
Council Meeting Agenda

28 October 2024 at 5.00pm



Councillors Peter McGill, Troy Stolz, Earle Shields, Pat Ryan, Maurice Collison, George Fraser, Adam Williamson, Tayah Clout and Allison McPhee after taking the oath and affirmation at the Extraordinary Council Meeting held 14 October 2024

To All Councillors

You are hereby notified that the next meeting of the Upper Hunter Shire Council will be held on Monday, 28 October 2024 in the COUNCIL CHAMBERS, SCONE commencing at 5.00PM, for the purpose of transacting the undermentioned business.

This meeting will be recorded and those in attendance should refrain from making any defamatory statements.

There are to be no other recordings of this meeting without the prior authorisation of Council.

**GREG MCDONALD
GENERAL MANAGER**

1. PRAYER

2. ACKNOWLEDGEMENT OF COUNTRY

3. STATEMENT OF ETHICAL OBLIGATIONS

The Mayor and Councillors are reminded that they remain bound by the Oath or Affirmation of Office made at the beginning of the Council term to undertake their civic duties in the best interests of the people of the Upper Hunter Shire community and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act or any other Act, to the best of their ability and judgement.

Council Officials are also reminded of the requirement to declare and appropriately manage any conflicts of interest they may have in relation to matters considered at this meeting in accordance with the Code of Conduct and Code of Meeting Practice.

4. APPLICATIONS FOR ATTENDING MEETING VIA VIDEO LINK

5. APOLOGIES / APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

6. PUBLIC PARTICIPATION

7. CONFIRMATION OF MINUTES

- Extraordinary Council Meeting held on 13 August 2024
- Extraordinary Council Meeting held on 14 October 2024

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MINUTES OF THE EXTRAORDINARY MEETING OF UPPER HUNTER SHIRE COUNCIL HELD ON TUESDAY 13 AUGUST 2024 IN THE COUNCIL CHAMBERS, SCONE COMMENCING AT 2:00 PM

PRESENT:

Cr Maurice Collison (Mayor), Cr Ron Campbell, Cr Tayah Clout, Cr Belinda McKenzie, Cr Lee Watts and Cr Adam Williamson.

IN ATTENDANCE:

Mr Greg McDonald (General Manager), Mr Mathew Pringle (Director Environmental & Community Services), Mr Rag Upadhyaya (Director Infrastructure Services), Mr Wayne Phelps (Manager Finance) and Mrs Robyn Cox (Executive Assistant).

PRAYER

ACKNOWLEDGEMENT OF COUNTRY

STATEMENT OF ETHICAL OBLIGATIONS

APPLICATIONS FOR ATTENDING MEETING VIA VIDEO LINK:

APOLOGIES / APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS:

RESOLVED that the apologies received from Cr Allison McPhee and Cr James Burns be accepted.

Moved: Cr A Williamson Seconded: Cr R Campbell CARRIED UNANIMOUSLY

PUBLIC PARTICIPATION:

Nil

CONFIRMATION OF MINUTES:

24/138

RESOLVED that the minutes of the ordinary Council meeting held on 29 July 2024 be adopted.

Moved: Cr A Williamson Seconded: Cr R Campbell CARRIED UNANIMOUSLY

DISCLOSURES OF INTEREST:

Nil

MAYORAL MINUTES

A.08.1 ***RECOGNITION OF LENGTH OF SERVICE - 20 YEARS - HEATHER RANCLAUD***

RESPONSIBLE OFFICER: Greg McDonald - General Manager

AUTHOR: Robyn Cox - Executive Assistant

24/139

RESOLVED

That Council recognise Heather Ranclaud for her 20 years' service to Council.

Moved: Cr M Collison CARRIED UNANIMOUSLY

STANDING COMMITTEE REPORTS

SCR.08.1 ***RESPONSES TO QUESTIONS ASKED AT CORPORATE SERVICES COMMITTEE MEETING HELD 19 JULY 2024***

RESPONSIBLE OFFICER: Greg McDonald - General Manager

AUTHOR: Karen Boland - Governance & Executive Support Officer

24/140

RESOLVED

That Council note the report.

Moved: Cr A Williamson Seconded: Cr B McKenzie CARRIED UNANIMOUSLY

DEVELOPMENT REPORTS

D.08.1 ***DEVELOPMENT APPLICATION 178/2023 - ALTERATIONS AND ADDITIONS TO PRESCHOOL***

RESPONSIBLE OFFICER: Mathew Pringle - Director Environmental & Community Services

REPORT PREPARED BY: Matt Clarkson - Manager Planning, Building & Regulatory Services

24/141

RESOLVED

That Council approve Development Application No. 178/2023 for alterations and additions to a preschool at Lot 101 DP 1290895, 69 Liverpool Street, Scone, subject to the conditions of consent in Attachment 1.

Moved: Cr B McKenzie Seconded: Cr T Clout CARRIED UNANIMOUSLY

GENERAL ADMINISTRATION REPORTS

G.08.1

DRAFT UPPER HUNTER LAND USE STRATEGY 2024

RESPONSIBLE OFFICER: Greg McDonald - General Manager

REPORT PREPARED BY: Mathew Pringle - Director Environmental & Community Services

24/142

RESOLVED

That Council:

1. adopt the Upper Hunter Land Use Strategy 2024 as provided in attachment 3 to the report;
2. forward the strategy to the Department of Planning, Housing and Infrastructure for endorsement.

Moved: Cr T Clout

Seconded: Cr R Campbell

CARRIED UNANIMOUSLY

CLOSED COUNCIL

24/143

RESOLVED That Council move into Closed Council with the press and public excluded in accordance with Section 10(2) of the Local Government Act 1993.

Moved: Cr L Watts

Seconded: Cr R Campbell

CARRIED UNANIMOUSLY

CONFIDENTIAL REPORTS

CR.08.1

TENDER 6/2024 - SCONE CBD REVITALISATION STAGE 2 - TENDER UPDATE

RESPONSIBLE OFFICER: Rag Upadhyaya - Director Infrastructure Services

REPORT PREPARED BY: Allan Greer - Project Manager

This matter is considered to be confidential under Section 10A(2) (c) of the Local Government Act, as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

PURPOSE

To provide an update on the negotiations with the preferred tenderer and others regarding Stage 2 CBD Revitalisation works.

24/144

RESOLVED

That Council:

1. award Daracon a variation to proceed with Stage 2 works for \$2,323,665 (excl. GST) to deliver scope of works for "Option D" under the existing contract mechanism;
2. delegate authority to the General Manager to award additional footpath works if Transport for NSW funding is received;
3. delegate authority to General Manager to undertake all relevant functions under the contract and within the approved budget, identified in Table 3 of the report.

Moved: Cr A Williamson

Seconded: Cr R Campbell

CARRIED UNANIMOUSLY

CR.08.2**COUNCIL CONTRIBUTION FOR MAJOR SHIRE EVENTS****RESPONSIBLE OFFICER:** Rag Upadhyaya - Director Infrastructure Services**AUTHOR:** Jayarajah Jeyakanthan - Executive Manager Works Delivery

This matter is considered to be confidential under Section 10A(2) (c) of the Local Government Act, as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

PURPOSE

To provide information on the process for Council to provide additional cash contributions and reduce in-kind support for the four major events within the Upper Hunter Shire.

24/145

RESOLVED**That Council:**

- 1. consider additional cash contributions and reducing in-kind support for the four major events in Upper Hunter Shire.**
- 2. delegate authority to the General Manager to negotiate cash contributions to offset in-kind support.**

Moved: Cr L Watts

Seconded: Cr T Clout

CARRIED UNANIMOUSLY

CR.08.3**PROPERTY UPDATES****RESPONSIBLE OFFICER:** Greg McDonald - General Manager**REPORT PREPARED BY:** Greg McDonald - General Manager

This matter is considered to be confidential under Section 10A(2) (c) of the Local Government Act, as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

PURPOSE

To update the Council on the latest property developments.

24/146

RESOLVED**That Council:**

- 1. note the updated property report;**
- 2. place lots 1 and 3 DP 212047 and lot 12 DP 227553 on the market by way of an EOI;**
- 3. delegate authority to the General Manager to enter into contracts of sale if the offers meet the thresholds in the report.**

Moved: Cr L Watts

Seconded: Cr B McKenzie

CARRIED UNANIMOUSLY

CR.08.4

PROPOSED EASEMENT FOR ELECTRICITY TRANSMISSION LINE

RESPONSIBLE OFFICER: Greg McDonald - General Manager

REPORT PREPARED BY: Mathew Pringle - Director Environmental & Community Services

This matter is considered to be confidential under Section 10A(2) (c) (d)(i) of the Local Government Act, as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

PURPOSE

To consider an offer from Maven Renewable Energy Pty Ltd to enter into an easement deed to allow the registration of a proposed easement for electricity transmission line over Lot 101 DP1093507 and Lot 16 DP1228077 (Scone Sewage Treatment Plant (STP) and Scone Golf Course).

24/147

RESOLVED

That Council:

- 1. enter into an easement deed with Maven Renewable Energy Pty Ltd in respect of a proposed easement for electricity transmission line over Lot 101 DP1093507 and Lot 16 DP1228077 (Scone Sewage Treatment Plant (STP) and Scone Golf Course); and**
- 2. delegate authority to the General Manager to execute all associated documents.**

Moved: Cr L Watts

Seconded: Cr B McKenzie

CARRIED UNANIMOUSLY

RETURN TO OPEN MEETING

24/148

RESOLVED That the meeting move back into Open Council.

Moved: Cr L Watts

Seconded: Cr R Campbell

CARRIED UNANIMOUSLY

Upon resuming Open Council, and in accordance with Council's Code of Meeting Practice, the General Manager provided a summary of the resolutions passed in Closed Council.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 2.23PM.

MINUTES OF THE EXTRAORDINARY MEETING OF UPPER HUNTER SHIRE COUNCIL HELD ON MONDAY 14 OCTOBER 2024 IN THE COUNCIL CHAMBERS, SCONE COMMENCING AT 9.00AM

PRESENT:

Cr Tayah Clout, Cr Maurice Collison, Cr George Fraser, Cr Peter McGill, Cr Allison McPhee, Cr Pat Ryan, Cr Earle Shields, Cr Troy Stolz and Cr Adam Williamson.

IN ATTENDANCE:

Mr Greg McDonald (General Manager), Mr Mathew Pringle (Director Environmental & Community Services), Mr Rag Upadhyaya (Director Infrastructure Services), Mr Wayne Phelps (Manager Finance) and Ms Karen Boland (Governance & Executive Support Officer).

In the absence of a Mayor and Deputy Mayor, the General Manager opened the meeting and assumed the role of chair for the purpose of conducting the election.

PRAYER

ACKNOWLEDGEMENT OF COUNTRY

OATHS AND AFFIRMATIONS OF OFFICE

Councillors made their oath or affirmation in the presence of the General Manager.

APPLICATIONS FOR ATTENDING MEETING VIA VIDEO LINK:

Nil

APOLOGIES / APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS:

Nil

PUBLIC PARTICIPATION:

Nil

DISCLOSURES OF INTEREST:

Nil

GENERAL ADMINISTRATION REPORTS

G.10.1 ***ELECTION OF MAYOR***

RESPONSIBLE OFFICER: Greg McDonald - General Manager

AUTHOR: Karen Boland - Governance & Executive Support Officer

RECOMMENDATION:

1. that the Returning Officer conduct the election for the position of Mayor.
2. that nominations for the position of Mayor be accepted.
3. that in the event of there being more than one nominee, Council determine by resolution, the method by which the election be conducted being preferential ballot, ordinary ballot or open voting.
4. that the Mayor be elected and hold office for the ensuing two (2) years until September 2026.

The Returning Officer called for nominations for the position of Mayor.

Three (3) nominations were received; Councillors Allison McPhee, Maurice Collison and George Fraser.

These nominations being in order, the Returning Officer called for preference of voting method.

24/084

RESOLVED:

1. that the Returning Officer conduct the election for the position of Mayor.
2. that nominations for the position of Mayor be accepted.
3. to conduct the method of voting by ordinary secret ballot.
4. that the Mayor be elected and hold office for the ensuing two (2) years until September 2026.

Moved: Cr M Collison

Seconded Cr A McPhee

CARRIED

FOR	AGAINST
Councillor Clout	Councillor Fraser
Councillor Collison	Councillor McGill
Councillor McPhee	Councillor Stolz
Councillor Ryan	
Councillor Shields	
Councillor Williamson	
Total (6)	Total (3)

The returning officer drew the ballot order being; Collison, McPhee, Fraser.

FIRST ROUND VOTE COUNT:

Cr Maurice Collison – 4 counts
Cr Allison McPhee – 2 counts
Cr George Fraser – 3 counts

Cr McPhee was excluded from the voting.

SECOND ROUND VOTE COUNT:

Cr Maurice Collison – 6 counts
Cr George Fraser – 3 counts

Councillor Maurice Collison, receiving six (6) votes, was declared elected as Mayor of Upper Hunter Shire Council until September 2026

G.10.2

ELECTION OF DEPUTY MAYOR

RESPONSIBLE OFFICER: Greg McDonald - General Manager

AUTHOR: Karen Boland - Governance & Executive Support Officer

RECOMMENDATION:

1. that the Returning Officer conduct the election for the position of Deputy Mayor.
2. that nominations for the position of Deputy Mayor be accepted.
3. that in the event of there being more than one nominee, Council determine by resolution, the method by which the election be conducted being preferential ballot, ordinary ballot or open voting.
4. that the Deputy Mayor be elected and hold office for the ensuing two (2) years until September 2026.

MOTION:

4. that the term for Deputy Mayor be twelve (12) months.

Moved: Cr P McGill

Seconded Cr T Stolz

FOR	AGAINST
Councillor Fraser	Councillor Clout
Councillor McGill	Councillor Collison
Councillor Stolz	Councillor McPhee
	Councillor Ryan
	Councillor Shields
	Councillor Williamson
Total (3)	Total (6)

MOTION LOST

24/085

RESOLVED:

1. that the Returning Officer conduct the election for the position of Deputy Mayor.
2. that nominations for the position of Deputy Mayor be accepted.
3. to conduct the method of voting by ordinary secret ballot.
4. that the Deputy Mayor be elected and hold office for the ensuing two (2) years until September 2026.

Moved: Cr M Collison

Seconded Cr A McPhee

CARRIED

FOR	AGAINST
Councillor Clout	Councillor Fraser
Councillor Collison	Councillor McGill
Councillor McPhee	Councillor Stolz
Councillor Ryan	
Councillor Shields	
Councillor Williamson	
Total (6)	Total (3)

The Returning Officer called for nominations for the position of Deputy Mayor.

Three (3) nominations were received; Councillors Adam Williamson, Pat Ryan and Peter McGill.

These nominations being in order, voting was conducted in the same method by which the election for Mayor was held being ordinary secret ballot.

The returning officer drew the ballot order being; Williamson, Ryan, McGill.

FIRST ROUND VOTE COUNT:

Cr Adam Williamson – 3 counts

Cr Pat Ryan – 3 counts

Cr Peter McGill – 3 counts

In accordance with section 12 of Schedule 7 of the Local Government (General) Regulation 2021, the Returning Officer placed the names of all three (3) candidates into the barrel and drew one name at random. Cr Williamson was excluded from the voting.

SECOND ROUND VOTE COUNT:

Cr Pat Ryan – 6 counts

Cr Peter McGill – 3 counts

Councillor Ryan, receiving six (6) votes, was declared elected as Deputy Mayor of Upper Hunter Shire Council until September 2026

G.10.3**COUNTBACK OF VOTES TO FILL CASUAL VACANCIES****RESPONSIBLE OFFICER:** Greg McDonald - General Manager**AUTHOR:** Karen Boland - Governance & Executive Support Officer

24/086

RESOLVED

That Council, pursuant to section 291A(1)(b) of the Local Government Act 1993 (the Act), declare that casual vacancies occurring in the office of a Councillor within 18 months after the last ordinary election of Councillors for the Council on 14 September 2024 are to be filled by a countback of votes cast at that election for the office in accordance with section 291A of the Act and direct the General Manager to notify the NSW Electoral Commissioner of Council's decision within 7 days of the decision.

Moved: Cr A Williamson

Seconded Cr T Clout

CARRIED

FOR

Councillor Clout
 Councillor Collison
 Councillor McPhee
 Councillor Ryan
 Councillor Shields
 Councillor Williamson
Total (6)

AGAINST

Councillor Fraser
 Councillor McGill
 Councillor Stolz

Total (3)

G.10.4**AUDIT, RISK & IMPROVEMENT COMMITTEE****RESPONSIBLE OFFICER:** Greg McDonald - General Manager**REPORT PREPARED BY:** Robyn Cox - Executive Assistant**RECOMMENDATION**

That Council determine whether or not to appoint a non-voting Councillor member to the Audit, Risk & Improvement Committee for the four-year Council term.

Two (2) nominations were received; Councillors Adam Williamson and Troy Stolz.

The Chair called for preference of voting method.

MOTION to conduct the method of voting by show of hands.

Moved: Cr G Fraser

Seconded Cr A Williamson

CARRIED UNANIMOUSLY

VOTE COUNT

Cr Williamson – 6 counts
 Cr Stolz – 3 counts

24/087

RESOLVED

Councillor Adam Williamson, receiving six (6) votes, was appointed as the non-voting Councillor member to the Audit, Risk & Improvement Committee for the four-year Council term.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.45AM



General Manager's Unit

Over the years, Simon has not only gained valuable knowledge in water and wastewater system operations but has also generously shared his expertise with his team. His dedication has been key to providing the Merriwa community with a reliable water supply and effective wastewater treatment systems, solidifying his legacy of service and leadership within the Council.

Congratulations Simon on your successful career so far and your achievements over the past 30 + years.

ATTACHMENTS

Nil.

Environmental & Community Services

A.10.2

2024 MAYOR FOR A DAY

RESPONSIBLE OFFICER: Amanda Catzikiris - Manager Community Services

REPORT PREPARED BY: Nicolle Western - Sports Participation Officer

RECOMMENDATION

That Council welcome the school winners of the 2024 Mayor for a Day competition.

REPORT/PROPOSAL

Each year, as part of Local Government Week, Council invites students from all primary schools within the Upper Hunter to submit their ideas to enhance their community. Students either create a postcard or write a short essay, detailing their suggestions. Winners from each school are recognised with an overall Mayor and Deputy Mayor being invited to present at a Council meeting.

This year's Mayor for a Day competition, delivered as part of Local Government Week, received over 650 entries from 10 primary schools in our Shire.

Individual schools were awarded first, second, third place and highly commended in both the essay and postcard section. The nineteen winners, along with their families and Principals have been invited to our afternoon tea and presentation where the overall winner and runner-up will be announced.

School Winners are:

School	Essay	Postcard
Aberdeen Public	Indi B	Emily T
Belltrees Public	Trixy P	Henry C
Blandford Public	Josie M	Carter R
Ellerston Public	Finn M	Hannah S-W
Merriwa Central	Brax B	Indi W
Murrurundi Public	No entries	Cody D
Scone Grammar	Lily McF	Isla B
Scone Public	Shelby R	Madison S
St Joseph's Primary Merriwa	Isabel W	Polly A
St Mary's Primary Scone	London P	Zaylen F

OPTIONS

That Council accept the entries received and support the decisions regarding winners.

ATTACHMENTS

There are no enclosures for this report

General Manager's Unit

COMMITTEE/DELEGATES REPORTS

**C.10.1 COUNCIL AND STANDING COMMITTEE MEETING
SCHEDULE AND MEMBERSHIP**

RESPONSIBLE OFFICER: Greg McDonald - General Manager

REPORT PREPARED BY: Karen Boland - Governance & Executive Support Officer

PURPOSE

The purpose of this report is to determine the dates and times of the ordinary Council meeting and Standing Committee meetings and determine the delegates to the Standing Committees.

RECOMMENDATION

That Council:

1. schedule the ordinary meeting of Council to occur on the last Monday of each month, starting at 5.00pm, except for December each year and when this day falls on a public holiday;
2. set the December ordinary meetings of Council to occur on the second or third Monday starting at 5.00pm;
3. endorse the following Standing Committees meeting schedule:
 - a) Corporate Services Committee to meet on the Friday, 10 days prior to the Council meeting commencing at 9.00am;
 - b) Environmental & Community Services Committee to meet on the second Tuesday of every month commencing at 10.30am;
 - c) Infrastructure Services Committee to meet on the second Tuesday of every month commencing at 12.30pm.
4. Determine the number of Councillors and composition of the committees in regard to mayoral attendance.
5. determine its delegates to the Standing Committees and chairs;
6. adopt the following Standing Committee Charters provided in attachments 1, 2 and 3:
 - a) Corporate Services Committee Charter;
 - b) Environmental & Community Services Committee Charter; and,
 - c) Infrastructure Services Committee Charter.

BACKGROUND

Council has three Standing Committees which align to the responsibilities of Council's directorates and report to Council on matters referred to them.

REPORT/PROPOSAL

Council's Standing Committees consist of four Councillors and operate under an adopted charter with delineated responsibilities.

The Standing Committees and membership are:

- Corporate Services Committee
- Infrastructure Services Committee
- Environmental & Community Services Committee

General Manager's Unit

The present Charters for these committees have each committee consisting of 4 Councillors, however this does not align with the Code of Meeting Practice (section 20.3) under the heading “Council committees whose members are all councillors”, which states that “A committee of the council is to consist of the mayor and such other councillors as elected by the councillors or appointed by council”. It should be noted there are only three committees to which this applies, being the three standing committees referred to above. To address this anomaly, two options are available to Council.

1. Amend the Charters to include the mayor on all committees or
2. Amend the Code of Meeting Practice to remove the requirement for the mayor to be on each committee of the council.

The attached draft Charter documents have both sections included so council can determine which way it wishes to make the change.

Presently all Councillors can attend any committee meetings and observe if they aren't appointed to that committee. Additional wording could be included in the Charter to allow any Councillor to attend any committee meeting as an observer and the mayor can be a voting member of that committee if a voting member is not present.

The wording in the Charters would be as follows for each option.

Option 1

Three (3) Councillors to be elected.

The Mayor shall, in accordance with the Code of Meeting Practice, be a voting member of the Committee.

Other Councillors may attend. They may speak on any matter, ask questions but cannot vote.

Option 2

Four (4) Councillors to be elected.

The Mayor may be elected by the councillors to one of these positions.

Where the Mayor isn't elected to a committee, they may attend and vote only in the absence of a voting committee member.

Other Councillors may attend. They may speak on any matter, ask questions but cannot vote.

In this instance, the Code of Meeting Practice will also be amended to remove the mayor from standing committee memberships

The recommended method is option 2 and to remove the mayor from section 20.3 of the Code of Meeting Practice as a compulsory member of the committees.

Copies of the Charters for these Standing Committees are provided in attachments 1, 2 and 3. These Charters include the time and date of Committee meetings, however, Council may wish to review these.

OPTIONS

1. To adopt the recommendations
2. To adopt the recommendations with amendments

General Manager's Unit

CONSULTATION

- General Manager
- Directors

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Responsible Governance

Providing efficient and responsible governance in order to effectively serve the community.

5.1 Effectively and efficiently management the business of Council, while encouraging an open and participatory Council with an emphasis on transparency, community engagement, action and response.

b. Delivery Program

- Support for the Mayor and Councillors to fulfil their respective roles

c. Other Plans

N/A

IMPLICATIONS

a. Policy and Procedural Implications

- Code of Conduct
- Code of Meeting Practice
- Committee Charters

b. Financial Implications

N/A

c. Legislative Implications

Section 355 of the Local Government Act, 1993

d. Risk Implications

Nil

e. Sustainability Implications

Nil

f. Other Implications

Nil

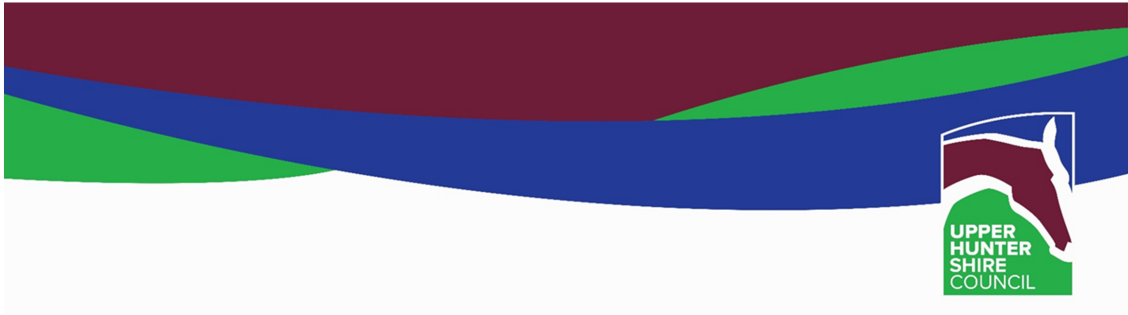
General Manager's Unit

CONCLUSION

It is appropriate that Council reviews its Committees, membership and charters. Review of Committees and charters will be ongoing matters for Council and the Committees.

ATTACHMENTS

- 1 [↓](#) Draft - Corporate Services Committee Charter
- 2 [↓](#) Draft - Environmental & Community Services Committee Charter
- 3 [↓](#) Draft - Infrastructure Services Committee Charter



COMMITTEE CHARTER

Corporate Services Committee

Date adopted by Council	
Minute number	
Endorsed by	Senior Management Group on 16 October 2024
CM Ref	CD-80/24
Due for review	At the expiry of the term of the current Council
Related documents	Code of Meeting Practice
Responsible officer	General Manager
Department/Section	Corporate Services
Category	Governance

Standing Committee Charter: Corporate Services Committee



Purpose

To consider strategic and operational matters of business within the Corporate Services directorate.

Objectives

To support the success of Council's Integrated Planning and Reporting Framework goals and objectives through the provision of strategic direction and informed decision making.

To ensure Council meets its statutory reporting requirements.

Chairperson

A Councillor appointed by Council

Membership

Councillors

Option 1:

Three (3) Councillors to be elected.

The Mayor shall, in accordance with the Code of Meeting Practice, be a voting member of the Committee.

Other Councillors may attend. They may speak on any matter, ask questions but cannot vote.

OR,

Option 2:

Four (4) Councillors to be elected.

The Mayor may be elected by the councillors to one of these positions

Where the Mayor isn't elected to a committee, they may attend and vote only in the absence of a voting committee member.

Other councillors may attend. They may speak on any matter, ask questions but cannot vote.

Staff Attending

The following staff may attend for providing information to the Committee:

- ~~• Director Corporate Services~~
- Manager Finance

Adopted Date:

Status: Draft

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Standing Committee Charter: Corporate Services Committee

- ~~Manager~~ Governance and Risk Advisor (as required)
- ~~Manager Business Services (as required)~~

The General Manager and Directors may attend any meeting ~~and other Directors~~ when necessary and when required.

Quorum

Two (2) Councillors.

Meeting Time

Friday 10 days preceding the Ordinary Meeting of Council, which is held on the last Monday of each month. The meeting is to commence at 9.00am. The meeting to be moved when there is a conflict of dates, eg Christmas & Easter. Minutes of the Committee are to be presented to the ensuing council meeting for decision.

Venue

Council Chambers.

Objectives

~~To consider strategic and operational matters of business within the Corporate Services directorate.~~

~~To support the success of Council's Integrated Planning and Reporting Framework goals and objectives through the provision of strategic direction and informed decision making.~~

~~To ensure Council meets its statutory reporting requirements.~~

Roles and Responsibilities

To make recommendations to Council on matters related to all the functions of Corporate Services, including:

- Financial management, reporting, strategy and policy.
- Integrated Planning and Reporting
- Governance and Risk
- Business Services (including commercial business operations, economic development and strategic property management)
- Any other matters that may be from time to time referred by Council.

Terms of Reference

1. To consider reports, advice and recommendations of management, together with relevant information from third parties and to make recommendations to Council on matters placed before the Committee ensuring the recommendations are within the limits of available resources and subject to the powers vested under the statutes, regulations and Council's own policies.

Adopted Date:

Status: Draft

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Standing Committee Charter: Corporate Services Committee



2. To recommend to Council the need for the formulation of or amendment to policies in relation to matters before the Committee.
3. To ensure that Council is meeting its statutory reporting obligations with respect to the Corporate Services functions and activities.
4. Meetings are to be conducted in accordance with Council's Code of Meeting Practice.

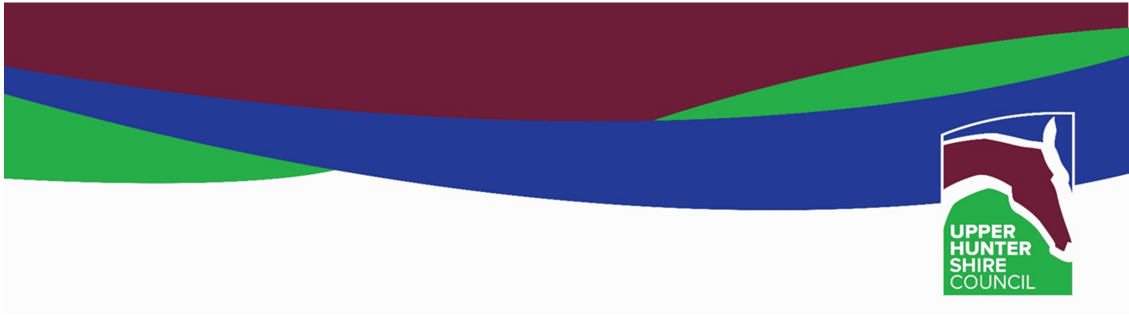
Version History

Version No.	Date	CD Ref	Reason for Review
1	26/10/2020	CD-176/20	New Charter developed at request of the Council
2	28/02/2022	CD-1/22	Review Charter after recent local government elections and update Charter to ensure consistence with other standing committee charters.
<u>3</u>	<u>Draft</u>	<u>CD-80/24</u>	<u>Review Charter after local government elections</u>

Adopted Date:

Status: Draft

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COMMITTEE CHARTER

Environmental & Community Services Committee

Date adopted by Council	
Minute number	
Endorsed by	Senior Management Group on 16 October 2024
CM Ref	CD-81/24
Due for review	At the expiry of the term of the current Council
Related documents	Code of Meeting Practice
Responsible officer	Director Environmental & Community Services
Department/Section	Environmental & Community Services
Category	Governance



Purpose

To consider strategic and operational matters of business within the Environmental & Community Services directorate.

Objectives

To ensure good governance and support responsible, transparent and effective decision making.

To ensure the community and all relevant stakeholders are given the opportunity to participate in the decision making process.

Chairperson

A councillor appointed by Council

Membership

Councillors

Option 1:

Three (3) Councillors to be elected.

The Mayor shall, in accordance with the Code of Meeting Practice, be a voting member of the Committee.

Other Councillors may attend. They may speak on any matter, ask questions but cannot vote.

OR,

Option 2:

Four (4) Councillors to be elected.

The Mayor may be elected by the councillors to one of these positions

Where the Mayor isn't elected to a committee, they may attend and vote only in the absence of a voting committee member.

Other councillors may attend. They may speak on any matter, ask questions but cannot vote.

~~Four (4) Councillors to be elected.~~

~~The Mayor may attend as a voting member of the Committee in the absence of another Committee member.~~

~~Other Councillors may attend. They may speak on any matter, ask questions but cannot vote.~~

Adopted Date:

Status: Draft

page 2 of 4

Standing Committee Charter: Environmental & Community Services Committee



Staff Attending

The following staff may attend for providing information to the Committee:

- Director Environmental & Community Services
- Manager Planning, Building and Regulatory Services
- Manager Community Services
- Manager Sustainability
- Senior Environmental Planner
- ~~Health, Building & Compliance Coordinator~~

The General Manager and other Directors may attend any meeting ~~and other Directors~~ when necessary and when required.

Quorum

Two (2) Councillors.

Meeting Time

The second Tuesday, of each month commencing at 10.30am. The meeting to be moved when there is a conflict of dates, eg Christmas & Easter. Minutes of the Committee are to be presented to the ensuing council meeting for decision.

Venue

Council Chambers.

Roles and Objectives

~~To consider strategic and operational matters of business within the Environmental & Community Services directorate.~~

~~To ensure good governance and support responsible, transparent and effective decision making.~~

~~To ensure the community and all relevant stakeholders are given the opportunity to participate in the decision making process.~~

Responsibilities

To make recommendations to Council on matters related to all the functions of Environmental and Community Services, including:

- Development applications and planning proposals
- Local Environmental Plans, Development Control Plans, policies and codes pertaining to development and environmental matters within the Shire
- Environmental protection and public health services to the community

Adopted Date:

Status: Draft

page 3 of 4

Standing Committee Charter: Environmental & Community Services Committee



- Strategic land use planning
- State Significant Development Proposals
- Animal Control
- Children Services
- Youth Services
- Cultural Services and events
- Libraries
- Community services
- Customer Services
- Waste Management Services
- Sustainability
- Any other matters that may be from time to time referred by Council

Terms of Reference

1. To consider reports, advice and recommendations of management, together with relevant information from third parties and to make recommendations to Council on matters placed before the Committee ensuring the recommendations are within the limits of available resources and subject to the powers vested under the statutes, regulations and Council's own policies.
2. To recommend to Council the need for the formulation of or amendment to policies in relation to matters before the Committee.
3. Meetings are to be conducted in accordance with Council's Code of Meeting Practice.

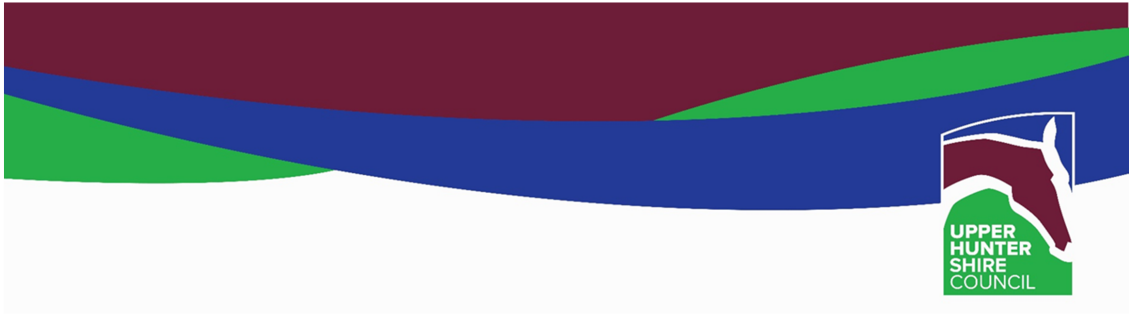
Version History

Version No.	Date	CD Ref	Reason for Review
1	8/02/2022		Updated Charter to ensure consistency with other standing committee charters and include additional areas of responsibility.
<u>2</u>	<u>Draft</u>	<u>CD-81/24</u>	<u>Review Charter after local government elections</u>

Adopted Date:

Status: Draft

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COMMITTEE CHARTER

Infrastructure Services Committee

Date adopted by Council	
Minute number	
Endorsed by	Senior Management Group on 16 October 2024
CM Ref	CD-82/24
Due for review	At the expiry of the term of the current Council
Related documents	Code of Meeting Practice
Responsible officer	Director Infrastructure Service
Department/Section	Infrastructure Services
Category	Governance

Standing Committee Charter: Infrastructure Services Committee



Purpose

To consider strategic and operational matters of business within the Infrastructure Services directorate.

Objectives

To ensure good governance and support responsible, transparent and effective decision making.

To ensure the community and all relevant stakeholders are given the opportunity to participate in the decision making process.

Chairperson

A councillor appointed by Council

Membership

Councillors

Option 1:

Three (3) Councillors to be elected.

The Mayor shall, in accordance with the Code of Meeting Practice, be a voting member of the Committee.

Other Councillors may attend. They may speak on any matter, ask questions but cannot vote.

OR,

Option 2:

Four (4) Councillors to be elected.

The Mayor may be elected by the councillors to one of these positions

Where the Mayor isn't elected to a committee, they may attend and vote only in the absence of a voting committee member.

Other councillors may attend. They may speak on any matter, ask questions but cannot vote.

Staff Attending

The following staff may attend for providing information to the Committee:

- Director Infrastructure Services
- Executive Manager Works Delivery

Adopted Date:

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Standing Committee Charter: Infrastructure Services Committee



- Manager Strategic Assets
- Manager Water & Sewer
- Manager Strategic Projects

The General Manager and other Directors may attend any meeting ~~and other Directors~~ when necessary and when required.

Quorum

Two (2) Councillors.

Meeting Time

The second Tuesday of each month commencing at 12.30pm. The meeting to be moved when there is a conflict of dates, eg Christmas & Easter. Minutes of the Committee are to be presented to the ensuing council meeting for decision.

Venue

Council Chambers.

Objectives

~~To consider strategic and operational matters of business within the Infrastructure Services directorate.~~

~~To ensure good governance and support responsible, transparent and effective decision making.~~

~~To ensure the community and all relevant stakeholders are given the opportunity to participate in the decision making process.~~

Adopted Date:

Status: Draft

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Standing Committee Charter: Infrastructure Services Committee



Roles and Responsibilities

To make recommendations to Council on matters related to all the functions of Infrastructure Services, including:

- The development and monitoring of all works programs
- Asset management of Council's civil infrastructure
- ~~Emergency and fire services~~
- Water supply services
- Sewerage services
- ~~Fleet services~~
- ~~Horticultural services~~
- ~~Input into the Parks and Facilities Open Spaces Corporate Plan in relation to the responsibilities listed above~~
- And other matters that may be from time to time referred by Council

Terms of Reference

1. To consider reports, advice and recommendations of management, together with relevant information from third parties and to make recommendations to Council on matters placed before the Committee ensuring the recommendations are within the limits of available resources and subject to the powers vested under the statutes, regulations and Council's own policies.
2. To recommend to Council the need for the formulation of or amendment to policies in relation to matters before the Committee.
3. Meetings are to be conducted in accordance with Council's Code of Meeting Practice.

Version History

Version No.	Date	CD Ref	Reason for Review
1	28/10/2020		Updated 2018 adopted Charter to controlled document template
2	01/02/2022		Updated 2020 adopted Charter for review by Infrastructure Services Committee to ensure consistency with other standing committee charters and include additional areas of responsibility.
3	28/02/2022		Adopted by Council.
<u>4</u>	<u>Draft</u>	<u>CD-82/24</u>	<u>Review Charter after local government elections</u>

Adopted Date:

Status: Draft

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General Manager's Unit

C.10.2

SECTION 355/ADVISORY COMMITTEES

RESPONSIBLE OFFICER: Greg McDonald - General Manager

REPORT PREPARED BY: Karen Boland - Governance & Executive Support Officer

PURPOSE

The purpose of this report is to review and adopt Council's Section 355 and advisory committee structure and appoint Councillor members to these committees.

RECOMMENDATION

That Council:

1. adopt the draft Council's Section 355 and Advisory Committees structure as outlined in Attachment 1 to the report;
2. appoint Councillor members to the various Council committees;
3. appoint Councillors to the various external committees/bodies;
4. call for Expressions of Interest from Community members to represent the various Council committees; and,
5. extend membership of Community members representing the Australia Day Sub-Committees until 26 January 2025.

BACKGROUND

Council appoints delegates to its Section 355/Advisory Committees and various external committees and bodies. These have provided an excellent forum for community participation across a range of Council's activities.

Section 355 Committees are established under s355 of the Local Government Act 1993, allowing Council to delegate some of its functions to them under s377 of the Act. The delegations are set out in the Charter adopted by Council for each Committee.

REPORT/PROPOSAL

Committee Charters will be reviewed to ensure their scope and objectives remain relevant to achieving the best outcomes for the Community.

Staff have reviewed the Section 355/Advisory Committees and the draft structure is provided in Attachment 1 to the report. Disbanded committees include the Scone Town Revitalisation Committee and the Merriwa Aged Hostel Committee.

In relation to the Merriwa Aged Hostel Committee, advice has been received from a number of government agencies and industry experts that the committee in its current form should not form part of the governance structure of the service as it does not have any decision making powers and lacks the required expertise and qualifications to effectively govern an aged care service. In addition, committee members often have a conflict of interest as they have a family member residing at the facility.

The Aged Care Quality Standards defines the governing body as: *'the individual or group of people with overall responsibility and ultimate accountability for the organisation. This includes responsibility for the strategic and operational decisions that affect the safety and quality of care and services.'* The elected Council is the governing body of Gummun Place Hostel.

General Manager's Unit

It is proposed that any advice and recommendations from the hostel's clinical review committee be referred directly to Council.

A community based fundraising committee or 'Friends of Gummun Place' group could be established by members of the community in place of the former hostel committee.

OPTIONS

1. To adopt the recommendations
2. To adopt the recommendations with amendments

CONSULTATION

- General Manager
- Directors

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Responsible Governance

Providing efficient and responsible governance in order to effectively serve the community.

- 5.1 Effectively and efficiently management the business of Council, while encouraging an open and participatory Council with an emphasis on transparency, community engagement, action and response.

b. Delivery Program

- Leadership that reviews Council operations and Council wide continuous service improvement Other Plans

IMPLICATIONS

a. Policy and Procedural Implications

- Code of Conduct
- Code of Meeting Practice
- Committee Charters

b. Financial Implications

N/A

c. Legislative Implications

Section 355 of the Local Government Act, 1993

d. Risk Implications

Nil

General Manager's Unit

e. **Sustainability Implications**

Nil


f. **Other Implications**

Nil

CONCLUSION

It is appropriate that Council reviews its Committees, membership and charters. Review of Committees and charters will be ongoing matters for Council and the Committees.

ATTACHMENTS

- [1](#)  Draft Section 355 Committee Structure

Draft Section 355 Committee Structure

Committee	Reports to:	Council Delegates	Membership	Meeting Schedule
Aberdeen Investment Committee	Directly to Council	2 (Councillor or staff)		As required
Audit Risk & Improvement Committee	Directly to Council	1 (non-voting)	Cr Williamson	Quarterly
Community Advisory Committee – Aberdeen District	Directly to Council	2 (+1 alternate)		Quarterly
Community Advisory Committee – Merriwa District	Directly to Council	2 (+1 alternate)		Quarterly
Community Advisory Committee – Murrurundi District	Directly to Council	2 (+1 alternate)		Quarterly
Community Advisory Committee – Scone District	Directly to Council	2 (+1 alternate)		Quarterly
Upper Hunter Shire Traffic Committee	Directly to Council	1		Quarterly
Scone Airport Management Committee	Corporate Services	2		Bi-monthly
Scone & Upper Hunter Regional Saleyards Committee	Corporate Services	3		Quarterly
White Park Management & Development Committee	Corporate Services	3 (+1 alternate)		Quarterly
Floodplain Management Committee	Environmental & Community Services	4		As required
Upper Hunter & Kia-Ora Youth Music Committee	Environmental & Community Services	1		As required
Australia Day Sub-Committee – Scone & Aberdeen Districts	CAC – Scone District	1		As required
Bill Rose User Group Sub-Committee	CAC – Scone District	2		As required
Australia Day Sub-Committee – Scone & Aberdeen Districts	CAC – Aberdeen District	1		As required
Jefferson Park User Group Sub-Committee	CAC – Aberdeen District	1		As required
Australia Day Sub-Committee - Merriwa District	CAC – Merriwa District	1		As required
Merriwa Showground User Group Sub-Committee	CAC – Merriwa District	1		As required
Merriwa Sportsground User Group Sub-Committee	CAC – Merriwa District	1		As required
Settlement Hall Committee	CAC – Merriwa District	Nil		As required
Australia Day Sub-Committee – Murrurundi District	CAC – Murrurundi District	1		As required

External Committees / Bodies involving Council

Committee	Delegates	Membership	Meets
AGL Macquarie Generation Community Consultative Committee	Mayor &/or staff delegate		As required
Arts Upper Hunter Board	1 Councillor		Quarterly
Central-West Orana Renewable Energy Zone	1 Councillor		Quarterly
Dartbrook Coal Mine Consultative Committee	1 Councillor (+ alternate)		As required
Hunter Joint Organisation of Councils Incorporated	Mayor & General Manager		Bi-monthly
Upper Hunter Energy Park Community Forum	1 Councillor & staff		As required
Liverpool Range Wind Farm Community Consultative Committee	1 Councillor & staff		As required
Liverpool Range Bushfire Management Committee	1 Councillor & staff		Quarterly
Mid North Weight of Loads	Staff		Bi-annually
New England Renewable Energy Zone	1 Councillor		Quarterly
Scone & District Chamber of Commerce & Industry	Staff		Monthly
StoneCo Timor Limestone Quarry Community Consultative Committee	1 Councillor &/or staff		Quarterly
Upper Hunter Air Quality Monitoring Network Advisory Committee	Mayor or staff delegate		Bi-annually
Upper Hunter Country Tourism	Mayor & General Manager		Quarterly
Upper Hunter County Council (Weeds)	3 Councillors		Quarterly
Upper Hunter Local Emergency Management Committee	Mayor, General Manager & staff		As required

Corporate Services

C.10.3

AUDIT, RISK AND IMPROVEMENT COMMITTEE

RESPONSIBLE OFFICER: Wayne Phelps - Manager Finance

AUTHOR: Ian Roberts - Governance & Risk Advisor

RECOMMENDATION

That Council endorse the minutes of the Audit, Risk and Improvement Committee meeting held on 23 September 2024.

BACKGROUND

As provided by the Terms of Reference for Council's Audit, Risk and Improvement Committee (ARIC), the committee meets at least 4 times per year.

REPORT/PROPOSAL

This report provides advice to Council about matters considered at the meeting of the ARIC held on 23 September 2024. A number of items raised at the meeting including the projected cashflow and internal restrictions policy have since been resolved with draft correspondence forwarded to ARIC members. A copy of the minutes are attached.

ATTACHMENTS

1 [↓](#) Audit, Risk & Improvement Committee - 23 September 2024 - Draft Minutes

**MINUTES OF THE AUDIT, RISK & IMPROVEMENT COMMITTEE
MEETING - MONDAY 23 SEPTEMBER 2024 - 9.00am**



PRESENT:	Paul Quealey Mitchell Morley Paul Heaton	Independent Chair Independent Member Independent Member
IN ATTENDANCE:	Greg McDonald Wayne Phelps Ian Roberts David O'Brien Bishal Gupta Alex Hardy Paul Cornall	General Manager Manager Finance Governance & Risk Advisor Manager Information Services Network & Cyber Security Officer Prosperity General Business Forsyths Item 09.1

1. APOLOGIES

An apology was received for the absence of Cassie Malone from the Audit Office of NSW.

2. DISCLOSURE OF INTEREST

Nil

3. PREVIOUS MINUTES

RESOLVED

That the minutes of the Audit, Risk & Improvement Committee Meeting held on 17 June 2024, as circulated, be taken as read and confirmed as a correct record.

Moved: M Morley

Seconded: P Heaton

CARRIED UNANAMOUSLY

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Financial Statements & External Audit

Wayne Phelps provided the Committee with a status update on the Financial Statements and then Alex Hardie advised that they were planning to commence field work next week.

ACTION FOR COMMITTEE: That:

1. If necessary, an Extraordinary Meeting be convened to discuss the Financial Statements prior to the next scheduled Committee Meeting.
2. The Committee to be kept up to date with regard to providing requested information for audit of draft financial statements and agreed deadlines so it can be determined if an extension would need to be applied for.

This is Page 1 of 6 of Minutes of the Audit, Risk & Improvement Committee meeting of the Upper Hunter Shire Council held on Monday 23 September 2024.

5. AGENDA ITEMS**ARIC.09.1 Internal Audit Reviews****PURPOSE**

The purpose of this report is to present the recent internal audit reviews undertaken by Forsyths.

Paul Cornall from Forsyths presented their internal audit report on the Review of Compliance with Council's Delegated Authorities and their report of the Review of the Internal Audit Findings Register.

During discussion the following questions were raised by Committee members:

1. In relation to the Delegations Internal Audit, was the application of delegations while in an acting role considered and audited. Paul Cornall was unsure if this was the case. The General Manager provided an update as to the process completed regarding formal approval for acting up.
2. Also in relation to Delegations, concern was expressed that delegations may not be updated to take into consideration changes to legislation and could this be the same in respect of the compliance register and policies. While this is only a potential issue and could be a timing difference, as a consequence of this uncertainty, management will take action to ensure the accuracy and currency of all Council documentation.
3. In relation to the Internal Audit Findings Register the Committee asked if the audit considered closed findings and if they were in fact closed. Paul Cornall indicated that the review considered this aspect and not just open findings.

RESOLVED

That the ARIC receive and note the report on the Review of Compliance with Council's Delegated Authorities undertaken by Forsyths.

Moved: P Heaton

Seconded: M Morley

CARRIED UNANAMOUSLY

RESOLVED

That the ARIC receive and note the report on the Review of the Internal Audit Findings Register undertaken by Forsyths.

Moved: M Morley

Seconded: P Heaton

CARRIED UNANAMOUSLY

ACTION FOR COMMITTEE: Nil

ARIC.09.2 ARIC Annual Work Plan**PURPOSE**

The purpose of this report is to provide advice of the status of those unique tasks for the Audit, Risk and Improvement Committee for the Quarter 1 (September) meeting based on the adopted Annual Work Plan) which replaces the ARIC Calendar.

RESOLVED

That the Audit, Risk & Improvement Committee note the present position in relation to those unique tasks for the Committee for the Quarter 1 (September) meeting.

Moved: M Morley

Seconded: P Heaton

CARRIED UNANAMOUSLY

ACTION FOR COMMITTEE: Council staff to seek expressions of interest to undertake internal audit work using "Vendor Panel".

This is Page 2 of 6 of Minutes of the Audit, Risk & Improvement Committee meeting of the Upper Hunter Shire Council held on Monday 23 September 2024.

ARIC.09.3 Summary of outstanding actions – ARIC

PURPOSE

To provide the Committee with a summary of outstanding actions arising from resolutions of the Audit, Risk and Improvement Committee.

Ian Roberts commented that, in relation to item 6, he had received further advice about the status of the Statewide 2022 CIP Action Logs that the Roads element was 94% complete.

RESOLVED

That the Committee receive and note the summary of outstanding actions provided in Attachment 1.

Moved: P Heaton Seconded: M Morley CARRIED UNANAMOUSLY

ACTION FOR COMMITTEE: Council staff to expedite closing off the Statewide 2022 Action Logs.

ARIC.09.4 Summary of outstanding actions - Internal Audit

PURPOSE

To provide the Committee with an update regarding the implementation of actions arising from Internal Audits under the current Strategic Internal Audit Plan.

RESOLVED

That the Committee receive and note the summary of outstanding actions provided in Attachment 1.

Moved: M Morley Seconded: P Heaton CARRIED UNANAMOUSLY

ACTION FOR COMMITTEE: Nil

ARIC.09.5 Summary of the Audit Office of NSW Management Letter Issues and Progress of Outstanding Matters

PURPOSE

To provide the Committee with the observations from the Audit Office of NSW on the final phase of the 2022/2023 audit in the form of the final Management Letter and a summary of outstanding External Audit Management Letter recommendations.

Wayne Phelps made a brief comment in relation to this item.

RESOLVED

That the Committee receive and note the report on the summary of the External Audit Management letter issues outstanding and recommendations.

Moved: P Heaton Seconded: M Morley CARRIED UNANAMOUSLY

ACTION FOR COMMITTEE: Nil

ARIC.09.6 Major Projects – Update

PURPOSE

To provide the Committee with an update of Council's Major Projects.

Greg McDonald made a brief comment in relation to this matter.

RESOLVED

That the Committee receive and note the report.

Moved: M Morley Seconded: P Heaton CARRIED UNANAMOUSLY

ACTION FOR COMMITTEE: Nil

ARIC.09.7 Senior Management Monthly Operations & Cashflow Review

PURPOSE

Provide the committee with information regarding processes being undertaken by Senior Management Group to maintain and review Council operations and future cashflow requirements given the decline in internal reserves and unrestricted current asset ratio.

Discussion was held around the loan between Water/Sewer and the General Fund and the terms and conditions. It was also discussed if the issue continues into the future and the ability to extend/renew the loan.

RESOLVED

That the committee note the report on the monthly cashflow review.

Moved: P Heaton Seconded: M Morley CARRIED UNANAMOUSLY

ACTION FOR COMMITTEE: Nil

ARIC.09.8 Proposed Internal Audit Program - 2025 to 2029

PURPOSE

This report provides the ARIC with a draft Proposed Internal Audit Program for consideration.

RESOLVED

That:

- 1. the draft Proposed Internal Audit Program be noted;**
- 2. the Committee agree with the proposed internal audits for 2025; and**
- 3. Council staff review the risk basis of the remainder of the proposed Internal Audit Program and bring this back to the Committee by June 2025.**

Moved: M Morley Seconded: P Heaton CARRIED UNANAMOUSLY

ACTION FOR COMMITTEE: Mitchell Morley to provide Council with example of Internal Audit Programs from other Councils.

ARIC.09.9 Council's Cyber Security Environment

PURPOSE

To provide the committee with an update report on the Council's Cyber Security Environment. Council's Manager Information Services and ICT Network & Cyber Security Officer will be in attendance to walk through the report and answer any questions.

David O'Brien and Bishal Gupta both made brief comments in relation to this matter.

RESOLVED

That the update report on the Council's Cyber Security Environment be noted.

Moved: M Morley Seconded: P Heaton CARRIED UNANAMOUSLY

ACTION FOR COMMITTEE: That:

1. Staff continue to bring back to the Committee regular status reports on Council's Cyber Security environment.
2. A full review of the cyber landscape and compliance with Essential 8 be prepared, and a work plan be created for actions to be taken towards improvement in security and monitoring (to be presented to the Committee in the first meeting on 2025).

ARIC.09.10 Reportable Incidents

PURPOSE

To provide advice to the Audit Risk & Improvement Committee on reportable incidents.

RESOLVED

That the reportable incidents which occurred during the period ended September 2024 be received and noted.

Moved: P Heaton Seconded: M Morley CARRIED UNANAMOUSLY

ACTION FOR COMMITTEE: Council staff to include another column in the table to show matters closed off from one meeting to the next.

ARIC.09.11 Council Policies Update

PURPOSE

To provide the Committee with an update of Council Policies.

RESOLVED

That the Committee note the report.

Moved: M Morley Seconded: P Heaton CARRIED UNANAMOUSLY

ACTION FOR COMMITTEE: Nil

6. ACTION SHEET

Nil

7. CORRESPONDENCE

Nil

8. GENERAL BUSINESS

Nil

9. CONFIDENTIAL REPORTS

Nil

10. NEXT MEETING

Next meeting scheduled for 9.00am on Monday 9 December 2024.

The meeting was declared closed at 10.57am.

This is Page 6 of 6 of Minutes of the Audit, Risk & Improvement Committee meeting of the Upper Hunter Shire Council held on Monday 23 September 2024.

General Manager's Unit

C.10.4

ARTS UPPER HUNTER BOARD

RESPONSIBLE OFFICER: Greg McDonald - General Manager

REPORT PREPARED BY: Karen Boland - Governance & Executive Support Officer

RECOMMENDATION

That Council note the minutes of the Arts Upper Hunter Board meeting held on 25 June 2024.

BACKGROUND

Council contributes financially, along with other councils in the region, to support Arts Upper Hunter. Member councils are Singleton, Muswellbrook, Dungog and Upper Hunter. Council's representative on the Board is Grants Officer, Jacqui Bakewell, following the vacancy created by former Councillor Sue Abbott.

REPORT/PROPOSAL

Council has received a letter from Arts Upper Hunter Board providing an update of Arts Upper Hunter's recent activities and a copy of the minutes of their meeting held on 25 June 2024. Following the Local Government elections in September 2024, Arts Upper Hunter Board have requested in writing Council's nominated delegate. Copies of these documents are attached.

ATTACHMENTS

- 1 [↓](#) Arts Upper Hunter Board Meeting - Minutes - 25 June 2024
- 2 [↓](#) Arts Upper Hunter Board - October 2024

arts UPPER HUNTER

To provide, support and promote arts and cultural opportunities for all people in the Upper Hunter.

Arts Upper Hunter Board General Meeting

Tuesday 25 June 2024

Arts Upper Hunter office, 30 Brook St Muswellbrook 2333.

Draft Minutes

Commence: 10.37am

1. **Present:** Jacqui Bakewell (Chair), Cr Michael Tobin (Dungog Shire Council), Cr Jennifer Lecky (Treasurer and Muswellbrook Shire Council), Kim Lundy and Ivan Skaines.
2. **Apologies:** Cr Dan Thompson (Singleton Council), Annie Rodgers and Martha Moderitz.
3. **Not present:** N/A
Lecky / Lundy Carried
4. **Also in attendance:** John O'Brien and Sandra Reichel
5. **Call for conflicts of interest:** None declared.
6. **Confirmation of minutes from previous meeting 19 March 2024.**
Lundy / Lecky Carried
7. **Business arising from the minutes of 19 March 2024**
 - 7.1 Stage 2 of Create NSW RADO Review – Create NSW ACFP review.
John provided presentation of outline of the new structure. A few key points:
 - 3 streams of competitive multi-year funding:
 - 8 years, 4 years, 2 years
 - AUH not eligible for 8 year, so will be applying for 4 years (Oct) and if not successful will apply for 2 year.
 - Have been advised a simplified application process and budget acquittal every two years.
 - If successful will not be able to apply for any other funding from Create NSW eg Project Funding.
 - We will also be advising many groups on their own applications for multi-year funding and Project funding in the various categories.

There was a lot of discussion.
 - 7.2 AUH Strategic Plan for 2025-28. Discussed. The Strategic Plan will be developed for inclusion in the application to Create NSW.
Jacqui advised she is away 4 weeks October & November.

Draft Minutes for Board Meeting 25 June. Page: 1 of 3

- 7.3 DGR Status & Philanthropy group.
- Meeting held 20 May.
 - Kim put up her hand to work on the application.
- 7.4 Creative Valleys - Cultural Trails.
- Proving difficult getting event organisers to add their events to the ATDW
 - Kim asked if she could be given a letter explaining the benefits and procedure to be added to ATDW so she can pass onto event organisers she knows.
 - Events 10 is another website promoting events in our region.
- 7.5 Review of AUH Constitution. Deferred.
- Jacqui briefly referenced 8.1, 8.4 and 8.5 (Membership and terms) for particular review at next meeting.
- 7.6 Related Party Transactions Register & Policy. Deferred.
- 7.7 Regional Futures – Cultural Tourism, Horizons. See ED Report.
- 7.8 Board positions, skills matrix, renewal. Our Board is very active and has a strong skills breadth, according to our skills matrix.
- 7.9 System for contracts. Deferred.
- 7.10 Creative Hubs. Deferred.
- 7.11 Council Elections: Our understanding is that councillors remain on the board until the councillor representative is chosen. We will write to councils after the election to ask about who will be the Council Board reps.
- 7.11.1 AUH will hold an **end of year party** in one or more locations to celebrate turning 21 and our huge year with Liddell, Creative Valleys, IVAIS and so much more. Theme and ideas to come.
- 7.12 Cyber Security. Sandra and Jennifer attended a workshop hosted by A Corp, our IT provider. John and Sandra have organised a follow up meeting.
- 8. Financial Report**
- 8.1 Financial Report
- Lecky/Skaines Carried
- 9. ED report.**
- 9.1 Micro Grants Assessors.
- Michael Tobin and Kim Lundy to be the assessors. Ivan Skaines is backup in the event either is not able to fulfil duties.
- 9.2 LiddellWORKS, Big Ideas, monumental bench:
- LiddellWORKS
 - artworks are for sale.

Draft Minutes for Board Meeting 25 June. Page: 2 of 3

- MRAC and SACC have limited capacity to run additional activities though the exhibition.
 - Next Studios (workshops) - proved popular, places sold out very quickly.
 - Monumental bench is delayed until later in the year eg November.
- 9.3 Grants. AUH has been successful with our application for an IVAIS Grant. This is embargoed.
- 9.4 Horizon Project – AUH to organise an event.
- Lundy / Moderitz Carried

10. Chair's report.

Jacqui tabled her report.

Bakewell / Skaines Carried

- 10.1 Rosslyn Thompson
 Moved that Rosslyn Thompson be appointed to the board.
 Lundy / Lecky Carried

1pm Meeting went in camera to discuss ED's wage.

1.15pm Meeting resumed. Chair to send instructions to Office Manager.

11. Board Member Reports:

11.1 Michael Tobin:

- He has meeting with John, Suzannah and Gareth Curtis, the GM of Dungog Shire Council.
- The James Theatre was unsuccessful in their grant application to Office of Liquor and Gambling, and still waiting on the outcome of an application to Building Better Communities.

11.2 Jacqui Bakewell:

- UHSC received funding for their Open Streets Program, which will fund events in Merriwa, Murrurundi and Scone.
- She is meeting Sally O'Regan of the Scone Literary Festival regarding funding opportunities.

11.3 Ivan Skaines: Muswellbrook Shire Council received funding for the Denman Wine and Food Event being held in November.

12. General Business:

- 12.1 Other urgent business. – None.
- 12.2 Next meeting Philanthropy Group. Wednesday 14 August. Morning, Time TBA.
- 12.3 Next meeting: 10.30am Thursday 5 September 2024. Singleton. Venue TBA

Closed: 1.40 pm



8 October 2024

Mr Greg McDonald,
General Manager
Upper Hunter Shire Council,
PO Box 208, Scone NSW 2337

Dear Greg:

Please find enclosed the ratified minutes of the Arts Upper Hunter (AUH) Board Meeting for June 2024.

Now that local government elections have been finalised, could you please notify us in writing of your nominated Council delegate to the Arts Upper Hunter Board. Our Council board members are critical in representing the interests of the arts community as well as serving as a link to the councils in our region. They also bring significant skills to bear to our deliberations, effectively meaning that the AUH Board acts as a skills-based Board.

Jacqui Bakewell has been a very engaged delegate: she is currently Chair and a bank account signatory.

Here is some news of creative happenings across the region since I last wrote on 8 July.

We are currently developing our next four-year Strategic Plan, involving considerable consultation across the entire region. Our last Strat Plan covered three years of exploration and new directions for Arts Upper Hunter, our largest ever programs, more staff and continuing services to a growing arts and culture community. The new plan is taking shape: cultural tourism, networking opportunities, First Nations participation and an added focus on aspirational goals for individuals, towns and community groups are already appearing to be likely directions.

Here are some other highlights, especially those that involve Upper Hunter Shire.

- Project Officer Suzannah Jones continues to develop the **Creative Valleys** website www.creativevalleys.com.au collaborating with your own tourism and community development staff where possible to build a brand that works equally well with your own Upper Hunter and Upper Hunter Country brands.
- The LiddellWORKS exhibition finished in August in Muswellbrook and Singleton. Artists sold over \$25,000 worth of work, including Murrurundi's own Fran Wachtel. (You can watch the wonderful video about her residency here: <https://liddell.works/fran-wachtel-liddellworks-artist-in-residence/>.) Cassilis School

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www.artsupperhunter.com

made a special excursion to see the Jakeob Watson mural they helped create – he also provided a design for their school sports shirts.

- Our Federal grant for Indigenous Visual Arts Industry Support (IVAIS) has begun with considered consultation, with much more to come in this space. Scone resident Richie Lawton remains involved. The program will be under the banner **Blak Arts Collective**.
- The Regional Arts Network has released a significant report into **Cultural Tourism In Regional NSW** – the summary report won't take you long to read through, while the longer report has all the data. Recognising the importance of Cultural Tourism (economically, socially) and supporting the development of both Skills and Products are two key takeaways. Find both reports here: <https://artsupperhunter.com/cultural-tourism-key-report-released/>.
- Project funding for Create NSW re-designed grants program opens soon and closes early December. I've advised Nicky Western and Yolanda Wynn of the program.
- Culminating on Friday 25 October, embroidery artist Fiona Cox will unveil the work she has done at Scone Museum and Historical Society as part of our **This Here Then Now** program, inspired by their wonderful carved desk and collaborating with Museum volunteers and local schools. **Please do come to the opening if you can make it!**
- Emily Smallmon of Scone is a participant in the state-wide youth mentoring program, Horizons.
- Three of our nine successful **Micro Grants** applicants are from Upper Hunter Shire: Murrurundi Arts & Crafts Council, Agnes Lingane and the Scone Museum for workshops, workshops and signage for the Prickly Pear Pulsar!
- David Kaus has nearly completed his report into the First Nations artefacts at the Lake Glenbawn Museum of Rural Life, to be delivered very soon.
- I attended the Scone Literary Festival launch, which was very inspiring.
- We have been actively promoting many of the shire's creative events through our newsletter ArtSparks, our website, socials and other outlets, and written a Letter Of Support for Scone Museum for a Regional Arts Fund grant, and another for Budbudda Dreaming for a Mach Energy grant.

The work that AUH undertakes within and beyond Upper Hunter Shire – from services and advice to actual programs – is thanks to your contribution. To that extent, everything we do in the Upper Hunter is part of your own program for the arts and culture, and designed to fit your goals as well as broader ones. We look forward to continuing this brilliant relationship.

Yours sincerely,

John O'Brien, Executive Director



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Environmental & Community Services

C.10.5 **COMMUNITY ADVISORY COMMITTEE - ABERDEEN DISTRICT**

RESPONSIBLE OFFICER: Mathew Pringle - Director Environmental & Community Services

AUTHOR: Yolanda Wynn - Community Services Officer

RECOMMENDATION

That Council adopt the minutes of the Community Advisory Committee – Aberdeen District meeting held on 27 August 2024, provided in attachment 1 to the report.

BACKGROUND

The purpose of Council's Community Advisory Committees (CAC) is to advise Council on the needs or issues of a particular community and to inform Council's decision making and work relating to these communities. These committees generally meet every 3 months in Aberdeen, Merriwa, Murrurundi and Scone.

REPORT/PROPOSAL

The committee discussed the cost of a footpath in front of the Aberdeen Preschool, referencing Council's footpath policy. An invoice for \$3762.00 was provided, and Council will investigate the remaining balance.

The committee also reiterated that the Merriwa and Murrurundi tips are full, redirecting waste to Scone and Aberdeen facilities.

The rehabilitation of Rouchel Road will be prioritised subject to funding availability. Positive feedback was received for reinstalling the plaque at Taylor Park. Council will offer its services to carry out further work for Valley Fair carpark and data on speeding in Segenhoe Street was passed to Highway Patrol.

Council has collected \$171,000 from Dartbrook and \$156,420 from MACH Energy for Aberdeen community projects. MACH Energy requires an investment committee for the funds, whereas Dartbrook does not.

Inspections after the earthquake revealed no significant issues.

The committee discussed tree planting on Graeme Street, road repairs, speed deterrents and wildlife warning signs, suggesting CRM requests for investigation.

The meeting minutes are provided in attachment 1.

ATTACHMENTS

- 1 [↓](#) Community Advisory Committee - Aberdeen District - 27 August 2024 - Minutes

**MINUTES OF THE COMMUNITY ADVISORY COMMITTEE -
ABERDEEN DISTRICT MEETING - TUESDAY 27 AUGUST 2024 -
5:00 PM**



PRESENT: Ms Daph Tanner, Ms Chloe Konispoliastis, Mr Shane Lloyd and Ms Sue Milton.

IN ATTENDANCE: Cr Allison McPhee (Chair), Cr Adam Williamson, Mathew Pringle (Director Environmental & Community Services), Rag Upadhyaya (Director Infrastructure Services) and Yolanda Wynn (Community Services Officer – minutes).

1. APOLOGIES

RECOMMENDATION

That the apologies received from Ms Alison Lloyd (provided items for discussion which are addressed in the minutes), Ms Bronte Lloyd and Ms Helen Irving be accepted.

2. DISCLOSURE OF INTEREST

Nil.

3. PREVIOUS MINUTES

RECOMMENDATION TO COUNCIL :

That the minutes of the Community Advisory Committee - Aberdeen District Meeting held on 14 May 2024, as circulated, be taken as read and confirmed as a correct record.

Moved: C Konispoliastis

Seconded: D Tanner

CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

- The committee discussed the cost of the footpath in front of the Aberdeen Preschool. Reference was made to Council's footpath policy which lays out how charges are calculated. S. Milton provided a copy of the invoice for \$3762.00. Council will investigate the outstanding balance.
- A brief discussion and reiteration occurred regarding how the Merriwa and Murrurundi tips are full, leading to waste being redirected to the Scone and Aberdeen waste facilities.

5. AGENDA ITEMS

CAC-M.08.1 Action Sheet - Update

PURPOSE

The purpose of this report is for the Committee to review and consider items on the Action Sheet for the Aberdeen District Community Advisory Committee (CAC).

The committee discussed updates to the action sheet. The rehabilitation of Rouchel Road will be prioritised based on grant funding availability. The plaque at Taylor Park has been reinstalled and positive feedback has been received from the community; the Council Communications team will publish this information online for the community. Some work has been completed on the carpark at Valley Fair and Council will send a letter offering their services to carry out further work. Additionally, data on speeding on Segenhoe Street has been collected by Council and passed on to the Highway Patrol.

This is Page 1 of 3 of Minutes of the Community Advisory Committee - Aberdeen District meeting of the Upper Hunter Shire Council held on Tuesday 27 August 2024.

RECOMMENDATION TO COUNCIL :

That the Committee note the issues and response listed in the Action Sheet.

Moved: S Milton

Seconded: D Tanner

CARRIED

ACTION FOR COMMITTEE:

- Council Communications team will publish information about Taylor Park plaque online for the community.
- Council will send a letter offering their services to carry out further work to the Valley Fair carpark.

CAC-M.08.2 Items Raised by the Community

PURPOSE

The purpose of this report is for the Committee to review and consider items submitted by committee members of the Community Advisory Committee (CAC) Aberdeen District.

Council has collected \$171,000 from Dartbrook and \$156,420 from MACH Energy so far. These funds will be set aside as a restricted asset for community projects in Aberdeen. The conditions from MACH Energy require the establishment of an investment committee to discuss potential projects for the funds, whereas Dartbrook does not require a committee. It has been suggested that both organisations will continue to make contributions in the coming years.

RECOMMENDATION TO COUNCIL :

That the Committee review the items listed in the report.

Moved: S Lloyd

Seconded: C Konispoliastis

CARRIED

ACTION FOR COMMITTEE: Nil.

CAC-M.08.3 Capital Works Projects - Aberdeen

PURPOSE

The purpose of this report is to provide the Aberdeen Community Advisory Committee with an update on capital works projects in the Aberdeen district.

- Council conducted inspections following the earthquake and found that infrastructure is in good condition with nothing significant to report; they will continue to monitor and maintain inspections.
- The Barrington road works have received positive feedback from committee members.

RECOMMENDATION TO COUNCIL :

That the Aberdeen Community Advisory Committee note the information.

Moved: D Tanner

Seconded: S Lloyd

CARRIED

ACTION FOR COMMITTEE: Nil.

6. ACTION SHEET

- Council Communications team will publish information about Taylor Park plaque online for the community.
- Council will send a letter offering their services to carry out further work to the Valley Fair carpark.
- Council will investigate the outstanding invoice to Aberdeen Preschool regarding the footpath.

7. CORRESPONDENCE

- Email 27.08.24 from A. Lloyd.

This is Page 2 of 3 of Minutes of the Community Advisory Committee - Aberdeen District meeting of the Upper Hunter Shire Council held on Tuesday 27 August 2024.

8. GENERAL BUSINESS

- A. Lloyd raised the need for mass tree planting along Graeme Street. The committee felt there are currently enough trees but requests further details on proposed locations and plans for additional planting.
- Any road repairs and the installation of speed deterrents should be submitted as a CRM request for investigation.
- The possibility of installing wildlife warning signs between St Andrews and the park on Graeme Street was discussed, but further investigation is required. A CRM request should be submitted.
- The removal of loose gravel at the McLeod/Graeme Street corner will also need to be submitted as a CRM.

9. CONFIDENTIAL REPORTS

Nil.

10. NEXT MEETING

Council extends its gratitude to the committee members for their dedication, enthusiasm and commitment to the Community Advisory Committee - Aberdeen district. Following the election of Councillors, Council will open expressions of interest for new committee membership.

The meeting was declared closed at 5.45pm.

Environmental & Community Services

C.10.6 *COMMUNITY ADVISORY COMMITTEE - MERRIWA DISTRICT*

RESPONSIBLE OFFICER: Mathew Pringle - Director Environmental & Community Services

REPORT PREPARED BY: Amanda Catzikiris - Manager Community Services

RECOMMENDATION

That Council:

1. endorse the minutes of the Community Advisory Committee meeting held on 20 August 2024; and,
2. engage or provide staff to complete a survey and geo-tech report and present findings for further investigation into the requirements of the showground upgrade.

BACKGROUND

The purpose of Council's Community Advisory Committees (CAC) is to advise Council on the needs or issues of a particular community and to inform Council's decision making and work relating to these communities. These committees meet every three months in Murrurundi, Scone, Aberdeen and Merriwa.

REPORT/PROPOSAL

An update on the action sheet was provided.

Items raised by the community report considered progress of the Energy Co project and community impacts. There was also discussion regarding the Silo Art proposal and the timeframe for the TILT Renewable VPA.

The Committee discussed the mural design for the skate park and provided support for the mural installation.

The CBD Activation / Street Beautification project was discussed, with reference to the purchase of street furniture, the installation of banner poles and implementation of the pavement etching.

The Committee noted the report for capital works projects, with discussion regarding works at Solley's Lane and Gummun Lane.

Further items included review of minutes from sub-committees for Merriwa Showground and Merriwa Sportsground User group, illegal dumping at the Golden Highway rest stop, the Cassilis community brochure and water quality concerns.

The meeting minutes are provided in attachment 1.

ATTACHMENTS

- 1 [↕](#) Community Advisory Committee - Merriwa District - 20 August 2024 - Minutes

MINUTES OF THE COMMUNITY ADVISORY COMMITTEE - MERRIWA DISTRICT MEETING - TUESDAY 20 AUGUST 2024 - 5.30pm



PRESENT: Cr Ron Campbell (Chair), Cr Tayah Clout, Ben Sullivan, Sarah Thompson, Jane Hegarty, Patrick Ryan, Robert Tindall, Carlita Connell, Michael Blades and Neil Hunt.

IN ATTENDANCE: Greg McDonald (General Manager), Rag Upadhyaya (Director Infrastructure Services), Mat Pringle (Director Environmental and Community Services), Amanda Catzikiris (Manager Community Services – Minute Taker).

1. APOLOGIES
There were no apologies.

2. DISCLOSURE OF INTEREST
Nil

3. PREVIOUS MINUTES

RECOMMENDATION TO COUNCIL :

That the minutes of the Community Advisory Committee - Merriwa District Meeting held on 21 May 2024, as circulated, be taken as read and confirmed as a correct record.

Moved: N Hunt

Seconded: C Connell

CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

- Cassilis CRMs – S.Thompson clarified that it was community members that were reluctant to be identified in a small community. M.Pringle reiterated that CRMs can be lodged anonymously.
- Upper Hunter Family Day Care and Orana Community Preschool are scheduled to visit Cassilis Public School on 29 August to discuss childcare options.
- Committees of Council, including the Community Advisory Committee, will be dissolved in September. Information regarding renomination for committee membership will be sent to all existing CAC members.

5. AGENDA ITEMS

CAC-M.08.1 Action Sheet Update

PURPOSE

The purpose of this report is for the Committee to review and consider items on the Action Sheet for the Community Advisory Committee (CAC) Merriwa District.

1. The item concerning traffic on the Golden Highway has been completed.

RESOLVED :

That the Committee note the issues and responses listed in the Action Sheet.

Moved: T Clout

Seconded: J Hegarty

CARRIED

This is Page 1 of 4 of Minutes of the Community Advisory Committee - Merriwa District meeting of the Upper Hunter Shire Council held on Tuesday 20 August 2024.

