schedule 5 of Ryde Local Environmental Plan 2014. At the time the assessment report was being finalised referral comments had not been received by Council's Heritage Advisor.

Council's Heritage Consultant had no objection to Development Application LDA2021/0242 and concluded the proposal will have minimal impact on the heritage item opposite at 126 Ryde Road. Council's Heritage Consultant concluded Development Application LDA2021/0242 will have an acceptable heritage impact in relation to the heritage item in the vicinity and the proposal is acceptable in relation to the heritage provisions of Clause 5.10 of the Ryde LEP 2014.

The application as amended is substantially the same development as the development described in the original application and is considered to have minimal impact on the heritage item.

11.0 Conclusion

Upon review of the revised proposal and review of this application, it is recommended the Ryde Local Planning Panel change the determination and grant consent to the application for the following reasons:

- Further acoustic measures have been proposed that will mitigate any unacceptable acoustic impact to adjoining properties.
- Additional car parking spaces have been provided and will not result in adverse impacts to adjoining properties.
- The Plan of Management has been updated to provide details of the different activities of the site and the proposal will not impact surrounding residential areas.
- The proposal is consistent with the objectives for the RE2 Private Recreation and R2 Low Density Residential zonings.
- The proposal is considered satisfactory with regard to the existing use rights provisions of the Environmental Planning and Assessment Act 1979 for the extent of the club that is located on R2 Low Density Residential zoned land.
- The proposal does not result in any significant adverse impacts upon adjoining properties or the streetscape.
- The proposal is not contrary to the public interest.

12.0 Recommendation

- A. That the Ryde Local Planning Panel, as the consent authority, change the determination of Development Application LDA2021/0242 and grant consent to APL2022/0002 for alterations and additions to the existing registered club to reconfigure the existing car park, bowling greens, outdoor dining areas, interiors & landscaping with new awnings, additional outdoor dining, inclusive playground, accessible ramps & signage on land at 181A Ryde Road, Gladesville, subject to the draft conditions contained in Attachment 1.
- B. That the objectors be notified of the Panel's decision.

ATTACHMENTS

- 1** Draft Conditions of Consent
- 2** SEPP No. 64 – Advertising and Signage – Compliance Table
- 3** Ryde DCP 2014 – Part 9.1 – Signage – Compliance Table
- 4** Club Plan of Management
- 5** Architectural Plans - subject to copyright provision

Report prepared by:

Niroshini Stephen
Senior Town Planner

Report approved by:

Shannon Butler
Acting Senior Coordinator Development Assessment

Sandra Bailey
Executive Manager City Development

**181A Ryde Road Gladesville
Attachment 1**

GENERAL

The following conditions of consent included in this Part identify the requirements, terms and limitations imposed on this development.

1. **Approved Plans/Documents.** Except where otherwise provided in this consent, the development is to be carried out strictly in accordance with the following plans (stamped approved by Council) and support documents:

Plan no.	Drawn by	Dated
Architectural Plans		
Location Plan – DA-0.01 Issue C	Lyle Marshall & Partners Pty Ltd	20/09/2022
Proposed Site Plan – DA-0.02 Issue X	Lyle Marshall & Partners Pty Ltd	20/09/2022
Area Schedule – DA-0.80 Issue I	Lyle Marshall & Partners Pty Ltd	20/09/2022
Existing & Proposed Areas – Site & Ground Floor Plan – DA-0.81 Issue I	Lyle Marshall & Partners Pty Ltd	20/09/2022
Existing & Proposed Areas – First Floor Plan – DA-0.82 Issue H	Lyle Marshall & Partners Pty Ltd	20/09/2022
Existing & Proposed – Roof Plan – DA-0.83 Issue H	Lyle Marshall & Partners Pty Ltd	20/09/2022
Proposed Ground Floor Plan – DA-1.01 Issue M	Lyle Marshall & Partners Pty Ltd	20/09/2022
Proposed First Floor Plan – DA-1.02 Issue O	Lyle Marshall & Partners Pty Ltd	20/09/2022
Proposed Roof Plan – DA-1.03 Issue L	Lyle Marshall & Partners Pty Ltd	20/09/2022
Existing/Demolition & Proposed West Elevations – DA-2.01 Issue H	Lyle Marshall & Partners Pty Ltd	20/09/2022
Existing/Demolition & Proposed South Elevations – DA-2.02 Issue F	Lyle Marshall & Partners Pty Ltd	20/09/2022
Existing/Demolition & Proposed East Elevations – DA-2.03 Issue F	Lyle Marshall & Partners Pty Ltd	20/09/2022
Existing/Demolition & Proposed North Elevations – DA – 2.04 Issue E	Lyle Marshall & Partners Pty Ltd	20/09/2022
Proposed West Elevations (Swan Street) – DA-2.05 Issue F	Lyle Marshall & Partners Pty Ltd	20/09/2022
Existing/Demolition & Proposed South Elevations (Ryde Road) – DA-2.06 Issue D	Lyle Marshall & Partners Pty Ltd	20/09/2022
Existing/Demolition & Proposed Section A-A – DA-2.10 Issue C	Lyle Marshall & Partners Pty Ltd	20/09/2022
Existing/Demolition & Proposed Section B—B – DA-2.11 Issue B	Lyle Marshall & Partners Pty Ltd	20/09/2022

Proposed South Carpark Floor Plan – DA-10.01 Issue K	Lyle Marshall & Partners Pty Ltd	20/09/2022
Proposed Central Grounds Floor Plan – DA-10.02 Issue G	Lyle Marshall & Partners Pty Ltd	20/09/2022
Proposed New Greenkeepers Shed – DA-10.20 Issue E	Lyle Marshall & Partners Pty Ltd	20/09/2022
Footpath details – DA-10.50 Issue B	Lyle Marshall & Partners Pty Ltd	20/09/2022
Proposed Signage – DA-10.90 Issue E	Lyle Marshall & Partners Pty Ltd	20/09/2022
Proposed Signage – DA-10.91 Issue B	Lyle Marshall & Partners Pty Ltd	20/09/2022
Proposed Signage – DA-10.92 Issue E	Lyle Marshall & Partners Pty Ltd	20/09/2022
Proposed Entry Terrace Floor Plan – DA-11.10 Issue L	Lyle Marshall & Partners Pty Ltd	20/09/2022
Proposed Gaming Room Floor Plan – DA-13.10 Issue I	Lyle Marshall & Partners Pty Ltd	20/09/2022
Proposed Ryde Rd Entry & Function Room Floor Plan – DA-15.10 Issue K	Lyle Marshall & Partners Pty Ltd	20/09/2022
Existing/Demolition Site Plan – EX-0.1 Issue R	Lyle Marshall & Partners Pty Ltd	20/09/2022
Existing/Demo Ground Floor Plan – EX-1.0 Issue N	Lyle Marshall & Partners Pty Ltd	20/09/2022
Existing/Demo First Floor Plan – EX-1.1 Issue N	Lyle Marshall & Partners Pty Ltd	20/09/2022
Existing/Demo Roof Plan – EX-1.2 Issue L	Lyle Marshall & Partners Pty Ltd	20/09/2022
Proposed elevational section A-A Issue A	Lyle Marshall & Partners Pty Ltd	20/09/2022
Proposed elevational section B-B Issue A	Lyle Marshall & Partners Pty Ltd	20/09/2022
Proposed elevational section C-C Issue A	Lyle Marshall & Partners Pty Ltd	20/09/2022
Landscaping Plans		
Landscape Plan 1/3	Michael Siu Landscape Architects	25/03/2021
Landscape Plan 2/3	Michael Siu Landscape Architects	25/03/2021
Landscape Plan 3/3	Michael Siu Landscape Architects	25/03/2021
Stormwater Plans		
Site Plan – SWDA 1.2 Revision P3	Partridge	20/05/2021
Part Site Plan (1 of 2) – SWDA 1.3 Revision P4	Partridge	07/10/2021
Part Site Plan (2 of 2) – SWDA 1.4 Revision P2	Partridge	23/03/2021
Details Sheet – SWDA 1.5 Revision P3	Partridge	07/10/2021
Erosion & Sediment Control Plan & Details – SWDA 1.6 Revision P3	Partridge	20/05/2021
OSD Catchment Plan – SWDA 1.7 Revision P1	Partridge	07/10/2021

Plan of Management		
Plan of Management	Gladesville Bowling and Sports Club Limited	October 2022 Received: 24 October 2022

Document(s)	Dated
Acoustic Report No 20201400.3 Revision 3 dated 26 September 2022, prepared by Acoustic Logic	26/09/2022
Letter No 20201400.3/0809A/R0/HD dated 8 September 2022 prepared by Acoustic Logic	8/09/2022
Site Waste Minimisation and Management Plan prepared by Brett Gibson	14 April 2021

(Reason: To ensure the development is carried out in accordance with the determination).

2. **Inconsistency between documents.** In the event of any inconsistency between conditions of this consent and the drawings/documents referred to above, the conditions of this consent prevail.

(Reason: To ensure that the development is in accordance with the determination).

3. **Building Code of Australia.** All building works approved by this consent must be carried out in accordance with the requirements of the Building Code of Australia.

(Reason: Statutory requirement).

4. **Support for neighbouring buildings.** If the development involves excavation that extends below the base of the footings of a building on adjoining land, the person having the benefit of the development consent must, at the person's own expense:
 - (a) Protect and support the adjoining premises from possible damage from the excavation, and
 - (b) Where necessary, underpin the adjoining premises to prevent any such damage, in accordance with relevant Australian Standards.

(Reason: Statutory requirement).

5. **Maximum number of persons.** A sign must be displayed in a prominent position in the building stating the maximum number of persons that are permitted in the building as specified in the development consent.

The maximum number of persons permitted in the building is 620 persons. The maximum number of persons permitted outside is 290 persons.

(Reason: Prescribed condition).

6. **Signage – not approved unless shown on plans.** This consent does not authorise the erection of any signs or advertising structures not indicated on the approved plans. Separate approval must be obtained from Council for any additional signs, unless such signage is “exempt development”.

(Reason: To ensure signage is not erected without prior development approval).

7. **Hours of work.** Building activities (including demolition) may only be carried out between 7.00am and 7.00pm Monday to Friday (other than public holidays) and between 8.00am and 4.00pm on Saturday. No building activities are to be carried out at any time on a Sunday or a public holiday.

(Reason: To ensure reasonable standards of amenity for occupants of neighbouring properties).

8. **Hoardings.**

(a) A hoarding or fence must be erected between the work site and any adjoining public place.

(b) Any hoarding, fence or awning erected pursuant this consent is to be removed when the work has been completed.

(Reason: To ensure public safety).

9. **Illumination of public place.** Any public place affected by works must be kept lit between sunset and sunrise if it is likely to be hazardous to persons in the public place.

(Reason: To ensure public safety).

10. **Development to be within site boundaries.** The development must be constructed wholly within the boundaries of the premises. No portion of the proposed structure shall encroach onto the adjoining properties. Gates must be installed so they do not open onto any footpath.

(Reason: To ensure that development occurs within the site boundaries).

11. **Public space.** The public way must not be obstructed by any materials, vehicles, refuse, skips or the like, under any circumstances, without prior approval from Council.

(Reason: to ensure public safety).

12. **Public Utilities.** Compliance with the requirements (including financial costs) of any relevant utility provider (e.g. Energy Australia, Sydney Water, Telstra, RMS, Council etc) in relation to any connections, works, repairs, relocation, replacements and/or adjustments to public infrastructure or services affected by the development.

(Reason: Access to public utilities).

13. **Roads Act.** Any works performed in, on or over a public road pursuant to this consent must be carried out in accordance with this consent and with the Road Opening Permit issued by Council as required under section 138 of the Roads Act 1993.

(Reason: To ensure compliance with the requirements of the Roads Act 1993).

14. **Design and Construction Standards.** All engineering plans and work inside the property shall be carried out in accordance with the requirements of the relevant Australian Standard. All Public Domain works or modification to Council infrastructure which may be located inside the property boundary, must be undertaken in accordance with Council's DCP Part 8.5 (Public Civil Works) and Part 8.2 (Stormwater and Floodplain Management), except otherwise as amended by conditions of this consent.

(Reason: To ensure that all works are undertaken in accordance with any relevant standard and DCP requirements.)

15. **Service Alterations.** All services or utilities required to be altered in order to complete the development works are to be undertaken in accordance with the requirements of the relevant service provider (eg Telstra, Jemena, Ausgrid, etc), with all costs associated with this alteration to be borne by the applicant.

(Reason: To ensure public services are maintained.)

16. **Restoration.** Public areas must be maintained in a safe condition at all times. Restoration of disturbed road and footway areas for the purpose of connection to public utilities, including repairs of damaged infrastructure as a result of the construction works associated with this development site, shall be undertaken by the Applicant in accordance with Council's standards and specifications, and DCP Part 8.5 (Public Civil Works), to the satisfaction of Council.

(Reason: To ensure the amenity and state of the public domain is maintained.)

17. **Road Opening Permit.** In accordance with the requirements of the Roads Act, the applicant must obtain consent (Road opening Permit) from Council prior to any excavation being undertaken in the road reserve (this includes verge and public footpath areas). No works shall be carried out in the road reserve without this permit being paid and a copy kept on the site.

(Reason: To ensure the amenity and state of the public domain is maintained.)

18. **Compliance with Acoustic Report** - All control measures nominated in the Acoustic Report No 20201400.3 Revision 3 dated 26 September 2022, prepared by Acoustic Logic and the Letter No 20201400.3/0809A/R0/HD dated 8 September 2022 prepared by Acoustic Logic must be implemented.

(Reason: To demonstrate compliance with submitted reports)

PRIOR TO CONSTRUCTION CERTIFICATE

A Construction Certificate must be obtained from a Principal Certifying Authority to carry out the relevant building works approved under this consent. All conditions in this Section of the consent must be complied with before a Construction Certificate can be issued.

Council Officers can provide these services and further information can be obtained from Council's Customer Service Centre on 9952 8222.

Unless an alternative approval authority is specified (eg Council or government agency), the Principal Certifying Authority is responsible for determining compliance with the conditions in this Section of the consent.

Details of compliance with the conditions, including plans, supporting documents or other written evidence must be submitted to the Principal Certifying Authority.

19. **Section 7.12.** A monetary contribution for the services in Column A and for the amount in Column B shall be made to Council as follows:

A – Contribution Type	B – Contribution Amount
Section 7.12 Contribution	\$33,438.55

These are contributions under the provisions of Section 7.12 of the Environmental Planning and Assessment Act, 1979 as specified in City of Ryde Fixed Rate (Section 7.12) Development Contributions Plan 2020, effective from 1 July 2020.

The above amount is current at the date of this consent, and is subject to quarterly adjustment for inflation on the basis of the contribution rates that are applicable at time of payment. Such adjustment for inflation is by reference to the Consumer Price Index published by the Australian Bureau of Statistics (Catalogue No 5206.0) – and may result in contribution amount that differs from that shown above.

The contribution must be paid prior to the issue of any Construction Certificate. Payment may be by EFTPOS (debit card only), CASH or a BANK CHEQUE made payable to the City of Ryde. Personal or company cheques will not be accepted.

A copy of the City of Ryde Fixed Rate (Section 7.12) Development Contributions 2020 Plan may be inspected at the Ryde Customer Service

Centre, 1 Pope Street Ryde (corner Pope and Devlin Streets, within Top Ryde City Shopping Centre) or on Council's website <http://www.ryde.nsw.gov.au>.

(Reason: Statutory requirement).

20. **Compliance with Australian Standards.** The development is required to be carried out in accordance with all relevant Australian Standards. Details demonstrating compliance with the relevant Australian Standard are to be submitted to the Certifying Authority prior to the issue of the **Construction Certificate**.

(Reason: Statutory requirement).

21. **Structural Certification.** The applicant must engage a qualified practising structural engineer to provide structural certification in accordance with relevant BCA requirements prior to the release of the **Construction Certificate**.

(Reason: Statutory requirement).

22. **Security deposit.** The Council must be provided with security for the purposes of section 4.17 (6) of the *Environmental Planning and Assessment Act 1979* in a sum determined by reference to Council's Management Plan prior to the release of the **Construction Certificate**. (category: other buildings with delivery of bricks or concrete or machine excavation)

(Reason: Statutory requirement).

23. **Infrastructure Restoration and Administration Fee** must be paid to Council in accordance with Council's Management Plan prior to the release of the **Construction Certificate**.

(Reason: Statutory requirement).

24. **Long Service Levy.** Documentary evidence of payment of the Long Service Levy under Section 34 of the Building and Construction Industry Long Service Payments Act 1986 is to be submitted to the Certifying Authority prior to the issuing of the **Construction Certificate**.

(Reason: Statutory requirement).

25. **Sydney Water – Building Plan Approval.** The plans approved as part of the Construction Certificate must also be approved by Sydney Water prior to excavation or construction works commencing. This allows Sydney Water to determine if sewer, water or stormwater mains or easements will be affected by any part of your development. Please go to www.sydneywater.com.au/tapin to apply.

(Reason: Statutory requirement).

26. **Reflectivity of materials.** Roofing and other external materials must be of low glare and reflectivity. Details of finished external surface materials, including colours and texture must be provided to the Certifying Authority prior to the release of the **Construction Certificate**.

(Reason: To ensure the use of appropriate material to minimise reflectivity).

27. **Energy Efficiency.** The fittings, fixtures and materials installed in association with the development (including but not limited to hot water systems, ceiling/roof insulation, shower heads, toilet cisterns and the like) shall comply with the requirements of Council's DCP. Details are to be noted on the plans submitted with the **Construction Certificate**.

(Reason: DCP compliance).

28. **Vehicle Access & Parking.** All internal driveways, vehicle turning areas, garages and vehicle parking space/ loading bay dimensions must be designed and constructed to comply with the relevant section of AS 2890 (Offstreet Parking standards).

29. **Stormwater Management.** Stormwater runoff from the development shall be collected and piped by gravity flow to Council's drainage system, generally in accordance with the plans by Partridge Hydraulic Services, Job No.:2020H0157,

Drawing Number	Version Number	Date
SWDA1.1	P2	23.03.21
SWDA1.2	P3	20.05.21
SWDA1.3	P4	07.10.21
SWDA1.4	P2	23.03.21
SWCC1.5	P3	07.10.21
SWDA1.6	P3	20.05.21
SWDA1.7	P1	07.10.21

subject to any variations marked in red on the approved plans or noted following;

- a) Additional access grates will be required above the onsite detention storage so as to comply with DCP and WorkCover safety requirements. It is warranted that any personal inside the storage be no further than 3m. from an access grate.
- b) Connection to the public drainage infrastructure will require the approval of Council's City Works (Stormwater) Department. Any conditions associated with this approval must be noted on the plans.

The detailed plans, documentation and certification of the drainage system must be submitted with the application for a Construction Certificate and prepared by a suitably qualified Civil Engineer and comply with the following;

- The certification must state that the submitted design (including any associated components such as WSUD measures, pump/ sump, absorption, onsite dispersal, charged system) are in accordance with the requirements of AS 3500.3 (2003) and any further detail or variations to the design are in

accordance with the requirements of Council's DCP 2014 Part 8.2 (*Stormwater and Floodplain Management*) and associated annexures.

- The submitted design is consistent with the approved architectural and landscape plan and any revisions to these plans required by conditions of this consent.

(Reason: To ensure that the developments stormwater management system is aligned with the controls and objectives of the City of Ryde DCP 2014 Part 8.2)

30. **Stormwater Management - Onsite Stormwater Detention.** In accordance with Council's community stormwater management policy, an onsite stormwater detention (OSD) system must be implemented in the stormwater management system of the development.