ACTION FOR COMMITTEE: Nil

CAC-M.08.2 Items raised by the community

PURPOSE

The purpose of this report is to consider items submitted by members of the Community Advisory Committee (CAC) Merriwa District.

1. Energy Co – currently awaiting the funding deed to confirm the employment of a Planner at Council, to focus on cumulative impacts and community engagement.
2. Silo Art proposal – Council is waiting for a response from Grain Corp.
3. TILT Renewable VPA – time-frame to be established.

RESOLVED :

That the Committee review the items listed in the report.

Moved: J. Hegarty

Seconded: C. Connell

CARRIED

ACTION FOR COMMITTEE: Nil

CAC-M.08.3 Merriwa Skate park mural project

PURPOSE

This report provides a proposal for artwork at the Merriwa skate park, 39 Golden Highway.

RESOLVED :

That Merriwa Community Advisory Committee support the proposed mural installation at the Merriwa skate park.

Moved: P Ryan

Seconded: T Clout

CARRIED

ACTION FOR COMMITTEE: Nil

CAC-M.08.4 Merriwa CBD Activation project

PURPOSE

This report provides an update on the allocation of funds for the CBD Activation Project, also known as Street Beautification, in Merriwa including a proposal from Merriwa District Progress Association to defer proposed footpath etching and reallocate the funds towards additional seating.

Council will project manage the pavement etching project. The committee discussed the placement of the banner poles. A working party will be established to investigate suitable locations for 12 banner poles.

RESOLVED :

That the Community Advisory Committee Merriwa District;

- I. note the project update and consider the allocation of possible excess funds to the purchase of street furniture
- II. approve the installation of 12 banner poles, with the location to be determined by a working party.

Moved: R Tindall

Seconded: C Connell

CARRIED

ACTION FOR COMMITTEE: Nil

This is Page 2 of 4 of Minutes of the Community Advisory Committee - Merriwa District meeting of the Upper Hunter Shire Council held on Tuesday 20 August 2024.

CAC-M.08.5 Capital Works Projects - Merriwa

PURPOSE

The purpose of this report is to provide the Merriwa Community Advisory Committee with an update on capital works projects in the Merriwa district.

The Director Infrastructure Services provided an overview of the capital works spreadsheet, with particular reference to the Solley's Lane and Gummun Lane projects.

RESOLVED :

That the Committee note this report.

Moved: T Clout

Seconded: N Hunt

CARRIED

ACTION FOR COMMITTEE: Nil

CAC-M.08.6 Merriwa Showground Management Sub-Committee

PURPOSE

The purpose of the report is to provide an update from the Merriwa Showground Management Sub-Committee.

The committee reviewed the minutes and discussed the possibility of Council engineers reinspecting the showground to provide geo-tech information. Consideration needs to be given to the drainage and earthworks. The grounds are currently closed awaiting works. As the works have been postponed, the grounds will be re-opened for the interim period.

RESOLVED:

That the Committee note the minutes of the Merriwa Showground Management Sub-Committee meeting held on 7 August 2024 provided in attachment 1.

Moved: J Hegarty

Seconded: R Tindall

CARRIED

ACTION FOR COMMITTEE: Nil

RECOMMENDATION TO COUNCIL:

That Council engage or provide staff to complete a survey and geo-tech report and present findings for further investigation into the requirements of the showground upgrade.

Moved: J Hegarty

Seconded: R Tindall

CARRIED

CAC-M.08.7 Merriwa Sportsground User Group Sub-Committee

PURPOSE

The purpose of the report is to provide an update from the Merriwa Sportsground User Group Sub-Committee.

The committee reviewed the minutes. A consultant will be invited to the site to meet with the Sub-Committee and interested CAC members to consider a short-term management plan. P. Ryan offered to facilitate this, in conjunction with Council. It was noted that a development application is not required for the shelters.

RESOLVED :

This is Page 3 of 4 of Minutes of the Community Advisory Committee - Merriwa District meeting of the Upper Hunter Shire Council held on Tuesday 20 August 2024.

That the Committee note the minutes of the Merriwa Sportsground User Group Sub-Committee meeting held on 22 July 2024 provided in attachment 1.

Moved: T Clout

Seconded: P Ryan

CARRIED

ACTION FOR COMMITTEE: Nil

6. ACTION SHEET

Nil

7. CORRESPONDENCE

Nil

8. GENERAL BUSINESS

- I. Cassilis community brochure – improvements are being made to the brochure to include the main sites in the area.
- II. Tree lighting – discussion regarding inviting a consultant to maximise efficiency of the set up. A site visit is proposed for later in the year, for members to test different angles and locations for the lights to determine the best orientation of the lights.
- III. Truck stop illegal dumping – surveillance camera signage to be installed as a trial measure.
- IV. Gummun Place Hostel currently has vacancies. Please promote in the community.
- V. Showground rest area – following discussions with Local Lands Service, they have indicated that they don't have any funds for improvement works but they will continue to investigate funding opportunities.
- VI. Water quality in Cassilis – J. Hegarty raised concerns on behalf of residents after privately testing water. Although it does just fall inside the guidelines there are some issues that have been highlighted for ongoing health and equipment maintenance in the community. Consider further investigation.
- VII. Thank you to Cr Campbell – members would like to thank Cr Campbell for his contributions to the CAC and the Merriwa and Cassilis community. Cr Campbell thanked the committee and acknowledged the contributions of Cr Clout.

9. CONFIDENTIAL REPORTS

Nil

10. NEXT MEETING

TBC

The meeting was declared closed at 7:10pm.

Environmental & Community Services

C.10.7

***COMMUNITY ADVISORY COMMITTEE - MURRURUNDI
DISTRICT***

RESPONSIBLE OFFICER: Mathew Pringle - Director Environmental & Community Services

REPORT PREPARED BY: Amanda Catzikiris - Manager Community Services

RECOMMENDATION

That Council adopt the minutes of the Community Advisory Committee – Murrurundi District meeting held on 29 August 2024.

BACKGROUND

The purpose of Council's Community Advisory Committees (CAC) is to advise Council on the needs or issues of a particular community and to inform Council's decision making and work relating to these communities. These committees meet every three months in Murrurundi, Aberdeen, Merriwa and Scone.

REPORT/PROPOSAL

The committee reviewed the action sheet, items raised by the community and capital works report, with further discussion regarding aspects of Street Beautification project, installation of banner poles and an update on the Youth Centre project.

Additional items discussed by the committee included the maintenance schedule for the swinging bridge, sharing information in the Links and a request for further information regarding the dam project.

The meeting minutes are provided in attachment 1.

ATTACHMENTS

- [1](#) Community Advisory Committee - Murrurundi District - 29 August 2024 - Minutes

**MINUTES OF THE COMMUNITY ADVISORY COMMITTEE -
MURRURUNDI DISTRICT MEETING - THURSDAY 29 AUGUST
2024 - 5:00 PM**



PRESENT: Cr Adam Williamson (Chair), Mr Gerard Howard, Mr Michael Reid, Mr Peter McGill, Mr Phillip Morgan, Mr Ray Hynes, Ms Sandra Coffey and Ms Lisa Everitt.

IN ATTENDANCE: Mathew Pringle (Director Environmental & Community Services), Rag Upadhyaya (Director Infrastructure Services) and Amanda Catzikiris (Manager Community Services).

1. APOLOGIES

RECOMMENDATION TO COUNCIL :

That the apologies received from Cr James Burns and Cr Belinda McKenzie be accepted.

Moved: P McGill

Seconded: L. Everitt

CARRIED

2. DISCLOSURE OF INTEREST

Nil

3. PREVIOUS MINUTES

RESOLVED:

That the minutes of the Community Advisory Committee - Murrurundi District Meeting held on 28 May 2024, as circulated, be taken as read and confirmed as a correct record.

Moved: P McGill

Seconded: S. Coffey

CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

- The committee thanked Council for the line-marking request.
- Discussion was had regarding the potential of placing art panels on the old mechanic building and the request that was sent to the owner. There has been an acknowledgment of receipt, dependent on further project planning.
- The banner poles concept map was discussed, including the costings. The committee proposed four or five new banner poles and consider utilising the beautification funds. Council will further investigate this option and prepare a report for the next committee.
- R.Hynes indicated that River-walk signage has been erected. This is a great initiative to promote in the Links.

This is Page 1 of 3 of Minutes of the Community Advisory Committee - Murrurundi District meeting of the Upper Hunter Shire Council held on Thursday 29 August 2024.

5. AGENDA ITEMS

MCAC1.08.1 Action Sheet - Update

PURPOSE

The purpose of this report is for the Committee to review and consider items on the Action Sheet for the Community Advisory Committee (CAC) - Murrurundi District.

Further discussion included;

- Removal of weeds from the water tank has been completed.
- R.Hynes noted that quotes are pending for the Clark Memorial restoration.
- A proposal for the Street Beautification project to consider planter boxes for the 3 existing 'post and rail' sites. There is an allocation in the DPOP for replacement of plants and gardens that could be utilised. Next step is to obtain a costing for the planter boxes.
- Director Environmental & Community Services provided an update on the ARTC road closure notification. Concerns were raised about the condition of the road at the corner of the highway and Victoria St. Major transport will further impact the road.
- The committee requested a meeting with the Manager Water and Sewer for further consultation regarding the dam and the Council resolution.

RESOLVED :

That the Committee note the issue and response listed in the Action Sheet.

Moved: R Hynes

Seconded: P McGill

CARRIED

ACTION FOR COMMITTEE:

1. Director Infrastructure Services will organise a meeting with Manager Water and Sewer and committee members to discuss the dam project.

MCAC1.08.2 Items Raised by the Community

PURPOSE

The purpose of this report is for the committee to review and consider items submitted by committee members of the Community Advisory Committee (CAC) - Murrurundi District.

Further discussion included;

- Committee members raised concerns about the heritage impacts of the old Strand Theatre, including the impact regarding demolition.
- Advertising and signage at Pooley's Store. Does it currently comply with Council's LEP and DCP as a heritage listed building? Director Environmental & Community Services will investigate this further.
- Committee members raised concerns about the loss of the Community Services Officer position at the Murrurundi Administration Building and the lack of services to the community.

RESOLVED :

That the Committee review the items listed in the report.

Moved: G. Howard

Seconded: P. McGill

CARRIED

ACTION FOR COMMITTEE:

1. Director Environmental & Community Services to review compliance of Dooley's Store as a heritage listed building.
2. Director Environmental & Community Services to provide information about the Community Services Officer role.

MCAC1.08.3 Capital Works Projects - Murrurundi

PURPOSE

The purpose of this report is to provide the Murrurundi Community Advisory Committee with an update on capital works projects in the Murrurundi district.

An update on progress was provided by the Directors including;

- Youth Centre project will be project managed by Council. Sub-contractors will be engaged. The DA is currently under assessment.
- Murulla St Causeway and the consideration of planning and the tender.

RESOLVED :

That Murrurundi Community Advisory Committee note this report.

Moved: P McGill

Seconded: S Coffey

CARRIED

ACTION FOR COMMITTEE: Nil

6. ACTION SHEET

Update to action sheet will include;

1. Council will investigate placement of the banner poles and prepare a report for the next committee.
2. Director Infrastructure Services will organise a meeting with Manager Water and Sewer and committee members to discuss the dam project.
3. Director Environmental & Community Services to review compliance of Dooley's Store as a heritage listed building.
4. Director Environmental & Community Services to provide information about the Community Services Officer role.
5. Director Infrastructure Services to review maintenance schedule for the swinging bridge.

7. CORRESPONDENCE

Nil

8. GENERAL BUSINESS

- Committee members requested that information from the Community Advisory Committee meeting be included in the Links.
- The abattoir container in Blandford is no longer being used.
- Committee members raised a question of the maintenance schedule for the swinging bridge and whether it is up to date.
- Thank you to all Committee members for the contributions at the meetings. Following the Council elections, Council will seek nominations for all Council committees.

9. CONFIDENTIAL REPORTS

Nil

10. NEXT MEETING

Date to be advised.

The meeting was declared closed at 6.30 pm.

This is Page 3 of 3 of Minutes of the Community Advisory Committee - Murrurundi District meeting of the Upper Hunter Shire Council held on Thursday 29 August 2024.

Environmental & Community Services

DEVELOPMENT REPORTS

D.10.1 ***DEVELOPMENT APPLICATION NO. 3/2024 CONSTRUCTION OF NEW AIRPORT HANGARS, WORKSHOP AND TAXIWAYS***

RESPONSIBLE OFFICER: Mathew Pringle - Director Environmental & Community Services

REPORT PREPARED BY: Paul Smith - Senior Environmental Planner

PURPOSE

On 2 February 2024, Council received Development Application No. 3/2024 for the construction of new airport hangars, workshop and taxiways at Lot 44 DP 846091 Bunnan Road Scone. The development application is being referred to Council for determination as Council is the applicant and landowner.

RECOMMENDATION

That Council approve Development Application No. 3/2024 for the construction of new airport hangars, workshop and taxiways at Lot 44 DP 846091 Bunnan Road Scone, subject to the conditions of consent in Attachment 1.

BACKGROUND

Council has not had previous dealings with this development application.

REPORT/PROPOSAL

Applicant: Upper Hunter Shire Council
Owner: Upper Hunter Shire Council
Location: Lot 44 DP 846091 Bunnan Road Scone
Proposal: Construction of new airport hangars, workshop and taxiways
Zoning: SP1 Special uses (Airport)

As Council is the applicant and landowner, the application has been assessed by an independent planning consultant.

The development site comprises a vacant airport lot with an area of 8,454m² and frontages of 93m to Bunnan Road and 48m to Walter Pye Avenue.

It is proposed to undertake the development in 3 stages:

Stage 1 - Workshop building – 12m x 8m x 5.5m high colorbond steel framed shed with awning.

Stage 2 - Bellman Hangar, which will be relocated from offsite, reconstructed and refurbished. It is intended that the building will be used for the storage and restoration of vintage aircraft. The Bellman Hangar is the closest building to Bunnan Road and will have dimensions of 50m x 36.165m x 7.901m high.

Stage 3 - Large hangar building to be internally subdivided and leased as separate hangars. The proposed building is 24m x 39m x 6.5m high with colorbond cladding.

It is also proposed to construct a new taxiway to connect the hangars with the existing airport runway.

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Various ancillary works are proposed such as eight (8) rainwater tanks, eight (8) car parking spaces, landscaping and fencing.

A detailed assessment of the proposal against Section 4.15 of the Environmental Planning and Assessment Act 1979 is provided in Attachment 2 while plans of the proposed development are provided in Attachment 3.

The application has been assessed as satisfactory and is recommended for approval for the following reasons:

- The proposal complies with the Upper Hunter Local Environmental Plan 2013
- The proposal complies with the Upper Hunter Development Control Plan 2023
- The proposal has been assessed as satisfactory against Section 4.15 of the Environmental Planning & Assessment Act 1979
- Will not have an adverse impact on the surrounding locality

OPTIONS

1. That Council approve Development Application No. 3/2024 for the construction of new airport hangars, workshop and taxiways at Lot 44 DP 846091 Bunnan Road Scone, subject to the conditions of consent in Attachment 1.
2. That Council refuse Development Application No. 3/2024 for the construction of new airport hangars, workshop and taxiways at Lot 44 DP 846091 Bunnan Road Scone, stating the reasons for refusal.

CONSULTATION

The development application was placed on public exhibition from 29 May 2024 to 27 June 2024 in accordance with the Upper Hunter Community Participation Plan. No submissions were received. As the site has frontage to a classified road (Bunnan Road), the development application was also referred to Transport for NSW, which raised no concerns with the proposed development.

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Protected Environment

Ensuring the ongoing protection of our environment and natural resources.

- 2.4 Implement and regularly review Strategic Land Use Plans, Environmental Planning Instruments and Development Controls, which reflect the needs and expectations of the broad Community.

b. Delivery Program

- Assessment of planning applications

c. Other Plans

Section 4.15(1)(a)(iii) of the Environmental Planning and Assessment Act 1979 provides that in determining a development application, a consent authority is to take into consideration a development control plan (refer to full consideration in Attachment 4). Overall the development complies with the Upper Hunter Development Control Plan 2023.

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IMPLICATIONS

a. Policy and Procedural Implications

Nil

b. Financial Implications

Development application fees of \$7,690.50 have been paid. A developer contribution of \$39,564.38 is payable if the application is approved.

The independent planning assessment was undertaken at a cost of \$4,000 (ex GST) which has been funded from the current budget.

c. Legislative Implications

An assessment of the development application has been undertaken pursuant to Section 4.15 of the Environmental Planning and Assessment Act 1979 (“the Act”) (see Attachment 4).

As the Upper Hunter Shire Council is the Applicant, the application is deemed to be a “Council-related development application”. Clause 30B of the Environmental Planning and Assessment Regulation 2021 requires:

A council-related development application must be accompanied by—

(a) a statement specifying how the council will manage conflicts of interest that may arise in connection with the application because the council is the consent authority (a management strategy), or

(b) a statement that the council has no management strategy for the application.

This statement was submitted and is provided in Attachment 4.

d. Risk Implications

Council determinations of development applications and modifications in relation to local development can be appealed by the applicant in the Land and Environment Court where they are not satisfied with the outcome of a determination. There is no risk of an appeal by the applicant in this instance.

e. Sustainability Implications

The development will be carried out in accordance with Section J of the Building Code of Australia.

f. Other Implications

Nil

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CONCLUSION

The application has been assessed as satisfactory against Section 4.15 of the Environmental Planning and Assessment Act 1979, Upper Hunter Local Environmental Plan 2013 and the Upper Hunter Shire Development Control Plan 2023.

The proposal is in keeping with the site context, is an appropriate form of development for the site and is unlikely to result in any significant adverse impacts.

Accordingly, it is recommended that the application be approved subject to appropriate conditions of consent.

ATTACHMENTS

- 1 [↓](#) DA 3/2024 - Recommended Conditions of Consent
- 2 [↓](#) DA 3/2024 - Section 4.15 Assessment Report
- 3 [↓](#) DA 3/2024 - REVISED Architectural Plans - Lot: 44 DP: 846091 - BUNNAN ROAD SCONE 2337
- 4 [↓](#) DA 3/2024 - Council conflict of interest management statement - Lot: 44 DP: 846091 & Lot: 51 DP: 1081052 - Bunnan Road Scone - PAN-404867

DA 3/2024 – Recommended Conditions of Consent

Identification of approved plans:

1. The development being carried out in accordance with the development application and the documents and drawings referenced below and the amended Statement of Environmental Effects dated 02 May 2024 except where amended by the following conditions.

Job Reference No	Sheet No	Revision No	drawn by	date
Statement of Environmental Effects (amended)	-	-	Casson Planning and Development Services	02/05/2024
Architectural Plans	Sheet 1 Sheet 2 Sheet 3 Sheet 4 Sheet 5 Sheet 6 Sheet 7 Sheet 8 Sheet 9 Sheet 10 Sheets 11-16 Sheet 17	D C E G F F F E C B B A	PB Eveleigh Plan Service	18/12/2023 11/04/2024 11/04/2024 11/04/2024 11/04/2024 11/04/2024 11/04/2024 11/04/2024 11/04/2024 18/12/2023 11/04/2024 11/04/2024
Revised Civil Engineering Plans	Sheets 1-2	B	RHM Consulting Engineers	16/01/2024
Existing Site Plan		D	RHM Consulting Engineers	15/05/2024
Overall Site Plan		D	RHM Consulting Engineers	15/05/2024
Civil Drawings		D	RHM Consulting Engineers	
Stormwater Management Plan	Sheets 1-4	-	RHM Consulting Engineers	15/05/2024
Stormwater Long Section	Sheet 1	B	RHM Consulting Engineers	08/05/2024
Pit Schedule	Sheet 1	B	RHM Consulting Engineers	08/05/2024
Bulk Earthworks Plan		D	RHM Consulting Engineers	15/05/2024
Earthworks Detail		D	RHM Consulting Engineers	15/05/2024
Engineering Plans General notes	Sheets 1-2	D	RHM Consulting Engineers	15/05/2024
Engineering Plans Proposed Works Typical Detail 23-018-S103 Rev A	23-018-S103	- A	RHM Consulting Engineers	15/05/2024
Engineering Plans Proposed Hangar Foundation Plan	23-018-S104	-	RHM Consulting Engineers	15/05/2024
Engineering Plans Proposed Works	23-018-S105	- C	RHM Consulting Engineers	15/05/2024

Hangar Sections and Details					
Engineering Plans Proposed Works Workshop Foundation Plan	23-018 - S110	-	C	RHM Consulting Engineers	15/05/2024
Engineering Plans Proposed Works Workshop Sections and Details	23-018 - S111	-	C	RHM Consulting Engineers	15/05/2024
Engineering Plans Proposed Hangar General Notes	Sheets 1-3 23-018 - S01	-	A	RHM Consulting Engineers	21/09/2023
Engineering Plans Proposed Hangar Typical Details	23-018 - S04	-	A	RHM Consulting Engineers	21/09/2023
Engineering Plans Proposed Hangar Existing Plan	23-018-S05		B	RHM Consulting Engineers	15/05/2024
Engineering Plans Proposed Hangar Pier and Pier Head Plan	23-018 - S06	-	C	RHM Consulting Engineers	15/05/2024
Engineering Plans Proposed Hangar Slab Foundation with Pile Cap Plan	23-018 - S07	-	C	RHM Consulting Engineers	19/12/2023
Engineering Plans Proposed Hangar Roof Framing Plan	23-018 - S08	-	B	RHM Consulting Engineers	19/12/2023
Engineering Plans Proposed Hangar Bracing and Roof Purlin Plan	23-018 - S09	-	B	RHM Consulting Engineers	19/12/2023
Engineering Plans Proposed Hangar Elevations	23-018 - S10	-	C	RHM Consulting Engineers	15/05/2024
Engineering plans Proposed Hangar Foundation Sections and Details	Sheet 1 23-018 - S11	-	B	RHM Consulting Engineers	19/12/2023
Engineering Plans Proposed Hangar Foundation Sections and Details	Sheet 2 23-018 - S12	-	C	RHM Consulting Engineers	15/05/2024
Engineering Plans Proposed Hangar Structural Steelwork Sections and Details	23-018 - S13	-	B	RHM Consulting Engineers	15/05/2024
Engineering Plans Proposed Hangar Structural Steelwork Sections and Details	23-018 - S14	-	D	RHM Consulting Engineers	15/05/2024
Proposed Hangar Mechanical Services Drawings Revision	M001, M201, M220, M230, M500		1	WalkerBAI Consulting	12/01/2024
Fire Services	F001,		1	WalkerBAI	12/01/2024

	F110, F210, F220, F230		Consulting	
Hydraulic Services	H001, H110, H210, H211, H220, H221, H230, H231, H310, H320, H330	1	WalkerBAI Consulting	01/12/2024 (sic) 12/01/2024?
Electrical Services and Certificate of Design	E100, E101, E110, E210, E220, E230, E310, vE320, E330, E500, E501	1	WalkerBAI Consulting	12/01/2024
Detailed Site investigation NEW20P-0084-AC		0	Qualtest	11/01/2024
Response to RFI memo 1			Casson Planning and Development Services	14/03/2024
Response to RFI memo 2			Casson Planning and Development Services	?
Waste Management Plan (Filled DCP Schedule 6)				Undated
Revised Sustainability Report 061-23			Pete Good	Undated
Landscape Plan Technical Landscape Specification	Drawings 100-1 and 2, and Pages1-18	A2	Hunter Landscaping	19/12/2023
Geotechnical Report- Limited site classification investigation	-	-	DRB Consulting Engineers	14/08/2023
Inspection and Assessment of Bellman Portal Frames for Acquisition, Transportation and Reconstruction 23/018	-	-	RHM Consulting Engineers	21/03/2023

(Reason: To ensure that the form of the development undertaken is in accordance with the determination of Council)

Documentation

2. A copy of all stamped approved plans, specifications and documents (including the Construction Certificate if required for the work incorporating certification of conditions of approval) must be kept on site at all times so as to be readily available for perusal by any officer of Council or the Principal Certifying Authority.

(Reason: To ensure that the form of the development undertaken is in accordance with the determination of Council)

Staged Consent

3. This consent is for a staged development, namely:

Stage 1	A workshop building.
Stage 2	A Bellman Hangar, which will be relocated from offsite and reconstructed and refurbished. The SEE states the building will be used by the Warbirds Museum for storage of vintage aircraft and minor repairs to these aircraft. The Bellman Hangar is the closest building to Bunnan Road. Most of the general site infrastructure is constructed as part of this Stage.
Stage 3	A large building to be internally subdivided and leased as separate hangars.

(Reason: To ensure that the form of the development undertaken is in accordance with the determination of Council)

Operational conditions imposed under the *Environmental Planning and Assessment Act* and regulations and other relevant legislation:

National Construction Code/ Building Code of Australia

4. All building work must be carried out in accordance with the provisions of the National Construction Code Series/Building Code of Australia.

(Reason: Prescribed by legislation)

Construction Certificate, Principal Certifier and Notice Required

5. In accordance with the provisions of Section 6.6/6.12, 6.7/6.13 of the Environmental Planning and Assessment Act 1979, construction works approved by this consent must not commence until:
- A Construction Certificate has been issued by a Certifier (being Council or a registered certifier); and
 - A Principal Certifier has been appointed by the person having benefit of the development consent; and
 - If Council is not the Principal Certifier, notify Council no later than two (2) days before building/subdivision work commences as to who is the appointed Principal Certifier; and
 - At least two (2) days before commencement of building work, the person having benefit of the development consent is to notify Council as to the intention to commence building work.

(Reason: Prescribed by legislation)

AUSGRID

6. The works must comply with the relevant Ausgrid Network Standards and requirements.

(Reason: To ensure compliance with Ausgrid requirements)

SafeWork NSW

7. The works must comply with SafeWork NSW Codes of Practice.

(Reason: Prescribed by legislation)

Conditions to be complied with prior to the issue of the construction certificate:

Upper Hunter Section s94A Contributions Plan 2017

8. Prior to the issue of any Construction Certificate a total monetary contribution of \$39,564.38 is to be paid to Council, pursuant to Section 7.12 (formerly s94A) of the Environmental Planning and Assessment Act 1979.

A copy of the s94A Levy Contributions Plan can be accessed on Council's website at www.upperhunter.nsw.gov.au, or may be inspected at Council's Administration Building.

The amount of contribution payable under this condition has been calculated at the date of consent. In accordance with the provisions of the Contributions Plan, this amount shall be indexed at the time of actual payment in accordance with the Consumer Price Index. Indexation of contributions for payment occurs quarterly.

(Reason: To provide for additional community infrastructure as a result of increased and changed demand resulting from development)

Landscaping

9. An amended landscaping plan is to be produced to the satisfaction of Council prior to the issue of any Construction Certificate. The landscape plan is to:
- provide for an increased width of screening vegetation at the Bunnan Street frontage in recognition of the increased building setback;
 - provide planting that extends further to the south to the entry gate along Walter Pye Avenue frontage due to the deletion of the water tanks in the amended plans;
 - to include evergreen native plants with a mature height of 6 metres along the Bunnan Road frontage in order to reduce the apparent scale of the Bellman Hangar from the public domain, and
 - not include any bird attracting species for aircraft safety reasons.

(Reason: to provide for a high visual amenity consistent with the rural surroundings and to soften the scale and bulk of buildings)

Outdoor Lighting and Illuminated signage

10. Prior to the issue of any Construction Certificate the Certifier must be satisfied that all outdoor lighting and illuminated signage is shown on plan to be designed and positioned to minimise any detrimental impact upon the safety of aircraft and safe operation of the airport, the amenity of other premises, and the road users, and that the outdoor lighting and illuminated signage complies with the relevant provisions of AS 1158.3.1:2020 Pedestrian area (Category P) lighting – Performance and design requirements, AS 4282:2023 Control of the obtrusive effects of outdoor lighting as well as Civil Aviation Authority requirements and Section M of the Upper Hunter Development Control Plan 2023 requirements.

(Reason: To ensure safety of users while avoiding adverse impacts on the surroundings from glare).

Lighting

11. A statement is to be provided to the Principal Certifier prior to the issue of the Construction Certificate from a suitably qualified professional that the proposed external lighting complies with Civil Aviation Authority requirements and Section M of the Upper Hunter Development Control Plan 2023 requirements.

(Reason: To ensure lighting meets the required standards)

National Construction Code (BCA) Access

12. Access and facilities to and within the building are to be provided for Persons with a Disability and are to comply with the NCC 2022 - Volume One Building Code of Australia and AS 1428.1.

Details are to be provided to the Principal Certifier prior to the issue of the Construction Certificate and be implemented prior to occupation of the building.

(Reason: To ensure adequate provision is made for access to and within the building for Persons with a disability)

Disabled Car Parking Spaces

13. A total of one (1) car parking space for use by persons with a disability must be provided as part of the total car parking requirements.

Plans demonstrating compliance with this requirement and the following Australian Standards are to be submitted to, and approved by, the Principal Certifier Prior to the issue of any Construction Certificate:

- a) AS/NZS 2890.1:2004 Parking Facilities – Off street car parking
- b) AS/NZS 1428.1:2009 Design for access and mobility – General requirements for access – New building work
- c) AS/NZS 1428.4.1:2009 Design for access and mobility – Means to assist the orientation of people with vision impairment – Tactile ground surface indicators.

(Reason: To ensure adequate provision is made for car parking for people with a disability)

Vehicular Swept Paths

14. Vehicular manoeuvring swept path plots should be provided to the satisfaction of Council's traffic engineer. The plots to be prepared using traffic engineering software such as Autotrack/Autoturn, for a 6.4m Small Rigid Vehicle (SRV) ingressing and egressing loading areas, as well as for waste removal vehicles identified in the Waste Management Plan, in compliance with AS/NZS 2890.2.

Details demonstrating compliance with this condition must be submitted to the Principal Certifier prior to the issue of the Construction Certificate.

(Reason: To ensure compliance with Australian Standards relating to manoeuvring, access and parking of vehicles)

Vehicle Access & Parking

15. All internal driveways, vehicle turning areas, and vehicle parking spaces including the loading bay dimensions must be designed and constructed to comply with the relevant section of AS 2890 (Off-street Parking standards).

Any amendment(s) must be clearly marked on the plans submitted to the Principal Certifier prior to the issue of a Construction Certificate.

(Reason: To ensure compliance with Council's DCP and Australian Standards relating to manoeuvring, access and parking of vehicles)

Bicycle parking

16. At least 5 bicycle parking spaces shall be provided in accordance with AS 2890.3:2015 and their dimensions must be annotated in the architectural plans.

Details demonstrating compliance must be clearly marked on the plans submitted to the Principal Certifier prior to the issue of a Construction Certificate.

(Reason: To promote and provide facilities for alternative forms of transport)

Construction Environmental Management Plan

17. Prior to the issue of any Construction Certificate, a Construction Environmental Management Plan (CEMP) for the development must be provided to the Certifying Authority for approval for each stage (or combined). The CEMP must include:

- a) The CEMP must include management strategies for the potential risks to on-site workers and visitors, off-site receptors, and the environment from the contamination identified in the updated Site Investigation (if applicable).
- b) The environmental site management measures must remain in place and be maintained throughout the period of the development.
- c) The CEMP must address all environmental aspects of the development's construction phases, and include where relevant, but not be limited to, the following:
 - i. Project Contact Information
 - ii. Site Security Details
 - iii. Timing and Sequencing Information
 - iv. Site Soil and Water Management Plan (must be prepared in accordance *Soils and Construction (Landcom, 4th Edition, March 2004)*)
 - v. Noise and Vibration Control Plan
 - vi. Air quality monitoring and management
 - vii. Health and Safety Plan
 - viii. Incident Management Contingency
 - ix. Unexpected Finds Protocol (including where items of heritage or archaeological significance are encountered)
 - x. Unexpected Finds Protocol (for contaminated material finds)
- d) The CEMP must be kept on site from the commencement and for the duration of the proposed works, and must be available to Council officers upon request.
- e) The CEMP provided to Council must exempt Council from any claim for copyright that may restrict Council's ability to provide information to the public in accordance with the *Government Information (Public Access) Act 2009*.

(Reason: To ensure appropriate measures have been considered for site access, storage and the operation of the site during all phases of the construction process in a manner that respects adjoining owner's property rights and residential amenity in the locality, without unreasonable inconvenience to the community)

Water Infrastructure

18. In relation to any works associated with water infrastructure, plans and design details demonstrating compliance with the requirements of the Water and Waste Division shall be submitted to, and approved by, the Certifying Authority prior to the issue of a Construction Certificate.

The applicant shall liaise with Council's Water and Waste Division regarding the submission of design and construction details for all works associated. The work shall comply with AS/NZS 3500, Plumbing and Drainage Standards, and Council's Engineering Guidelines for Subdivision and Development. All required works shall be undertaken at full cost to the applicant.

Plans and design details demonstrating compliance with the requirements of the Water and Waste Division shall be submitted to, and approved by, the Certifying Authority prior to the issue of a Construction Certificate.

Council owns existing water mains that run across this property and any permanent structures should not be constructed over the influence zone of the existing council infrastructure.

(Reason: To ensure satisfactory arrangements are in place for the provision of a reticulated water supply)

Sewer Infrastructure

19. In relation to any works associated with sewer infrastructure, plans and design details demonstrating compliance with the requirements of the Water and Waste Division shall be submitted to, and approved by, the Certifying Authority prior to the issue of a Construction Certificate.

The work shall comply with AS/NZS 3500, Plumbing and Drainage Standards, and Council's Engineering Guidelines for Subdivision and Development. All required works shall be undertaken at full cost to the applicant.

Existing sewer mains depth to be confirmed on site to make sure the proposed sewer connection from the proposed buildings will be gravity connected.

Council owns existing sewer mains run across this property and any permanent structures should not be constructed over the influence zone (within proposed easements) of those existing council infrastructure.

(Reason: To ensure satisfactory arrangements are in place for the disposal of sewage)

Stormwater

20. The stormwater system shall be constructed to an appropriate standard in compliance with the Council's Engineering Guidelines for Subdivisions and Developments.

Detailed engineering drawings of the proposed stormwater drainage system shall be submitted to and approved by the Certifying Authority prior to the release of the Construction Certificate.

(Reason: To ensure adequate provision is made for stormwater drainage from the site in a proper manner that protects adjoining properties and public infrastructure)

Note: An approval under Section 68 of the Local Government Act 1993 is required to carry out stormwater drainage work and to connect to the stormwater drainage system.

On-Site Stormwater Detention

21. On site detention must be provided to ensure that the maximum discharge of stormwater collected from the undeveloped site, which would occur during a 1 in 5 year storm of 1-hour duration is not exceeded. All other stormwater run-off from the site for all storms up to a 1 in 20 year storm event is to be retained on the site for gradual release to the kerb and gutter or piped drainage system. Provision is to be made for satisfactory overland flow should a storm in excess of the above parameters occur.

For small areas up to 0.5 hectares, determination of the required cumulative storage may be

calculated by the mass curve technique as detailed in Technical Note 1, Chapter 14 of the Australian Rainfall and Runoff Volume 1, 1987 later re published in a modified form in 1997.

Engineering calculations, design and certification shall be certified by an appropriately qualified and practising Hydraulic Engineer and submitted to, and approved by, the Certifying Authority prior to the release of the Construction Certificate.

(Reason: To ensure appropriate provision is made for the disposal and management of stormwater generated by the development, and to ensure that public infrastructure in Council's care and control is not overloaded)

Survey and Designs of Works that Revert to Council

22. The applicant shall engage an appropriately qualified person to undertake the survey, design and preparation of plans for all works located within Council's property or all works that revert to Council's care and control upon completion of the development. The design plans are to be certified by an appropriately qualified and practising Civil Engineer to confirm compliance with appropriate Australian Standards shall be submitted to, and approved by, the Certifying Authority prior to the release of the Construction Certificate.

(Reason: To ensure the provision of public infrastructure is of an appropriate standard)

Soil and Water Management

23. Where construction or excavation activity requires the disturbance of the soil surface and existing vegetation, details including plans and specifications shall be submitted to Council accompanying the Construction Certificate, which provide adequate measures for erosion and sediment control. As a minimum, control techniques are to be in accordance with The Blue Book published by Landcom provisions on Erosion and Sediment Control, or a suitable and effective alternative method. The Control Plan shall incorporate and disclose:

- a. all details to protect and drain the site during the construction processes;
- b. all sediment control devices, barriers and the like;
- c. sedimentation tanks, ponds or the like;
- d. identification of temporary site access from the road to the construction site;
- e. covering materials and methods, and
- f. a schedule and programme of the sequence of the sediment and erosion control works or devices to be installed and maintained.

Detailed plans demonstrating that these design requirements have been met shall be submitted to, and approved by, the Certifying Authority prior to the release of the Construction Certificate.

(Reason: To protect the environment from the effects of sedimentation and erosion arising from development sites)

Waste Management Plan

24. Prior to the issue of any Construction Certificate an amended waste management plan shall be submitted to Council. The amended waste management plan shall provide greater operational detail and integrate relevant material from the submitted Sustainability Report.

(Reason: To ensure waste management arrangements are adequate)

Waste, bin storage and recycling areas

25. Prior to the issue of any Construction Certificate detailed plans shall be submitted to the Certifier, demonstrating that all waste, bin storage and recycling areas are:
- a) Adequately sized for all intended waste streams and volumes.
 - b) Designed to ensure floors are graded and drained to a sewer with an approved drainage fitting.
 - c) Constructed to ensure that all floors and walls are finished with a smooth and impervious surface, that enables easy cleaning.

(Reason: To ensure waste management arrangements are adequate)

Compliance with Standards

26. 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 Certifier prior to the issue of the Construction Certificate.

(Reason: To ensure the development is constructed in accordance with appropriate standards)

Conditions that must be addressed prior to commencement:

Erosion and Sediment Control

27. All erosion and sedimentation techniques are to be properly installed prior to the commencement of any site works and maintained in a functional and effective condition throughout the construction activities in accordance with Soils and Construction: Managing Urban Stormwater ('the Blue Book') until the site is stabilised and landscaped.

The installation is to be approved by the Principal Certifying Authority prior to further commencement of site works.

(Reason: To protect the environment from the effects of sedimentation and erosion from development sites)

Site Facilities

28. Site facilities
- (a) If the development involves building work or demolition work it is recommended that the work site be fully enclosed by a temporary security fence (or hoarding) before work commences. Any such hoarding or fence is to be removed when the work has been completed.
 - (b) A minimum width of 1.2m must be provided between the work site and the edge of the roadway so as to facilitate the safe movement of pedestrians. If trees are present in the footpath the minimum width must be provided to one side of the trees.
 - (c) A garbage receptacle fitted with a tight fitting lid for the reception of all food scraps and papers from the work site must be provided prior to building work commencing and must be maintained and serviced for the duration of the work.
 - (d) Adequate toilet facilities must be provided on the work site. Each toilet provided must be a standard flushing toilet, connected to a public sewer, or if connection to a public sewer is not available, to an on-site effluent disposal system approved by the council, or an approved temporary chemical closet.

The provision of toilet facilities must be completed before any other work is commenced.

The installation of the site facilities shall be approved by the Principal Certifying Authority prior to further commencement of site works and prior to the first inspection.

(Reason: To ensure the health and safety of the community and workers on the site)

Site To Be Secured

29. The site must be secured and fenced prior to works commencing. If necessary, an awning is to be erected, sufficient to prevent any substance from, or in connection with, the work falling onto public property. The work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons on public property.

If the work involves the erection or demolition of a building and is likely to cause pedestrian or vehicular traffic on public property to be obstructed or rendered inconvenient, or building involves the enclosure of public property, a hoarding or fence must be erected between the work site and the public property.

Separate approval is required to erect a hoarding or temporary fence on public property. Approvals for hoardings, scaffolding on public land must be obtained and clearly displayed on site for the duration of the works.

The security of the site is not to impede access for adjoining owners to their individual properties.

Any hoarding, fence or awning is to be removed when the work is completed.

(Reason: To ensure the health and safety of the community and workers on the site)

Site Works/Construction Signage

30. A sign must be erected in a prominent position on any work site on which work involved in the erection or demolition of a building is being carried out:

- (a) stating that unauthorised entry to the work site is prohibited;
- (b) showing the name of the principal contractor (or person in charge of the work site), and a telephone number at which that person may be contacted at any time for business purposes and outside working hours; and
- (c) showing the name, address and telephone number of the Principal Certifying Authority for the work.

Any such sign must be maintained while to building work or demolition work is being carried out, but must be removed when the work has been completed.

The installation is to be approved by the Principal Certifying Authority prior to further commencement of site works.

(Reason: Statutory requirement)

Critical Stage Inspections

31. The NAT-SPEC Construction Specifications (which must be complied with during all civil constructions works as in force or amended at the time of design/construction) contain a number of Witness Points (WPs), Test Points (TPs) and Inspection Points (IPs) throughout the

construction period which require reference to or the attention of a Council engineering officer.

All such points relevant to the scope of works for all civil infrastructure shall be assembled in a series of Inspection and Test Procedures (ITPs) and provided to Council for approval **prior to the commencement of construction work**.

The ITPs and test results (subgrade compaction, road materials, road and lot fill compactions, water and sewer commissioning, Benkelman beam tests, concrete compressive tests) shall be held on-site and copies of test results provided the Principal Certifying Authority as soon as they become available throughout the course of the construction. Defective materials and test results are to be rectified, and tests repeated such that the material/test results comply with relevant standards, **prior to the issue of any subdivision certificate**.

(Reason: To ensure that civil infrastructure is constructed to an acceptable standard and enable review at critical stages of construction)

Construction Certificate

32. No works shall commence on site until such time as a Construction Certificate has been issued for either part or all of the works. If a certificate is issued for part of the works in must cover the works being undertaken onsite.

(Reason: Prescribed – Statutory)

Structure Located Within Boundaries

33. The proposed structure to be erected must stand wholly within the boundaries of the allotment. No portion of the proposed structure, including gates and doors during opening and closing operations, shall encroach onto adjoining properties or upon public property.

To ensure that the location of the building satisfies the provision of the approval, the footings and walls within one (1) metre of the boundaries must be set out by a registered surveyor prior to the commencement of works.

To ensure that the location of the building satisfies the provision of the approval, a check survey certificate shall be submitted to the PC either prior to the pouring of the ground floor slab or at damp course level, whichever is applicable or occurs first, indicating the: -

- a) location of the building with respect to the boundaries of the site;
- b) level of the floor in relation to the levels on the site (all levels are to be shown relative to Australian Height Datum);
- c) site coverage of the buildings on the site.

(Reason: To ensure that structures are located wholly with the boundaries of the allotment)

Conditions that must be complied with during demolition and building work:

Construction Hours

34. Any person acting on this consent shall ensure that:
- (a) building construction activities are only carried out during the following hours:
 - i. between Monday to Friday (inclusive)—7.00am to 5.00pm,
 - ii. on a Saturday—7.00am to 5.00pm.
 - (b) building construction activities must not be carried out on a Sunday or a public holiday unless prior approval has been obtained

(c) demolition and excavation works must only be carried out between Monday to Saturday (inclusive) between 7.00am and 5.00pm.

(Reason: To ensure that works do not interfere with reasonable amenity expectations of residents and the community)

Site is Securely Fenced

35. The site must be appropriately secured and fenced at all times during works. During works, the security of the site is not to impede access for adjoining owners to their individual properties.

(Reason: To maintain community safety and to improve site security)

Construction Noise

36. Noise arising from the works must be controlled in accordance with the requirements of the Protection of the Environment Operations Act 1997 and guidelines contained in the New South Wales Environmental Protection Authority Noise Guide for Local Government.

(Reason: To maintain acoustic amenity of the surrounding area)

Location of Council Pipes

37. During all phases of demolition, excavation and construction, it is the full responsibility of the applicant and their contractors to:

- a) Ascertain the exact location of the Council stormwater drainage pipeline and associated pits traversing the site in the vicinity of the works;
- b) Take measures to protect the in-ground Council stormwater drainage pipeline and associated pits;
- c) Ensure dedicated overland flow paths are satisfactorily maintained through the site.

Stormwater drainage pipes can be damaged through applying excessive loading (such as construction machinery, material storage, and the like). All proposed structures and construction activities must be sited fully clear of Council's stormwater drainage pipes, pits, easements, watercourses and overland flow paths on the site.

If the Council pipeline is uncovered during construction, all work must cease, and the PC and Council must be contacted immediately for advice. Any damage caused to the Council stormwater drainage system must be immediately repaired in full as directed, and at no cost to Council.

(Reason: To protect public infrastructure)

Dust Management

38. The site preparation work and construction shall be carried out in a manner that minimises dust generation from the site, including wind-blown and traffic-generated dust as far as practicable. All project related activities on the site shall be undertaken with the objective of minimising visible emissions of dust from the site. All vehicles leaving the site must have the loads covered such as to prevent dust emissions.

Should visible dust emissions attributable to the demolition and construction occur, the development person acting on the consent shall identify and implement all practical dust mitigation measures, including the cessation of demolition and construction activities, as appropriate, such that emissions of dust are minimised.

(Reason: To ensure the development operations does not cause excessive dust)

Waste

39. All soil and material, liquid and solid must be treated as potentially contaminated waste. In this regard:
- a. All waste material(s) must be disposed of at an appropriately licensed waste facility for the specific waste. Receipts for the disposal of the waste must be submitted to council within 14 days of the waste being disposed.
 - b. All waste must be transported by a contractor licenced to transport the specific waste, and in vehicles capable of carting the waste without spillage, and meeting relevant requirements and standards. All loads must be covered prior to vehicles leaving the site.

(Reason: to ensure the appropriate disposal of potentially contaminated waste material)

Erosion and Sediment Controls

40. The control of erosion, and the prevention of silt discharge into drainage systems and waterways, will be necessary in accordance with Council's 'Engineering Guidelines for Design and Construction', and Landcom's Soils and Construction Manual - April 2004. Erosion control measures are to be implemented prior to the commencement of any earthworks, and shall be maintained until satisfactory completion and restoration of site earthworks, including revegetation of all exposed areas.

(Reason: To prevent erosion and pollution of waterways)

Stormwater Runoff

41. Alterations to the natural surface contours must not impede or divert natural surface water runoff, so as to cause a nuisance to adjoining property owners.

(Reason: To avoid nuisance from runoff)

Waste Management

42. Rubbish generated from the development is to be suitably contained on site at all times. No rubbish shall be stockpiled in a manner which facilitates the rubbish to be blown off site.

(Reason: To maintain the amenity of the locality)

Building Materials on Site

43. All building materials, plant and equipment are to be placed on the building site. Building materials, plant and equipment (including water closets), are not to be placed on footpaths, roadways, public reserves, etc.

(Reason: To maintain the amenity of the locality and avoid hazards)

Securing Excavations

44. All associated excavations and backfilling associated with the development must be executed

safely and in accordance with the appropriate professional standards, and must be properly guarded and protected to prevent them from being dangerous to life or property.

(Reason: To ensure public safety)

Conditions which must be complied with prior to the issue of any occupation certificate:

Survey Verification Certificate

45. Prior to the issue of any Occupation Certificate for Stages 2 and 3 a survey verification certificate prepared by a Registered Surveyor must be submitted to the Certifier. The certificate must:
- a) demonstrate all perimeter walls columns and or other structural elements, floor levels and the finished roof/ridge height are in accordance with the approved plans.
 - b) state that all building structures do not penetrate the Obstacle Limitation Surface.

(Reason: To maintain safe operation of the airport)

Fire Safety Matters

46. At the completion of each stage, a Fire Safety Certificate will need to be prepared which references all the Essential Fire Safety Measures applicable and the relative standards of Performance (as per Schedule of Fire Safety Measures). This certificate must be prominently displayed in the building and copies must be sent to Council and Fire and Rescue NSW.

Details demonstrating compliance are to be submitted to the Principal Certifier prior to the issue of any Occupation Certificate. Each year the Owners must send to the Council and Fire and Rescue NSW, an annual Fire Safety Statement which confirms that all the Essential Fire Safety Measures continue to perform to the original design standard.

(Reason: Statutory requirement under Parts 10, 11 & 12 of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021)

Emergency Management Plan

47. Prior to the issue of any Occupation Certificate, an emergency management plan is to be produced to Council's satisfaction. The emergency management plan should be integrated with the airport's emergency management plan/ operational plan and include details as to how unintended spillages of oils and the like will be managed and prevented from entering the stormwater system or causing land contamination.

(Reason: To ensure an adequate response to emergencies and to avoid pollution from unintended spillages of chemicals)

Easements

48. Easements are to be registered on the Title of the land for Council water and sewer infrastructure where this infrastructure occurs on the subject allotment. The person acting on this consent shall liaise with Council's Water and Waste Division regarding the details of the easements. The terms of the easement are to be prepared to Council's standard requirements at the applicant's expense and endorsed by Council's delegate prior to lodgement with the NSW Land Registry Services. Upper Hunter Council shall be nominated as the party to release, vary or modify such easement. A copy of the certificate of title demonstrating the creation of the easement is to be submitted to Council prior to the issue of any Occupation Certificate.

(Reason: To maintain access to Council utility infrastructure)

Trade Waste

49. A trade waste application should be submitted for approval according to the nature of trade waste produced on site (at proposed workshop and hangars as applicable).

(Reason: To ensure trade waste discharge measures are in place should discharge to stormwater or sewerage be required.)

Stormwater

50. Prior to the issue of any Occupation Certificate the stormwater system must be constructed and operational in accordance with the approved plans. An appropriately qualified and practising Civil Engineer shall provide signed Works-as-Executed drawings and certification to the Certifying Authority that the stormwater drainage system has been constructed in accordance with this consent and the provisions of AS3500.

(Reason: To ensure there is adequate stormwater drainage in place for the development)

Surface Treatment

51. Prior to the issue of any Occupation Certificate, the surface treatments of the facility must be constructed in accordance with the approved plans.

(Reason: To ensure stormwater is captured and drains efficiently to the on-site water treatment system)

Landscaping

52. Prior to the issue of any Occupation Certificate all landscaping shall be completed in accordance with the approved landscape design plans.

(Reason: to provide for a high visual amenity consistent with the rural surroundings and to soften the scale and bulk of buildings)

Rehabilitation

53. All disturbed areas of land shall be fully rehabilitated to prevent soil erosion and migration prior to the issue of an Occupation Certificate.

(Reason: To avoid soil erosion)

All Services Provided

54. Certification that all services as required (e.g. water supply, gas, electricity, telephone, sewer), are available to the site, shall be submitted to the Principal Certifier.

(Reason: To ensure services are available to users)

Works Confined to Site

55. At the completion of building work, and prior to the issue of an Occupation Certificate, a survey certificate prepared by a registered surveyor must provide certification that the location of the building in relation to the boundaries of the allotment is consistent with the building location approved with the DA.

(Reason: To ensure that the form of the development undertaken is in accordance with the determination of Council)

Conditions that must be complied with at all times:

Loading within site

56. At all times all loading and unloading operations shall be carried out wholly within the confines of the site and within loading bays designated on the approved plans.

(Reason: To ensure that deliveries can occur safely within the site and do not adversely affect traffic or pedestrian amenity)

Parking Areas to be Kept Clear

57. At all times car parking spaces, driveways and footpaths must be kept clear of goods and must not be used for storage purposes.

(Reason: To maintain access to parking)

Waste Management

58. The waste and recycling storage area must be maintained to prevent trespassing, vermin entering the area, and must be routinely and properly cleaned for the life of the development. Chemical waste streams and receptacles awaiting collection, must be stored in a secure location that limits access to authorised personnel only.

All waste and recycling containers are to be clearly and correctly labelled to identify which materials are to be placed in collection container (bin). All Mobile Garbage Bins used on site are to be designed and colour-coded in accordance with the Australian Standard 4123: Mobile Garbage Containers.

Waste collection must be carried out at sufficient intervals to ensure that the facility is kept in a safe and healthy condition.

(Reason: To ensure waste management arrangements are adequate)

Maintenance of Landscaping

59. Landscaping shall be maintained in accordance with the approved plan in a healthy state, and in perpetuity, by the existing or future owners and occupiers of the development.

If any of the vegetation comprising the landscaping dies or is removed, it is to be replaced with vegetation of the same species and similar maturity as the vegetation which has died or was removed. Plants should not be permitted to grow any higher than 2 metres below the Obstacle Limitation Surface.

(Reason: To ensure waste management arrangements are adequate)

Outdoor Lighting and Illuminated Signage

60. All outdoor lighting and illuminated signage must be managed to not detrimentally impact upon aircraft safety, the amenity of other premises and dwellings and safety of road users, and must comply with, where relevant, AS 1158.3:2005 Lighting for roads and public spaces – Pedestrian Area (Category P) lighting – Performance and design requirements and AS 4282:1997 Control of the obtrusive effects of outdoor lighting, as well as Civil Aviation safety authority requirements..

(Reason: To ensure lighting meets the required standards)

DEVELOPMENT APPLICATION



ASSESSMENT REPORT

Under Section 4.15 of the Environmental Planning and Assessment Act 1979

Date:

Proposed Development Summary	DA No: 3-2024 Proposal: Construction of new hangars, relocation of hangar, construction of workshop and taxiways Address: LOT: 44 DP: 846091 BUNNAN ROAD SCONE Applicant: Upper Hunter Shire Council Date Lodged: 25/01/2024
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Additional Information	x Additional info required Details: The plans indicate it is staged development, however, the application does not state this. Request copy of existing Geotech report. Stormwater pollution strategy? <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; text-align: center;">Requested on</td> <td style="width: 50%; text-align: center;">Required by</td> </tr> </table>	Requested on	Required by
Requested on	Required by		

Neighbour Notification and Advertisement	X Notification & Advertisement required <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; text-align: center;">Start 29 May 2024</td> <td style="width: 50%; text-align: center;">Finish 27 June 2024</td> </tr> </table>	Start 29 May 2024	Finish 27 June 2024
Start 29 May 2024	Finish 27 June 2024		

Submissions	Submission/s received Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Number received NIL..... Basis of Submissions:
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Site Inspection	Inspection held on 09/01/2024 at time 1300 Person/s present David Crofts Condition of footway pavement N/A Vacant land Condition of kerb & guttering; road shoulder N/A Location/design of invert crossing N/A Driveway gradient N/A Location of power poles, stormwater sumps, utilities Existing antenna structure Consider site levels largely flat. The site has a very slight ridge in the
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<ul style="list-style-type: none"> • <i>invert crossing location/design</i> • <i>ground levels*</i> • <i>storm/ surface water*</i> • <i>native vegetation</i> • <i>significant trees</i> • <i>location of utilities</i> • <i>soil conditions/ hazards*</i> • <i>fire safety provisions</i> • <i>site contamination*</i> • <i>disabled access</i> <p><i>Include additional comments and observations on file notes where necessary.</i></p>	<p>centre, running norther south.</p> <p>Disposal of roof/surface waterssurface waters discharge to the east and wes</p> <p>Street gutters <input type="checkbox"/> Interallotment Easement <input type="checkbox"/> On site <input type="checkbox"/> Other X</p> <p>Are soil erosion controls proposed? Yes <input type="checkbox"/> No X</p> <p>Are they adequate? Yes <input type="checkbox"/> No X</p> <p>To be included as conditions of consent</p> <p>Is there any evidence of existing site contamination? Yes <input type="checkbox"/> No X</p> <p>Is there any evidence of, landslip? Yes <input type="checkbox"/> No X</p> <p>Bushfire risk? Yes <input type="checkbox"/> No X</p> <p>Is there any evidence of flooding? Yes <input type="checkbox"/> No X</p> <p>Is the proposal likely to obstruct views? Yes <input type="checkbox"/> No X</p> <p>Is the proposal likely to affect sunlight or privacy? Yes <input type="checkbox"/> No X</p> <p>Will the proposal affect the streetscape? Yes X No <input type="checkbox"/></p> <p>Will the proposal affect native vegetation? Yes <input type="checkbox"/> No X</p> <p>Does the proposal include the removal of significant trees? Yes <input type="checkbox"/> No X</p> <p>Is the proposed traffic movement satisfactory? Yes X No <input type="checkbox"/></p> <p>Are the fire safety provisions adequate? To be included in conditions of consent Yes X No <input type="checkbox"/></p> <p>Other observations? Site is largely managed (mown) grassland</p>
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<p>Description of Proposal</p> <p><i>Provide a detailed description of the proposal and how it relates to the site (e.g. new dwelling – number of storeys, building height, number of bedrooms, floor areas, car parking, access, landscaping, external colours and finishes, etc.).</i></p>	<p>It is proposed to undertake the development in 3 stages:</p> <ul style="list-style-type: none"> - A workshop building (Stage 1) - A Bellman Hangar, which will be relocated from offsite, reconstructed and refurbished. The SEE states the building will be used by the Warbirds Museum for storage of vintage aircraft and minor repairs to these aircraft. The Bellman Hangar is the closest building to Bunnan Road. (Stage 2). - A large building to be internally subdivided and leased as separate hangars (Stage 3). <p>Various ancillary works are proposed such as eight (8) rainwater tanks, eight (8) car parking spaces, landscaping, fencing, etc.</p> <p>The proposed development will be secured as an air side space.</p>
<p>Relevant History (comment if necessary)</p> <p><i>Provide brief history relevant to site, previous land uses, previous development applications and background to current application.</i></p>	<p>Scone airport has operated since 1958. It currently has no scheduled passenger services but serves as a base for a number of commercial operators as well as providing for occasional private users and emergency services. It is the only airport in the Upper Hunter. The airport has able to operate 24 hours a day, with no curfew. Recently the Warbirds Museum has been developed as a tourist attraction. The Proposal aims to provide further facilities (Bellman Hangar) to support the Warbirds Museum, as well as additional hangers for rental to increase airport usage and venue.</p>

<p>Internal Referrals</p> <ul style="list-style-type: none"> <input type="checkbox"/> Health & Building <input type="checkbox"/> Water & Sewer <input type="checkbox"/> Strategic Assets <input type="checkbox"/> Heritage Adviser 	<p>Comment:</p> <p>Infrastructure Assessment- Strategic Assets/ Water and Waste</p> <ul style="list-style-type: none"> - Existing Council water and sewer mains run across this property and any permanent structures should not be constructed over the influence zone (within proposed easements) of existing council infrastructure. - Should create easements over Council water and sewer infrastructure. - One of the drawings noted that some of existing sewer mains to be relocated. Design work for those changes will need to be approved prior to commence any work. - Existing sewer mains depth to be confirmed on site to make sure the proposed sewer connection from the proposed new buildings will be gravity connected. - A trade waste application should be submitted for approval according to the nature of trade waste produced on site (at proposed workshop) <p>No objection, subject to suggested conditions.</p> <p>Strategic Assets - (roads and stormwater) rise no objection subject to standard conditions</p>								
<p>External Referrals</p> <ul style="list-style-type: none"> <input type="checkbox"/> RFS <input type="checkbox"/> RMS <input type="checkbox"/> Mine Subsidence Board <input type="checkbox"/> Office of Water <input type="checkbox"/> Other 	<p>Comment:</p> <p>Nil.</p> <p>The access road (Walter Pye Ave) for the proposed development adjoins a classified road- Bunnan Road. Accordingly, the application was referred to TfNSW in accordance with Schedule 3 Column 2 of Clause 2.122 Traffic Generating Development of the SEPP (Transport and Infrastructure) as the proposed development is for the enlargement or extension of an airport. TfNSW has raised no objection to the proposed development.</p>								
<p>Other Matters</p> <p><i>e.g., government policies, planning studies, research reports, management plans.</i></p>	<p>Comment:</p> <p>CASA requirements especially lighting, Air Services Australia requirements (ANEF)</p>								
<p>The relevant matters for consideration under Section 4.15 of the Environmental Planning and Assessment Act 1979 are assessed</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: left;">Upper Hunter Local Environmental Plan 2013</th> </tr> <tr> <th style="width: 30%;">Land Use Table</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>Zoning classification</td> <td>SP1 Special Activities. (Purpose denoted on the map: Airport)</td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Upper Hunter Local Environmental Plan 2013		Land Use Table	Comment	Zoning classification	SP1 Special Activities. (Purpose denoted on the map: Airport)		
Upper Hunter Local Environmental Plan 2013									
Land Use Table	Comment								
Zoning classification	SP1 Special Activities. (Purpose denoted on the map: Airport)								

under the following headings:	Zoning objectives	<ul style="list-style-type: none"> To provide for special land uses that are not provided for in other zones. To provide for sites with special natural characteristics that are not provided for in other zones. To facilitate development that is in keeping with the special characteristics of the site or its existing or intended special use, and that minimises any adverse impacts on surrounding land. <p>The Proposal is consistent with these objectives.</p>
	Zoning permissibility	Proposal type: Airport related use.
		Permissible in above zoning: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Part 4 Principal Development Standards: Clause 4.1 to 4.6		
Considered: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	4.1 No subdivision proposed 4.2 No rural subdivision proposed 4.3 No maximum building height (note: later clause due to airport location) 4.4 No maximum FSR 4.5 N/A. No maximum FSR 4.6 No exception to development standards sought.	
Part 5 Miscellaneous Provisions: Clause 5.1 to 5.13		

<p>Considered:</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> N/A</p>	<p>5.1 N/A. Not affected by acquisition</p> <p>5.2 N/A. No (re)classification of public land proposed</p> <p>5.3 N/A No development near zone boundaries requiring use of clause</p> <p>5.5 N/A Does not involve secondary dwelling in a rural zone</p> <p>5.6 N/A. No maximum building height</p> <p>5.7 N/A No proposed development below mean high water mark</p> <p>5.8 N/A. Fire alarms not affected</p> <p>5.9 N/A. Not a dwelling house affected by natural disaster</p> <p>5.10 N/A. No heritage items or places affected</p> <p>5.11 Not bushfire prone</p> <p>5.12 N/A Not a Crown asset</p> <p>5.13 N/A. Not an ecotourist facility</p> <p>5.14 N/A. Not adopted</p> <p>5.15 N/A. Not adopted</p> <p>5.16 N/A Not subdivision or dwellings in certain zones</p> <p>5.17 N/A</p> <p>5.18 N/A Not intensive livestock agriculture</p> <p>5.19 N/A Not aquaculture</p> <p>5.20 N/A Not music</p> <p>5.21 N/A Not flood prone/within the flood planning area</p> <p>5.22 N/A Not flood prone/within the flood planning area</p> <p>5.23 N/A Not adopted</p> <p>5.24 N/A Not adopted</p> <p>5.25 N/A Not adopted</p>
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Part 6 Additional Local provision: Clause 6.1 to 6.11	
<p>Considered:</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> N/A</p>	<p>6.1 Earthworks. The impact of the proposed development is unlikely to have a negative impact in relation to the matters listed in Clause 6.1 (3) (a)-(h)</p> <p>6.2 repealed</p> <p>6.3 The site is not identified on the Terrestrial Biodiversity Map</p> <p>6.4 The site is not identified on the Groundwater Vulnerability Map</p> <p>6.5 The site is not identified on the Drinking Water Catchment Map</p> <p>6.6 The site is not identified on the Watercourse Map. The site is not within 40m of an identified watercourse</p> <p>6.7 The proposed development will not penetrate the Limitations or Operational Surface RL 240-250, 250-260</p> <p>6.8 The site is within the Scone airport grounds. It is not a sensitive land use. The Proposal will not increase the number of dwellings or people affected by aircraft noise.</p> <p>AS2021:2015 identifies that Light industrial uses are acceptable in localities less than 30 ANEF Conditionally acceptable 30–40 ANEF and Unacceptable Greater than 40 ANEF. The location is acceptable because it is not shown as affected by ANEF on the relevant LEP map (ANE_008A).</p> <p>6.9 N/A An event is not proposed.</p> <p>6.10 Essential services and utilities are available to the site. Note: conditions proposed by Water and Sewer Assets</p> <p>6.11 N/A Sex services premises is not proposed.</p>
State Environmental Planning Policies	

<ul style="list-style-type: none"> <input type="checkbox"/> None applicable <input type="checkbox"/> SEPP Biodiversity and Conservation 2021 N/A. No native vegetation affected. Not Koala habitat. <input type="checkbox"/> SEPP Exempt and Complying 2008 N/A <input type="checkbox"/> SEPP (Housing) 2021 N/A. Not housing related development. <input type="checkbox"/> SEPP (Industry and Employment) 2021 N/A No signage proposed. <input type="checkbox"/> SEPP Planning Systems 2021 N/A Not State or regionally significant development. CIV not greater than \$5 million (Council related development) <input type="checkbox"/> SEPP (Primary Production) 2021 N/A Not agriculture related. <input checked="" type="checkbox"/> SEPP (Resilience and Hazards) 2021 N/A Not within a coastal area, not hazardous or offensive industry, detailed site investigation (Qualtest 2024 NEW20P-0084-AC) states concentrations of contaminants were reported below the adopted criteria, and the land is suitable for the proposed development. Unexpected finds procedure recommended. <input type="checkbox"/> SEPP Resources and Energy 2021 N/A Not mining, petroleum or quarrying related development. <input type="checkbox"/> SEPP (Sustainable Buildings) 2022 N/A. The proposal is below \$5 million development cost <input checked="" type="checkbox"/> SEPP (Transport and Infrastructure) 2021. The proposed development is permissible pursuant to CI 2.25. Not within trigger distances of specified electricity infrastructure (CI 2.48) Has frontage to classified road but does not compromise the safe and efficient functioning of the road (CI 2.119). The application was referred to TfNSW in accordance with Schedule 3 Column 2 of Clause 2.122 Traffic Generating Development of the SEPP (Transport and Infrastructure) as the proposed development is for the enlargement or extension of an airport. TfNSW has raised no objection to the proposed development.
Draft Environmental Planning Instruments
Nil
Regulations

Clause 30B of the Environmental Planning and Assessment Regulation 2021 in relation to Council-related development applications states:

A council-related development application must be accompanied by—

- (a) a statement specifying how the council will manage conflicts of interest that may arise in connection with the application because the council is the consent authority (a management strategy), or
- (b) a statement that the council has no management strategy for the application.

A statement has been provided the strategies for managing conflicts of interest in the statement are:

- The application is being assessed by an independent planning consultant.
- The application will be publicly notified and determined by Council in an open Council meeting.
- The management controls prescribed by Council’s Policy: Conflict of Interest – Dealing with Council related development throughout the development process will be applied to the assessment and determination of the application.
- A neighbouring Council will peer review any regulatory decisions should compliance decisions be made.

Contributions Plans
Upper Hunter S94a Levy Contributions Plan 2008
1% of the CIV applies (value of \$200,000). Cost estimate report incl GST. Applicable contribution is \$39,564.38.

UPPER HUNTER DEVELOPMENT CONTROL PLAN 2023	
Part 3 Subdivision XN/A	Satisfactory: <input type="checkbox"/> Yes <input type="checkbox"/> No
NIL	
Part 4 Urban Residential XN/A	Satisfactory: <input type="checkbox"/> Yes <input type="checkbox"/> No
NIL	
Part 5 Commercial and Mixed Use Development Satisfactory: <input type="checkbox"/> Yes <input type="checkbox"/> No XN/A	
N/A: Only applies within land zoned E1 Local Centre or MU1 Mixed Use.	
Part 6 Industrial Development N/A	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Applies because the land use type is partly of an industrial nature that is not specifically stated in other parts of the DCP. However, it is considered that the heads of consideration under Part 6 of the DCP are adequately addressed in other parts of this assessment, including under Part 13, Specific Localities- Scone Airport.	
Part 7 Rural Development XN/A	Satisfactory: <input type="checkbox"/> Yes <input type="checkbox"/> No
Part 8 Other Development XN/A	Satisfactory: <input type="checkbox"/> Yes <input type="checkbox"/> No
Part 9 Heritage Conservation XN/A	Satisfactory: <input type="checkbox"/> Yes <input type="checkbox"/> No
Part 10 Natural Hazards <input type="checkbox"/> N/A	Satisfactory <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Part 11 Environmental Protection <input type="checkbox"/> N/A	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Part 12 Specific Infrastructure Issues <input type="checkbox"/> N/A	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>8 car parking spaces are proposed. One space should be for mobility disabilities and comply with AS2890.6- Off Street Parking for people with disabilities. The Council Engineers (Roads and Stormwater) have raised no objection to the Proposal, subject to standard conditions.</p> <p>Landscaping plan requires supplementation along street frontage. A condition of consent has been recommended in this regard.</p>	
Part 13 Specific Localities <input type="checkbox"/> N/A	Satisfactory: <input type="checkbox"/> Yes <input type="checkbox"/> No
<p>13d. Scone Memorial Airport</p> <p>13 d4 Objectives- the Proposal is consistent with the objectives, subject to conditions.</p> <p>13d5 No referral is considered necessary given the nature of the development and its location.</p> <p>13d6 C Acoustic- the noise generated by the Proposal is largely due to aircraft movement to and from the hangars, and maintenance activities. No formal acoustic study has been provided nor is it considered one is necessary because is considered the acoustic impact of these activities are reasonable onsite and will have minimal impact offsite.</p> <p>13d6 D Obstacle Limitation Surface Certificate. The highest point of the proposal is AHD 232.011. The OLS is a minimum of 240 AHD on the land. The Proposal is around 8 m below the OLS. On this basis the proposal does not appear to penetrate the OLS. A surveyor certificate of verification should be required before issue of an occupation certificate, as a condition of development consent.</p> <p>13d6 E Public Safety Area. The Proposal is not located within the Public Safety Area.</p> <p>13d6 F Design Principles and Visual Amenity. The SEE contains a very poor visual impact assessment. The buildings are of a similar height and scale to the existing War Birds building and will be clad in a suitable muted colour colorbond. Initially there was an unsatisfactory setback to Bunnan Road. However, during the assessment process the Proposal has been modified to increase the setback from Bunnan Road and improved landscaping. It is considered that a satisfactory visual outcome can be achieved if these amendments are supplemented by additional landscaping through a Condition of Consent.</p> <p>13d G Structural Engineering Report. Engineering Plans accompanied the DA, however no statement, prepared by a suitably qualified structural engineer, has been provided certifying that the structure or building is suitable. A statement has been provided from RHM Consulting Engineers (21/03/2023) stating the frames of the Bellman Hangar as suitable for reuse.</p> <p>13d H Lighting. An electrical/lighting plan has been provided, as well as a Certificate of Design. However, the document has no statement stating that the lighting plan considers and meets the most recent lighting requirements of the Civil Aviation Authority and Section M of the DCP</p>	

requirements. This should be required as a Condition of Consent.

13d I Landscape Plan. A landscape plan has been produced but an amended version has not been submitted to reflect the amended site plans. The plan fails to specify species that provide visual screen/softening of the large hangar buildings when viewed from Bunnan Road, as required in the objectives of Part 13 d4. The proposed plant species with the highest mature height is 2-3m and the hangar building height is 6m to gutter height with an additional 1.9m to the roof ridge. Even if the mature landscaping reached roof ridge height it would still be 8 m below the minimum OLS for the site. Further, vegetation that includes fruiting or seeding that attracts birds or fruit should not be included in the landscape plan. At least one of the species nominated in the landscape plan has flowers and fruit that are bird attracting.

An amended landscape plan satisfactory to Council should be required as a Condition of Consent prior to the issue of a Construction Certificate.

13d J N/A Not hazardous or offensive development.

13d K Site Waste Minimisation and Management. DCP Part 15 Waste Management plan has been provided. As stated in the SEE an updated more elaborated WMP including the integration of material from the submitted Sustainability Report should be required as a Condition of Consent prior to the issue of a Construction Certificate.

Other:

Land Use: The Proposal is consistent with the safe operation of the airport and does not increase wildlife hazard risk.

VHF Building Restricted Area. The Proposal is located over 200m from the VHF antenna and under 10m in height. The proposal development is not within the VHF restricted area.

Building Restricted Area Non Directional Beacon. N/A. The NDB antennas have been demolished.

Development in general (E). The Proposal is an aviation related purpose and therefore consistent with the land use restrictions of the DCP. The Proposal is otherwise consistent with the outcomes sought in Subsection E. It is noted that the Proposal is not consistent with the Scone Airport General Arrangements Plans because these plans assume the NDB continues to operate and provide a buffer area around it. However, as the NDB has been decommissioned and removed, the site is able to be developed. Otherwise, proposed development is consistent the adjacent existing and envisaged landuses within the airport site.

F. Airside Design. The perimeter of the site will be secured by an 1800mm high chainwire fence. Access will be by locked gates from Walter Pye Avenue, or from within airside land.

All infrastructure as relevant including connections to the taxiway is to be constructed consistent in accordance with Part 139 (Aerodromes) Manual of Standards 2019 (Part 139 MOS).

The design of the proposal allows owner/occupier aircraft to park wholly within the buildings, and not within aerodrome aprons and taxiways.

G Airport Layout and Landside Design The design of the proposal allows owner/occupier aircraft to park wholly within the buildings, and not within aerodrome aprons and taxiways.

A condition of consent requiring BCA/NCA compliance.

The minimum rear boundary setback of the closest building to airside land under the DCP is 8m, however the DCP requires a minimum setback of 15 metres from the rear boundary adjoining airside land. Thus, it does not comply unless the subject site is defined as airside land. The (Aerodromes) Manual of Standards state:

“airside means the following areas, access to which is restricted by the aerodrome operator, or by a Federal or State authority, to authorised persons only:

(a) the movement area of the aerodrome;

(b) where their purpose and use is to directly support aircraft operations — the terrain and buildings adjacent to the movement area, or particular portions of such adjacent terrain and

buildings.

A screened waste storage area is shown on the plans and complies with requirements. The plans refer to pick up as part of the weekly Council bin collection, however no procedure is stated for access to the bins by waste collection because they are secured behind the locked gate. This needs to be addressed in the elaborated waste management plan to be required as a Condition of Consent.

It is also noted that the waste metal scrap bin is to be moved from the Bellman Hangar to a location adjacent to the hangar for removal by a waste vehicle but access arrangements are not specified. This needs to be addressed in the elaborated waste management plan to be required as a Condition of Consent, including confirmation that there is adequate manoeuvring room for the required waste removal vehicle.

The amendments to the landscape plan to be required as a Condition of Consent need to delete any bird attracting species.

H Building Design.

Compliance with Part 139 should be demonstrated prior to issue of a Construction Certificate.

No large building opening face the street frontage (Bunnan Road), although the Bellman Hangar faces the internal road Walter Pye Avenue. This is considered reasonable.

The proposed buildings are considered sufficiently low reflectivity as to be consistent with the DCP requirements, and similar to existing buildings at the airport. Structural engineering design certification will be required prior to the issue of a Construction Certificate by a Condition of Consent.

Safer By Design. The buildings are secured by an 1800 mm high fences in an "airside environment". Their rectangular shape minimises concealment points. The building's colorbond clad external walls, high parapet with a direct transition to the roof, a minimum of wall penetrations (windows etc) as well as the clear areas around each building made them relatively secure from a crime risk perspective. The high fence and clear "airport" environment provide territorial reinforcement to discourage unauthorised entry. Car parking is located in an open area, highly visible from the surrounding areas, and secured within the airside fence.

External storage areas are screened.

No solar panels are proposed.

Building materials will be conditioned to comply with the requirements of Australian Standard AS2021 in relation to the construction of buildings near aerodromes

Hangar doors sliding along the wall of the buildings do not extend beyond the lot boundary.

No structures penetrate the OLSD.

There appear to be no arrangements for contaminated/fuel soils/oils etc. runoff to be contained. The building floors and sealed areas, and watertank (roof water) overflow appear to drain into a piped/overland system that discharges to the grassed road reserve verge on Walter Pye Avenue, as well as a table drain along the western boundary north to Bunnan Road. Council engineers have indicated they do not oppose the development, subject to standard conditions. A "spill management procedure" is to be required as a condition of consent.

I Landscape. See earlier comments. A revised plan to be required as a condition of development consent that responds to the amended plans (increased setback of the Bellman Hangar building to Bunnan Road), elimination of bird attracting and flowering species, and well as increased visual softening of the building using some taller plants (consistent with the OLS).

J Noise. Noise generated by the proposed development is unlikely to adversely affect offsite users, and is consistent with an airport environment. The building. The proposed use is consistent with those landuses that can be satisfactorily carried out with the site's ANEF.

K. Hazardous and Offensive Development. N/A

L. Lighting. See previous comments. Certification is required of the compliance of lighting with DCP Section 13d Map 7 Lighting Zone A the Civil Aviation Safety Authority: National Airports Safeguarding Framework Principles and Guidelines – Guideline E: Managing the risk of distractions to pilots from lighting in the vicinity of airports, as well as Australian Standard AS 1158.1.1, AS1158.1.2 and AS 4282. This will be addressed by conditions of consent.

M Stormwater

Stormwater Plans are provided. No statement of the capacity of the proposed measures to deal with certain rainfall events is provided. There appear to be no arrangements for contaminated/fuel soils/oils etc., runoff to be contained. The building floors and sealed areas, and watertank (roof water) overflow appear to drain into a piped/overland system that discharges to the grassed road reserve verge on Walter Pye Avenue, as well as a table drain along the western boundary north to Bunnan Road. Council engineers have indicated they do not oppose the development, subject to standard conditions. A "spill management procedure" is to be required as a condition of consent.

N Outdoor Advertising Signage. N/A. No signage is proposed.

O. Roads. All road works are internal to the airport and consistent with the Master Plan. Council engineers do not oppose the proposed development subject to standard conditions.

P. Driveways Access and Parking. Parking is provided internal to the fence area, ie. the subject site. This is consistent with the location of the users. 8 car parks are proposed to be provided on site. This is equivalent to 1 space per 300 sq m of floorspace, or 1 space per hangar plus 3 spaces for the Bellman Hangar. While is a low rate of provision on the basis of floorspace calculation, the nature of the use, combined with the likelihood and the hangars are unlikely have users present at the same time except on infrequent occasions, indicates that the proposed rate of provision is reasonable. However, one of the spaces should be a mobility accessible space. Council engineers have indicated they do not oppose the development, subject to standard conditions.

Q Utilities The site has water, sewer and telecommunication services. Council's water and sewer engineers have commented:

Council owns existing water & sewer mains run across this property and any permanent structures should not be constructed over the influence zone (within proposed easements) of those existing council infrastructure.

Easements should be created over Council water and sewer infrastructure.

One of the drawings noted that some of existing sewer mains to be relocated. Design work for those changes to be approved prior to commence any work. This (unspecified) drawing may have been superseded, but confirmation is required.

Existing sewer mains depth to be confirmed on site to make sure the proposed sewer connection from the proposed new buildings will be gravity connected.

A trade waste application should be submitted for approval according to the nature of trade waste produced on site (at proposed workshop)

The above to be addressed by conditions of consent.

Part 14 Vegetation Permits
xN/A

Satisfactory: Yes No

ENVIRONMENTAL IMPACTS

Context and Setting	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<p>Location</p> <p>The proposal is located to the north west of Scone township. The private Scone Equine Hospital is located to the east and the Scone TAFE campus to the north, both on the other side of Bunnan Road. The surrounding land is relatively flat and rural in character.</p> <p>The proposed development is located within the bounds of Scone Airport, which is owned by Upper Hunter Shire Council. It is located to the west of the Warbirds Museum, with an intervening car park and vacant land which is understood to be earmarked for future car park use. The airstrip is located to the south with direct aircraft taxiway access to the subject site.</p> <p>Access to the subject site is from Walter Pye Avenue, which is an internal road within the airport property. Walter Pye Road joins Bunnan Road at a T intersection. Bunnan Road is a classified road.</p> <p>Notwithstanding the role of the airport, the setting is predominantly rural in nature. Consequently, development should complement the rural character of the area.</p>	
Built Form	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<p>The built form is utilitarian colorbond clad light industrial scale buildings, not dissimilar to a very large rural shed. The built form is both consistent with the setting of an airport as well as its rural surrounds. Setback and landscaping on Bunnan Road are critical to softening the built form and providing some screening from Bunnan Road, in order to maintain the surrounding area's built character.</p>	
Potential Impact on Adjacent Properties	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<p>There is minimal impact on adjacent properties- an equine hospital in a rural setting, and Scone TAFE/ Equine Centre. Acoustic impact of the proposed development is likely to be minimal. The aesthetic impact of the proposal can be managed by landscaping and setbacks. A heritage item is located nearby but is not affected by the proposed development.</p>	
Access, Transport and Traffic	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<p>Access to the site is very good. Access is from an internal airport road- Walter Pye Avenue from a classified road- Bunnan Road. Traffic generation as a result of the proposal is minimal. In any case, Bunnan Road and its intersection with Walter Pye Avenue have significant capacity to deal with future growth. A shared pedestrian cycleway is located on the northern side of Bunnan Road and connects Scone township with the TAFE. Internal circulation spaces have been provided for vehicles and waste removal trucks. Sufficient car parking is provided. Council engineers have raised no objection to the Proposal subject to standard conditions.</p>	
Public Domain	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

<p>The proposal has a neutral to positive impact on the visual amenity of the public domain. It contains no public domain spaces (no access to the general public), and it does not have a negative impact on the use of existing public domain spaces.</p>	
<p>Utilities Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>	
<p>Utilities are readily available to the site. A range of related issues are discussed earlier and can be resolved subject to conditions of consent.</p>	
<p>Heritage Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>	
<p>The nearest item of European heritage is I85 which is approximately 950 m from the subject site. It is not visible from the heritage item and will not have any negative impacts. An AHIMS search with a buffer of 200m identified no aboriginal sites or places. There are no ridges, outcrops, waterways or waterbodies, and no trees on the site. The site is a highly disturbed former rural site, and it is unlikely that artifacts will be located. However, a condition of consent addressing unexpected finds should be included.</p>	
<p>Other Land Resources Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>	
<p>Stormwater Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>	
<p>A stormwater plan have been provided. Council engineers (roads and stormwater) have not raised an objection to the Proposal, subject to standard conditions.</p>	
<p>Soils Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>	
<p>The detailed site investigation (Qualitest) did not find any contaminated materials. It concluded the site was suitable for the proposed development. A Geotech report prepared by DRB Consulting Engineers dated 14/08/23 provided the basis from slab/foundation, building engineering design.</p>	
<p>Flora and Fauna Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>	
<p>The site is mown/slashed cleared grassland. It is not of biodiversity significance.</p>	
<p>Waste Satisfactory: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A</p>	

A preliminary waste management plan has been provided, but requires further elaboration and the integration of material from the submitted Sustainability Report prior to issue of a Construction Certificate as a condition of consent, as outlined earlier. Screened bin enclosures are shown on the Plans.	
Energy	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
The Proposal involves the relocation of an existing building, thus reusing a resource rather than building an entirely new structure. Roof water will be recycled through the use of water tanks. Standard Council waste recycling bins will be used. There is no other detail regarding energy efficiency measures. It is noted that A section J report required as a condition of consent prior to the issue of a Construction Certificate will incorporate further energy efficiency requirements including insulation, glazing requirements.	
Noise and Vibration	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
No acoustic assessment has been provided. However, the nature of the use is such that no adverse noise impacts are to be expected, other than those arising from the movement of planes into the hangar spaces, and some noises from maintenance activities within the hangars. The location of the Bellman Hanger will provide some noise buffering to the north, across Bunnan Road. Given the nature of the location it is considered no special acoustic management measures are required.	
Natural Hazards	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
The site is not flood prone, bushfire prone or affected by land instability.	
Safety, Security and Crime Prevention	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
The site is secured and the built form provides an inherent level of security. Sensor lighting and CCTV would further provide security. The proposal will increase activity on the site which may have the impact of increasing passive surveillance and crime risk. It is not located in an area of high crime risk.	
Social Impact on Locality	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
The Proposal will not have a negative social impact.	
Economic Impact on Locality	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
The Proposal will have a positive economic impact due to construction activities and the increased facilities and attractiveness of the airport	

Site Design and Internal Design		Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
The site design appears to be appropriate for the purpose.		
Construction		Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Engineering plans have been provided, and BCA compliance will be required as a condition of consent prior to the issue of a Construction Certificate. There appears to be no impediments to the design being able to be constructed.		
Site Suitability (Site is conducive to development & fits/suits locality)		Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
The Proposal is appropriate to the site and locality.		
Is the development in the Public Interest?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The proposal will meet a community need and reinforce the viability of Scone airport as an important item of community infrastructure.		

Environmental Appraisal		Considered
1	Statutory controls	YES
2	Policy controls	YES
3	Design in relation to existing building and natural environment	YES
4	Landscaping/open space provision	YES
5	Traffic generation and car parking provision	YES
6	Loading and servicing facilities	YES
7	Physical relationship to and impact upon adjoin development (views, privacy, overshadowing, etc.)	YES
8	Site Management issues	YES

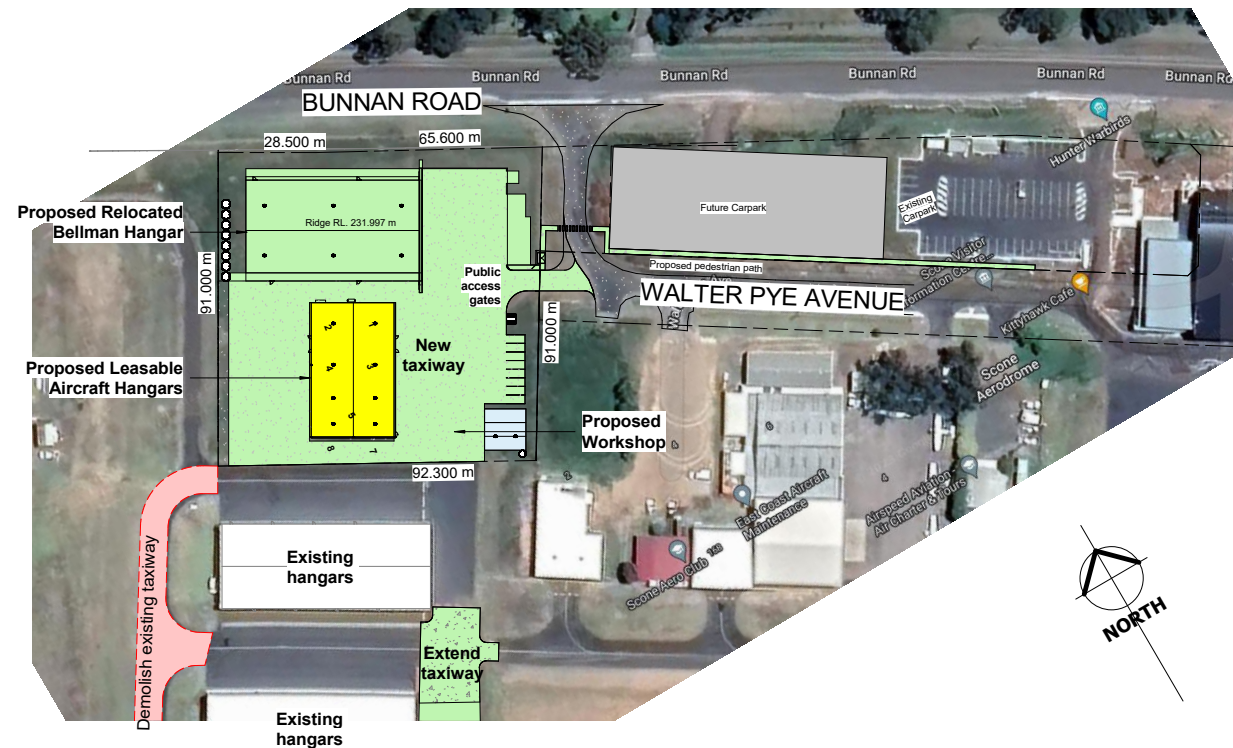
9	All relevant S4.15 considerations of Environmental Planning and Assessment Act 1979	YES
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DETERMINATION	
X	It is considered that the development is consistent with the specific aims of the plan and the objectives of the zone and development controls. As such, consent to the development may be granted .
<input type="checkbox"/>	The development is inconsistent with the specific aims of the plan and/or the objectives of the zone and/or the objectives of the controls as outlined in this report and as such, consent must not be granted .
Concluding Comments	<p><i>Which issues are critical in deciding whether to grant consent?</i></p> <p><i>Which issues need to be addressed by conditions?</i></p>
Recommendation	<p><i>If the applicant is a public authority, conditions may only be imposed with consent of the Minister or applicant.</i></p> <p><input type="checkbox"/> Grant consent without conditions</p> <p><input checked="" type="checkbox"/> Grant consent with conditions (see attached condition sheet)</p> <p><input type="checkbox"/> Grant deferred commencement consent</p> <p><input checked="" type="checkbox"/> Grant staged consent</p> <p><input type="checkbox"/> Refuse consent for the reasons indicated in attached schedule</p> <p><input type="checkbox"/> Issue combined consent and construction certificate.</p>

<p>Reasons for recommendation</p> <p><i>The reasons for the decision (having regard to any statutory requirements applying to the decision), and how community views were taken into account in making the decision.</i></p>	<p>X The proposal complies with the Upper Hunter Local Environmental Plan 2013</p>
	<p>X The proposal complies with the Upper Hunter Development Control Plan 2015</p>
	<p>X The proposal has been assessed as satisfactory against Section 4.15 of the Environmental Planning & Assessment Act 1979</p>
	<p>X Will not have an adverse impact on the surrounding locality</p>
	<p>Additional reasons;</p>
	<p> </p>



Site Location



Stage Plan
1 : 1000



Drawing List				
Sheet No	Sheet Name	Drawn By	Current Revision	Current Revision Date
01	Site Details	PDG	D	18/12/23
02	DCP Map Locations	PDG	C	11/04/24
03	Site Plan	PDG	E	11/04/24
04	Enlarged Site Plan	PDG	G	11/04/24
05	Bellman Hangar	PDG	F	11/04/24
06	Leasable Hangars Plan	PDG	F	11/04/24
07	Workshop	PDG	F	11/04/24
08	Bellman Hangar Travel Distances	PDG	E	11/04/24
09	Taxiway Plan	PDG	C	11/04/24
10	Not Used	PDG	B	18/12/23
11	Bellman Amenities	PDG	B	11/04/24
12	Accessible Bathroom Details	PDG	B	11/04/24
13	Waterproofing Details	PDG	B	11/04/24
14	Accessible Details	PDG	B	11/04/24
15	Leasable Hangars Wet Area Details	PDG	B	11/04/24
16	Leasable Hangar Elevations	PDG	B	11/04/24
17	Waste Management Site Plan	PDG	A	11/04/24

BCA Classification & Requirements

Bellman Hangar (Aircraft display) Class 9b
 Hangars Class 7b
 Workshop Class 7b or 8
 Single storey - Type C construction

General Notes

CLASS 7b, 8 & 9b
Single Storey
Type C Construction

RC slab to be in accordance with Engineers details.
 All structural details to be designed & provided by an Engineer.
 Written dimensions will take precedence over scale.
 Floor finishes to comply with AS 1428.1 Part 7
 Provide external security lights to all exit doors.

All work & materials is to comply with section B of the NCC.
 All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.
 Roof coverings to comply with AS1562.1
 Hot water, warm water & water cooling systems to be installed in accordance with AS 2444 & E1D14 of the NCC.
 All floor & wall linings to comply with specification Part C Specification 6 of the NCC.
 All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.
 All paths of travel to comply with part D2D7 of the NCC.
 Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.
 Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	
	Dry	Wet
Ramp steeper than 1:14	P4 or R11	P5 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Yard or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P3	P4

Thresholds to comply with NCC part D3D16 & AS 1428.1
 Barriers to prevent falls to comply with NCC part D3D17
 Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25
 Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
 Door signage to comply with NCC part D3D28
 Disabled access to comply with NCC part D4 and AS1428.1
 Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.
 Fire extinguishers to be installed in accordance with Part E1D14 of the NCC.
 Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
 Smoke hazard management system to comply with NCC part E2
 Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.
 All waterproofing to be carried out in accordance with parts F2 & part F specification 28 of the NCC and AS 3740.
 Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
 All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
 Ventilation of rooms to comply with Part F6D6 of the NCC.
 Power load shall comply with Section J of the NCC.
 All lighting to be installed in accordance with J7 of NCC.
 Use figured dimensions only. Do not scale from drawings.
 Check all dimensions on site before setout or fabrication. The contractor must verify & check all site conditions including ceiling heights & dimensions before commencing work on site. Report discrepancies to designer & site manager.
 All columns, framing, connections, slabs & loads – refer to structural engineers details & drawings.
 For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings.
 For ground works, carpark, & stormwater works refer to civil & engineers details & drawings.
 Refer to and coordinate all works with services engineers documentation and specifications.
 Not less than one fire extinguisher to suit class A, B and C fires and electrical fires will be provided at all times on each storey adjacent to each required exit or temporary stairway or exit.

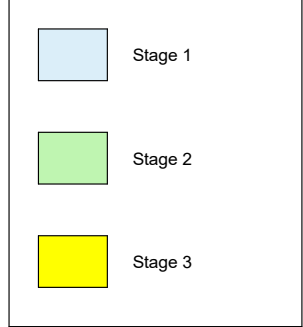
GENERAL NOTES:

AREAS:

No.	Description	Date
D	Tender Set 01	18/12/23
C	Services Issue	12/12/23
B	Council Meeting	17/11/23
A	DA	13/11/23
4	For review	23/10/23
3	For review	21/08/23
2	For discussion	13/07/23
1	Preliminary	12/07/23

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

Stage Legend

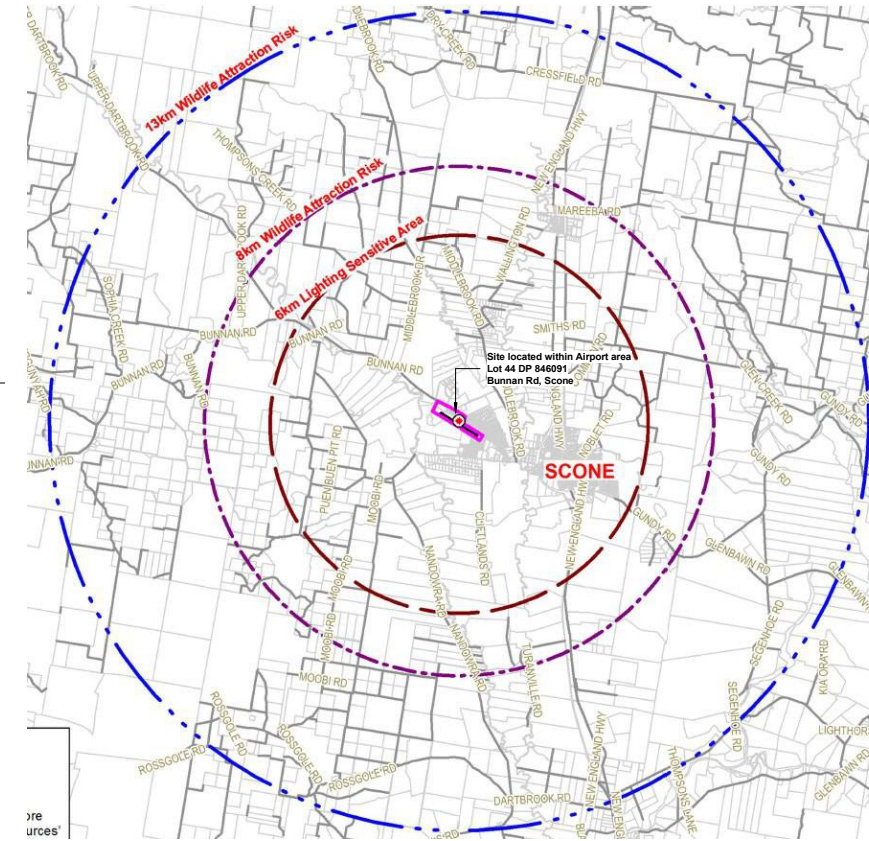


PROJECT
PROPOSED HANGARS & WORKSHOP
 AT
LOT 44 DP 846091
BUNNAN RD, SCONE
 FOR
UPPER HUNTER SHIRE COUNCIL

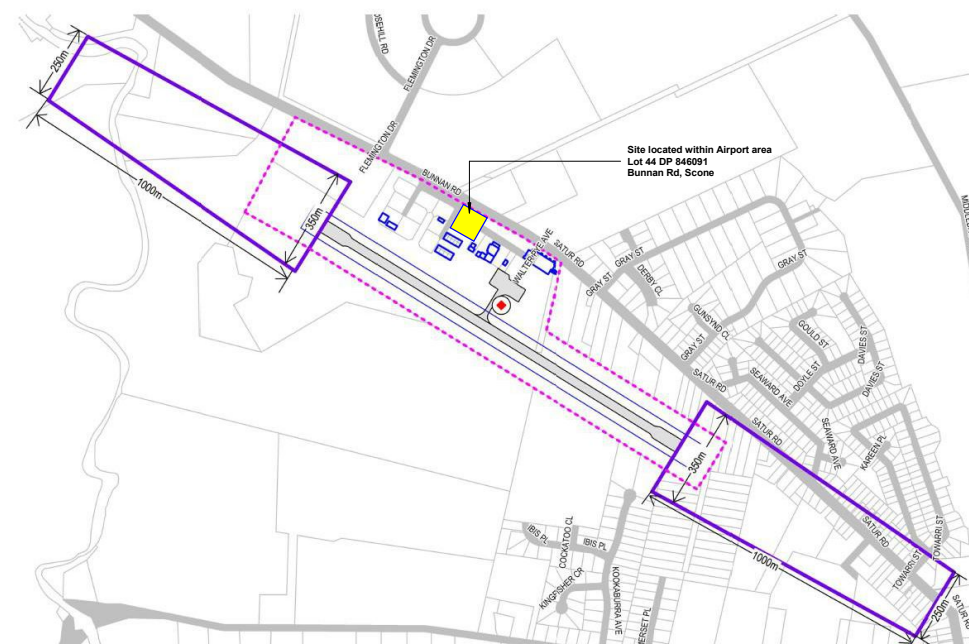
SIZE	SCALE	As indicated	JOB No:	061-23	REV:
A1	DATE	12/07/23	SHEET No:	01	D
	DRAWN	PDG			



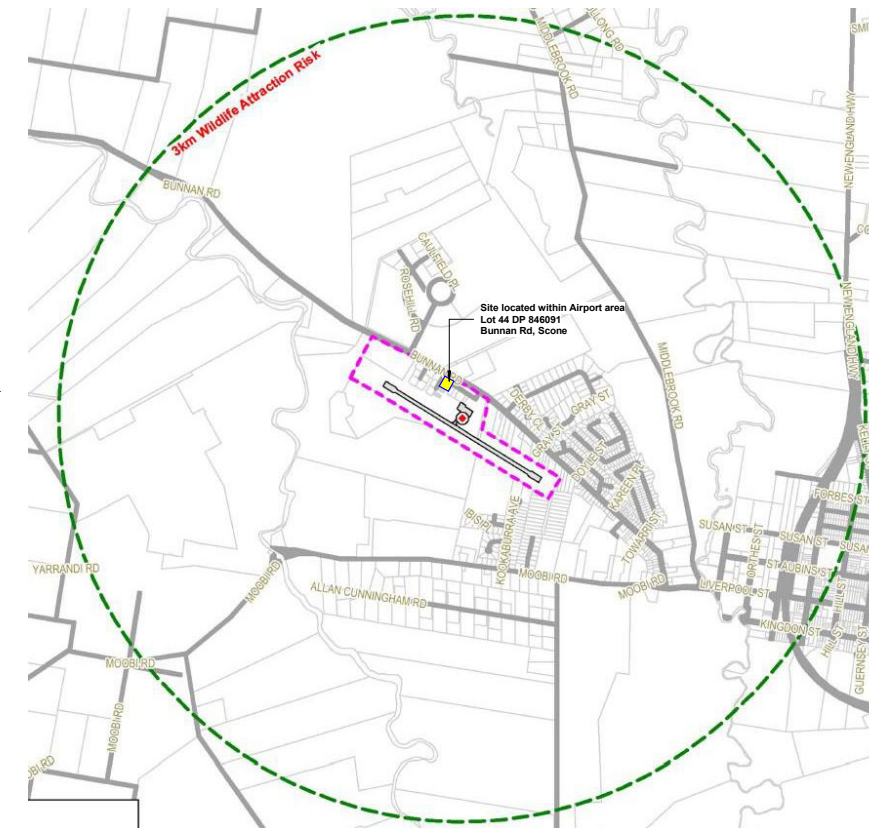
Airport Reference Point



MAP 1 - Scone Memorial Airport - Areas of interest



MAP 5 - Public Safety Areas of Scone Memorial Airport



MAP 2 - Scone Memorial Airport - Areas of interest - Insert

GENERAL NOTES:

AREAS:

No.	Description	Date
C	Revised DA	11/04/24
B	Tender Set 01	18/12/23
A	Services Issue	12/12/23

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.



ACCREDITED BUILDING DESIGNER
REGISTRATION No: 6860 (Low Rise)

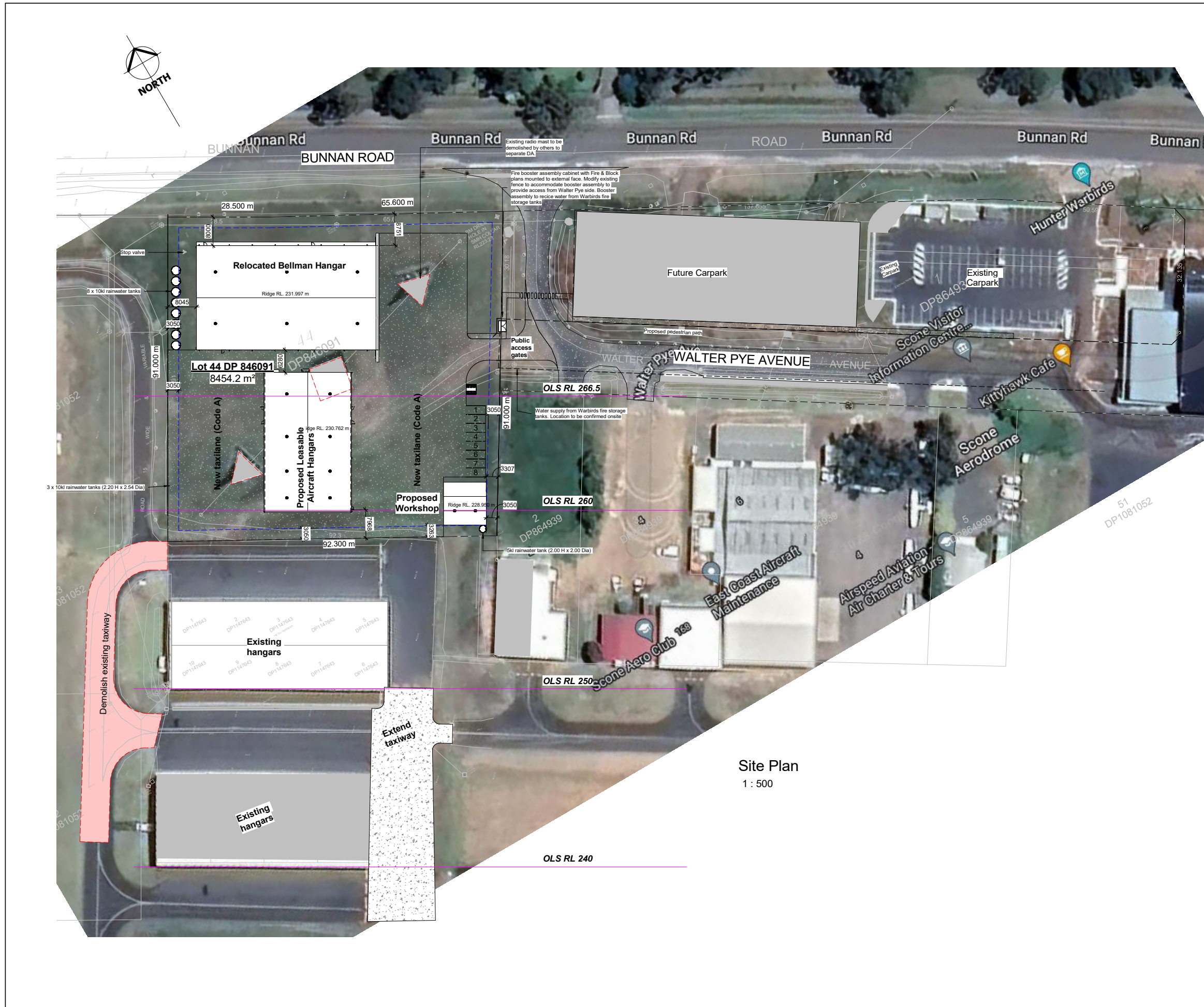


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PROJECT
PROPOSED HANGARS & WORKSHOP

AT
LOT 44 DP 846091
BUNNAN RD, SCONE
FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	DATE	1 : 1	JOB No:	061-23	REV:
A1	DRAWN	12/07/23	PDG	SHEET No:	02	C



Site Plan
1 : 500

GENERAL NOTES:

General notes area containing project details and conditions.

AREAS:

No.	Description	Date
E	Revised DA	11/04/24
D	Tender Set 01	18/12/23
C	Services Issue	12/12/23
B	Council Meeting	17/11/23
A	DA	13/11/23
2	For review	23/10/23
1	For review	21/08/23

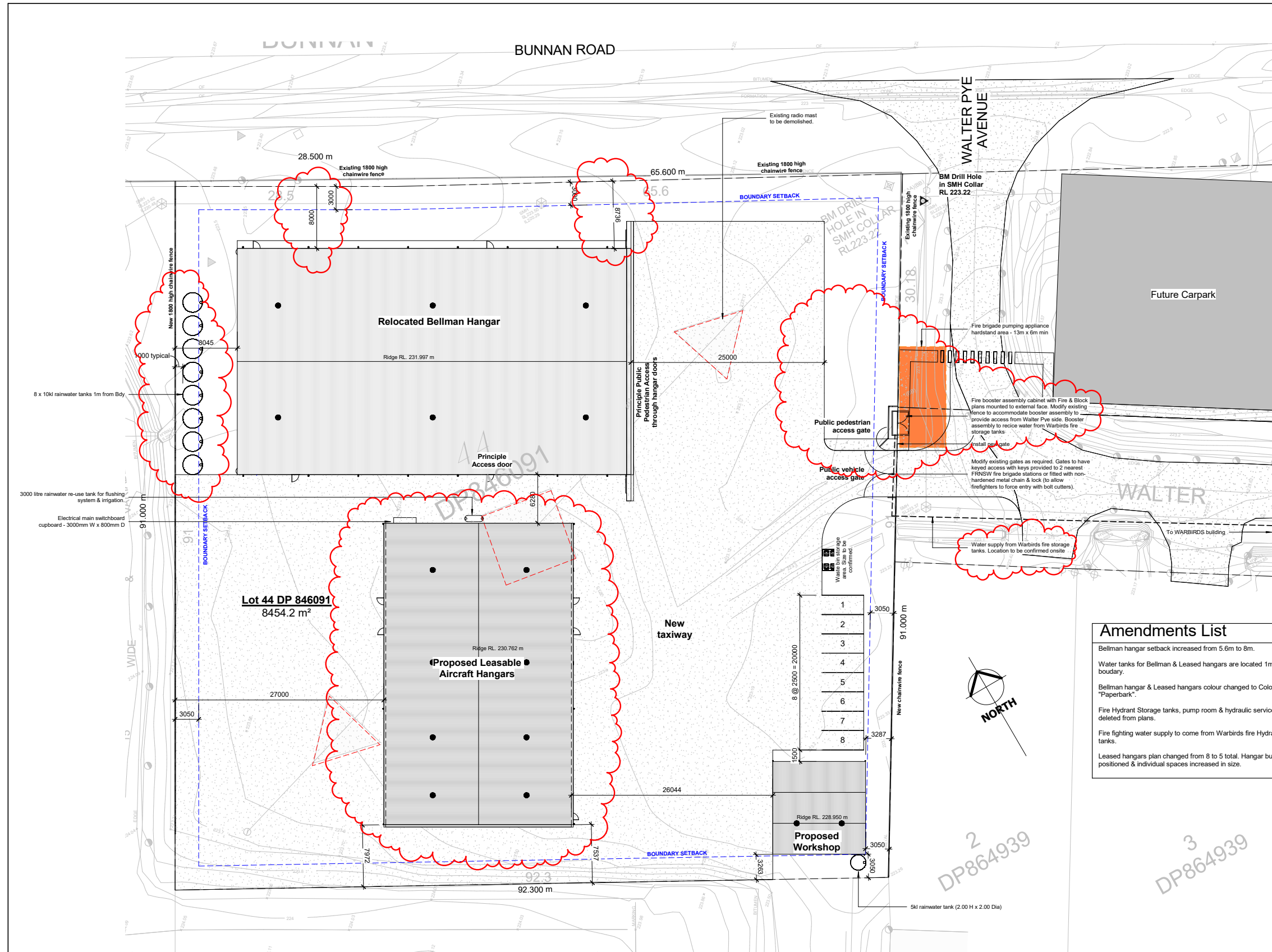
Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

bdaa
ACCREDITED
BUILDING DESIGNER
REGISTRATION No: 6860 (Low Rise)

P.B. Eveleigh
Plan Service
7 Short Street Scone NSW 2337
Ph: (02) 65452108
A.B.N. 88 709 487 298
Email: pbeplans@gmail.com

PROJECT
PROPOSED HANGARS & WORKSHOP
AT
LOT 44 DP 846091
BUNNAN RD, SCONE
FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	DATE	JOB No:	REV:
A1	1 : 500	12/07/23	061-23	E



Enlarged Site Plan
1 : 250

Amendments List	
1	Bellman hangar setback increased from 5.6m to 8m.
2	Water tanks for Bellman & Leased hangars are located 1m from western boundary.
3	Bellman hangar & Leased hangars colour changed to Colorbond "Paperbark".
4	Fire Hydrant Storage tanks, pump room & hydraulic service plant room deleted from plans.
5	Fire fighting water supply to come from Warbirds fire Hydrant Storage tanks.
6	Leased hangars plan changed from 8 to 5 total. Hangar building re-positioned & individual spaces increased in size.

Note:
All ground & floor levels to be confirmed by engineer prior to excavation & construction

GENERAL NOTES:

Area	Area (m ²)
Bellman Hangar Floor Area	1473.4 m ²
Fire pump Room Area	37.0 m ²
Hydraulic Services plant Room Area	13.0 m ²
Leasable Hangar Area	936.0 m ²
Workshop Area	96.0 m ²
Workshop Skillion Area	48.0 m ²
Total	2603.3 m²

No.	Description	Date
G	Revised DA	11/04/24
F	For review	04/04/24
E	Site Plan Revised	19/03/24
D	Tender Set 01	18/12/23
C	Services Issue	12/12/23
B	Council Meeting	17/11/23
A	DA	13/11/23
2	For review	23/10/23
1	For review	21/08/23

AREAS:

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

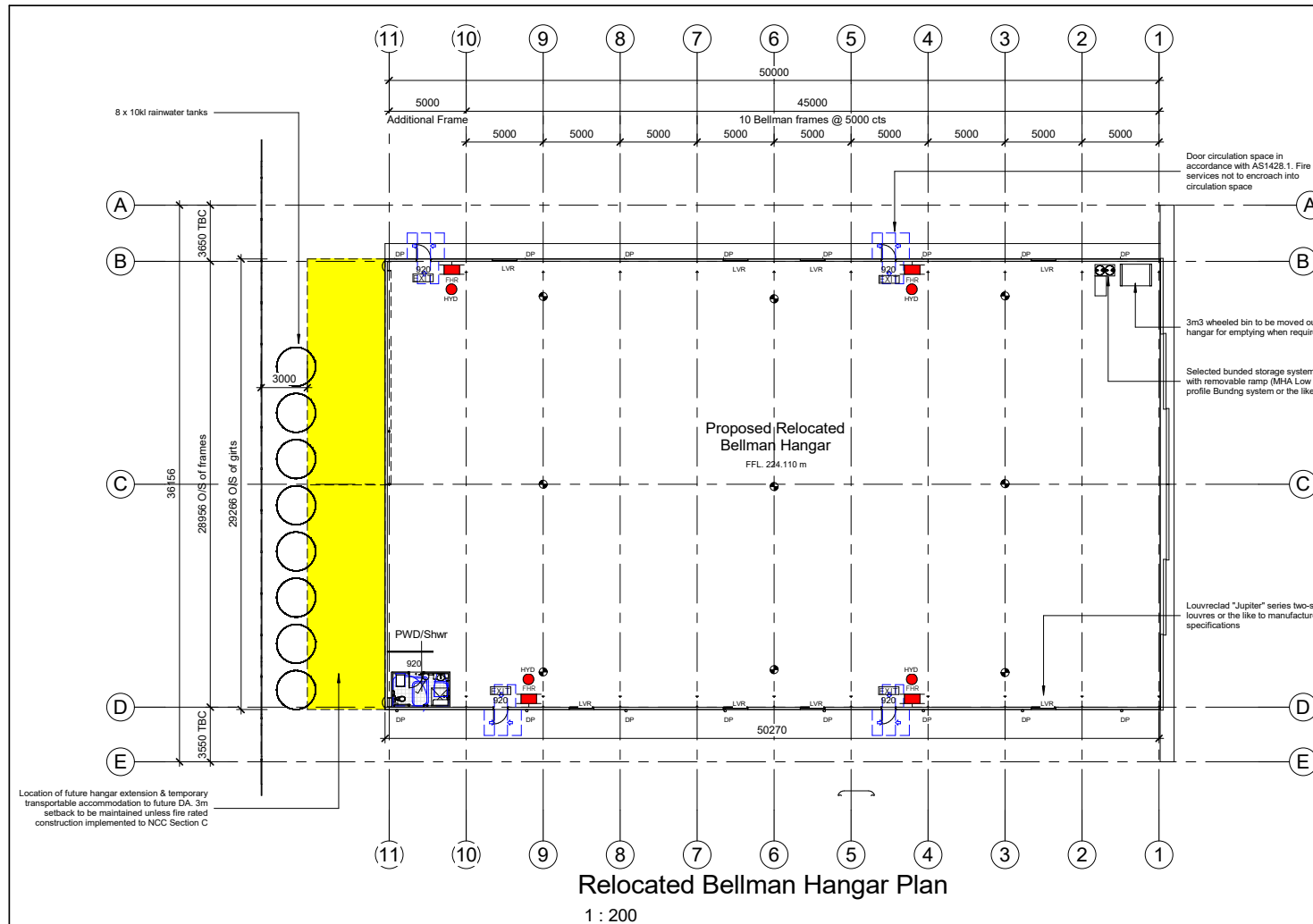


PROJECT
PROPOSED HANGARS & WORKSHOP

AT
LOT 44 DP 846091
BUNNAN RD, SCONE

FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	REV:
A1	SCALE	12/07/23	061-23	G
	DRAWN	PDG	SHEET No:	04



Bellman Hangar Colour Scheme

Roofing	- Colorbond "Paperbark" Custom orb roof sheeting
Gutter	- Colorbond "Paperbark"
Fascia, eaves	- Colorbond "Paperbark"
Barge, posts & beams	- Colorbond "Paperbark"
Rafters, pergola	- Colorbond "Paperbark"
Downpipes	- Colorbond "Paperbark"
Exterior Walls	- Colorbond "Paperbark" Custom orb roof sheeting
Window & door frames	- Colorbond "Paperbark"
Hangar doors	- Colorbond "Paperbark"
PA doors	- Colorbond "Paperbark" frame Contrasting colour for panel
Water Tanks	- Colorbond "Paperbark"

Note:
Exit doors for the relocated Bellman Hangar (Class 9b) must be readily operable:
- without a key from the side that faces a person seeking egress; and
- by a single hand pushing action on a single device such as a panic bar located between 900 mm and 1.2 m from the floor; and

Fire Services Legend

- LED non-maintained emergency light
- Fire hose reel
- Fire Hydrant
- Fire extinguisher
- Illuminated exit sign

For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings for layout. Layout of emergency lights to be confirmed by fire services engineer.
Emergency lighting locations shown on plan are for illustrative purposes only. Lux levels and specific locations are subject to confirmation by a qualified and competent engineer.
Refer to and coordinate all works with services engineers documentation and specifications.

Note:
All ground & floor levels to be confirmed by engineer prior to excavation & construction

General Notes

CLASS 7b, 8 & 9b
Single Storey
Type C Construction

RC slab to be in accordance with Engineers details. All structural details to be designed & provided by an Engineer. Written dimensions will take precedence over scale. Floor finishes to comply with AS 1428.1 Part 7. Provide external security lights to all exit doors.

All work & materials is to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS1562.1
Hot water, warm water & water cooling systems to be installed in accordance with AS 2444 & E1D14 of the NCC.

All floor & wall linings to comply with specification Part C Specification 6 of the NCC.
All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
Installation of services or equipment in exits & paths of travel shall comply with Part D3D6 of the NCC.
Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition
Ramp, steeper than 1:14	P3 or R11
Ramp, steeper than 1:20 but not steeper than 1:14	P3 or R10
Head of landing surface	P3 or R11
Nosing or landing edge strip	P3

Thresholds to comply with NCC part D3D16 & AS 1428.1
Barriers to prevent falls to comply with NCC part D3D17
Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25.
Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
Door signage to comply with NCC part D3D28.
Disabled access to comply with NCC part D4 and AS1428.1
Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire extinguishers to be installed in accordance with Part E1D14 of the NCC.
Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
Smoke hazard management system to comply with NCC part E2.
Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC, and AS 3740.
Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
Ventilation of rooms to comply with Part F8D6 of the NCC.

Power load shall comply with Section J of the NCC.
All lighting to be installed in accordance with J7 of NCC.
Use figured dimensions only. Do not scale from drawings.

Check all dimensions on site before setout or fabrication. The contractor must verify & check all site conditions including ceiling heights & dimensions before commencing work on site. Report discrepancies to designer & site manager.

All columns, framing, connections, slabs & loads - refer to structural engineers details & drawings.

For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings.

For ground works, carpark, & stormwater works refer to civil & engineers details & drawings.

Refer to and coordinate all works with services engineers documentation and specifications.

Not less than one fire extinguisher to suit class A, B and C fires and electrical fires will be provided at all times on each storey adjacent to each required exit or temporary stairway or exit.

GENERAL NOTES:

AREAS:

Bellman Hangar Floor Area	1473.4 m ²
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No.	Description	Date
F	Revised DA	11/04/24
E	For review	04/04/24
D	Tender Set 01	18/12/23
C	Services Issue	12/12/23
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A	DA	13/11/23
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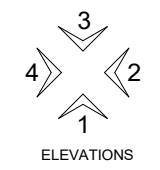
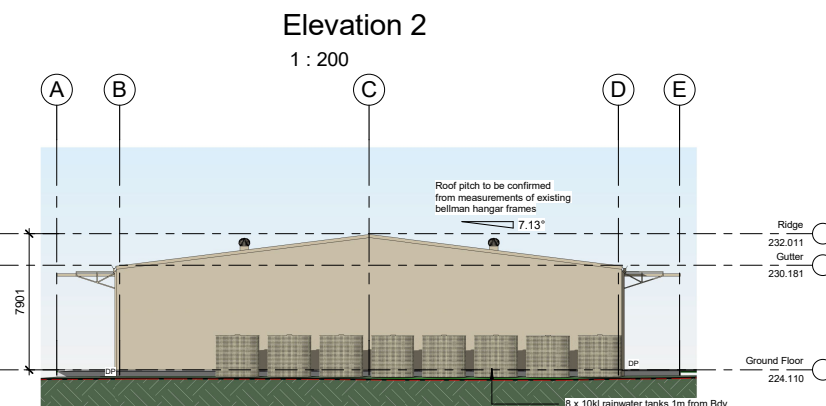
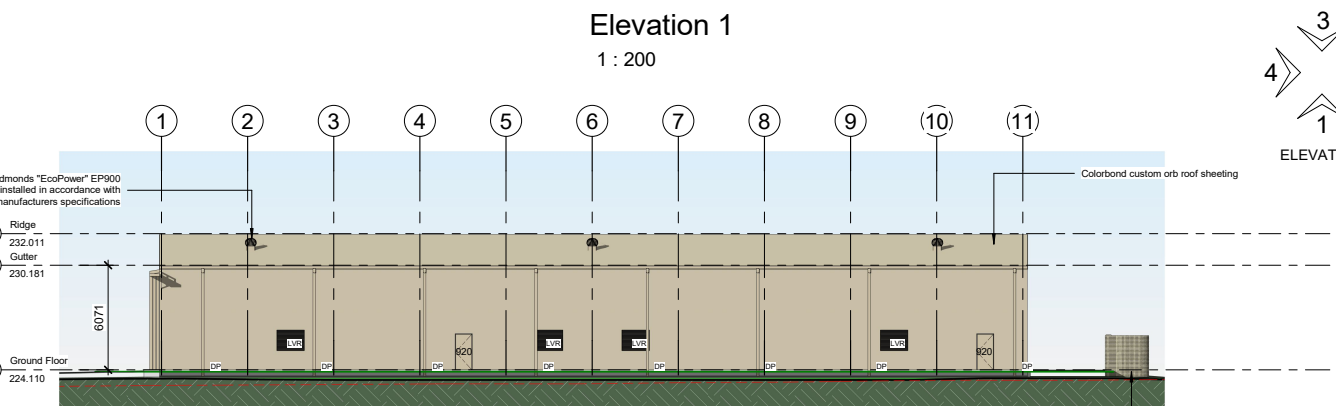
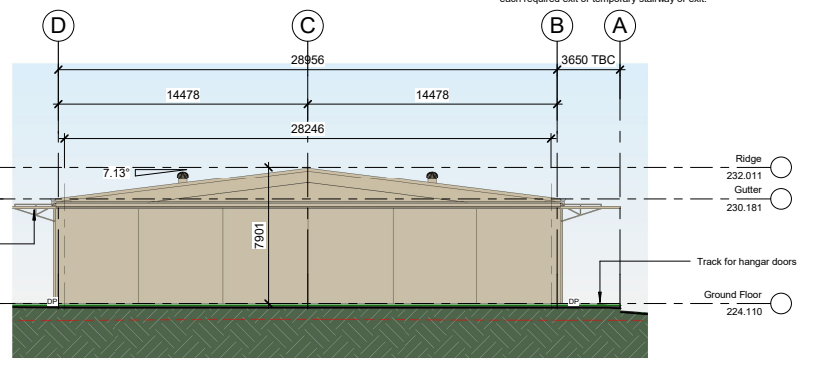
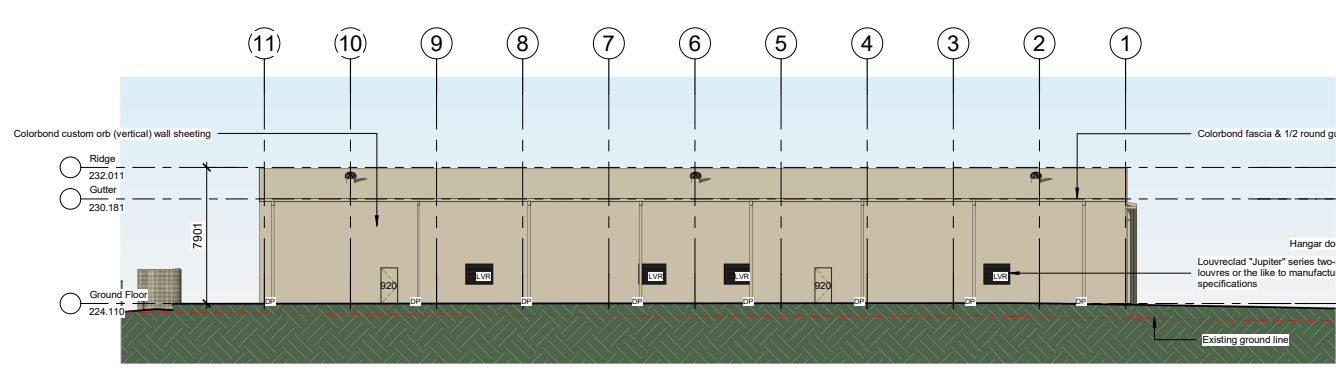
Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

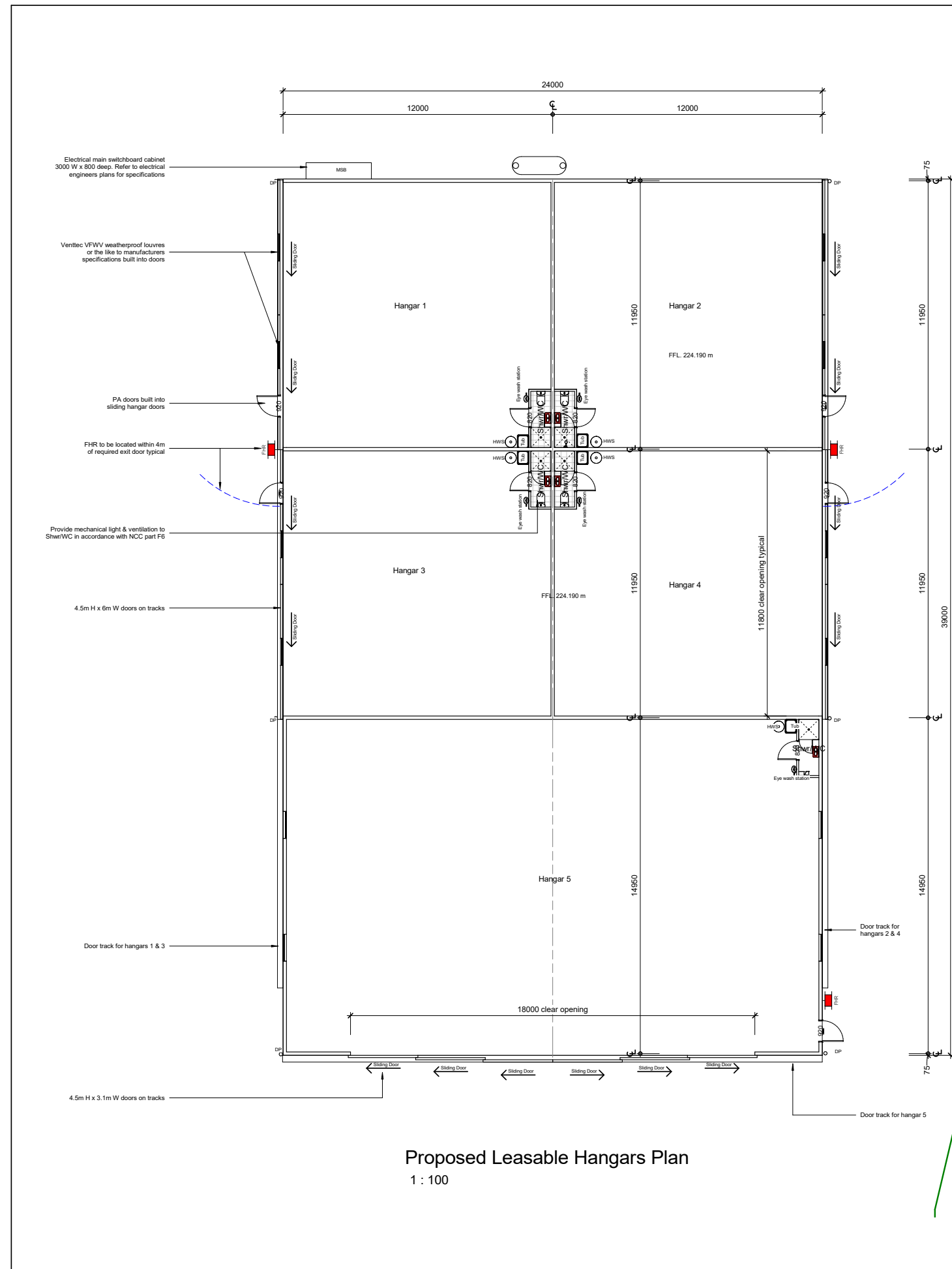


PROJECT
PROPOSED HANGARS & WORKSHOP

AT
LOT 44 DP 846091
BUNNAN RD, SCONE
FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	061-23	REV:
A1	DRAWN	PDG	DATE	12/07/23	SHEET No: 05





Proposed Leasable Hangars Plan
1 : 100

Hangar Colour Scheme

Roofing	- Colorbond "Paperbark" Trimdek roof sheeting
Gutter	- Colorbond "Paperbark"
Fascia, eaves	- Colorbond "Paperbark"
Barge, posts & beams	- Colorbond "Paperbark"
Rafter, pergola	- Colorbond "Paperbark"
Dowpipes	- Colorbond "Paperbark"
Exterior Walls	- Colorbond "Paperbark" Trimdek wall sheeting
Window & door frames	- Colorbond "Paperbark"
Hangar doors	- Colorbond "Paperbark"
PA doors	- Colorbond "Paperbark" frame Contrasting colour for panel
Water Tanks	- Colorbond "Paperbark"

Exit Door Note - Leasable Hangar

Exit doors for the Leasable Hangars (Class 7b) must be readily openable without a key from the side that faces a person seeking egress, by—

- a single hand downward action on a single device which is located between 900 mm and 1.1 m from the floor and if serving an area required to be accessible by Part D4—
- be such that the hand of a person who cannot grip will not slip from the handle during the operation of the latch; and
- have a clearance between the handle and the back plate or door face at the centre grip section of the handle of not less than 35 mm and not more than 45 mm; or
- a single hand pushing action on a single device which is located between 900 mm and 1.2 m from the floor.

Fire Services Legend

- LED non-maintained emergency light
 - Fire hose reel
 - Fire Hydrant
 - Fire extinguisher
 - Illuminated exit sign
- For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings for layout. Layout of emergency lights to be confirmed by fire services engineer.
- Emergency lighting locations shown on plan are for illustrative purposes only. Lux levels and specific locations are subject to confirmation by a qualified and competent engineer.
- Refer to and coordinate all works with services engineers documentation and specifications.

Note:
All ground & floor levels to be confirmed by engineer prior to excavation & construction

General Notes

CLASS 7b, 8 & 9b
Single Storey
Type C Construction

RC slab to be in accordance with Engineers details.
All structural details to be designed & provided by an Engineer.
Written dimensions will take precedence over scale.
Floor finishes to comply with AS 1428.1 Part 7
Provide external security lights to all exit doors.

All work & materials is to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS1562.1
Hot water, warm water & water cooling systems to be installed in accordance with AS 2444 & E1D14 of the NCC.

All floor & wall linings to comply with specification Part C Specification 6 of the NCC.
All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
Installation of services or equipment in exits & paths of travel shall comply with Part D3D6 of the NCC.
Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below.

Application	Surface Condition
Ramp steeper than 1:14	P3 or R11
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10
Tread or landing surface	P3 or R10
Nosing or landing edge strip	P3

Thresholds to comply with NCC part D3D16 & AS 1428.1
Barriers to prevent falls to comply with NCC part D3D17.
Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25.
Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
Door signage to comply with NCC part D3D28.
Disabled access to comply with NCC part D4 & AS1428.1
Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire extinguishers to be installed in accordance with Part E1D14 of the NCC.
Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
Smoke hazard management system to comply with NCC part E2.
Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 28 of the NCC and AS 3740.
Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
Ventilation of rooms to comply with Part F6D6 of the NCC.

Power load shall comply with Section J of the NCC.
All lighting to be installed in accordance with J7 of NCC.

Use figured dimensions only. Do not scale from drawings.

Check all dimensions on site before setup or fabrication. The contractor must verify & check all site conditions including ceiling heights & dimensions before commencing work on site. Report discrepancies to designer & site manager.

All columns, framing, connections, slabs & loads – refer to structural engineers details & drawings.

For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings.

For ground works, carpark, & stormwater works refer to civil & engineers details & drawings.

Refer to and coordinate all works with services engineers documentation and specifications.

Not less than one fire extinguisher to suit class A, B and C fires and electrical fires will be provided at all times on each storey adjacent to each required exit or temporary stairway or exit.

GENERAL NOTES:

RC slab to be in accordance with Engineers details.
All structural details to be designed & provided by an Engineer.
Written dimensions will take precedence over scale.
Floor finishes to comply with AS 1428.1 Part 7
Provide external security lights to all exit doors.

All work & materials is to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS1562.1
Hot water, warm water & water cooling systems to be installed in accordance with AS 2444 & E1D14 of the NCC.

All floor & wall linings to comply with specification Part C Specification 6 of the NCC.
All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
Installation of services or equipment in exits & paths of travel shall comply with Part D3D6 of the NCC.
Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below.

Application	Surface Condition
Ramp steeper than 1:14	P3 or R11
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10
Tread or landing surface	P3 or R10
Nosing or landing edge strip	P3

Thresholds to comply with NCC part D3D16 & AS 1428.1
Barriers to prevent falls to comply with NCC part D3D17.
Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25.
Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
Door signage to comply with NCC part D3D28.
Disabled access to comply with NCC part D4 & AS1428.1
Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire extinguishers to be installed in accordance with Part E1D14 of the NCC.
Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
Smoke hazard management system to comply with NCC part E2.
Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 28 of the NCC and AS 3740.
Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
Ventilation of rooms to comply with Part F6D6 of the NCC.

Power load shall comply with Section J of the NCC.
All lighting to be installed in accordance with J7 of NCC.

Use figured dimensions only. Do not scale from drawings.

Check all dimensions on site before setup or fabrication. The contractor must verify & check all site conditions including ceiling heights & dimensions before commencing work on site. Report discrepancies to designer & site manager.

All columns, framing, connections, slabs & loads – refer to structural engineers details & drawings.

For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings.

For ground works, carpark, & stormwater works refer to civil & engineers details & drawings.

Refer to and coordinate all works with services engineers documentation and specifications.

Not less than one fire extinguisher to suit class A, B and C fires and electrical fires will be provided at all times on each storey adjacent to each required exit or temporary stairway or exit.

AREAS:

Leasable Hangar Area	936.0 m ²
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No.	Description	Date
F	Revised DA	11/04/24
E	For review	04/04/24
D	Tender Set 01	18/12/23
C	Services Issue	12/12/23
B	Council Meeting	17/11/23
A	DA	13/11/23
1	For review	21/08/23

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

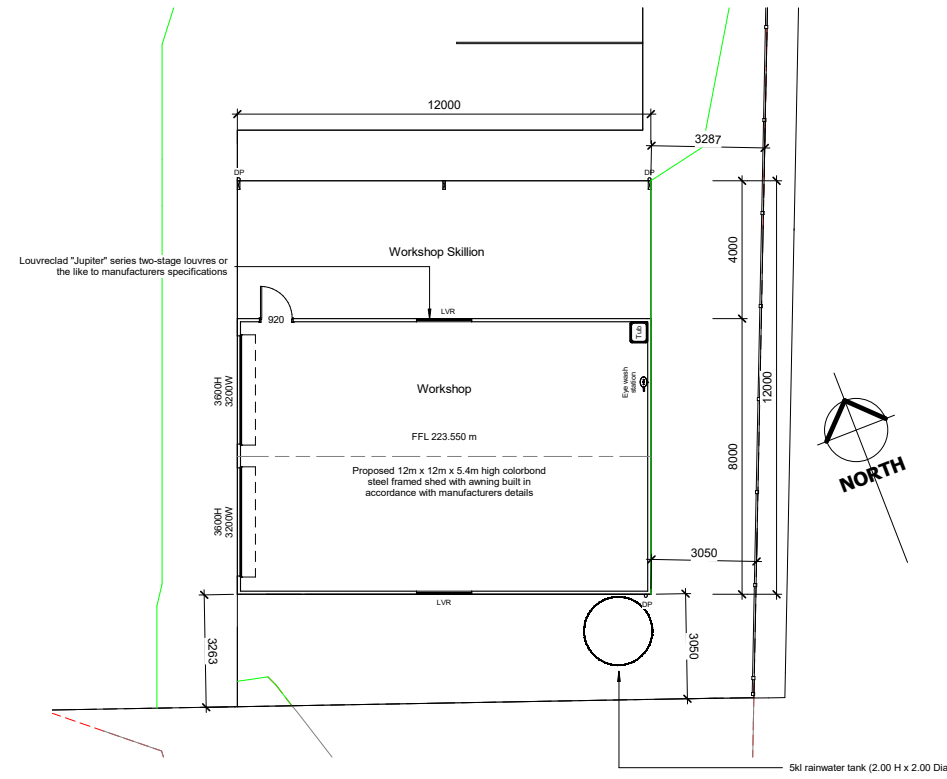


PROJECT
PROPOSED HANGARS & WORKSHOP

AT
LOT 44 DP 846091
BUNNAN RD, SCONE

FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	061-23	REV:
A1	SCALE	12/07/23	DATE	06	F
	DRAWN	PDG	SHEET No:		



Workshop Plan
1 : 100

Workshop Colour Scheme

Roofing	- Colorbond "Paperbark" Trimdek roof sheeting
Gutter	- Colorbond "Paperbark"
Fascia, eaves	- Colorbond "Paperbark"
Barge, posts & beams	- Colorbond "Paperbark"
Downpipes	- Colorbond "Paperbark"
Exterior Walls	- Colorbond "Paperbark" Trimdek wall sheeting
Window & door frames	- Colorbond "Paperbark"
Hangar doors	- Colorbond "Paperbark"
PA doors	- Colorbond "Paperbark" frame Contrasting colour for panel
Water Tanks	- Colorbond "Paperbark"

Exit Door Note - Workshop

- Exit doors for the Workshop (Class 7b or 8) must be readily openable without a key from the side that faces a person seeking egress, by—
- a single hand downward action on a single device which is located between 900 mm and 1.1 m from the floor and if serving an area required to be accessible by Part D4—
 - be such that the hand of a person who cannot grip will not slip from the handle during the operation of the latch; and
 - have a clearance between the handle and the back plate or door face at the centre grip section of the handle of not less than 35 mm and not more than 45 mm; or
 - a single hand pushing action on a single device which is located between 900 mm and 1.2 m from the floor.

Note:
All ground & floor levels to be confirmed by engineer prior to excavation & construction

General Notes

CLASS 7b, 8 & 9b
Single Storey
Type C Construction

RC slab to be in accordance with Engineers details.
All structural details to be designed & provided by an Engineer.
Written dimensions will take precedence over scale.
Floor finishes to comply with AS 1428.1 Part 7.
Provide external security lights to all exit doors.

All work & materials is to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS1562.1
Hot water, warm water & water cooling systems to be installed in accordance with AS 2444 & E1D14 of the NCC.

All floor & wall linings to comply with specification Part C Specification 6 of the NCC.
All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.
Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	
	Dry	Wet
Ramp steeper than 1:14	P4 or R11	P5 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Head or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P5	P4

Thresholds to comply with NCC part D3D16 & AS 1428.1
Barriers to prevent falls to comply with NCC part D3D17
Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25.
Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
Door signage to comply with NCC part D3D28.
Disabled access to comply with NCC part D4 and AS1428.1
Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire extinguishers to be installed in accordance with Part E1D14 of the NCC.
Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
Smoke hazard management system to comply with NCC part E2.
Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
Building to be dams proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
Ventilation of rooms to comply with Part FED6 of the NCC.

Power load shall comply with Section J of the NCC.
All lighting to be installed in accordance with J7 of NCC.

Use figured dimensions only. Do not scale from drawings.

Check all dimensions on site before setout or fabrication. The contractor must verify & check all site conditions including ceiling heights & dimensions before commencing work on site. Report discrepancies to designer & site manager.

All columns, framing, connections, slabs & loads – refer to structural engineers details & drawings.

For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings.

For ground works, carpark, & stormwater works refer to civil & engineers details & drawings.

Refer to and coordinate all works with services engineers documentation and specifications.

Not less than one fire extinguisher to suit class A, B and C fires and electrical fires will be provided at all times on each storey adjacent to each required exit or temporary stairway or exit.

GENERAL NOTES:

AREAS:

Workshop Area	96.0 m ²
Workshop Skillion Area	48.0 m ²
	144.0 m ²

No.	Description	Date
F	Revised DA	11/04/24
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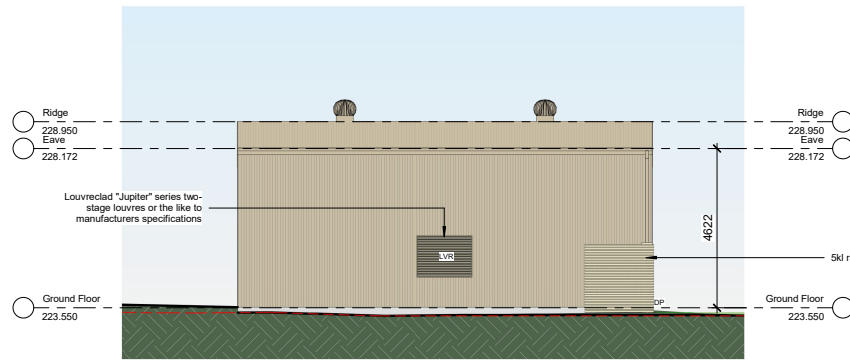
Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.



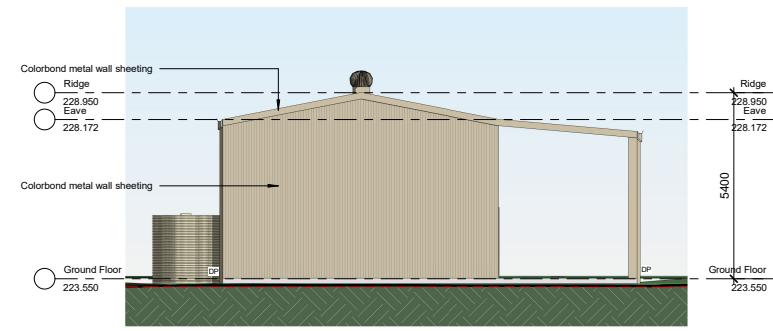
PROJECT
PROPOSED HANGARS & WORKSHOP

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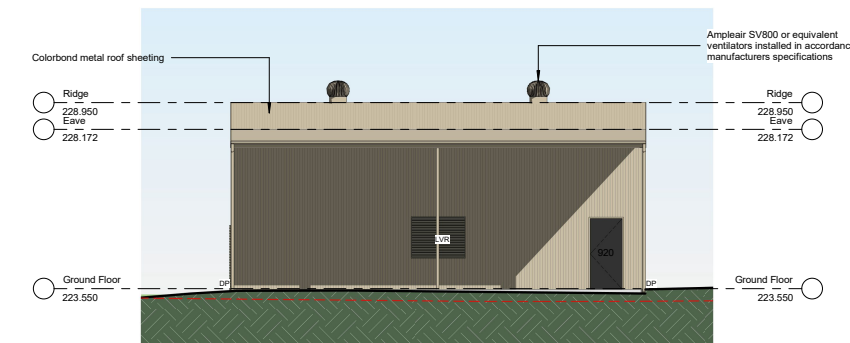
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A1	DRAWN	PDG	SHEET No:	07	F



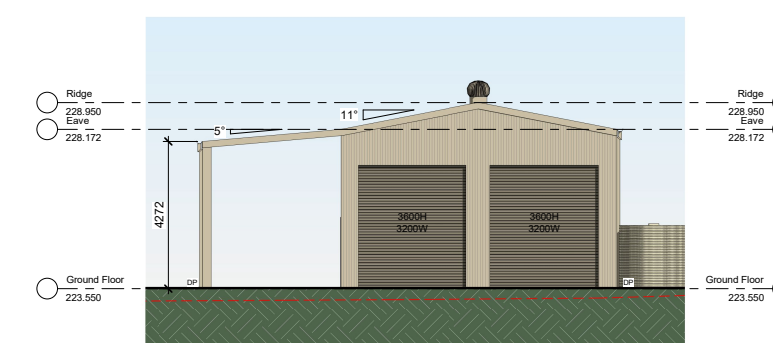
Workshop - Elevation 1
1 : 100



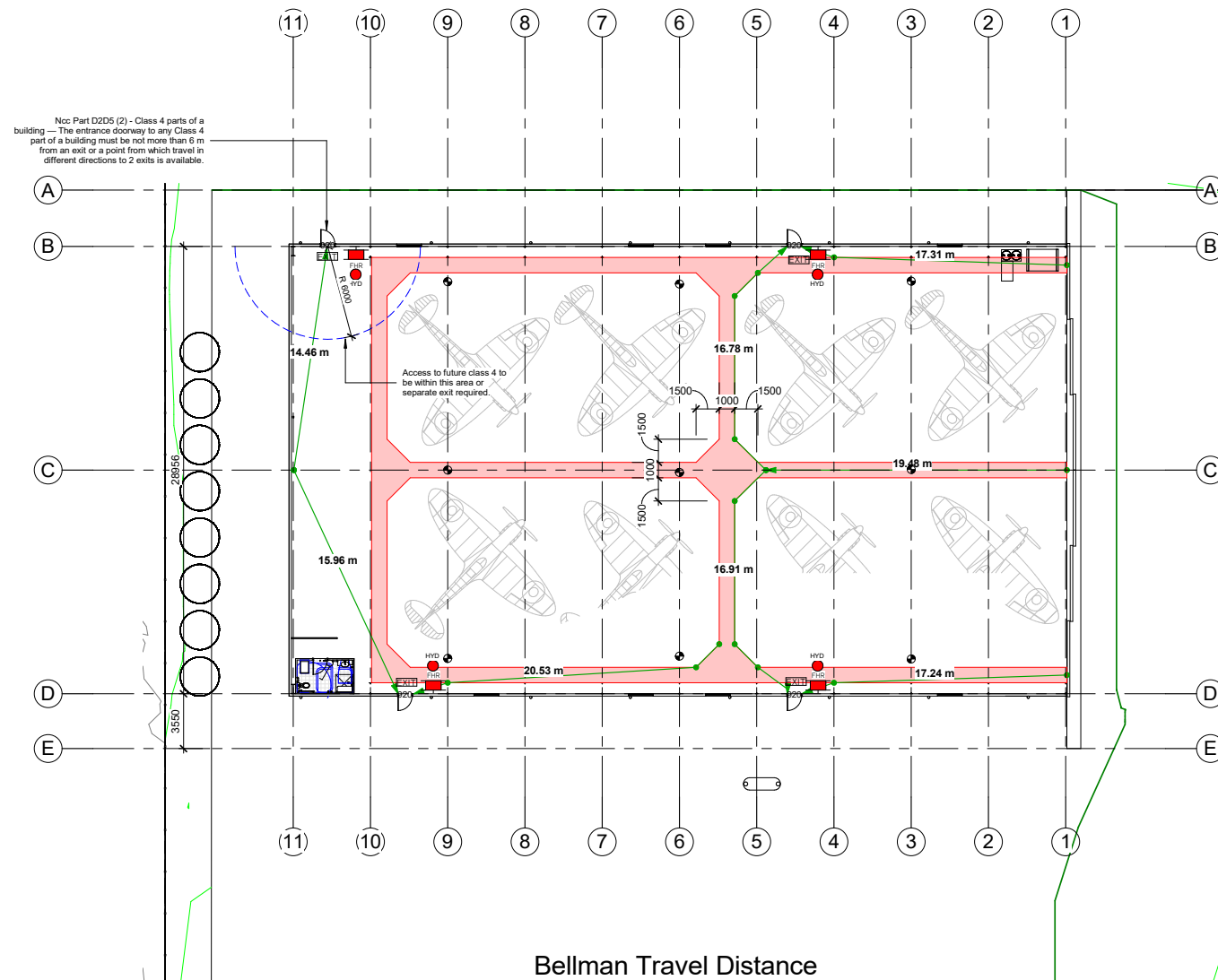
Workshop - Elevation 2
1 : 100



Workshop - Elevation 3
1 : 100



Workshop - Elevation 4
1 : 100



Bellman Travel Distance
1 : 200

Fire Services Legend

- LED non-maintained emergency light
- Fire hose reel
- Fire Hydrant
- Fire extinguisher
- Illuminated exit sign

For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings for layout. Layout of emergency lights to be confirmed by fire services engineer.

Emergency lighting locations shown on plan are for illustrative purposes only. Lux levels and specific locations are subject to confirmation by a qualified and competent engineer.

Refer to and coordinate all works with services engineers documentation and specifications.

Travel Path Legend

- Exit travel path & distance
- Travel path start & change of direction
- Travel path direction

General Notes

CLASS 7b, 8 & 9b
Single Storey
Type C Construction

RC slab to be in accordance with Engineers details.
All structural details to be designed & provided by an Engineer.
Written dimensions will take precedence over scale.
Floor finishes to comply with AS 1428.1 Part 7
Provide external security lights to all exit doors.

All work & materials is to comply with section B of the NCC.
All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Floor coverings to comply with AS1562.1
Hot water, warm water & water cooling systems to be installed in accordance with AS 2444 & E1D14 of the NCC.

All floor & wall linings to comply with specification Part C Specification 6 of the NCC.
All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.
Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	
	Div	Wet
Ramps steeper than 1:14	P4 or R11	P5 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Head or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P3	P4

Thresholds to comply with NCC part D3D16 & AS 1428.1
Barriers to prevent falls to comply with NCC part D3D17
Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25
Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
Door signage to comply with NCC part D3D28
Disabled access to comply with NCC part D4 and AS1428.1
Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire extinguishers to be installed in accordance with Part E1D14 of the NCC.
Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.

Smoke hazard management system to comply with NCC part E2.
Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
Ventilation of rooms to comply with Part F6D6 of the NCC.

Power load shall comply with Section J of the NCC.
All lighting to be installed in accordance with J7 of NCC.

Use figured dimensions only. Do not scale from drawings.

Check all dimensions on site before setout or fabrication. The contractor must verify & check all site conditions including ceiling heights & dimensions before commencing work on site. Report discrepancies to designer & site manager.

All columns, framing, connections, slabs & loads – refer to structural engineers details & drawings.

For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings.
For ground works, carpark, & stormwater works refer to civil & engineers details & drawings.
Refer to and coordinate all works with services engineers documentation and specifications.

Not less than one fire extinguisher to suit class A, B and C fires and electrical fires will be provided at all times on each storey adjacent to each required exit or temporary stairway or exit.

GENERAL NOTES:

AREAS:

Bellman Hangar Floor Area	1473.4 m ²
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No.	Description	Date
E	Revised DA	11/04/24
D	Tender Set 01	18/12/23
C	Services Issue	12/12/23
B	Council Meeting	17/11/23
A	DA	13/11/23

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.