As a minimum, the OSD system must;

- a) provide site storage requirement (SSR) and permissible site discharge (PSD) design parameters complying with Council's DCP 2014 Part 8.2 (*Stormwater and Floodplain Management*).
- b) incorporate a sump and filter grate (trash rack) at the point of discharge from the OSD system to prevent gross pollutants blocking the system or entering the public drainage service,
- c) ensure the OSD storage has sufficient access for the purpose of ongoing maintenance of the system, and
- d) ensure the drainage system discharging to the OSD system is of sufficient capacity to accommodate the 100 year ARI 5 minute storm event.

Detailed engineering plans and certification demonstrating compliance with this condition & Council's DCP 2014 Part 8.2 (*Stormwater and Floodplain Management*) are to be submitted with the application for a Construction Certificate.

(Reason: To ensure that the design of the OSD is compliant with the requirements of the City of Ryde DCP 2014 Part 8.2)

31. **Stormwater Management – Connection to Public Drainage System.**

Engineering plans detailing the connection of the developments stormwater management system to the public drainage service must be forwarded to Council and an inspection fee (as per Council's schedule of fees and charges current at the time of payment) must be paid to Council prior to the issue of the Construction Certificate.

Council must be notified when the connection has been made to the pit / pipe and an inspection must be made by a Council officer prior to restoration/ backfill at the point of connection for approval.

Where the point of connection is in neighbouring property, the applicant must provide written notification to the affected property owner no less than a week prior to the works and all structures/ surface areas affected by the drainage

connection works must be reinstated at the completion of this activity, at no cost to the affected property owner.

(Reason: To ensure that the connection is in accordance with the City of Ryde 2014 DCP Part 8.2 and to Council's satisfaction.)

32. **Road and Public Domain Works.** The following Public Domain works are required;
- a) Construction of a new concrete vehicular crossing of at least 6.3m. wide fronting the approved vehicle entry on Swan Street.
 - b) Construction of new concrete footpath spanning the site on the Swan Street frontage. The footpath width and grade must be in accordance with the DCP Part 8.5 (*Public Civil Works*) Section 2.3. If there is an existing footpath in the vicinity of the site which is variable to these specifications, the applicants is to confer with Council's Civil Works section for directions as to the appropriate footpath specifications.
 - c) Reinstatement of grass verge in the region of the encroachment on the corner of Swan Street and Ryde Road.
 - d) Reinstatement of damaged sections of footpath, kerb and gutter.
 - e) Removal of any existing footpath and gutter crossover which is not fronting an approved access point and the reinstatement of grass verge, concrete kerb, gutter and footpath in this region.

In accordance with Section 138 of the Roads Act, detailed engineering plans prepared by a qualified and experienced civil engineer, complying with the specifications outlined in Council's DCP 2014 Part 8.5 (*Public Civil Works*) must be submitted and approved by Council prior to the issue of the Construction Certificate.

Engineering plans assessment and inspections fee associated with this work are payable in accordance with Council's Management Plan prior to approval being issued by Council.

(Reason: To ensure the serviceability of infrastructure adjacent the development property is consistent with the life of the development and provides safe and efficient access to the site.)

33. **Removal of Encroachment.** The existing retaining wall bounding the southwestern corner of the lot (on the intersection of Swan Street and Ryde Road) encroaches into the public domain must be removed. All plans submitted for the Construction Certificate are to ensure any works in this location must be within the bounds of the site.

(Reason: To ensure the amenity of the public domain is maintained.)

34. **Erosion and Sediment Control Plan.** An Erosion and Sediment Control Plan (ESCP) must be prepared by a suitably qualified consultant, detailing soil erosion control measures to be implemented during construction. The ESCP is to be submitted with the application for a Construction Certificate. The ESCP

must be in accordance with the manual “Managing Urban Stormwater: Soils and Construction“ by NSW Department – Office of Environment and Heritage and must contain the following information;

- a) Existing and final contours
- b) The location of all earthworks, including roads, areas of cut and fill
- c) Location of all impervious areas
- d) Location and design criteria of erosion and sediment control structures,
- e) Location and description of existing vegetation
- f) Site access point/s and means of limiting material leaving the site
- g) Location of proposed vegetated buffer strips
- h) Location of critical areas (drainage lines, water bodies and unstable slopes)
- i) Location of stockpiles
- j) Means of diversion of uncontaminated upper catchment around disturbed areas
- k) Procedures for maintenance of erosion and sediment controls
- l) Details for any staging of works
- m) Details and procedures for dust control.

The ESCP must be submitted with the application for a Construction Certificate. (Reason: To protect downstream properties, Council's drainage system and natural watercourses from sediment build-up transferred by stormwater runoff from the site.)

35. **Construction Noise Management Plan (demo & construction) - A** construction noise management plan must be prepared by a suitably qualified and experienced noise expert in accordance with the noise management levels in EPA's *Interim Construction Noise Guideline* and accompany the application for a Construction Certificate. The Certifying Authority must be satisfied the Construction Noise Management Plan will minimise noise impacts on the community during the construction of the development.

The Construction Noise Management Plan must include:

- a. hours of construction
- b. Identification of nearby residences and other sensitive land uses.
- c. Assessment of expected noise impacts.
- d. describe the measures to be implemented to manage high noise generating works such as piling, in close proximity to sensitive receivers
- e. include strategies that have been developed with the community for managing high noise generating works.
- f. Community Consultation and the methods that will be implemented for the whole project to liaise with affected community members to advise on and respond to noise related complaints and disputes.
- g. include a complaints management system that would be implemented for the duration of the construction
- h. include a program to monitor and report on the impacts and environmental performance of the development

(Reason: To prevent loss of amenity to the area and maintain appropriate amenity to nearby occupants.)

PRIOR TO COMMENCEMENT OF CONSTRUCTION

Prior to the commencement of any demolition, excavation, or building work the following conditions in this Part of the Consent must be satisfied, and all relevant requirements complied with at all times during the operation of this consent.

36. Site Sign

- a. A sign must be erected in a prominent position on site, prior to the commencement of construction:
 - (i) showing the name, address and telephone number of the Principal Certifying Authority for the work,
 - (ii) showing the name of the principal contractor (if any) or the person responsible for the works and a telephone number on which that person may be contacted outside working hours, and
 - (iii) stating that unauthorised entry to the work site is prohibited.
- b. Any such sign must be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

(Reason: Statutory requirement).

37. Excavation adjacent to adjoining land

- (a) If an excavation extends below the level of the base of the footings of a building on an adjoining allotment of land, the person causing the excavation must, at their own expense, protect and support the adjoining premises from possible damage from the excavation, and where necessary, underpin the adjoining premises to prevent any such damage.
- (b) The applicant must give at least seven (7) days notice to the adjoining owner(s) prior to excavating.
- (c) An owner of the adjoining allotment of land is not liable for any part of the cost of work carried out for the purposes of this condition, whether carried out on the allotment of land being excavated or on the adjoining allotment of land.

(Reason: Statutory requirement).

38. **Safety fencing.** The site must be fenced prior to the commencement of construction, and throughout demolition and/or excavation and must comply with Safework NSW requirements and be a minimum of 1.8m in height.

(Reason: Statutory requirement).

39. **Development to be within site boundaries.** The development must be constructed wholly within the boundaries of the premises. No portion of the proposed structure shall encroach onto the adjoining properties. Any doors/ gates on the boundary must be installed so they do not open onto any footpath.

(Reason: To maintain public safety and amenity in public domain areas adjoining the development site.)

40. **Property above/below Footpath Level.** Where the ground level adjacent the property alignment is above/below the established verge and footpath level, adequate measures are to be taken, either by means of constructing approved retaining structures or batters entirely on the subject property, to support the subject land/footpath and prevent harm to the public / occupants of the site due to the abrupt level differences.

(Reason: To preserve public safety and the support of property due to abrupt level differences between the site and public domain land.)

41. **Asbestos (hazardous management strategy)** - The preparation of an appropriate hazard management strategy by an appropriately licensed asbestos consultant pertaining to the removal of contaminated soil, encapsulation or enclosure of any asbestos material is required. This strategy shall ensure that any such proposed demolition works involving asbestos are carried out in accordance with the requirements of the 'Code of Practice: How to Safely Remove Asbestos' published by WorkCover NSW. The strategy shall be submitted to the Principal Certifying Authority, prior to the commencement of any works. The report shall confirm that the asbestos material has been removed or is appropriately encapsulated and that the site is rendered suitable for the development.

(Reason: To ensure risks associated with the demolition have been identified and addressed prior to demolition work commencing.)

42. **Asbestos (signage)** - On demolition sites where buildings are known to contain friable or non-friable asbestos material, standard warning signs containing the words 'DANGER ASBESTOS REMOVAL IN PROGRESS' measuring not less than 400mm x 300mm are to be erected in a prominent position on site visible from the street kerb. The sign is to be erected prior to demolition work commencing and is to remain in place until such time as all asbestos material has been removed from the site. Advice on the availability of these signs can be obtained by contacting the NSW WorkCover Authority hotline or their website www.workcover.nsw.gov.au.

(Reason: To comply with the requirements of the NSW WorkCover Authority.)

DURING CONSTRUCTION

Unless otherwise specified, the following conditions in this Part of the consent must be complied with at all times during the construction period. Where applicable, the requirements under previous Parts of the consent must be implemented and maintained at all times during the construction period.

43. **Critical stage inspections.** The person having the benefit of this consent is required to notify the Principal Certifying Authority during construction to ensure that the critical stage inspections are undertaken, as required under clause 61

of the *Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2001*.

(Reason: Statutory requirement).

44. **Noise from construction and demolition work.** All feasible and reasonable measures must be implemented to minimise the emission of noise from demolition and construction work.

(Reason: To protect the amenity of the neighbourhood).

45. **Survey of footings/walls.** All footings and walls within 1 metre of a boundary must be set out by a registered surveyor. On commencement of brickwork or wall construction a survey and report must be prepared indicating the position of external walls in relation to the boundaries of the allotment.

(Reason: To ensure that the development is in accordance with the determination).

46. **Sediment/dust control.** No sediment, dust, soil or similar material shall leave the site during construction work.

(Reason: To protect the amenity of the area).

47. **Use of fill/excavated material.** Excavated material must not be reused on the property except as follows:
- Fill is allowed under this consent;
 - The material constitutes Virgin Excavated Natural Material as defined in the *Protection of the Environment Operations Act 1997*;
 - the material is reused only to the extent that fill is allowed by the consent.

(Reason: To ensure fill is consistent with the consent).

48. **Construction materials.** All materials associated with construction must be retained within the site.

(Reason: To ensure the public domain is not affected during construction).

49. **Site Facilities**

The following facilities must be provided on the site:

- toilet facilities in accordance with Safework NSW requirements, at a ratio of one toilet per every 20 employees, and
- a garbage receptacle for food scraps and papers, with a tight fitting lid.

(Reason: Statutory requirement).

50. **Site maintenance**

The applicant must ensure that:

- approved sediment and erosion control measures are installed and maintained during the construction period;

- b. building materials and equipment are stored wholly within the work site unless an approval to store them elsewhere is held;
- c. the site is clear of waste and debris at the completion of the works.

(Reason: To ensure the site is appropriately maintained during construction).

51. **Work within public road.** At all times work is being undertaken within a public road, adequate precautions shall be taken to warn, instruct and guide road users safely around the work site. Traffic control devices shall satisfy the minimum standards outlined in Australian Standard No. AS1742.3-1996 “Traffic Control Devices for Work on Roads”.

(Reason: To ensure works do not disrupt pedestrians and vehicular traffic).

52. **Consent documents available on site.** At all times during the construction, a copy of the development consent and the approved stamped plans is to be kept on site. These documents are to be made available to any Council Officer as requested.

(Reason: To ensure Council Officers are able to access the consent during any site inspection).

53. **Stormwater Management - Construction.** The stormwater drainage system on the site must be constructed in accordance with the Construction Certificate version of the Stormwater Management Plan by Partridge Hydraulic Services, Job No.:2020H0157,

Drawing Number	Version Number	Date
SWDA1.1	P2	23.03.21
SWDA1.2	P3	20.05.21
SWDA1.3	P4	07.10.21
SWDA1.4	P2	23.03.21
SWCC1.5	P3	07.10.21
SWDA1.6	P3	20.05.21
SWDA1.7	P1	07.10.21

submitted in compliance to the condition labelled “Stormwater Management.” and the requirements of Council in relation to the connection to the public drainage system.

(Reason: To ensure the stormwater system is constructed as approved)

54. **Erosion and Sediment Control Plan - Implementation.** The applicant shall install erosion and sediment control measures in accordance with the Construction Certificate approved Soil Erosion and Sediment Control (ESCP) plan at the commencement of works on the site. Erosion control management procedures in accordance with the manual “Managing Urban Stormwater: Soils and Construction“ by the NSW Department – Office of Environment and Heritage, must be practiced at all times throughout the construction.

(Reason: To prevent soil erosion and the discharge of sediment over the land.)

55. **Asbestos (records of disposal & licensed waste facility)** - Where demolition of asbestos containing materials is undertaken, the contractor must submit to the Principal Certifying Authority, copies of all receipts issued by the EPA licensed waste facility for friable or non-friable asbestos waste as evidence of proof of proper disposal within 7 days of the issue of the receipts.

(Reason: To ensure appropriate disposal of asbestos materials.)

56. **Asbestos (handled & disposed of by licensed facility)** - All friable and non-friable asbestos-containing waste material on-site shall be handled and disposed off-site at an EPA licensed waste facility by an EPA licensed contractor in accordance with the requirements of the Protection of the Environment Operations (Waste) Regulation 2014 and the Waste Classification Guidelines – Part 1 Classifying Waste (EPA 2014) and any other regulatory instrument as amended.

(Reason: To ensure appropriate disposal of asbestos materials.)

57. **Waste data maintained** - A Waste Data file is to be maintained, recording building/demolition contractor's details and waste disposal receipts/dockets for any demolition or construction wastes from the site. These records must be retained and made available to Council on request.

(Reason: To confirm waste minimisation objectives are met.)

PRIOR TO OCCUPATION CERTIFICATE

An Occupation Certificate must be obtained from a Principal Certifying Authority prior to commencement of occupation of any part of the development, or prior to the commencement of a change of use of a building.

Prior to issue, the Principal Certifying Authority must ensure that all works are completed in compliance with the approved construction certificate plans and all conditions of this Development Consent.

Unless an alternative approval authority is specified (eg Council or government agency), the Principal Certifying Authority is responsible for determining compliance with conditions in this Part of the consent. Details to demonstrate compliance with all conditions, including plans, documentation, or other written evidence must be submitted to the Principal Certifying Authority.

58. **Landscaping.** All landscaping works approved by condition 1 are to be completed prior to the issue of any **Occupation Certificate**.

(Reason: To ensure the development is in accordance with the development consent).

59. **Sydney Water – Section 73 Compliance Certificate.** A compliance certificate must be obtained from Sydney Water, under Section 73 of the Sydney Water

Act 1994. Sydney Water will determine the availability of water and sewer services, which may require extension, adjustment or connection to Sydney Water mains. A Section 73 Compliance Certificate must be completed before the issue of any Occupation Certificate. Sydney Water will assess the development and if required will issue a Notice of Requirements letter detailing all requirements that must be met. Applications can be made either directly to Sydney Water or through a Sydney Water accredited Water Servicing Coordinator.

Go to www.sydneywater.com.au/section73 or call 1300 082 746 to learn more about applying through an authorised WSC or Sydney Water.

(Reason: Statutory requirement).

60. **Stormwater Management - Work-as-Executed Plan.** A Work-as-Executed plan (WAE) of the as constructed Stormwater Management System must be submitted with the application for an Occupation Certificate. The WAE must be prepared and certified (signed and dated) by a Registered Surveyor and is to clearly show the constructed stormwater drainage system (including any onsite detention, pump/ sump, charged/ siphonic and onsite disposal/ absorption system) and finished surface levels which convey stormwater runoff.

(Reason: To clarify the configuration of the completed stormwater management system.)

61. **Disused Gutter Crossing.** All disused gutter and footpath crossings shall be removed and the kerb and footpath reinstated to the satisfaction of Council.

(Reason: To maximise onstreet parking capacity and avoid confusion relating to the enforcement of parking restrictions.)

62. **Stormwater Management – Positive Covenant(s).** A Positive Covenant must be created on the property title(s) pursuant to the relevant section of the Conveyancing Act (1919), providing for the ongoing maintenance of the onsite detention components incorporated in the approved Stormwater Management system. The terms of the instrument are to be in accordance with the Council's standard for the relevant systems and are to be to the satisfaction of Council. To assure Council the construction of the stormwater management system has been completed, stormwater Works-As-Executed plans and certification of the system are to be submitted to Council with a completed "Application Form for Endorsement of Title Encumbrances" (available from Council's website). The positive covenant must be registered on the title prior to the release of any Occupation Certificate for development works for which the system(s) serve.

(Reason: This is to ensure that the drainage system will be maintained and operate as approved throughout the life of the development, by the owner of the site(s).)

63. **Engineering Compliance Certificates.** To ensure that all engineering facets of the development have been designed and constructed to the appropriate

standards, Compliance Certificates must be obtained for the following items and are to be submitted to the Accredited Certifier prior to the release of any Occupation Certificate. All certification must be issued by a qualified and practising civil engineer having experience in the area respective of the certification unless stated otherwise.

- a) Confirming that all components of the parking areas contained inside the site comply with the relevant components of AS 2890 and Council's DCP 2014 Part 9.3 (Parking Controls).
- b) Confirming that the Stormwater Management system (including any constructed ancillary components such as onsite detention) servicing the development complies with Council's DCP 2014 Part 8.2 (Stormwater and Floodplain Management) and associated annexures, and has been constructed to function in accordance with all conditions of this consent relating to the discharge of stormwater from the site.
- c) Confirming that the connection of the site drainage system to the trunk drainage system complies with Section 4.7 of AS 3500.3 - 2003 (National Plumbing and Drainage Code), the relevant sections of the Council's DCP 2014 Part 8.2 (Stormwater and Floodplain Management) and associated annexures and any requirements of Council pending on site conditions.
- d) Confirming that erosion and sediment control measures were implemented during the course of construction and were in accordance with the manual *"Managing Urban Stormwater: Soils and Construction"* by the NSW Department – Office of Environment and Heritage and Council's DCP 2014 Part 8.1 (Construction Activities).
- e) Compliance certificate from Council confirming that all external works in the public road reserve have been completed to Council's satisfaction.

(Reason: To ensure that all engineering components are completed to the satisfaction of an appropriately qualified person, prior to occupation or use of the development.)

64. **On-Site Stormwater Detention System - Marker Plate.** To ensure the constructed On-site detention will not be modified, a marker plate is to be fixed to each on-site detention system constructed on the site. The plate construction, wordings and installation shall be in accordance with Council's DCP 2014 Part 8.2 (Stormwater and Floodplain Management) and associated annexures. The plate may be purchased from Council's Customer Service Centre at 1 Pope Street – Ryde (Top Ryde City Shopping Centre).

(Reason: To ensure that owners of the site are aware of the location of the onsite detention system and the need to maintain the system over the life of the development.)

65. **Parking Area Linemarking and Signage.** Traffic measures such as directional signage, traffic control linemarking and signs must be installed in the developments parking area. The location and specifications of these measures must be in accordance with AS 2890.1, must be based on Traffic Engineering principals and must be located under the guidance of a suitably qualified Traffic Engineer experienced in traffic safety. Certification that these measures have

been implemented must be provided to the Accredited Certifier prior to the issue of an Occupation Certificate for any part of the development requiring use of the parking area.

(Reason: To ensure the safe and efficient circulation of traffic and access to parking areas from the public road.)