ACCREDITED
BUILDING DESIGNER
REGISTRATION No: 6860 (Low Rise)

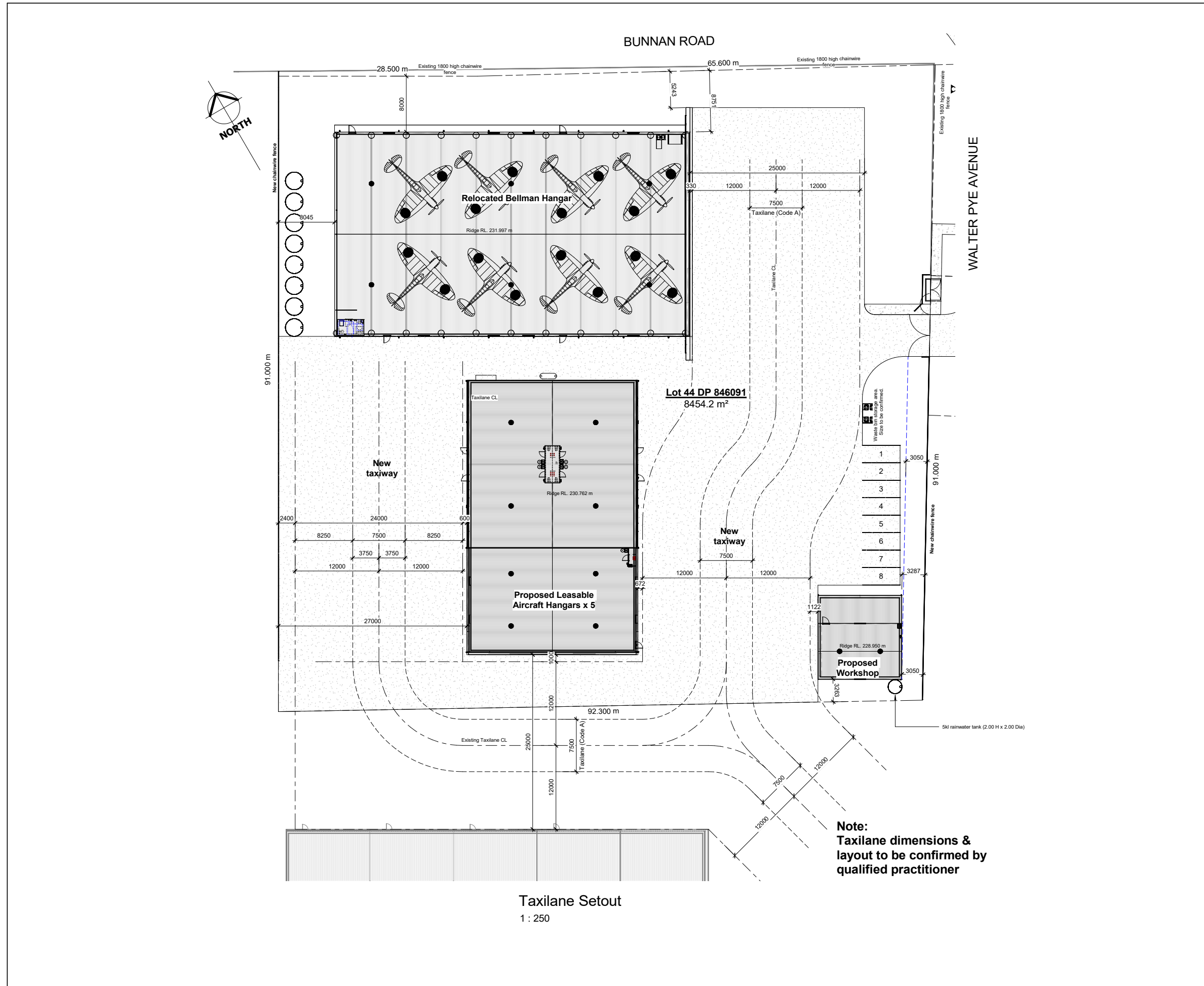


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PROJECT
PROPOSED HANGARS & WORKSHOP

AT
LOT 44 DP 846091
BUNNAN RD, SCONE
FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	061-23	REV:
A1	DATE	12/07/23	SHEET No:	08	E
	DRAWN	PDG			



GENERAL NOTES:

AREAS:

C	Revised DA	11/04/24
B	Tender Set 01	18/12/23
A	Services Issue	12/12/23

No.	Description	Date
1		
2		
3		
4		
5		
6		
7		
8		

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

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BUILDING DESIGNER
REGISTRATION No: 6860 (Low Rise)

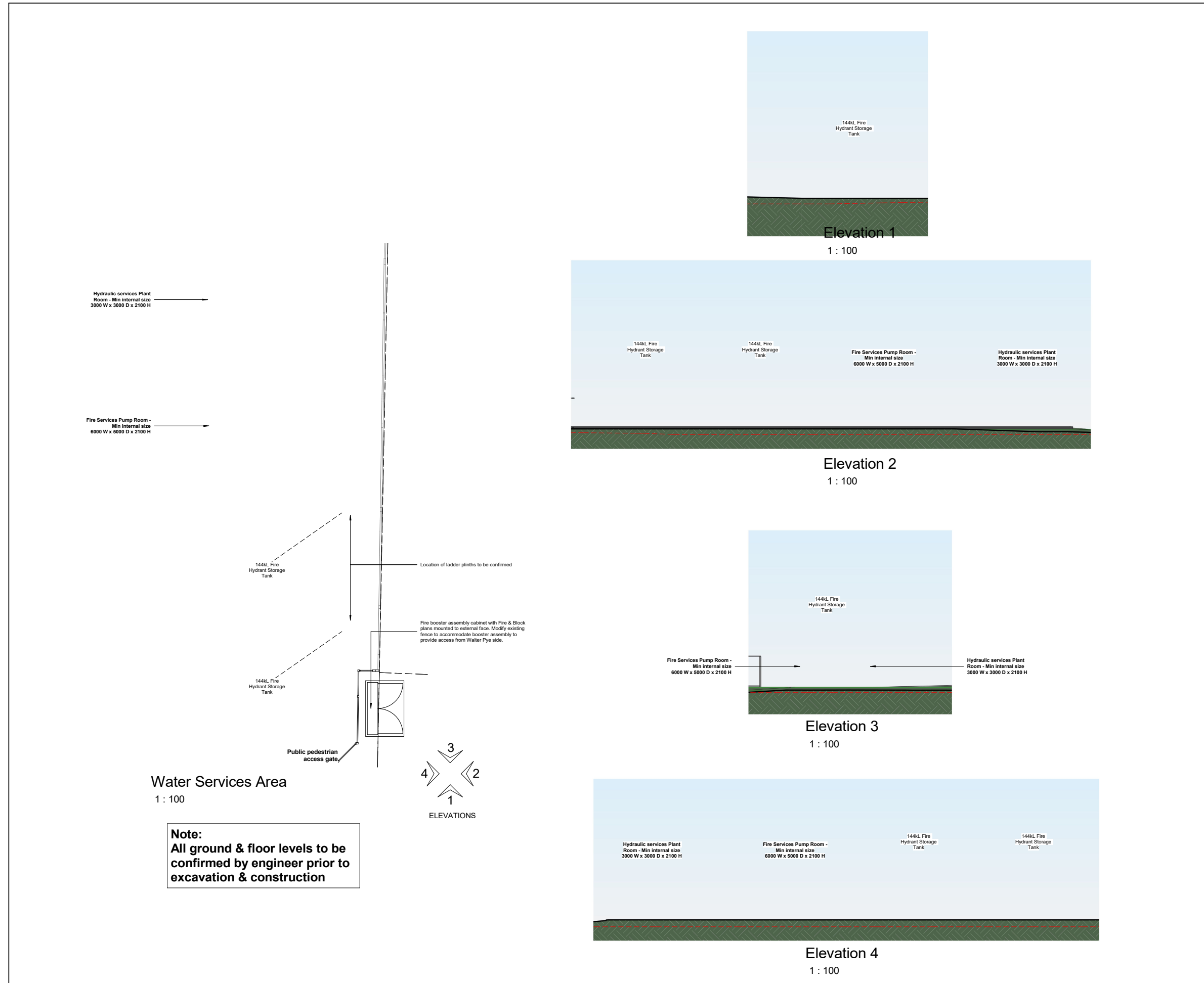
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PROJECT
PROPOSED HANGARS & WORKSHOP

AT
LOT 44 DP 846091
BUNNAN RD, SCONE

FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	1 : 250	JOB No:	061-23	REV:
A1	DATE	12/07/23			
	DRAWN	PDG	SHEET No:	09	C



GENERAL NOTES:

CLASS 7a, 8 & 9b
Single Storey
Type C Construction

RC slab to be in accordance with Engineers details.
 All structural details to be designed & provided by an Engineer.
 Written dimensions will take precedence over scale.
 Floor finishes to comply with AS 1428.1 Part 7
 Provide external security lights to all exit doors.

All work & materials is to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS1562.1
 Hot water, warm water & water cooling systems to be installed in accordance with AS 2444 & E1D14 of the NCC.

All floor & wall linings to comply with specification Part C Specification 6 of the NCC.
 All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
 Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.
 Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	
	Dr	Wet
Ramp steeper than 1:12	P4 or R11	P5 or R12
Ramp steeper than 1:20 but not steeper than 1:4	P3 or R10	P4 or R11
Front of landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P3	P4

Thresholds to comply with NCC part D3D16 & AS 1428.1
 Barriers to prevent falls to comply with NCC part D3D17.
 Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25.
 Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
 Door signage to comply with NCC part D3D28.
 Disabled access to comply with NCC part D4 and AS1428.1
 Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire extinguishers to be installed in accordance with Part E1D14 of the NCC.
 Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
 Smoke hazard management system to comply with NCC part E2.
 Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
 Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
 All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
 Ventilation of rooms to comply with Part F6D6 of the NCC.

Power load shall comply with Section J of the NCC.
 All lighting to be installed in accordance with J7 of NCC.

Use figured dimensions only. Do not scale from drawings.

Check all dimensions on site before setup or fabrication. The contractor must verify & check all site conditions including ceiling heights & dimensions before commencing work on site. Report discrepancies to designer & site manager.

All columns, framing, connections, slabs & loads – refer to structural engineers details & drawings.

For mechanical, electrical, fire & hydraulic services, equipment & details refer to engineer details & drawings.

AREAS:

Refer to and coordinate all works with services engineers documentation and specifications.

Not less than one fire extinguisher to suit class A, B and C fires and electrical fires will be provided at all times on each storey adjacent to each required exit or temporary stairway or exit.

Bellman Hangar Floor Area	1473.4 m ²
Fire pump Room Area	37.0 m ²
Hydraulic Services plant Room Area	13.0 m ²
Leasable Hangar Area	936.0 m ²
Workshop Area	96.0 m ²
Workshop Storage Area	48.0 m ²
Services Issue	260.3 m ²
No.	Description
	Date

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

bdca
ACCREDITED
BUILDING DESIGNER
REGISTRATION No: 6860 (Low Rise)

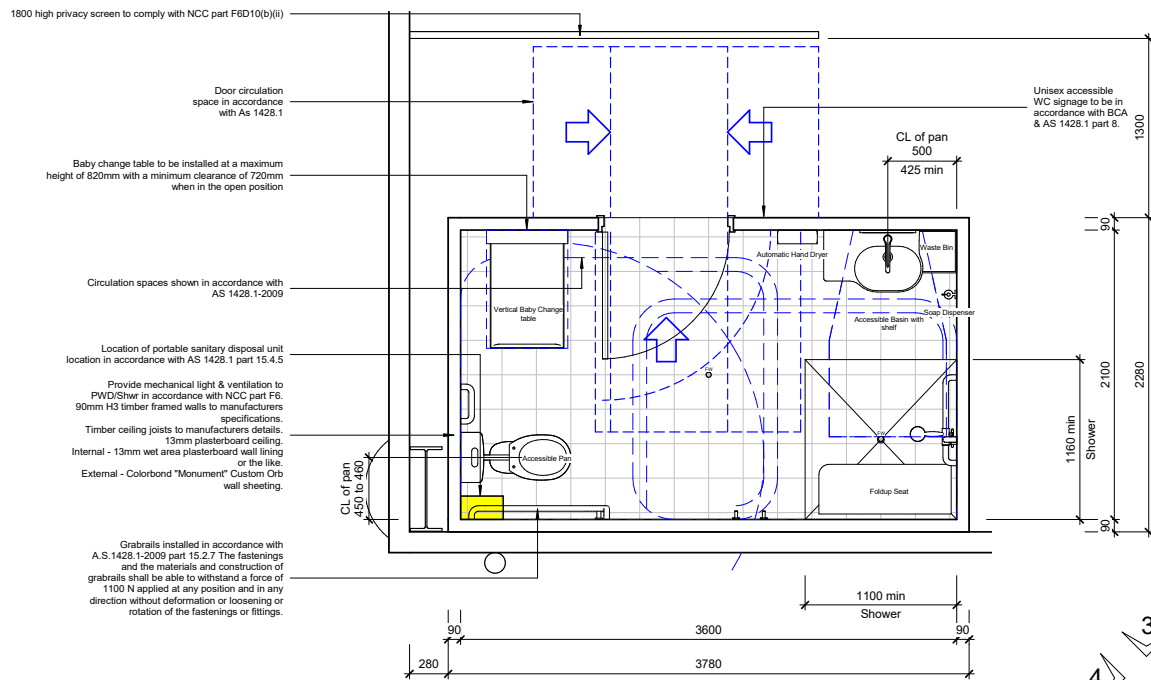
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PROJECT
PROPOSED HANGARS & WORKSHOP

AT
LOT 44 DP 846091
BUNNAN RD, SCONE

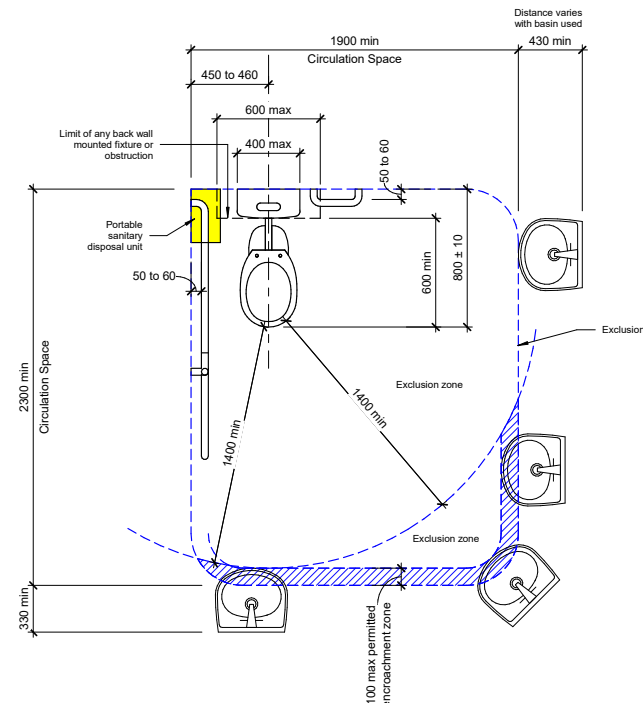
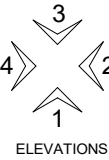
FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	061-23	REV:
A1	DATE	12/07/23	SHEET No:	10	B
	DRAWN	PDG			



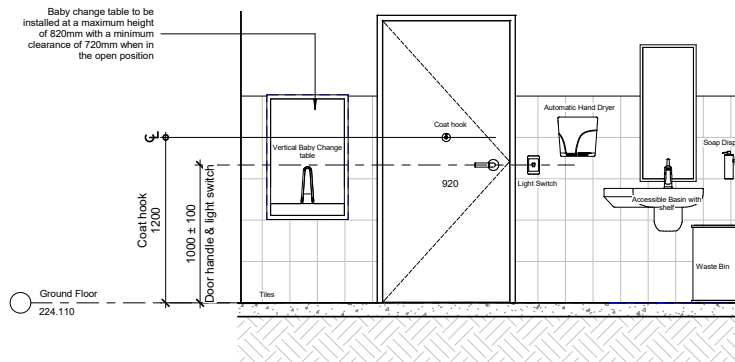
Bellman - Enlarged PWD/Shower Plan

1 : 25



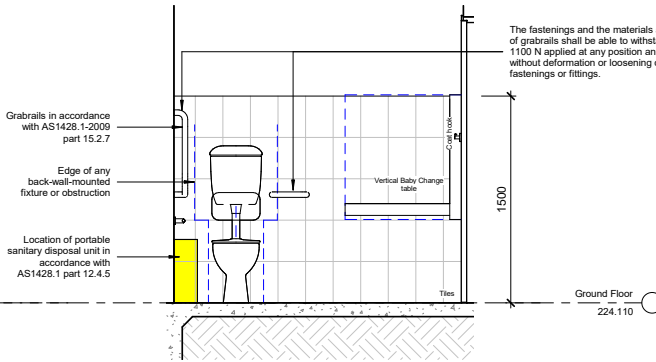
Accessible WC Circulation Space
1 : 20

Note:
RH transfer shown.
LH transfer to opposite hand.



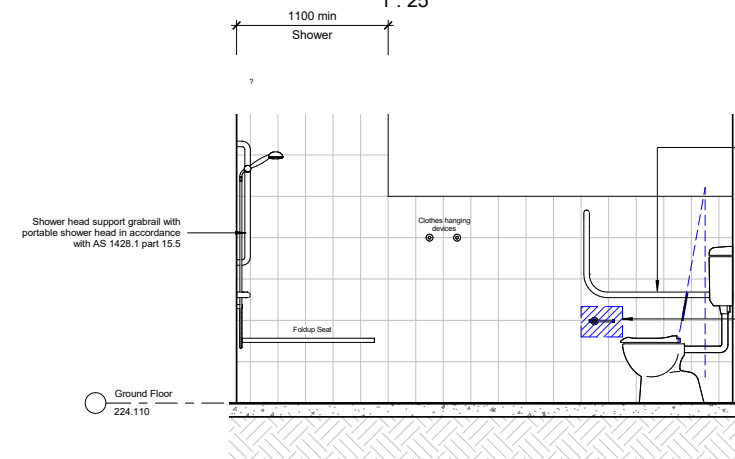
PWD Elevation 1

1 : 25



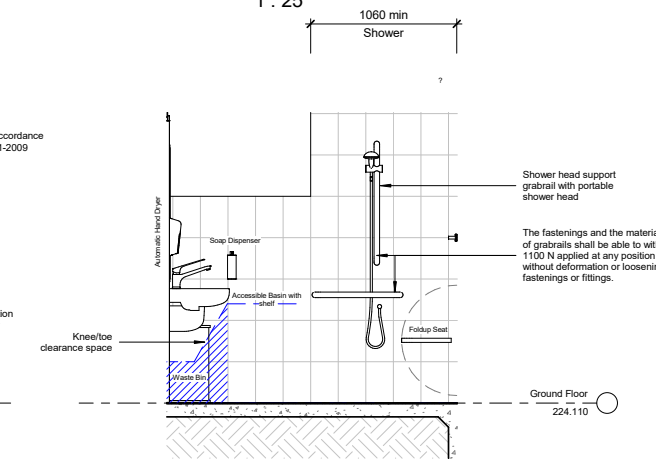
PWD Elevation 2

1 : 25



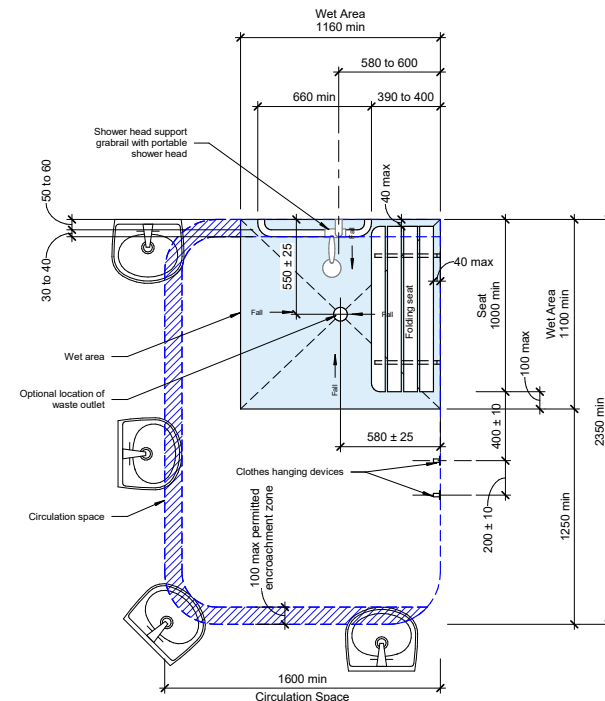
PWD Elevation 3

1 : 25



PWD Elevation 4

1 : 25



Accessible Shower Plan - Open

1 : 20

GENERAL NOTES:

CLASS 7b, 8 & 9b
 Single Storey
 Type C Construction

RC slab to be in accordance with Engineers details.
 All structural details to be designed & provided by an Engineer.
 Written dimensions will take precedence over scale.
 Floor finishes to comply with AS 1428.1 Part 7
 Provide external security lights to all exit doors.

All work & materials is to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS1562.1
 Hot water, warm water & water cooling systems to be installed in accordance with AS 2444 & E1D14 of the NCC.

All floor & wall linings to comply with specification Part C Specification 6 of the NCC.
 All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
 Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.
 Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	Wet
Ramp steeper than 1:12	P4 or R11	P5 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Tread or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P5	P4

Thresholds to comply with NCC part D3D16 & AS 1428.1
 Barriers to prevent falls to comply with NCC part D3D17
 Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25.
 Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
 Door signage to comply with NCC part D3D28.
 Disabled access to comply with NCC part D4 & AS1428.1
 Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire extinguishers must be installed in accordance with Part E1D14 of the NCC.
 Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
 Smoke hazard management system to comply with NCC part E2.
 Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & F specification 26 of the NCC and AS 3740.
 Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
 All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
 Ventilation of rooms to comply with Part F6D6 of the NCC.

Power load shall comply with Section J of the NCC.
 All lighting to be installed in accordance with J7 of NCC.

Use figured dimensions only. Do not scale from drawings.

Check all dimensions on site before setout or fabrication. The contractor must verify & check all site conditions including ceiling heights & dimensions before commencing work on site. Report discrepancies to designer & site manager.

All columns, framing, connections, slabs & loads – refer to structural engineers details & drawings.

For mechanical, electrical, fire & hydraulic services, equipment & installation refer service engineer details & drawings.

AREAS
 For ground works, carpark & stormwater works refer to civil & engineers details & drawings.
 Refer to and coordinate all works with services engineers documentation and specifications.
 Not less than one fire extinguisher to suit class A, B and C fires and electrical fires will be provided at all times on each storey adjacent to each required exit or temporary stairway or exit.

No.	Description	Date
B	Revised DA	11/04/24
A	Tender Set 01	18/12/23

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

bdca
 ACCREDITED
 BUILDING DESIGNER
 REGISTRATION No: 6860 (Low Rise)

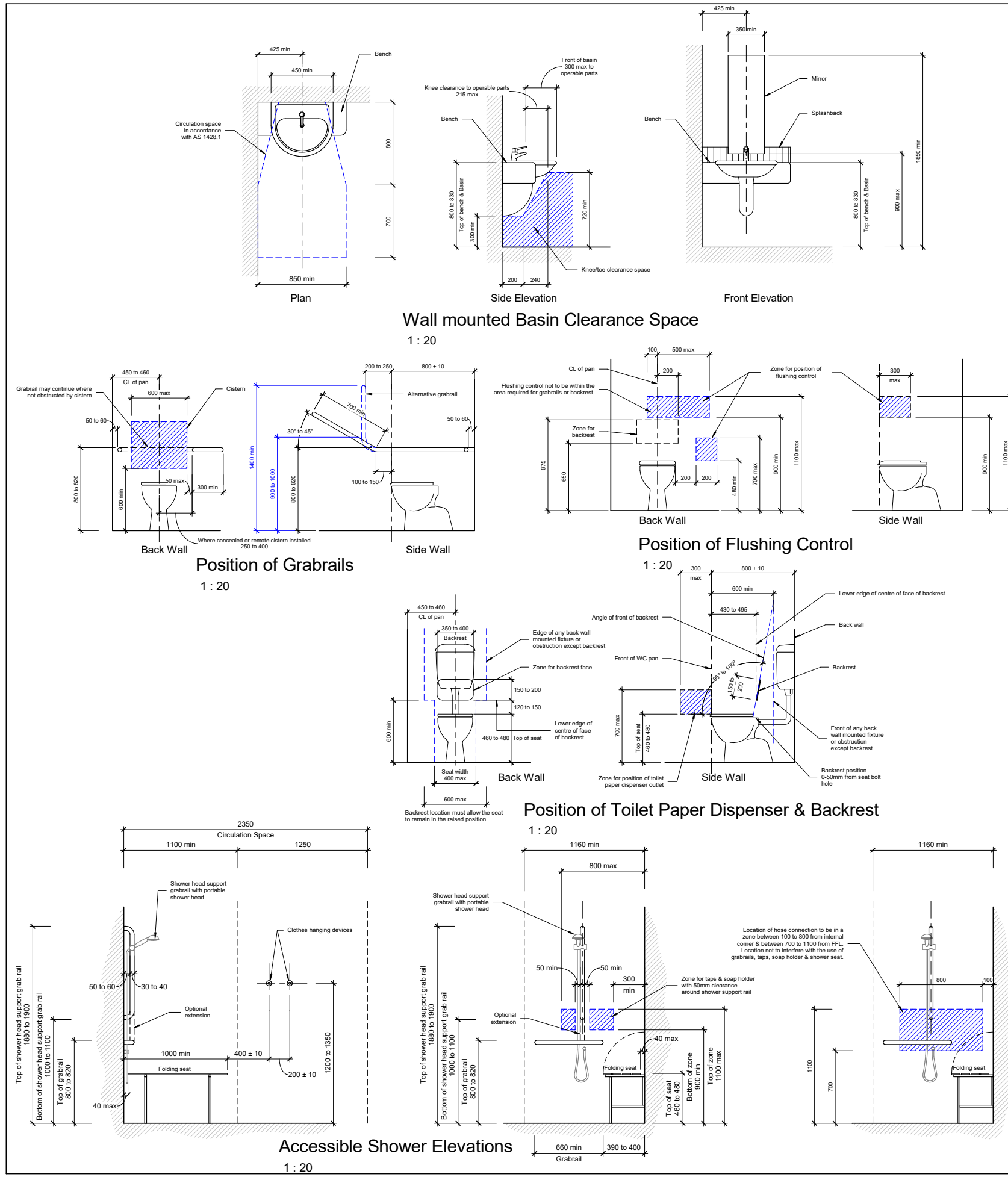
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PROJECT
 PROPOSED HANGARS & WORKSHOP

AT
 LOT 44 DP 846091
 BUNNAN RD, SCONE

FOR
 UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	061-23	REV:
A1	DRAWN	PDG	DATE	12/07/23	SHEET No: 11



Accessible WC Notes

Walls around the toilet to be reinforced to allow for fixing of grabrails with either additional noggings or 12mm structural sheeting.

All switches and controls on an accessible path of travel, other than general purpose outlets, shall be located not less than 900 mm nor more than 1100 mm above the plane of the finished floor and not less than 500 mm from internal corners except where on the architrave on the latch side of a door.

General purpose outlets shall be located not less than 600 mm nor more than 1100 mm above the plane of the finished floor and not less than 500 mm from internal corners except where on the architrave on the latch side of a door.

Water taps to be lever handles, sensor plate, voice activation or other similar controls. Lever handles shall have not less than 50mm clearance from an adjacent surface.

WC pan clearances shall comply with AS1428.1-2021 part 12.2.2.

A toilet seat is to be provided on accessible toilets & shall:

- (a) be of the full round type (not open fronted);
- (b) be securely fixed in position when in use;
- (c) have seat slings that create lateral stability for the seat when in use;
- (d) be load-rated to 150kg; &
- (e) have a minimum contrast of 30% with one of the following options:
 1. Seat & wall or
 2. Seat & floor against which it is viewed.
 - (f) remain in the upright position when fully raised

A backrest is to be provided on accessible toilets & comply with AS1428.1-2021 part 12.2.4.

Flushing controls shall be user activated, hand operated, electric sensor or automatic to comply with AS1428.1-2021 part 12.2.5. Flushing control shall not be located within the zone of the backrest or within 50mm of any grabrail.

The outlet for the toilet paper dispenser shall be located within the zone specified (refer to detail) & shall not have a projection from the wall of more than 150mm.

Grabrails as specified in AS1428.1-2021 section 14, shall be provided across the rear wall & at the side wall nearest the WC pan (refer to detail).

For each WC, the unobstructed circulation space from the finished floor to a height of not less than 2000 mm shall be as shown in AS1428.12021 part 12.2.5.1 & Figure 43. The only fixtures & fittings that may encroach into the circulation space below a height of 900mm are as follows:

- (a) Toilet paper dispenser
- (b) Grabrails
- (c) Backrest
- (d) Washbasin/vanity bench limited to 100mm encroachment. Refer to detail
- (e) Where provided, wall mounted taps e.g. Cleaners tap
- (f) Where provided, additional fittings & fixtures may encroach into the WC pan circulation space up to a maximum of 150mm but shall provide a minimum of 900mm clearance below. Such fittings & fixtures include the following:
 - (i) Hand dryers & towel dispensers
 - (ii) Soap dispensers (see Clause 12.4.3 in AS 1428.1 - 2021)
 - (iii) Shelves (see Clause 12.4.2 in AS 1428.1 - 2021)
 - (iv) Wall cabinets
 - (v) Clothes hanging devices (see Clause 12.4.4 in AS 1428.1 - 2021)
 - (vi) Other wall mounted fixtures, such as dispensing units & sharp disposal units.

Baby change tables (where installed) shall not encroach into the circulation space of any other toilet facility when in the folded up position; and have a maximum height of 800 mm and a minimum clearance underneath of 720 mm when in the open position.

WC doors to comply with AS1428.1 part 12.2.9.

Outward-opening doors shall have a mechanism that holds the door in a closed position without the use of a latch.

Doors shall be provided with an in-use indicator and a bolt or catch. Where a snib catch is used, the snib handle shall have a minimum length of 45 mm from the centre of the spindle. In an emergency, the latch mechanism shall be operable from the outside.

Door handles & hardware shall be in accordance with AS1428.1-2021 clause 10.4

In all sanitary facilities, the mirror shall be located either above or adjacent to the washbasin in accordance with AS1428.1 part 12.4.1.

Shelf space is to be provided adjacent to the washbasin in accordance with AS1428.1 part 12.4.2.

Where provided, soap dispensers, towel dispensers, hand dryers and similar fittings shall be operable by one hand, and shall be installed with the height of their operative component or outlet not less than 900 mm and not more than 1100 mm above the plane of the finished floor, and no closer than 500 mm from an internal corner.

A clothes-hanging device shall be installed 1200 mm to 1350 mm above the plane of the finished floor and not less than 300 mm out from any internal corner.

Sanitary disposal units where provided shall comply with AS1428.1 part 12.4.5.

Accessible Shower Notes

Walls around the shower to be reinforced to allow for fixing of grabrails with either additional noggings or 12mm structural sheeting.

Shower recesses and the circulation space for each shower recess from the finished floor to a height of not less than 2000 mm shall be as shown in the accessible shower plan & elevations. Grabrails, shower hose fittings, taps, soap holder, shelf (if provided), clothes hanging devices and the folding seat are the only fixtures permitted in these spaces.

Shower recess fittings shall be provided (refer to accessible shower plan & elevations). Not less than two clothes-hanging devices shall be fitted outside the shower recess. One such device shall be located within 400 ±10 mm and the other within 600 ±10 mm of the folding seat. A clothes-hanging device shall be installed 1200 mm to 1350 mm above the plane of the finished floor and not less than 500 mm out from any internal corner.

If two or more shower recesses are provided, at least one shall be of the opposite hand.

The shower recess circulation space may overlap other circulation spaces. Refer to AS 1428.1 - 2021 figure 47 for examples.

The requirements for the floor and waste outlet are as follows:

The floor of the shower recess and associated circulation space shall be self draining and without a step-down, raised step kerb or hob at the entry to the recess.

Where a central waste outlet for the shower recess is provided in accordance with accessible shower plan. Alternatively, a linear drain may be provided.

The slope of the floor of the shower recess shall have a gradient between 1 in 60 and 1 in 80. Refer to accessible shower floor grades detail. The slope of the floor of the whole sanitary facility to a linear drain shall be constant with the range of 1 in 50 & 1 in 80. Note: A linear drain may be used to facilitate conformance to these gradients.

The slope of the floor of the remainder of the sanitary facility shall have a gradient between 1 in 80 and 1 in 100. Refer to accessible shower floor grades detail.

The means of screening a shower recess shall be either by a curtain or a type of door system that does not obstruct the required circulation space or shower recess.

Grabrails shall be fixed on the walls in the positions shown in the accessible shower plan & elevations. Taps, soap holder and shower head support grabrail, as shown in the accessible shower plan & elevations may encroach into the 600 mm clearance above the grabrail required by AS 1428.1-2021 Clause 14(e).

Where nominated dimensions of the required grabrails for WC and shower recess overlap, the grabrail shall be continuous. Note: Where a continuous grabrail traverses the location of a shower curtain, the curtain should lay across the grabrail.

A shower head support grabrail, as specified in AS 1428.1-2021 Clause 14, shall be fixed on the wall in the position shown in the accessible shower plan & elevations.

A hand-held shower head shall be provided, which shall have a flexible hose of a minimum length of 1500 mm. An adjustable shower head holder shall be provided to support the shower head and shall:

- (a) be installed on the shower head holder support grabrail as shown in the accessible shower plan & elevations;
- (b) allow the graspable portion of the shower head to be positioned at various angles and heights;
- (c) the outlet for the shower hose shall be located at 700mm to 1100mm AFL to provide full access for the independent user, when coupled with the required 1500mm min length hose;
- (d) allow the graspable portion of the shower head to be located at various angles and heights;
- (e) allow access and adjustment from a seated position.

The soap holder shall be located within the zone shown in accessible shower elevations.

Shower taps shall be located within the zone shown in the accessible shower plan & elevations. The length of the tap lever handle shall be no greater than 100mm.

Water taps shall comply with the following:

- (a) Taps shall have lever handles, sensor plates, voice activation or other similar controls.
- (b) Lever handles shall have not less than 50 mm clearance from an adjacent surface.
- (c) Where separate taps are provided for hot and cold water, the hot water tap shall be placed to the left of the cold water tap for horizontal configurations, or above the cold water tap for vertical configurations.
- (d) Where hot water is provided, the water shall be delivered through a mixing valve outlet.

A foldable seat shall be provided inside the shower recess, as shown in the accessible shower plan & elevations, and shall—

- (a) be self-draining;
- (b) be slip-resistant;
- (c) have front corners that are rounded to a radius of 10 to 15 mm;
- (d) have top edges that are rounded with a minimum radius of 2 to 3 mm; and
- (e) shall fold in an upwards direction and when folded the grabrail shall be accessible.

Note: For assisted residential care buildings the provision of a portable shower chair may be provided in lieu of the folding seat.

Where drainage is provided by holes or slots in single unit seats or by gaps between slats in compound seats, the diameter of the holes, the width of the slots and the gaps between slats shall be between 4 to 6mm.

The fastenings, materials and construction of the seat shall be able to withstand a force of 1100 N applied at any position and in any direction without falling or loosening of fastenings.

Unless the shower hose has a restrictor device preventing the shower head from resting on the floor or into the basin, a backflow prevention device will be required to prevent water contamination. Where it would be possible for the shower head to reach into the toilet pan then a restrictor device shall be fitted to prevent the hose reaching the toilet. The restrictor device shall be a proprietary item which restricts the movement of the shower hose & prevents the shower head from reaching into the toilet pan, basin or onto the floor.

GENERAL NOTES:

CLASS 7b, 8 & 9b
Single Storey
Type C Construction

RC slabs to be in accordance with Engineers details. All structural details to be designed & provided by an Engineer. Written dimensions will take precedence over scale. Floor finishes to comply with AS 1428.1 Part 1. Provide external security lights to all exit doors.

All work & materials to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1198.

Roof coverings to comply with AS1562.1. Hot water, warm water & water cooling systems to be installed in accordance with AS 2444 & E1D14 of the NCC.

All floor & wall linings to comply with specification Part C Specification 6 of the NCC. All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC. Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.

Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	Use
Ramp Slooper than 1:14	P4 or R11	P5 or R12
Ramp Slooper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Tread or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P5	P4

Thresholds to comply with NCC part D3D16 & AS 1428.1. Barriers to prevent falls to comply with NCC part D3D17. Doors opening to required exits must open in an outward direction in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Door hardware to be supplied and installed in accordance with D3D26 of the NCC. Door signage to comply with NCC part D3D28. Disabled access to comply with NCC part D4 and AS1428.1. Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire extinguishers to be installed in accordance with Part E1D14 of the NCC. Fire extinguishers must be provided during construction in accordance with Part E1D16 of the NCC.

Smoke hazard management system to comply with NCC part E2. Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 2B of the NCC and AS 3740. Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.

All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC. Ventilation of rooms to comply with Part FD6 of the NCC.

Power load shall comply with Section J of the NCC. All lighting to be installed in accordance with J7 of the NCC.

Use figured dimensions only. Do not scale from drawings. Check all dimensions on site before setout or fabrication. The contractor must verify & check all site conditions including ceiling heights & dimensions before commencing work on site. Report discrepancies to designer & site manager.

All columns, framing, connections, slabs & loads - refer to structural engineers details & drawings.

Refer to and coordinate all works with services engineers documentation and specifications.

Not less than one fire extinguisher to suit class A, B and C fire and electrical fires will be provided at all times on each storey adjacent to each required exit or temporary stairway or exit.

Water taps shall comply with the following:

- (a) Taps shall have lever handles, sensor plates, voice activation or other similar controls.
- (b) Lever handles shall have not less than 50 mm clearance from an adjacent surface.
- (c) Where separate taps are provided for hot and cold water, the hot water tap shall be placed to the left of the cold water tap for horizontal configurations, or above the cold water tap for vertical configurations.
- (d) Where hot water is provided, the water shall be delivered through a mixing valve outlet.

A foldable seat shall be provided inside the shower recess, as shown in the accessible shower plan & elevations, and shall—

- (a) be self-draining;
- (b) be slip-resistant;
- (c) have front corners that are rounded to a radius of 10 to 15 mm;
- (d) have top edges that are rounded with a minimum radius of 2 to 3 mm; and
- (e) shall fold in an upwards direction and when folded the grabrail shall be accessible.

Note: For assisted residential care buildings the provision of a portable shower chair may be provided in lieu of the folding seat.

Where drainage is provided by holes or slots in single unit seats or by gaps between slats in compound seats, the diameter of the holes, the width of the slots and the gaps between slats shall be between 4 to 6mm.

The fastenings, materials and construction of the seat shall be able to withstand a force of 1100 N applied at any position and in any direction without falling or loosening of fastenings.

Unless the shower hose has a restrictor device preventing the shower head from resting on the floor or into the basin, a backflow prevention device will be required to prevent water contamination. Where it would be possible for the shower head to reach into the toilet pan then a restrictor device shall be fitted to prevent the hose reaching the toilet. The restrictor device shall be a proprietary item which restricts the movement of the shower hose & prevents the shower head from reaching into the toilet pan, basin or onto the floor.

bdca
ACCREDITED
BUILDING DESIGNER
REGISTRATION No: 6860 (Low Rise)

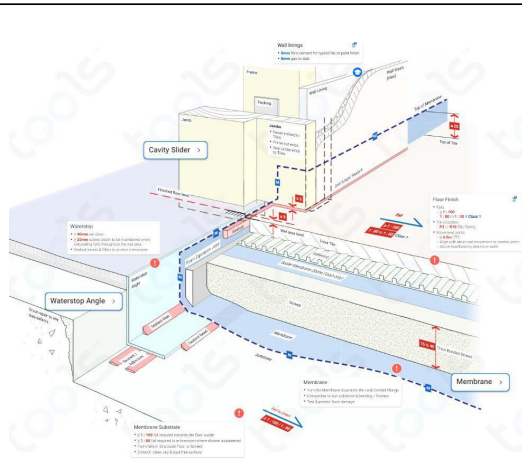
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PROJECT
PROPOSED HANGARS & WORKSHOP

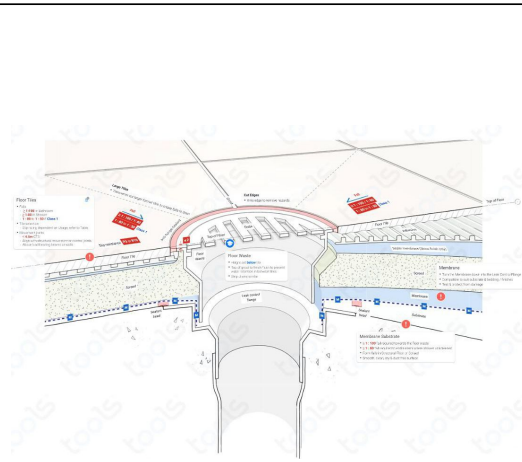
AT
LOT 44 DP 846091
BUNNAN RD, SCONE
FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	061-23	REV:
A1	DRAWN	PDG	DATE	12/07/23	SHEET No: 12



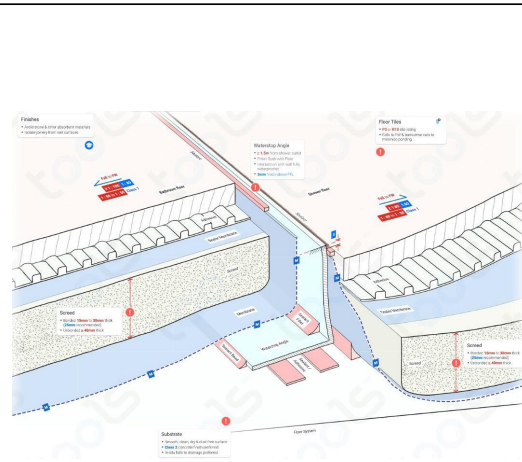
tools
Waterproofing / ... / Waterstop /
Swing Door Waterstop
<https://buildingtools.co/r/h1ZRY>

Exported on 18 Dec 2023
NCC 2022 - Tools v16



tools
Waterproofing / ... / Drainage /
Floor Waste
<https://buildingtools.co/r/JI56BT>

Exported on 18 Dec 2023
NCC 2022 - Tools v7

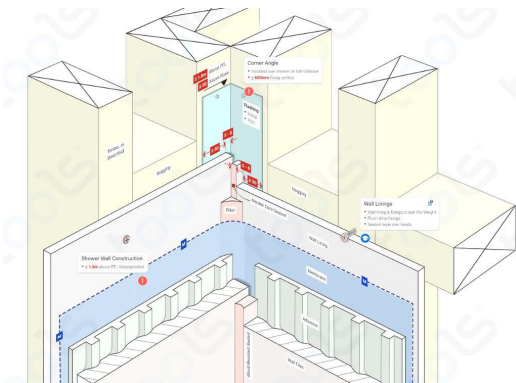


tools
Waterproofing / ... / Waterstop /
Type 2 Unenclosed Shower Waterstop
<https://buildingtools.co/r/1JT6zv>

Exported on 18 Dec 2023
NCC 2022 - Tools v2

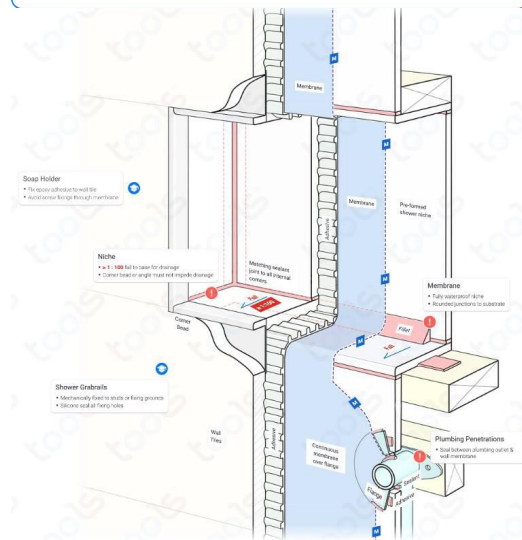
Waterproofing Details - TOOLS™ APP

Building TOOLS app - Utilize QR codes to access dynamic visuals within the TOOLS™ APP, providing information on specific NCC requirements.



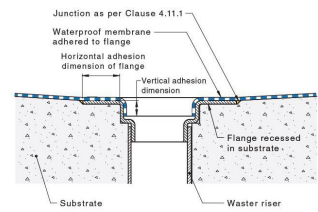
tools
Waterproofing / ... / Showers /
Shower Corner Angle
<https://buildingtools.co/r/NKKcq0>

Exported on 18 Dec 2023
NCC 2022 - Tools v1

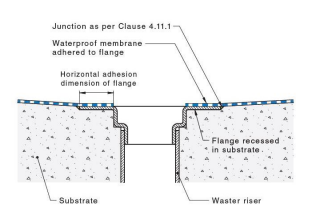


tools
Waterproofing / ... / Showers /
Shower Penetrations & Niche
<https://buildingtools.co/r/dlyexZ>

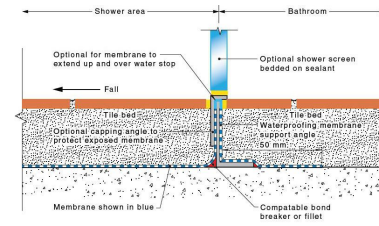
Exported on 18 Dec 2023
NCC 2022 - Tools v1



Typical Membrane Termination at Leak Control Flange with Down Leg



Typical Membrane Termination at Leak Control Flange



Shower Waterstop & Cover Angle

Water resistant
The property of a system or material that restricts water movement and will not degrade under conditions of water.

Waterproof
The property of a material that does not allow water to penetrate through it.

Vessel
An open, pre-formed, pre-finished concave receptacle capable of holding water, usually for the purpose of washing, including a basin, sink, bath, laundry tub and the like.

Shower area
The area affected by water from a shower, including a shower over a bath and for a shower area that is—

Enclosed – the area enclosed by walls or screens including hinged or sliding doors that contain the spread of water to within that space; or

Unenclosed – the area where, under normal use, water from the shower rose is not contained within the shower area.

Waterproofing & Wet Area Notes

Shower Area (enclosed & unenclosed)

- (1) For a shower area with a hob, step-down or level threshold, the following applies:
 - a. The floor of the shower area must be waterproof, including any hob or step-down, and
 - b. The walls of the shower area must be waterproof not less than 1800 mm above the floor substrate
 - c. Wall junctions and joints within the shower area must be waterproof.
 - d. Wall/floor junctions within the shower area must be waterproof.
 - e. Penetrations within the shower area must be waterproof.
- (2) A shower with a preformed shower base must also comply with the requirements of (1), except for (a) which is not applicable.

Area outside shower area

- (1) For concrete, compressed fibre-cement and fibre-cement sheet flooring, the floor of the room must be water resistant.
- (2) For timber floors including particleboard, plywood and other timber based flooring materials, the floor of the room must be waterproof.
- (3) Wall/floor junctions must be waterproof.

Areas adjacent to baths and spas without showers

- (1) For areas adjacent to a bath and spa, the following applies:
 - (a) For concrete, compressed fibre-cement and fibre-cement sheet flooring, the floor of the room must be water resistant.
 - (b) For timber floors including particleboard, plywood and other timber based flooring materials, the floor of the room must be waterproof. Tap and spout penetrations must be waterproof where they occur in horizontal surfaces.
 - (2) For areas adjacent to a non-freestanding bath and spa, the following applies:
 - (a) Walls must be water resistant—
 - (i) to a height of not less than 150 mm above the vessel, for the extent of the vessel, where the vessel is within 75 mm of a wall; and
 - (ii) at all exposed surfaces below vessel lip.
 - (b) Wall junctions and joints must be water resistant within 150 mm above a vessel for the extent of the vessel.
 - (c) Wall/floor junctions must be waterproof for the extent of the vessel.
 - (3) For inserted baths and spas, the following applies:
 - (a) For floors and horizontal surfaces:
 - (i) Any shelf area adjoining the bath or spa must be waterproof and include a waterstop under the vessel lip.
 - (ii) There are no requirements for the floor under a bath or spa.
 - (b) For walls:
 - (i) Waterproof to not less than 150 mm above the lip of a bath or spa.
 - (ii) There are no requirements for walls beneath the lip of a bath or spa.
 - (c) For wall junctions and joints:
 - (i) Waterproof junctions within 150 mm of a bath or spa.
 - (ii) There are no requirements for junctions and joints in walls beneath the lip of a bath or spa.
 - (d) Tap and spout penetrations must be waterproof where they occur in horizontal surfaces.

Other areas

- (1) For walls adjoining other types of vessels (e.g. sink, basin or laundry tub), the following applies:
 - (a) Walls must be water resistant to a height of not less than 150 mm above the vessel, for the extent of the vessel, where the vessel is within 75 mm of a wall.
 - (b) Waterproof wall junctions where a vessel is fixed to a wall.
 - (c) Waterproof tap and spout penetrations where they occur in surfaces required to be waterproof or water resistant.
- (2) For laundries and WCs, other than WCs as described in (3), the following applies:
 - (a) Water resistant floor of the room.
 - (b) Water resistant wall/floor junctions.
 - (c) Waterproof penetrations where they occur in surfaces required to be waterproof.
- (3) For WCs with a handheld bidet spray installation, the following applies:
 - (a) Waterproof floor of the room.
 - (b) Walls must be—
 - (i) waterproof within a 1500 mm radius from the wall connection of the handheld bidet spray device to a height of not less than 150 mm above the floor substrate; and
 - (ii) water resistant within a 1500 mm radius from the wall connection of the handheld bidet spray device to a height of not less than 1200 mm above the finished floor level of the WC.
 - (c) Waterproof wall junctions within the WC area within 1500 mm radius from the wall connection of the handheld bidet spray device.
 - (d) Waterproof wall/floor junctions within the WC area within 1500 mm radius from the wall connection of the handheld bidet spray device.
 - (e) Waterproof penetrations in WC area.
- (4) For bathrooms and laundries required to be provided with a floor waste by F2D4 of the NCC, the following applies:
 - (a) Waterproof floor of the room.
 - (b) Waterproof wall/floor junctions.
 - (c) Waterproof penetrations where they occur through the floor.

GENERAL NOTES:

CLASS 7b, 8 & 9b
Single Storey
Type C Construction

RC slab to be in accordance with Engineers details.
All structural details to be designed & provided by an Engineer.
Written dimensions will take precedence over scale.
Floor finishes to comply with AS 1428.1 Part 7
Provide external security lights to all exit doors.

All work & materials is to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS1562.1
Hot water, warm water & water cooling systems to be installed in accordance with AS 2444 & E1D14 of the NCC.

All floor & wall linings to comply with specification Part C Specification 6 of the NCC.
All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.
Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below.

Application	Surface Condition	
	PS or RT1	PS or RT2
Ramp steeper than 1:14	PS or RT1	PS or RT2
Ramp steeper than 1:20 but not steeper than 1:14	PS or RT1	PS or RT1
Foot of landing surface	PS or RT1	PS or RT1
Nosing or landing edge strip	PS	PS

Thresholds to comply with NCC part D3D16 & AS 1428.1
Barriers to prevent falls to comply with NCC part D3D17
Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25
Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
Door signage to comply with NCC part D3D28
Disabled access to comply with NCC part D4 and AS1428.1
Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire extinguishers to be installed in accordance with Part E1D14 of the NCC.
Fire extinguishers must be provided during construction in accordance with Part E1D16 of the NCC.
Smoke hazard management system to comply with NCC part E2.
Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & F3 specification 20 of the NCC and AS 3740.
Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
Ventilation of rooms to comply with Part F6D6 of the NCC.

Power load shall comply with Section J of the NCC.
All lighting to be installed in accordance with J7 of the NCC.

Use figured dimensions only. Do not scale from drawings.

Check all dimensions on site before setout or fabrication. The contractor must verify & check all site conditions including ceiling heights & dimensions before commencing work on site. Report discrepancies to designer & site manager.

All columns, framing, connections, slabs & loads – refer to structural engineers details & drawings.

For mechanical, electrical, fire & hydraulic services, equipment & installation, refer to relevant service details & drawings.

AREAS:

Refer to and coordinate all works with services engineers documentation and specifications.

Not less than one fire extinguisher to suit class A, B and C fires and electrical fires will be provided at all times on each storey adjacent to each required exit or temporary stairway or exit.

No.	Description	Date
B	Revised DA	11/04/24
A	Tender Set 01	18/12/23

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

bdca
ACCREDITED BUILDING DESIGNER
REGISTRATION No: 6860 (Low Rise)

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PROJECT
PROPOSED HANGARS & WORKSHOP

AT
LOT 44 DP 846091
BUNNAN RD, SCONE

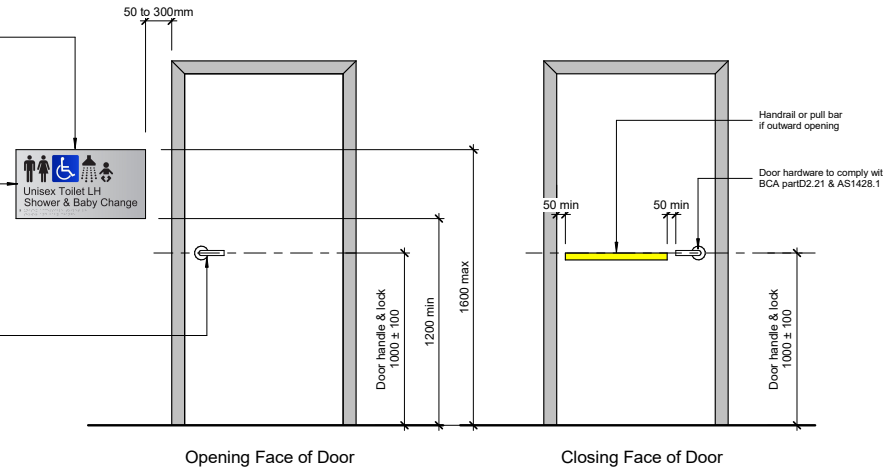
FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	1 : 1	JOB No:	061-23	REV:
A1	DATE	12/07/23	SHEET No:	13	B
	DRAWN	PDG			

Note: Sign shown is example only. Sign to show facilities installed

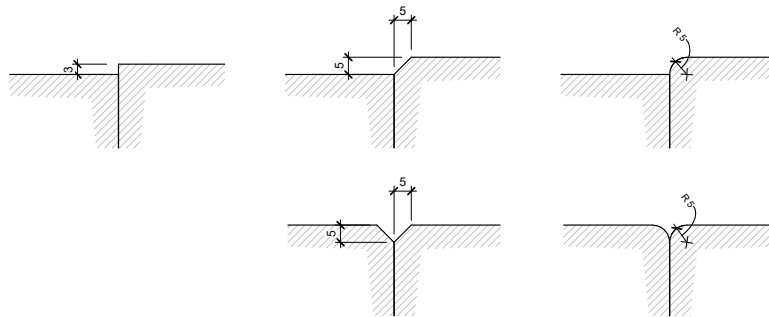
Sign to comply with NCC part D4D7 & AS 1428.1 part 8. Sign to show all contained facilities for unisex accessible facilities shall be provided with the letters LH or RH to indicate a left-hand or right-hand side transfer onto the WC pan. The minimum font size shall be 20 mm San serif.

Door hardware to comply with BCA part D3D26 & AS1428.1

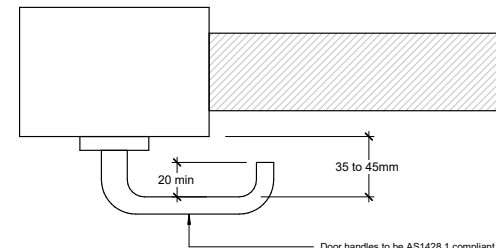


Accessible Door Details
1 : 20

Abutment of surfaces shall have a smooth transition to comply with AS1428.1. Construction tolerances shall be as below:
0 ± 3mm vertical &
0 ± 5mm, provided the higher edge is bevelled or rounded to reduce the likelihood of tripping as shown below.



Construction Tolerances Diagram



Plan of handle for Hinged Doors

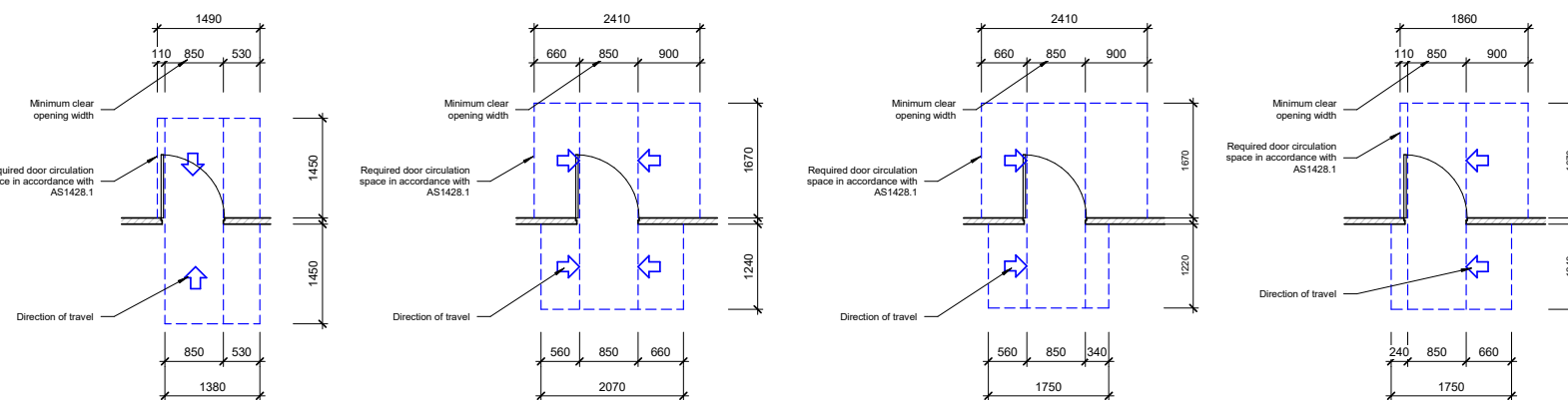
Door Hardware Diagram
1 : 2

Door Notes

Door handles and related hardware and accessories shall comply with the following:
(a) The door handle and related hardware shall be of the type that allows the door to be unlocked and opened with one hand. The handle shall be such that the hand of a person who cannot grip will not slip from the handle during the operation of the latch.
(b) The clearance between the handle and the back plate or door face at the centre grip section of the handle shall be not less than 35 mm and not more than 45 mm.
(c) 'D' type handles shall be provided on sliding doors.
(d) Where onks are installed, they shall have a lever handle of a minimum length of 45 mm from the centre of the spindle.
(e) For doors other than fire doors and smoke doors where a door closer is fitted, the force required at the door handle to operate the door shall not exceed the following:
(i) To initially open the door 20 N
(ii) To swing or slide the door 20 N
(iii) To hold the door open between 60° and 90° 20 N

Section of handle for Sliding Doors

850 Clear Opening



The dimensions shall also apply in mirror image configurations. Dimensions shown are for a clear opening width of 850mm. Other clear opening widths require different circulation spaces. Refer to AS1428.1 for details & dimensions.

Door Circulation Spaces
1 : 50

Circulation Spaces at Doorways

Circulation spaces shall be provided at every doorway, gate, or similar entry way, on a continuous accessible path of travel in accordance with AS1428.1-2021 part 10.3.
Circulation spaces at doorways shall have a gradient and crossfall not steeper than 1 in 40.
Doorway circulation spaces shall be used in combination to allow access through doorways in both directions.
The dimensions shall also apply in mirror image configurations. Dimensions shown are for a clear opening width of 850mm. Larger clear opening widths require different circulation spaces. Refer to AS1428.1 part 10 for details & dimensions.

GENERAL NOTES:

CLASS 7b, 8 & 9b
Single Storey
Type C Construction
RC slab to be in accordance with Engineers details.
All structural details to be designed & provided by an Engineer.
Written dimensions will take precedence over scale.
Floor finishes to comply with AS 1428.1 Part 7
Provide external security lights to all exit doors.
All work & materials is to comply with section B of the NCC.
All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.
Roof coverings to comply with AS1562.1
Hot water, warm water & water cooling systems to be installed in accordance with AS 2444 & E1D14 of the NCC.
All floor & wall linings to comply with specification Part C Specification 6 of the NCC.
All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.
All paths of travel to comply with part D2D7 of the NCC.
Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.
Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:
Application Surface Condition
Wet
Dry
Ramp steeper than 1:12 P3 or R11 P3 or R12
Ramp steeper than 1:20 but not steeper than 1:14 P3 or R10 P4 or R11
Tread or landing surface P3 or R10 P4 or R11
Nosing or landing edge strip P3 P4
Thresholds to comply with NCC part D3D18 & AS 1428.1
Barriers to prevent falls to comply with NCC part D3D17
Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25.
Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
Door signage to comply with NCC part D3D28.
Disabled access to comply with NCC part D4 and AS1428.1
Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.
Fire extinguishers to be installed in accordance with Part E1D14 of the NCC.
Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
Smoke hazard management system to comply with NCC part E2
Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.
All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
Ventilation of rooms to comply with Part F8D6 of the NCC.
Power load shall comply with Section J of the NCC.
All lighting to be installed in accordance with J7 of NCC.
Use figured dimensions only. Do not scale from drawings.
Check all dimensions on site before setout or fabrication. The contractor must verify & check all site conditions including ceiling heights & dimensions before commencing work on site. Report discrepancies to designer & site manager.
All columns, framing, connections, slabs & loads -- refer to structural engineers details & drawings.
For mechanical, electrical, fire & hydraulic services, equipment & installation refer to service engineer details & drawings.

AREAS:
For ground works, carpark & stormwater works refer to civil & engineers details & drawings.
Refer to and coordinate all works with services engineers documentation and specifications.
Not less than one fire extinguisher to suit class A, B and C fires and electrical fires will be provided at all times on each storey adjacent to each required exit or temporary stairway or exit.

B	Revised DA	11/04/24
A	Tender Set 01	18/12/23
No.	Description	Date

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

bdca
ACCREDITED
BUILDING DESIGNER
REGISTRATION No: 6860 (Low Rise)

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PROJECT
PROPOSED HANGARS & WORKSHOP
AT
LOT 44 DP 846091
BUNNAN RD, SCONE
FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	061-23	REV:
A1	DATE	12/07/23	SHEET No:	14	B
	DRAWN	PDG			

Construction Notes

Use figured dimensions only. Do not scale from drawings.

These general notes are to be read in conjunction with all other architectural and services documents including but not limited to project drawings, schedules & specifications.

All aspects of workmanship is to comply with all current relevant Australian Standards & the NCC.

Check all dimensions on site before setout or fabrication. The contractor must verify & check all site conditions including ceiling heights & dimensions before commencing work on site. Report discrepancies to designer & site manager.

All columns, framing, connections, slabs & loads - refer to structural engineers details & drawings.

For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings.

For ground works, carpark, & stormwater works refer to civil & engineers details & drawings.

Refer to and coordinate all works with services engineers documentation and specifications.

For co-ordination, contractor to ensure all relevant documentation is issued to sub-contractors. Failure to do so will not be grounds for a claim.

Supply spare matching materials and accessories for each type for future replacement purposes. Store the materials on-site where directed.

All finished surfaces are to be protected throughout the construction stage until practical completion.

Keep the surface clean as work proceeds using the appropriate methods, as recommended by the manufacturer. Prior to hand over carry out the required buffing, polishing or mopping and leave the finished surface clean on completion.

Repair or replace faulty or damaged work. If the work cannot be repaired satisfactorily, replace the whole area affected.

Any damage caused by the contractor shall be made good at their own cost.

At practical completion provide warranties against defective materials and workmanship & all necessary product maintenance manuals & technical information.

Provide noggings and/or suitable supports in partitions as required to suit all fittings and fixtures. Coordinate with the manufacturer's specifications and installation instructions. Ensure supports are adequate for designed weight loading capacity of each fitting and fixture.

Where required the contractor is to provide screed under carpet tiles so that the carpet tile finishes flush with adjacent tile finish.

Refer to the specification for waterproofing and tiling requirements, complete system specification and application details. Apply in strict accordance to the manufacturer's specifications and instructions.

All fittings and fixtures within PWD and ambulant toilet facilities to be installed in full accordance with AS1428.1-2009.

Contractor to make allowances for any uneven floor surfaces.

Refer to hydraulic engineers documentation for location of floor wastes, coordinate with tile layout and required falls.

All fittings and fixtures are shown indicatively, codes to be read in conjunction with NCC volume 3.

All columns, framing, connections, slabs & loads refer to structural engineers details & drawings.

For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings.

Refer to and coordinate all works with services engineers documentation and specifications.

All metal building elements of the completed works shall comply with the marine and corrosive environment requirements of the Building Code of Australia and relevant Australian Standards.

Work Safety Notes

- FALLS, SLIPS, TRIPS**
WORKING AT HEIGHTS DURING CONSTRUCTION
 Wherever possible, components for this building should be prefabricated off-site or at ground level to minimise the risk of workers falling more than two metres. However, construction of this building will require workers to be working at heights where a fall in excess of two metres is possible and injury is likely to result from such a fall. The builder should provide a suitable barrier wherever a person is required to work in a situation where falling more than two metres is a possibility. Create exclusion zones at ground level with protection over pedestrian paths of travel & hoardings.
DURING OPERATION OR MAINTENANCE
 Cleaning and maintenance of windows, walls, roof or other components of this building will require persons to be situated where a fall from a height in excess of two metres is possible. Where this type of activity is required, scaffolding, ladders, trestles or scissor lift should be used in accordance with relevant codes of practice, regulations or legislation. Create exclusion zones at ground level with protection over pedestrian paths of travel & hoardings.
- SLIPPERY OR UNEVEN SURFACES**
FLOOR FINISHES
 Specified finishes have been selected to minimise the risk of floors and paved areas becoming slippery when wet or when walked on with wet shoes/feet. Any changes to the specified finish should be made in consultation with the designer or, if this is not practical, surfaces with an equivalent or better slip resistance should be chosen. Floor surface & changes in height to comply with BCA & AS1428.1-2009.
STEPS, LOOSE OBJECTS AND UNEVEN SURFACES
 Building owners and occupiers should monitor the pedestrian access ways and in particular access to areas where maintenance is routinely carried out to ensure that surfaces have not moved or cracked so that they become uneven and present a trip hazard. Spills, loose material, stray objects or any other matter that may cause a slip or trip hazard should be cleaned or removed from access ways.
 Contractors should be required to maintain a tidy work site during construction, maintenance or demolition to reduce the risk of trips and falls in the workplace. Materials for construction or maintenance should be stored in designated areas away from access ways and work areas.
- FALLING OBJECTS**
LOOSE MATERIALS OR SMALL OBJECTS
 Construction, maintenance or demolition work on or around this building is likely to involve persons working above ground level or above floor levels. Contractors should be required to maintain a tidy work site during construction, maintenance or demolition to reduce the risk of falling objects. Contractors should ensure that appropriate lifting devices are used, that loads are properly secured and that access to areas below the load is prevented or restricted.
BUILDING COMPONENTS
 During construction of this building, parts of the structure including fabricated steelwork, heavy panels and many other components will remain standing prior to or after supporting parts are in place. Contractors should ensure that temporary bracing or other required support is in place at all times when collapse which may injure persons in the area is a possibility.
 Mechanical lifting of materials and components during construction, maintenance or demolition presents a risk of falling objects. Contractors should ensure that appropriate lifting devices are used, that loads are properly secured and that access to areas below the load is prevented or restricted.
- TRAFFIC MANAGEMENT**
 Parking of vehicles or loading/unloading of vehicles on this roadway may cause a traffic hazard. During construction, maintenance or demolition of this building designated parking for workers and loading areas should be provided. Trained traffic management personnel should be responsible for the supervision of these areas.
 Busy construction and demolition sites present a risk of collision where deliveries and other traffic are moving within the site. A traffic management plan supervised by trained traffic management personnel should be adopted for the work site.
- SERVICES**
 Rupture of services during excavation or other activity creates a variety of risks including release of hazardous material. Existing services are located on or around this site. Where known, these are identified on the plans but the exact location and extent of services may vary from that indicated. Services should be located using an appropriate service (such as Dial Before You Dig), appropriate excavation practice should be used and, where necessary, specialist contractors should be used.
 Underground power lines are located in or around this site. All underground power lines must be disconnected or carefully located and adequate warning signs used prior to any construction, maintenance or demolition commencing.
- MANUAL TASKS**
 Components within this design with a mass in excess of 25kg should be lifted by two or more workers or by mechanical lifting device. Where this is not practical, suppliers or fabricators should be required to limit the component mass.
 All material packaging, building and maintenance components should clearly show the total mass of packages and where practical all items should be stored on site in a way which minimises bending before lifting. Advice should be provided on safe lifting methods in all areas where lifting may occur.
 Construction, maintenance and demolition of this building will require the use of portable tools and equipment. These should be fully maintained in accordance with manufacturer's specifications and not used where faulty or (in the case of electrical equipment) not carrying a current electrical safety tag. All safety guards or devices should be regularly checked and Personal Protective Equipment should be used in accordance with manufacturer's specifications.
- HAZARDOUS SUBSTANCES**
ASBESTOS
 The existing buildings on site to be demolished were constructed prior to 1986 and therefore is likely to contain asbestos either in cladding material or in fire retardant insulation material. The builder should check and, if necessary, take appropriate action before demolishing, cutting, sanding, drilling or otherwise disturbing the existing structure.
POWDERED MATERIALS
 Many materials used in the construction of this building can cause harm if inhaled in powdered form. Persons working on or in the building during construction, operational maintenance or demolition should ensure good ventilation and wear Personal Protective Equipment including protection against inhalation while using powdered material or when sanding, drilling, cutting or using treated timber in any way that may cause harmful material to be released. Do not burn treated timber.
TREATED TIMBER
 The design of this building includes provision for the inclusion of treated timber within the structure. Dust or fumes from this material can be harmful. Persons working on or in the building during construction, operational maintenance or demolition should ensure good ventilation and wear Personal Protective Equipment including protection against inhalation of harmful material when sanding, drilling, cutting or using treated timber in any way that may cause harmful material to be released. Do not burn treated timber.
VOLATILE ORGANIC COMPOUNDS
 Many types of glue, solvents, spray packs, paints, varnishes and some cleaning materials and disinfectants have dangerous emissions. Areas where these are used should be kept well ventilated while the material is being used and for a period after installation. Personal Protective Equipment may also be required. The manufacturer's recommendations for use must be carefully considered at all times.
SYNTHETIC MINERAL FIBRE
 Fibreglass, rockwool, ceramic and other material used for thermal or sound insulation may contain synthetic mineral fibre which may be harmful if inhaled or if it comes in contact with the skin, eyes or other sensitive parts of the body. Personal Protective Equipment including protection against inhalation of harmful material should be used when installing, removing or working near bulk insulation material.
- CONFINED SPACES**
EXCAVATION
 Construction of this building and some maintenance on the building will require excavation and installation of items within excavations. Where practical, installation should be carried out using methods which do not require workers to enter the excavation. Where this is not practical, adequate support for the excavated area should be provided to prevent collapse. Warning signs and barriers to prevent accidental or unauthorised access to all excavations should be provided.
ENCLOSED SPACES
 Enclosed spaces within this building may present a risk to persons entering for construction, maintenance or any other purpose. The design documentation calls for warning signs and barriers to unauthorised access. These should be maintained throughout the life of the building. Where workers are required to enter enclosed spaces, air testing equipment and Personal Protective Equipment should be provided.
SMALL SPACES
 Some small spaces within this building will require access by construction or maintenance workers. The design documentation calls for warning signs and barriers to unauthorised access. These should be maintained throughout the life of the building. Where workers are required to enter small spaces they should be scheduled so that access is for short periods. Manual lifting and other manual activity should be restricted in small spaces.
- PUBLIC ACCESS**
 Public access to construction and demolition sites and to areas under maintenance causes risk to workers and public. Warning signs and secure barriers to unauthorised access should be provided. Where electrical installations, excavations, plant or loose materials are present they should be secured when not fully supervised.
- OPERATIONAL USE OF BUILDING**
 This building has been designed for the specific use as identified on the drawings. Where a change of use occurs at a later date a further assessment of the workplace health and safety issues should be undertaken.
- AIR QUALITY DURING CONSTRUCTION**
 Personal Protective Equipment to be worn where required & areas to be well ventilated.
DURING OPERATION OR MAINTENANCE
 Personal Protective Equipment to be worn where required & areas to be well ventilated.
 Air conditioning system to comply with AS 1668.2.
- OTHER HIGH RISK ACTIVITY**
 All electrical work should be carried out in accordance with Code of Practice: Managing Electrical Risks at the Workplace, AS/NZ 3012 and all licensing requirements. A safe work method statement must be completed prior to work commencing by a trained & licensed electrician.
 All work using Plant should be carried out in accordance with Code of Practice: Managing Risks of Plant at the Workplace. A safe work method statement is to be prepared prior to starting work. A traffic management plan & exclusion zone to be created.
 All work should be carried out in accordance with Code of Practice: Managing Noise and Preventing Hearing Loss at Work.
 Due to the history of serious incidents it is recommended that particular care be exercised when undertaking work involving steel construction and concrete placement. All the above applies.

GENERAL NOTES:

CLASS 7b, 8 & 9b
Single Storey
Type C Construction

RC slab to be in accordance with Engineers details.
 All structural details to be designed & provided by an Engineer.
 Written dimensions will take precedence over scale.
 Floor finishes to comply with AS 1428.1 Part 7
 Provide external security lights to all exit doors.

All work & materials is to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS1562.1
 Hot water, warm water & water cooling systems to be installed in accordance with AS 2444 & E1D14 of the NCC.

All floor & wall linings to comply with specification Part C Specification 6 of the NCC.
 All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
 Installation of services or equipment in exits & paths of travel shall comply with Part D3D6 of the NCC.
 Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below.

Application	Surface Condition
Ramp steeper than 1:14	P3 or R10
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10
Nosing or landing edge strip	P3 or R10

Thresholds to comply with NCC part D3D16 & AS 1428.1
 Barriers to prevent falls to comply with NCC part D3D17
 Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25
 Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
 Door signage to comply with NCC part D3D28
 Disabled access to comply with NCC part D4 and AS1428.1
 Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire extinguishers to be installed in accordance with Part E1D14 of the NCC.
 Fire extinguishers must be provided during construction in accordance with Part E1D16 of the NCC.
 Smoke hazard management system to comply with NCC part E2.
 Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 20 of the NCC and AS 3740.
 Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
 All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
 Ventilation of rooms to comply with Part F6D6 of the NCC.

Power load shall comply with Section 1 of the NCC.
 All lighting to be installed in accordance with J7 of NCC.

Use figured dimensions only. Do not scale from drawings.

Check all dimensions on site before setout or fabrication. The contractor must verify & check all site conditions including ceiling heights & dimensions before commencing work on site. Report discrepancies to designer & site manager.

All columns, framing, connections, slabs & loads - refer to structural engineers details & drawings.
 For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer to service engineer details & drawings.

AREAS:

For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer to service engineer details & drawings.

For ground works, carpark, & stormwater works refer to civil & engineers details & drawings.

Refer to and coordinate all works with services engineers documentation and specifications.

Not less than one fire extinguisher to suit class A, B and C fire and electrical fires will be provided at all times on each storey adjacent to each required exit or temporary stairway or exit.

No.	Description	Date
B	Revised DA	11/04/24
A	Tender Set 01	18/12/23

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

bdca
ACCREDITED
BUILDING DESIGNER
 REGISTRATION No: 6860 (Low Rise)

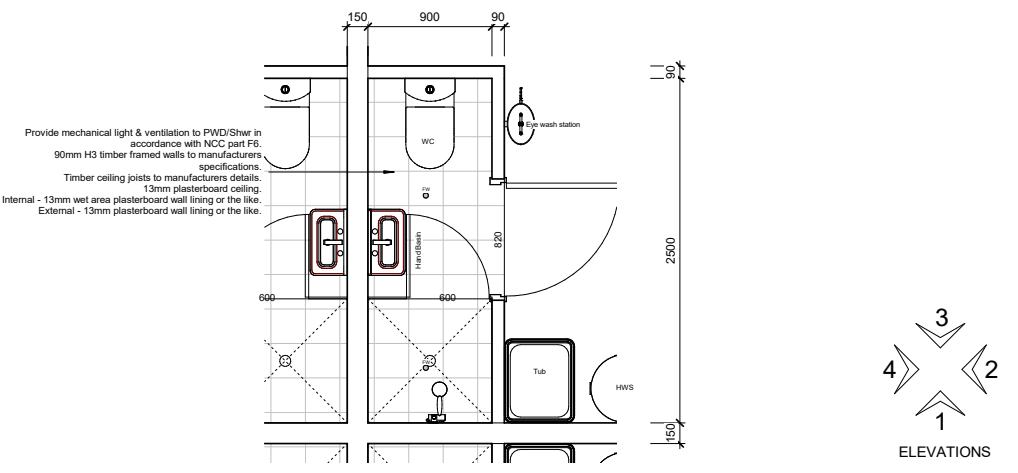
P.B. Eveleigh
Plan Service
 7 Short Street Scone NSW 2337
 Ph: (02) 65452108
 A.B.N. 88 709 487 298
 Email: pbeplans@gmail.com

PROJECT
PROPOSED HANGARS & WORKSHOP

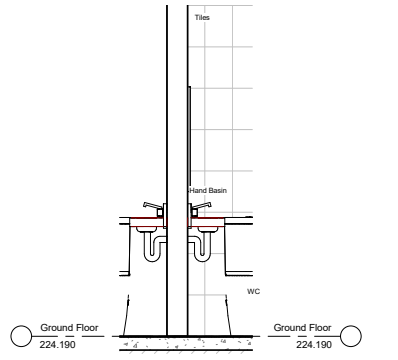
AT
 LOT 44 DP 846091
 BUNNAN RD, SCONE

FOR
 UPPER HUNTER SHIRE COUNCIL

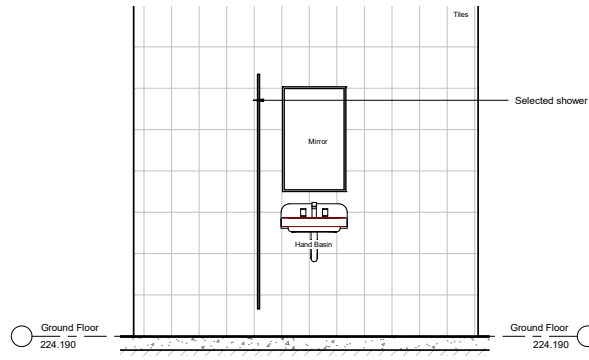
SIZE	SCALE	As indicated	JOB No:	061-23	REV:
A1	DATE	12/07/23	SHEET No:	15	B
	DRAWN	PDG			



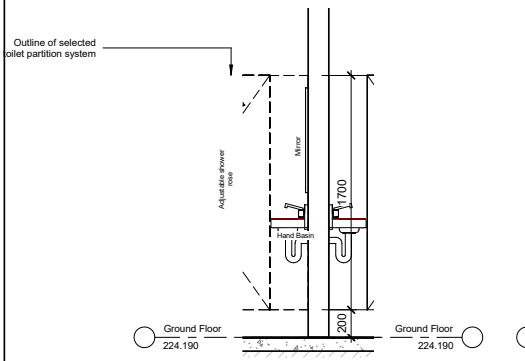
Typical Leasable Hangar WC/Shower Plan
 1 : 25



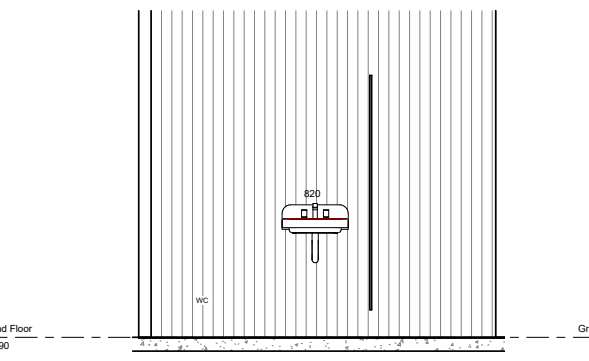
Leasable WC/Shower Elevation 1
 1 : 25



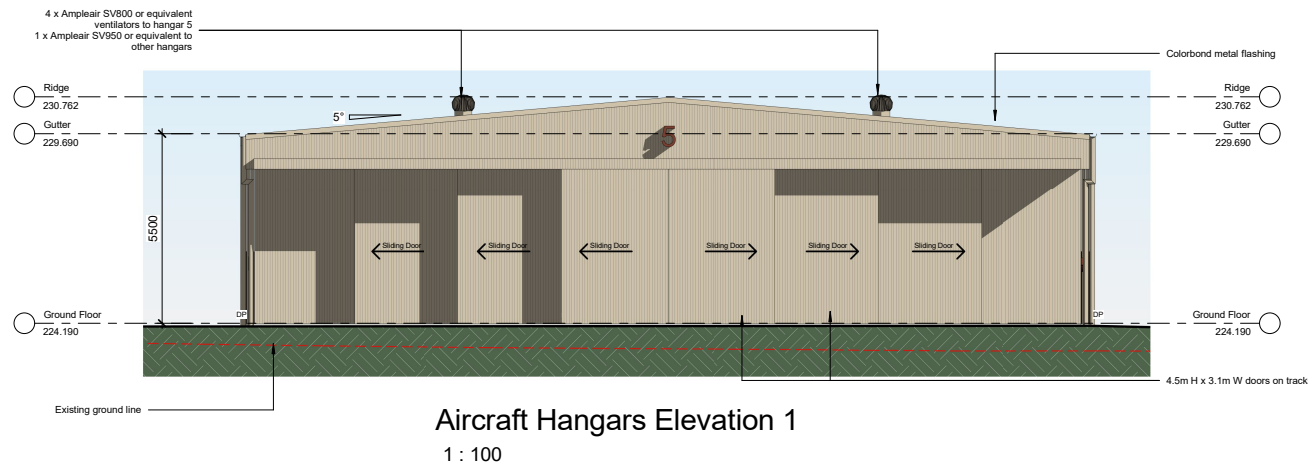
Leasable WC/Shower Elevation 2
 1 : 25



Leasable WC/Shower Elevation 3
 1 : 25

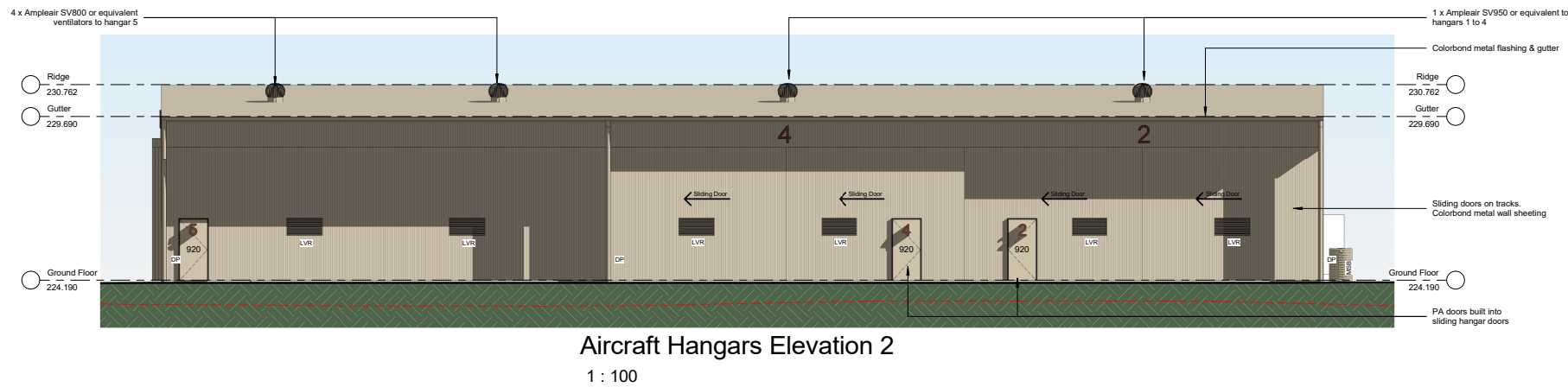


Leasable WC/Shower Elevation 4
 1 : 25



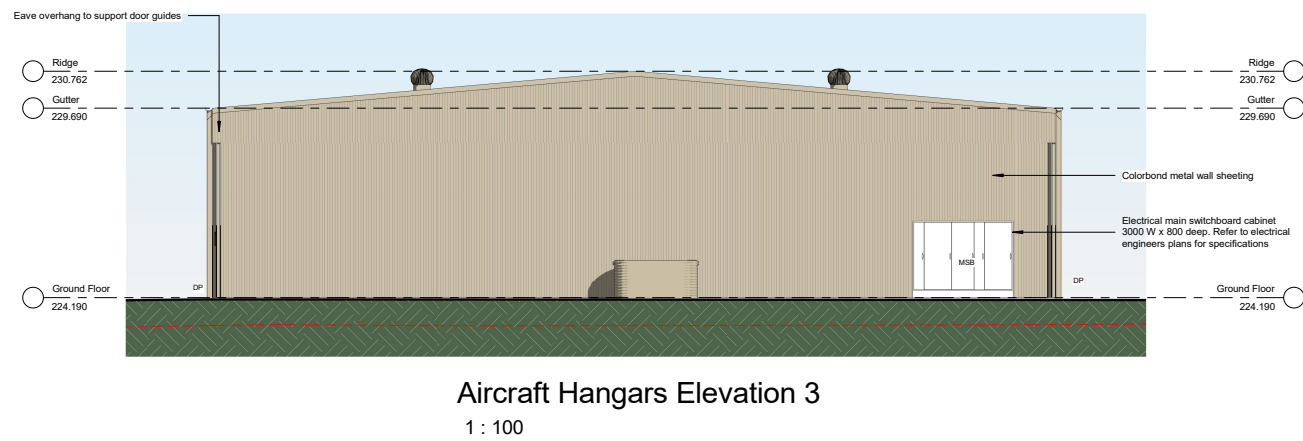
Hangar Colour Scheme

Roofing	- Colorbond "Paperbark" Trimdek roof sheeting
Gutter	- Colorbond "Paperbark"
Fascia, eaves	- Colorbond "Paperbark"
Barge, posts & beams	- Colorbond "Paperbark"
Rafters, pergola	- Colorbond "Paperbark"
Downpipes	- Colorbond "Paperbark"
Exterior Walls	- Colorbond "Paperbark" Trimdek wall sheeting
Window & door frames	- Colorbond "Paperbark"
Hangar doors	- Colorbond "Paperbark"
PA doors	- Colorbond "Paperbark" frame Contrasting colour for panel
Water Tanks	- Colorbond "Paperbark"



Amendments List

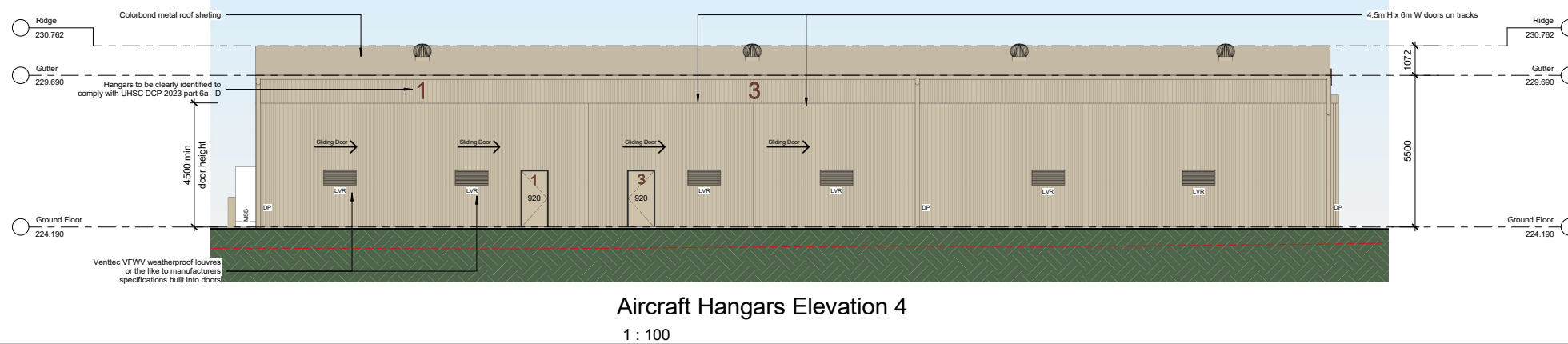
- Bellman hangar setback increased from 5.6m to 8m.
- Water tanks for Bellman & Leased hangars are located 1m from western boundary.
- Bellman hangar & Leased hangars colour changed to Colorbond "Paperbark".
- Fire Hydrant Storage tanks, pump room & hydraulic service plant room deleted from plans.
- Fire fighting water supply to come from Warbirds fire Hydrant Storage tanks.
- Leased hangars plan changed from 8 to 5 total. Hangar building re-positioned & individual spaces increased in size.



Exit Door Note - Leasable Hangar

Exit doors for the Leasable Hangars (Class 7b) must be readily openable without a key from the side that faces a person seeking egress, by—

- a single hand downward action on a single device which is located between 900 mm and 1.1 m from the floor and if serving an area required to be accessible by Part D4—
- be such that the hand of a person who cannot grip will not slip from the handle during the operation of the latch; and
- have a clearance between the handle and the back plate or door face at the centre grip section of the handle of not less than 35 mm and not more than 45 mm; or
- a single hand pushing action on a single device which is located between 900 mm and 1.2 m from the floor.



GENERAL NOTES:

AREAS:

No.	Description	Date
B	Revised DA	11/04/24
A	For review	04/04/24

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.



ACCREDITED BUILDING DESIGNER
REGISTRATION No: 6860 (Low Rise)

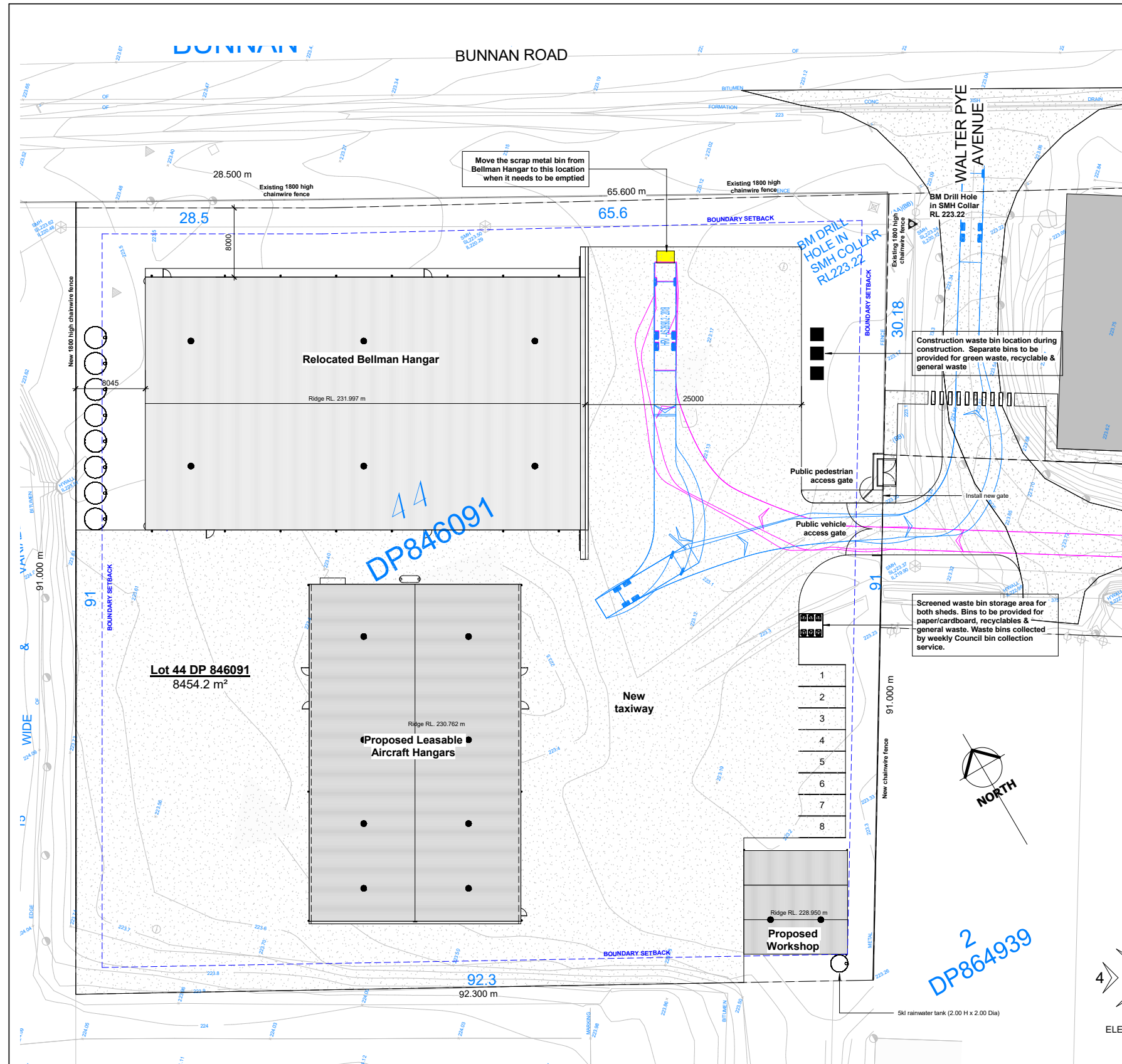


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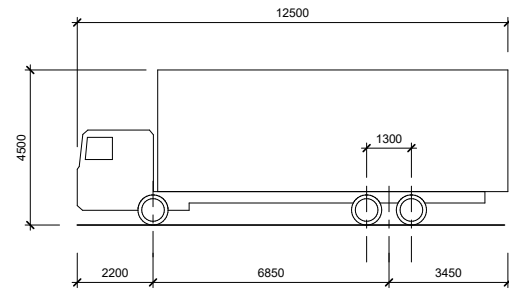
PROJECT
PROPOSED HANGARS & WORKSHOP

AT
LOT 44 DP 846091
BUNNAN RD, SCONE
FOR
UPPER HUNTER SHIRE COUNCIL

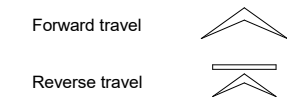
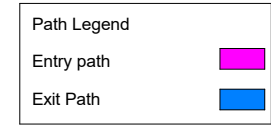
SIZE	SCALE	As indicated	JOB No:	061-23	REV:
A1	DRAWN	PDG	DATE	12/07/23	16



Waste Management Site Plan
1 : 250



- Heavy Rigid Vehicle (12.5m)
- Overall Length 12.5m
 - Overall Width 2.5m
 - Overall Body Height 4.5m
 - Min Body Ground Clearance 0.427m
 - Track Width 2.5m
 - Lock-to-lock time 4.00s
 - Kerb to Kerb turning radius 12.5m

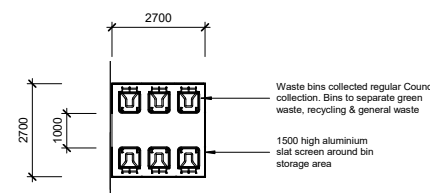


Waste Truck Design Vehicle
1 : 100

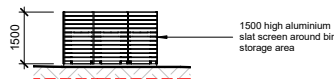
Construction Waste Management Notes

DEMOLITION & CONSTRUCTION

- The proposed works will include the following:
- Re-use excavated material on-site and disposal of any excess to an approved site.
 - Green waste matched and re-used on-site as appropriate, or recycled off-site.
 - Bricks, tiles and concrete re-used on-site as appropriate, or recycled off-site.
 - Plasterboard waste returned to supplier for recycling.
 - Framing timber re-used on site or recycled off-site.
 - Windows, doors and joinery recycled off-site.
 - All asbestos, hazardous and/or intractable wastes are to be disposed of in accordance with WorkCover Authority and EPA requirements.
 - Plumbing, fittings and metal elements recycled off site.
 - Ordering the right quantities of materials and prefabrication of materials where possible.
 - Re-using formwork.
 - Careful source separation of off-cuts to facilitate re-use, resale or recycling.
- Footpaths, public reserves, street gutters are not to be used as places to store demolition waste or materials of any kind without Council approval.
- Any material moved offsite is to be transported in accordance with the requirements of the Protection of the Environment Operations Act 1997.
- Waste is only transported to a place that can lawfully be used as a waste facility.
- Generation, storage, treatment and disposal of hazardous waste and special waste (including asbestos) is conducted in accordance with relevant waste legislation administered by the EPA and relevant Occupational Health and Safety legislation administered by WorkCover NSW.
- Evidence such as weighbridge dockets and invoices for waste disposal or recycling services are to be retained for submission to Council if required.
- Evidence of compliance with any specific industrial waste laws and protocols, such as the Protection of the Environment Operations Act 1997 to be provided to Council if required.
- Materials which are to be disposed of and those which are to be reused/ recycled are to be separated through the demolition and construction process.
- Materials that have existing reuse or recycling markets should not be disposed of in landfill where possible.



Waste Bin Area Plan
1 : 100



Waste Bin Area Elevation 1
1 : 100



Waste Bin Area Elevation 2
1 : 100



Waste Bin Area Elevation 3
1 : 100



Waste Bin Area Elevation 4
1 : 100

GENERAL NOTES:

AREAS:

No.	Revised DA	11/04/24	Date

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

bdca
ACCREDITED
BUILDING DESIGNER
REGISTRATION No: 6860 (Low Rise)

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PROJECT
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SIZE	SCALE	As indicated	JOB No:	061-23	REV:
A1	DATE	12/07/23	SHEET No:	17	A
	DRAWN	PDG			

Council conflict of interest management statement

Project name	Airport Hangars and Workshop (incl. Bellman Hangar)
DA No	3/2024
Potential conflict	Upper Hunter Shire Council is the landowner for this development. The project is fully grant funded.
Management Strategy	<p>The Council is managing potential conflicts of interest in this matter as follows:</p> <ul style="list-style-type: none">• The application is being assessed by an independent planning consultant.• The application will be publicly notified and determined by Council in an open Council meeting.• The management controls prescribed by Council's Policy: <i>Conflict of Interest – Dealing with Council related development throughout the development process</i> will be applied to the assessment and determination of the application.• A neighbouring Council will peer review any regulatory decisions should compliance decisions be made.
Contact	Anyone with concerns about Council fulfilling its obligations should report their concerns to the General Manager of Upper Hunter Shire Council.

Environmental & Community Services

D.10.2

***DEVELOPMENT APPLICATION NO. 89/2024 - ARENA
EXTENSION***

RESPONSIBLE OFFICER: Mathew Pringle - Director Environmental & Community Services

REPORT PREPARED BY: Paul Smith - Senior Environmental Planner

PURPOSE

On 29 August 2024, Council received Development Application No. 89/2024 for extensions to White Park Arena at Lot 14 DP1228077 Guernsey Street Scone. The development application is being referred to Council for determination as Council is the applicant and landowner.

RECOMMENDATION

That Council approve Development Application No. 89/2024 for extensions to White Park Arena at Lot 14 DP1228077 Guernsey Street Scone, subject to the conditions of consent in Attachment 1.

BACKGROUND

Council has not had previous dealings with this development application.

REPORT/PROPOSAL

Applicant: Upper Hunter Shire Council
Owner: Upper Hunter Shire Council
Location: Lot 14 DP1228077 Guernsey Street Scone
Proposal: Extension to White Park Arena
Zoning: RE1 Public Recreation

As Council is the applicant and landowner, the application has been assessed by an independent planning consultant.

The development site comprises a public recreation lot that is currently used for equine activities. The site has an area of 8.2ha and access via Guernsey Street. The development application proposes a 2,385m² (53m x 45m) extension to White Park Arena to cover the existing cattle yards together with a 250,000Lt water tank.

A detailed assessment of the proposal against Section 4.15 of the Environmental Planning and Assessment Act 1979 is provided in Attachment 2 while plans of the proposed development are provided in Attachment 3.

The application has been assessed as satisfactory and is recommended for approval for the following reasons:

- The proposal complies with the Upper Hunter Local Environmental Plan 2013
- The proposal complies with the Upper Hunter Development Control Plan 2023
- The proposal has been assessed as satisfactory against Section 4.15 of the Environmental Planning & Assessment Act 1979
- Will not have an adverse impact on the surrounding locality

Environmental & Community Services

OPTIONS

1. That Council approve Development Application No. 89/2024 for extensions to White Park Arena at Lot 14 DP1228077 Guernsey Street Scone, subject to the conditions of consent in Attachment 1.
2. That Council refuse Development Application No. 89/2024 for extensions to White Park Arena at Lot 14 DP1228077 Guernsey Street Scone, stating reasons for refusal.

CONSULTATION

The development application was placed on public exhibition from 30 August 2024 to 27 September 2024 in accordance with the Upper Hunter Community Participation Plan. No submissions were received

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Protected Environment

Ensuring the ongoing protection of our environment and natural resources.

- 2.4 Implement and regularly review Strategic Land Use Plans, Environmental Planning Instruments and Development Controls, which reflect the needs and expectations of the broad Community.

b. Delivery Program

- Assessment of planning applications

c. Other Plans

Section 4.15(1)(a)(iii) of the Environmental Planning and Assessment Act 1979 provides that in determining a development application, a consent authority is to take into consideration a development control plan (refer to full consideration in Attachment 4). Overall the development complies with the Upper Hunter Development Control Plan 2023.

IMPLICATIONS

a. Policy and Procedural Implications

Nil

b. Financial Implications

Development application fees of \$3,689.15 have been paid. A developer contribution of \$10,868.00 is payable if the application is approved.

The independent planning assessment was undertaken at a cost of \$396 which has been funded from the current budget.

Environmental & Community Services

c. Legislative Implications

An assessment of the development application has been undertaken pursuant to Section 4.15 of the Environmental Planning and Assessment Act 1979 (“the Act”) (see Attachment 2).

As the Upper Hunter Shire Council is the Applicant, the application is deemed to be a “Council-related development application”. Clause 30B of the Environmental Planning and Assessment Regulation 2021 requires:

A council-related development application must be accompanied by—

- (a) a statement specifying how the council will manage conflicts of interest that may arise in connection with the application because the council is the consent authority (a management strategy), or*
- (b) a statement that the council has no management strategy for the application.*

This statement was submitted and is provided in Attachment 4.

d. Risk Implications

Council determinations of development applications and modifications in relation to local development can be appealed by the applicant in the Land and Environment Court where they are not satisfied with the outcome of a determination. There is no risk of an appeal by the applicant in this instance.

e. Sustainability Implications

N/A

f. Other Implications

Nil

CONCLUSION

The application has been assessed as satisfactory against Section 4.15 of the Environmental Planning and Assessment Act 1979, Upper Hunter Local Environmental Plan 2013 and the Upper Hunter Shire Development Control Plan 2023.

The proposal is in keeping with the site context, is an appropriate form of development for the site and is unlikely to result in any significant adverse impacts.

Accordingly, it is recommended that the application be approved subject to appropriate conditions of consent.

Environmental & Community Services

ATTACHMENTS

- 1 [↓](#) DA 89 2024 - Recommended Conditions of Consent
- 2 [↓](#) DA 89/2024 - Development Assessment Report
- 3 [↓](#) DA 89/2024 - Full Set of Plans - Lot: 14 DP: 1228077 - GUERNSEY STREET
SCONE - PAN - 461900
- 4 [↓](#) DA 89/2024 - Council conflict of interest management statement

DA 89/2024 – Recommended Conditions of Consent

GENERAL CONDITIONS:

1. The development must be carried out in accordance with the following approved plans and documents, except where the conditions of this consent expressly require otherwise.

Approved Plans				
Plan number	Revision Number	Plan title	Drawn by	Date of plan
23-020-S05	B	Site Plan	RHM Consulting Engineers	July 2023
23-020-S06	B	Sections and Elevations	RHM Consulting Engineers	July 2023

Approved Documents			
Document title	Version number	Prepared by	Date of document
Statement of Environmental Effects		Casson Planning & Development Services	15 August 2024

In the event of any inconsistency with the approved plans and a condition of this consent, the condition prevails.

(Reason: To ensure all parties are aware of the approved plans and supporting documentation that applies to the development.)

2. A copy of all stamped approved plans, specifications and documents (including the Construction Certificate if required for the work incorporating certification of conditions of approval) must be kept on site at all times so as to be readily available for perusal by any officer of Council or the Principal Certifier.

(Reason: To ensure that the form of the development undertaken is in accordance with the determination of Council)

3. **Compliance with Building Code of Australia and insurance requirements under [Home Building Act 1989](#)**

(1) It is a condition of a development consent for development that involves building work that the work must be carried out in accordance with the requirements of the *Building Code of Australia*.

(2) It is a condition of a development consent for development that involves residential building work for which a contract of insurance is required under the [Home Building Act](#)

1989, Part 6 that a contract of insurance is in force before building work authorised to be carried out by the consent commences.

(3) It is a condition of a development consent for a temporary structure used as an entertainment venue that the temporary structure must comply with the *Building Code of Australia*, Volume 1, Part B1 and NSW Part I5.

(4) In subsection (1), a reference to the *Building Code of Australia* is a reference to the Building Code of Australia as in force on the relevant date.

(5) In subsection (3), a reference to the *Building Code of Australia* is a reference to the Building Code of Australia as in force on the day on which the application for development consent was made.

(6) This section does not apply—

(a) to the extent to which an exemption from a provision of the *Building Code of Australia* or a fire safety standard is in force under the [Environmental Planning and Assessment \(Development Certification and Fire Safety\) Regulation 2021](#), or

(b) to the erection of a temporary building, other than a temporary structure to which subsection (3) applies.

(7) In this section—

relevant date has the same meaning as in the [Environmental Planning and Assessment \(Development Certification and Fire Safety\) Regulation 2021](#), section 19.

(Reason: Prescribed by legislation)

BUILDING WORK BEFORE ISSUE OF A CONSTRUCTION CERTIFICATE

4. **Section 7.12 Contribution – Environmental Planning and Assessment Act 1979 (CF previous S 94A)**

Pursuant to Upper Hunter Shire Council Section 94A Development Contribution Plan 2008, a contribution of \$10868.00 is required to be paid to Council. The amount to be paid is to be adjusted at the time of the actual payment, in accordance with the provisions of the Section 94A Development Contributions Plan.

Documentary evidence shall be submitted to the Principal Certifier confirming that the contribution has been paid prior to determination of the application for Construction Certificate.

(Reason: To ensure that the proposed development makes an appropriate contribution to facilities in the Upper Hunter Local Government Area)

5. Prior to the issue of any construction certificate for the development, approval pursuant to Section 68 of the Local Government Act 1993 shall be obtained from Council for all sewer, stormwater and water supply works.

Note: All applications are to be made online via the NSW Planning Portal.

(Reason: To ensure compliance with the provision of the Local Government Act 1993 and subordinate regulations)

BEFORE BUILDING WORK COMMENCES

6. Where construction or excavation activity requires the disturbance of the soil surface and existing vegetation, adequate measures for erosion and sediment control shall be provided. As a minimum, control techniques are to be in accordance with The Blue Book published by Landcom provisions on Erosion and Sediment Control, or a suitable and effective alternative method.

All required erosion and sedimentation techniques are to be properly installed prior to the commencement of any site works and maintained in a functional and effective condition throughout the construction activities until the site is stabilised.

The installation is to be approved by the Principal Certifier prior to further commencement of site works.

(Reason: To protect the environment from the effects of sedimentation and erosion from development sites)

7. Site facilities

- (a) If the development involves building work or demolition work it is recommended that the work site be fully enclosed by a temporary security fence (or hoarding) before work commences. Any such hoarding or fence is to be removed when the work has been completed.
- (b) A minimum width of 1.2m must be provided between the work site and the edge of the roadway so as to facilitate the safe movement of pedestrians. If trees are present in the footpath the minimum width must be provided to one side of the trees.
- (c) A garbage receptacle fitted with a tight fitting lid for the reception of all food scraps and papers from the work site must be provided prior to building work commencing and must be maintained and serviced for the duration of the work.
- (d) Adequate toilet facilities must be provided on the work site. Each toilet provided must be a standard flushing toilet, connected to a public sewer, or if connection to a public sewer is not available, to an on-site effluent disposal system approved by the council, or an approved temporary chemical closet.

The provision of toilet facilities must be completed before any other work is commenced.

The installation of the site facilities shall be approved by the Principal Certifier prior to further commencement of site works and prior to the first inspection.

(Reason: To ensure the health and safety of the community and workers on the site)

8. **Erection of signs**

- (1) This section applies to a development consent for development involving building work, subdivision work or demolition work.
- (2) It is a condition of the development consent that a sign must be erected in a prominent position on a site on which building work, subdivision work or demolition work is being carried out—

- (a) showing the name, address and telephone number of the principal certifier for the work, and
 - (b) showing the name of the principal contractor, if any, for the building work and a telephone number on which the principal contractor may be contacted outside working hours, and
 - (c) stating that unauthorised entry to the work site is prohibited.
- (3) The sign must be—
- (a) maintained while the building work, subdivision work or demolition work is being carried out, and
 - (b) removed when the work has been completed.
- (4) This section does not apply in relation to—
- (a) building work, subdivision work or demolition work carried out inside an existing building, if the work does not affect the external walls of the building, or
 - (b) Crown building work certified to comply with the *Building Code of Australia* under the Act, Part 6.

(Reason: Prescribed by legislation)

9. No works shall commence on site until such time as a Construction Certificate has been issued for either part or all of the works. If a certificate is issued for part of the works it must cover the works being undertaken onsite.

(Reason: Prescribed – Statutory)

DURING BUILDING WORK

10. Any person acting on this consent must ensure that:-
- (a) materials must not be burnt on the site.
 - (b) vehicles entering and leaving the site with soil or fill material must be covered.
 - (c) dust suppression measures must be carried out to minimise wind-borne emissions in addition odour suppression measures must also be carried out where appropriate so as to prevent nuisance occurring at adjoining properties.

(Reason: To protect the environment and the amenity of the surrounding area)

11. Any person acting on this consent shall ensure that:-
- (a) building construction activities are only carried out during the following hours:
 - i. between Monday to Friday (inclusive)—7.00am to 5.00pm,
 - ii. on a Saturday—8.00am to 5.00pm;
 - (b) building construction activities must not be carried out on a Sunday or a public holiday;
 - (c) demolition and excavation works must only be carried out between Monday to Friday (inclusive) between 8.00am and 5.00pm;

unless prior written approval has been obtained from Council.

(Reason: To ensure that works do not interfere with reasonable amenity expectations of residents and the community)

12. Building materials and equipment must be stored wholly within the work site, unless prior written approval has been obtained from Council. Equipment must not be operated on the footpath or roadway, unless prior written approval has been obtained from council.

(Reason: To ensure public safety and amenity on public land)

13. Any person acting on this consent must ensure that:-
- (a) all excavations and backfilling associated with the erection or demolition of a building must be executed safely and in accordance with appropriate professional standards.
 - (b) all excavations associated with the erection or demolition of a building must be properly guarded and protected to prevent them from being dangerous to life or property.
 - (c) demolition work must be undertaken in accordance with the provisions of AS2601- Demolition of Structures.
 - (d) the builder is to ensure that persons working on the site comply with the WorkCover Authority's requirements.

(Reason: To ensure that work is undertaken in a professional and responsible manner and protect adjoining property and persons from potential damage)

14. The applicant shall bear the cost of all restoration works to Council's property damaged during the course of this development.

(Reason: To ensure the protection of existing public infrastructure)

15. While site work is being carried out, if a person reasonably suspects a relic or Aboriginal object is discovered:
- a) the work in the area of the discovery must cease immediately.
 - b) the following must be notified
 - i) for a relic – the Heritage Council; or
 - ii) for an Aboriginal object – the person who is the authority for the protection of Aboriginal objects and Aboriginal places in New South Wales under the National Parks and Wildlife Act 1974, section 85.

(Reason: To preserve heritage items)

16. Site work may recommence at a time confirmed in writing by:
- a) for a relic – the Heritage Council; or
 - b) for an Aboriginal object – the person who is the authority for the protection of Aboriginal objects and Aboriginal places in New South Wales under the National Parks and Wildlife Act 1974, section 85.

(Reason: To preserve heritage items)

BEFORE ISSUE OF AN OCCUPATION CERTIFICATE

17. The building is not to be used or occupied until a final inspection has been carried out and an Occupation Certificate has been obtained from the Principal Certifying Authority.

Note: Any application for an Occupation Certificate is to be made online via the NSW Planning Portal.

(Reason: Prescribed - Statutory)

OCCUPATION AND ONGOING USE

18. All external lightning is to be positioned and directed so as to prevent the intrusion of light to the adjoining premises.

(Reason: To prevent the intrusion of light onto adjoining premises.)

19. At all times the implementation and intensity of this development shall not adversely affect the amenity of the neighbourhood by reason of excessive levels of illumination (internal or external), solar glare arising from the building materials utilised in any construction processes or fit-out, the emission of noises, noxious fumes, odours and waste.

(Reason: To ensure that the amenity of the surrounding locality is not adversely affected by the nature of the approved activity.)

20. At all times, all stormwater from the development, including all hardstandings and overflows from rainwater tanks, shall be collected and disposed of by way of properly constructed stormwater lines to the existing stormwater drainage on site.

(Reason: To ensure the suitable disposal of stormwater generated by the development)

Note: A separate approval under Section 68 of the Local Government Act 1993 is required for water supply, sewerage and stormwater drainage work.

Advice:

General advisory notes

This consent contains the conditions imposed by the consent authority which are to be complied with when carrying out the approved development. However, this consent is not an exhaustive list of all obligations which may relate to the carrying out of the development under the EP&A Act, EP&A Regulation and other legislation. Some of these additional obligations are set out in the [Conditions-of-development consent-advisory-notes](#). The consent should be read together with the *Conditions of development consent: advisory notes* to ensure the development is carried out lawfully.

The approved development must be carried out in accordance with the conditions of this consent. It is an offence under the EP&A Act to carry out development that is not in accordance with this consent.

Building work must not be carried out until a construction certificate has been issued and a principal certifier has been appointed.

A document referred to in this consent is taken to be a reference to the version of that document which applies at the date the consent is issued, unless otherwise stated in the conditions of this consent.

Dictionary

The following terms have the following meanings for the purpose of this determination (except where the context clearly indicates otherwise):

Approved plans and documents means the plans and documents endorsed by the consent authority, a copy of which is included in this notice of determination.

AS means Australian Standard published by Standards Australia International Limited and means the current standard which applies at the time the consent is issued.

Building work means any physical activity involved in the erection of a building.

Certifier means a council or a person that is registered to carry out certification work under the *Building and Development Certifiers Act 2018*.

Construction certificate means a certificate to the effect that building work completed in accordance with specified plans and specifications or standards will comply with the requirements of the EP&A Regulation and *Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021*.

Council means Upper Hunter Shire Council

Court means the Land and Environment Court of NSW.

EPA means the NSW Environment Protection Authority.

EP&A Act means the *Environmental Planning and Assessment Act 1979*.

EP&A Regulation means the *Environmental Planning and Assessment Regulation 2021*.

Independent Planning Commission means Independent Planning Commission of New South Wales constituted by section 2.7 of the EP&A Act.

Local planning panel means Upper Hunter Shire Council

Occupation certificate means a certificate that authorises the occupation and use of a new building or a change of building use for an existing building in accordance with this consent.

Principal certifier means the certifier appointed as the principal certifier for building work or subdivision work under section 6.6(1) or 6.12(1) of the EP&A Act respectively.

Site work means any work that is physically carried out on the land to which the development the subject of this development consent is to be carried out, including but not limited to building work, subdivision work, demolition work, clearing of vegetation or remediation work.

Stormwater drainage system means all works and facilities relating to:
the collection of stormwater,
the reuse of stormwater,
the detention of stormwater,
the controlled release of stormwater, and
connections to easements and public stormwater systems.

Strata certificate means a certificate in the approved form issued under Part 4 of the *Strata Schemes Development Act 2015* that authorises the registration of a strata plan, strata plan of subdivision or notice of conversion.

Subdivision certificate means a certificate that authorises the registration of a plan of subdivision under Part 23 of the *Conveyancing Act 1919*.

Subdivision works certificate means a certificate to the effect that subdivision work completed in accordance with specified plans and specifications will comply with the requirements of the EP&A Regulation.

Sydney district or regional planning panel means Hunter & Central Coast Regional Planning Panel

Development Assessment Report

DA Number: DA-89/2024 **Council:** Upper Hunter Shire Council

Location: Guernsey Street Scone

Development Description: Extensions to White Park Arena to cover existing cattle yards and new 250000Lt water tank

Title Details: Lot 14 DP 1228077

Property Details/History

	Checked	Comments
File History	Yes	<ul style="list-style-type: none"> DA 47/2014 modification to indoor arena. DA 47/2014 modification-removal of trade waste condition. DA 71/2022 subdivision.
Title Plan	Yes	No issues.
Check Ownership	Yes	

Application Type

Is this application an Integrated Development Application? No

Is it a BASIX affected development? No

Concurrence/Referral

Section 4.13 – Environmental Planning & Assessment Act 1979

Does this application require concurrence or referral? No

Is there any other issue that requires notation? Yes. Application requires independent assessment as it is a Council application.

Does this application require referral for decision by Council? Yes

Local Environmental Plan

Section 4.15(1)(a)(i) – Environmental Planning & Assessment Act 1979

This land is zoned: RE1 Public Recreation

<u>List the relevant clause/clauses applicable under the LEP</u>		
Clause	Compliance	Comment

Land Use Table	Yes	The proposed land use requires development consent. The zone is a closed zone however Recreation Facilities (Major) is listed as permitted with consent.
Clause 4.3	Height of Buildings	The development is located on a property that has a height control of 8.5m however this development is on lot 14 only to which the control does not apply.
Clause 4.4	Floor Space Ratio	The development is located on a property that has a floor spaces ratio of 0.5:1 control however this development is on lot 14 only to which the control does not apply.
Clause 5.10	Heritage Conservation	The development is located on a property that has a number of heritage items and conservation zone; however, this development is on lot 14 only to which the control does not apply. The development is in the vicinity of the heritage times however given the distance and the existing arena the impact of the development is considered minimal.
Clause 5.21	Flood Planning	Lot 14 has some areas impacted by flooding however the site of the arena extension is located outside the area impacted by flooding.
Clause 6.1	Earthworks	The earthworks are ancillary to the development and are not considered likely to have a significant impact on drainage or the neighbours. There is an Aboriginal site recorded close to the south eastern corner of Lot 14 on the eastern side of the Railway line. There is considered due to this Aboriginal site and the proximity of the other heritage items to be some potential for relics being discovered. A general advice condition will be added to any determination.
Clause 6.4	Groundwater	The site of the development is within the vulnerable groundwater mapping. The development is not considered likely being a large open shed attached to the existing arena to have any impact on groundwater.
Clause 6.7	Airspace operations	The proposed development has an overall height of 12.64m. The ground surface is 199.99mAHD. The OLS set a maximum height of 265mAHD. The proposed development will be significantly below this OLS.

Development Control Plan

Section 4.15(1)(a)(iii) – Environmental Planning & Assessment Act 1979

Does Upper Hunter DCP 2023 apply to this land/proposal? Yes

Chapter	Compliance	Comment
9 Heritage	Yes	<ul style="list-style-type: none"> Development is in the vicinity of a number of heritage items and the conservation area however the arena extension is similar in design to the existing but lower in height and some distance from the items and conservation zone therefore is considered suitable.
11d Groundwater Protection	Yes	<ul style="list-style-type: none"> The development involves very little earthworks. The stormwater will be directed to the existing and new 250,000Lt tanks. Council undertakes regular groundwater testing
11i Buffer areas and separation distances	Yes	<ul style="list-style-type: none"> While not specifically listed, the separation distance between the new arena extension and surrounding residential dwellings is considered sufficient to minimise any potential impacts
12a Access and vehicle parking	Yes	<ul style="list-style-type: none"> The proposed development is a shed covering over the existing cattle yards. No intensification of the site is occurring requiring additional parking.
13f – Scone Bypass	Yes	<ul style="list-style-type: none"> Not noise sensitive development. Access to bypass not required. Development does not facilitate access to the corridor. Stormwater discharge has been addressed appropriately.

Is there a draft DCP which may affect this proposal? No

Regional Environmental Plan

The proposed development is not inconsistent with the Hunter Regional Plan.

State Environmental Planning Policy

Is this proposal affected by a SEPP? Yes

<u>List all relevant SEPPs</u>		
SEPP	Compliance	Comment
State Environmental Planning Policy (Biodiversity and	Yes	Consent can be granted under the provisions of clause 4.9(3).

Conservation) 2021 (Koala Habitat Protection) 2021		
State Environmental Planning Policy (Resilience and Hazards) 2021	Yes	PSI undertaken. No flags. Presently used as stockyards and will still be used for stockyards not triggering a change of use.

Environmental Impacts

Section 4.15(1)(b) – Environmental Planning & Assessment Act 1979

Does this proposal have any potential environmental impacts? No

Environmental Impacts – Heritage

Section 4.15(1)(b) – Environmental Planning & Assessment Act 1979

Does this proposal have any potential impact on?

Heritage	Impact	Comment
European	No	Site is in vicinity of the heritage items and conservation area
Aboriginal	No	See attached due diligence report. The is an Aboriginal site recorded close to the south eastern corner of Lot 14 on the eastern side of the Railway line. There is considered due to this Aboriginal site and the proximity of the other heritage items to be some potential for relics being discovered. A general advice condition will be added to any determination.

Flooding

Section 4.15(1)(b) – Environmental Planning & Assessment Act 1979

Is this property flood affected? Yes

Comment: Partially flood prone, however this area is outside of the development site.

Bush Fire Prone Land

Section 4.15(1)(b) – Environmental Planning & Assessment Act 1979

Is this property bush fire prone as per the Bush Fire Prone Map? No

Contaminated Land

Section 4.15(1)(b) – Environmental Planning & Assessment Act 1979

Has this land been identified as being contaminated land by Council? No

Infrastructure

Has an engineering assessment been completed? No

Does this proposal have any potential infrastructure impacts? No

Construction Assessment

Is a construction assessment required? No

Section 68 Assessment

Section 68 – Local Government Act 1993

Is a section 68 approval required? No

Developer Contributions

Section 7.11 & 7.12 – Environmental Planning & Assessment Act 1979

Does this proposal require any Developer Contribution? Yes

Signage

Does this proposal require signage? No

Notification

Section 4.15(1)(d) – Environmental Planning & Assessment Act 1979

Was this application notified? Yes

Is this application an advertised development application? No

Were there any written submissions received? No

If Yes, what was the number of submissions received? No

Submission Maker	Issue	Comment

Section 88b Instrument

Does Council require a Section 88b instrument to be prepared? No

Public Interest

Section 4.15(1)(e) – Environmental Planning & Assessment Act 1979

Does this proposal have any construction or safety issues? No

Site Suitability

Section 4.15(1)(c) – Environmental Planning & Assessment Act 1979

Is this a suitable site for this proposal? Yes

The site is suitably zoned to permit the development with consent. The natural hazard of flooding is not a concern for the development. The site is suitably serviced for the proposed development. The boundary setbacks ensure the development is not likely to significantly impact the heritage items or conservation zone. The development essentially covers the existing cattle yards, so no additional intensification of the site is proposed, and no additional parking is considered warranted.

Assessing Officer General Comment

ASSESSMENT – KEY ISSUES

No issues warranting further detailed consideration have been identified.

Recommendation

No significant adverse impacts are known or expected on the natural, social or economic environment as a result of the approving the application. In that context it would be appropriate to approve the Development Application subject to the attached recommended conditions of development consent.

Conclusion

I confirm that I am familiar with the relevant heads of consideration under the Environmental Planning & Assessment Act and Local Government Act (if applicable) and have considered them in the assessment of this application.

I certify that I have no pecuniary or non-pecuniary interest in this application.

Additional Notes Attached:

Yes, Aboriginal DD

Signed:

Ambrose Hallman.

Date: 23 September 2024

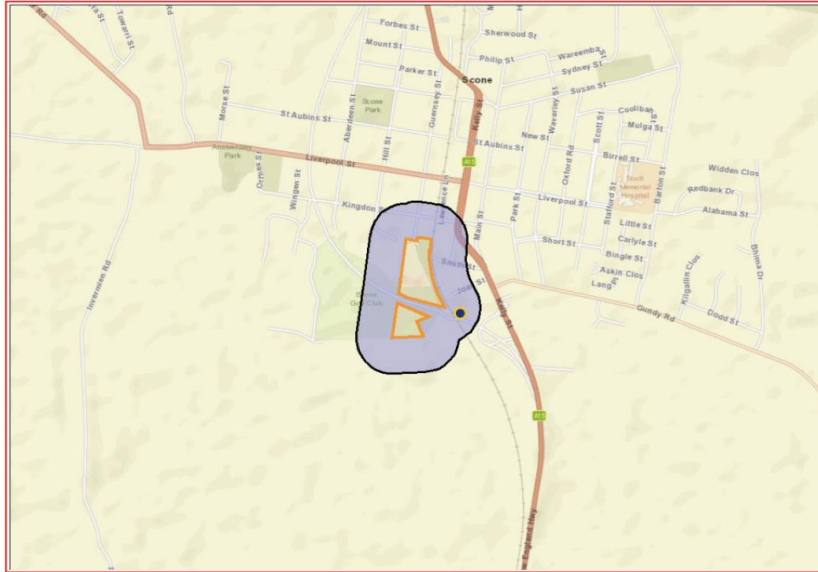
Ambrose Hallman
25 Ailsa Crescent
Armidale New South Wales 2350
Attention: Ambrose Hallman
Email: info@ambrosebds.com.au

Date: 23 September 2024

Dear Sir or Madam:

AHIMS Web Service search for the following area at Lot : 14, DP:DP1228077, Section : - with a Buffer of 200 meters, conducted by Ambrose Hallman on 23 September 2024.

The context area of your search is shown in the map below. Please note that the map does not accurately display the exact boundaries of the search as defined in the paragraph above. The map is to be used for general reference purposes only.



A search of Heritage NSW AHIMS Web Services (Aboriginal Heritage Information Management System) has shown that:

1	Aboriginal sites are recorded in or near the above location.
0	Aboriginal places have been declared in or near the above location. *

PROPOSED EXTENSION FOR WHITE PARK ARENA GUERNSEY STREET, SCONE NSW 2337

A1 SHEET
DO NOT SCALE THIS DRAWING - USE FIGURED DIMENSIONS ONLY



LOCALITY PLAN
REFERENCE: GOOGLEMAPS

DRAWING SCHEDULE:

DWG No	DRAWING TITLE	REV	DATE
20-020-S00	COVER SHEET, LOCALITY PLAN & INDEX SCHEDULE	B	5/06/24
20-020-S01	GENERAL NOTES SHEET 1 OF 3	B	5/06/24
20-020-S02	GENERAL NOTES SHEET 2 OF 3	B	5/06/24
20-020-S03	GENERAL NOTES SHEET 3 OF 3	B	5/06/24
20-020-S04	TYPICAL DETAILS	B	5/06/24
20-020-S05	SITE PLAN	B	5/06/24
20-020-S06	SECTIONS AND ELEVATIONS	B	5/06/24
20-020-S07	FOUNDATION PLAN	B	5/06/24
20-020-S08	ROOF FRAMING PLAN	B	5/06/24
20-020-S09	SECTION AND DETAILS SHEET 1 OF 2	B	5/06/24
20-020-S10	SECTION AND DETAILS SHEET 2 OF 2	B	5/06/24
20-020-S11	PROPOSED MEZZANINE	B	5/06/24

DRAWING STATUS	
FOR PRELIMINARY	<input type="checkbox"/>
FOR TENDER	<input type="checkbox"/>
FOR INFORMATION	<input checked="" type="checkbox"/>
FOR APPROVAL	<input type="checkbox"/>
FOR CONSTRUCTION	<input type="checkbox"/>

REV	DESCRIPTION	DATE	BY
B	GENERAL AMENDMENT	5/06/24	JP
A	ISSUED FOR APPROVAL	14/07/23	AB

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BUILDER:

DESIGNER:

CLIENT:
**WHITE PARK ARENA
GUERNSEY STREET
SCONE NSW, 2337**



**PROPOSED EXTENSION
COVER SHEET, LOCALITY
PLAN AND INDEX**

STRUCTURAL DRAWING			
Designed	JS	On behalf of RHM Consulting Engineers	5/06/24
Drawn	AB	Project Engineer/Director	Date
Scale	N/A	Drawing No:	Rev
Date	JUL 23	23-020-S00	B

A1 SHEET

DO NOT SCALE THIS DRAWING - USE FIGURED DIMENSIONS ONLY

GENERAL NOTES:

- G.1 THESE DRAWINGS TO BE READ IN CONJUNCTION WITH ALL ARCHITECTURAL AND OTHER CONSULTANTS DRAWINGS AND SPECIFICATIONS AND WITH SUCH OTHER WRITTEN INSTRUCTIONS AS MAY BE ISSUED DURING THE COURSE OF THE CONTRACT. ALL DISCREPANCIES SHALL BE REFERRED TO THE ARCHITECT/ENGINEER FOR DECISION BEFORE PROCEEDING WITH THIS WORK.
- G.2 DIMENSIONS SHALL NOT BE OBTAINED BY SCALING THE DETAIL DRAWINGS.
- G.3 SETTING OUT DIMENSIONS SHOWN ON THE DRAWINGS SHALL BE VERIFIED BY THE BUILDER PRIOR TO COMMENCEMENT OF WORKS.
- G.4 DURING CONSTRUCTION THE STRUCTURE OR ANY NEIGHBOURING/ADJACENT STRUCTURES ARE TO BE MAINTAINED IN A STABLE CONDITION AND NO PART SHALL BE OVERSTRESSED.
- G.5 ALL WORKMANSHIP AND MATERIALS IN ACCORDANCE WITH THE REQUIREMENTS OF THE CURRENT EDITIONS OF THE AUSTRALIAN STANDARD CODES AND BY LAWS AND ORDINANCES OF THE RELEVANT BUILDING AUTHORITY TO INCLUDE THE BCA.
- G.6 THE STRUCTURAL ELEMENTS SHOWN ON THE DRAWING HAVE BEEN DESIGNED IN ACCORDANCE WITH THE FOLLOWING CODES:
AS 3600 - CONCRETE AS 4100-STEEL STRUCTURE
AS 2870-RESIDENTIAL SLAB & FOOTING AS 3700-MASONRY
- G.7 IF CONFUSED OR IN DOUBT- ASK.

FOUNDATIONS AND FOOTINGS:

- F.1 FOOTINGS HAVE BEEN DESIGNED FOR A UNIFORM BEARING PRESSURE AS NOTED IN F.14. FOUNDATION MATERIAL SHALL BE APPROVED FOR THIS PRESSURE BEFORE PLACING CONCRETE FOOTINGS.
- F.2 THE SUBJECT SITE AS DEFINED WITHIN THESE DRAWINGS HAS A "SITE CLASSIFICATION" AS DEFINED ON SHEET 503. THIS CLASSIFICATION IS BASED ON THE METHOD DEFINED ON DWG 503. WHERE A GEOTECHNICAL REPORT HAS BEEN PROVIDED, WE NOTE THAT THE REPORTS/TESTS HAVE NOT BEEN VERIFIED AND HENCE THE DESIGN PROVIDED RELIES ON THE FINDINGS DEFINED IN THE REPORT.
- F.3 CUT & FILL PROFILES AS NOTED MAY VARY DURING CONSTRUCTION. PIERS MUST BE INSTALLED IN FILLED AREAS. PIERS TO EXTEND 300mm (MIN) INTO NATURAL GROUND. FOUNDING STRATA MUST BE UNIFORM AS NOTED IN F.14.
- F.4 FOOTING TO BE CENTRALLY PLACED UNDER WALLS AND COLUMNS UNLESS NOTED OTHERWISE.
- F.5 ALL WORKMANSHIP AND MATERIALS TO BE IN ACCORDANCE WITH AS 2870, 2011 & AS 3600.
- F.6 THE FOOTING DETAILS SHOWN ARE FOR THE SITE CLASSIFICATION STIPULATED. WHILE EVERY CARE HAS BEEN TAKEN TO VERIFY THAT THE INFORMATION SHOWN IS CORRECT, **RHM CONSULTING ENGINEERS** TAKE NO RESPONSIBILITY FOR VARIATIONS WHICH MAY OCCUR DUE TO VARIATIONS IN THE SITE CONDITIONS.
- F.7 FILL USED IN THE CONSTRUCTION OF THE SLAB, EXCEPT WHERE THE SLAB IS SUSPENDED, SHALL CONSIST OF UNCONTROLLED FILL AND HENCE PIERS ARE REQUIRED.
 - ROLLED FILL CONSISTS OF MATERIAL COMPACTED IN LAYERS BY REPEATED ROLLING WITH AN EXCAVATOR. ROLLED FILL SHALL NOT EXCEED 600mm COMPACTED IN LAYERS NOT MORE THAN 200mm FOR SAND MATERIAL OR 400mm COMPACTED IN LAYERS NOT MORE THAN 150mm FOR OTHER MATERIAL. PIERS STILL REQUIRED FOR ROLLED FILLED SITES.
 - CONTROLLED FILL IS TO BE USED. CONSULT WITH DESIGNER ON METHOD & SPECIFICATION. PIERS ARE NOT REQUIRED FOR CONTROLLED FILLED SITES.
- F.8 TOP SOIL CONTAINING GRASS ROOTS OR OTHER ORGANIC MATERIALS SHALL BE REMOVED FROM THE AREA ON WHICH THE SLAB IS TO REST.
- F.9 IF ANY FOOTING IS LOCATED SUCH THAT A LINE IS DRAWN AT 45° FOR CLAY AND 30° FOR SAND FROM ITS BASE INTERSECTS A SERVICE TRENCH OR ADJACENT STRUCTURE, THEN PIERS ARE REQUIRED AS PER DETAIL. **RHMCE** RECOMMEND CONSULTATION WITH DESIGNER.
- F.10 THE GROUND BENEATH SUSPENDED FLOORS MUST BE GRADED SO THAT THE AREA BENEATH THE BUILDING IS ABOVE ADJACENT EXTERNAL FINISHED GROUND LEVEL.
- F.11 DO NOT EXCEED A RISE OF 1 IN A RUN OF 2 FOR THE LINE OF SLOPE BETWEEN ADJACENT FOOTINGS OR EXCAVATIONS.
- F.12 DO NOT BACKFILL RETAINING WALLS (OTHER THAN CANTILEVER WALLS) UNTIL FLOOR CONSTRUCTION AT TOP AND BOTTOM IS COMPLETED. ENSURE FREE DRAINING BACKFILL AND DRAINAGE IS IN PLACE.
- F.13 FOOTINGS TO BE CONSTRUCTED AND BACKFILLED AS SOON AS POSSIBLE FOLLOWING EXCAVATION TO AVOID SOFTENING OR DRYING OUT BY EXPOSURE. REFER TO DRAWINGS FOR BACKFILL REQUIREMENTS.
- F.14 BEARING TO BE UNIFORM & CONSISTENT THROUGHOUT. MINIMUM ALLOWABLE BEARING PRESSURE
100kPa UNDER SLABS AND
150kPa UNDER BASE OF PIERS UNLESS OTHERWISE SPECIFIED/AGREED TO BY THE DESIGNER.

CONCRETE WORK:

- C.1 ALL WORKMANSHIP AND MATERIALS TO BE IN ACCORDANCE WITH AS 3600 - CONCRETE STRUCTURES AND AS 2870, 2011.
- C.2 CONCRETE QUALITY SHALL BE AS TABULATED BELOW U.N.O AND SHALL BE VERIFIED BY TESTS.

ELEMENT	SLUMP mm	MAX. SIZE AGG. mm	CEMENT TYPE	EXPOSURE CLASS	CONCRETE GRADE (MPa)	EXTERNAL COVER (mm)	INTERNAL COVER (mm)
SLABS ON GRADE	80	20	OPC	A1	25	30	25
FOOTINGS RAFT/WAFFLE	80	30	OPC	A1	25	40	
FOOTINGS STRIP	80	30	OPC	A1	25	40	
SUSPENDED SLAB PIERS	80	20	OPC	A1	32	30	25

- C.3 ALL CONCRETE SHALL BE PLACED AND CURED IN ACCORDANCE WITH AS 3600. WHERE CURING COMPOUNDS ARE USED IT MUST BE APPLIED AS FOLLOWS:
 - A) ONTO SLAB WITHIN 2hrs OF FINISHING OPERATION.
 - B) ONTO WALLS AND COLUMNS IMMEDIATELY AFTER REMOVAL OF FORMWORK.
 CONCRETE MUST NOT BE PLACED IN HOT WINDY CONDITIONS. IN GENERAL CONCRETE SHOULD BE PLACED TO AVOID EXCESSIVE BLEEDING. **RHMCE** RECOMMENDS ALL POURS ARE COMPLETED BY 11:00am TO AVOID EXCESSIVE BLEEDING.
- C.4 SIZES OF CONCRETE ELEMENTS DO NOT INCLUDE THICKNESS OF APPLIED FINISHES.
- C.5 CONSTRUCTION JOINTS WHERE NOT SHOWN ARE TO BE THE APPROVAL OF THE ENGINEER.
- C.6 BEAM DEPTHS ARE WRITTEN FIRST AND INCLUDE SLAB THICKNESS, IF ANY.
- C.7 HORIZONTAL FORMWORK TO BE STRIPPED WHEN APPROVED BY THE ENGINEER. CONSULT DESIGNER AS REQUIRED.
- C.8 UNLESS NOTED OTHERWISE NO ALLOWANCE HAS BEEN MADE FOR STACKED MATERIALS OR MACHINERY ON THE CONCRETE STRUCTURE.
- C.9 NO HOLES OR CHASES OTHER THAN THOSE SHOWN IN THE DRAWINGS SHALL BE MADE IN CONCRETE ELEMENTS WITHOUT THE PRIOR APPROVAL OF THE ENGINEER. STANDARD PENETRATION DETAILS AND ENCLOSED FOR USE IN CLAY.
- C.11 SPLICES IN REINFORCEMENT MADE IN POSITIONS OTHER THAN SHOWN SHALL BE TO THE APPROVAL OF THE ENGINEER. WHERE THE LAP LENGTH IS NOT SHOWN IT SHALL BE SUFFICIENT TO DEVELOP THE FULL STRENGTH OF THE REINFORCEMENT. REFER TO NOTE R.6.
- C.12 WELDING OF REINFORCEMENT SHALL NOT BE PERMITTED UNLESS SHOWN ON THE STRUCTURAL DRAWINGS.
- C.13 PIPES OR CONDUITS SHALL NOT BE PLACED WITHIN THE CONCRETE COVER TO REINFORCEMENT WITHOUT THE APPROVAL OF THE ENGINEER.
- C.14 ALL REINFORCING BARS MUST COMPLY WITH AS 4671. ALL FABRIC MUST COMPLY WITH AS 4671 AND SHALL BE SUPPLIED IN FLAT SHEETS.
- C.15 REINFORCING SYMBOL:
 - N - DENOTES GRADE D500 HIGH STRENGTH DEFORMED BARS TO AS 4671.
 - R - DENOTES GRADE R 250 HOT ROLLED PLAIN BARS TO AS 4671.
 - SL - DENOTES HARD-DRAWN WIRE SQUARE REINFORCING FABRIC TO AS 4671.
 - L - DENOTES HARD-DRAWN WIRE RECTANGLE REINFORCING FABRIC TO AS 4671.
 - M - DENOTES HARD-DRAWN WIRE TRENCH MESH TO AS 4671.
 THE NUMBER IMMEDIATELY FOLLOWING THESE SYMBOLS IS THE BAR DIAMETER IN MILLIMETRES.
- C.16 FABRIC REINFORCEMENT TO BE LAPPED ONE MESH PLUS 30mm. LAPS IN POSITIONS OF MAXIMUM MOMENT ARE NOT PERMITTED.
- C.18 ALL TENSILE REINFORCEMENT SHALL NOT BE LAPPED UNLESS NOTED OTHERWISE.
- C.19 WATER MUST NOT BE ADDED TO THE MIX TO INCREASE THE SLUMP TO A VALUE IN EXCESS OF THAT SPECIFIED. **RHMCE** RECOMMENDS THE MIX IS MIXED FOR (2)TWO MINUTES ON SITE PRIOR TO PLACEMENT.
- C.20 CONCRETE MUST BE PLACED AND COMPACTED/VIBRATED WITH GOOD BUILDING PRACTICES.
- C.21 CONCRETE TO BE PLACED ON A 0.2mm THICK HIGH IMPACT POLYETHENE DAMP PROOF BARRIER FOUNDED ON 50mm THICK COMPACTED SAND, AS PER AS 2870, 2011.

REINFORCEMENT:

- R.1 STEEL WIRE REINFORCING FABRIC AND BARS TO CONFORM WITH AS 1304 - HARD DRAWN STEEL WIRE REINFORCING FABRIC FOR CONCRETE AND AS 1302 - STEEL REINFORCING BARS FOR CONCRETE.
- R.2 ALL REINFORCEMENT SHALL BE FIRMLY SUPPORTED ON MILD STEEL PLASTIC TIPPED CHAIRS, PLASTIC CHAIRS OR CONCRETE CHAIRS AT NOT MORE THAN 800mm CENTRES BOTH WAYS. BARS SHALL BE TIED AT ALTERNATE INTERSECTIONS. IN EXPOSURE CONDITIONS GREATER THAN B1 USE ONLY PLASTIC CHAIRS.
- R.3 REINFORCEMENT IS SHOWN DIAGRAMMATICALLY AND IS NOT NECESSARILY IN TRUE PROJECTION. SPLICES TO REINFORCEMENT SHALL BE MADE ONLY AT THE LOCATIONS SHOWN, OR OTHERWISE APPROVED BY THE PROJECT ENGINEER.
- R.4 SLAB REINFORCEMENT SHALL EXTEND MINIMUM 65MM ONTO MASONRY SUPPORT WALLS AND MINIMUM 50 PERCENT OF BOTTOM REINFORCEMENT TO BE COGGED, TO ACHIEVE ANCHORAGE AT SIMPLY SUPPORTED ENDS. TERMINATE ALL TOP BARS WITH STANDARD COGS AT FORM EDGES.
- R.5 SITE BENDING OF DEFORMED REINFORCING BARS SHALL BE DONE WITHOUT HEATING USING MECHANICAL BENDING TOOLS.
- R.6 REINFORCEMENT CROSSING PENETRATIONS SHALL BE DISPLACED AS NECESSARY. NO REINF'T SHALL BE CUT WITHOUT THE PRIOR WRITTEN APPROVAL OF THE PROJECT ENGINEER.

LAP LENGTHS

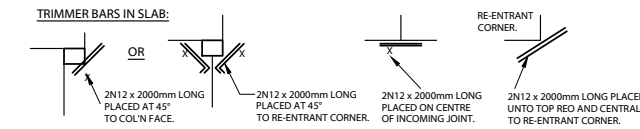
- TRENCH MESH - 500mm IN A STRAIGHT LINE OR TO THE FACE AT "T" AND "L" INTERSECTIONS.
- STEEL BARS - "N" BARS = 40 TIMES THE BAR DIAMETER, UNLESS NOTED OTHERWISE.
- CORNER BARS - REQUIRED AT ALL "T" AND "L" INTERSECTIONS. REFER TO THE DESIGN DRAWINGS FOR THE APPROPRIATE CONSTRUCTION DETAILS.
- SLAB FABRIC - ONE FULL MESH OF THE SLAB FABRIC, SO AS THE TWO OUTER-MOST TRANSVERSE WIRES OF EACH SHEET ARE OVER LAPPED, AS SHOWN ON THE DETAIL BELOW.

TOP *	600	800	1000	1400
All Others	500	650	800	1200
- * - DENOTES HORIZONTAL BARS WITH 300mm OR MORE CONCRETE CAST BELOW.
- LAPS IN FABRIC SHALL BE U.N.O.
- DO NOT LAP TOP REINFORCEMENT OVER SLAB SUPPORTS.
- FABRIC CROSS ROD TO BE LOCATED AT COVER DISTANCE FROM FORM EDGES.

- R.7 AN N12 BAR IS REQUIRED AROUND THE FULL PERIMETER OF THE SLAB/FOOTING. THIS BAR SHOULD BE LOCATED TO ALLOW FOR STUD "HOLD DOWN" BOLTS TO BE INSTALLED INSIDE THE BAR

SLABS ON GRADE

- SOG.1 ALL RE-ENTRANT CORNERS AT PENETRATIONS FOR SUMPS, PITS, COLUMN BLOCKOUTS AND THE LIKE, TO HAVE 2N12 TRIMMER BARS 2000mm LONG PLACED AT 45 DEGREES TO CORNER OR IN EACH DIRECTION AT CORNERS UNLESS NOTED IN A DIFFERENT ARRANGEMENT ON PLAN.



- SOG.2 TRIMMER BARS TO BE TIED TO UNDERSIDE OF SLAB MESH.
- SOG.3 PROVIDE SUB-SOIL DRAINAGE AS SPECIFIED BY ENGINEER.

STRUCTURAL STEEL:

- S.1 ALL WORKMANSHIP AND MATERIAL SHALL BE IN ACCORDANCE WITH AS 4100 EXCEPT WHERE VARIED BY THE CONTRACT DOCUMENTS.
- S.2 UNLESS OTHERWISE NOTED, ALL STEEL SHALL BE IN ACCORDANCE WITH:
 - AS 3679.1 GRADE 300 FOR ROLLED SECTIONS.
 - AS 1163 GRADE 350 FOR RHS SECTIONS.
 - AS 1163 GRADE 350 FOR CHS SECTIONS.
 - AS 3378 GRADE 350 FOR ALL PLATE.
 - AS 3679.1 GRADE 250 FOR ALL FLAT.
 - AS 1379 GRADE 450 FOR 1.5, 1.9, 2.4 AND 3.0 BMT OF COLD-FORMED STEEL SECTIONS.
- S.3 UNLESS NOTED OTHERWISE ALL WELDS SHALL BE 6mm CONTINUOUS FILLET WELDS AND ALL GUSSET PLATES SHALL BE 10mm THICK.
- S.4 BUTT WELDS WHERE INDICATED IN THE DRAWINGS ARE TO BE COMPLETE PENETRATION BUTT WELDS AS DEFINED IN AS 1554.
- S.5 UNLESS OTHERWISE SHOWN ALL BOLTS SHALL BE 16mm DIAMETER, HIGH STRENGTH (H.S.) BOLTS SHALL CONFORM TO AS 1252 AND SHALL BE INSTALLED IN ACCORDANCE WITH AS 4100 AS DIRECTED BY THE ENGINEER.
- S.6 UNLESS NOTED OTHERWISE ALL BEAMS TO BE SUPPORTED ON BRICKWORK / ENGAGED BRICK PIERS (150mm BRICK BEARING REQUIRED) PLACE INCOMPRESSIBLE PACKING AS REQUIRED UNDER THE ENDS OF THE BEAM TO ENSURE EVEN BEARING ON BRICKWORK. BEARING ON A "HALF BRICK" IS NOT PERMITTED.
- S.7 UNLESS NOTED OTHERWISE PROTECTIVE COATINGS FOR STEELWORK SHALL BE TABULATED BELOW AND IN ACCORDANCE WITH VOL. 2 PART 3.4.4 OF THE BCA.

ENVIRONMENT (EXPOSURE CLASSIFICATION)	LOCATION	GENERAL STRUCTURAL MEMBERS	LINTELS IN MASONRY
MODERATE	INTERNAL	NO PROTECTION REQUIRED	NO PROTECTION REQUIRED
(A) MORE THAN 1KM FROM BREAKING SURF OR MORE THAN 100M NOT SUBJECT TO BREAKING SURF OR (B) NON HEAVY INDUSTRIAL AREAS	EXTERNAL	HOT DIP GALVANISED 300 S/M ² MIN OR SIMILAR	HOT DIP GALVANISED 300 S/M ² MIN OR SIMILAR
SEVERE	INTERNAL	ALKYD PRIMER/ GLOSS, X 2 COATS	ALKYD PRIMER/ GLOSS, X 2 COATS
(A) WITHIN 1KM FROM BREAKING SURF OR WITHIN 100M OF SALT WATER NOT SUBJECT TO BREAKING SURF OR (B) NON HEAVY INDUSTRIAL AREAS	EXTERNAL	HOT DIP GALVANISED 300 S/M ² MIN OR SIMILAR	HOT DIP GALVANISED 300 S/M ² MIN OR SIMILAR

STANDARD CONNECTION NOTES:

- ALL TIMBER FRAMING CONNECTIONS TO BE IN ACCORDANCE WITH THE 'NEW SOUTH WALES LIGHT TIMBER FRAMING CODE' AS 1684 - 1996 UNLESS NOTED OTHERWISE THE MINIMUM CONNECTION DETAILS REQUIRED FOR VARIOUS STRUCTURAL MEMBERS ARE AS FOLLOWS.
- SC.1 **TIMBER JOISTS TO STEEL BEAM**
FLOOR JOISTS TO BE FIXED TO FLANGE OF STEEL MEMBER WITH TRIP-L-GRIP VIA A 90 X 30 (F7) TIMBER PLATE BOLTED TO FLANGE WITH M10 BOLTS AT 600 CTS.
- SC.2 **STEEL COLUMN TO FOUNDATION**
COLUMN TO BE FIXED TO EXISTING FOUNDATION WITH 2M12 CHEMSETS OR SIMILAR APPROVED. 10mm BASE PLATE UNLESS OTHERWISE NOTED TO BE PACKED WITH NON-SHRINK GROUT TO ACHIEVE EVEN BEARING. GROUT TO HAVE A COMPRESSIVE STRENGTH OF 20 MPa.
- SC.3 **STEEL BEAM TO STEEL BEAM**
12MM THICK CLEAT PLATE WELDED TO STEEL BEAM WITH 6mm C.F.W. 2 M16 8.8/5 BOLTS. A 6mm THICK WEB STIFFENER IS REQUIRED DIRECTLY BEHIND CLEAT. WELDS TO BE 6mm C.F.W UNLESS NOTED OTHERWISE.
- SC.4 **RAFTER / TRUSSES TO WALL TOP PLATE**
ALL RAFTER / TRUSSES TO BE FIXED TO TOP PLATE WITH TRIP-L-GRIP. NAILS TO BE Ø 3mm X 30mm LONG FLAT HEADS PER WING. TOP PLATE TO BE FIXED TO STEEL BEAM WITH M12 BOLTS AT 900mm CTS.
- SC.5 **COLLAR TIES TO RAFTERS**
COLLAR TIES TO BE PROVIDED AT EACH ALTERNATE RAFTER AND SHALL BE FIXED TO RAFTERS WITH 1M12 BOLT. COLLAR TIES TO BE LOCATED AT MID-SPAN OF EACH RAFTER. WASHER AT BOTH SURFACES REQUIRED.
- SC.6 **STEEL BEAM TO STEEL POST**
STEEL BEAM TO BE FIXED TO STEEL POST VIA A 12mm THICK CLEAT PLATE WELDED. TO POST WITH A 6mm C.F.W. BOLTS TO BE 2M16 8.8/5 BOLTS.
- SC.7 **TIMBER BEAM TO TIMBER POST**
TIMBER POST MUST BE NOTCHED 25mm FOR THE DEPTH OF THE TIMBER BEAM. TWO (2) M16 4.6/5 BOLTS TO BE INSTALLED THROUGH POST AND BEAM. WASHERS REQUIRED ON BOTH SIDES.
- SC.8 **TIMBER RAFTER TO TIMBER BEAM**
ALL RAFTER / TRUSSES TO BE FIXED TO TOP PLATE WITH TRIP-L-GRIP TO EVERY RAFTER WITH 4 X Ø 3mm X 30mm LONG FLAT HEAD NAILS PER WING.
- SC.9 **TIMBER RAFTER TO TOP PLATE**
ALL RAFTERS TO BE FIXED TO TOP PLATE WITH TRIP-L-GRIP. NAILS TO BE Ø 3mm X 30mm LONG FLAT HEAD NAILS EACH WING. TOP PLATE TO BE FIXED TO WALL WITH METAL BRICK STRAPS.
- SC.10 **TIMBER RAFTER TO BATTENS**
TRIP-L-GRIP RAFTER TO EVERY BATTEN WITH 4 X Ø 3mm X 30mm LONG FLAT HEAD NAILS EACH WING.