66. **Installation of noise limiter** – The proprietors of the venue shall install a noise limiter for all amplified sound systems. The installed sound systems must always be under the control of the noise limiter. At all times any amplified music must be played through the installed sound systems, with no temporary sound systems permitted. The noise limiter must be calibrated following installation to the following noise levels: Between 10:00am and 6:00pm the reverberant LA10 must not exceed **80dB(A)** and between 10:00pm and 12:00am the reverberant LA10 must not exceed **65dB(A)**. The noise limiter must be contained within a locked and secured area and only accessible by the owner/manager and must not be adjusted at any time.

(Reason: To ensure that noise control measures outlined in the acoustic report are complied with)

67. **Noise Limits** - Noise generated at the premises must not exceed the noise limits specified in the Acoustic Report No 20201400.3 Revision 3 dated 26 September 2022, prepared by Acoustic Logic submitted with the development application.

(Reason: To demonstrate compliance with the submitted report)

68. **Compliance with recommendations in the acoustic report.** Prior to the issue of any Occupation Certificate, the works identified in the recommendations of the Acoustic Report No 20201400.3 Revision 3 dated 26 September 2022 prepared by Acoustic Logic are to be completed. An Acoustic Engineer or other appropriately qualified person is to inspect the site and provide certification to the Accredited Certifier and Council that all works are completed prior to the issue of an Occupation Certificate.

(Reason: Ensure compliance with the recommendations in the Acoustic Report).

OPERATIONAL CONDITIONS

The conditions in this Part of the consent relate to the on-going operation of the development and shall be complied with at all times.

69. **Hours of operation.** The hours of operation are to be restricted to:
- 10:00am to midnight (Monday-Friday).
 - 10:00am to midnight (Saturday)
 - 10:00am to midnight (Sundays and public holidays)

(Reason: To restrict the hours of operation to ensure that there is acceptable amenity to the surrounding locality).

70. **Use of Playgrounds** – The two children’s playgrounds within the club shall be closed from 9:30pm nightly and no outside games/sports are to occur after this time. Staff and security are to undertake regular checks of the outdoor areas to ensure compliance.

(Reason: To protect the residential amenity of the locality).

71. **Plan of Management** – The club shall operate in accordance with the Plan of Management for the Gladesville Bowling and Sports Club Limited, dated October 2022 and received 24 October 2022. Where the content of a condition of consent differs from the advice outlined in the Plan of Management, the condition of consent shall prevail.

(Reason: To protect the residential amenity of the locality).

72. **Signage – illumination.** Illuminated signs shall be fitted with a timing device to switch off the illumination as follows:

- All LED screens on signage are to be switched off between 10:00pm and 7:00am.
- All wording on pylon signs is to be switched off between 10:00pm and 7:00am.
- All flush wall signs are to be switched off between 10:00pm and 7:00am.
- Directional signs are to be switched off between 10:00pm and 7:00am.

(Reason: To minimise the impact on neighbouring properties and the night sky).

73. **Third Party Advertising.** No approval is granted in this consent for general or third party advertising which is prohibited.

(Reason: To prevent third party advertising).

74. **Illumination of signage.**

- (a) The lighting of the proposal shall be directed so as not to cause nuisance to the owners or occupiers of adjacent residential premises or to motorists on adjoining or nearby roads. All proposed lights shall comply with the Australian Standard AS4282-2019: Control of the Obtrusive Effects of Outdoor Lighting.
- (b) The internal components of all signage must be of a type whereby the intensity of illumination can be adjusted if necessary (i.e. fitted with a dimming dial, switch or the like).
- (c) If Council receives any complaints about the lighting, the applicant is to engage a specialist lighting consultant to determine the luminance levels. A Copy of this report is to be provided to Council. If the report determines that the luminance levels exceeds the requirements of AS4282-2019, the luminance levels are to be automatically reduced to ensure compliance.

(Reason: To ensure that the signage is capable of being adjusted if necessary).

75. **Impact of Signage on Traffic** - The signs approved on the site is not to contain any of the following:

- Flashing lights;
- Animated display, moving parts or simulated movement;
- Complex displays that hold a drivers attention beyond 'glance appreciation';
- Displays resembling traffic signs or signals; and
- A method and level of illumination that distracts or dazzles.

(Reason: To minimise the safety impact of signage on drivers).

76. **Signage – English language.** All advertising signs are to be displayed in the English language but may include a translation into another language using letters or characters that are no larger than the English language letters or characters.

Any translated message must be accurate and complete.

No amendment to the size of a sign will be permitted to allow for both the English and translated language to be displayed.

(Reason: To ensure signage is consistent with a Council resolution).

77. **Maintain a complaints register** – The proprietors of the venue maintain a complaint register on site for all noise complaints received. The register must be made available to Council on request and include details of any follow up action taken. This register should be stored on site and accessible at all times.

(Reason – To ensure that any concerns received about the operation of the premises are handle and addressed promptly and to maintain the amenity of the surrounding area.)

78. **Use is not to cause offensive noise or vibration** - The use of the premises not giving rise to:

- a. transmission of unacceptable vibration to any place of different occupancy,
- b. a sound pressure level measured at any point on the boundary of any affected residential premises that exceeds the background noise level by more than 5 dB(A). The source noise level shall be assessed as an LAeq,15 min and adjusted in accordance with Environment Protection Authority (EPA) guidelines for tonality, frequency weighting, impulsive characteristics, fluctuations, and temporal content as described in the NSW Environmental Planning & Assessment Act 1979: Noise Policy for Industry 2017 and the Protection of the Environment Operations Act 1997.

(Reason: To prevent loss of amenity to the area.)

79. **Submit Acoustic Consultant Report** - A post commissioning report produced by an appropriately qualified acoustical consultant within 6 months of the venue operating to validate the Acoustic reports findings and calibration of the installed noise limiter.

(Reason: To ensure that noise control measures outlined in the acoustic report are adequately complied with.)

80. **Noise and vibration from plant or equipment** - Unless otherwise provided in this Consent, the operation of any plant or equipment installed on the premises must not cause:

- i. The emission of noise that exceeds the background noise level by more than 5dBA when measured at, or computed for, the most affected point, on or within the boundary of the most affected receiver. Modifying factor corrections must be applied for tonal, impulsive, low frequency or intermittent noise in accordance with the *New South Wales Industrial Noise Policy* (EPA, 2000).
- ii. An internal noise level in any adjoining occupancy that exceeds the recommended design sound levels specified in Australian/New Zealand Standard AS/NZS 2107:2000 *Acoustics – Recommended design sound levels and reverberation times for building interiors*.
- iii. The transmission of vibration to any place of different occupancy.

(Reason: To prevent loss of amenity to the area.)

81. **No 'offensive noise'** - 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.)

82. **Noise from mechanical equipment** - The proposed use of the premises and the operation of all plant and equipment shall not give rise to an 'offensive noise' as defined in the Protection of the Environment Operations Act 1997.

(Reason: To protect the amenity of the area.)

83. **Patron noise control** - The proprietors of the venue shall be responsible at all times for the orderly dispersal of patrons from the venue.

(Reason: To protect the amenity of the surrounding neighbourhood.)

84. **Noise from Customers** - Security personnel licensed under the Security Industry Act 1997 shall be engaged by the licensee to patrol the area to ensure that patrons do not cause nuisance, or annoyance to the quiet and good order of the neighbourhood.

(Reason: To protect the amenity of the area.)

85. **Neighbourhood Amenity near Licensed Premises** - Signs must be placed in clearly visible positions within the hotel requesting patrons upon leaving the premises to do so quickly and quietly, having regard to maintaining the amenity of the area.

The management/licensee must ensure that the behaviour of patrons entering and leaving the premises does not detrimentally affect the amenity of the neighbourhood. In this regard, the management/licensee must be responsible for the control of noise and litter generated by patrons of the premises and must ensure that patrons leave the vicinity of the premises in an orderly manner to the satisfaction of Council. If so directed by Council, the management/licensee is to employ private security staff to ensure that this condition is complied with.

(Reason: To prevent loss of amenity to the area.)

86. **Noise to street** - There are to be no external speakers at the premises.

(Reason: To prevent loss of amenity to the area.)

87. **Noise Limits (noise must not be audible)** - Notwithstanding compliance with any other noise conditions of this consent, noise from the premises or related activities must not be audible in any habitable room in any residential premises between the hours of 10pm and 7.00am

(Reason: To maintain appropriate amenity to nearby occupants.)

181A Ryde Road Gladesville - ATTACHMENT – 2

Assessment of Signage – SEPP No. 64 – Advertising and 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?	The subject site is located in a residential locality but benefits partially from existing use rights. The proposed signage is regarded as being compatible with the size of the site and existing club.
Is the proposal consistent with a particular theme for outdoor advertising in the area or locality?	There is no particular theme for 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?	The site is not located within an environmentally sensitive area, heritage area, conservation area or the like.
3 Views and vistas	
Does the proposal obscure or compromise important views?	No important views are affected by the proposal.
Does the proposal dominate the skyline and reduce the quality of vistas?	The signage will not dominate the skyline or reduce the quality of vistas.
Does the proposal respect the viewing rights of other advertisers?	Yes. The signage does not compromise the viewing rights of other advertisers noting that there is unlikely to be other advertisers in the subject locality.
4 Streetscape, setting or landscape	
Is the scale, proportion and form of the proposal appropriate for the streetscape, setting or landscape?	The scale, proportion and form of the signage is appropriate for the streetscape and scale of the subject site.
Does the proposal contribute to the visual interest of the streetscape, setting or landscape?	The proposal will contribute to the visual interest of the streetscape.

Does the proposal reduce clutter by rationalising and simplifying existing advertising?	The proposed signage will result in the removal of all existing signage on the site and will result in a more unified signage scheme.
Does the proposal screen unsightliness?	There is no unsightliness to be screened.
Does the proposal protrude above buildings, structures or tree canopies in the area or locality?	The proposed signage will not protrude above any buildings, structures or tree canopies.
Does the proposal require ongoing vegetation management?	The location of the proposed signage will not require any ongoing vegetation maintenance.
5 Site and building	
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?	The proposed signage is in proportion to the building and scale of the site.
Does the proposal respect important features of the site or building, or both?	There are no important features of the site. The proposed signage is suitable for the building.
Does the proposal show innovation and imagination in its relationship to the site or building, or both	The proposal demonstrates an appropriate level of imagination and innovation.
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?	There are no safety devices, platforms or lighting devices proposed as part of the signage.
7 Illumination	
Would illumination result in unacceptable glare?	Conditions of consent are recommended to address glare and hours of illumination.
Would illumination affect safety for pedestrians vehicles or aircraft?	Illumination would not affect the safety of pedestrians, vehicles and aircraft.

Would illumination detract from the amenity of any residence or other form of accommodation?	Conditions of consent are recommended to address glare and hours of illumination.
Can the intensity of illumination be adjusted, if necessary?	A condition of consent is recommended to address the intensity of illumination.
Is the illumination subject to a curfew?	A condition of consent is recommended imposing a curfew for illumination.
8 Safety	
Would the proposal reduce the safety for any public road?	The signage will not affect road safety.
Would the proposal reduce the safety for pedestrians or bicyclists?	The signage will not affect pedestrian or cyclist safety.
Would the proposal reduce the safety for pedestrians, particularly children, by obscuring sightlines from public areas?	The proposed signage will not obscure any sightlines from public areas.

181A Ryde Road Gladesville - ATTACHMENT 3

Assessment of Part 9.1 Signage – Ryde DCP 2014

DCP 2014	Proposal	Compliance
Part 9.1 – Signage		
2.1 Signage content		
<ul style="list-style-type: none"> - A sign must be either: <ul style="list-style-type: none"> i) A business identification sign or a building identification sign as defined in RLEP 2014; ii) A directional sign that is a sign which directs persons to development on the land to which it is displayed. 	<p><i>business identification sign</i> means a sign:</p> <ul style="list-style-type: none"> (a) that indicates: <ul style="list-style-type: none"> (i) the name of the person or business, and (ii) the nature of the business carried on by the person at the premises or place at which the sign is displayed, and (b) that may include the address of the premises or place and a logo or other symbol that identifies the business, but that does not contain any advertising relating to a person who does not carry on business at the premises or place. <p>The proposal includes a number of business identification and directional signs.</p> <p>A condition of consent is recommended, stating that consent is not granted for general or third-party advertising.</p>	Yes
2.2 Language		
<ul style="list-style-type: none"> - All advertising signs are to be displayed in the English language but may include a translation into another language using letters or characters that are no larger than the English language letters or characters. - Any translated message must be accurate and complete. 	<p>The proposed signage is displayed in the English language.</p>	Yes
2.3 Number of Signs		

<ul style="list-style-type: none"> - Visual clutter through the proliferation of signage and advertising structures are not permitted. 	<p>The proposed includes the removal of all existing signage on the site which is outdated and replaces it with a unified signage scheme.</p>	<p>Yes</p>
<p>2.4 Design, Safety and Maintenance</p>		
<ul style="list-style-type: none"> - All signs must be sympathetic to, and compatible with the architectural style and finishes of the building to which they are attached. 	<p>The signage is compatible with the proposed external appearance of the building.</p>	<p>Yes</p>
<ul style="list-style-type: none"> - Signs are to be unobtrusive in design, colour, height and scale 	<p>The signage is considered to be unobtrusive in relation to design, colour, height and scale.</p>	<p>Yes</p>
<ul style="list-style-type: none"> - Signs must be attractive and professionally written as well as being simple, clear and efficient. 	<p>The signage is attractive and professionally presented.</p>	<p>Yes</p>
<ul style="list-style-type: none"> - Signs should be located at a height which avoids impact from footpath maintenance vehicles and discourages vandalism. 	<p>The signage will not obstruct footpath maintenance or encourage vandalism.</p>	<p>Yes</p>
<ul style="list-style-type: none"> - Signs facing roads with high traffic volumes, traffic lights or major intersections may be referred to other relevant authorities. 	<p>The site is located on Ryde Road which is a local road which does not carry high traffic volumes.</p>	<p>Yes</p>
<ul style="list-style-type: none"> - Signs that are prone to deterioration in appearance and condition and may order removal of objectionable or unsightly advertisements. 	<p>The proposed signage is not likely to deteriorate.</p>	<p>Yes</p>
<p>2.5 Illuminated Signs</p>		
<ul style="list-style-type: none"> - The lighting intensity and hours of illumination must not unreasonably impact on any residential properties adjoining the sign or that is within its locality. 	<p>The signage will be visible from residential properties and conditions of consent are recommended in relation to hours of illumination and intensity.</p>	<p>Yes</p>
<ul style="list-style-type: none"> - The lighting intensity of a sign must be capable of modification or control after installation. 	<p>A condition of consent is recommended to ensure that the intensity of lighting is capable of being modified after installation.</p>	<p>Yes</p>

<ul style="list-style-type: none"> - Illuminated signs must minimise the spill effects or escape of light beyond the subject sign and must not compromise safety for pedestrians, vehicles or aircraft. - Illumination of a sign (with the exception of floodlit signs) must not be external to the sign i.e. surrounding a sign. Illumination must be part of the advertisement. - Electric wiring to illuminated signs is to be concealed. - Depending on its location and its relationship to residential properties, Council may require that illumination be controlled by automatic time clocks extinguishing illumination between 11 pm and 6 am, or as is considered reasonable in the circumstances. 	<p>A condition of consent is recommended to ensure that the intensity of lighting is capable of being modified after installation.</p> <p>The illumination is internal to the signage.</p> <p>A condition of consent is recommended to ensure that wiring is concealed.</p> <p>A condition of consent is recommended imposing a curfew recognising the site's location in a residential locality.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>
<p>3.1 Residential Zones</p>		
<p>a) A maximum of one sign is permitted per site</p>	<p>The subject site is split zoned, being zoned part R2 Low Density Residential and part RE2 Private Recreation. There are three signs proposed on the portion of the site zoned R2 Low Density Residential. Given the size of the site and the fact that the site benefits from existing use rights, the proposed number of signs is considered satisfactory.</p>	<p>No, however, site benefits from existing use rights</p>
<p>b) Sign options</p> <ul style="list-style-type: none"> i) Business signs ii) Real estate signs iii) Home occupation signs iv) Temporary signs 	<p>The proposal includes two fascia business identification signs and one pylon sign in the portion of the site zoned R2 Low Density Residential. Whilst these signs are generally not permitted in residential zones, the site benefits from existing use rights and the proposed signs are considered satisfactory on merit.</p>	<p>No, however, site benefits from existing use rights</p>

<p>c) Illumination of signs is prohibited.</p>	<p>The signs located on the portion of the site zoned R2 Low Density Residential. It is noted that the site benefits from existing use rights. Conditions of consent are recommended in relation to the hours of illumination and intensity.</p>	<p>No, however, site benefits from existing use rights</p>
<p>4.0 Definition and Requirements for Different Types of Signage</p>		
<p>Directional sign – A sign not exceeding 0.3m² that directs vehicle or pedestrian traffic within the property the sign relates to.</p>	<p>The proposal includes six (6) directional signs.</p> <p>The display areas range from 0.50m² to 1.50m².</p> <p>This area is considered satisfactory given the size of the site.</p>	<p>No, however, considered satisfactory on the basis that the site benefits from existing use rights and given the size of the site.</p>
<p>Flush wall sign – A sign attached or painted on the wall of a building and projecting horizontally no more than 300mm from the wall</p> <p>Controls</p> <ul style="list-style-type: none"> a. Only one sign per building elevation. b. Where it is illuminated shall not be less than 2.6 metres above the ground. c. shall not exceed a maximum area of five (5) square metres. d. shall not extend laterally beyond the wall of the building to which it is attached. e. shall not project above the top of the wall to which it is attached. f. shall not be located on a building wall if there is an 	<p>Four (4) flush wall signs are proposed</p> <p>The proposal includes four flush wall signs comprising three signs on the Ryde Road frontage and one sign on the Halcyon Street frontage.</p> <p>Three of the signs are proposed to be illuminated and all are more than 2.6m above the ground.</p> <p>All flush wall signs have an area of 4.48m².</p> <p>None of the signs extend laterally beyond the walls.</p> <p>None of the signs project above the walls to which they are attached.</p> <p>All existing signage is proposed to be removed.</p>	<p>No</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>

<p>existing building or business identification sign.</p> <p>g. shall not extend over a window or other opening or architectural feature.</p> <p>h. shall not project horizontally more than 300 mm from the wall.</p> <p>i. consideration must be given to design and aesthetics, so as to harmonise with the nature of the streetscape and townscape.</p> <p>j. flush wall sign advertising on end walls adjoining residential properties are prohibited. However, Council may permit advertising on end walls adjoining a public place.</p>	<p>None of the signs extend over a window or other opening.</p> <p>None of the signs project more than 300mm from the wall.</p> <p>The signage harmonises with the streetscape.</p> <p>There is no flush wall signage proposed immediately adjoining residential properties. It is all located on street frontages.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>
<p>Panel sign - A sign with an advertisement area that is greater than 5m² but no more than 12m² .</p> <p>a. only permitted in business and industrial zones.</p> <p>b. shall not extend laterally beyond the wall of the building to which it is attached.</p> <p>c. shall not project above the top of the wall to which it is attached.</p> <p>d. shall not project horizontally more than 300 mm from the wall.</p>	<p>One (1) panel sign is proposed The area of the sign is 2.4m²</p> <p>The sign is located in the section zoned RE2 Private Recreation The sign does not extend laterally beyond the wall of the building to which it is attached</p> <p>The sign does not project above the top of the wall to which it is attached</p> <p>The sign does not project horizontally more than 300mm from the wall</p>	<p>No</p> <p>No</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>
<p>Pylon sign – A sign located at ground level independent of any building and structure.</p> <p>Controls:</p> <p>a. Maximum height 6 m.</p> <p>b. Maximum area of structure 12m.</p> <p>c. One per site.</p>	<p>Two pylon signs are proposed</p> <p>Sign No. SP1 has a height of 4.5 metres. Sign No. SI1 has a height of 2.7m.</p> <p>SP1 area is 7.425m² SI1 area is 10.12m²</p> <p>Two pylon signs are proposed</p>	<p>Yes</p> <p>Yes</p> <p>No</p>

<p>d. A pylon sign and a business directory board sign are not to be located at the same entrance way or access way. Such signs must be physically separated from each other.</p> <p>e. Must be provided within a landscaped setting.</p> <p>f. illumination of sign will be considered by Council on a merit basis i.e. location of sign, proximity to main road, hours of operation. Up lighting is the preferred form of illumination.</p> <p>g. Signs should generally be placed on buildings. Therefore, pylon signs will not be permitted where signs are capable of being placed on a building and buildings are within 5 metres of the road frontage.</p>	<p>N/A – no business directory board proposed</p> <p>Both signs are proposed in a landscaped setting.</p> <p>Both signs are proposed to be illuminated, however, conditions of consent are recommended in relation to hours of illumination and intensity.</p> <p>SI1 is capable of being placed on the building but is considered satisfactory being separate from the building given its low height and that it is located in a landscaped setting.</p>	<p>Yes</p> <p>Yes</p> <p>No</p>
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Gladesville Bowling and Sports Club Limited

Plan of Management October 2022

181A Ryde Road, Gladesville NSW 2111

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Phone 02 9817 4601

Email ceo@gladesvillesporties.com.au

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Appendix

- A – Position Description Supervisor
- B – Position Description Bar / Bistro Attendant
- C – Position Description CEO
- D – NSW Police Crime Scene Preservation Guidelines
- E – Existing and Future Car Park Plans
- F – Existing and Future Club Plans
- G – Club Facilities, Hours of Operation and Number of Staff and Patrons

CPTED Principals

Addressed in the report below under points 3,4,8,10,11,16 & 22

1 Purpose Of The Plan

The purpose of the plan is to establish performance criteria, policies and procedures for the operations of Gladesville Bowling and Sports Club Ltd (The Club) having regard to relevant matters under state and local government regulations.