DRAWING STATUS

FOR PRELIMINARY

FOR TENDER

FOR INFORMATION

FOR APPROVAL

FOR CONSTRUCTION

REV	DESCRIPTION	DATE	BY
B	GENERAL AMENDMENT	5/06/24	JP
A	ISSUED FOR APPROVAL.	14/07/23	AB

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BUILDER:

DESIGNER:

CLIENT:
WHITE PARK ARENA
GUERNSEY STREET
SCONE NSW, 2337



PROPOSED EXTENSION
GENERAL NOTES
SHEET 1 OF 3

STRUCTURAL DRAWING			
Designed	JS	On behalf of RHM Consulting Engineers	5/06/24
Drawn	AB	Project Engineer/Director	Date
Scale	N/A	Drawing No:	Rev
Date	JUL 23	23-020-S01	B

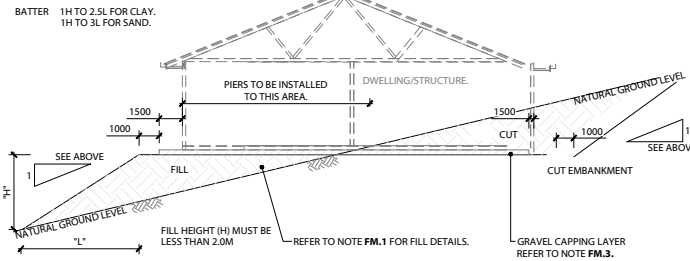
A1 SHEET

EARTHWORKS SPECIFICATIONS:

BATTER ANGLES FOR EMBANKMENT

IT IS THE BUILDERS RESPONSIBILITY TO ENSURE THAT THE SITE WORKS DO NOT UNDERMINE OR PLACE ADDITIONAL SURCHARGE ON ANY EXISTING STRUCTURES. IF THIS CANNOT BE ACHIEVED RHM CONSULTING ENGINEERS MUST BE CONTACTED PRIOR TO ANY SITE WORKS BEING UNDERTAKEN.

BATTER ANGLES MUST COMPLY WITH LOCAL GOVERNMENT REQUIREMENTS AND ARE TO CONFORM AS FOLLOWS.



NOTE: RETAINING WALLS OR OTHER FORMS OF SOIL RETAINING METHODS MUST BE ADOPTED WHERE THE SLOPE IS GREATER THAN THAT INDICATED ABOVE. SUCH STRUCTURES ARE NOT INCLUDED WITHIN THE ATTACHED DESIGN.

FILL MATERIAL AND COMPACTION:

- FM.1** ORGANIC MATERIAL, HIGHLY REACTIVE CLAYS (TO INCLUDE BLACK SOILS) AND LARGE ROCKS ARE NOT SUITABLE FOR USE AS FILL. REFER TO E.6 FOR SUITABLE FILL
- FM.2** ALL EARTH WORKS TO BE CARRIED OUT IN ACCORDANCE WITH THE FULL REQUIREMENTS OF AS 3798, GUIDELINES FOR EARTH WORKS FOR COMMERCIAL AND RESIDENTIAL DEVELOPMENTS.
- FM.3** EXTREMELY REACTIVE SITES (CLASS E) MUST BE CAPPED WITH 300mm THICK GRANULAR ROAD SUB-BASE AND COMPACTED TO 100% STD. CAPPED LAYER TO EXTEND 1500mm BEYOND PERIMETER OF DWELLING/STRUCTURE AND A CAPPED LAYER TO BE 1000mm OFF BATTER. REFER TO E.11 FOR MATERIAL PROPERTIES FOR SUITABLE SUB-BASE MATERIALS. FALL ON CAPPED LAYER BEYOND STRUCTURE TO BE 50mm AWAY FROM STRUCTURE.

EARTHWORK NOTES:

- E.1** IF IN DOUBT, THEN ASK.
- E.2** MIN COMPACTION TO GENERAL FILLED AREAS TO BE 98% STD UNLESS NOTED OTHERWISE. COMPACTION UNDER BUILDING PLATFORM TO BE 100% STD.
- E.3** ALL CUT MATERIAL TO BE LAID IN ROWS ON THE SITE FOR DRYING. THIS MATERIAL SHOULD BE INSPECTED AND ASSESSED BY THE GEOTECHNICAL ENGINEER TO DETERMINE IF THE MATERIAL IS SUITABLE FOR FILLING. RE-LAID APPROVED MATERIAL IN ACCORDANCE WITH AS 3798.
- E.4** THE CONTRACTOR MUST ENSURE ADEQUATE TEMPORARY DRAINAGE DURING THE WORKS TO MINIMISE THE IMPACT OF WET WEATHER. SUCH METHODS INCLUDE THE INSTALLATION OF SUMP PITS, CROSS FALLS AND SEALING (COMPACTION) OF EXPOSED SURFACE. THIS WORK FORMS PART OF THE EARTHWORKS CONTRACTOR RESPONSIBILITIES.
- E.5** SEDIMENTATION AND EROSION CONTROL MUST BE PUT IN PLACE PRIOR TO CONSTRUCTION AND MAINTAINED THROUGHOUT THE WORKS. REFER TO DRAWING S04 FOR DETAILS.
- E.6** ALL IMPORTED FILL TO BE CLEAN, FREE OF ORGANIC MATTER AND APPROVED BY A GEOTECHNICAL ENGINEER. RECOMMENDED MIN PARAMETER FOR IMPORTED FILL INCLUDES:
 - MAX AGGREGATE SIZE 20mm.
 - 0.075 SIEVE MUST BE LESS THAN 25%.
 - SOAKED CBR STRENGTH OF GREATER THAN 15%.
 REFER TO E.11 FOR SUB-BASE MATERIAL PARAMETERS.
- E.7** FREQUENCY OF COMPACTION TESTING IN ACCORDANCE WITH AS 3798 TABLE 8.1, UNLESS NOTED OTHERWISE.
- E.8** FINISHED SUB-GRADE SHOULD BE INSPECTED AND PROOF ROLLED IN THE PRESENCE OF A GEOTECHNICAL ENGINEER WITH ALL SIGNIFICANT DEFLECTION TO BE OVER EXCAVATED AND REPLACED WITH SUITABLE FILL.
- E.9** FINAL BATTER TO BE NO STEEPER THAN 2.5 IN 1.0 (HORIZONTAL TO VERTICAL) FOR CLAYS AND 3.0 IN 1.0 FOR SANDS.
- E.10** MOISTURE CONTENT OF FILL MATERIAL & SUB-BASE TO BE REPLACED AND MAINTAINED WITHIN 2% OF STANDARD OPTIMUM MOISTURE CONTENT.
- E.11** UNLESS AGREED OTHERWISE GRANULAR SUB-BASE MATERIAL SHOULD COMPLY WITH THE FOLLOWING PARAMETERS:
 - GRADING AS TABULATED BELOW
 - MAX AGGREGATE SIZE 20m
 - PLASTICITY INDEX <= 12
 - SOAKED CBR STRENGTH >= 40%

SIEVE SIZE (mm)	PERMITTED GRADING (% PASSING)
26.5	100
19.0	93-100
9.5	71-87
4.75	47-70
2.36	35-56
0.425	14-32
0.075	6-20

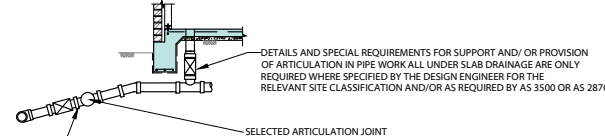
- E.12** UPON COMPLETION OF BOX-OUT AND BEFORE CUT AND FILL, TREAT SUB-GRADE AS FOLLOWING
 - SCABIFY TO A DEPTH OF 250mm
 - MOISTURE CONDITION
 - COMPACT TO AT LEAST 98% STD

SANITARY AND STORMWATER INSTALLATION:

GUIDELINES FOR DESIGN AND INSTALLATION

THE FOLLOWING NOTES AND DETAILS PROVIDED ARE A GUIDE ONLY FOR ARTICULATION OF SANITARY PLUMBING DRAINAGE AND SHOULD BE READ IN CONJUNCTION WITH AS/NZS 3500, AS 2870 AND ANY OTHER RELEVANT STANDARD AND OTHER REQUIREMENTS OF THE B.C.A

- SW1.** ALL DRAINS INSTALLED IN GROUND THAT IS FILLED, UNSTABLE, EXPANSIVE (e.g. M, H, E AND P SITES) OR WATER CHARGED AND WHERE SOIL MOVEMENT MAY AFFECT THE PERFORMANCE OF ANY DRAIN. A CERTIFIED PLAN AND SPECIFICATION SHOULD BE PROVIDED BY AN APPROPRIATELY QUALIFIED PERSON. WHEN A COMPLIANCE PERMIT AND ASSESSMENT IS REQUIRED BY THE LOCAL AUTHORITY, A SOIL REPORT AND ALL CALCULATIONS SHOWING PROPOSED METHOD TO PROTECT THE DRAINAGE FROM POTENTIAL GROUND MOVEMENTS MAY BE REQUIRED.
- SW2.** ALL SEWER AND STORMWATER TO BE CONSTRUCTED IN ACCORDANCE WITH AS/NZS 3500 AND THE REQUIREMENTS OF AS 2870 SECTION 5: CLAUSE 5.5 AND SECTION 6: CLAUSE 6.6 ARTICULATION AND EXPANSION ARE TO BE PROVIDED TO ACCOMMODATE MOVEMENT IN ALL PIPE WORK WITHIN 3 METRES OF THE DWELLING AND COMPLY TO AS 1260- PVC-U PIPES AND FITTINGS FOR DRAIN WASTE & VENT APPLICATIONS.
- SW3.** PLUMBING AND DRAINAGE UNDER THE SLAB SHOULD BE AVOIDED WHERE PRACTICAL (REFER AS/NZS 3500 CLAUSE 4.10).
- SW4.** GRADES IN PIPE WORK ON M, H AND P SITES SHOULD HAVE A MINIMUM GRADE OF 1:30 WITHIN 1.5m OF THE BUILDING AND 1:60 ELSEWHERE. GRADES IN THE FLEXIBLE FITTINGS TO BE SET AT THE MINIMUM GRADE. GRADES IN PIPE WORK ON CLASS E SITES SHOULD BE INCREASED FROM 1:30 TO 1:25.
- SW5.** ALL EXPANSION AND ARTICULATION JOINTS TO BE INSTALLED IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS. ALL JOINTS TO BE SET MID POINT AS TO ALLOW FOR MAXIMUM MOVEMENT IN EITHER DIRECTION.
- SW6.** APPROVED SWIVEL JOINT OR SIMILAR SHOULD NOT BE USED AS A BEND TO ACHIEVE CORRECT FALLS. THE JOINTS SHOULD BE IN A STRAIGHT LINE OF THE DRAIN TO ALLOW MAXIMUM (+) OR (-) MOVEMENT. A MINIMUM 15' BEND TO BE INSTALLED BEFORE SWIVEL JOINTS TO ACHIEVE MINIMUM GRADES FROM THE FACE OF THE FOOTINGS.



- SW7.** DETAIL AND SUPPORT OF THE TRAPS AT THE OVERFLOW RELIEF GULLY (O.R.G.) SHOULD BE CAST IN CONCRETE MONOLITHICALLY WITH THE FOOTING SYSTEM ON CLASS H AND E SITES.
- SW8.** ALL PVC PIPE WORK PASSING THROUGH CONCRETE MUST HAVE 25mm LAGGING.
- SW9.** STORM WATER SYSTEMS THAT COLLECT ROOF WATER AND SURFACE WATER ARE REQUIRED TO BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH AS/NZS 3500 PART 5.
- SW10.** THE USE OF CORRUGATED FLEXIBLE END PVC PIPE PRODUCTS SHOULD BE AVOIDED ON CLASS H AND E SITES AS THEY ARE NOT ABLE TO EXPAND LONGITUDINALLY TO ACCOMMODATE POTENTIAL VERTICAL AND LATERAL MOVEMENTS AT THE SLAB OR FOOTINGS EDGE UNLESS SPECIFICALLY DETAILED BY THE MANUFACTURER.
- SW11.** ALL JOINTS IN STORM WATER PIPES WITHIN 3m OF THE HOUSE UNDER CONSTRUCTION SHOULD BE ARTICULATED TO ACCOMMODATE GROUND MOVEMENTS WITHOUT LEAKAGE.
- SW12.** SEPTIC TANKS AND ASSOCIATED SOAKAGE AREAS SHOULD BE LOCATED TO MINIMISE SOIL MOISTURE INCREASES WITHIN THE FOUNDATION. JOINTS IN PLUMBING PIPES WITHIN 3m OF THE HOUSE UNDER CONSTRUCTION SHOULD BE ARTICULATED TO ACCOMMODATE GROUND MOVEMENTS WITHOUT LEAKAGE. SEPTIC TANKS IN PARTICULAR REQUIRE CAREFUL DETAILING.
- SW13.** ALL PIPE WORK INCLUDING STORM WATER FITTINGS AND ADAPTERS SHOULD BE PROTECTED FROM MECHANICAL DAMAGE.
- SW14.** TERMITE PROTECTION IS NOT SHOWN IN THESE DRAWINGS AS THERE ARE VARIOUS OPTIONS. REFER TO THE BUILDING DESIGNER.
- SW15.** ALL DETAILS ARE INDICATIVE ONLY. DESIGN OF PATHS AND FOOTINGS ETC. AND LOCATION OF THE PENETRATIONS TO BE SPECIFIED BY THE ENGINEER.
- SW16.** PROVISIONS SHOULD BE MADE FOR THE CONNECTION OF OVERFLOW OR WATER DISCHARGE FROM FIXTURES SUCH AS HOT WATER SYSTEM AND AIR CONDITIONING UNITS TO DRAIN AS REQUIRED BY RELEVANT LOCAL AUTHORITY. DISCHARGE LOCATIONS SHOULD BE LOCATED OUTSIDE THE IMMEDIATE BUILDING ENVELOPE. DISCHARGE INTO FORMALISED NETWORK OTHER THAN THE ATMOSPHERE IS RECOMMENDED.
- SW17.** EXPECTED MINIMUM REQUIREMENTS FOR EXPANSION AND ALLOWABLE ROTATION IN FITTINGS AS FOLLOWS:

FOR THIS PARTICULAR SITE, THE FOLLOWING MINIMUM REQUIREMENTS MAY BE ADOPTED:

SITE CLASS	MINIMUM REQUIRED EXPANSION JOIN CAPACITY	ALLOWABLE ROTATION
"H2-D"	70mm EXPANDA JOINT	15 DEGREES

WHERE A CUT/FILL SITE PREPARATION IS UNDERTAKEN, ALL WITHIN THE FILL ASPECT OF THE WORKS, THE FILL SITE MUST MEET THE FOLLOWING UNLESS COMPACTION CERTIFICATION IN ACCORDANCE WITH AS 3798 IS SUPPLIED:

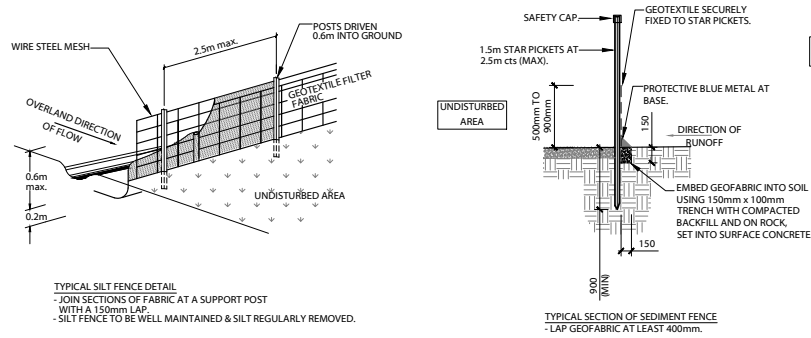
SITE CLASS	MINIMUM REQUIRED EXPANSION JOIN CAPACITY	ALLOWABLE ROTATION
"H2-D"	-150mm EXPANDA JOIN CAPACITY -PIPES TO BE STRAPPED/HUNG FROM SLAB MESH (refer detail)	15 DEGREES

DRAINAGE:

- D.1** ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH AS 2870 & AS 3500
- D.2** PIPE DIMENSIONS, GULLY PIT SIZES ARE TO BE IN ACCORDANCE WITH AS 3500-2000
- D.3** DRAINAGE SHALL BE CONSTRUCTED TO PREVENT WATER PONDING AGAINST OR NEAR THE FOOTING. THE GROUND IN THE IMMEDIATE VICINITY OF THE PERIMETER FOOTING, INCLUDING THE GROUND UPHILL FROM THE SLAB ON CUT-AND-FILL SITES, SHALL BE GRADED TO FALL 50mm MINIMUM AWAY FROM THE FOOTING OVER A DISTANCE OF 1m. SURFACE OR SUBSURFACE DRAINS SHALL BE USED TO CHANNEL AWAY WATER AND CONNECTED TO STORM WATER SYSTEM. ANY PAVING MUST ALSO BE SUITABLY SLOPED.
- D.4** PLUMBING TRENCHES SHALL BE SLOPED AWAY FROM THE HOUSE AND SHALL BE BACKFILLED WITH CLAY IN THE TOP 300mm WITHIN 1.5m OF THE HOUSE. THE CLAY USED FOR BACKFILLING MUST BE COMPACTED. WHERE PIPES PASS UNDER THE FOOTING SYSTEM, THE TRENCH SHALL BE BACKFILLED WITH CLAY OR CONCRETE TO RESTRICT INGRESS OF WATER BENEATH THE FOOTING SYSTEM.
- D.5** EXCAVATIONS NEAR THE EDGE OF THE FOOTING SYSTEM SHALL BE BACKFILLED IN SUCH A WAY AS TO PREVENT ACCESS OF WATER TO THE FOUNDATION. FOR EXAMPLE, EXCAVATIONS SHOULD BE BACK FILLED ABOVE OR ADJACENT TO THE FOOTING WITH MOIST CLAY COMPACTED BY HAND-RODDING OR TAMPING. POROUS MATERIAL SUCH AS SAND, GRAVEL OR BUILDING RUBBLE MUST NOT BE USED.
- D.6** WATER RUN-OFF SHALL BE COLLECTED AND CHANNLED AWAY FROM THE HOUSE DURING CONSTRUCTION.
- D.7** PENETRATIONS OF THE EDGE BEAMS AND FOOTING BEAMS ARE TO BE AVOIDED, BUT WHERE NECESSARY SHALL BE SLEEVED TO ALLOW FOR MOVEMENT.
- D.8** CONNECTION OF STORMWATER DRAINS AND WASTE DRAINS SHALL INCLUDE FLEXIBLE CONNECTIONS.
- D.9** IT IS NOT RECOMMENDED THAT GARDEN BEDS BE LOCATED AGAINST THE FOUNDATIONS OF THE PROPOSED DWELLING.
- D.10** THIS DRAINAGE PLAN IS A GUIDE ONLY AND LOCAL GOVERNMENT BY LAWS AND REGULATIONS TAKE PRECEDENCE. PLEASE CONSULT PLUMBING CONTRACTOR SPECIALISING IN DRAINAGE IF IN DOUBT. RHM CONSULTING ENGINEERS CAN BE CONTACTED IF MORE DETAILED DRAINAGE PLANS ARE REQUIRED.
- D.11** THE MAINTENANCE OF THE BUILDING AND THE SITE IS THE RESPONSIBILITY OF THE HOME OWNER. THEREFORE HE OR SHE SHOULD BE FAMILIAR WITH THESE REQUIREMENTS. FOR FURTHER DETAILS REFER TO CSIRO 'BFT 18' "A HOMEOWNERS GUIDE TO FOUNDATION MAINTENANCE"

SEDIMENTATION CONTROL NOTES:

- SDC.1** SITE WORKS SHALL NOT START UNTIL THE EROSION AND SEDIMENT CONTROL WORKS ARE INSTALLED AND FUNCTIONAL.
- SDC.2** ENTRY AND EXIT TO THE SITE SHALL BE CONFINED TO ONE STABILISED LOCATION. STABILISATION SHALL BE ACHIEVED BY EITHER:
 - * CONSTRUCTING A CONCRETE DRIVEWAY TO THE STREET.
 - * CONSTRUCTING A STABILISED SITE ACCESS IN ACCORDANCE WITH THE 'STABILISED SITE ACCESS' DETAIL.
- SDC.3** FILTER SOCK AND GRAVEL "SAUSAGE" PROTECTION SHALL BE PROVIDED TO PROTECT GUTTER INLETS NEAR THE ALLOTMENT.
- SDC.4** ALL STOCKPILES SHALL BE PLACED IN THE LOCATION SHOWN ON PLAN AND CLEAR OF ALL AREAS OF CONCENTRATED WATER.
- SDC.5** LANDS TO THE REAR AND SIDES OF THE ALLOTMENT AND ON THE FOOTPATH SHALL NOT BE DISTURBED DURING WORKS EXCEPT WHERE ESSENTIAL. E.G. DRAINAGE WORKS ACROSS THE FOOTPATH. WHERE WORKS ARE NECESSARY, THEY SHALL BE UNDERTAKEN IN SUCH A MANNER AS TO MINIMISE THE PERIOD OF TIME WHERE EROSION RISK IS HIGH. THEY SHALL BE REHABILITATED AS SOON AS POSSIBLE. THE STOCKPILE SHALL NOT BE PLACED ON THESE LANDS AND THEY SHALL NOT BE USED AS VEHICLE PARKING AREAS.
- SDC.6** APPROVED BINS FOR CONCRETE AND MORTAR SLURRIES, PAINT, ACID WASHINGS & LITTER SHALL BE PROVIDED AND ARRANGEMENTS MADE FOR COLLECTION AND DISPOSAL.
- SDC.7** GUTTERING SHALL BE CONNECTED TO THE STORMWATER SYSTEM AS SOON AS PRACTICABLE
- SDC.8** ALL EROSION AND SEDIMENT CONTROLS SHALL BE CHECKED AT LEAST WEEKLY AND AFTER ANY RAIN TO ENSURE THEY ARE MAINTAINED IN A FULLY FUNCTIONAL CONDITION.
- SDC.9** MATERIAL SOIL STOCKPILES ARE TO BE LOCATED TO SUIT LOCAL ENVIRONMENT, SITUATED ON RELATIVELY FLAT, STABLE GROUND AND THE SURFACE LAYER IS COMPACTED & SURROUNDED BY SILT FENCE.



DRAWING STATUS

FOR PRELIMINARY

FOR TENDER

FOR INFORMATION

FOR APPROVAL

FOR CONSTRUCTION

REV	DESCRIPTION	DATE	BY
B	GENERAL AMENDMENT	5/06/24	JP
A	ISSUED FOR APPROVAL	14/07/23	AB

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BUILDER:

DESIGNER:

CLIENT:
WHITE PARK ARENA
GUERNSEY STREET
SCONE NSW, 2337



PROPOSED EXTENSION
GENERAL NOTES
SHEET 2 OF 3

STRUCTURAL DRAWING

Designed	JS	On behalf of RHM Consulting Engineers	5/06/24
Drawn	AB	Project Engineer/Director	Date
Scale	N/A	Drawing No:	Rev
Date	JUL 23	23-020-S02	B

A1 SHEET

FOUNDATION DESIGN REPORT:

DATE : 01/05/16
PROJECT JOB NUMBER : RCA 11991-201/0
SITE ADDRESS : WHITE PARK ARENA
LOCAL AUTHORITY : UPPER HUNTER SHIRE COUNCIL
SITE CLASSIFICATION : P

Table with 3 columns: SITE DETAILS, PROPOSED BUILDING DESIGN DETAILS, PROPOSED SITE PREPARATION DETAILS. Includes vegetation, slope, drainage, and foundation details.

SITE PREPARATION

THE CONSTRUCTION PAD IS TO BE CLEARED OF VEGETATION AND LOOSE MATERIAL. THE PAD IS TO BE PREPARED IN ACCORDANCE WITH THE PROPOSED SITE PREPARATION DETAILS AS INDICATED TO RHM CONSULTING ENGINEERS...

Table with 3 columns: FOUNDING MATERIAL, MINIMUM PIER LENGTH, and details for edge beams and pad footings.

PAD FOOTINGS FOR POSTS AND LINTELS

PAD FOOTINGS MUST BE PLACED UNDER ALL POSTS AND POINT LOADS. THE PAD FOOTINGS ARE TO BE PIERED TO NOMINATED FOUNDING MATERIAL AND MINIMUM DEPTH AS SPECIFIED IN THE ABOVE TABLE...

MASONRY ARTICULATION

ALL MASONRY WALLS, EXCEPT RETAINING WALLS, REQUIRE FULL HEIGHT (FOOTINGS TO EAVES) ARTICULATION @ 5 METRE SPACING (MAXIMUM) REFER TO THE BUILDING CODE OF AUSTRALIA, VOL 2 - PART 3.3.1.8.

CERTIFICATION OF SOILS AND DESIGN REPORT - OBLIGATIONS OF THE BUILDER AND HOME OWNER/OCCUPIER. THE PERFORMANCE OF THE FOOTING AND SLAB OR BOTH IS LARGELY DEPENDANT ON A RESPONSIBLE APPROACH BY THE BUILDER AND OWNER/OCCUPIER...

DRAWING STATUS form with checkboxes for Preliminary, Tender, Information, Approval, and Construction.

Revision table with columns for Rev, Description, Date, and By.

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BUILDER: (Empty field)

DESIGNER: (Empty field)

CLIENT: WHITE PARK ARENA, GUERNSEY STREET, SCONE NSW, 2337

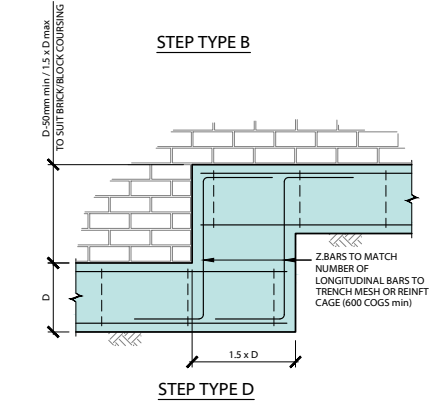
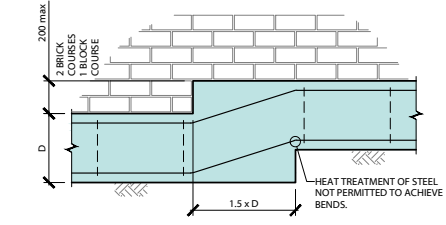
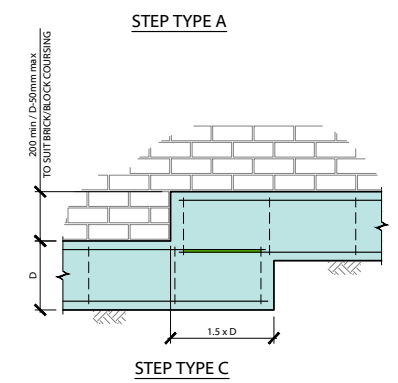
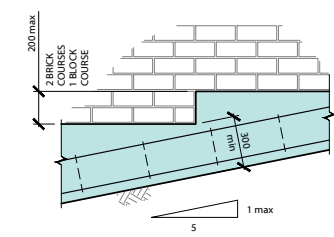
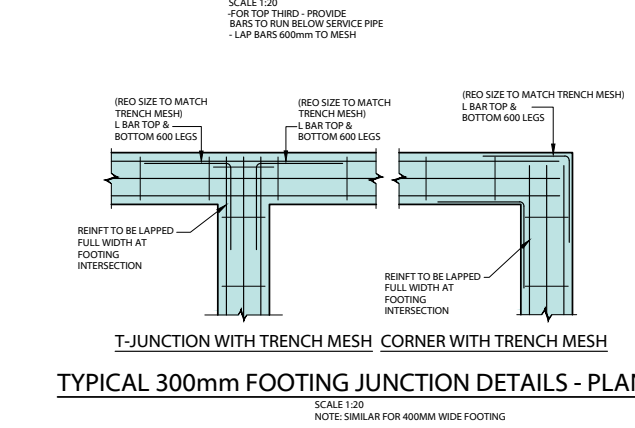
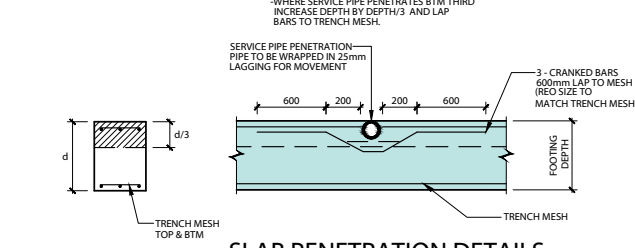
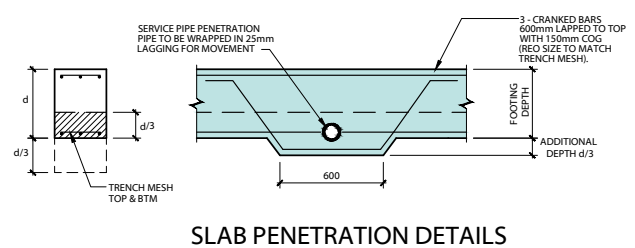
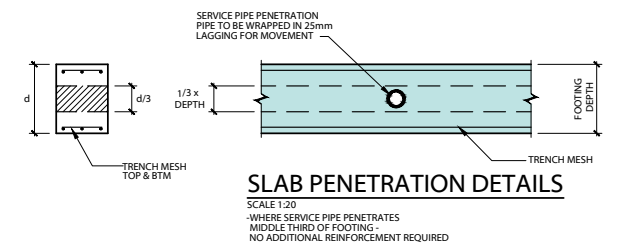


PROPOSED EXTENSION GENERAL NOTES SHEET 3 OF 3

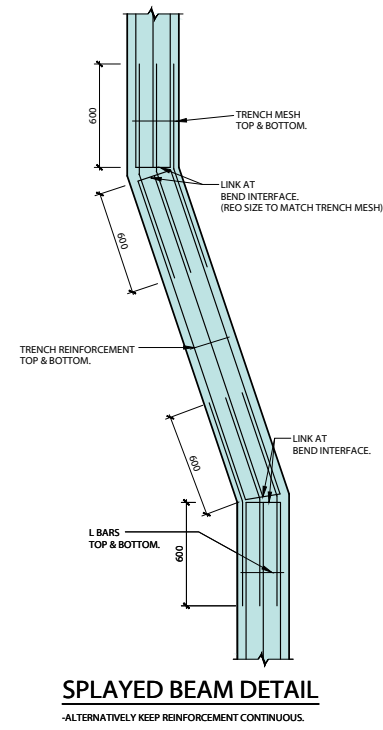
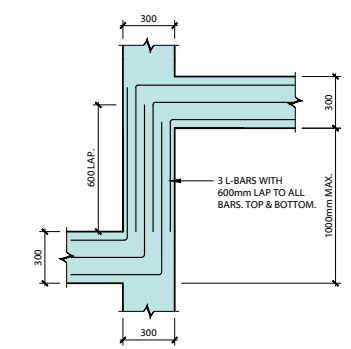
Structural Drawing details table including Designer, Drawn, Scale, Date, Drawing No, and Rev.

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A1 SHEET
DO NOT SCALE THIS DRAWING - USE FIGURED DIMENSIONS ONLY



TYPICAL STRIP FOOTING STEP DETAILS
SCALE 1:20
NOTE: WHERE NO DAMP PROOF MEMBRANE IS PROVIDED TO FOOTING BRICK MUST BE EXPOSURE CLASS WITH GRADE M4 MORTAR.



DRAWING STATUS			
FOR PRELIMINARY			<input type="checkbox"/>
FOR TENDER			<input type="checkbox"/>
FOR INFORMATION			<input checked="" type="checkbox"/>
FOR APPROVAL			<input type="checkbox"/>
FOR CONSTRUCTION			<input type="checkbox"/>

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B	GENERAL AMENDMENT	5/06/24	JP
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SCONE NSW, 2337

RHM Consulting Engineers
Civil & Structural Consulting Engineers
137 Kelly Street, Scone NSW, 2333
Tel (02) 6545 2800
www.rhmc.com.au
Email rhm@rhmc.com.au
ABN 82 153 018 800

PROPOSED EXTENSION TYPICAL DETAILS

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Designed	JS	On behalf of RHM Consulting Engineers	5/06/24
Drawn	AB	Project Engineer/Director	Date
Scale	N/A	Drawing No:	Rev
Date	JUL 23	23-020-S04	A

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SITE PLAN - PROPOSED ARENA EXTENSION AT WHITE PARK SCONE

SCALE 1:1000

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FOR TENDER	<input type="checkbox"/>
FOR INFORMATION	<input checked="" type="checkbox"/>
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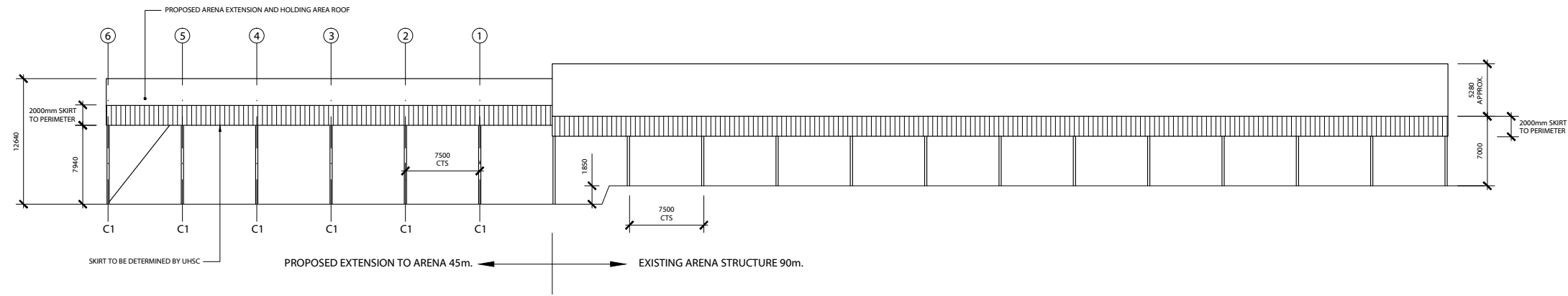
CLIENT:
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**PROPOSED EXTENSION
 SITE PLAN**

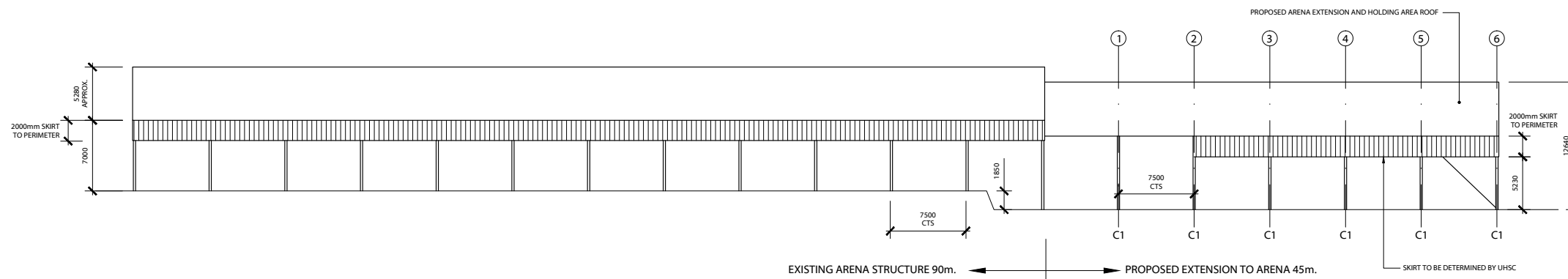
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Designed	JS	On behalf of RHM Consulting Engineers	
Drawn	AB	<i>AB</i> Project Engineer/Director	5/06/24 Date
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NORTH ELEVATION

SCALE 1:250



SOUTH ELEVATION

SCALE 1:250

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REV	DESCRIPTION	DATE	BY
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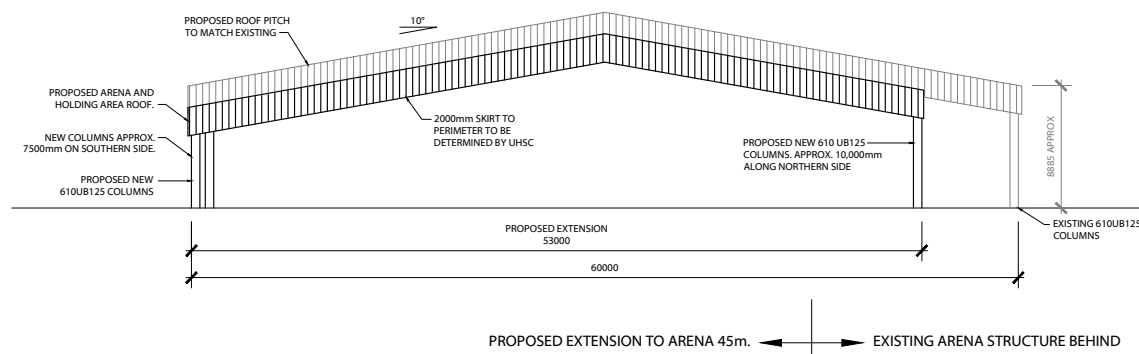
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SCONE NSW, 2337

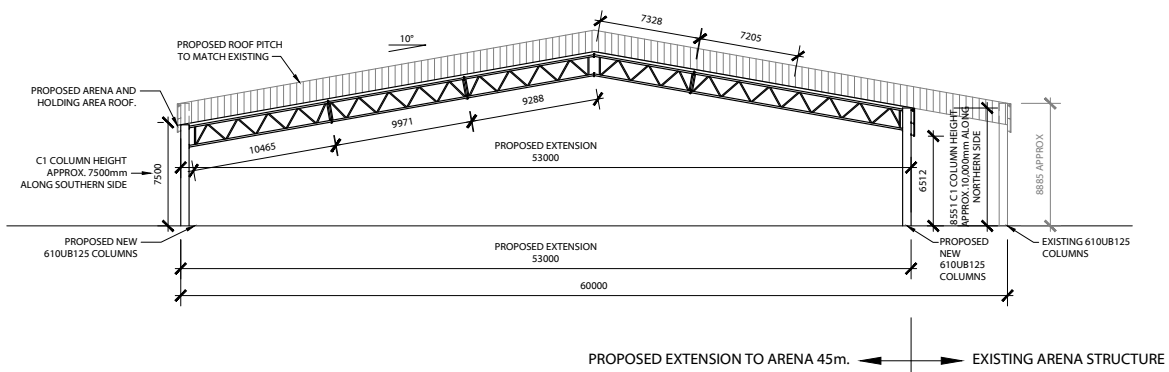


PROPOSED EXTENSION SECTIONS AND ELEVATIONS



EAST ELEVATION

SCALE 1:200



EAST SECTION

SCALE 1:200


STRUCTURAL DRAWING			
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Drawn	AB	Project Engineer/Director	Date
Scale	1:200/250	Drawing No:	Rev
Date	JUL 23	23-020-S06	B

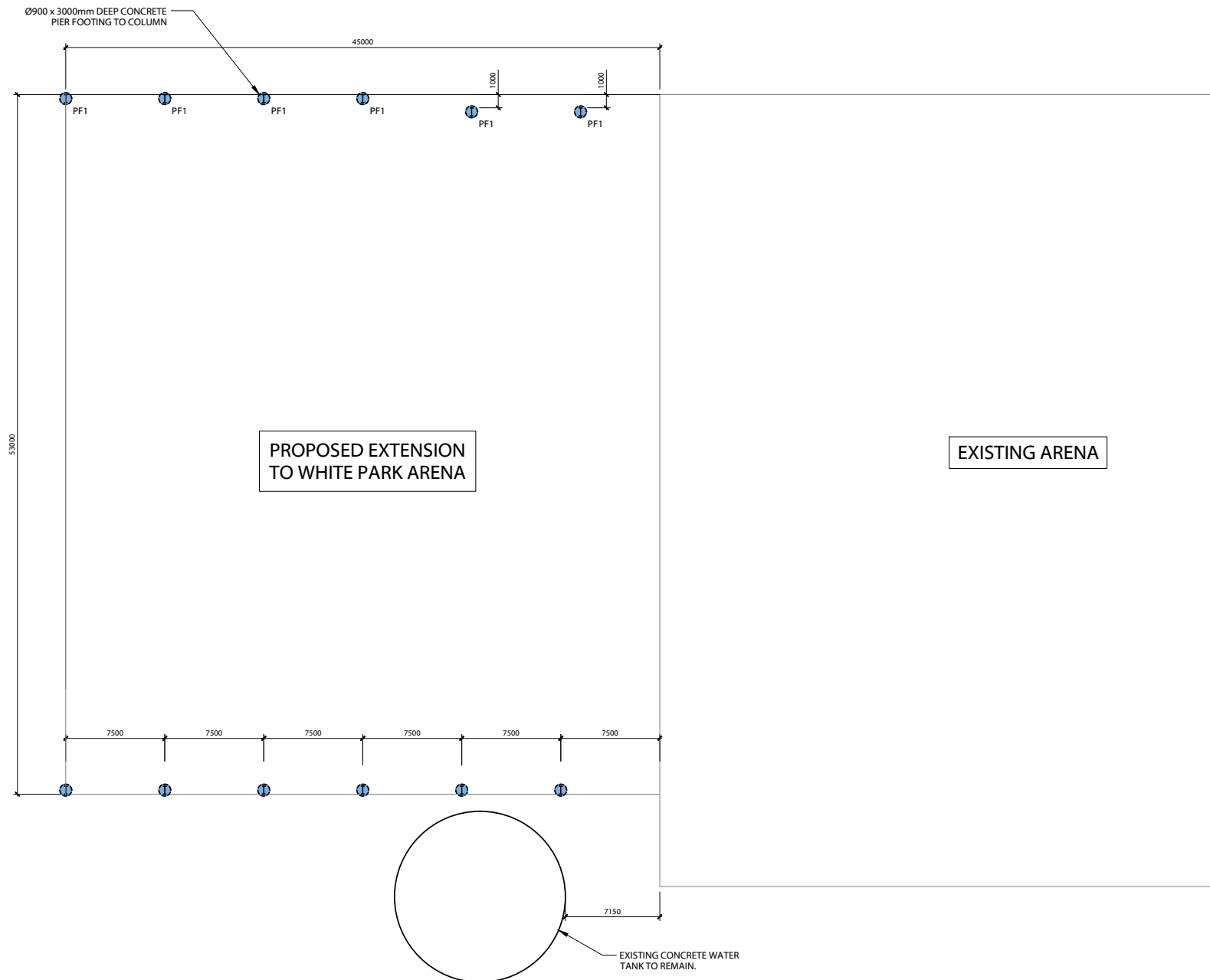
A1 SHEET

NOTE: BUILDER TO CONFIRM SEWER DOES NOT AFFECT STRUCTURE BEFORE COMMENCING WORK ONSITE. CONTACT THIS OFFICE IF OTHERWISE.

1. CONCRETE STRENGTH AFTER 28 DAYS TO BE 32mPa
2. COVER TO REINFORCEMENT TO BE 50mm.
3. FOUNDATION TO BEAR ONTO UNIFORM CONSISTENT MATERIAL THROUGHOUT.
4. PIER HOLES TO BE CLEANED PRIOR TO POUR

LEGEND

 DENOTES Ø900 x 3000mm DEEP CONCRETE PIER FOOTINGS TO COLUMN



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PROPOSED EXTENSION FOUNDATION PLAN

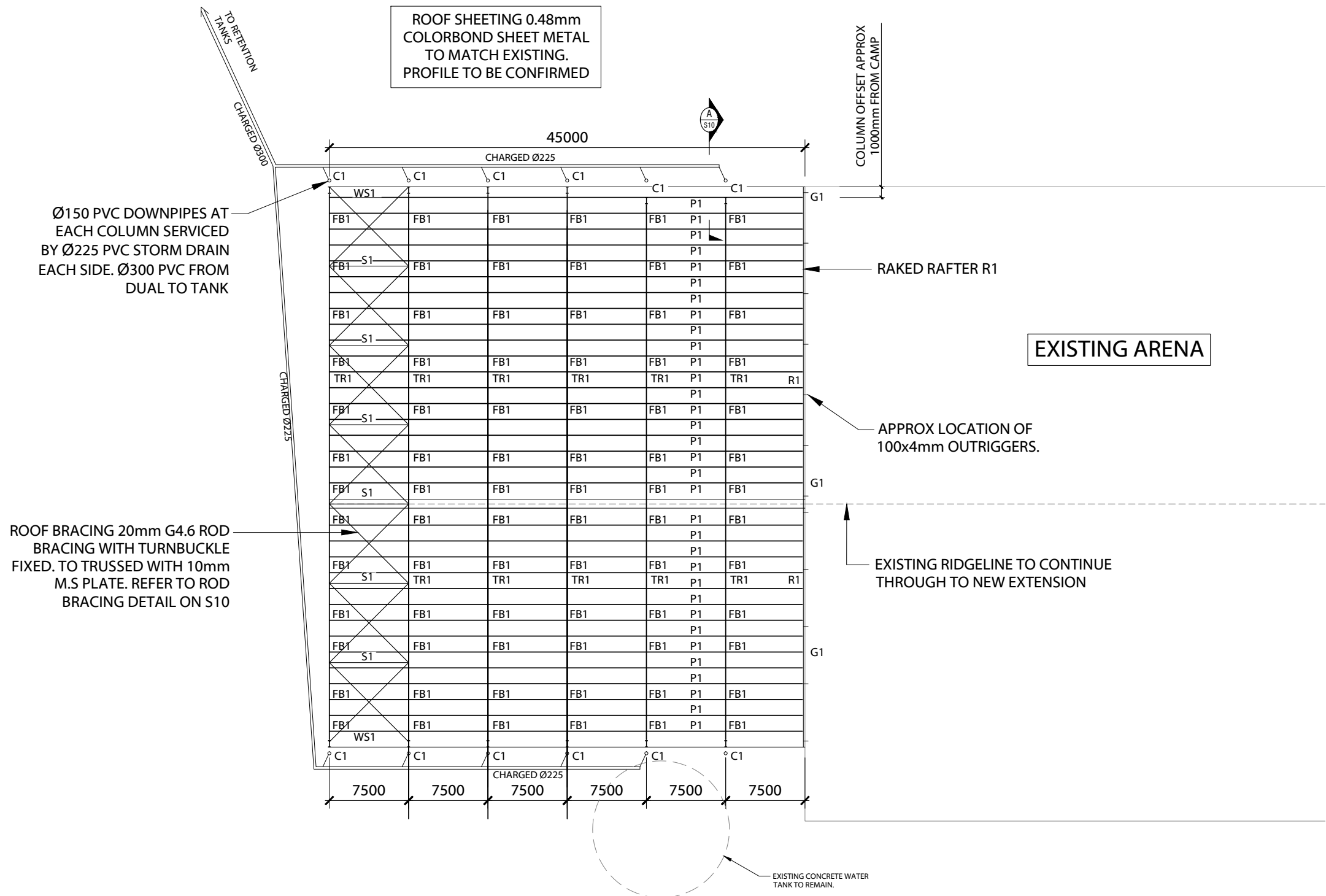
FOUNDATION PLAN

SCALE 1:200

STRUCTURAL DRAWING			
Designed	JS	On behalf of RHM Consulting Engineers	5/06/24
Drawn	AB	Project Engineer/Director	Date
Scale	1:200	Drawing No:	Rev
Date	JUL 23	23-020-S07	B

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MEMBER SCHEDULE		
MEMBER	SECTION	COMMENTS
COLUMN C1	610UB125	
TRUSS TR1	125 x 6 SHS CHORDS WITH 75 x 2 SHS WEBS	1500mm DEEP
STRUT S1	100 x 4 SHS	
WALL STRUT WS1	125 x 6 SHS	
ROOF BRACING RB1	20mm ROD (GRADE 4.6)	
PURLIN P1	EZ200.15	1 ROW OF ROD + BRIDGING @ MIDSPAN
RAKED RAFTER R1	200 PFC	FIXED TO EXISTING TRUSS WITH 100 x 4 SHS OUTRIGGERS
OUTRIGGERS G1	100 x 4 SHS	FIXED TO EXISTING BOTTOM CHORD AT FLY-BRACE LOCATIONS

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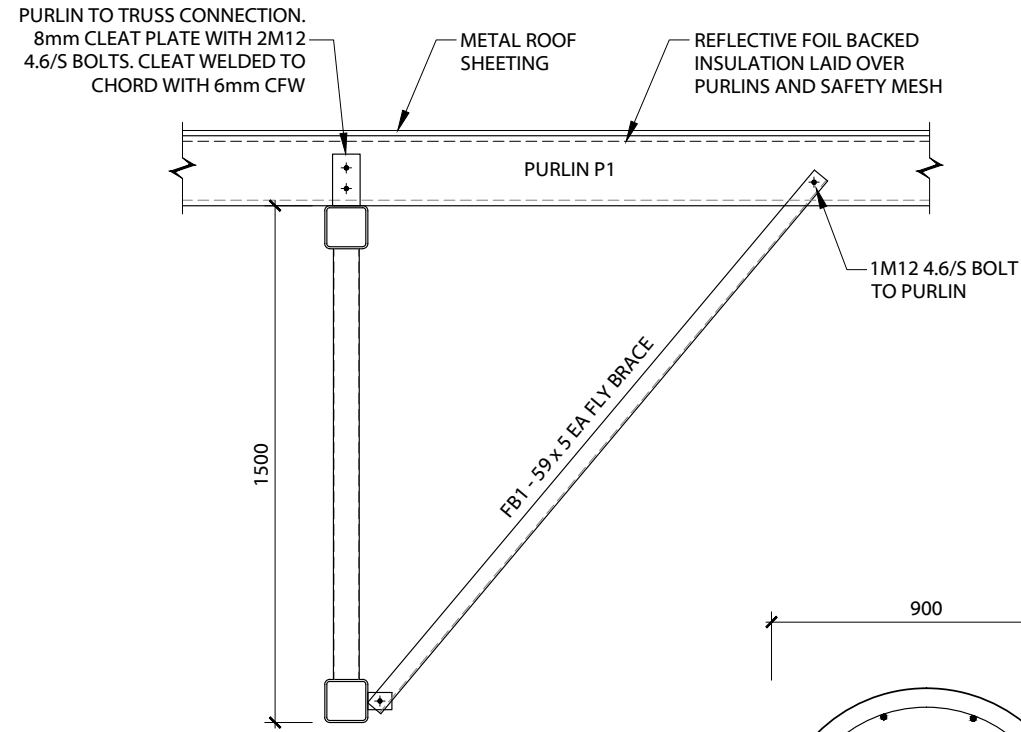
**PROPOSED EXTENSION
ROOF FRAMING PLAN**

STRUCTURAL DRAWING			
Designed	JS	On behalf of RHM Consulting Engineers	5/06/24
Drawn	AB	Project Engineer/Director	Date
Scale	1:200	Drawing No:	Rev
Date	JUL 23	23-020-S08	B

ROOF FRAMING PLAN

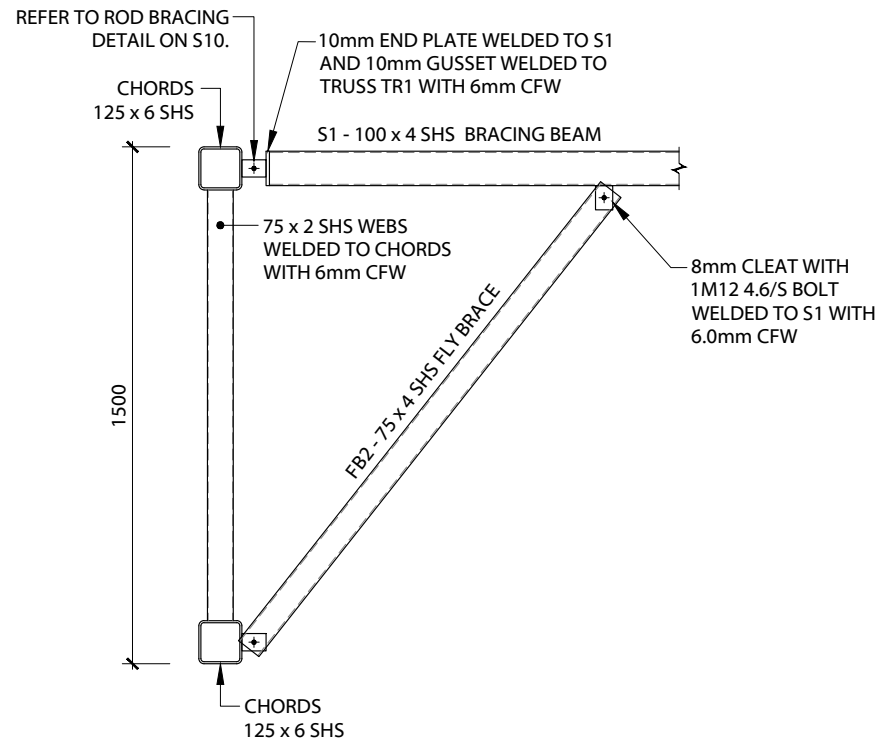
SCALE 1:200
NOTE: ROD + BRIDGING NOT SHOWN FOR CLARITY

A1 SHEET
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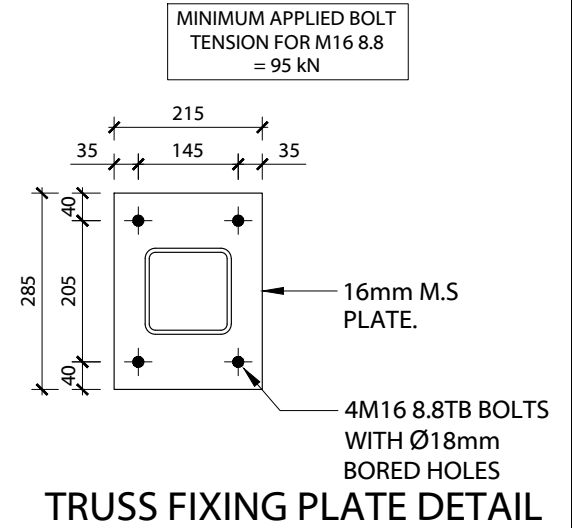
BRACING DETAIL A

SCALE 1:20

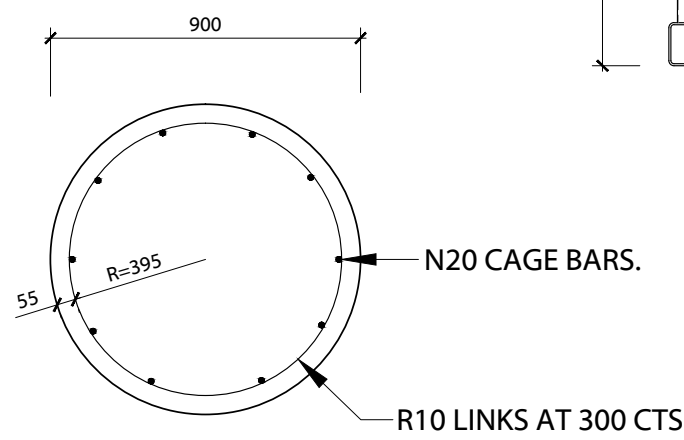


BRACING DETAIL B

SCALE 1:20

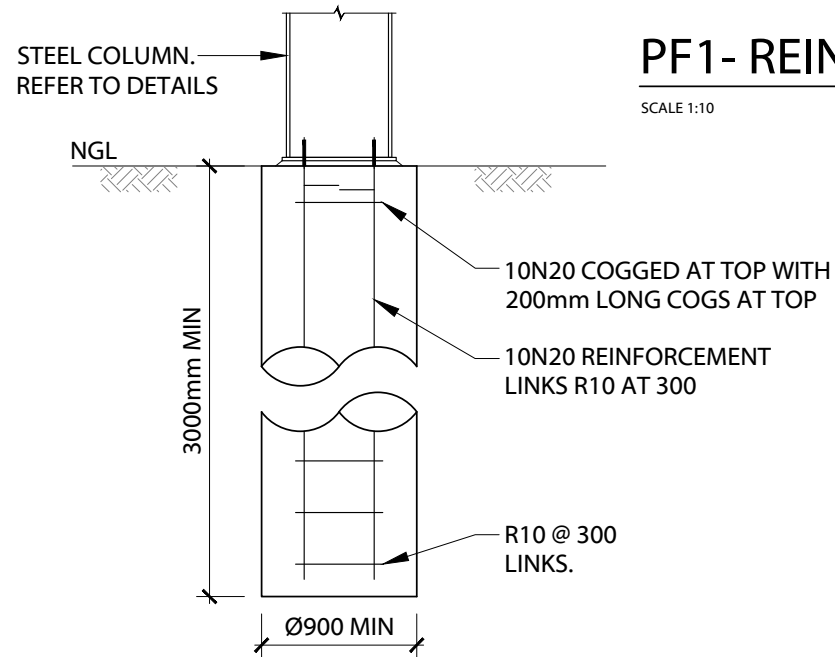


TRUSS FIXING PLATE DETAIL



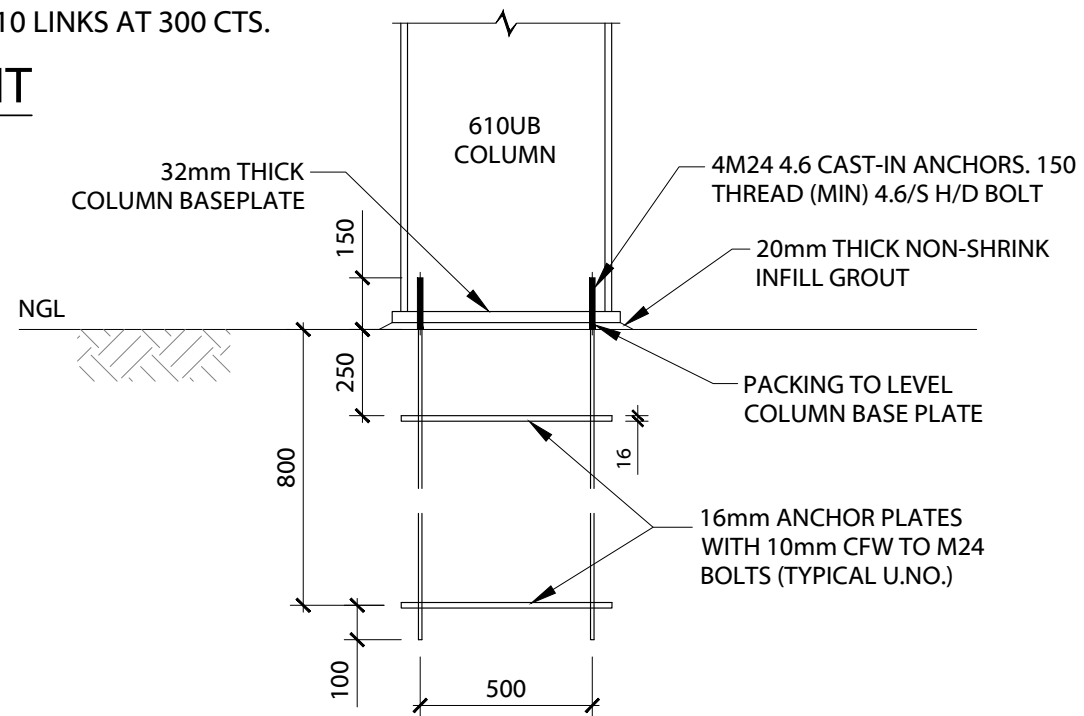
PF1 - REINFORCEMENT

SCALE 1:10



PIER PF1 DETAIL

SCALE 1:20



H.D BOLT DETAIL FOR COLUMNS

SCALE 1:10

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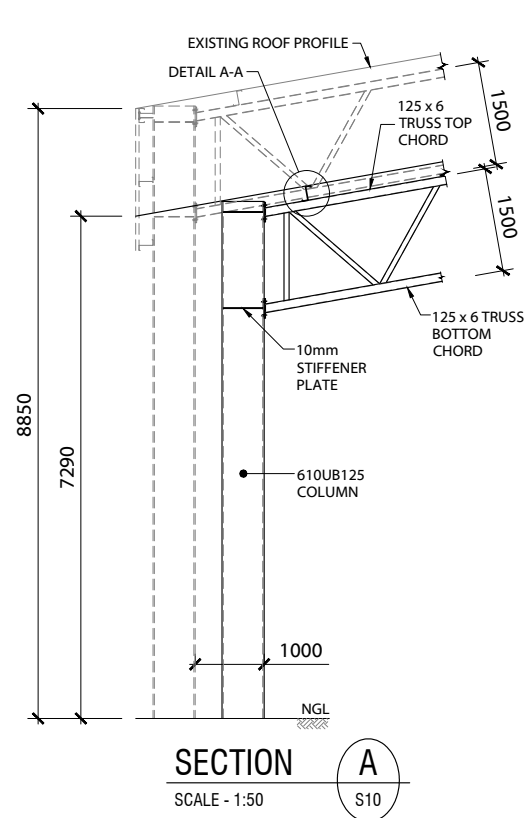
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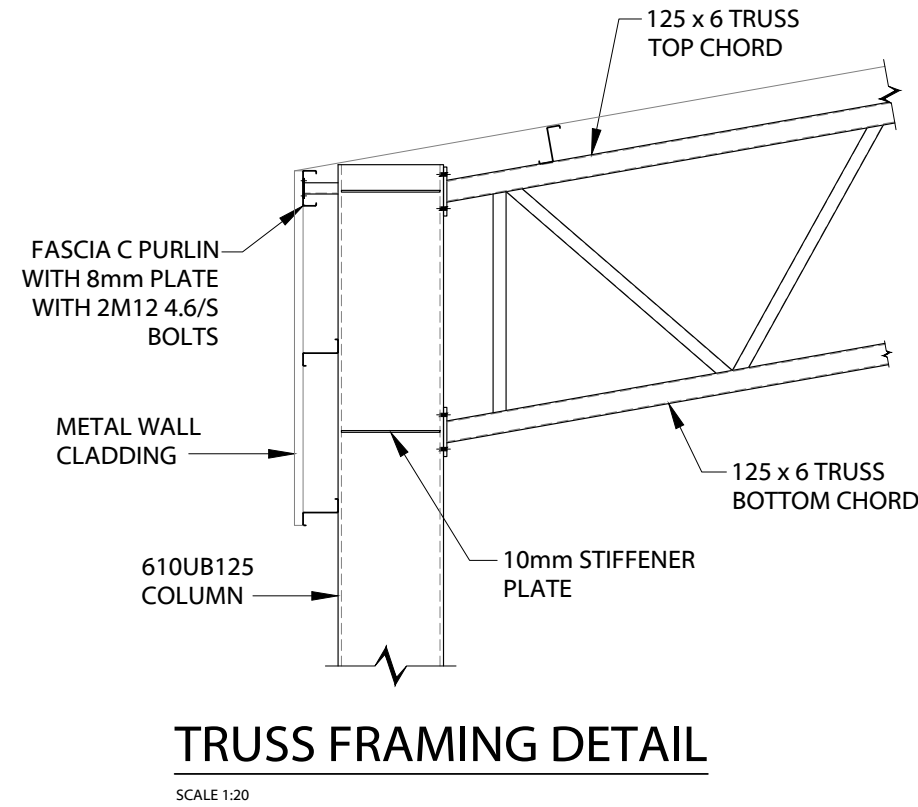
PROPOSED EXTENSION SECTIONS AND DETAILS SHEET 1 OF 2

STRUCTURAL DRAWING			
Designed	JS	On behalf of RHM Consulting Engineers	5/06/24
Drawn	AB	Project Engineer/Director	Date
Scale	1:10/20	Drawing No:	Rev
Date	JUL 23	23-020-S09	B

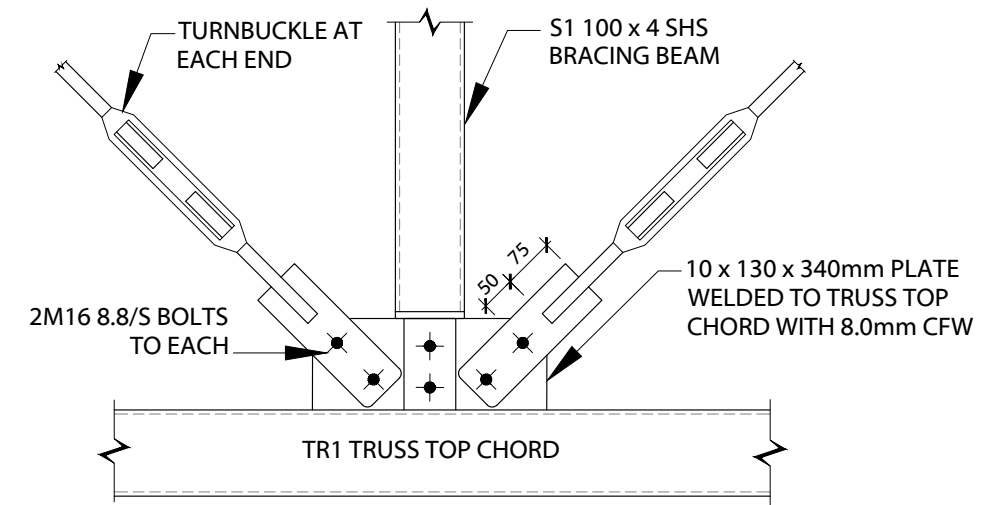
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SECTION A
SCALE - 1:50

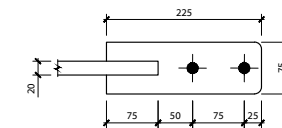


TRUSS FRAMING DETAIL
SCALE 1:20



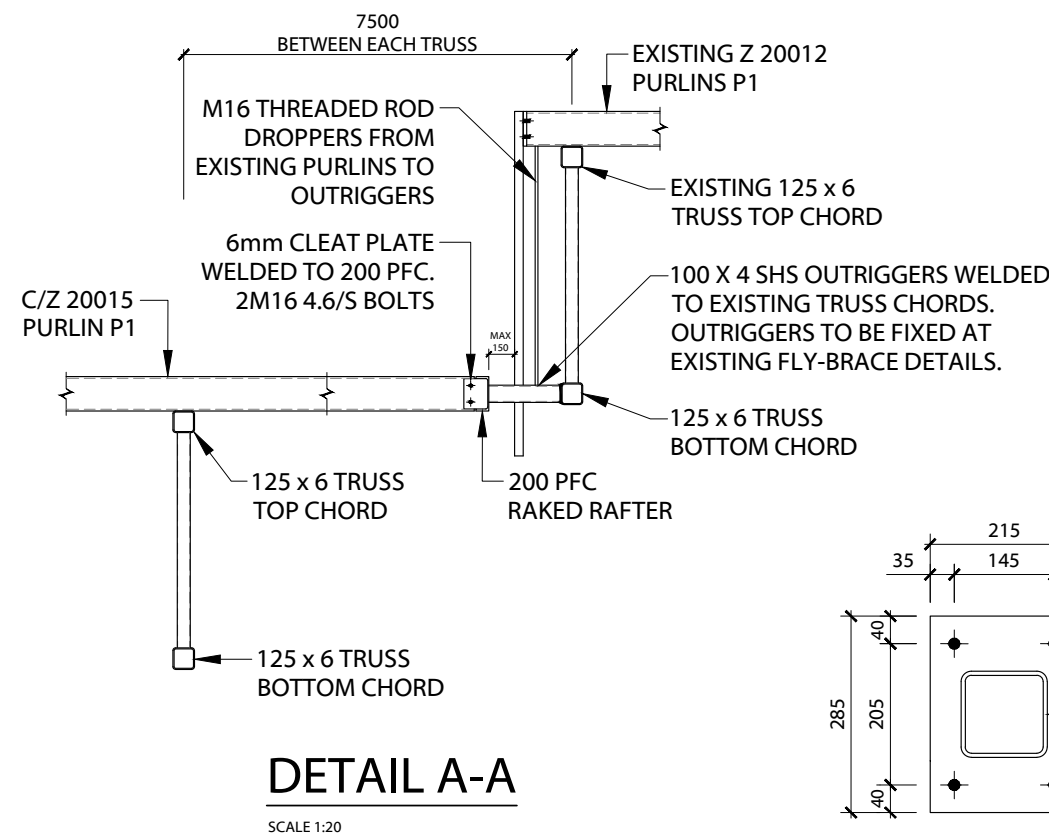
ROD BRACING DETAIL

SCALE 1:5

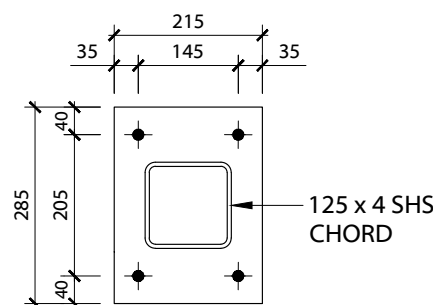


20 DIA. ROD

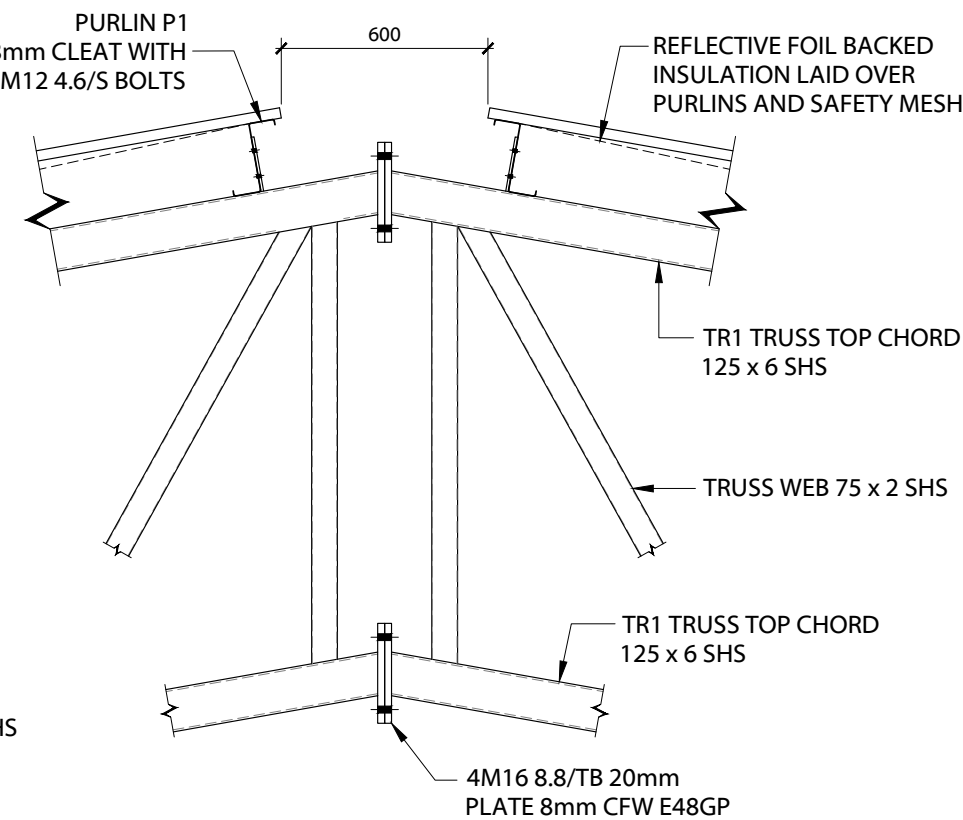
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FOR INFORMATION			<input checked="" type="checkbox"/>
FOR APPROVAL			<input type="checkbox"/>
FOR CONSTRUCTION			<input type="checkbox"/>



DETAIL A-A
SCALE 1:20



END PLATE SETOUT TR1



TRUSS CONNECTION DETAIL

SCALE 1:10

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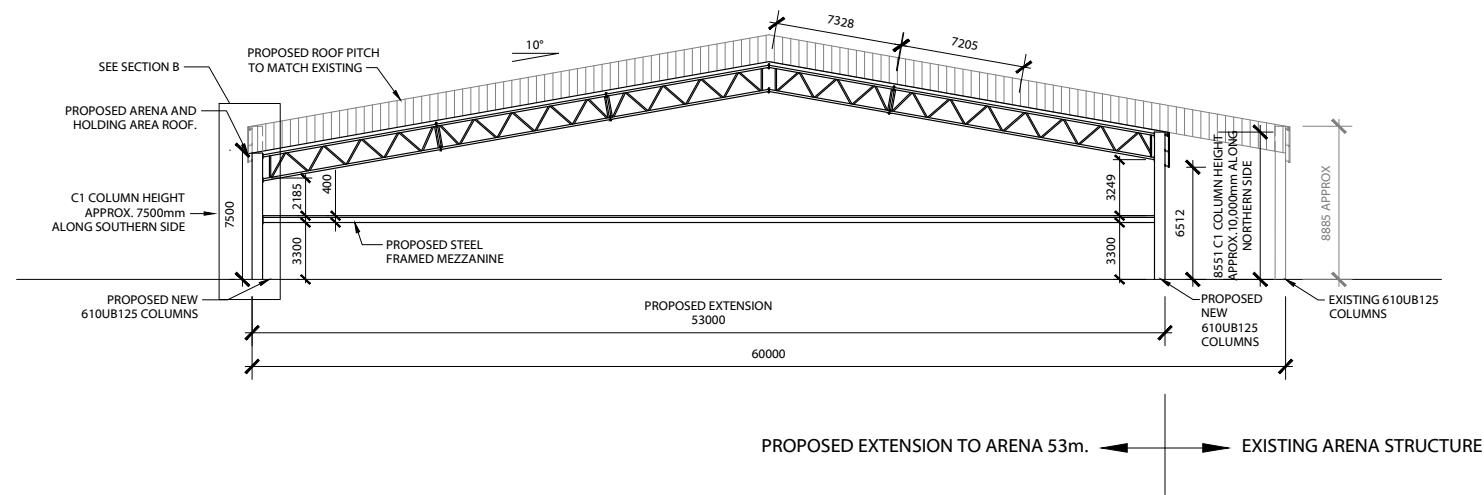
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PROPOSED EXTENSION SECTIONS AND DETAILS
SHEET 2 OF 2

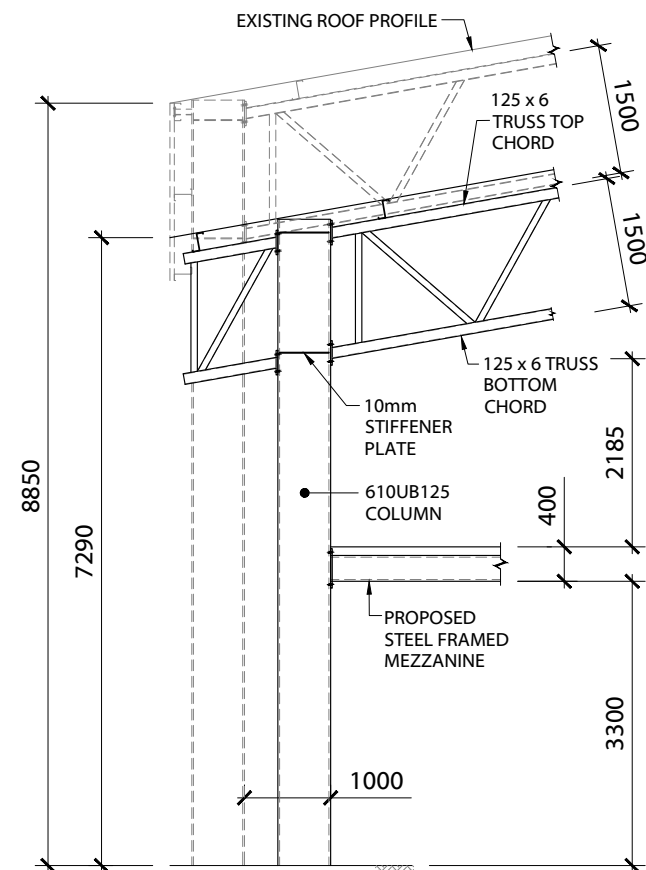
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Designed	JS	On behalf of RHM Consulting Engineers	5/06/24
Drawn	AB	Project Engineer/Director	Date
Scale	1:5-50	Drawing No:	Rev
Date	MAY 21	23-020-S10	B

A1 SHEET
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EAST SECTION

SCALE 1:200



SECTION B
SCALE - 1:40
S11

DRAWING STATUS			
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B	GENERAL AMENDMENT	5/06/24	JP
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PROPOSED EXTENSION MEZZANINE

STRUCTURAL DRAWING			
Designed	JS	On behalf of RHM Consulting Engineers	5/06/24
Drawn	AB	Project Engineer/Director	Date
Scale	N/A	Drawing No:	Rev
Date	JUL 23	23-020-S11	B

Council conflict of interest management statement

Project Name:	Proposed Extension to White Park Arena
DA No.:	89/2024
Potential Conflict:	Upper Hunter Shire Council is the landowner, the Applicant for development and the Consent Authority.
Management Strategy:	<p>The Council is managing potential conflicts of interest in this matter as follows:</p> <ul style="list-style-type: none"> • The application is being assessed by an independent planning consultant. • The application will be publicly notified and determined by Council in an open Council meeting. • The management controls prescribed by <i>Council's Policy: Conflict of Interest – Dealing with Council related development</i> throughout the development process will be applied to the assessment and determination of the application. • A neighbouring Council will peer review any regulatory decisions should compliance decisions be made.
Contact:	Anyone with concerns about Council fulfilling its obligations should report their concerns to the General Manager of Upper Hunter Shire Council.