This plan is to accompany the Development Application (PAN 121852 at 181a Ryde Road, Gladesville 2111) that the Club submitted to Ryde Council in August 2021. The plan will assess any existing crime risks at the Club and look at the current crime prevention systems and what is planned in the new works proposed in the DA to improve crime prevention measures.

2 Use Of Plan

This plan will be used by staff in the daily operations of the Club. It will also form the basis for future improvements in crime prevention that will be included in future development plans.

3 Operating Hours

The Club operates during the following hours

Monday	10.00am to midnight
Tuesday	10.00am to midnight
Wednesday	10.00am to midnight
Thursday	10.00am to midnight
Friday	10.00am to midnight
Saturday	10.00am to midnight
Sunday	10.00am to midnight

While the Club is licensed to open every day over the past 4 years the Club has been closed Christmas Day, Boxing Day and Good Friday.

Refer to **Appendix G** which includes Table 5.0 which states the hours of operation, Club facilities, numbers of patrons and numbers of staff for each area of the club.

4 Patron Access

The Clubhouse currently has 2 entrances,

- Main entrance from the deck overlooking the bowling green where patrons report directly to the Club reception area
- Halcyon Street entrance is for members only and restricted using members swipe cards (this entrance is closed if Covid restrictions are issues by the NSW Health Department)
- Planed new gaming room entrance is for members only and restricted using members swipe cards

There are plans in the DA submitted to Council, to add an additional “member only entrance” restricted using members swipe cards at the bottom of the steps leading from the top car park.

Member only swipe card entrances are only to be accessed by financial members of the Club. The Swipe card system records the details of the member entering the club and all entrances are also covered by CCTV to record people using these entrances. If a non-member is detected using these entrances, staff will approach the patron and request that they sign into the Club using the normal procedure.

All patrons at the Club are required to check in on arrival. Members must show their members card on arrival and be financial members of the Club.

Visitors and guests must have photo identification and sign into the Club under the regulations set out in the Registered Clubs Act.

Any person entering the Club who appear to be under the age of 25 is also required to show acceptable photo identification (drivers Licence, proof of age card or passport) to verify that they are over the age of 18.

As there are currently NSW Health regulations in force in NSW all patrons must also comply with current health regulations and be double vaccinated and check in using the Services NSW QR code

As part of the proposed 2022 upgrades and independent access consulted has been engaged and has review all upgraded access to the Club to ensure it complies with Building code of Australia 2019 and the Disability (access to premises – building) Standards 2010.

5 Patron Capacity

The Club is designed for a maximum of 910 patrons with 620 inside and 290 outside.

Patron capacity will vary in line with NSW Health regulations

Targeted outside patron numbers once renovations are completed

- Function deck 15 patrons
- Outdoor Terrace 33 patrons
- Deck along Bowling green 16 patrons
- Playground (proposed) 30 patrons
- Playground (Halcyon Street) 15 patrons
- Deck next to playground 30 patrons
- New outdoor dining area north 105 patrons
- Bowling rinks 20 patrons (daylight hours)
- Car Parks Normal foot traffic going to and from cars

Targeted inside patron numbers once renovations are completed

- Al Fresco Gaming Room 60 patrons
- Function Room 88 patrons
- Sports Bar 100 patrons
- Main Bar Lounge 70 patrons
- Bistro Dining Area 247 patrons
- Children's indoor play area 30 patrons
- Offices & back of house 20 staff

Refer to **Appendix G** which includes Table 5.0 which states the hours of operation, Club facilities, numbers of patrons and numbers of staff for each area of the club.

6 Noise Control

The management and staff are fully aware that the Club is in a residential area and on a main road. Noise will be always monitored, and the appropriate action taken to ensure that local residents are not impacted by trading activity at the Club.

Current measures in place to ensure residents are not impacted by noise from the Club

- Signage asking patrons to respect the neighbours when leaving the Club late at night

- Staff and security instructed to take the reasonable actions to ensure patrons leave and enter the Club quietly and outside noise is kept to a minimum after 10pm at night
- Outdoor playground on the corner of Ryde Road and Halcyon Street will open at 10am and close 1 hour after sunset (9:30pm).
- Proposed outdoor playground on Ryde Road in front of the deck overlooking the car park and will open at 10am and close 1 hour after sunset (9:30pm).
- A staff member will be allocated to act as a warden for both playgrounds after 5pm to ensure noise levels do not disturb residents and that there is no anti-social behaviour occurring. If issues do arise parents / guardians will be asked to remove their children from the area
- Smoking areas are placed away from neighbours backing onto the car park and is more than 25 meters from residents' homes
- All deliveries booked for after 8am in the morning
- Entertainment is normally 1 or 2 persons only and inside entertainment is concluded at 10pm and outside entertainment is concluded by 8pm
- Juke box volume is set by management to ensure it is at a level that will not disturb neighbours. The volume control is locked and can only be accessed and changed by management.
- Taxis can be called by the Club and patrons advised when they arrive to limit the time they are waiting on the street
- Security is employed on busy nights to ensure noise levels do not disturb neighbours
- The two bowling rinks included in the DA plans will operate during daylight hours only. Staff will monitor this area for noise and patrons will not be allowed to mingle in that area after daylight hours.
- All incidents are recorded in an incident register
- Background music is played inside the Club and set at a level that cannot be heard outside
- All rubbish removed before 10pm, rubbish collected after this will be removed from the club the following morning
- Gaming machine coin dispensers have been removed
- External air conditioning units serviced every two months to ensure noise is minimal
- External refrigeration compressors mounted away from residents and checked regularly to ensure noise is minimal

The following acoustic controls are recommended as part of the current DA before council to ensure that the noise emissions fully comply with the criteria of the DA acoustic report. These will all be implemented with the approval of the DA and the associated construction

CONSTRUCTION RECOMMENDATIONS

1. It is recommended that fixed windows must be have a minimum 10.38mm laminate, with the frame and glazing system to achieve minimum Rw35.
2. The proposed glazing doors (Function terrace) are to be a minimum 6.38mm laminated glazing – with the glazing and Aluminium frame to achieve a minimum rating of Rw31.

3. • Acoustic barrier systems with associated minimum height are to be installed as outlined in **Figure 4** below. Fences are to be constructed of a solid, imperforate material of surface density $>8\text{kg/m}^2$ - similar to Colorbond, capped and lapped timber, Perspex, Polycarbonate, 9mm fibrous cement sheet or equivalent construction with a maximum 20mm gap at the bottom for water flow if required. All junctions of the fences are to be flush to create a continuous barrier as indicated.
4. • Infill the gap of the boundary fence between 7 Rundle Place and carpark by the same height of solid barrier. The fences are to be constructed of a solid, imperforate material of surface density $>8\text{kg/m}^2$ - similar to Colorbond, capped and lapped timber, Perspex, Polycarbonate, 9mm fibrous cement sheet or similar construction with a maximum 20mm gap at the bottom for water flow if required.
5. • Noise absorptive lining is to be installed along the underside of all existing and proposed awnings in the outdoor patron areas to the extent marked up below. Lining must have a noise reduction co-efficient (NRC) of minimum 0.7 and be suitable for outdoor use (50mm Echosoft or equivalent).
6. 5 Swan Street alterations – All existing glazed windows with a line of sight view of the outdoor pub area are to be upgraded to a minimum thickness of 10.38mm laminate (with the frame and glazing system to achieve minimum R_w34). In addition, an external AC condenser unit is to be installed to provide supplementary ventilation into the affected rooms of the dwelling.

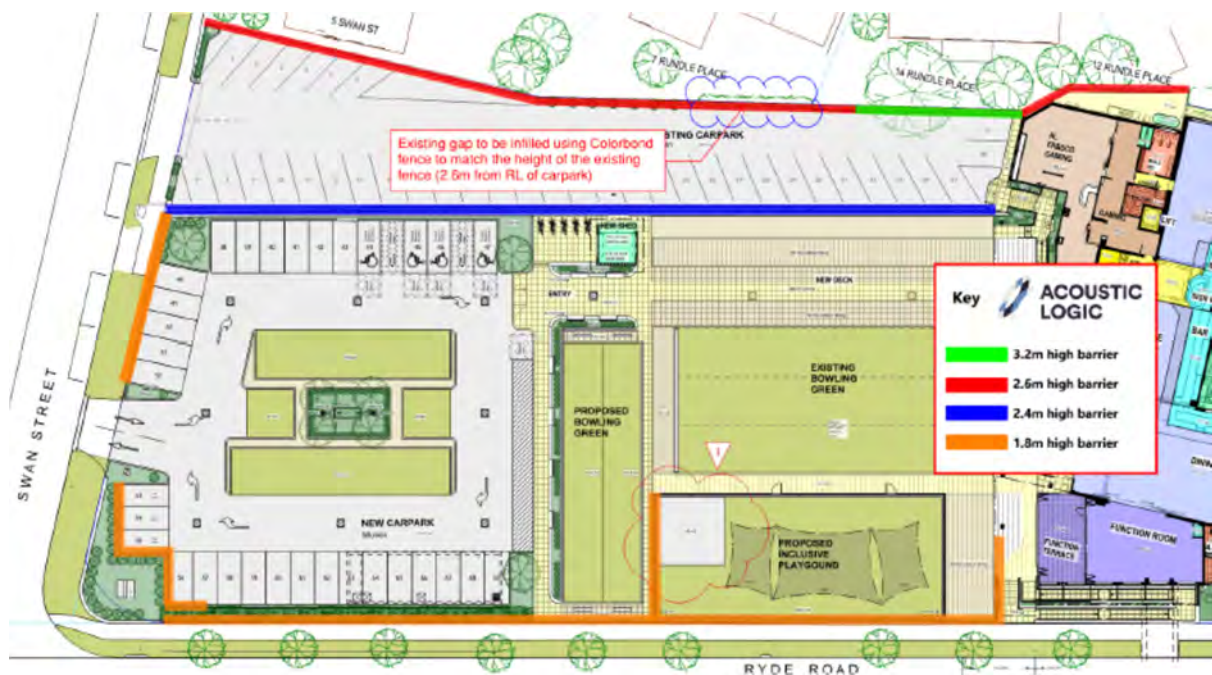


Figure 4 Proposed Acoustic Barriers

GENERAL RECOMMENDATION

- Amplified music of maximum noise level of 80dB(A)₁₀ is allowed within the area of new terrace/new deck/ Function terrace / function room / new outdoor dining during daytime and evening.
- Background music of maximum noise level of 65dB(A)₁₀ is allowed within the area of new terrace/new deck/ Function terrace / function room / new outdoor dining during night-time.
- Prominent notice shall be placed within project site to remind patrons to minimise the noise levels at any time.
- It is recommended that the management keep a complaint register on site and that noise complaints are registered and what course of remedial action has been taken. This register should be stored on site and be accessible at all times.
- All garbage shall be retained within the premises and removed after 7am on the following day.
- Management controls should be utilised to manage patron departure particularly at closing times to ensure that patrons leaving development in a prompt and orderly manner.
- Disposal of bottles/waste should be done prior to 10pm.
- Signs are to be displayed at the entrance of the club reminding patrons to minimise noise when departing the premise, especially after 10pm.
- Speakers are to be vibration isolated from the building structure by NRD mounts or equal.
- Recommended General Assumptions in Section 7.1 of this report are implemented.
- Gaming machines do not dispense coins

7 Playground Management Plan

The Club currently operates a small playground on the corner of Halcyon Street and Ryde Road. This will remain and an additional playground (proposed) will be constructed on the old bowling greens at the western side of the Clubhouse. The proposed new playground will be all inclusive, ensuring children with physical and mental disabilities have equal access and enjoyment to these facilities. Both playgrounds will be operated under the same plan of management

Hours of operation - Outdoor playgrounds will open at 10am and closed 1 hour after sunset, at 9:30pm.

Patron Numbers	Current playground (East side of Club)	15 Patrons
	Proposed playground (West side of Club)	30 Patrons

No Alcohol is allowed in the playground area

Children must be always supervised by an adult

Noise levels will be monitored by a warden after 5pm, warden will be able to ask parents to remove their children from the playground as a result of excessive noise or anti-social behaviour.

No glass is allowed in the playground area

No food is allowed in the playground area

Shoes to be always worn in the playground

Be aware of others in the playground and no rough play

8 Amenity Of The Neighbourhood

At all times the management shall consider the amenity of the neighbours and shall take reasonable measure to ensure that the club does not adversely affect the surrounding area.

Smokers will only be allowed to smoke in designated smoking areas

Management will take reasonable steps to ensure patrons and staff entering and leaving the Club do not disturb neighbours

The Club will operate not to materially affect the neighbours in an adverse manner. This includes

- Noise
- Vibrations
- Rubbish
- Oil
- Vapor
- Soot
- Dust
- Smell
- Fumes
- Waste water
- Waste products
- Steam
- Ash
- Other waste products

9 Security

The Club has the following security issues in place

- **Security guards**
 - o Guards are employed on Friday and Saturday nights or if a large event is organised
 - o Guards are licensed with license visible
 - o Guards report to the Supervisor on duty for duties and responsibilities
 - o Guards record any incidents in the incident register
 - o Incident register available for local authorities to inspect
 - o Guards complete a time sheet to record start and finish times
 - o Guards monitor noise levels outside and take reasonable steps to ensure neighbours are not disturbed
 - o Guards monitor the level of intoxication of patrons entering and, in the Club, taking the appropriate action to remove intoxicated patrons
 - o Guards ensure patrons are over the age of 18 and check they have appropriate photo ID
 - o Guards co-operate with police if required
 - o Guards remain at the club until all patrons have vacated

- **CCTV**

(1) The senior management of the Club will maintain a closed-circuit television (CCTV) system on the premises in accordance with the following requirements:

(a) the system will record continuously at all times (24 hours a day, 7 days a week)

(b) recordings will be in digital format and at a minimum of ten (10) frames per second,

(c) any recorded image must specify the time and date of the recorded image,

(d) the system's cameras will cover the following areas:

(i) all entry and exit points on the premises,

- (ii) the footpath immediately adjacent to the premises, and
- (iii) all publicly accessible areas (other than toilets) within the premises.

(2) The senior management of the Club will also:

- (a) keep all recordings made by the CCTV system for at least 30 days,
- (b) ensure that the CCTV system is accessible at all times the system is required to operate pursuant to sub-clause 1(a), by at least one person able to access and fully operate the system, including downloading and producing recordings of CCTV footage, and
- (c) provide any recordings made by the system to a police officer or Liquor and Gaming NSW inspector within 24 hours of any request by the police officer or Liquor and Gaming NSW inspector to provide such recordings.

Additional information relating to CCTV

- The Club currently has 47 digital colour cameras with all outside cameras also having infrared night capabilities
- All cameras are recording 24 hours a day, 7 days a week
- Recorded vision is retained for 30 days
- All incidents are downloaded and retained permanently
- System is serviced annually and repaired on a need to basis
- CCTV is available for police to view and if required a copy of the vision can be supplied. All Supervisors will be trained to review CCTV to show police at any time and if CCTV needs to be copied it can be done within 24 hours.
- All areas of the Club are covered by CCTV including
 - All Entrances
 - Car park
 - Bowling greens
 - Deck
 - Bars
 - Bistro
 - Loading dock
 - Offices
 - Strong room
 - All stairs
 - Back of house
 - Gaming room
- In future development plans the CCTV system will be expanded to ensure the coverage in all areas is equal to or better than the current system. With the refurbished function room, outside area and gaming room it is anticipated that an additional 10 cameras will be installed
- In the new gaming room, there will be a focus on CCTV coverage. It is planned to have 100% coverage of the new gaming room.

- **Lighting**
 - o All areas outside the club have lighting that is operated by light cells and timers to ensure that they are operational during trading hours
 - o All stairs and entrances have adequate light for safety and identification of patrons
 - o Timers turn some exterior lights off after patrons and staff have left the club so as neighbours are not disturbed
 - o In future developments level of light inside and outside will be maintained ensuring there are no black spots

10 Staff and Management Performance Standards

Staff and management always monitor the behaviour of patrons whilst at the Club and leaving to ensure their behaviour is not disturbing neighbours.

All Staff and management dealing with the service of alcohol and gaming services have completed RSA and RCG

CEO has completed the Licensee Training Course

All staff are issued with and have signed a job description that detail all their responsibilities and duties. These are detailed documents that have been based on the Sample Job Descriptions available from Clubs NSW.

Staff must adhere to these job descriptions and have signed them acknowledging that they are fully aware of their duties and responsibilities

Job Specifications included in the appendices of this plan.

11 Staffing Numbers

During opening hours there are always a minimum of 2 staff rostered on with one being a supervisor or Senior Staff member. As patronage increases so does the number of staff rostered on during that period. As a minimum 1 staff member is rostered on for every 25 patrons in the Club. In addition to this security guards are employed on Friday and Saturday nights and if required Covid Marshals are also added to the roster.

As most staff live within 5km of the Club if there is a sudden surge in patron numbers, additional staff can be contacted in a timely manner.

12 Crime Scene Preservation Procedures

The following procedure is taken from the NSW Police guidelines

- Immediately contact '000' or local Police Station, request for Police to attend the scene and Ambulance if required.
- Render any required first aid
- Determine the Crime Scene and remove all persons from the area. Cordon off the area with things such as bar stools, tables, tape or consider closing off the area completely for areas such as toilets or hallways. (Remember there may be multiple Crime Scenes),
- Do not allow any persons to enter this area,
- **DO NOT CLEAN UP ANY CRIME SCENE** you may be destroying vital evidence.
- Assign a member of staff to guard all Crime Scenes until the arrival of Police,
- Remember some evidence may not be visible to the naked eye such as blood, semen, skin cells, saliva, hair, or fingerprints,
- Do not move any items that may have been involved in an offence unless absolutely necessary. (For example, they could get wet. Use gloves to stop transference of your DNA or fingerprints),
- Notify Police if any items have been moved or removed from the Crime Scene. (Items may include bottles, glasses, pool cues, clothing, furniture, weapons, or cigarette butts),
- Make notes in relation to the incident. Time, date, location, description of offender(s), vehicle(s) involved, weapons used, last known direction of offender(s), any movement of items involved in the incident,
- Obtain any CCTV footage and the Security Sign on sheets, CCTV to be permanently recorded within 7 days
- Obtain any details of witnesses and try to keep all witnesses separated so as to maintain the integrity of their evidence. (Try to persuade witnesses from leaving the premises before Police arrive),
- Hand this information to Police on arrival,
- Be prepared to make a statement to Police regarding the incident.
- Record as much detail as possible in the Clubs incident register as soon as possible so that the information is fresh and complete
- If serious contact the CEO as soon as possible

13 Responsible Service of Alcohol

The Club CEO and staff will

- Ensure that all staff involved in the supply of alcohol have completed a responsible service of Alcohol Course and have a valid in date competency card (digital or physical)
- CEO has completed Licensee Training Course
- Ensure that food is always available for purchase when the Club is open
- Ensure that non-alcohol beverages are always available
- Ensure free water is always available

- Club is a member of the local Liquor Accord
- Ensure that Jugs and Shots are not served after 10.00pm at night
- Refuse entry to any person who is intoxicated
- Refuse service to any person who is intoxicated
- Staff to patrol the Club looking for signs of intoxicated patrons
- All issues relating to intoxication are to be recorded in the Clubs incident register
- Direct intoxicated persons to leave the premises, staff will offer to call any patron that is asked to leave a taxi or other form of safe transport home
- Once a patron is identified as being intoxicated, they must leave the premises immediately. A security guard or supervisor will stay with the patron to ensure they leave the premises immediately and in a safe manner. Security and staff will also monitor the club to ensure the patron does not return. If the patron refuses to leave the premises the supervisor will call the police and ask for assistance.
- If a patron becomes aggressive toward staff or another patron, they will be asked to leave the premises immediately. The Supervisor on duty will take control of the situation with the assistance of security if required. If the patron refuses to leave and their level of aggression increases staff should not physically engage with the patron. Supervisor to immediately call the police and explain the situation requesting assistance as soon as possible.
- Not engage in liquor promotions that encourage excessive or irresponsible drinking
- Ensure patrons do not leave the venue with open containers, glasses or similar
- Club ensures that all signage required by legislation is clearly displayed in the bar and at the entrance to the Club and is in good condition
- The consumption of alcohol will not be allowed in the children's play area. Signage will be installed advising patrons that alcohol is not permitted in this part of the Club premises.

14 Responsible Conduct of Gambling

The CEO and the Staff shall comply with the measures specified in the Gaming Machines Act 2001, the Gaming Machine Regulations 2010.

All staff who interact with patrons regarding Gaming Machines, Keno and TAB must have completed Responsible Conduct of Gambling course and carry a valid competency card (Digital or Physical)

All staff who interact with patrons in the TAB must have up to date TAB training with Anti Money Laundering

The Club is a member of ClubSafe that offers counselling services and self-exclusion to problem gamblers.

ClubSafe also offers training for staff in Anti Money Laundering.

Club ensures that all signage required by legislation is clearly displayed in the gaming room and at the entrance to the Club and is in good condition

15 Deliveries and Rubbish Collection

The CEO shall, as far as reasonably possible ensure that deliveries are made between 8am and 4pm on Mondays to Saturdays. All deliveries will be made at the Halcyon Street loading dock to ensure delivery vehicles are not blocking the street. This will ensure as little as possible disruption and noise for residents.

The removal of waste and recyclables shall be made by local council or recognised contactor. As far as reasonably possible removals of waste materials will be between 8am and 4pm Monday to Friday and all waste (excluding green waste) and recyclable material will be collected from the Halcyon Street loading dock. Green waste will be collected from Swan Street by Ryde city Council.

Bottles, empty kegs and cans will be removed from the Club between 8am and 4 pm Monday to Friday.

16 Cleaning and Chemical Storage

All chemicals will be stored in a safe and secure manner in the Club. There is a register of the chemicals kept at the Club and specification sheets containing instructions for their correct use, safe storage and what to do in case of an emergency.

Where possible the Club will use non caustic and biodegradable chemicals.

17 Maintenance

The Club will be kept in a clean, tidy, and safe condition and regularly maintained both internally and externally to a satisfactory standard and to the satisfaction of council and other regulatory bodies.

Regular maintenance includes but is not limited to:

- Contract Cleaners clean the Club daily
- Staff continue to clean the Club on an ongoing basis while the Club is operating
- Elevator is maintained every 3 months and certified once a year
- Fire Safety panel is maintained monthly
- All other fire equipment checked and maintained every 6 months
- Fire Safety Certificate issued once a year
- Sydney water backflow tests completed every 12 months
- Grease trap empties every 3 months
- Air conditioning – all units serviced every 2 months
- Kitchen exhaust system maintained once every 6 months
- Kitchen filters maintained every week
- Club's electrical boards thermally tested every 12 months
- All gaining machines maintained on a weekly basis
- Any leaking taps are repaired as soon as possible
- Any part of the Club that requires maintenance is repaired as soon as possible
- General maintenance inspections are conducted on a weekly basis
- Gardens are maintained as needed
- Carpark cleaned on a weekly basis
- Graffiti is removed as soon as possible – target is 24 hours

- Loading dock cleaned on a weekly basis and all rubbish securely stored in bins with lids that are kept closed
- Outdoor lights are inspected monthly to ensure adequate lighting outside
- Litter collections to be undertaken on the site and surrounding the site on a daily basis to collect any litter around the Club

18 House Policy

The Clubs House Policy relating to matters including dress code, the responsible service of alcohol, harm minimisation and the admission of minors shall be displayed within the Club.

19 Fire Safety and Emergency Services

The CEO shall ensure that all essential services installed at the Club are inspected, maintained, and certified at the periods required by law and recommended by the manufacturer as far as reasonably possible. Any error or malfunction shall be rectified as soon as possible to ensure all systems remain in good working order.

Fire Safety equipment included

- Hose and reels
- Emergency lighting
- Fire extinguishers
- Fire alarm panel connected to NSW Fire
- Fire blankets
- All signage and evacuation plans

A list of all emergency and relevant phone number will be kept in the office and at reception. In the case of emergency call 000

All managers and permanent staff are aware of emergency evacuation procedures and have received fire safety and evacuation training

20 Public Transport Facilities

The Club is not positioned close to public transport. The Club does have 1300cabs call system so as staff can call a cab for patrons if required. If a patron needs a phone to arrange transport, they can use the Club phone.

21 Signage

All internal and external signage to be installed as per requirements of the Liquor and Gaming Machines Act. This signage to be inspected on a weekly basis to ensure that it is in good condition and in the correct position.

Signage requesting patrons leave the premises in a quiet and orderly manner to be installed at all exits to the Club.

22 Parking

The Club has 2 car parks both with access from Swan Street. The top car park has 37 spaces with the bottom carpark having an additional 12 spaces. Both areas have lighting and coverage by CCTV.

Plans currently before Council will retain the 35 spaces in the top car park and the bottom car park will be increased to 45 car spaces including 4 disabled spaces. This will ensure easier and safer access for disabled patrons and also enable all patrons to park on the premises rather than in the local streets.

See plans in appendices

23 Incident register

The Club will maintain an incident register that is located at the Club reception. Any incident that staff consider to be relevant will be recorded in the incident register. The incident register will be reviewed by the CEO on a weekly basis and the CEO will take any further action that is required including additional investigation and if necessary disciplinary action. Any serious incidents will be reported to Club Directors.

The incident register will be available for police to inspect if required.

24 Covid Plan

The CEO shall ensure that the Club Covid plan is up to date and that the plan is implemented in the Club. Plan is based on Services NSW template and all staff will have access to that plan. A copy of the Covid Plan will be kept at the Club reception and be made available to Police and Health authorities upon request

25 Complaints

All verbal complaints will be recorded in the incident register. All written complaints shall be addressed to the CEO who will investigate all complaints and take to relevant action. If the complainant is not satisfied with the response from the CEO the matter can be referred to the Directors for review. All serious complaints will be tabled at the following Board meeting so as Directors are aware of the Complaint.

26 Personnel Summary

The Club Directors (up to 9 in total) are responsible for the strategic direction of the Club. The current Directors have between 8 and 20 years' experience as Club Directors and direct the CEO to achieve the goals set out in the strategic plan.

The CEO has over 20 years' experience in senior positions in the Club industry. The CEO has a current RSA, RCG and Licensee training and is responsible for the day-to-day operations of the Club.

Senior Staff have at least 3 years' experience in the industry and are responsible for the activity in the Club in the absence of the CEO. All Senior staff have completed and have a current RSA and RCG

All staff involved in the purchase and supply of alcohol and security have completed RSA

All staff involved in gaming machines, TAB and Keno have completed RCG

All staff are responsible for ensuring that improper behaviour does not occur at the Club. Patron who refuse to conduct themselves in an appropriate manner will be ejected from the venue and if the inappropriate behaviour continues that can be barred for an indefinite period.

The Club has a strong “family friendly” focus and food and beverage is a major part of the strategic plan to make the Club a family venue in Gladesville. The Club currently has a children’s play area and there are plans to substantially increase this area in the Club. Having this “Family Focus” requires a zero tolerance to inappropriate behaviour to ensure that the Club is an enjoyable safe environment.

27 Review of Management Plan

This plan will be reviewed on an annual basis. Changes will be adopted when operational issues need to be reviewed or new legislation is introduced.

Appendix

A - Position Description Supervisor



Position Description

Supervisor

Job title:	Supervisor
Classification:	Level 5
Reporting to:	Operations Manager / CEO
Location:	Gladesville Sporties 181A Ryde Road, Gladesville NSW 2111

Purpose of the position

As the Supervisor you are responsible for the allocation and management of staff and other resources to ensure patrons have an excellent overall experience at Sporties. Your enthusiasm, eye for detail and determination to provide the best service possible is essential, as you are expected to lead by example. As a medium sized Club, you are expected to be hands on and assist staff where required, you are also expected to train and mentor staff so that all are working the same way so that the customer experience is consistent.

When the CEO and Operations Manager are not on site you are responsible for the security and safety of all staff and patrons. It is expected that you make sound decisions based on the information that you have and that you can lead and motivate the team.

Duties & responsibilities

Below is a list of responsibilities for all Supervisors. While customer service and assisting patron is key to all staff, the supervisor must manage train and develop staff to achieve the targeted high levels of customer service required.

Supervisors need to work with the staff as well as manage the staff to achieve the optimum performance. The way the team functions on any day is a reflection of the supervisor's ability to direct the team and overcome any issues.

When the CEO and Operations Manager are not on site you are responsible for the security and safety of all staff and patrons. It is expected that you make sound decisions based on the information that you have and that you can lead and motivate the team.

Note that health regulations are changing on a daily basis and the Clubs Covid plan needs to be followed in conjunction with the below duties and responsibilities.

a) Customer Service – All staff

- As a supervisor you are required to lead by example and continually improve your own and the staff's level of customer service
- All patrons should be greeted in a friendly manner when they enter Sporties and when they approach you for service or assistance
- Provide excellent customer service to patrons, at all times and in all areas of the Club
- Handle any patron complaints in accordance with set procedures in the first. All incidents should be recorded in the incident register and the CEO and Operations manager informed if any further action is required.
- Always be familiar with the Club's products, offers, procedures and policies and to respond to questions about them from patrons
- Smile – patrons come to Sporties for a good time and do not want to see unhappy staff. If you have an issue at work take the appropriate steps to resolve the issue in the correct manner and do not discuss it with patrons or other staff.
- All staff are employed to ensure patron have a good experience at Sporties and return. Be available to assist patrons and where possible anticipate what the patron wants before they ask for it.
- To ensure customers get the best service assist co workers in other areas when they have a large workload and manage resources so they are allocated where they are needed. If staff need additional training show them what is required or ask the operations manager to arrange additional training.
- Your appearance is an important part of the overall customer experience. Correct uniform is to be worn at all times, uniform is to be clean and tidy, all staff should have the highest level of personal hygiene, hair is to be neat, tidy and clean. You will also need to ensure your team is correctly groomed and correct any issues.
- A high level of service can only be achieved by paying attention to the patrons and not mobile devices. All staff are reminded that mobile phones are not allowed whilst on duty, if staff bring a phone to work it is to be locked in a locker in the staff room while you are working. Supervisors are allowed to carry phones.

b) Personnel/Human Resources

- Supervise staff in one or more sections of the Club
- Ensure that team members have completed any necessary on-the-job training and that this is noted in their employee files
- Provide timely and constructive feedback and guidance to team members
- Constantly display leadership qualities to set an example for all team members
- Ensure all casual staff Bundy on and off and sign Bundy cards if they forget
- Manage casual staff hours and send staff home when not needed
- If there is an unexpected increase in patronage call for additional staff
- Keep the operations manager updated with the progress of staff and if any additional training is required
- Document any important issues or situations in the incident register and inform the operations manager

c) Premises Operations

- Ensure the Club is set up and ready for opening by 9.50 every morning
- Lock and secure the Club premises at the end of the night
- Ensure the strong room is secure at all times
- Ensure emergency exits are clear of any rubbish
- Keep the bar, sports bar, bistro area, gaming area and outside areas clear by ensuring floor staff are clearing tables effectively
- Ensure there is adequate staff in all areas of the Club
- Identify and report broken equipment or furniture which require maintenance and report it to the operations manager
- Ensure the alarm is on when building is unoccupied and CCTV is working

d) Food / Bistro Service

- Follow all work procedures and policies as communicated by Supervisors/Managers
- Greet patrons in a friendly and accommodating manner
- Take patrons orders accurately
- Receive and dispense money and secure payment in a timely fashion and provide accurate change
- Mark off the food on the order as it is delivered to the table
- Take meals to customers in an efficient manner, and collect any dirty items on the way back to the bistro
- For patrons outside or in the Sports Bar hand them a buzzer and instructed them on how the system works
- Hand patron cutlery when they order their meals
- Place the meals on the table in the correct manner
- Ensure that everyone at in the group has what they ordered and follow up any missing items
- After patrons have finished their meals ensure the table is cleared and cleaned as soon as possible, this includes plates, cutlery, paper, glasses and anything else that the patrons have finished with. Tables need to be cleaned when patrons finish their meals as well as when they leave the table.
- If there is a spill or food is on the floor clean it up so as not to have a slip hazard and ensure the appearance of the room is as high as possible
- After delivering food to a table look for any dirty plates that can be returned to the kitchen on your return
- Sanities and clean high chairs after use and return them to the storage area
- Stack dirty plates in the kitchen for the kitchen hands to clean
- Serve coffee, cakes, kids ice creams and lollies as required
- 10 minutes before the Bistro is due to close make an announcement over the Club PA that "the bistro is taking last orders and will be closing in ten minutes", if you are not comfortable doing this you can ask the Supervisor on Duty
- At the end of service ask the Supervisor to collect the till
- Help prepare for service at the bistro/café/restaurant before each service period
 - Ensure there is enough coffee and milk for upcoming services
 - Lollies are full
 - Cutlery is polished and in paper holders
 - There are ample condiments at the bistro
 - Carpet is clean
 - All tables and chairs are clean

- Room is at an appropriate temperature 21-22 degrees C
 - Table numbers are on the tables
 - Ice creams have been served into bowls and topping is in the fridge
- Remember that bistro service includes food served in all areas of the Club including the Sports Bar, Gaming room, Deck and bowling greens. All areas must be continuously monitored to ensure used plates and cutlery and collected in a timely manner and the area is cleaned.

e) Beverage/Bar Service

- Follow all work procedures and policies as communicated by Supervisors/Managers
- At the start of the day the following set up is required
 - Tills are set up and adequate change is available
 - Air conditioning is on if required and the Club is at a temperature around 21 -22 degrees C
 - Duke box to be taken outside, plugged in and tested
 - TV to be turned on and set to the correct channels
 - Any booked tables in the Sports Bar to be reserved
 - Ensure all tables are clean and furniture is neat and tidy
 - Club lights are on
 - Bar is stocked and no items are missing
 - Wine menus are available
 - All promotions are displayed correctly
- Greet patrons in a friendly and accommodating manner
- Ensure patron sign in correctly and they are registered with the Covid QR code
- Serve patrons who require Tab, Keno or Ebet Services (if you are trained)
- Process new members applications, issue new members with their membership card and explain the benefits of membership – normally would be completed by a supervisor
- Take patrons orders accurately
- Receive and dispense money and secure payment in a timely fashion and provide accurate change
- Beverages to be poured accurately and with no wastage
- Bar area is to be kept neat clean and tidy at all times
- Empty glasses on tables are to be cleared and the tables cleaned on a regular basis, this includes gaming room, bistro, bar, sports bar, deck and bowling greens
- Ashtrays (outside and in the outdoor gaming areas) to be cleaned on an hourly basis or as required. At the end of the night ashtrays to be returned to the bar washed with warm water and left to dry.
- All glasses cleaned by the brush machine a minimum of twice a week
- Wine glasses to be polished on a daily basis
- Beer fonts and drip trays to be cleaned each day
- Floor to be hosed at the end of each day ensuring that all rubbish under glass trays and glass washes is removed and any excess water is removed
- Shelves, glass racks, cupboards and fridges to be cleaned twice a week
- All rubbish and empty bottles to be placed in the loading dock bins at the end of each day
- Any broken or lost stock with a value of \$20 or greater needs to be recorded in the incident register. The register must reflect when the incident happened, what happened and the staff member responsible
- Bar to be restocked when required ensuring

- Drinks in the take away fridge are used to re stock the main fridge
 - Stock is rotated in the fridges, place new stock at the back of the fridge
 - Oldest stock is taken from the cool room and dry store first
 - Only 1 box of an item is opened at any one time
 - If there is no stock of an item, please inform the Supervisor
- When post mix boxes are changed ensure the oldest best before date is used first and that the hose screw is rinsed with warm water and all sticky residue is removed before the new box is attached
- When kegs are changed, they should be changed by a staff member who is aware how to do it correctly. Replace the keg using the oldest best before date first, hook the keg up and bleed any air in the lines (REMEMBER TO ENSURE THE BLEED VALVE IS TURNED OFF OTHERWISE THE ENTIRE KEG WILL DRAIN ONTO THE CELLAR FLOOR)
- Packaging needs to be broken down and placed flat in the cardboard bin
- Empty kegs need to be neatly stacked in the keg cage in the loading dock

f) Gaming

- Follow all work procedures and policies as communicated by Supervisors/Managers
- Process any payouts in the EbEt system, ensuring patrons details are correctly recorded in a timely fashion and provide accurate change
- Prepare for service in the gaming room
 - All machines to be turned on and working
 - Link TVs are turned on and working
 - Any faults are recorded in the technician's fault book
 - Ash trays are in the outdoor gaming area
 - Machines are clean including the tops and sides of machines
 - Machine bases are clean and in between machines is also clean
 - Phone charging cables are neat and tidy
 - Cash canisters are securely in the machine
 - CRT is on and working
 - Machines have adequate paper tickets
 - Airconditioning is at the appropriate level 21-22 degrees C
 - Lights are turned down
 - Gaming pager is working and has sufficient battery power
- Answer all gaming pages in under 1 minute
- Gaming room to be checked at least twice an hour (more if busy) ensuring ashtrays are emptied, empty glasses are collected and area is clean, neat and tidy
- When in the gaming room ask patrons if they would like a soft drink or coffee
- Record any soft drinks or coffees given to patrons on the bar register under gaming table
- If gaming patrons are hungry there are packets of nuts for their consumption behind the bar
- The privacy and confidentiality of gaming patrons is essential. Staff are not to discuss what patrons are betting or winning with anyone else.
- If a patron asks to be self-excluded or for information on gambling help there is ample information in the gaming room. Staff should direct these enquiries to the Supervisor on duty. Staff to ensure that the patron leaves with what they need and you have recorded their details so as they can be followed up and help given

g) Cash Security and balancing

- Opening – ensure cash in the strong room agrees to the previous nights balance
- Balance POS report to daily trading