Environmental & Community Services

D.10.3

***DEVELOPMENT APPLICATION NO. 214/2022 - CHANGE OF
USE TO PUBLIC LIBRARY AND ALTERATIONS TO EXISTING
BUILDING***

RESPONSIBLE OFFICER: Greg McDonald - General Manager

REPORT PREPARED BY: Paul Smith - Senior Environmental Planner

PURPOSE

On 1 March 2023, Council received Development Application No. 214/2022 for a public library and alterations to an existing building at No. 167 Kelly Street Scone (Lots 1 and 2 SP 32887). The development application is being referred to Council for determination as Council is the applicant and landowner.

RECOMMENDATION

That Council approve Development Application No. 214/2022 for a change of use to a public library and alterations to an existing building at No. 167 Kelly Street Scone (Lots 1 and 2 SP 32887) subject to the conditions of consent in Attachment 1.

BACKGROUND

Council has not had previous dealings with this development application.

REPORT/PROPOSAL

Applicant: Upper Hunter Shire Council
Owner: Upper Hunter Shire Council
Location: 167 Kelly Street Scone (Lots 1 and 2 SP 32887)
Proposal: Change of use to a public library and alterations to an existing building
Zoning: E1 Local Centre

As Council is the applicant and landowner, the application has been assessed by an independent planning consultant.

It is proposed to adaptively reuse a major part of an existing local heritage building (Campbell's Corner) for the purposes of a library (change of use), a large vacant space on the first floor, refurbished public spaces and a landscaped courtyard at the rear. The development will be undertaken as a stage development as follows:

- Stage 1 is demolition works on the ground floor and first floor, and initial building works on the ground floor and first floor.
- Stage 2 includes some demolition, and major building and fit out works for a library on the ground floor.
- Stage 3 includes works to part of the ground floor flooring and adjacent areas.
- Stage 4 is the development of a landscaped courtyard and other works at the rear of the building, including demolition of the rear of the existing bottle shop.

Environmental & Community Services

In order to adaptively reuse the building, considerable internal alterations will be undertaken. These alterations will include the removal of unsympathetic existing works, and the installation of new works to facilitate the new uses. The new works are informed by a heritage assessment and be sympathetic to the heritage nature of the building and/or constructed in such a fashion that the heritage fabric can be restored in the future.

The only significant external alterations will be at the rear (west) of the building. The works include rear entry to the building from a new landscaped courtyard which will address the laneway and public car park further to the west. The existing bottle shop attached to the south-western corner of the building, and existing retail spaces generally on the southern side of the building and a gym occupying part of the first floor are proposed to remain.

A detailed assessment of the proposal against Section 4.15 of the Environmental Planning and Assessment Act 1979 is provided in Attachment 2 while plans of the proposed development are provided in Attachment 3.

The application has been assessed as satisfactory and is recommended for approval for the following reasons:

- The proposal complies with the Upper Hunter Local Environmental Plan 2013
- The proposal complies with the Upper Hunter Development Control Plan 2023
- The proposal has been assessed as satisfactory against Section 4.15 of the Environmental Planning & Assessment Act 1979
- Will not have an adverse impact on the surrounding locality

OPTIONS

1. That Council approve Development Application No. 214/2022 for a change of use to a public library and alterations to an existing building at No. 167 Kelly Street Scone (Lots 1 and 2 SP 32887) subject to the conditions of consent in Attachment 1.
2. That Council refuse Development Application No. 214/2022 for a change of use to a public library and alterations to an existing building at No. 167 Kelly Street Scone (Lots 1 and 2 SP 32887) stating the reasons for refusal.

CONSULTATION

The proposal was placed on public exhibition from 8 March 2023 to 14 April 2023 in accordance with Council's Community Participation Plan. One (1) submission was received raising the following issues:

- If a café was included, it is important to its viability to include footpath dining
- Negative impact on trading of business in the building and adjacent while demolition/construction and the resultant restricted access was occurring.
- Need for a clear timeline of the construction/disruption period and for mitigation strategies
- Businesses are still rebuilding their trade after the impact of Covid and the construction impacts may lead to their demise.

A number of these issues are for Council in its role as landlord and developer, rather than planning considerations per se. Any conditions of consent should seek to minimise the impact

Environmental & Community Services

of construction on Kelly Street businesses, particularly those nearby, to the extent of planning considerations as distinct from property management actions.

A copy of the submission is provided in Attachment 4.

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Protected Environment

Ensuring the ongoing protection of our environment and natural resources.

2.4 Implement and regularly review Strategic Land Use Plans, Environmental Planning Instruments and Development Controls, which reflect the needs and expectations of the broad Community.

b. Delivery Program

- Assessment of planning applications

c. Other Plans

Section 4.15(1)(a)(iii) of the Environmental Planning and Assessment Act 1979 provides that in determining a development application, a consent authority is to take into consideration a development control plan (refer to full consideration in Attachment 3). Overall the development complies with the Upper Hunter Development Control Plan 2023.

IMPLICATIONS

a. Policy and Procedural Implications

Nil

b. Financial Implications

Development application fees of \$5,497.12 have been paid. A developer contribution of \$50,730.22 is payable if the application is approved.

The independent planning assessment was undertaken at a cost of \$4,000 (ex GST) which has been funded from the current budget.

c. Legislative Implications

An assessment of the development application has been undertaken pursuant to Section 4.15 of the Environmental Planning and Assessment Act 1979 ("the Act") (refer to Attachment 3).

As the Upper Hunter Shire Council is the Applicant, the application is deemed to be a "Council-related development application". Clause 30B of the Environmental Planning and Assessment Regulation 2021 requires:

Environmental & Community Services

A council-related development application must be accompanied by—

- (a) a statement specifying how the council will manage conflicts of interest that may arise in connection with the application because the council is the consent authority (a management strategy), or*
- (b) a statement that the council has no management strategy for the application.*

This statement was submitted and is provided in Attachment 5.

d. Risk Implications

Council determinations of development applications and modifications in relation to local development can be appealed by the applicant in the Land and Environment Court where they are not satisfied with the outcome of a determination. There is no risk of an appeal by the applicant in this instance.

e. Sustainability Implications

The development will be carried out in accordance with Section J of the Building Code of Australia.

f. Other Implications

Nil

CONCLUSION

The application has been assessed as satisfactory against Section 4.15 of the Environmental Planning and Assessment Act 1979, Upper Hunter Local Environmental Plan 2013 and the Upper Hunter Shire Development Control Plan 2023.

The proposal is in keeping with the site context, is an appropriate form of development for the site and is unlikely to result in any significant adverse impacts.

Accordingly, it is recommended that the application be approved subject to appropriate conditions of consent.

ATTACHMENTS

- [1](#) DA 214 2022 - Recommended Conditions of Consent
- [2](#) DA 214/2022 - Section 4.15 Assessment
- [3](#) DA 214/2022 - Updated plans - DWP - 167 KELLY STREET SCONE 2337
- [4](#) DA 214/2022 - Submission (redacted)
- [5](#) DA 214/2022 - Council conflict of interest management statement - Lot: 1 & 2 SP: 32887 - 167 KELLY STREET SCONE 2337 - PAN-287478

DA 214/2022 – Recommended Conditions of Consent

Deferred Commencement Conditions

1. Building Code of Australia (Report)

This consent shall not operate until the following deferred commencement condition has been satisfied.

A comprehensive National Construction Code/ Building Code of Australia (NCC/BCA) report shall be undertaken to assess whether the proposed development complies with the relevant requirements of the BCA, and identifies areas of non-compliance. The report should be undertaken by a suitably qualified consultant to the satisfaction of Council.

Reason: To ensure the proposed development will achieve NCC/BCA compliance.

Evidence required to satisfy these conditions must be submitted to Council within 24 months of the date of this consent, or the consent will lapse in accordance with Section 95 of the Environmental Planning and Assessment Regulation 2000.

Applicants must submit a request for operational consent to Council via the NSW Planning Porta and upload all relevant documentation. This can be completed through accessing the relevant portal application ID and navigating to 'Request for Operational Consent' in the Actions dropdown menu.

Identification of approved plans:

The development must be carried out in accordance with the development application, the drawings and documents referenced below except where amended by the conditions of consent.

PLAN TITLE/JOB REFERENCE NO	SHEET No	REVISION No	DRAWN BY	DATE
Site Plan 23.348	A1001	J	dwp	19.06.2024
Existing Floor Plan – Ground Floor	A002	G	dwp	19.06.2024
Existing Floor Plan – First Floor	A003	G	dwp	19.06.2024

All correspondence to:

General Manager | Upper Hunter Shire Council | PO Box 208, Scone NSW 2337

Phone: Scone Office 6540 1100 | Merriwa Office 6521 7000 | Murrurundi Office 6540 1350

Email: council@upperhunter.nsw.gov.au
UPPERHUNTER.NSW.GOV.AU



Stage 1 – Plan - Ground Floor	A1111	B	dwp	19.06.2024
Stage 1 – Plan – Level 2	A1112	B	dwp	19.06.2024
Stage 2 – Plan – Ground Floor - Demo	A1121	B	dwp	19.06.2024
Stage 2 – Plan – Ground Floor - Proposed	A1122	B	dwp	19.06.2024
Stage 2 – Plan – Level 1 – Demo/Proposed	A1123	B	dwp	19.06.2024
Stage 3 – Plan – Ground Floor	A1131	C	dwp	03.07.2024
Stage 4 – Plan – Ground Floor	A1141	C	dwp	03.07.2024
Stage 4 – Plan – Level 1	A1142	B	dwp	19.06.2024
Building Elevations – North/South	A2001	G	dwp	19.06.2024
Building Elevations – East/West	A2002	G	dwp	19.06.2024
Building Elevations – Exiting Sections	A3001	G	dwp	19.06.2024
Building Elevations – Exiting Sections	A3002	G	dwp	19.06.2024
Sections	A3003	H	dwp	19.06.2024
Sections	A3004	G	dwp	19.06.2024
Scone Library Development – Design Plans 21-0135	A000 to A5001	E	dwp	
Technical Plans 21-0135	F	C, E,F, G.	Dwp	

Approved Documents			
Document title	Version number	Prepared by	Date of document
Statement of Environmental Effects	-	DeWitt Consulting	08.08.2024
Statement of Heritage Impacts	B	John Carr Heritage Design	25/11/2023
Site Waste Minimisation and Management Plan		De Witt Consulting	07/08/2024
Access Report PAA 23247	3	Purple Apple Access	06/08/2024
Capital Investment Value QS Certificate (Stage 1)		APLAS Group	06/12/2023

(Reason: To ensure that the form of the development undertaken is in accordance with the determination of Council)

2. Documentation

A copy of all stamped approved plans, specifications and documents (including the Construction Certificate if required for the work incorporating certification of conditions of approval) must be kept on site at all times so as to be readily available for perusal by any officer of Council or the Principal Certifying Authority.

Reason: To ensure that the form of the development undertaken is in accordance with the determination of Council

3. Staged Consent

The development must be carried out in accordance with the staging, as shown in the approved plans:

- Stage 1 is demolition works on the ground floor and first floor, and initial building works on the ground floor and first floor.
- Stage 2 includes some demolition, and major building and fit out works for a library on the ground floor
- Stage 3 includes works to part of the ground floor flooring and adjacent areas.
- Stage 4 is the development of a landscaped courtyard and other works at the rear of the building, including demolition of the rear of the bottle shop.

Reason: To permit the staged construction of the approved development

4. Approved land uses

Nothing in this consent shall authorise the use of site/onsite structures/units/tenancies/floorspace as detailed on the approved plans for any land use of the site.

Reason: To ensure compliance with this consent.

Operational conditions imposed under the *Environmental Planning and Assessment Act* and regulations and other relevant legislation:

5. National Construction Code/ BCA

All building work must be carried out in accordance with the provisions of the National Construction Code Series/Building Code of Australia.

(Reason: Prescribed by legislation)

6. Construction Certificate, Principal Certifier and Notice Required

In accordance with the provisions of Section 6.6/6.12, 6.7/6.13 of the Environmental Planning and Assessment Act 1979, construction works approved by this consent must not commence until:

- a) A Construction Certificate has been issued by a Certifier (being Council or a registered certifier); and
- b) A Principal Certifier has been appointed by the person having benefit of the development consent; and

- c) If Council is not the Principal Certifier, notify Council no later than two (2) days before building/subdivision work commences as to who is the appointed Principal Certifier; and
- d) At least two (2) days before commencement of building work, the person having benefit of the development consent is to notify Council as to the intention to commence building work.

7. AUSGRID

The works must comply with the relevant Ausgrid Network Standards and requirements.

8. SafeWork NSW

The works must comply with SafeWork NSW Codes of Practice.

(Reason: Prescribed by legislation)

Conditions to be complied with prior to the issue of the construction certificate:

9. Long Service Levy

In accordance with Section 34 of the Building and Construction Industry Long Service Payments Act 1986, the applicant must pay a long service levy at the prescribed rate to either the Long Service Payments Corporation or Council for any work costing \$250,000 or more. The Long Service Levy is payable prior to the issue of a Construction Certificate.

10. Upper Hunter Section s94A Contributions Plan 2017

A total monetary contribution of \$59,011 is to be paid to Council, pursuant to Section 7.12 (formerly s94A) of the Environmental Planning and Assessment Act 1979. This contribution is based on a CIV cost of \$5,901,095.

A copy of the s 94A Levy Contributions Plan can be accessed on Council's website at www.upperhunter.nsw.gov.au or may be inspected at Council's Administration Building.

The amount of contribution payable under this condition has been calculated at the date of consent. In accordance with the provisions of the Contributions Plan, this amount shall be indexed at the time of actual payment in accordance with the Consumer Price Index. Indexation of contributions for payment occurs quarterly.

Reason: To provide for additional community infrastructure due to increased and changed demand resulting from development.

11. Compliance with the National Construction Code/ Building Code of Australia (NCC/BCA)

The detailed plans and specifications of the proposed development that accompany the Construction Certificate shall be compliant with the National Construction Code/ Building Code of Australia (NCC/BCA).

Reason: To ensure all work complies with the National Construction Code/ Building Code of Australia (NCC/BCA)

12. Building Code of Australia Fire Safety Requirements

The Building Code of Australia fire safety requirements for the building as detailed and recommended in the NCC/BCA Report, including any required Performance Reviews, must be considered as part of the assessment for the Construction Certificate. Details demonstrating compliance are to be provided to the Principal Certifier, prior to the issue of the Construction Certificate.

Reason: To ensure adequate provision is made for health, amenity, access and fire safety for building occupant health and safety.

13. Essential Services

A full services plan including hydraulic, electrical and mechanical shall be submitted to the Principal Certifier prior to the issue of the Construction Certificate.

14. Heritage requirements

(a) Colour

A heritage colour palette must be submitted to the satisfaction of Council's heritage advisor in accordance with the following guidance:

- Overall approach- interpreting the original fabric with appropriate colour, combined with a themed contemporary scheme to the aesthetic value of the interior and its heritage value
- Pressed metal ceilings-
 - Dulux Vivid white could be used if high reflectance is required in the ceiling. However preferably use of a Dulux Lime White or Natural White with some tone or tint added, could be considered.
- Window frames:
 - Dulux Dark Drab, Dulux Deep Brunswick Green, Dulux Deep Bronze Green
- Walls:
 - Lighter colours would be more suitable and could include: Dulux Pale Vellum, Regency White, Silver Grey, Royal Beige in varied tones.
- Stairs and timber joinery:
 - Original unpainted timber should be oiled and should not be painted
- Exposed trusses:
 - Could consider a dark colour: Dark Drab, Deep Bronze Green, Georgian Brick, Indian Red
 - Lighter colours: Dulux Pale Vellum, Regency White, Silver Grey, Royal Beige in varied tones.
- New Library Areas:
 - A limited range of colour themes to avoid cluttering the space and hence detract from the heritage value of this space.
 - A more subtle use of primary colours in the children's area. For example, toned blues or greens could then be used throughout with more subtle tints and reduction or removal of complementary colours such as red.
 - A reduction in floor finishes should be considered or the floor be used to create a path through the building.

(b) The existing safe and door including the badge is to be retained in-situ.

(c) The proposed single flight stair (stair access to roof on first floor) to include a return,

minimising the impact on the partition wall (the proposed stairway does not appear to be shown in the amended plans).

- (d) Removable cladding should be placed on all face brick walls proposed to be painted, including those areas in the proposed new western plaza. Reason: All new work should be reversible, and it is difficult to remove paint on face brick.
- (e) All pressed metal ceilings be retained in-situ.
- (f) Suspended ceilings should be fixed at walls and suspension rods not used in order that the work is reversible.
- (g) Investigate removal of the red vinyl shopfront as this cladding is an intrusive layer that detracts from the façade of this building and the streetscape. Before considering removing the red vinyl sheeting to the street facades, investigate how long this has existed on the building and what may have been there before. Initially a sample could be removed to assess the existing shopfront.
- (h) Partitions on the first floor should be retained without alteration.
- (i) New strengthening members on the first floor should be in either steel or timber and be painted in a different colour to the original truss members.
- (j) Further physically investigate the routes required to run services through the building both horizontally and vertically. Combine vent pipes and mechanical ventilation in shared vertical risers. Locate these items in the documentation. Reason: to reduce the requirement to surface run services unless necessary.
- (k) Assess option of using highlight windows on east elevation for air intake. Retain window frames in-situ and store sashes.
- (l) Do not stack air conditioning units where visible from the Liverpool and Kelly streets and locate in discrete location. Keep all services below level of horizontal rendered line, as shown on plate 42, on Liverpool and Kelly streets. Locate these items in the documentation.
- (m) All new ceilings should be supported on walls and should not be suspended or require penetrations through pressed metal ceilings.
- (n) Should an indigenous colour scheme and art be proposed in some parts, an indigenous artist should be commissioned to provide this art.
- (o) Designate on the plans a location within the building for the 1928 opening plaque to be relocated. Ensure it is carefully removed, and safely stored until it is reinstalled.

15. Landscaping

A landscaping plan for the rear courtyard must be produced to the satisfaction of Council prior to the issue of the Construction Certificate for Stage 4.

Reason: To provide for a high visual amenity consistent with the surroundings and its heritage values.

16. Outdoor Lighting and Illuminated signage

The Certifier must be satisfied that all outdoor lighting complies with the relevant provisions of AS 1158.3.1:2020 Pedestrian area (Category P) lighting – Performance and design requirements, AS 4282:2023 Control of the obtrusive effects of outdoor lighting.

Reason: To ensure safety of users while avoiding adverse impacts on the surroundings from glare.

17. Crime Prevention

The detailed plans and specifications submitted with any Construction Certificate must include the recommendations of the CPTED report contained in the Statement of Environmental Effects. In addition, security cameras are to be installed at key internal locations and at entry points to the Centre building, as well as movement detectors within the building. All wall openings are to be secured against forced entry.

Reason: to ensure the safety of users and the security of the building, given its extended operating hours, hallways and multiple entry points.

18. National Construction Code (BCA) Access

Access and facilities to and within the building must be provided for Persons with a Disability and are to comply with the NCC 2022 - Volume One Building Code of Australia and AS 1428.1, and consistent with the submitted Access Report. Details are to be provided to the Principal Certifier prior to the issue of the Construction Certificate and be implemented prior to occupation of the building.

Reason: To ensure adequate provision is made for access to and within the building for Persons with a disability.

19. Bicycle parking

Five (5) bicycle parking spaces should be provided in accordance with AS 2890.3:2015 and their dimensions must be annotated in the architectural plans.

Details demonstrating compliance must be clearly marked on the plans submitted to the Principal Certifier prior to the issue of a Construction Certificate.

Reason: To provide for active transport.

20. Construction Environmental Management Plan

Prior to the issue of any Construction Certificate, a Construction Environmental Management Plan (CEMP) for the development must be provided to the Certifying Authority for approval for each stage (or combined). The CEMP must include:

- a) The CEMP must include management strategies for the potential risks to on-site workers and visitors, off-site receptors, and the environment from the contamination identified in the updated Site Investigation (if applicable).
- b) The environmental site management measures must remain in place and be maintained throughout the period of the development.
- c) The CEMP must address all environmental aspects of the development's construction phases, and include where relevant, but not be limited to, the following:
 - i. Project Contact Information
 - ii. Site Security Details
 - iii. Timing and Sequencing Information
 - iv. Site Soil and Water Management Plan (must be prepared in accordance *Soils and Construction (Landcom, 4th Edition, March 2004)*)
 - v. Noise and Vibration Control Plan
 - vi. Air quality monitoring and management
 - vii. Health and Safety Plan
 - viii. Incident Management Contingency
 - ix. Unexpected Finds Protocol (including where items of heritage or archaeological significance are encountered)
- d) The CEMP must be kept on site from the commencement and for the duration of the

proposed works, and must be available to Council officers upon request.

- e) The CEMP provided to Council must exempt Council from any claim for copyright that may restrict Council's ability to provide information to the public in accordance with the *Government Information (Public Access) Act 2009*.

Reason: To ensure appropriate measures have been considered for site access, storage and the operation of the site during all phases of the construction process in a manner that respects adjoining owner's property rights and residential amenity in the locality, without unreasonable inconvenience to the community

21. Construction Traffic Management Plan

A Construction Traffic Management Plan (CTMP) and report shall be prepared by a Transport for NSW accredited person and submitted to and approved by the Council's Traffic Engineer prior to issue of any Construction Certificate.

Reason: To ensure public safety and minimise any impacts to the adjoining pedestrian and vehicular traffic systems.

22. Water Infrastructure

In relation to any works associated with water infrastructure, plans and design details demonstrating compliance with the requirements of the Water and Waste Division shall be submitted to, and approved by, the Certifying Authority prior to the issue of a Construction Certificate.

The work shall comply with AS/NZS 3500, Plumbing and Drainage Standards, and Council's Engineering Guidelines for Subdivision and Development. All required works shall be undertaken at full cost to the applicant.

Reason: To ensure satisfactory arrangements are in place for the provision of a reticulated water supply.

23. Sewer Infrastructure

In relation to any works associated with sewer infrastructure, plans and design details demonstrating compliance with the requirements of the Water and Waste Division shall be submitted to, and approved by, the Certifying Authority prior to the issue of a Construction Certificate.

The work shall comply with AS/NZS 3500, Plumbing and Drainage Standards, and Council's Engineering Guidelines for Subdivision and Development. All required works shall be undertaken at full cost to the applicant.

Reason: To ensure satisfactory arrangements are in place for the disposal of sewage.

24. Stormwater

The stormwater system shall be constructed to an appropriate standard in compliance with the Council's Engineering Guidelines for Subdivisions and Developments.

Detailed engineering drawings of the proposed stormwater drainage system shall be submitted to and approved by the Certifying Authority prior to the release of the relevant Construction Certificate.

Reason: To ensure adequate provision is made for stormwater drainage from the site in a proper manner that protects adjoining properties and public infrastructure.

Note: An approval under Section 68 of the Local Government Act 1993 to carryout stormwater

drainage work and to connect to the stormwater drainage system.

Reason: To ensure adequate provision is made for stormwater drainage from the site in a proper manner that protects adjoining properties and public infrastructure.

25. Waste Management Plan

An amended waste management plan must be provided to the satisfaction of Council prior to the issue of the relevant Construction Certificate for Stage 4. The amendments are to consider waste management for the bottle shop and any changed waste removal arrangements as a result of the construction of the rear courtyard area.

Reason: To ensure waste management arrangements are adequate.

26. Waste, bin storage and recycling areas

Detailed plans must be submitted to the Principal Certifier, demonstrating that all waste, bin storage and recycling areas are:

- a) Adequately sized for all intended waste streams and volumes.
- b) Designed to ensure floors are graded and drained to a sewer with an approved drainage fitting.
- c) Constructed to ensure that all floors and walls are finished with a smooth and impervious surface, that enables easy cleaning.

Reason: To ensure waste management arrangements are adequate.

27. Vehicular Swept Paths

Vehicular manoeuvring swept path plots must be provided to the satisfaction of Council's Traffic Engineer, for waste removal vehicles identified in the amended Waste Management Plan ingressing and egressing loading areas, in compliance with AS/NZS 2890.2.

Details demonstrating compliance with this condition must be submitted to the Principal Certifier prior to the issue of the construction Certificate.

Reason: To ensure compliance with Australian Standards relating to manoeuvring, access and parking of vehicles.

28. Disability car parking

Two (2) additional car parking spaces for people with mobility disabilities must be provided in the public car park at the rear of the subject lot (i.e.. in addition to those already existing on Kelly Street). The car parking spaces are to comply with Australian Standard AS 2890.6 Accessible (Disabled) Parking. Details are to be shown on the plans prior to the issue of the Construction Certificate.

Reason: To cater for increased demand as a result of the development of the public library in this location.

29. Compliance with Standards

The development must be carried out in accordance with all relevant Australian Standards.

Details demonstrating compliance with the relevant Australian Standards shall be submitted to the Certifier prior to the issue of the Construction Certificate.

Reason: To ensure the development is constructed in accordance with appropriate standards.

Conditions that must be addressed prior to commencement:

30. Archival photographic record

An archival photographic record should be prepared before work commences in accordance with Heritage NSW publication Photographic Recording of Heritage Items using Film or Digital Capture (2006). A copy of the record should be provided to the Upper Hunter Shire library.

Reason: To ensure that the heritage fabric of the building is documented

31. Erosion and Sediment Control

All erosion and sedimentation techniques are to be properly installed prior to the commencement of any site works and maintained in a functional and effective condition throughout the construction activities in accordance with Soils and Construction: Managing Urban Stormwater ('the Blue Book') until the site is stabilised and landscaped.

The installation is to be approved by the Principal Certifying Authority prior to further commencement of site works.

Reason: To protect the environment from the effects of sedimentation and erosion from development sites.

32. Site Facilities

Site facilities

- (a) If the development involves building work or demolition work it is recommended that the work site be fully enclosed by a temporary security fence (or hoarding) before work commences. Any such hoarding or fence is to be removed when the work has been completed.
- (b) A minimum width of 1.2m must be provided between the work site and the edge of the roadway so as to facilitate the safe movement of pedestrians. If trees are present in the footpath the minimum width must be provided to one side of the trees.
- (c) A garbage receptacle fitted with a tight fitting lid for the reception of all food scraps and papers from the work site must be provided prior to building work commencing and must be maintained and serviced for the duration of the work.
- (d) Adequate toilet facilities must be provided on the work site. Each toilet provided must be a standard flushing toilet, connected to a public sewer, or if connection to a public sewer is not available, to an on-site effluent disposal system approved by the council, or an approved temporary chemical closet.

The provision of toilet facilities must be completed before any other work is commenced.

The installation of the site facilities shall be approved by the Principal Certifying Authority prior to further commencement of site works and prior to the first inspection.

Reason: To ensure the health and safety of the community and workers on the site

33. Site To Be Secured

The site must be secured and fenced prior to works commencing. If necessary, an awning is to be erected, sufficient to prevent any substance from, or in connection with, the work falling onto public property. The work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons on public property.

If the work involves the erection or demolition of a building and is likely to cause pedestrian or vehicular traffic on public property to be obstructed or rendered inconvenient, or building involves the enclosure of public property, a hoarding or fence must be erected between the work site and the public property.

Separate approval is required to erect a hoarding or temporary fence on public property. Approvals for hoardings, scaffolding on public land must be obtained and clearly displayed on site for the duration of the works.

The security of the site is not to impede access for adjoining owners to their individual properties.

Any hoarding, fence or awning is to be removed when the work is completed.

34. Site Works/Construction Signage

A sign must be erected in a prominent position on any work site on which work involved in the erection or demolition of a building is being carried out:

- (a) stating that unauthorised entry to the work site is prohibited;
- (b) showing the name of the principal contractor (or person in charge of the work site), and a telephone number at which that person may be contacted at any time for business purposes and outside working hours; and
- (c) showing the name, address and telephone number of the Principal Certifying Authority for the work.

Any such sign must be maintained while to building work or demolition work is being carried out, but must be removed when the work has been completed.

The installation is to be approved by the Principal Certifying Authority prior to further commencement of site works.

(Reason: Statutory requirement)

35. Construction Certificate

No works shall commence on site until such time as a Construction Certificate has been issued for either part or all of the works. If a Certificate is issued for part of the works in must cover the works being undertaken in that specific Stage.

Reason: Prescribed – Statutory

Conditions that must be complied with during demolition and building work:

36. Construction Hours

13. Any person acting on this consent shall ensure that:
 - (a) building construction activities are only carried out during the following hours:
 - i. between Monday to Friday (inclusive)—7.00am to 5.00pm,
 - ii. on a Saturday—7.00am to 5.00pm.
 - (b) building construction activities must not be carried out on a Sunday or a public holiday unless prior approval has been obtained
 - (c) demolition and excavation works must only be carried out between Monday to Saturday

(inclusive) between 7.00am and 5.00pm.

Reason: To ensure that works do not interfere with reasonable amenity expectations of residents and the community

37. Demolition Works

Demolition works shall be limited to those structures indicated to be demolished on the plans. All existing structures indicated to be retained on the plans shall be retained.

Reason: To ensure the development is carried out in accordance with the approval

38. Asbestos

Should any asbestos be uncovered on site, its demolition, removal and disposal must be carried out in accordance with WorkCover requirements and the relevant Australian Standards, including:

- Work Health and Safety Act;
- Work Health and Safety Regulation;
- Code of Practice for the Safe Removal of Asbestos [NOHSC:2002 (1998)];
- Guide to the Control of Asbestos Hazards in Buildings and Structures [NOHSC: 3002 (1998)];
- Clause 42 of the Protection of the Environment Operations (Waste) Regulation 2005, and
- The demolition must be undertaken in accordance with Australian Standard AS2601 – The Demolition of Structures

Reason: Reason: For the protection of the environment and human health.

39. Construction Noise

Noise arising from the works must be controlled in accordance with the requirements of the Protection of the Environment Operations Act 1997 and guidelines contained in the New South Wales Environmental Protection Authority Noise Guide for Local Government.

Reason: To maintain acoustic amenity of the surrounding area

40. Construction Vehicles

Construction material and vehicles shall not be placed on public footpaths. The use of footpaths or roadways shall be undertaken in accordance with the prevailing kerbside restrictions, the Australian Road Rules and Council's Parking Code.

41. Location of Council Pipes

During all phases of demolition, excavation and construction, it is the full responsibility of the applicant and their contractors to:

- a) Ascertain the exact location of any Council stormwater drainage pipeline and associated pits traversing the site in the vicinity of the works;
- b) Take measures to protect any in-ground Council stormwater drainage pipeline and associated pits;
- c) Ensure dedicated overland flow paths are satisfactorily maintained through the site.

Stormwater drainage pipes can be damaged through applying excessive loading (such as construction machinery, material storage, and the like). All proposed structures and construction

activities must be sited fully clear of Council's stormwater drainage pipes, pits, easements, watercourses and overland flow paths on the site.

If any Council pipeline is uncovered during construction, all work must cease, and the PC and Council must be contacted immediately for advice. Any damage caused to the Council stormwater drainage system must be immediately repaired in full as directed, and at no cost to Council.

Reason: To protect public infrastructure.

42. Dust Management

The site preparation work and construction shall be carried out in a manner that minimises dust generation from the site, including wind-blown and traffic-generated dust as far as practicable. All project related activities on the site shall be undertaken with the objective of minimising visible emissions of dust from the site. All vehicles leaving the site must have the loads covered such as to prevent dust emissions.

Should visible dust emissions attributable to the demolition and construction occur, the development person acting on the consent shall identify and implement all practical dust mitigation measures, including the cessation of demolition and construction activities, as appropriate, such that emissions of dust are minimised.

Reason: To ensure the development operations does not cause excessive dust.

43. Waste

All soil and material, liquid and solid must be treated as potentially contaminated waste. In this regard:

- a. All waste material(s) must be disposed of at an appropriately licensed waste facility for the specific waste. Receipts for the disposal of the waste must be submitted to council within 14 days of the waste being disposed.
- b. All waste must be transported by a contractor licenced to transport the specific waste, and in vehicles capable of carting the waste without spillage, and meeting relevant requirements and standards. All loads must be covered prior to vehicles leaving the site.

Reason: to ensure the appropriate disposal of potentially contaminated waste material.

44. Erosion and Sediment Controls

The control of erosion, and the prevention of silt discharge into drainage systems and waterways, will be necessary in accordance with Council's 'Engineering Guidelines for Design and Construction', and Landcom's Soils and Construction Manual - April 2004. Erosion control measures are to be implemented prior to the commencement of any earthworks, and shall be maintained until satisfactory completion and restoration of site earthworks, including revegetation of all exposed areas.

Reason: To prevent erosion and pollution of waterways.

45. Stormwater Runoff

Alterations to the natural surface contours must not impede or divert natural surface water runoff, so as to cause a nuisance to adjoining property owners.

Reason: To avoid nuisance from runoff.

46. Waste Management

Rubbish generated from the development is to be suitably contained on site at all times. No rubbish shall be stockpiled in a manner which facilitates the rubbish to be blown off site.

Reason: To maintain the amenity of the locality.

47. Building Materials on Site

All building materials, plant and equipment are to be placed on the building site. Building materials, plant and equipment (including water closets), are not to be placed on footpaths, roadways, public reserves, etc.

Reason: To maintain the amenity of the locality and avoid hazards.

48. Securing Excavations

All associated excavations and backfilling associated with the development must be executed safely and in accordance with the appropriate professional standards, and must be properly guarded and protected to prevent them from being dangerous to life or property.

49. Heritage records

Tag and record all heritage fabric removed or covered over as part of the works.

Reason: to provide information for future alterations/fit outs to the building as to where the removed material is stored.

Conditions which must be complied with prior to the issue of any occupation certificate:

50. Fire Safety Matters

At the completion of each stage, a Fire Safety Certificate must be prepared which references all the Essential Fire Safety Measures applicable and the relative standards of Performance (as per Schedule of Fire Safety Measures). This certificate must be prominently displayed in the building and copies must be sent to Council and Fire and Rescue NSW.

Details demonstrating compliance are to be submitted to the Principal Certifier prior to the issue of any Occupation Certificate. Each year the Owners must send to the Council and Fire and Rescue NSW, an annual Fire Safety Statement which confirms that all the Essential Fire Safety Measures continue to perform to the original design standard.

Reason: Statutory requirement under Parts 10, 11 & 12 of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021.

51. Emergency Management Plan

Prior to the issue of any Occupation Certificate, an emergency management and evacuation plan is to be produced to Council's satisfaction..

Reason: To ensure an adequate response to emergencies, such as flooding.

52. Stormwater

Prior to the issue of any Occupation Certificate for Stage 4, the stormwater system must be constructed and operational in accordance with the approved plans. An appropriately qualified and practising Civil Engineer shall provide signed Works-as-Executed drawings and certification to the Certifying Authority that the stormwater drainage system has been constructed in accordance with this consent and the provisions of AS3500.

Reason: To ensure there is adequate stormwater drainage in place for the development.

53. Surface Treatment

Prior to the issue of any Occupation Certificate, the surface treatments of the facility must be constructed in accordance with the approved plans.

Reason: To ensure stormwater is captured and drains efficiently to the on-site water treatment system

54. Landscaping

Prior to the issue of any Occupation Certificate all landscaping shall be completed in accordance with the approved landscape design plans.

Reason: To enhance the amenity of the locality.

55. Rehabilitation

All disturbed areas of land shall be fully rehabilitated to prevent soil erosion and migration prior to the issue of any Occupation Certificate.

Reason: To avoid soil erosion.

56. Works Confined to Site

At the completion of building work, and prior to the issue of any Occupation Certificate, a survey certificate prepared by a registered surveyor must provide certification that the location of the building in relation to the boundaries of the allotment is consistent with the building location approved with the DA.

57. Completion of Landscape Works

Prior to the issue of any Occupation Certificate all landscape works must be completed in accordance with the approved landscape plan and conditions of Development Consent.

Conditions that must be complied with at all times:

58. Loading within site

At all times all loading and unloading operations shall be carried out wholly within the confines of the site and within loading bays designated on the approved plans.

Reason: To ensure that deliveries can occur safely within the site and does not adversely affect traffic or pedestrian amenity.

59. Waste Management

The waste and recycling storage area must be maintained to prevent trespassing, vermin entering the area, and must be routinely and properly cleaned for the life of the development.

Chemical waste streams and receptacles awaiting collection, must be stored in a secure location that limits access to authorised personnel only.

All waste and recycling containers are to be clearly and correctly labelled to identify which materials are to be placed in collection container (bin). All Mobile Garbage Bins used on site are to be designed and colour-coded in accordance with the Australian Standard 4123: Mobile Garbage Containers.

Waste collection must be carried out at sufficient intervals to ensure that the facility is kept in a safe and healthy condition.

60. Maintenance of Landscaping

Landscaping shall be maintained in accordance with the approved plan in a healthy state, and in perpetuity, by the existing or future owners and occupiers of the development.

If any of the vegetation comprising the landscaping dies or is removed, it is to be replaced with vegetation of the same species and similar maturity as the vegetation which has died or was removed. Plants should not be permitted to grow any higher than 2 metres below the Obstacle Limitation Surface.

61. Outdoor Lighting and Illuminated Signage

All outdoor lighting and illuminated signage must be managed to not detrimentally impact upon aircraft safety, the amenity of other premises and dwellings and safety of road users, and must comply with, where relevant, AS 1158.3:2005 Lighting for roads and public spaces – Pedestrian Area (Category P) lighting – Performance and design requirements and AS 4282:1997 Control of the obtrusive effects of outdoor lighting, as well as Civil Aviation safety authority requirements.

**REPORT ON DEVELOPMENT APPLICATION
CLASS 2 - 9 BUILDINGS AND SUBDIVISIONS**

**Including assessment in accordance with Section 4.15
Environmental Planning and Assessment Act 1979**



ADDRESS: SP 32887
167 Kelly Street Scone NSW 2337

APPLICATION No: DA 214/2022 PAN 287478

PROPOSAL: Change of Use of part of an existing building from a retail uses and a gym/fitness centre, to a library, business hub, and visitor information centre. Works including internal alterations and additions, and rear alterations and additions to accommodate the proposed change of use.

PLANS REF:	DRAWINGS NO.	DRAWN BY	DATE	RECEIVED
	PLANNING RELATED DRAWINGS / INFO			
	Statement of Environmental Effects (Amended)	DeWitt Consulting	7 August 2024	
	Design Plans Project 23.348 Drawing Number	DWP Design Worldwide Partnership		
	A1001 Issue J		19/06/2024	
	A1002 Issue G		19/06/2024	
	A1003 Issue G		19/06/2024	
	A1004 Issue H		19/06/2024	
	A1005 Issue H		19/06/2024	
	A1100 Issue J		19/06/2024	
	A1101 Issue H		19/06/2024	
	A1111 Issue B		19/06/2024	
	A1112 Issue B		19/06/2024	
	A1121 Issue B		19/06/2024	
	A1122 Issue D		03/07/2024	
	A1123 Issue B		19/06/2024	
	A1131 Issue C		03/07/2024	
	A1141 Issue G		03/07/2024	
	A1142 Issue B		19/06/2024	
	A2001 Issue G		19/06/2024	
	A2002 Issue G		19/06/2024	
	A3001 Issue G		19/06/2024	
	A3002 Issue G		19/06/2024	
	A3003 Issue H		19/06/2024	
	A3004 Issue G		19/06/2024	

REPORT ON DEVELOPMENT APPLICATION
CLASS 2 - 9 BUILDINGS AND SUBDIVISIONS

Including assessment in accordance with Section 4.15
 Environmental Planning and Assessment Act 1979



Access Report PAA 23247 Rev 3	Purple Apple Access	06/08/2024	
Statement of Heritage Impact Rev B	John Carr Heritage Design	25/11/2023	
Site Waste Minimisation and Management Plan	De Witt Consulting	07/08/2024	
Capital Investment Value QS Certificate (Stage 1)	APLAS Group	06/12/2023	

OWNER: Upper Hunter Shire Council

APPLICANT: Mr Greg Macdonald
 General Manager
 Upper Hunter Shire Council
 PO Box 208
 SCONE NSW 2337

AUTHOR: David Crofts, independent consultant

DATE LODGED: 2/12/2022

AMENDED: NIL, although amended support documents have been provided

ADD. INFO REC'D:

DATE OF REPORT: 14 October 2024

SUMMARY OF FACTS

ISSUES: The major issues are:

The development involves works to a locally significant heritage building within a Heritage Conservation Area.

Being an older building, considerable compliance works are required to bring the building up to contemporary standards, such as electrical and fire services.

The development will be undertaken in stages

Stage 3 involves works to the bottle shop and rear of the main building which raises access and loading/unloading issues.

These issues can be addressed through the measures described in the SEE and supporting documents, and compliance with the proposed conditions of development consent.

No BCA Report has been provided, and therefore a deferred commencement is suggested to allow this documentation to be submitted and reviewed.

REPORT ON DEVELOPMENT APPLICATION
CLASS 2 - 9 BUILDINGS AND SUBDIVISIONS

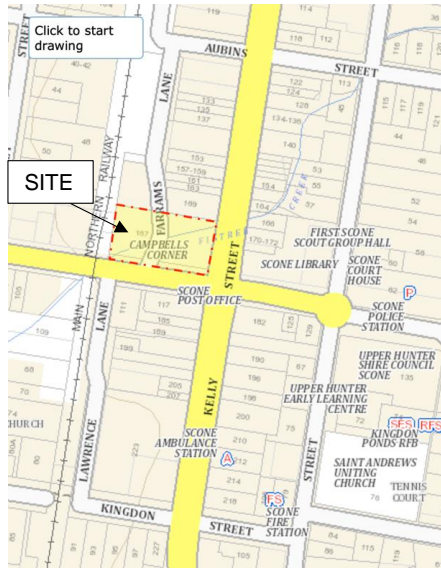
Including assessment in accordance with Section 4.15
Environmental Planning and Assessment Act 1979



SUBMISSIONS: 1

RECOMMENDATION: The development be approved as a deferred commencement and subject to conditions of consent.

LOCATION MAP



The Proposal is located in the former Campbells Corner building at the intersection of Kelly and Liverpool Streets Scone. The site could be regarded as located in the centre of the Scone town centre, of which Kelly Street is the main street. Kelly Street was the route of the New England Highway until the Scone bypass was constructed. As a result, Kelly Street experiences considerably less through traffic and is of higher amenity as a result. Campbells Corner is a visually dominant two storey building of architectural merit on an important street corner as is befitting of what was the largest store in the town, providing a wide range of department store goods. The intersection of Liverpool Street and Kelly Street is controlled by traffic lights, and provides safe pedestrian access to the site. At the rear of the site is a public car parking area which is used by town centre patrons.

DESCRIPTION OF PROPOSAL

It is proposed to adaptively reuse a major part of an existing local heritage building (Campbell's Corner) for the purposes of a library (change of use), a large vacant space on the first floor, refurbished public spaces and a landscaped courtyard at the rear. The development will be undertaken as a stage development.

Stage 1 is demolition works on the ground floor and first floor, and initial building works on the ground floor and first floor.

Stage 2 includes some demolition, and major building and fit out works for a library on the ground floor.

Stage 3 includes works to part of the ground floor flooring and adjacent areas.

Stage 4 is the development of a landscaped courtyard and other works at the rear of the building, including demolition of the rear of the existing bottle shop.

In order to adaptively reuse the building, considerable internal alterations will be undertaken. These alterations will include the removal of unsympathetic existing works, and the installation of new works to facilitate the new uses. The new works are informed by a heritage assessment and be sympathetic to the heritage nature of the building and/or constructed in such a fashion that the heritage fabric can be restored in the future.

The only significant external alterations will be at the rear (west) of the building. The works include rear entry to the building from a new landscaped courtyard which will address the laneway and public car park further to the west. The existing bottle shop attached to the southwestern corner of the building, and existing retail spaces generally on the southern side of the building and a gym occupying part of the first floor are proposed to remain.

The existing laneway and car park to the west of the laneway are unaffected by the proposal.

RELEVANT HISTORY

The former department store building has been used for a range of purposes with the most recent uses being retail on the ground floor and a gym on the first floor. The building has been the subject of a number of development applications for minor development over the past decade. These applications are not directly relevant to the subject development application under consideration. The development application has been amended since lodgement. The amendments relate to a reduction of the scope of works.

REFERRALS

Building Surveyor

The development application was referred to the Council's Senior Building Surveyor on 13 April 2023. A response was provided on 5 April 2023 as follows:

Whilst most of the following points relate to BCA compliance, it is prudent for them to be considered during assessment of the development application as the impacts of BCA compliance upgrades may need to be considered in relation to the heritage significance of the building.

1. *A comprehensive BCA report prepared by a suitably qualified consultant should be provided to ensure the building's ability to comply with the BCA. Note that should the application for a CC be lodged on or after 1 May 2023, BCA 2022 may need to be applied.*
2. *The BCA report should include any non-compliances with the deemed-to-satisfy provisions of the BCA.*
3. *An Access Report prepared by a suitably qualified person should be provided.*
4. *Any Performance Based Solutions, particularly relating to Part C Fire Separation and Part D Access & Egress of the BCA Volume 1 for the historical building should be considered.*
5. *The proposed use and therefore building classification of the upper storey may need to be considered to address any impacts on the ground floor proposed class 9b and class 6 regarding Part C Fire Separation (volume/area). (The future use of the upper storey may impact the required FRL).*

6. Provide FRL levels of existing external walls and existing material compliance and protection of openings and/or any proposed to be enclosed.
7. External and internal timber supporting columns require BCA FRL level compliance.
8. Essential services – full services plan submission with CC including hydraulic, electrical and mechanical.
9. Noise management considerations, ie use of other parts of the building impact on library use.

Comment: These matters have been considered in this assessment.

Environmental Health

The development application was referred to the Council's Environmental Health Officer on 31 March 2023. A response was provided on 5 April 2023 recommending the imposition of conditions of consent to ensure facilities satisfy the requirement for food premises in accordance with the Food Act 2003, Food Regulation 2004, Food Standards Code and Australian Standard 4674 for the Design, Construction and Fit-out of Food Premises.

Comment: The amended plans have removed the proposed café and as such this condition is no longer necessary.

Infrastructure Services (Assets)

The development application was referred to the Council's Infrastructure Services (Assets) in relation to stormwater and vehicular access issues on 24 November 2023. A response was provided on 27 November 2023 as follows:

Stormwater

- All roofs and sealed areas shall be **drained** directly to the street gutter and/or to Council's existing piped stormwater drainage system in accordance with the requirements of Council's Engineering Guidelines for Subdivisions and Developments to ensure that adequate provision is made for the disposal of stormwater.
- Adequate **stormwater drainage** facilities shall be provided to **intercept storm water runoff from the carpark that would otherwise be discharged across the street footpath.**

Vehicle Access

- **Waste removal - Provision is to be made for the turning of service vehicles. A plan showing the proposed garbage truck pick up area to be clearly shown on plans.**
- **Goods delivery - A plan showing the proposed goods delivery pick up/drop off area to be clearly shown on plans.**
- **Engineering design details are to be provided to verify that adequate turning and manoeuvring paths are available for delivery and service vehicles. Adequate space is to be provided for the loading and unloading of delivery vehicles. These facilities not to conflict with onsite car parking.**
- **Assess the location and design of disability parking.**

Comment: These matters have been considered in this assessment.

Heritage

The development application was referred to the Council's heritage advisor. The following comments were received:

Recommendations – Issue C

1. The recommendations in Issue B, 19/09/22, should be applied to the documentation.
2. Issue B advice included that a materials and finishes schedule should be prepared for original fabric and advice provided by John Carr. This should include colours for all new steel to trusses.

Options for colours have been provided in heritage advice, Issue A. The colour recommendations need to be clearer and provided in a table in the statement of heritage impact.

3. Recommended amendments to the Statement of Heritage Impact, 25 November 2022, include:
 - a) Section 6.3 Plate 43 caption needs correction as pressed metal ceilings should not be removed here and should be supplemented with lower ceiling if required.
 - b) *“Consider the use of soft or neutral colours on heritage fabric...”* These colours should be specified and included in the documentation based on heritage advice from John Carr and using a heritage palette with colours agreed with architects (refer to colour advice in issue A, 18/04/2022)
4. All recommendations in the Statement of Heritage Impact, 25 November 2022, need to be included in the Section 3.0 Recommendations and Conclusions and should be included in documentation and/or used as the heritage conditions for DA.

The recommendations within the Statement of Heritage Impact that are to be included as heritage conditions include:

- a) The safe door and badge located on the first floor should be retained in-situ.
 - b) Partitions on the first floor should be retained without alteration.
 - c) Steel trusses on the first floor. New strengthening members...should be in either steel or timber and be painted in a different colour to the original truss members.
 - d) Removable cladding should be placed on all face brick walls proposed to be painted, including those areas in the proposed new western plaza. Reason. All new work should be reversible and it is difficult to remove paint on face brick.
 - e) Combine vent pipes and mechanical ventilation in shared vertical risers. Locate these items in the documentation.
 - f) Assess option of using highlight windows on east elevation for air intake. Retain window frames in-situ and store sashes.
 - g) Do not stack air conditioning units where visible from the Liverpool and Kelly streets and locate in discrete location. Keep all services below level of horizontal rendered line, as shown on plate 42, on Liverpool and Kelly streets. Locate these items in the documentation.
 - h) All new ceilings should be supported on walls and should not be suspended or require penetrations through pressed metal ceilings.
5. Additional heritage recommendations include:
 1. An archival photographic record should be prepared before work commences in accordance with Heritage NSW publication *Photographic Recording of Heritage Items using Film or Digital Capture* (2006).
 2. Identify in the documentation a new location within the building for the plaque required to be relocated. Reason: *storing the plaque without a permanent location could result in permanent storage of this item and/or loss.*

Design Advice

6. In addition to heritage advice, I was asked by Council to provide colour advice for the new library interior. This advice was provided in Issue A, 18/04/2022 above. I note that the interior shows a number of different colour schemes that have no theme and given the limited space and the requirement for bookshelves and other library furniture, this is likely to be confusing. I suggest many contemporary libraries such as that at Green Square Sydney tend to a graduation in colour to create a pathway.
7. I note also that an indigenous colour scheme and art is proposed in some parts and an indigenous artist should be commissioned to provide this art.

Comment: The heritage advisor's recommendations have been considered in the assessment and addressed through conditions of consent.

SUBMISSIONS

The proposal was placed on public exhibited from 29/03/2023 to 14/04/2023 in accordance with the Community Participation Plan. One submission was received from Ya'el Noonan and Jillian Lennon of the Buttered Scone Cafe.

The submission raised the following issues:

- If a café was included, it is important to its viability to include footpath dining
- Negative impact on trading of business in the building and adjacent while demolition/construction and the resultant restricted access was occurring.
- Need for a clear timeline of the construction/disruption period and for mitigation strategies
- Businesses are still rebuilding their trade after the impact of Covid and the construction impacts may lead to their demise.

Comment: A number of these issues are for Council in its role as landlord and developer, rather than planning considerations per se. Any conditions of consent should seek to minimise the impact of construction on Kelly Street businesses, particularly those nearby, to the extent of planning considerations as distinct from property management actions.

CONSIDERATION

The relevant matters for consideration under Section 4.15 of the *Environmental Planning and Assessment Act 1979*, are assessed under the following headings:

ENVIRONMENTAL PLANNING INSTRUMENTS

UPPER HUNTER LOCAL ENVIRONMENTAL PLAN 2013	
	COMMENT
Land Use Table	
Zoning classification	E1 (Local Centre), SP1 (Local Road and Carparking). The DA only affects that part of the site zoned E1.
Zoning objectives	<p>The proposal progresses following the zone objectives:</p> <ul style="list-style-type: none"> To provide a range of retail, business and community uses that serve the needs of people who live in, work in or visit the area. To encourage investment in local commercial development that generates employment opportunities and economic growth. To encourage business, retail, community and other non-residential land uses on the ground floor of buildings. <p>The proposal does not detract from the remaining zone objective:</p> <ul style="list-style-type: none"> To enable residential development that contributes to a vibrant and active local centre and is consistent with the Council's strategic planning for residential development in the area.
Zoning permissibility	The Proposal is permissible with consent as car park (existing), commercial premises, community facilities, information and education facilities, roads (existing)
Relevant Clauses	
Demolition requires development consent	Demolition works are part of the Proposal.
Height of buildings (Clause 4.3)	13m (no increase in building height)
Floor space ratio (Clause 4.4 and 4.5)	1.5:1
Relevant Acquisition Authority (Clause 5.1)	Part of the subject site is zoned SP2 (Map LZN008A, and is shown on the land reservation acquisition map (LRA 008A). The relevant acquisition authority is Council. It is understood Council already owns the land.

<p>Heritage conservation (Clause 5.10)</p>	<p>It is a requirement under this clause that development consent is required for <i>altering a heritage item that is a building by making structural changes to its interior or by making changes to anything inside the item that is specified in Schedule 5 in relation to the item.</i> The heritage status of the site is: Campbell's Corner Significance: Local I26. It is located within the Central Scone Conservation Area Significance: Local. A number of other heritage items of local and State significance are nearby.</p> <p>The Applicant has submitted a Statement of Heritage Impact (John Carr Heritage Design, 25 November 2022). This concludes:</p> <p><i>The design for the new library and associated serviced areas will have minimal impact on the heritage significance of the building and in particular its interiors. Important heritage fabric such as the external aesthetics, the internal decorative metal ceilings to both levels, the trusses to the first floor and the beams and columns to the ground floor are all to be preserved. The proposed fitout has been designed to be "reversible" in the future to allow another refit or adaptive reuse of the space should this be needed.</i></p> <p>It makes the following recommendations:</p> <ol style="list-style-type: none"> 1. <i>Consider the use of soft or neutral colours on heritage fabric, reserving the use of bright or primary colours on the new fitout elements. Reason - to clearly differentiate the original building from the new fitout.</i> 2. <i>Tag and record all heritage fabric removed or covered over as part of the works. Reason - to provide information for future alterations/fitouts to the building as to where the removed material is stored.</i> 3. <i>Further physically investigate the routes required to run services through the building both horizontally and vertically. Reason - to reduce the requirement to surface run services unless necessary.</i> 4. <i>Do not paint face brickwork. Reason - once painted, it is costly to effectively remove. If painting of masonry is required for aesthetics, sheet the area and paint the sheeting which can then be easily removed in the future.</i> 5. <i>Before considering removing the red vinyl sheeting to the street facades, investigate how long this has existed on the building and what may have been there before. The local Historical Society may be of help with this aspect.</i> <p>The development application has been reviewed by the Council's heritage advisor, recommends the development should proceed subject to the implementation of these recommendations.</p>
<p>Flood Planning (Clause 5.21)</p>	<p>The site is located within the flood planning area. The development involves alterations to the interior of an existing building and are unlikely to adversely impact on flood waters.</p>
<p>Airspace operations (Clause 6.7)</p>	<p>The site is within the mapped Obstacle Limitation Surface. However, no increase in the existing building height is proposed.</p>
<p>Essential Services (Clause 6.10)</p>	<p>Essential services – water, sewer, stormwater disposal, electricity and access are available</p>

STATE ENVIRONMENTAL PLANNING POLICIES

SEPP Biodiversity and Conservation	N/A. No vegetation clearing is proposed in this Proposal.
State Environmental Planning Policy (Exempt and Complying Development Codes) 2008	N/A
State Environmental Planning Policy (Housing) 2021	N/a No housing is proposed, and the proposal does not adversely affect the outcomes sought by the SEPP
SEPP (Industry and Employment) 2021	N/A. No signage is proposed.
State Environmental Planning Policy (Planning Systems) 2021	The proposed development is not categorised as Regionally Significant Development pursuant to Clause 2.19 and Schedule 6 of the SEPP because the valuation of the works at the time of lodgement was less than \$5 million (Council project).
SEPP (Primary Production) 2021	N/A
SEPP (Resilience and Hazards) 2021	N/A. The proposed development is not located in the coastal zone. It is not hazardous or offensive development. The land has been in long term commercial use, and there is no record that the site is contaminated on Council's records or the EPA list of notified sites and record of notices. The that the works largely involve internal alterations. It is considered the site is at very low risk being contaminated and no further investigation is required.
SEPP (Resources and Energy) 2021	N/A
State Environmental Planning Policy (Sustainable Buildings) 2022	The SEPP is not applicable because the proposed development does not involve alterations with a capital investment value of greater than \$10' million.
SEPP (Transport and Infrastructure) 2021	<p>Division 5 Electricity network Clause 2.48; applies due to the presence of an electricity substation adjacent to the site and possible electricity easements in the footpath area. However, the works in this area are internal to the building associated with a change of use. Therefore, referral to Ausgrid is not considered necessary under the terms of Clause 2.48(3) of the SEPP.</p> <p>Division 15 Railways. It is considered that the proposed development does not require referral pursuant to Clause 2.98 Development adjacent to rail corridors.</p> <p>Division 17 Road infrastructure Kelly Street is a classified main road; therefore the considerations of Clause 2.118 apply, however the proposal does not an enlargement or extension of existing premises or new premises of the relevant size and capacity and therefore Clause 2.122 does not apply.</p>
State Environmental Planning Policy No 65—Design Quality of Residential Apartment Development: Land Application	N/A. Housing is not proposed.

REGIONAL ENVIRONMENTAL PLANNING POLICIES

There are no REP's applicable to the site or list any relevant regional environmental planning policies.

DRAFT ENVIRONMENTAL PLANNING INSTRUMENTS

There are no draft EPI's applying to the land or list any relevant planning draft environmental planning instruments.

DEVELOPMENT CONTROL PLANS and CONTRIBUTIONS PLANS

Development Control plan	Considered?	Comment (only if necessary)
Upper Hunter Development Control Plan 2023	YES	See below
Section 94A Levy Contributions Plan 2008	YES	Updated development value (CIV) is \$5,073,022. Section 94A applies.
Development Servicing Plan for Water Supply and Sewerage	N/A	

Upper Hunter DCP

Part	Title	Requirement	Comment
PART 1	Preliminary		Noted
PART 2	Development Application Process		Noted
PART 3	Subdivision		N/A
PART 4	Urban Residential Development		N/A
PART 5	Commercial and Mixed use Development		Applies
5a	Commercial and mixed use development - general	Consistency with objectives	The Proposal is consistent with, and progresses many of the objectives stated in Part 5 of the DCP
	A. Building setbacks	Plans	Building setbacks are maintained as existing, and are compatible with the existing streetscape.
	B. Building Height	Architectural detail	Existing building with is consistent with the character of the existing streetscape. No change in building height.
	C. Floor Space Ratio	Technical assessment	Existing building. No change in FSR.
	D. Siting & building general design		The existing building is a contributory element to the existing town heritage streetscape. The Proposal largely relates to internal works, but any external works (generally at the rear) are compatible with and enhance the streetscape and heritage character. Any street frontages are active, and the rear elevation that addresses the car park and lane is proposed for an active use in the form of a landscaped courtyard and rear entry to the building.
	E. Sustainability		The extensive alterations will provide the opportunity for the installation of energy and water efficient fittings and appliances- this should be conditioned. Waste will be segregated into general waste and recyclables. A waste management plan has been submitted with the DA. No PVs or renewable energy systems are proposed.

	F. Building near water & sewer services		The Proposal does not appear to involve excavation that would affect sewer or water assets. However, a precautionary condition of consent can be included.
	G. Heritage		<p>A heritage assessment has been submitted with the DA. Council's heritage officer has commented on the assessment and the plans of the Proposal. The view of the heritage advisor is that the Proposal is satisfactory with minor amendments that can be included conditions of development consent.</p> <p>The heritage status of the site is: Campbell's Corner Significance: Local I26. It is located within the Central Scone Conservation Area Significance: Local.</p> <p>A number of other heritage items of local and State significance are nearby which are not adversely affected by the Proposal.</p>
	H. Designing for Accessibility		A disability access report has been submitted with the DA. The report states the Proposal either is complaint, is capable of compliance or can be addressed during at the detailed design stage. A relevant condition of consent can be included.
	I. Solar and shade access		The Proposal does not change the building form and therefore there is no change in the existing solar access of neighbouring properties.
	J. Natural Ventilation		Details are not provided in the DA. The library space appears to be air conditioned, and the status of the balance of the ground floor is unclear. The upper floor has no ventilation detail, and may rely on the existing windows.
	K. Privacy		The Proposal has no privacy/overlooking impact on dwellings.

	L. Safer by Design		A CPTED report is included with the SEE. It is considered that the recommendations of this report should be included in the conditions of consent. In addition, it is considered that CCTV should be installed at key locations within and at entries to the building.
	M. Outdoor Lighting		Details are not provided. A condition of consent should address this and require the appropriate Australian Standard etc.eg. Australian Standard 4282-1997.
	N. Noise	Only applies in the MU1 mixed use zone	N/A
	O. Advertising and Signage		No signage is proposed
	P. Landscaping, public art and street furniture	Plans and information required	A basic plan of the rear landscaped plaza. A more detailed plan is required, including a landscape plan. This is to be a condition of consent.
	Q. Post supported verandahs & balconies		The awnings are self supporting and there are no balconies.
	R. Outdoor eating areas		No outdoor eating areas are proposed.
	S. Off street parking and access		There is no change to the car parking provision. No car parking calculations are provided for the new use, for comparison to the existing demand. See later comments.
	T. Water supply		The existing supply connection will be used.
	U. Sewage and waste water		The existing sewer and stormwater connections will be used.
	V. Electricity and Telecommunications		Library may lead to a need to upgrade telecommunications and electrical connections due to higher demand. Service connections, including an electricity substation are provided adjacent so any upgrades are likely to be easily accommodated.
	W. Stormwater Management		Existing stormwater connections will be used- there is no change to the stormwater drainage of the building, although the proposed landscape courtyard will require revised drainage.
	Waste minimisation and management		A waste management plan has been submitted with the DA.
5b	Scone Town Centre		

5b2	Objectives		The Proposal is consistent with, is not contrary to the achievement of the objectives for the Town Centre (5b2)
5b4	Assessment Criteria		Noted. 5a Commercial and Mixed Use development requirements apply as well.
	A Scone town Centre Masterplan		The Proposal is consistent with the Scone Town Centre, and in particular relocates the library to draw activity into Kelly Street. The street frontages will be "active".
	B Height of buildings		No change to existing building height.
	C Heritage		A heritage assessment has been undertaken and the Heritage officer has provided additional recommendations which can be incorporated into conditions of consent. The Proposal will conserve existing heritage as well as achieve adaptive reuse.
	D Awnings and Facades		No change to awnings or the façade.
	E Colours and Materials		No change to external colours. The heritage officer has provided advice regarding an internal colour scheme which will be included in the conditions of consent.
	F Advertising and Signage		No signage is proposed
	G Vehicle Parking		The existing public car park at the rear of the site will be used. IT is considered that no increase in car parking demand will occur as a result of the change of use. See other discussion.
	H Pedestrian priority and vehicular access		All street frontages will remain pedestrian only (no driveways etc, with the exception of the existing bottle shop attached to the southwestern corner of the building. The rear of the building will be improved with a pedestrian plaza and rear entry. Goods will be delivered by the rear entry via the existing laneway.
	I Existing Public Urban Improvements		The Proposal complements existing public urban improvements in Kelly Street. The only external works relate to the pedestrian plaza at the rear of the building.
	J Urban Salinity		No impact on salinity.
PART 10	Natural Hazards		

10a	Floodplain Management	Flood risk is managed	The Site is flood prone. No external change is proposed to the building, and therefore the Proposal will not affect flood behaviour. Consideration is required regarding the location of services, particularly electrical, above the FPL. Material used for building work below FPL should be resistant to flood damage. An emergency plan is required for the site, including flood responses and evacuation issues. A flood certificate has been obtained and considered in this assessment and can be included in conditions of consent.
10b	Bushfire Risk	Bushfire risk is managed, and the development complies with the Rural Fires Act.	The Site is not bushfire prone.
10c	Geotechnical Hazard	Geotechnical, salinity assessments are carried out as relevant	The Proposal is for mainly internal alterations within an existing building. No structural change or excavation is proposed. There are no known geotechnical hazards relevant to the Proposal.
10d	Mine Subsidence		The Site is not within a mine subsidence district.
10e	Contaminated Lands		The proposed development is not located in the coastal zone. It is not hazardous or offensive development. The land has been in long term commercial use, and there is no record that the site is contaminated on Council's records or the EPA list of notified sites and record of notices. The works largely involve internal alterations. It is considered the site is at very low risk being contaminated and no further investigation is required. An unexpected finds and asbestos management conditions can be included in the conditions of consent.
10f	Hazardous and Offensive Development		The Proposal is not hazardous or offensive development.
PART 11	Environment Protection		
11a	Vegetation Tree Preservation	Works involving the removal or pruning of trees shall meet certain criteria	No vegetation removal is proposed.
11b	Biodiversity Conservation	Works potentially affecting biodiversity shall meet certain criteria	No impact on biodiversity conservation.

11c	Riparian Land & Watercourses	Maintain and protect riparian areas and watercourses	No impact on riparian land or watercourses.
11d	Groundwater Protection		No impact on groundwater.
11e	Drinking water Catchments		N/A
11f	Soil and Water Management	Manage soil erosion, and water quality	No soil disturbance proposed other than minor works associated with the rear outdoor courtyard in Stage 4..
11g	Onsite wastewater management		N/a. Reticulated sewer.
11h	Waste minimisation and management	Minimise waste and ensure sound disposal/recycling of waste	Site Waste Management and Minimisation Plan submitted. The Plan will require amendment at Stage 4 when works to the rear of the building are carried out due to changes in the waste removal procedures, particularly the bottle shop.
11i	Buffer areas and separation distances.	Acoustic Report Visual buffer	N/A. No buffer separation is considered necessary because the proposed development is low impact, does not generate odours or noise, biosecurity risk, light spillage, or other negative impacts, and is unlikely to cause land use conflict. It is not near any uses likely to have a negative "proximity" impact requiring a buffer.
	Bushfire Asset Protection	Compliance with a Bush Fire Assessment Report, Bush Fire Management Plan and other required documentation in accordance with the current version of Planning for Bush Fire Protection.	Not bushfire prone.
PART 12	Specific Infrastructure Issues		

12a	Access & Vehicle Parking	Adequate access and parking	<p>No additional car parking is proposed. The Proposal will rely on the public car park at the rear of the site. there is no increase in floor space and no proposed increase in development intensity, and therefore no increase in car parking demand as a result of the Proposal. The DCP states a community facility generates demand for 1 car parking space per 20 sqm, which is the same rate as a retail floor space under 1000 sq m. Furthermore, the lot includes a public carpark at the rear, and the availability of car parking spaces in this area will not change (it is part of the site but is subject to this DA).</p> <p>Deliveries to the library will be via the rear of the Site off Farrams Lane. Deliveries will generally use small delivery vans. Waste will be removed from the Site from the waste bin storage area at the rear of the Site, off Farrams Lane.</p>
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PLANNING AGREEMENTS

There are no planning agreements relevant to the proposal.

REGULATIONS

Division 8A of the EP&A Regulation 2000 requires the consent authority to consider "prescribed conditions" of development consent. These matters can be addressed via a condition of consent.

Clauses 54 and 109 of the EP&A Regulation 2000 allow Council to request additional information. Following the completion of the notification period additional information was sought from the applicant, which resulted in amended plans being lodged..

Clause 92 of the EP&A Regulation 2000 requires the consent authority to consider AS 2601 - 1991: The Demolition of Structures. This matter can be addressed via a condition of consent.

Clause 98 of the EP&A Regulation 2000 requires the consent authority to consider the provisions of the Building Code of Australia (BCA). This matter can be addressed via a condition of consent.

LIKELY IMPACTS OF THE DEVELOPMENT

Context and Setting

The site is in the core of the Scone Town Centre. Surrounding land uses are commercial /retail in nature, with the exception of the west which is a public car park (serving the town centre) and the railway line. The site is a predominant corner site which is of significance as the former site of a major local department store.

The reuse of the building as a public building (library) will provide an important community use in the core of the town centre and assist in attracting people activity.

The site has excellent pedestrian and motor vehicle access, with a large public car park located at the rear (west) of the site.

Built Form

An existing building is to be reused, with no external changes other than at the rear of the building.

Potential Impact on Adjacent Properties

The Proposal will have no adverse impact on adjacent properties. However, care will need to be taken during the construction phase to ensure access to surrounding businesses is maintained and the impact on trade is minimised.

Access, Transport and Traffic

Existing parking, loading and unloading areas will be used until Stage 4 is undertaken when some minor changes will occur to the loading/unloading and waste removal areas.

Utilities

Reticulated water and sewerage services are available and connected. Electricity and telecommunications are provided to the site.

Heritage

An AHIMS search identified no sites or places of indigenous heritage significance. The building is of local heritage significance (LEP). A heritage impact statement has been submitted and reviewed by Council's heritage advisor. Recommendations from the heritage impact statement and Council's heritage advisor can be included as conditions of consent.

Water

Nil impact

Soils

No excavation is proposed other than minor earthworks associated with the rear courtyard in Stage 4.

Air/Microclimate

Nil impact

Flora and Fauna

Nil impact

Waste

A waste management plan has been submitted which demonstrates that any waste from the demolition, construction and operational phases of the development can be managed, and that waste reduction and recycling have been considered.

Energy

The development provides the opportunity to replace existing infrastructure with contemporary energy efficient infrastructure and devices.

Noise & Vibration

Minimal impact due to the use proposed. A construction management plan will provide strategies to manage construction noise

Natural Hazards

An emergency management plan is required to deal with floods and other emergencies.

Economic Impact on the Locality

The proposed development will have a positive economic impact on the community through construction activity. The relocated library will assist in attracting more pedestrian activity to Kelly Street and revitalise a critical corner in the town centre.

SUITABILITY OF THE SITE FOR THE DEVELOPMENT

The land is suitable for the proposal and is compatible and consistent with the general land uses of the surrounding area. The external impacts are minimal because of its location.

THE PUBLIC INTEREST

The proposal has no significant adverse impacts contrary to the public interest

SUMMARY OF LIKELY IMPACTS OF THE DEVELOPMENT

All likely impacts of the proposed development have been considered within the context of this report.

ENVIRONMENTAL APPRAISAL		CONSIDERED
1	Statutory controls	YES
2	Policy controls	YES
3	Design in relation to existing building and natural environment	YES
4	Landscaping/open space provision	YES
5	Traffic generation and car parking provision	YES
6	Loading and servicing facilities	YES
7	Physical relationship to and impact upon adjoin development (views, privacy, overshadowing, etc.)	YES
8	Site Management issues	YES
9	All relevant S4.15 considerations of Environmental Planning and Assessment Act 1979	YES

CONSISTENCY WITH THE AIMS OF PLAN

It is considered that the development is consistent with the specific aims of the plan and the objectives of the zone and of the controls.

As such, consent to the development may be granted.

SUBMITTORS CONCERNS

One submission was received and the issues raised have been discussed above.

CONCLUSION

The application has been assessed as satisfactory against Section 4.15 of the Environmental Planning and Assessment Act 1979, Upper Hunter Local Environmental Plan 2013 and the Upper Hunter Shire Development Control Plan 2023.

The proposal is in keeping with the site context, is an appropriate form of development for the site and is unlikely to result in any significant adverse impacts.

Accordingly, it is recommended that the application be approved subject to appropriate conditions of consent.

RECOMMENDATION

PURSUANT TO SECTION 4.16/4.17 OF ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979 (AS AMENDED)

THAT Council as the consent authority, grant consent to Development Application No. 14/2022 subject to the attached conditions of consent.

REASONS FOR RECOMMENDATION

- The proposal complies with the Upper Hunter Local Environmental Plan 2013
- The proposal complies with the Upper Hunter Development Control Plan 2023
- The proposal has been assessed as satisfactory against Section 4.15 of the Environmental Planning & Assessment Act 1979
- Will not have an adverse impact on the surrounding locality.