- Balance and refill CRT
- Replace ATM canisters in the room
- If required empty and balance gaming machine cash boxes reconciling to gaming reports
- Prepare all floats for the start of trade
- Put banking and ATM money in the safe
- Balance strong room safe
- During the Day – Change and balance tills as required
- Access change and additional cash as required
- If money is transferred between floats ensure this is correctly documented
- End of Day – Ensure all cash is returned to strong room including, tills, CRT, ATM and gaming machine cash boxes.
- Balance all tills to Z reads and then balance daily trade
- Count and balance cash in strong room
- Balance, record and bank TAB and Keno money
- Add membership and any other sundry income to daily trade
- Document and report any cash variances over \$20 or any unreconciled amounts to reports (any amount) to the Operations manager and the CEO
- Ensure the room is locked at the end of the night

h) Workplace Health and Safety/Premises Operations

- Ensure all work areas are clean and well-maintained throughout the shift, clear tables in required areas and assist any patrons with enquiries
- Leave all areas clean and organised at the end of each shift, with no glasses or plates left on tables
- Operate equipment in a safe and sensible manner
- If you see something that is dangerous, keep people away from it and report it to the operations manager. Supervisor to make the area safe and record in the incident register
- Keep uniform clean and tidy and adhere to personal grooming standards
- Ensure patrons are signed into the Club using the State Government QR Code
- Parents are responsible for the behaviour of their children
- Ensure that Sporties Covid Management Plan is being followed at all times and patron maintain social distancing in line with the current health orders
- If you feel threatened by patrons speak to the CEO or Operations manager immediately, if the patron refuses to leave the premises if asked, call the Police immediately and ask for assistance

Academic or trade qualifications

- Responsible Service of Alcohol (RSA) - essential
- Responsible Conduct of Gambling (RCG) - essential
- Barrister Certificate – highly regarded
- 1st Aid Certificate – highly regarded
- Certificate I Hospitality - highly regarded

Key Performance Indicators

- Friendliness with patrons, staff and management

- Professionalism and efficiency in performing your duties
- Staff management
- Conflict resolution with staff and patrons
- Your ability to deliver above average performance and customer service
- Accuracy with cash and orders
- Ability to keep Club clean
- Ability to work in multiple areas
- Security of the premises

Relationships

With	Purpose
Staff	Supervisors are to work with the staff managing and leading them to ensure that the patrons are receiving the service they require. It is the Supervisors responsibility to ensure there are adequate resources in all areas of the Club and that the staff are working to an acceptable level
Operations Manager	All rostering, training or operational issues should be addressed with the Operations manager. The Operations Manager is also the person to discuss issues with patrons or other staff with
Club employees	All employees work cooperatively with other team members to ensure daily operations run smoothly in all areas. A team is only as strong as its weakest link and everyone needs to work together
Club Directors	Club Directors are responsible for the governance and direction of the Club and as such need to be respected and appreciated. If a director approaches you regarding an issue please discuss it with them, however the final decision is the Supervisors.
Patrons	All employees are responsible for patrons enjoying themselves and having a great customer experience. Customers always need to be respected but must also follow the rules and regulations of the Club and behave in an appropriate manner

Employee Signature _____ Date _____

Manager Signature _____ Date _____

Performance review period: very six months with operations manager

Next review date _____

Finance Manager

■ Job Description Sample

Job title: Finance Manager

Classification:

Reporting to: Operations Manager/Secretary Manager (CEO)

Salary:

Location: <insert location of the position and any travel required>

Purpose of the position

<To complete this section, consider the overall purpose of the position and how it contributes to the goals/function of the business- may include authority level e.g. manager/supervisor.>

Example – The Finance Manager is responsible for supervising the Club’s financial and accounting procedures, preparing annual accounts and reports, interpreting financial results and supervising direct reports.

Responsibilities & duties

<Insert the responsibility or duty of the position including duration, effort, complexity and any equipment required. For guidance refer to Part 7- Industry Specific Provisions, Schedule C – Classification Definitions of the *Registered and Licensed Clubs Award 2010*, for duties that apply to certain classifications.>

a) Administration

- Implement Club policies and procedures, as set by the Board of Directors and the CEO
- Report financial and accounting matters to the CEO and Board of Directors, including written reports when required

-
- b) Accounting/Payroll/Finance
 - Apply relevant legislation relating to taxation, industrial instruments and corporations
 - Oversee and monitor payment of accounts, payroll and the Club's superannuation obligations
 - Prepare annual accounts and annual reports as requested by the CEO and Board of Directors
 - Interpret financial results and trends and make recommendations to the CEO and Board of Directors
 - Prepare statutory returns relating to poker machines, financial performance and taxation
 - Help the Board of Directors, CEO and other managers prepare budgets
 - Supervise stock control and stocktaking, where required
 - Analyse trading results in bar, gaming and kitchen areas, where required
 -
- c) Personnel/Human Resources
 - Prepare accounting procedures, in conjunction with the CEO
 - Supervise staff who prepare accounts and undertake other accounting duties
 - Delegate authority/duties to clerical staff
 - Identify training needs for direct reports
 -

Academic or trade qualifications

<Insert list of essential academic and trades qualifications.>

Example - Responsible Service of Alcohol (RSA)
 Responsible Conduct of Gambling (RCG)
 Tertiary qualification in Business/Finance /Accounting

Specific skill, knowledge and attribute requirement

Essential	Desirable
<insert list of essential skill and knowledge requirement>	<insert list of desirable (but not essential) skill and knowledge requirement>
E.g. Written and verbal communication skills, attention to detail	E.g.
Proficiency with MYOB, Office Programs	
Knowledge of relevant legislation under which Club's operate e.g. Corporations Act	

Ability to interpret and apply industrial instruments and legislation governing employment relationships	
--	--

Relationships

With	Purpose
< insert title of the position with whom this role has a relationship >	<describe the supervision given and received, and the internal and external relationships (e.g. colleagues, customers)>
e.g. Operations Manager & CEO	e.g. The Finance Manager is supervised and supported by the Operations Manager and CEO and is consulted about the financial and accounting activities of the Club.
e.g. Club employees	e.g. The Finance Manager coordinates, supervises and trains direct reports, including supervisors.

Employee Signature _____ Date _____

Manager Signature _____ Date _____

Performance review period: <insert review period e.g. every six months>

Next review date _____

B – Position Description Bar / Bistro Attendant



Position Description

Food and Beverage/Bar/Gaming Attendant

Job title:	Food and Beverage/Bar/Gaming Attendant
Classification:	Level 1 – 3 Depending on experience and work performed
Reporting to:	Supervisor / Operations Manager / CEO
Location:	Gladesville Sporties 181A Ryde Road, Gladesville NSW 2111

Purpose of the position

As “The faces of Sporties” you are responsible for patron’s overall experience. From your initial greeting to the service that the patrons receive while at the venue your enthusiasm, eye for detail and determination to provide the best service possible is essential.

All suitably qualified staff are responsible for providing food, drink and gaming services to Club patrons, to the highest standards of customer service. You should be competent in the areas that you work in and if unsure seek assistance from Supervisors or Managers.

Duties & responsibilities

Below is a list of responsibilities for all food, beverage, bar and gaming attendants. While customer service and assisting patron is key to all staff, the duties and responsibilities will be relevant to the area in which you are working and the time of your shift. If you are still unsure of your duties and responsibilities for your shift, please discuss it with the Supervisor on duty or a manager. Staff are rostered in specific areas to ensure the smooth running of the Club, if you see one area under additional demand from patrons, please advise the Supervisor so as they can reallocate resources to address the needs in that area.

Note that health regulations are changing on a daily basis and the Clubs Covid plan needs to be followed in conjunction with the below duties and responsibilities.

a) Customer Service – All staff

- All patrons should be greeted in a friendly manner when they enter Sporties and when they approach you for service or assistance
- Provide excellent customer service to patrons, at all times and in all areas of the Club
- Handle any patron complaints in accordance with set procedures in the first instance and report all complaints to the Supervisor on duty. All incidents should be recorded in the incident register
- Always be familiar with the Club's products, offers, procedures and policies and to respond to questions about them from patrons
- Smile – patrons come to Sporties for a good time and do not want to see unhappy staff. If you have an issue at work take the appropriate steps to resolve the issue in the correct manner and do not discuss it with patrons or other staff.
- All staff are employed to ensure patron have a good experience at Sporties and return. Be available to assist patrons and where possible anticipate what the patron wants before they ask for it.
- To ensure customers get the best service assist co workers in other areas when they have a large workload and your area is not busy. Ensure the Supervisor is aware of what you are doing and that you have the required training, experience and qualifications to assist in another area.
- Your appearance is an important part of the overall customer experience. Correct uniform is to be worn at all times, uniform is to be clean and tidy, all staff should have the highest level of personal hygiene, hair is to be neat, tidy and clean.
- A high level of service can only be achieved by paying attention to the patrons and not mobile devices. All staff are reminded that mobile phones are not allowed whilst on duty, if staff bring a phone to work it is to be locked in a locker in the staff room while you are working. Supervisors are allowed to carry phones. If a staff member has a reason that they need to have their phone on them it must be discussed with the operations manager and permission granted before they start a shift.

b) Food / Bistro Service

- Follow all work procedures and policies as communicated by Supervisors/Managers
- Greet patrons in a friendly and accommodating manner
- Take patrons orders accurately
- Receive and dispense money and secure payment in a timely fashion and provide accurate change
- Mark off the food on the order as it is delivered to the table
- Take meals to customers in an efficient manner, and collect any dirty items on the way back to the bistro
- For patrons outside or in the Sports Bar hand them a buzzer and instructed them on how the system works
- Hand patron cutlery when they order their meals
- Place the meals on the table in the correct manner
- Ensure that everyone at in the group has what they ordered and follow up any missing items
- After patrons have finished their meals ensure the table is cleared and cleaned as soon as possible, this includes plates, cutlery, paper, glasses and anything else that the patrons have finished with. Tables need to be cleaned when patrons finish their meals as well as when they leave the table.
- If there is a spill or food is on the floor clean it up so as not to have a slip hazard and ensure the appearance of the room is as high as possible

- After delivering food to a table look for any dirty plates that can be returned to the kitchen on your return
- Sanities and clean high chairs after use and return them to the storage area
- Stack dirty plates in the kitchen for the kitchen hands to clean
- Serve coffee, cakes, kids ice creams and lollies as required
- 10 minutes before the Bistro is due to close make an announcement over the Club PA that “the bistro is taking last orders and will be closing in ten minutes”, if you are not comfortable doing this you can ask the Supervisor on Duty
- At the end of service ask the Supervisor to collect the till
- Help prepare for service at the bistro/café/restaurant before each service period
 - Ensure there is enough coffee and milk for upcoming services
 - Lollies are full
 - Cutlery is polished and in paper holders
 - There are ample condiments at the bistro
 - Carpet is clean
 - All tables and chairs are clean
 - Room is at an appropriate temperature 21-22 degrees C
 - Table numbers are on the tables
 - Ice creams have been served into bowls and topping is in the fridge
- Remember that bistro service includes food served in all areas of the Club including the Sports Bar, Gaming room, Deck and bowling greens. All areas must be continuously monitored to ensure used plates and cutlery and collected in a timely manner and the area is cleaned.

c) Beverage/Bar Service

- Follow all work procedures and policies as communicated by Supervisors/Managers
- At the start of the day the following set up is required
 - Tills are set up and adequate change is available
 - Air conditioning is on if required and the Club is at a temperature around 21 -22 degrees C
 - Duke box to be taken outside, plugged in and tested
 - TV to be turned on and set to the correct channels
 - Any booked tables in the Sports Bar to be reserved
 - Ensure all tables are clean and furniture is neat and tidy
 - Club lights are on
 - Bar is stocked and no items are missing
 - Wine menus are available
 - All promotions are displayed correctly
- Greet patrons in a friendly and accommodating manner
- Ensure patron sign in correctly and they are registered with the Covid QR code
- Serve patrons who require Tab, Keno or Ebet Services (if you are trained)
- Process new members applications, issue new members with their membership card and explain the benefits of membership – normally would be completed by a supervisor
- Take patrons orders accurately
- Receive and dispense money and secure payment in a timely fashion and provide accurate change
- Beverages to be poured accurately and with no wastage
- Bar area is to be kept neat clean and tidy at all times

- Empty glasses on tables are to be cleared and the tables cleaned on a regular basis, this includes gaming room, bistro, bar, sports bar, deck and bowling greens
- Ashtrays (outside and in the outdoor gaming areas) to be cleaned on an hourly basis or as required. At the end of the night ashtrays to be returned to the bar washed with warm water and left to dry.
- All glasses cleaned by the brush machine a minimum of twice a week
- Wine glasses to be polished on a daily basis
- Beer fonts and drip trays to be cleaned each day
- Floor to be hosed at the end of each day ensuring that all rubbish under glass trays and glass washes is removed and any excess water is removed
- Shelves, glass racks, cupboards and fridges to be cleaned twice a week
- All rubbish and empty bottles to be placed in the loading dock bins at the end of each day
- Any broken or lost stock with a value of \$20 or greater needs to be recorded in the incident register. The register must reflect when the incident happened, what happened and the staff member responsible
- Bar to be restocked when required ensuring
 - Drinks in the take away fridge are used to re stock the main fridge
 - Stock is rotated in the fridges, place new stock at the back of the fridge
 - Oldest stock is taken from the cool room and dry store first
 - Only 1 box of an item is opened at any one time
 - If there is no stock of an item, please inform the Supervisor
- When post mix boxes are changed ensure the oldest best before date is used first and that the hose screw is rinsed with warm water and all sticky residue is removed before the new box is attached
- When kegs are changed, they should be changed by a staff member who is aware how to do it correctly. Replace the keg using the oldest best before date first, hook the keg up and bleed any air in the lines (REMEMBER TO ENSURE THE BLEED VALVE IS TURNED OFF OTHERWISE THE ENTIRE KEG WILL DRAIN ONTO THE CELLAR FLOOR)
- Packaging needs to be broken down and placed flat in the cardboard bin
- Empty kegs need to be neatly stacked in the keg cage in the loading dock

d) Gaming

- Follow all work procedures and policies as communicated by Supervisors/Managers
- Process any payouts in the EbEt system, ensuring patrons details are correctly recorded in a timely fashion and provide accurate change
- Prepare for service in the gaming room
 - All machines to be turned on and working
 - Link TVs are turned on and working
 - Any faults are recorded in the technician's fault book
 - Ash trays are in the outdoor gaming area
 - Machines are clean including the tops and sides of machines
 - Machine bases are clean and in between machines is also clean
 - Phone charging cables are neat and tidy
 - Cash canisters are securely in the machine
 - CRT is on and working
 - Machines have adequate paper tickets
 - Airconditioning is at the appropriate level 21-22 degrees C
 - Lights are turned down
 - Gaming pager is working and has sufficient battery power

- Answer all gaming pages in under 1 minute
- Gaming room to be checked at least twice an hour (more if busy) ensuring ashtrays are emptied, empty glasses are collected and area is clean, neat and tidy
- When in the gaming room ask patrons if they would like a soft drink or coffee
- Record any soft drinks or coffees given to patrons on the bar register under gaming table
- If gaming patrons are hungry there are packets of nuts for their consumption behind the bar
- The privacy and confidentiality of gaming patrons is essential. Staff are not to discuss what patrons are betting or winning with anyone else.
- If a patron asks to be self-excluded or for information on gambling help there is ample information in the gaming room. Staff should direct these enquiries to the Supervisor on duty. Staff to ensure that the patron leaves with what they need and you have recorded their details so as they can be followed up and help given

e) Workplace Health and Safety/Premises Operations

- Ensure all work areas are clean and well-maintained throughout the shift, clear tables in required areas and assist any patrons with enquiries
- Leave all areas clean and organised at the end of each shift, with no glasses or plates left on tables
- Operate equipment in a safe and sensible manner
- If you see something that is dangerous, keep people away from it and report it to a supervisor immediately. Supervisor to make the area safe and record in the incident register
- Keep uniform clean and tidy and adhere to personal grooming standards
- Ensure patrons are signed into the Club using the State Government QR Code
- Parents are responsible for the behaviour of their children
- Ensure that Sporties Covid Management Plan is being followed at all times and patron maintain social distancing in line with the current health orders
- If you feel threatened by patrons speak to a supervisor immediately, if the patron refuses to leave the premises if asked to call the Police immediately and ask for assistance

Academic or trade qualifications

- Responsible Service of Alcohol (RSA) - essential
- Responsible Conduct of Gambling (RCG) - essential
- Barrister Certificate – highly regarded
- 1st Aid Certificate – highly regarded
- Certificate I Hospitality - highly regarded

Key Performance Indicators

- Friendliness with patrons, staff and management
- Professionalism and efficiency in performing your duties
- Your ability to deliver above average performance and customer service
- Accuracy with cash and orders
- Ability to keep Club clean
- Ability to work in multiple areas
- Problem solving skills

Relationships

With	Purpose
Supervisors	The Attendant is trained, supervised and supported by the Supervisor. If staff have a question the first point of contact is the Supervisor. If staff have an idea or suggestion, it should be discussed with the Supervisor.
Operations Manager	All rostering, training or operational issues should be addressed with the Operations manager. The Operations Manager is also the person to discuss issues with patrons or other staff with
Club employees	All employees work cooperatively with other team members to ensure daily operations run smoothly in all areas. A team is only as strong as its weakest link and everyone needs to work together
Club Directors	Club Directors are responsible for the governance and direction of the Club and as such need to be respected and appreciated. Employees do not take operational direction from Directors, it is up to Supervisors and management to direct the staff in all operational issues.
Patrons	All employees are responsible for patrons enjoying themselves and having a great customer experience. Customers always need to be respected but must also follow the rules and regulations of the Club and behave in an appropriate manner

Employee Signature _____ Date _____

Manager Signature _____ Date _____

Performance review period: very six months with operations manager

Next review date _____

C – Position Description CEO



Job title:	Chief Executive Officer/Secretary
Reporting to:	GLADESVILLE BOWLING & SPORTS CLUB LIMITED BOARD OF DIRECTORS
Salary:	\$ + Super
Period	Effective from 01 July 2021 with the next review occurring in 12 months' time
Location:	Gladesville Sporties - 181A Ryde Rd, Gladesville NSW 2111

Purpose of the position

Reporting to the Board of Directors, the Chief Executive Officer/Secretary is responsible for achieving the Club's objectives and ensuring that the Club operates at or above industry standards and complies with all relevant legislative and regulatory obligations. This includes directing and managing the Club to ensure it is commercially orientated and viable in the long-term, through providing cost-effective and high-quality services. This includes, but is not limited to:

1. Developing proposals for the strategic direction of the Club considering vision, market conditions, competition, public health orders and the regulatory environment.
2. Always performing to high standards, in order to set an example for other Club employees
3. Always Demonstrating professionalism and integrity, so that Club members and their elected representatives are confident in the management & leadership of their Club.
4. Providing timely and accurate operational information to the Board of Directors
5. Implementing Club policies, vision and strategies (as determined in conjunction with the Club's Board of Directors) on a day-to-day basis.

Responsibilities & duties

- a) Administration
 - i. Prepare an annual strategic plan and organising an annual strategic planning session with the Board of Directors and other executive staff.
 - ii. Implement Club policy, as laid down by the Board of Directors.

- iii. Implement the Board of Directors' instructions and strategic direction
- iv. Provide the Board of Directors with regular (e.g., monthly) verbal and written reports about the operation of the Club.
- v. Recommend courses of action to the Board of Directors.

b) Secretarial

- i. Manage the activities of office staff.
- ii. Supervise the preparation and verification of wages and employee entitlements in line with the relevant industrial instrument; Supervise preparation of up-to-date membership lists and registers.
- iii. Prepare statutory returns relating to:
 - poker machines.
 - financial performance.
 - taxation.
 - licensing requirements.
 - maintenance of proper records.
 - preparation of accurate minutes of meetings.

c) Legal

Interpret and apply relevant Statutes, Acts of Parliament and regulations, in so far as each of these affects the Club, including, but not limited to, in the following areas:

- i. Industrial relations.
- ii. Corporations and associations.
- iii. Taxation.
- iv. Trade practices.
- v. Liquor, gaming and food.
- vi. Workplace health and safety.
- vii. Discrimination.
- viii. Accommodation.
- ix. Security.
- x. Registered Clubs.

d) Accounting

- i. Prepare accounts and follow accounting procedures or supervise others who undertake this task.
- ii. Prepare year end accounts for Auditor inspection and review to produce annual accounts and annual reports.
- iii. Interpret financial results.
- iv. Prepare budgets and treasury returns with the Auditor.

e) Personnel / Human Resources

- i. Establish human resources/staffing policies and procedures, be accountable for general control of effective and economical staff rostering throughout the Club.
- ii. Delegation of authority and responsibility to staff.
- iii. Coach and supervise other managers.
- iv. Engage staff, except where the Board reserves the right to make the appointment and terminate staff in appropriate circumstances. Prior to the board exercising its right, consultation will occur with the Chief Executive Officer/Secretary.

- v. Interpret and apply relevant Statutes and Acts of Parliament and regulations, in so far as each of these affects the Club, including but not limited to the regulation of the following issues:
 - industrial relations.
 - income taxation.
 - superannuation.
 - vocational education and training.
 - affirmative action.
 - workplace health and safety.
 - annual and long service leave.
 - workers compensation.
 - negotiations with staff and/or unions, and problem resolution.
 - training and development of staff.
 - staff motivation (otherwise than by over-award payments and/or conditions, which require Board approval).
 - maintenance of effective employer/employee relations.
- vi. Meet specified objectives with respect to wages expenditure, wages/sales figures.
- vii. Review job descriptions and KPIs for relevant staff to ensure they are appropriate.

f) Bar Operations

- i. Manage activities of bar staff in conjunction with the respective Managers.
- ii. Manage liquor purchasing.
- iii. Manage stock control procedures.
- iv. Manage and maintain security of bar areas.
- v. Manage the security of cash takings.
- vi. Analyse and interpret bar trading results.
- vii. Manage the hygiene in bar areas.
- viii. Responsible for standards of liquor service.
- ix. Implement Responsible Service of Alcohol practices and procedures.
- x. Achieve budgeted performance targets.

g) Catering Operations

- i. Work with the Head Chef and Operations Manager to ensure the best possible:
 - menu planning.
 - food preparation.
 - food service techniques.
 - billing procedures.
- ii. Manage food purchasing.
- iii. Manage stock control procedures.
- iv. Manage the security of cash takings.
- v. Manage effective and economical staff rostering.
- vi. Analyse and interpret food trading results.
- vii. Manage the hygiene in food service areas.
- viii. Maintain up-to-date knowledge of new products, services and equipment.
- ix. Achieve budgeted performance targets.

h) Gaming Operations

- i. Supervise activities of poker machine staff in conjunction with the respective Managers.
- ii. Maintain up-to-date knowledge of models and their operations.
- iii. Engage with industry and present for approval by board gaming machine contracts.

- iv. Manage gaming machine maintenance and repairs.
 - v. Arrange for maintenance and repairs.
 - vi. Compile returns to statutory authorities.
 - vii. Manage procedures and system preventing fraud.
 - viii. Manage cash handling procedures.
 - ix. Analyse and interpret trading results.
 - x. Manage all forms of gaming within the Club, including but not limited to TAB, gaming machines and Keno.
 - xi. Implement Responsible Conduct of Gaming practices and procedures.
 - xii. Achieve budgeted performance targets.
- i) Premises Operations
- i. Responsible for supervision, upkeep and maintenance of Club property buildings and capital equipment in all Club areas, in conjunction with other Duty Managers and Supervisors.
 - ii. Manage Club maintenance and repairs.
 - iii. Plan and co-ordinate activities related to renovations or extensions, in accordance with expressed policy of the Board.
 - iv. Submit samples and/or tenders of furniture and fittings to the Board.
 - v. Manage the security for all stocks and monies in the Club; and
 - vi. Manage the security and safety of premises.
- j) Club Promotion/Advertising
- i. Manage and or supervise promotional activities.
 - ii. By personal conduct, maintain good relations with members, exemplified by prompt:
 - handling of patrons' complaints.
 - dealing with members and guests approaching intoxication.
 - iii. Arrange social activities with patrons.
 - iv. Engage with local sporting and community groups
 - v. Manage the production of members' newsletters, social media content and journals.
 - vi. Manage the development and implement strategic marketing plans.
- k) Club Entertainment/Functions
- i. Manage the Clubs entertainment
 - ii. Manage programmes and schedules for functions/entertainment
 - iii. Manage the engagement of artists, in accordance with Board policy; and
 - iv. Manage publicity for Club entertainment and functions.
- l) Club Information and Technology
- Supervise the establishment and maintenance of Club information and technology systems and capital equipment including but not limited to, Club website, members loyalty program and computer hardware and software systems (in conjunction with the designated office/IT staff where applicable).
- m) Club Commitment and Involvement with Sporting, Charity and Community Activities
- i. Responsible for Club sporting activities:
 - liaison with the Clubs and local sports associations.
 - publicising Club and local sporting activities.
 - review and maintain Club and local sports association sponsorship program, as approved by the Board, in response to requests by internal and external sports committees.

- ii. Maintain or establish the Club's community activities, in accordance with the expressed policy of the Board.
- iii. Facilitate support to charities.
- iv. Establish alternative areas of community involvement.

n) Club External Relations

- i. Maintain or establish relations with organisations and Government departments, such as
 - Employers' associations.
 - Industrial unions.
 - Club 6
 - Liquor licensing division.
 - Treasury/gaming.
 - Local government
 - Tenants

Academic or trade qualifications

Example - Responsible Service of Alcohol (RSA)
 Responsible Conduct of Gambling (RCG)
 First Aid qualification
 Licencee Training
 Board Governance, The Company Secretary, and the General Manager (CMA Course)
 Company director's accreditation

Quarterly performance review format

The CEO/Secretary will participate in quarterly performance reviews that will be conducted by various directors of the board and include the CEO, using the below criteria and adopting a rating out of 5, with 1 being poor and 5 being excelling.

Quarter 1 review July – September 2021

Quarter 2 review October – December 2021

Quarter 3 review January – March 2022

Quarter 4 review April – June 2022

Performance format	Rating 1-5
Principal objectives	1 – 5
Short term objectives	
Long term objectives	
Risk management	1 - 5

Club administration	1 - 5
Governance	1 - 5
Operating results	1 - 5
Staff administration, OH&S and performance	1 - 5

Performance bonus scheme

The CEO/Secretary will participate in a performance bonus scheme measured against the disciplines outlined below and bonus values linked to individual disciplines. The CEO/Secretary will receive feedback during quarterly performance reviews on the progress being made against each performance discipline.

Performance discipline	Maximum Bonus
Financial effectiveness/sustainability (Catering / bistro, Gaming & Bar) measured against Budgets.	\$
Club Raffles	\$
Sponsorship engagement program	\$
Membership administration and growth	\$
Staff engagement and training/coaching/mentoring	\$
Redevelopment project and inclusive playground	\$

None-weighted assessment

Assessment	Outcome
Membership engagement	The CEO/Secretary to develop, implement and maintain membership engagement strategies to engage with current and prospective members to provide a better membership experience and increase membership numbers.
Club Marketing	The CEO/Secretary to develop, implement and maintain marketing strategies to retain and attract members to ensure the Club viability and
Board Engagement	The CEO/Secretary to engage with the board and individuals board members in relation to Strategic direction of the Club Set an example for other Club employees Always demonstrating professionalism and integrity

	Providing timely and accurate operational information to the Board of Directors
Decision making	The CEO/Secretary will discuss and consult the club vision and strategies and aspects of the Club's operations with the board.
Technical / industry knowledge	The CEO/Secretary will continue the professional development required to maintain and discharge the technical and industry knowledge to ensure the effective operation of the Club and legal requirements.
Personal effectiveness	The CEO/Secretary will apply the personal effectiveness skills, talent, and energy to maintain a productive, professional and healthy relation with club members, employees and each member of the board.

Employee Signature _____ Date _____

President Signature _____ Date _____

Next review date - 01 July 2022

D – NSW Police Crime Scene Preservation Guidelines

CRIME SCENE PRESERVATION GUIDELINES – LICENSED PREMISES

RESPONSIBILITIES OF LICENSEES, MANAGERS AND STAFF

- Immediately contact '000' or local police station.
- Render any required first aid.
- Determine the crime location scene and remove all persons from the area. Cordon off the area with things such as bar stools, tables, tape or consider closing off the area completely for areas such as toilets or hallways. (Remember there may be multiple crime scenes).
- Do not allow any persons to enter this area.
- **DO NOT CLEAN UP ANY CRIME SCENE.** You may be destroying vital evidence.
- Assign a member of staff to guard all crime scenes until the arrival of police.
- Remember some evidence may not be visible to the naked eye such as blood, semen, skin cells, saliva, hair or fingerprints.
- Do not move any items that may have been involved in an offence unless absolutely necessary or someone's safety is at risk (for example, evidentiary items may be contaminated or destroyed due to getting wet. Use disposable gloves to stop transference of your DNA or fingerprints).
- Notify police if any items have been moved or removed from the crime scene. (Items may include bottles, glasses, pool cues, clothing, furniture, weapons or cigarette butts).
- Make notes in relation to the incident. Time, date, location, description of offender/s, vehicle/s involved, weapons used, last known direction of offender/s, any movement of items involved in the incident.
- Obtain any CCTV footage and the security sign on sheets.
- Obtain any details of witnesses and try to keep all witnesses separated so as to maintain the integrity of their evidence. (Try to dissuade witnesses from leaving the premises before police arrive).
- Hand this information to police on arrival.
- Be prepared to make a statement to police regarding the incident.

Interfering with evidence may constitute an offence, leaving you liable to prosecution or disciplinary action and/or may result in the closure of the premises.

CRIME PREVENTION SUPPORT UNIT

Telephone: (02) 9375 8038

Email #CPC-ALSU@police.nsw.gov.au

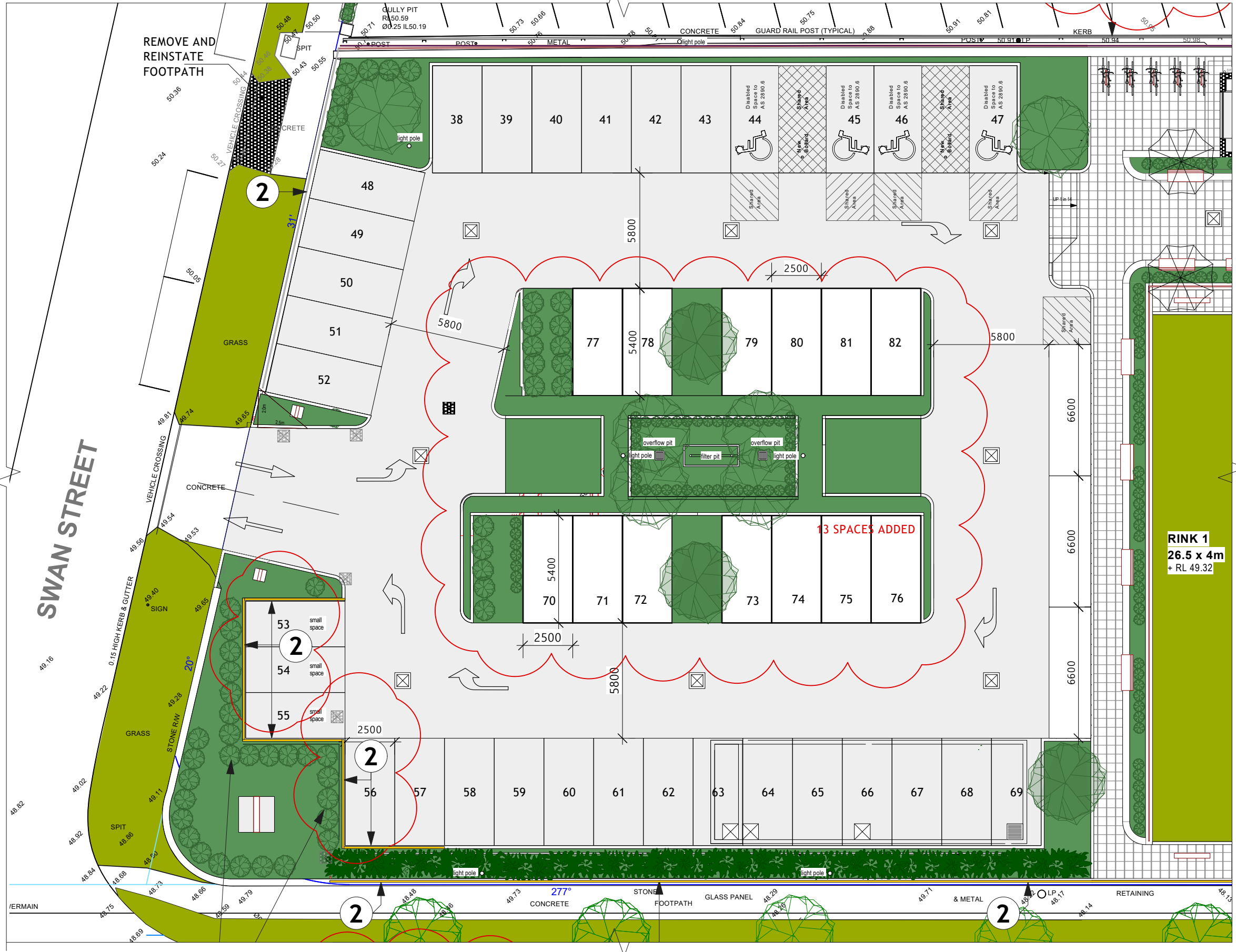
WHERE CAN I FIND MORE INFORMATION?

The information provided in this fact sheet is for general guidance only. Local police are available to provide further guidance.



E – Existing and future car park plans

REFER TO DRAWING 1969-22-03



- LEGEND**
- ① 2.4 METRE HIGH PERSPEX ACOUSTIC BARRIER TO NORTHERN CAR PARK ABOVE BRICK WALL
 - ② 1.8 METRE HIGH PERSPEX ACOUSTIC FENCE

REFER TO DRAWING 1969-22-03

AMENDMENTS



SECTION 8.3 REVIEW

No.	Date	Issue Notes
B	09/09/2022	NOTATIONS FOR ACOUSTIC BARRIERS UPDATED
A	04/07/22	FOR SECTION 8.2A REVIEW

Consultant / Notes:
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NOMINATED ARCHITECT: ERICA MARSHALL-MCCLELLAND : NO. 6513

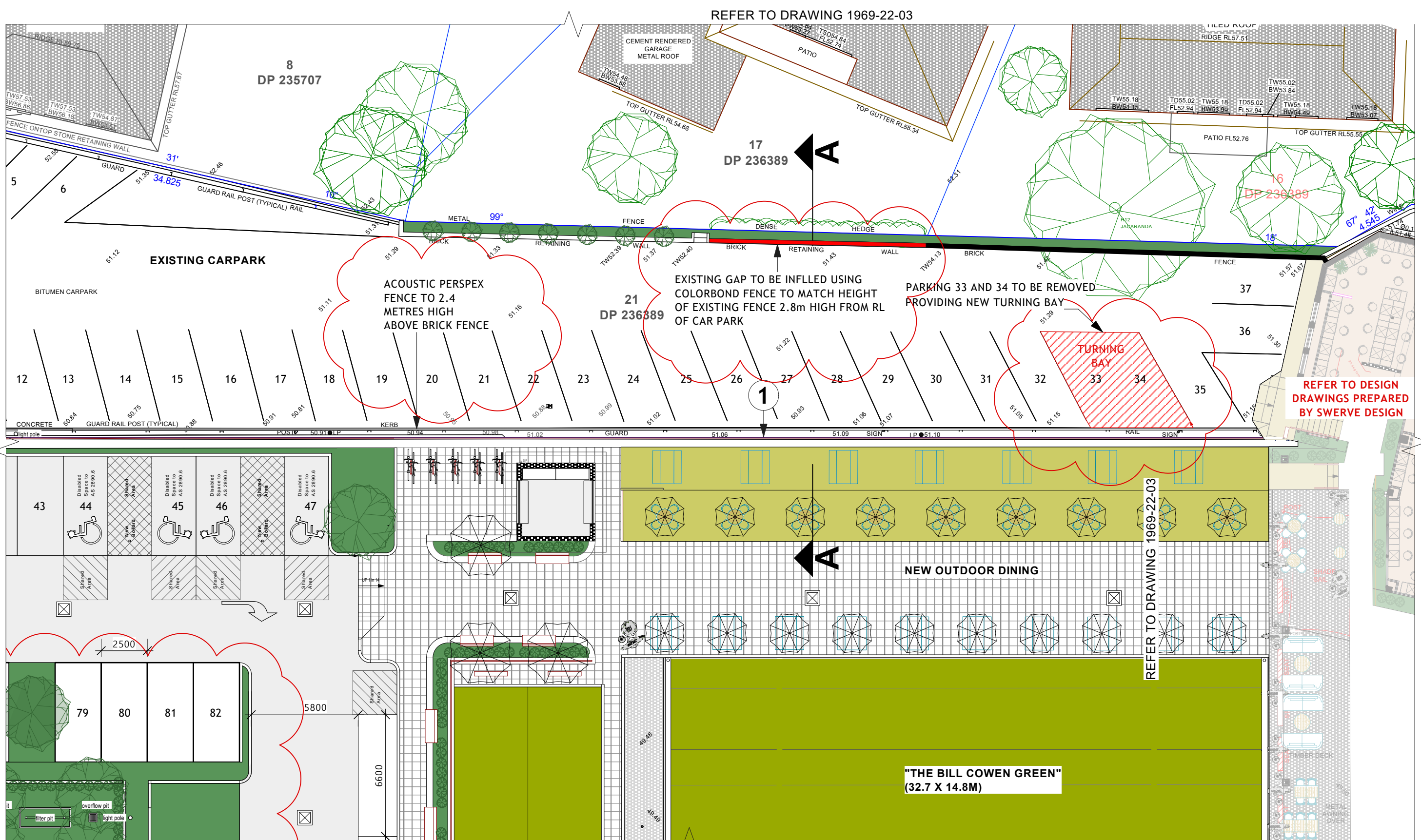
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web: www.lylemarshallandassociates.com.au

Client:
"SPORTIES" GLADESVILLE BOWLING & SPORTS CLUB LTD

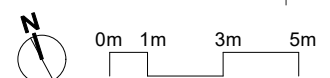
PROPOSED DEVELOPMENT
181A Ryde Road, Gladesville NSW 2111
FIGURE 3A - AMENDED CAR PARKING LAYOUT

Design By	Job No.		
EMMC	1969-22		
Drawn By	Scale		
EMMC	1:200@A3		
Reviewed By	Date	Sheet No.	Issue
EMMC	04/07/2022	F3A	
Passed By	Date of Issue	of	B
EMMC	04/07/2022		



LEGEND

- ① 2.4 METRE HIGH PERSPEX ACOUSTIC BARRIER TO NORTHERN CAR PARK ABOVE BRICK WALL
- ② 1.8 METRE HIGH PERSPEX ACOUSTIC FENCE



SECTION 8.3 REVIEW

B	09/02/22	NOTATIONS FOR ACOUSTIC BARRIERS UPDATED
A	04/07/22	FOR SECTION 8.2A REVIEW
No.	Date	Issue Notes

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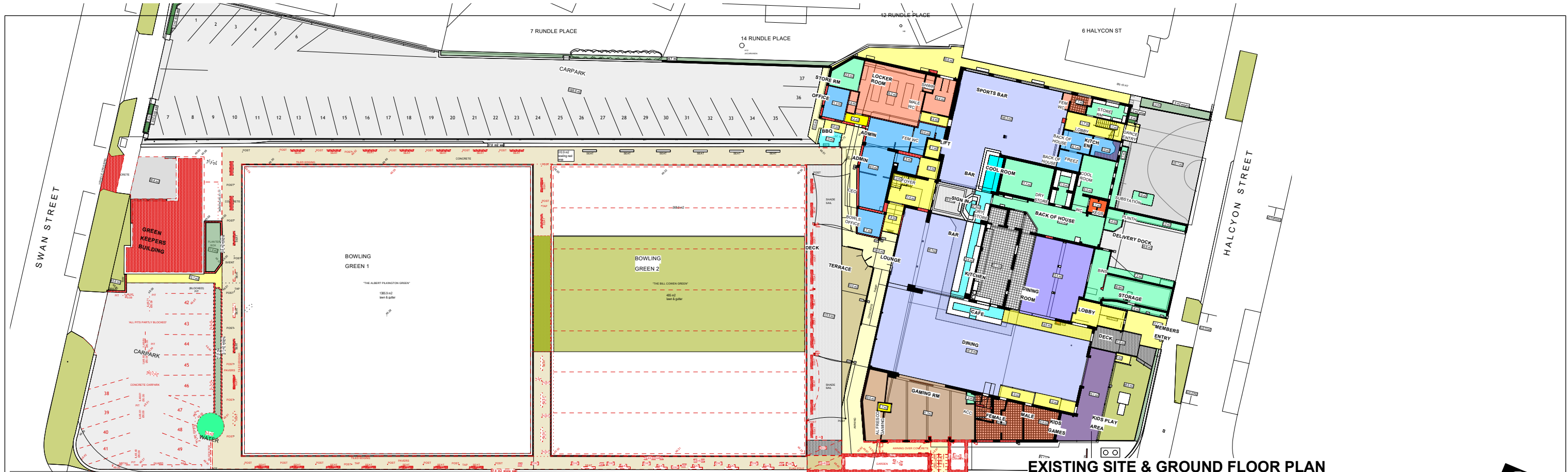
Client:
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PROPOSED DEVELOPMENT
181A Ryde Road, Gladesville NSW 2111

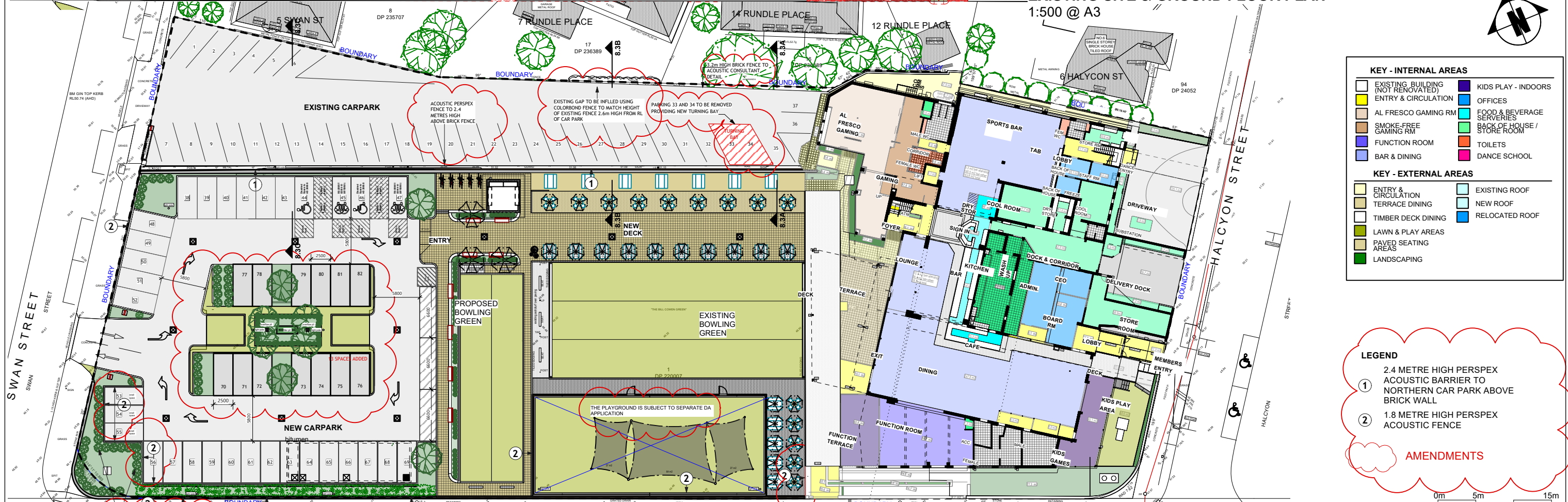
**FIGURE 3B - AMENDED CAR PARKING LAYOUT
SHOWING TURNING BAY**

Design By	EMMC	Job No.	1969-22
Drawn By	EMMC	Scale	1:200@A3
Reviewed By	EMMC	Date	04/07/2022
Passed By	EMMC	Date of Issue	04/07/2022
		Sheet No.	F3B
		of B	

F – Existing and future club plans



EXISTING SITE & GROUND FLOOR PLAN
1:500 @ A3



PROPOSED SITE & GROUND FLOOR PLAN
1:500 @ A3

KEY - INTERNAL AREAS	
[White Box]	EXISTING BUILDING (NOT RENOVATED)
[Yellow Box]	ENTRY & CIRCULATION
[Light Blue Box]	AL FRESCO GAMING RM
[Dark Blue Box]	SMOKE-FREE GAMING RM
[Purple Box]	FUNCTION ROOM
[Light Purple Box]	BAR & DINING
[Dark Purple Box]	KIDS PLAY - INDOORS
[Light Green Box]	OFFICES
[Medium Green Box]	FOOD & BEVERAGE SERVICES
[Dark Green Box]	BACK OF HOUSE / STORE ROOM
[Orange Box]	TOILETS
[Pink Box]	DANCE SCHOOL

KEY - EXTERNAL AREAS	
[Light Yellow Box]	ENTRY & CIRCULATION
[Light Green Box]	TERRACE DINING
[Light Blue Box]	TIMBER DECK DINING
[Light Purple Box]	LAWN & PLAY AREAS
[Light Green Box]	PAVED SEATING AREAS
[Dark Green Box]	LANDSCAPING
[Light Blue Box]	EXISTING ROOF
[Medium Blue Box]	NEW ROOF
[Dark Blue Box]	RELOCATED ROOF

LEGEND	
①	2.4 METRE HIGH PERSPEX ACOUSTIC BARRIER TO NORTHERN CAR PARK ABOVE BRICK WALL
②	1.8 METRE HIGH PERSPEX ACOUSTIC FENCE

AMENDMENTS

SECTION 8.3 REVIEW

No.	Date	Issue Notes

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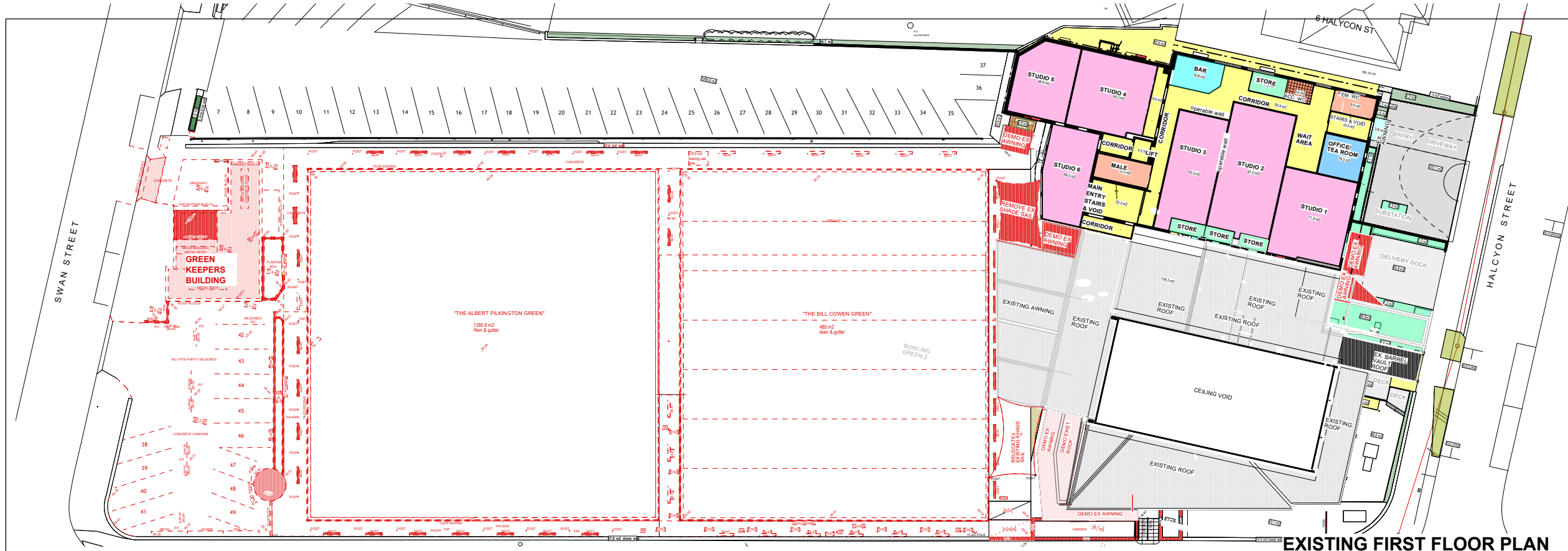
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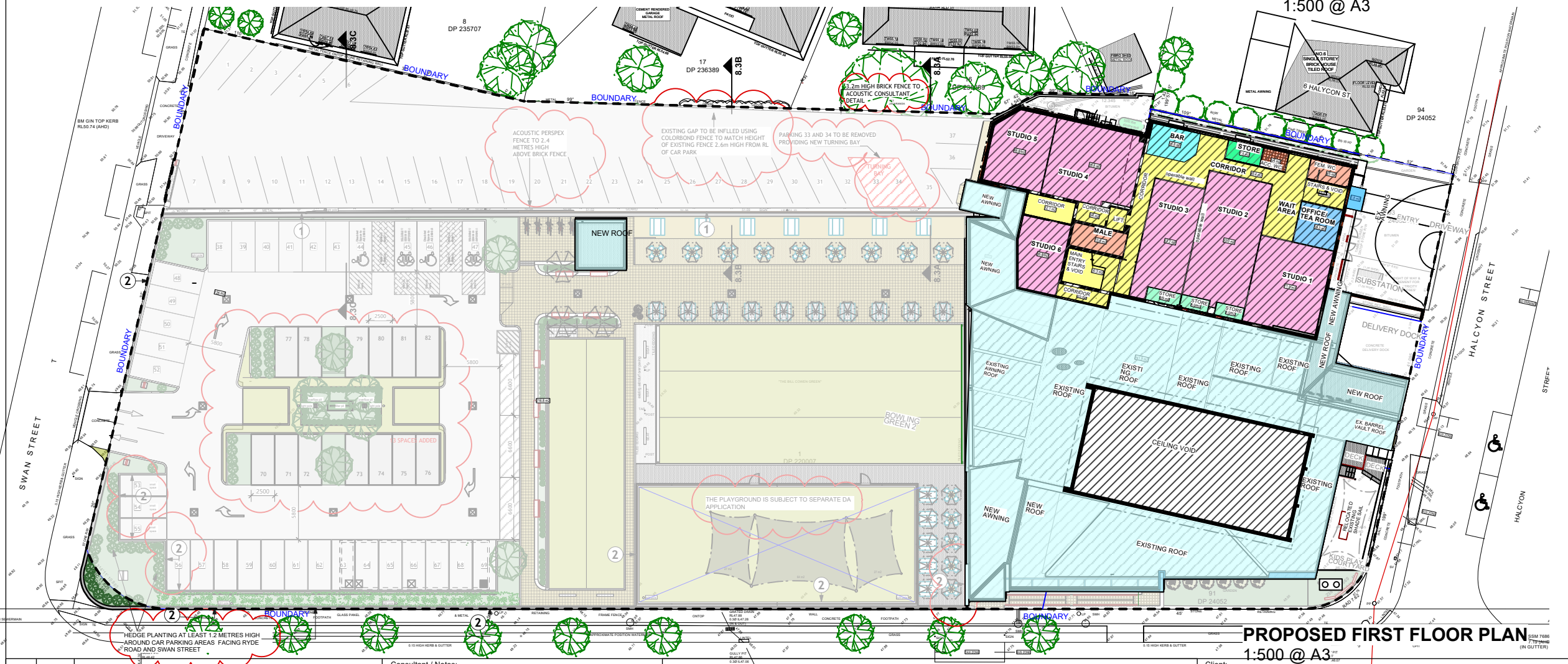
Member
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Client: "SPORTIES" GLADESVILLE BOWLING & SPORTS CLUB LTD
PROPOSED DEVELOPMENT
181A Ryde Road, Gladesville NSW 2111
EXISTING & PROPOSED AREAS - SITE & GROUND FLOOR PLAN

Design By	EMMC	Job No.	1969-22
Drawn By	EMMC	Scale	1:500
Reviewed By	EMMC	Date	20.09.2022
Passed By	EMMC	Date of Issue	09/09/2022
Sheet No.	DA-0.81	Issue	1



EXISTING FIRST FLOOR PLAN
1:500 @ A3



PROPOSED FIRST FLOOR PLAN
1:500 @ A3

KEY - INTERNAL AREAS			
[White Box]	EXISTING BUILDING (NOT RENOVATED)	[Cyan Box]	FOOD & BEVERAGE SERVICES
[Yellow Box]	ENTRY & CIRCULATION	[Green Box]	BACK OF HOUSE / STORE ROOM
[Pink Box]	DANCE SCHOOL	[Orange Box]	TOILETS
[Blue Box]	OFFICES		

KEY - EXTERNAL AREAS	
[Light Blue Box]	EXISTING ROOF
[Light Green Box]	NEW ROOF
[Dark Blue Box]	RELOCATED ROOF

NOTE: NO AMENDMENTS TO THIS LEVEL

LEGEND

① 2.4 METRE HIGH PERSPEX ACOUSTIC BARRIER TO NORTHERN CAR PARK ABOVE BRICK WALL

② 1.8 METRE HIGH PERSPEX ACOUSTIC FENCE

AMENDMENTS

0m 5m 15m

SECTION 8.3 REVIEW

No.	Date	Issue Notes

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Member Australian Institute of Architects
Member ICE The Association of Consulting Engineers Australia

Client: "SPORTIES" GLADESVILLE BOWLING & SPORTS CLUB LTD
PROPOSED DEVELOPMENT
181A Ryde Road, Gladesville NSW 2111
EXISTING & PROPOSED AREAS - FIRST FLOOR PLAN

Design By	EMMC	Job No.	1969-22
Drawn By	EMMC	Scale	1:500
Reviewed By	EMMC	Date	20.09.2022
Passed By	EMMC	Date of Issue	09/09/2022
Sheet No.	DA-0.82	Issue	of
			H

G – Club Facilities, Hours of Operation and Number of Staff and Patrons

TABLE 5.0 PROPOSED HOURS OF OPERATION, CLUB FACILITIES AND NUMBERS OF PATRONS and STAFF

FACILITY	HOURS OF OPERATION	DAYS PER WEEK	No OF SEATS	GFA M ²	NO OF PATRONS	STAFF***	AREA PER PERSON-M ² IN ACCORDANCE WITH TABLE D1.13 BCA 2019 AMENDMENT 1
GROUND FLOOR							
INDOOR AREAS							
FOYER-SIGN IN	10AM-12AM	MONDAY-SUNDAY		18.1		2	N/A
SIGN IN	10AM-12AM	MONDAY-SUNDAY		16.9			N/A
ALFRESCO GAMING ROOM	10AM-12AM	MONDAY-SUNDAY	39 PMC*	106.2	60		1
FUNCTION ROOM	10AM-10PM	MONDAY-SUNDAY	48	88.2	88	3	1
SPORTS LOUNGE/BAR	10AM-12AM	MONDAY-SUNDAY	59	163.8	100	4	1
MAIN BAR LOUNGE	10AM-12AM	MONDAY-SUNDAY	14	78.7	70	2	0.5
BISTRO-DINING AREAS	10AM-12AM	MONDAY-SUNDAY					
DINING AREA 1 +2	10AM-12AM	MONDAY-SUNDAY	156	247.5	247	10	1
CHILDRENS INDOOR PLAY AREA	10AM-10PM	MONDAY-SUNDAY		45.1	30	1	1
OFFICES BACK OF HOUSE	10AM-12AM	MONDAY-SUNDAY					
TOILETS							
OUTDOOR AREAS							
OUTDOOR FUNCTION TERRACE	10AM-10PM	MONDAY-SUNDAY	25		15	1	1
OUTDOOR TERRACE	10AM-10PM	MONDAY-SUNDAY	96	74.9	33	1	
	10PM-12AM	MONDAY-SUNDAY			15		1
DECK (ADJACENT TO BOWLING GREEN)	10AM-10PM			93.1	16		1
	10PM-12AM	MONDAY-SUNDAY			8		
NEW OUTDOOR DINING DECK NORTH	10AM-10PM	MONDAY-SUNDAY	100	335	105	4	
	10PM-12AM	MONDAY-SUNDAY			54		
PLAYGROUND DECK	10AM-9:30PM	MONDAY-SUNDAY	20	66	30	1	
PLAYGROUND AREA HALYCON STREET	10AM-9:30PM	MONDAY-SUNDAY		48.6	15		
BOWLING RINKS **	10AM-8PM	MONDAY-SUNDAY			20		
TOTAL			518+39pmc				

Note

*

**

PMC = Poker Machines

BOWLING RINKS TO BE USED ONLY DURING DAYLIGHT HOURS

1 STAFF TO BE ROSTERED ON DUTY FOR EVERY 25 PATRONS (MIN 2 PATRONS ON DUTY)



SECTION 8.3 REVIEW

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No.	Date	Issue Notes						



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No.	Date	Issue Notes					Passed By EMMC	Date of Issue 09/09/2022