David Crofts
Town Planning Consultant



B202 Drawing and Document Register

Date	19.06.24
Project No.	23.348
Project Name	Scone Library
Issue	A
Prepared	Percy Damian Lopez

We issue the documents as indicated below

	Day	17	19	2	3	3									
	Month	6	6	7	7	7									
Phase	Year	24	24	24	24	24									
Design Develop															

Issued to	Attention														
BeyondFM	Tony Slack	1	1	1	1	1									
Upper Hunter	Grahame Wilson														
Marline	Hussam Lisho														
Marline	Josiah Hosking														
Kelly Covey	Ben Mobilio														
John Carr Heritage	John Carr														
RCA	Dario Barbosa														
LOTE	Amer														
LOTE	Joyce														

Reason for Issue	I	I	I	I	I										
Issue Media Format	S	S	S	S	S										
Issue File Format	PDF	PDF	PDF	PDF	PDF										
Method of Dispatch	E	E	E	E	E										
Issued By	PD	PD	PD	PD	PD										

Issue AP - Approval AB - As Built CO - Comment CN - Construction I - Information P - Preliminary RQ - Requested T - Tender
 Media H - Hard Copy S - Soft Copy
 File Format BIM - Model File dwg - Drawing File img - Image File pdf - pdf File IFC - model file
 Dispatch CO - Collect CR - Courier E - Email H - Hand U - Upload to (Name), Nominate eg. Aconex M - Mail X - Express Post

No + current issue	Title	Size													
A000 - GENERAL															
A0000	COVERSHEET														
A0001	3D VIEWS														
A1001	SITE PLAN	H	J		J	J									
A1002	EXISTING FLOOR PLAN - GROUND FLOOR		G		G	G									
A1003	EXISTING FLOOR PLAN - FIRST FLOOR		G		G	G									
A4004	DEMOLITION PLAN - GROUND FLOOR	G	H		H	H									
A4006	DEMOLITION PLAN - FIRST FLOOR	G	H		H	H									
A4100	MASTERPLAN - GROUND FLOOR	H	J		J	J									
A4104	MASTERPLAN - FIRST FLOOR	G	H		H	H									
A1111	STAGE 1 - PLAN - GROUND FLOOR	A	B		B	B									
A1112	STAGE 1 - PLAN - LEVEL 1	A	B		B	B									
A1121	STAGE 2 - PLAN - GROUND FLOOR - DEMOLITION	A	B		B	B									
A1122	STAGE 2 - PLAN - GROUND FLOOR - PROPOSED	A	B	C	C	D									
A1123	STAGE 2 - PLAN - GROUND FLOOR - DEMO/PROPOSED	A	B		B	B									
A1131	STAGE 3 - PLAN - GROUND FLOOR	A	B		B	C									
A1141	STAGE 4 - PLAN - GROUND FLOOR	A	B		B	C									
A1142	STAGE 4 - PLAN - LEVEL 1	A	B		B	B									
A1201	GENERAL ARRANGMENT PLAN - GROUND FLOOR														
A1201.1	GENERAL ARRANGMENT PLAN - GROUND FLOOR - ALTERNATIVE														



B202 Drawing and Document Register

Date	19.06.24
Project No.	23.348
Project Name	Scone Library
Issue	A
Prepared	Percy Damian Lopez

We issue the documents as indicated below

Phase	Design Develop	Year	Day	17	19	2	3	3												
			Month	6	6	7	7	7												
			Year	24	24	24	24	24												
A1202	GENERAL ARRANGEMENT PLAN - FIRST FLOOR																			
A1301	DIMENSION PLAN - GROUND FLOOR																			
A1302	DIMENSION PLAN - FIRST FLOOR																			
A1400	FURNITURE / FIT-OUT PLAN - GROUND FLOOR																			
A1401	FINISHES PLAN - GROUND FLOOR																			
A1501	REFLECTED CEILING PLAN - EXISTING - GROUND FLOOR																			
A1502	REFLECTED CEILING PLAN - EXISTING - FIRST FLOOR																			
A1503	REFLECTED CEILING PLAN - GROUND FLOOR																			
A1504	REFLECTED CEILING PLAN - FIRST FLOOR																			
A1601	MARKETING PLAN																			
A1602	MARKETING MASTERPLAN																			
A2001	BUILDING ELEVATIONS - NORTH / SOUTH				G		G	G												
A2002	BUILDING ELEVATIONS - EAST / WEST				G		G	G												
A3001	EXISTING SECTIONS				G		G	G												
A3002	EXISTING SECTIONS				G		G	G												
A3003	SECTIONS				H		H	H												
A3004	SECTIONS				G		G	G												
A5001	DETAILS																			
A5501	JOINERY DETAILS																			
A5502	JOINERY DETAILS																			
A5503	JOINERY DETAILS																			
A5504	JOINERY DETAILS																			
A5505	JOINERY DETAILS																			
A5506	STANDARD JOINERY DETAILS																			
A6607	JOINERY DETAILS																			
A6608	STANDARD JOINERY DETAILS																			
A6001	DOOR SCHEDULE																			
A6100	WINDOW SCHEDULE																			
A6201	WALL SCHEDULE																			
A6401	SIGNAGE DETAILS																			
A9000	3D VIEWS - LIBRARY																			
A9001	3D VIEWS - LIBRARY ALTERNATIVE LAYOUT																			
A9001	3D VIEWS - CHILDRENS ZONE																			
A9002	3D VIEWS - VIC																			
A9003	3D VIEW - JOINERY																			
A9004	3D VIEW - JOINERY																			
R1001	RLS - STAFF - PLAN / RCP																			
R1002	RLS - STAFF - COMPACTUS																			
R1002	RLS - STAFF AWC / KITCHEN / OFFICE																			
R1003	RLS - MULTIFUNCTIONAL SPACE																			
R1004	RLS - LIBRARY - PLAN																			
R1005	RLS - LIBRARY - RCP																			
R1006	RLS - LIBRARY - ELEVATIONS																			
R1007	RLS - CHILDRENS ZONE / LOCAL STUDIES / COMPUTER ZONE - PLAN / RCP																			



B202 Drawing and Document Register

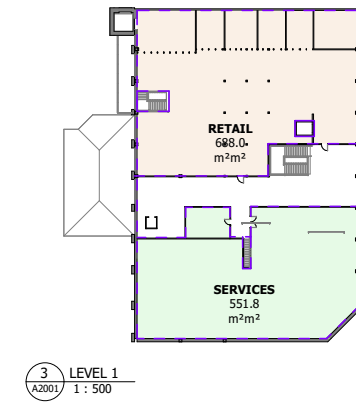
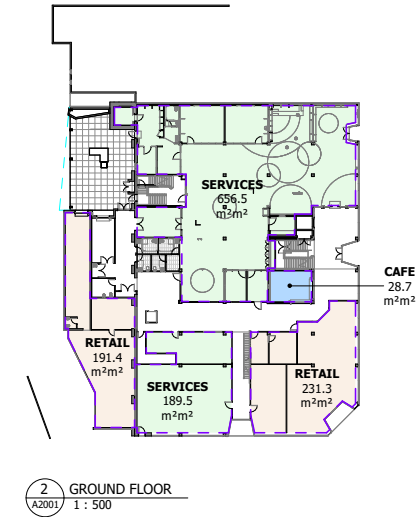
Date	19.06.24
Project No.	23.348
Project Name	Scone Library
Issue	A
Prepared	Percy Damian Lopez

We issue the documents as indicated below

Phase	Design Develop	Description	Day	17	19	2	3	3												
			Month	6	6	7	7	7												
			Year	24	24	24	24	24												
R1007.4		RLS - CHILDRENS ZONE / LOCAL STUDIES / COMPUTER ZONE - PLAN / RCP - ALTERNATIVE																		
R1008		RLS - CHILDRENS ZONE / LOCAL STUDIES / COMPUTER ZONE - ELEVATIONS																		
R1008.4		RLS - CHILDRENS ZONE / LOCAL STUDIES / COMPUTER ZONE - ELEVATIONS - ALTERNATIVE																		
R1009		RLS - STAIR 2 / AWC 1																		
R1010		RLS - AWC 2,3,4 / BIN STORE																		
R1011		RLS - GENERAL STORE / TENNANT WC																		
R1012		RLS - FOYER 2																		
R1013		RLS - STUDY ZONE / MUSIC / TECH																		
R1014		RLS - FOYER 1																		
R1015		RLS - VIC																		
R1016		RLS - MEETING ROOMS																		
R1017		RLS - CORRIDOR - PLAN / RCP																		
R1018		RLS - CORRIDOR / ELEVATIONS																		
R1019		RLS - CAFE - PLAN / RCO																		
R1020		RLS - CAFE - ELEVATIONS																		
SCHEDULES																				
		Furniture Fittings & Equipment Schedule																		
		Finishes Schedule																		
		Signage Schedule																		
SECIFICATIONS																				
		Architectural Specification																		

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STANDARD ABBREVIATIONS



AREAS FOR BINS CALCULATIONS	
Name	Area

GROUND FLOOR	
RETAIL	191.4 m ²
RETAIL	231.3 m ²
SERVICES	656.5 m ²
CAFE	28.7 m ²
SERVICES	189.5 m ²

LEVEL 1	
RETAIL	688.0 m ²
SERVICES	551.8 m ²
	2537.1 m ²

ALLOWANCE FOR BINS		
Name	Area	Comments

CAFE	28.7 m ²	1 GENERAL WASTE, 1 RECYCLING
RETAIL	1110.6 m ²	3 GENERAL WASTE, 5 RECYCLING
SERVICES	1397.8 m ²	8 GENERAL WASTE, 2 RECYCLING
	2537.1 m ²	

FOR TENDER
 NOT TO BE USED DURING CONSTRUCTION

J	DA UPDATE	19.06.24	PD	RP
H	FOR INFORMATION	17.06.24	PD	RP
G	FOR INFORMATION	30.04.24	CB	RP
F	FOR TENDER	31.05.22	JB	DH
E	90% DD	01.03.22	JB	DH
D	FOR INFORMATION	12.11.21	JB	DH
C	FOR INFORMATION	29.10.21	JB	DH
B	FOR INFORMATION	30.09.21	JB	DH
A	FOR INFORMATION	30.08.21	JB	DH

Issue Description Date Ck Auth
 Architect/ Designer
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Client:
 UPPER HUNTER SHIRE COUNCIL

Project:
 SCONE LIBRARY DEVELOPMENT

Location:
 167 KELLY STREET, SCONE

Project Number:
23.348

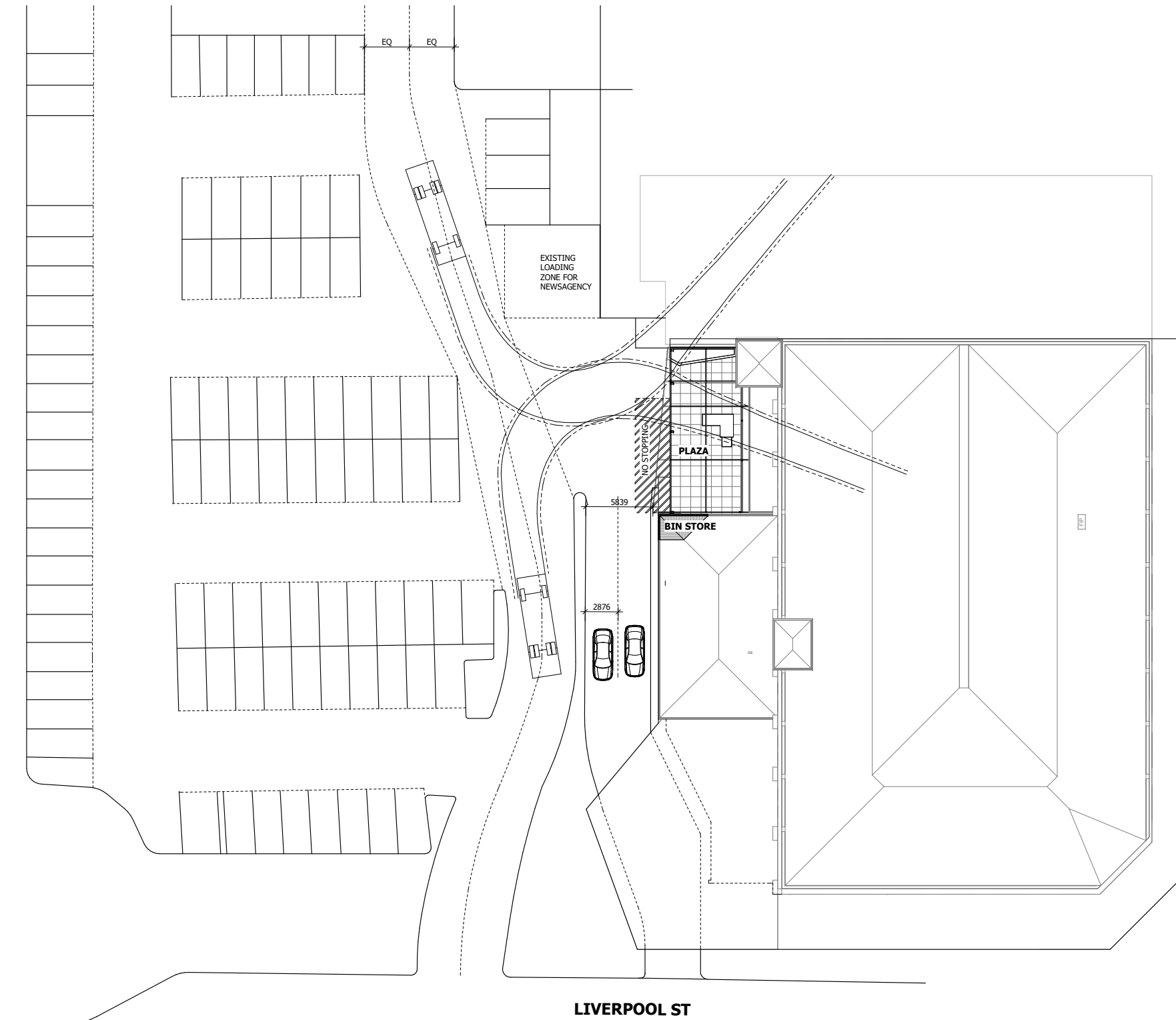
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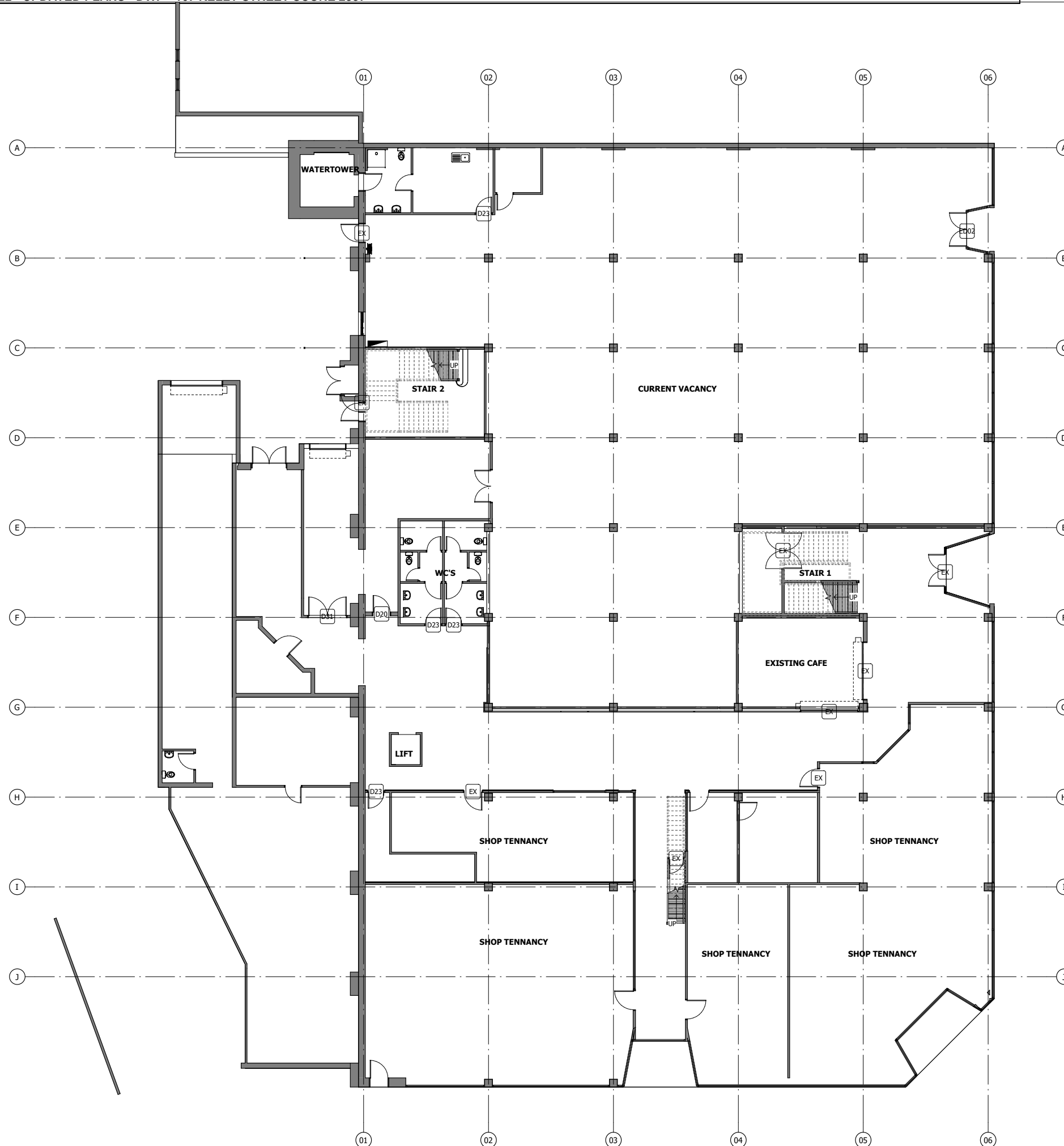
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SITE PLAN

SHEET NAME (LOCAL LANGUAGE)

Scale (A1):
 As indicated 19/06/2024 4:06:51 PM

Drawing Number:
A1001





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Issue	Description	Date	Clk	Auth
G	DA UPDATE	19.06.24	PD	RP
F	FOR TENDER	31.05.22	JB	DH
E	90% D0	01.03.22	JB	DH
D	FOR INFORMATION	12.11.21	JB	DH
C	FOR INFORMATION	29.10.21	JB	DH
B	FOR INFORMATION	30.09.21	JB	DH
A	FOR INFORMATION	30.08.21	JB	DH

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Client
 UPPER HUNTER SHIRE COUNCIL

Project
 SCONE LIBRARY DEVELOPMENT

Location
 167 KELLY STREET, SCONE

Project Number
23.348

Drawing Session
DRAWING SESSION

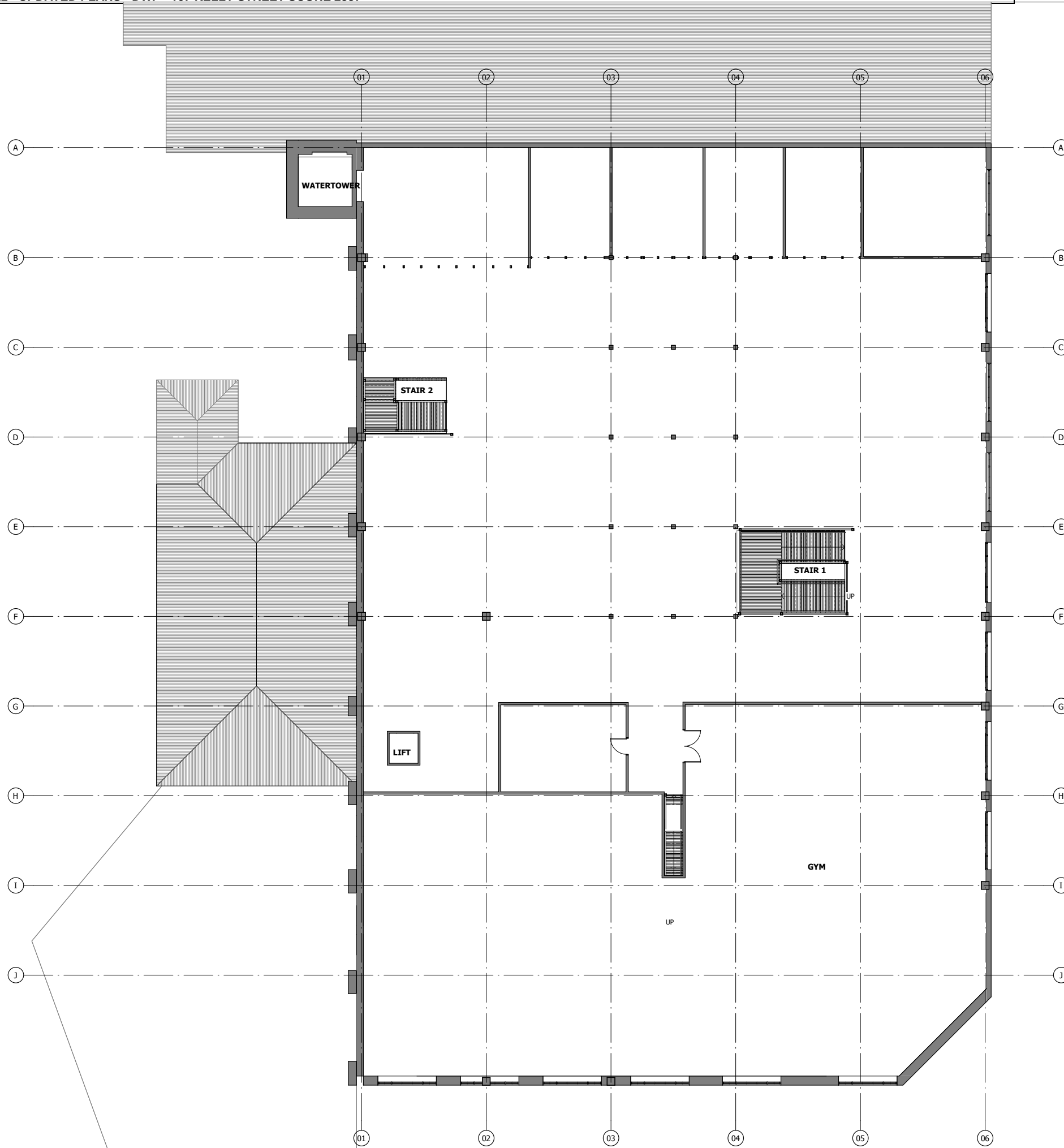
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EXISTING FLOOR PLAN - GROUND FLOOR
 SHEET NAME (LOCAL LANGUAGE)

Scale (A1)
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Drawing Number
A1002



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DESIGN DEVELOPMENT
 NOT TO BE USED DURING CONSTRUCTION

Issue	Description	Date	CHK	Auth
G	DA UPDATE	19.06.24	PD	RP
F	FOR TENDER	31.05.22	JB	DH
E	90% DD	01.03.22	JB	DH
D	FOR INFORMATION	12.11.21	JB	DH
C	FOR INFORMATION	29.10.21	JB	DH
B	FOR INFORMATION	30.09.21	JB	DH
A	FOR INFORMATION	30.08.21	JB	DH

Architect/ Designer
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Client
 UPPER HUNTER SHIRE COUNCIL

Project
 SCONE LIBRARY DEVELOPMENT

Location
 167 KELLY STREET, SCONE

Project Number
23.348

Drawing
**EXISTING FLOOR PLAN
 - FIRST FLOOR**

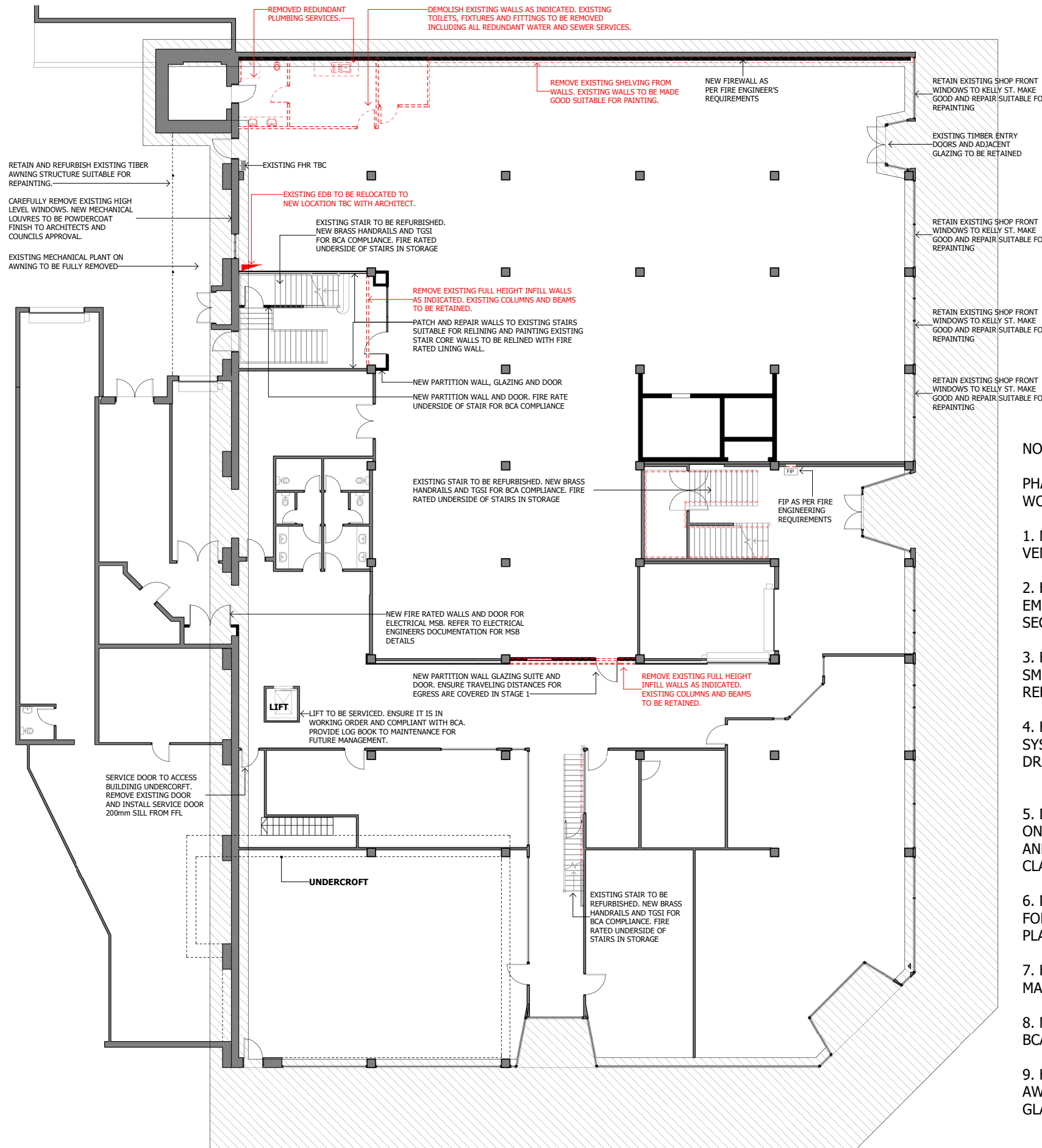
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Date Printed
19/06/2024 4:06:55 PM

Drawing Number
A1003



File Name: A:\dwork\Draw\23348_Scone Library Relocation\23348-AR-SCONE LIBRARY RELOCATION-R24.rvt



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- DEMOLITION LEGEND**
- EXTENT OF SKIRTING DEMOLISHED TO BE CONFIRMED ON SITE
 - EXISTING DOORS AND DOOR JAMBS TO BE REMOVED CAREFULLY WHERE INDICATED
 - ALL REDUNDANT SERVICES TO BE REMOVED. PATCH AND REPAIR AS REQUIRED.
 - READ DEMOLITION PLANS IN CONJUNCTION WITH HERITAGE REPORT
 - CAREFULLY REMOVE AND STORE ALL EXISTING PRESSED METAL CEILINGS WHERE ROOMS HAVE NEW CEILINGS. REFER TO EXISTING RCP'S FOR LOCATIONS

- NOTES:**
- PHASE 1 - INCLUDES COMPLIANCE WORKS OF THE FOLLOWING:
1. MECHANICAL WORKS (AC, VENTILATION & CEILING FANS)
 2. ELECTRICAL WORKS (LIGHTING, EMERGENCY & EXIT LIGHTS, SECURITY, CCTV & ALARM SYSTEMS)
 3. FIRE SERVICES (SPRINKLERS, SMOKE DETECTORS, FIRE HOSE REELS, FIRE EXTINGUISHERS)
 4. HYDRAULICS (COLD & HOT WATER SYSTEMS, PLUMBING & DRAINAGE WORKS)
 5. DOOR HARDWARE OF ALL DOORS ON AN EGRESS PATH TO BE ASSESSED AND UPDATE TO COMPLY WITH BCA CLAUSE D3D26.
 6. DDA CONSULTANT TO BE ENGAGED FOR ACCESS MANAGEMENT PLAN/PERFORMANCE SOLUTION.
 7. HERITAGE CEILING REPAIRS AND MAKE GOOD.
 8. NEW AMENITIES IN LEVEL 1 FOR BCA COMPLIANCE.
 9. HERITAGE RESTORATION INCLUDES AWNING, FACADE, FIRST FLOOR GLAZING

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Rev	DA Update	18.08.24	PD	RP
A	FOR INFORMATION	27.08.24	PD	RP
Issue	Description	Date	Chk	Auth
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Client
 UPPER HUNTER SHIRE COUNCIL

Project
 SCONE LIBRARY DEVELOPMENT

Location
 167 KELLY STREET, SCONE

Project Number
23.348

Drawing
STAGE 1 - PLAN - GROUND FLOOR

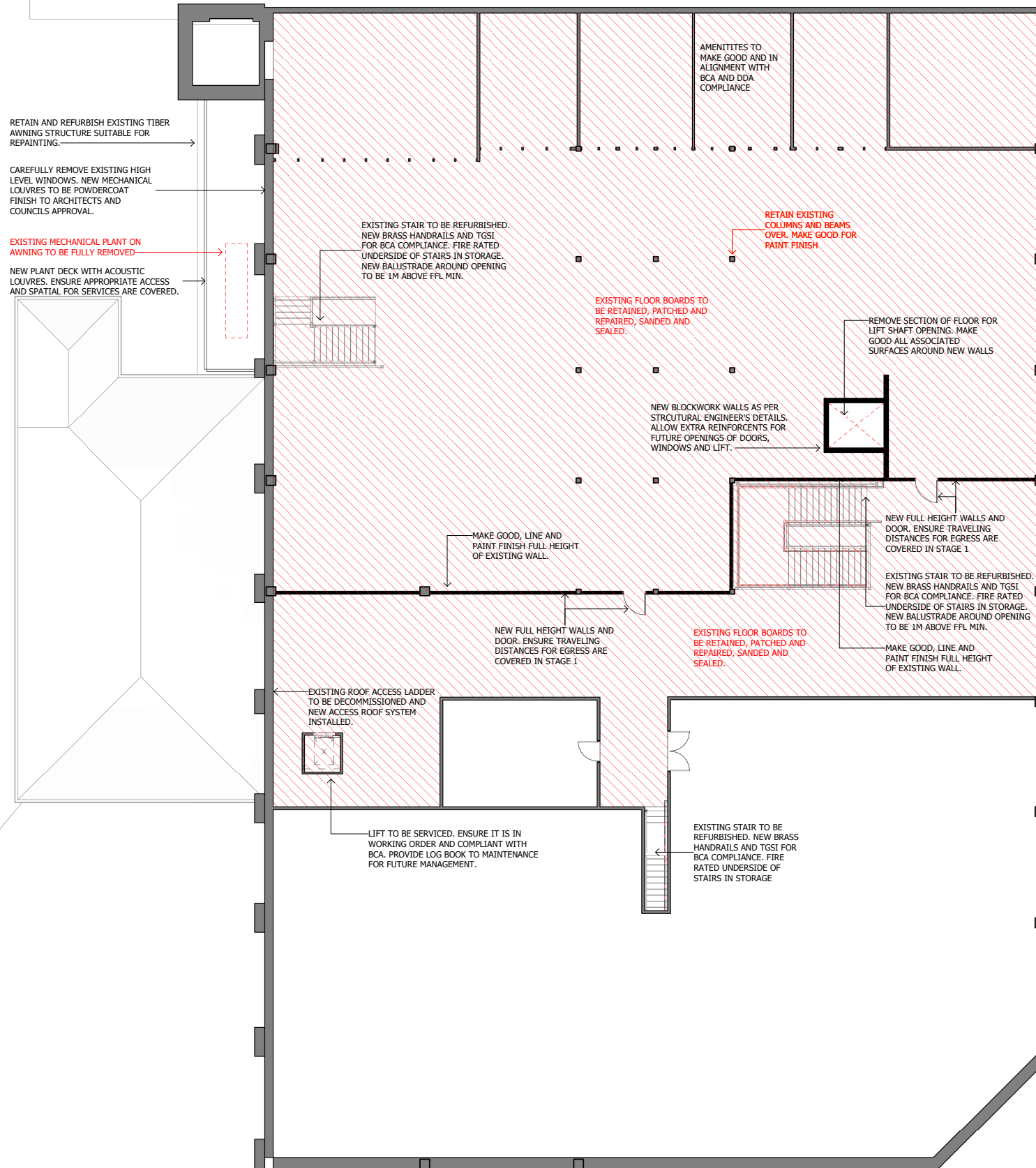
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Drawing Number
A1111

Issue
B





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NOTES:

PHASE 1 - INCLUDES COMPLIANCE WORKS OF THE FOLLOWING:

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8. NEW AMENITIES IN LEVEL 1 FOR BCA COMPLIANCE.
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SCHEMATIC DESIGN
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Issue	Description	Date	Chk	Auth
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Project
 SCONE LIBRARY DEVELOPMENT

Location
 167 KELLY STREET, SCONE

Project Number
23.348

Drawing
STAGE 1 - PLAN - LEVEL 1

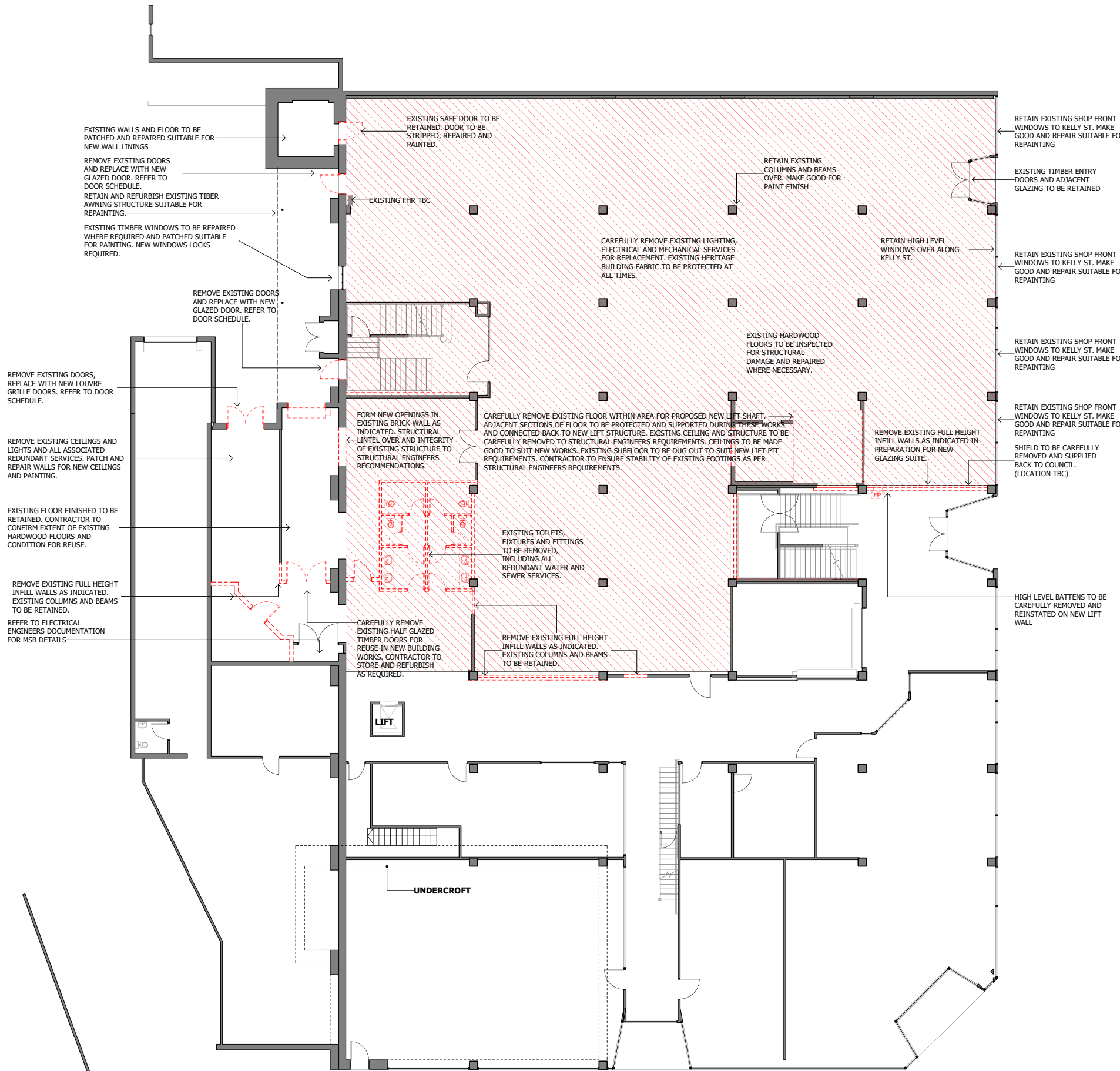
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Drawing Number
A1112



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NOTES:

PHASE 2 -

- 1. LIBRARY FIT OUT
- 2. LIFT SHAFT CONSTRUCTION

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B	DA UPDATE	19.06.24	PD	RP
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Project
 SCONE LIBRARY DEVELOPMENT

Location
 167 KELLY STREET, SCONE

Project Number
23.348

Drawing
STAGE 2 - PLAN - GROUND FLOOR - DEMO

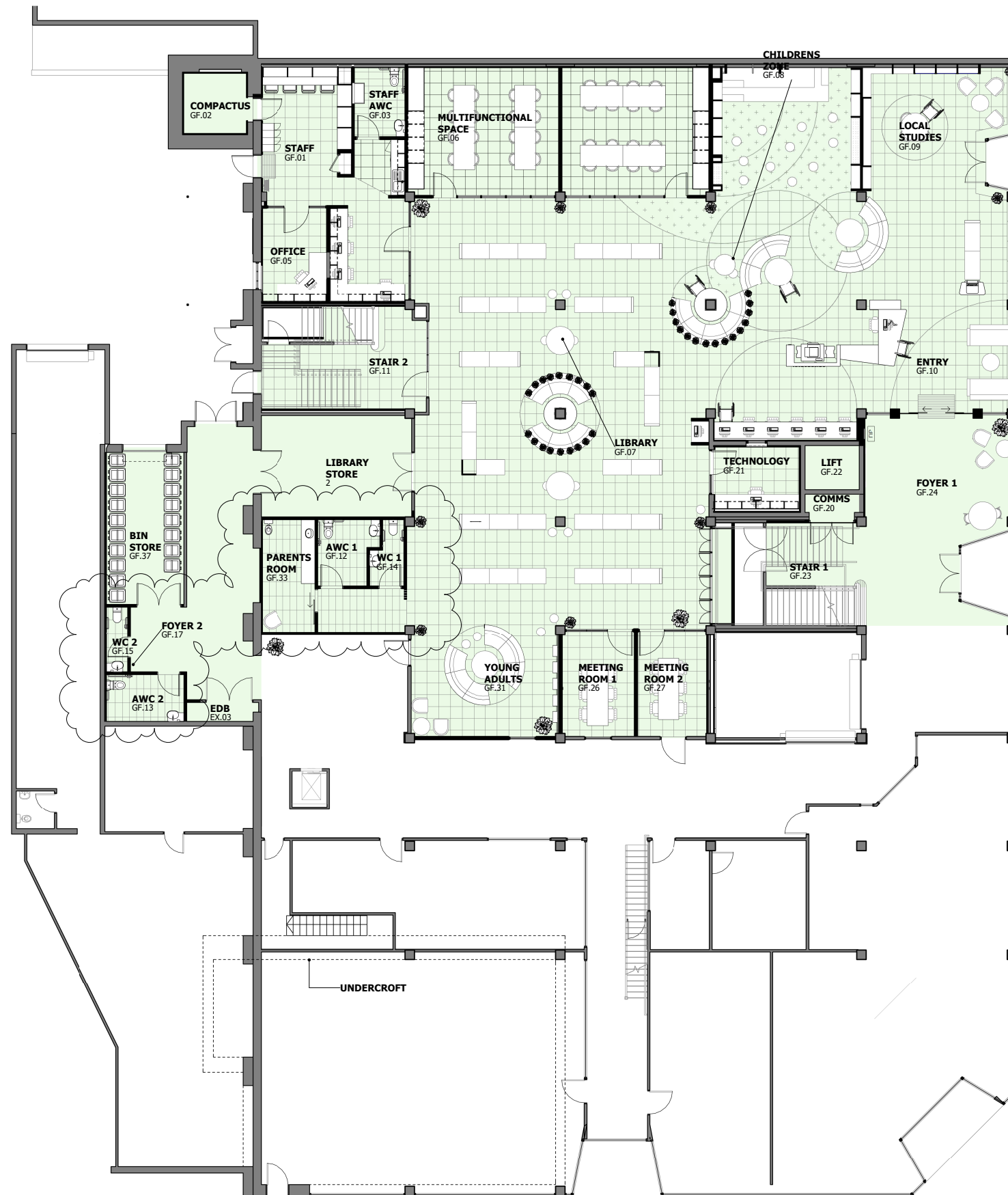
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Date Printed
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Drawing Number
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File Name: A:\work\Doc\23348_Scone Library Relocation\23348-AR-SCONE LIBRARY RELOCATION-R24.rvt



NOTES:

PHASE 2 -

1. LIBRARY FIT OUT
2. LIFT SHAFT CONSTRUCTION

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Issue	Description	Date	CHK	Auth
D	DA UPDATE	03.07.24	PD	RP
C	DA UPDATE	02.07.24	PD	RP
B	DA UPDATE	19.06.24	PD	RP
A	FOR INFORMATION	17.06.24	PD	RP

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Project
 SCONE LIBRARY DEVELOPMENT

Location
 167 KELLY STREET, SCONE

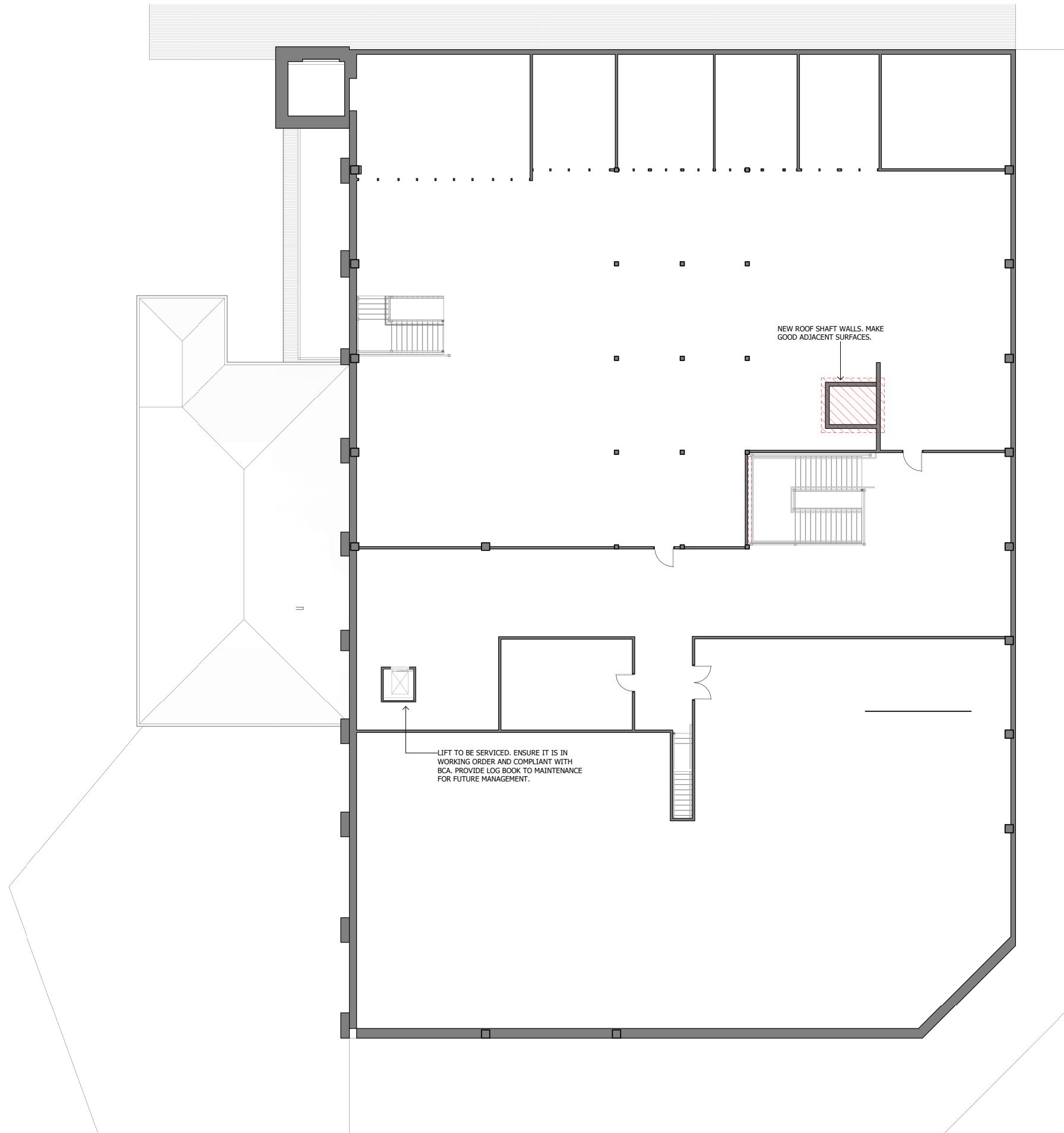
Project Number
23.348

Drawing
**STAGE 2 - PLAN -
 GROUND FLOOR -
 PROPOSED**

Scale (A1) Date Printed
 As indicated 3/07/2024 4:45:01 PM

Drawing Number Issue
A1122 D





NOTES:

PHASE 2 -

1. LIBRARY FIT OUT
2. LIFT SHAFT CONSTRUCTION

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Issue	Description	Date	Chk	Auth
B	DA UPDATE FOR INFORMATION	19.06.24	PD	RP
A		17.06.24	PD	RP

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Project
 SCONE LIBRARY DEVELOPMENT

Location
 167 KELLY STREET, SCONE

Project Number
23.348

Drawing
STAGE 2 - PLAN - LEVEL 1 - DEMO/PROPOSED

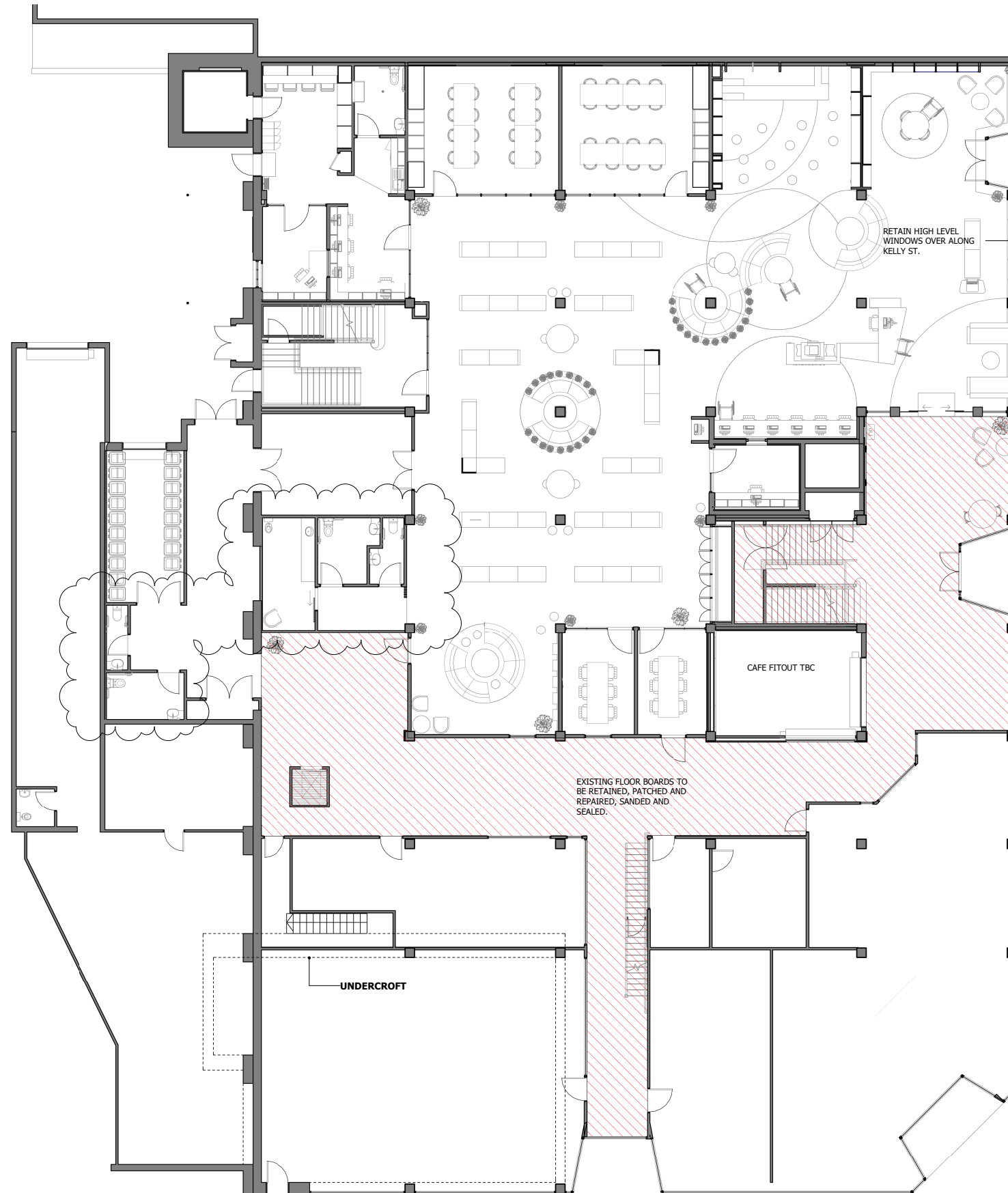
Scale (A1)
 As indicated

Date Printed
 19/06/2024 4:07:44 PM

Drawing Number
A1123

Issue
B





NOTES:

PHASE 3

1. CORRIDOR WORKS.

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C	DA UPDATE	03.07.24	PD	RP
B	DA UPDATE	19.06.24	PD	RP
A	FOR INFORMATION	17.06.24	PD	RP
Issue	Description	Date	CHK	Auth

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Project
 SCONE LIBRARY DEVELOPMENT

Location
 167 KELLY STREET, SCONE

Project Number
23.348

Drawing
STAGE 3 - PLAN - GROUND FLOOR

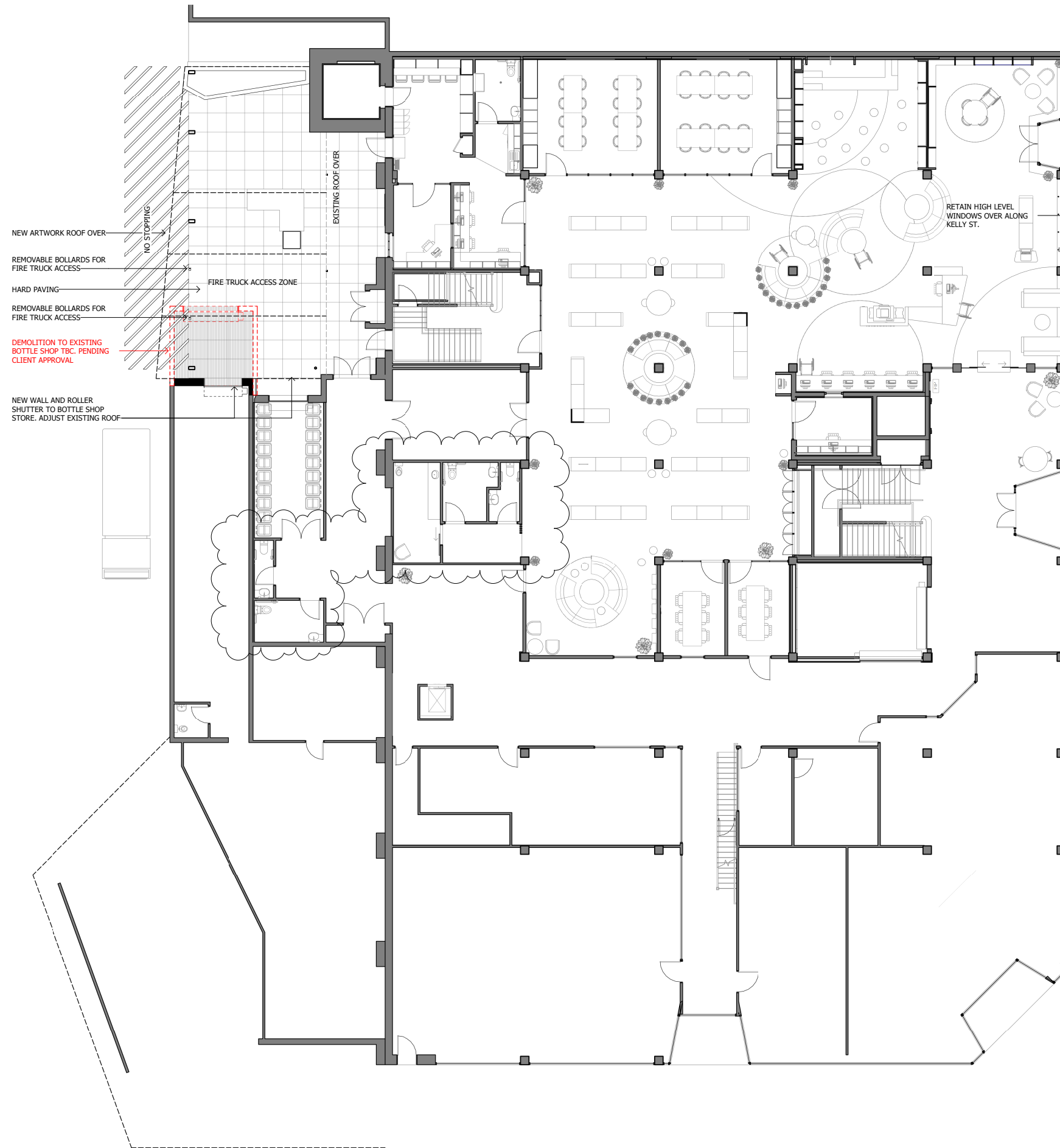
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Date Printed
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Drawing Number
A1131

Issue
C





NOTES:

PHASE 4

1. BOTTLE SHOP AND PLAZA WORKS

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C	DA UPDATE	03.07.24	PD	RP
B	DA UPDATE	19.06.24	PD	RP
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Project
 SCONE LIBRARY DEVELOPMENT

Location
 167 KELLY STREET, SCONE

Project Number
23.348

Drawing
STAGE 4 - PLAN - GROUND FLOOR

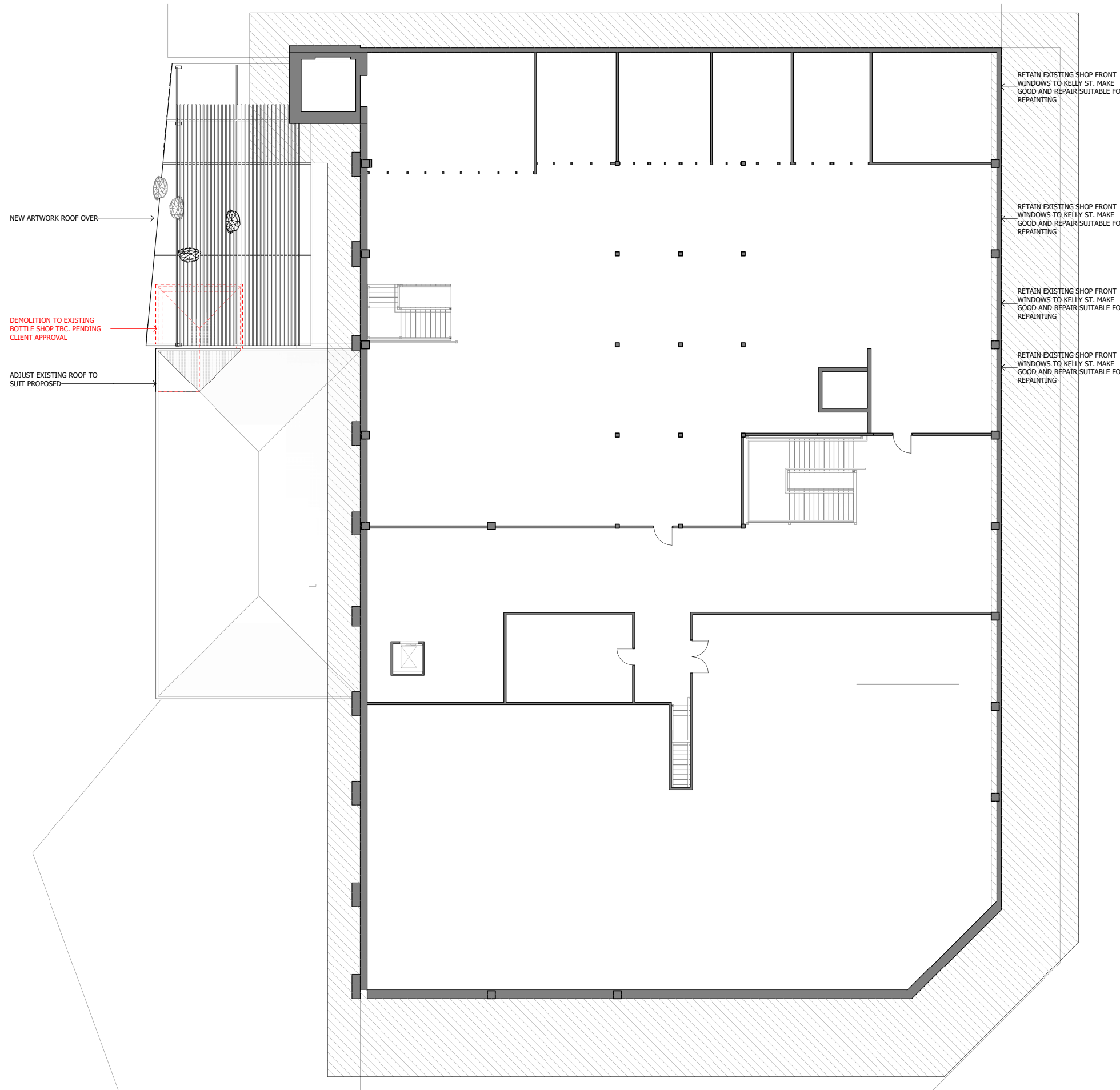
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Drawing Number
A1141

Issue
C





NOTES:

PHASE 4

1. BOTTLE SHOP AND PLAZA WORKS

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B	DA UPDATE FOR INFORMATION	19.06.24	PD	RP
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Drawing
STAGE 4 - PLAN - LEVEL 1
 1

Scale (A1)
 As indicated

Date Printed
 19/06/2024 4:08:31 PM

Drawing Number
A1142

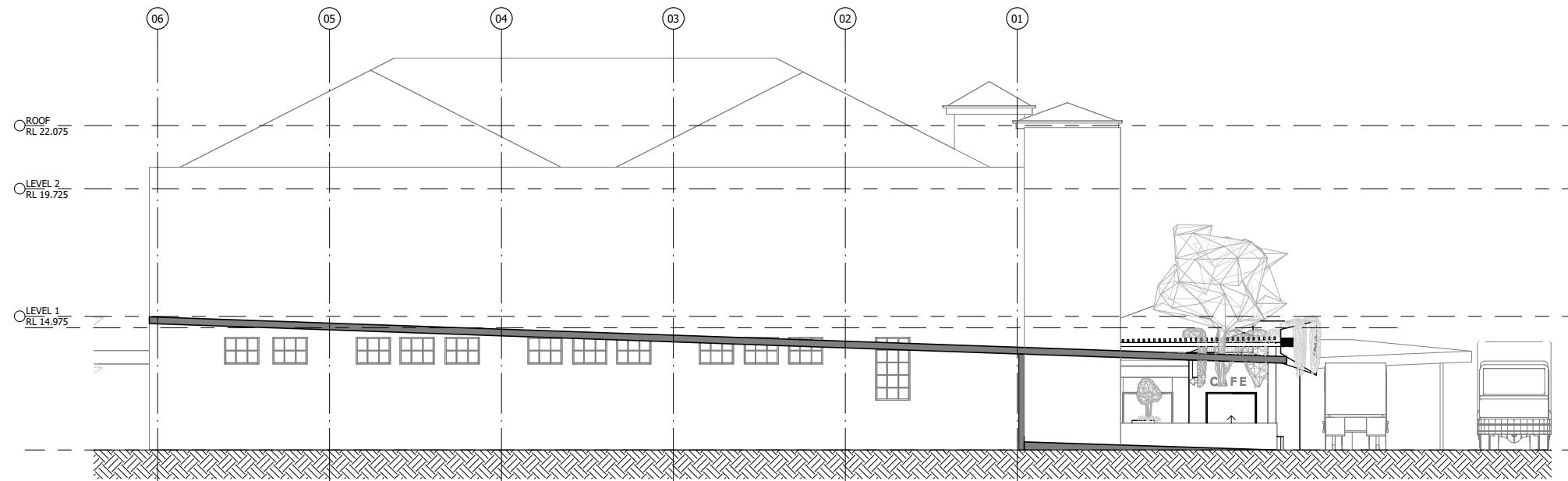
Issue
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STANDARD ABBREVIATIONS



1 ELEVATION - NORTH
 A1201 1 : 100

FOR TENDER
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G	DA UPDATE	19.06.24	PD	RP
F	FOR TENDER	31.05.22	JB	DH
E	90% CD	01.03.22	JB	DH
D	FOR INFORMATION	12.11.21	JB	DH
C	FOR INFORMATION	29.10.21	JB	DH
B	FOR INFORMATION	30.09.21	JB	DH
A	FOR INFORMATION	30.08.21	JB	DH

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Client
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Project
 SCONE LIBRARY DEVELOPMENT

Location
 167 KELLY STREET, SCONE

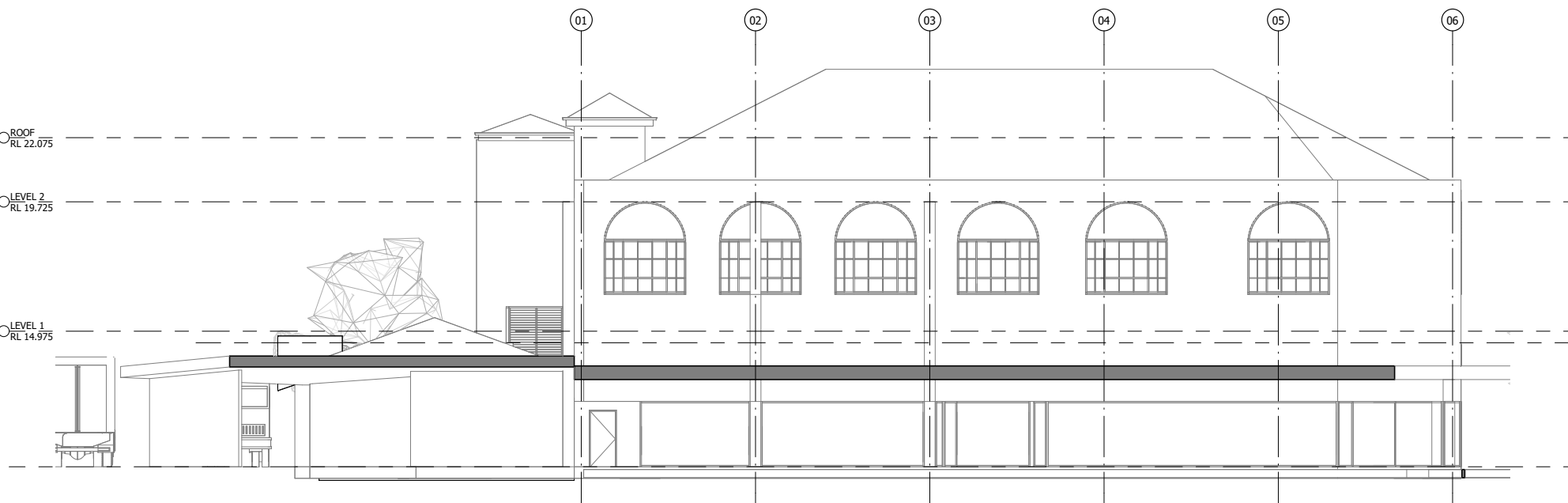
Project Number
23.348

Drawing Session
DRAWING SESSION

Drawing
**BUILDING ELEVATIONS
 - NORTH / SOUTH**
 SHEET NAME (LOCAL LANGUAGE)

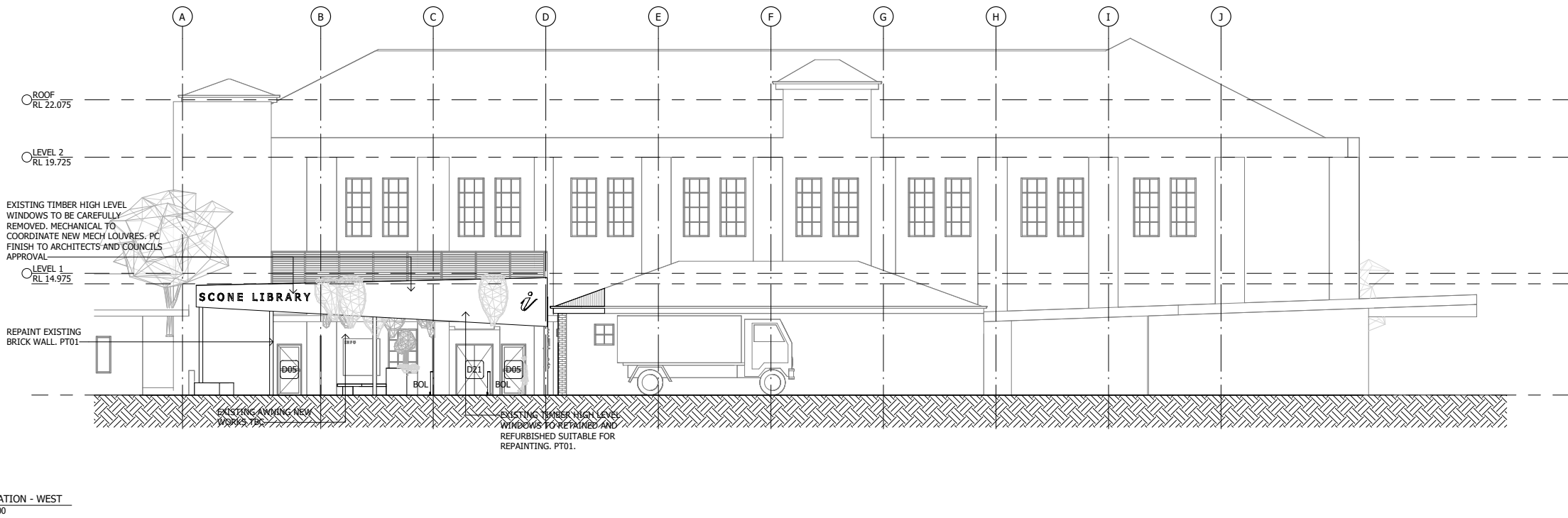
Scale (A1)
 As indicated 19/06/2024 4:08:37 PM

Drawing Number
A2001 Issue
G



2 ELEVATION - SOUTH
 A1201 1 : 100

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B	FOR INFORMATION	30.09.21	JB	DH
A	FOR INFORMATION	30.08.21	JB	DH

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Location
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Project Number
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Drawing
**BUILDING ELEVATIONS
 - EAST / WEST**

Scale (A1)
1 : 100

Date Printed
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Drawing Number
A2002

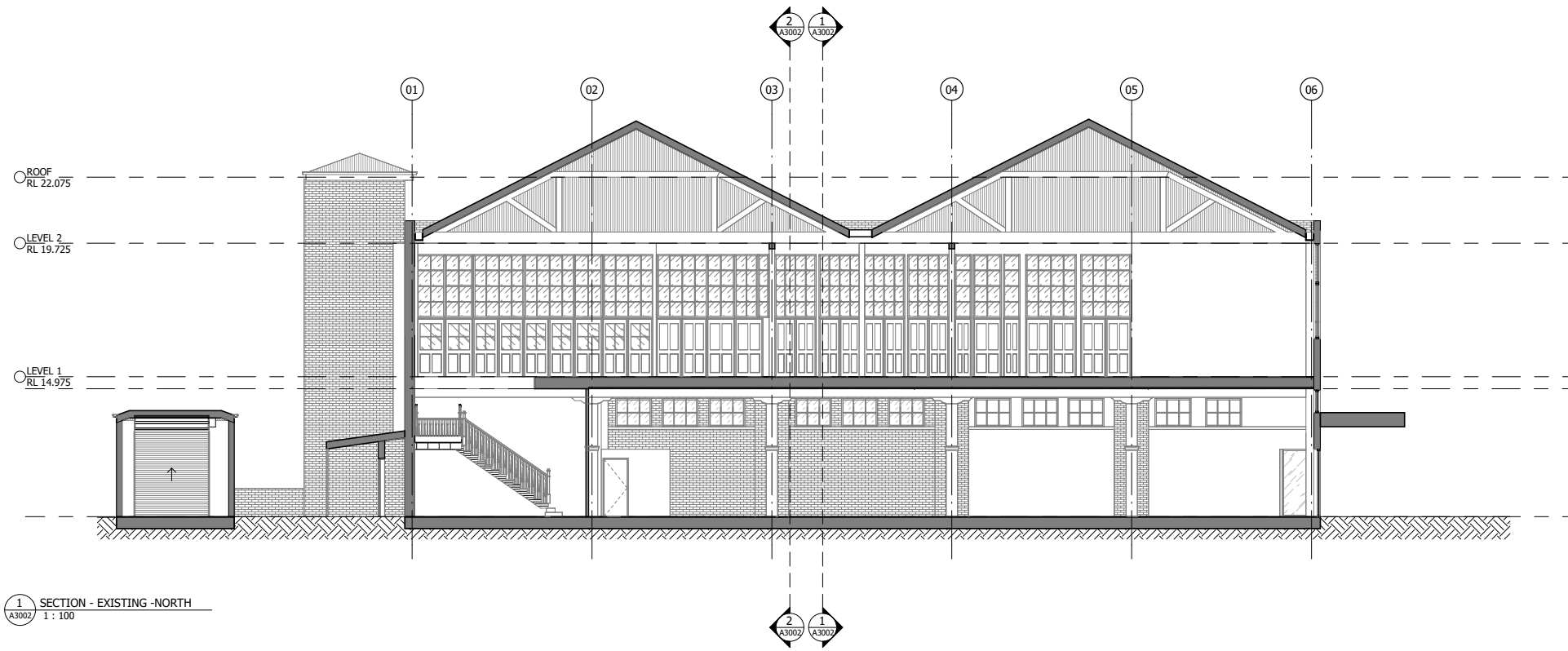


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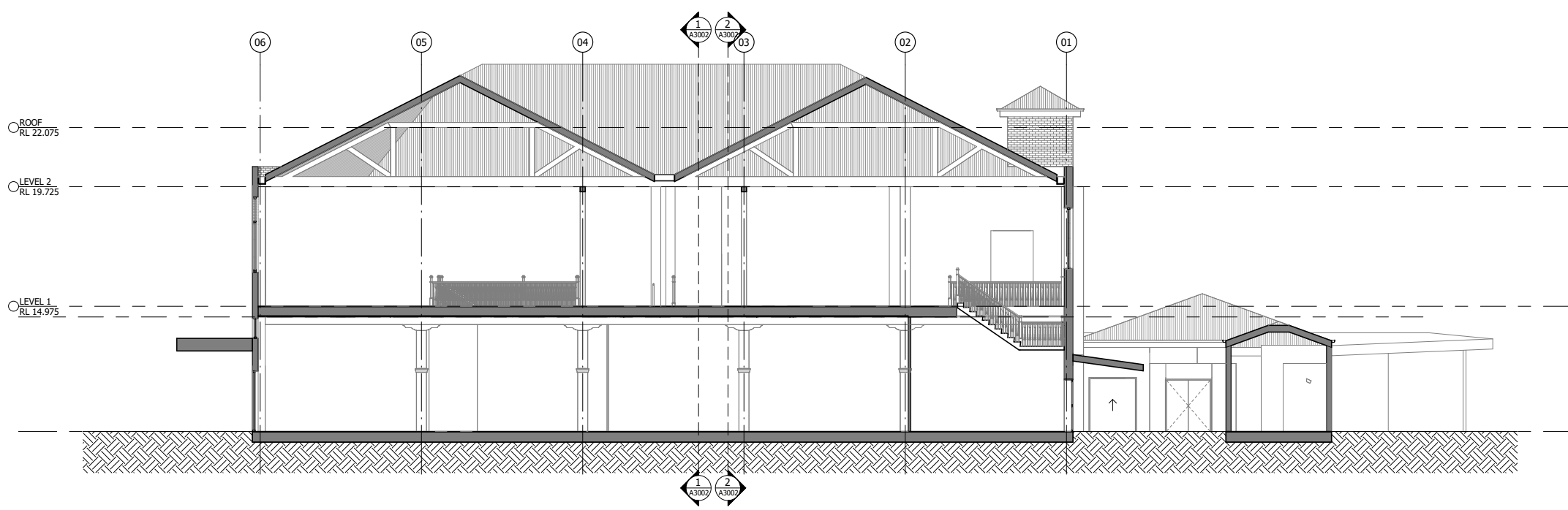
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STANDARD ABBREVIATIONS



1 SECTION - EXISTING - NORTH
 A3002 1 : 100



2 SECTION - EXISTING - SOUTH
 A3002 1 : 100

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F	FOR TENDER	31.05.22	JB	DH
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B	FOR INFORMATION	30.09.21	JB	DH
A	FOR INFORMATION	30.08.21	JB	DH

Issue	Description	Date	Chk	Auth
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Architect/Designer
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Client
 UPPER HUNTER SHIRE COUNCIL

Project
 SCONE LIBRARY DEVELOPMENT

Location
 167 KELLY STREET, SCONE

Project Number
23.348

Drawing Session
DRAWING SESSION

Drawing
EXISTING SECTIONS

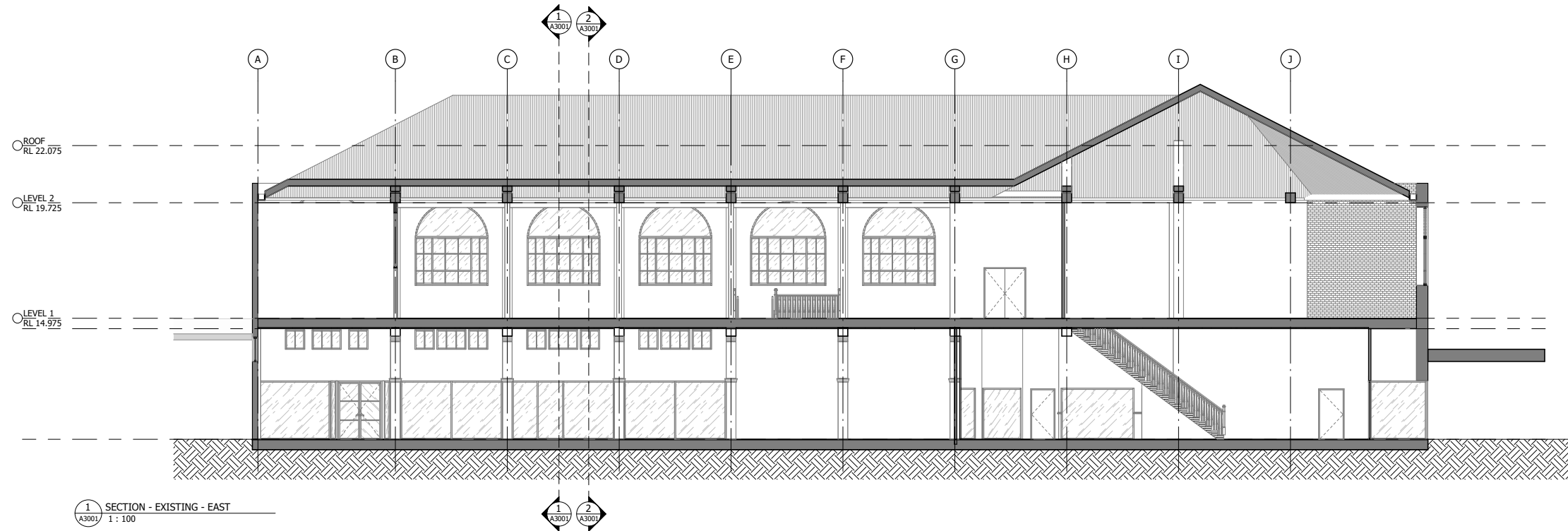
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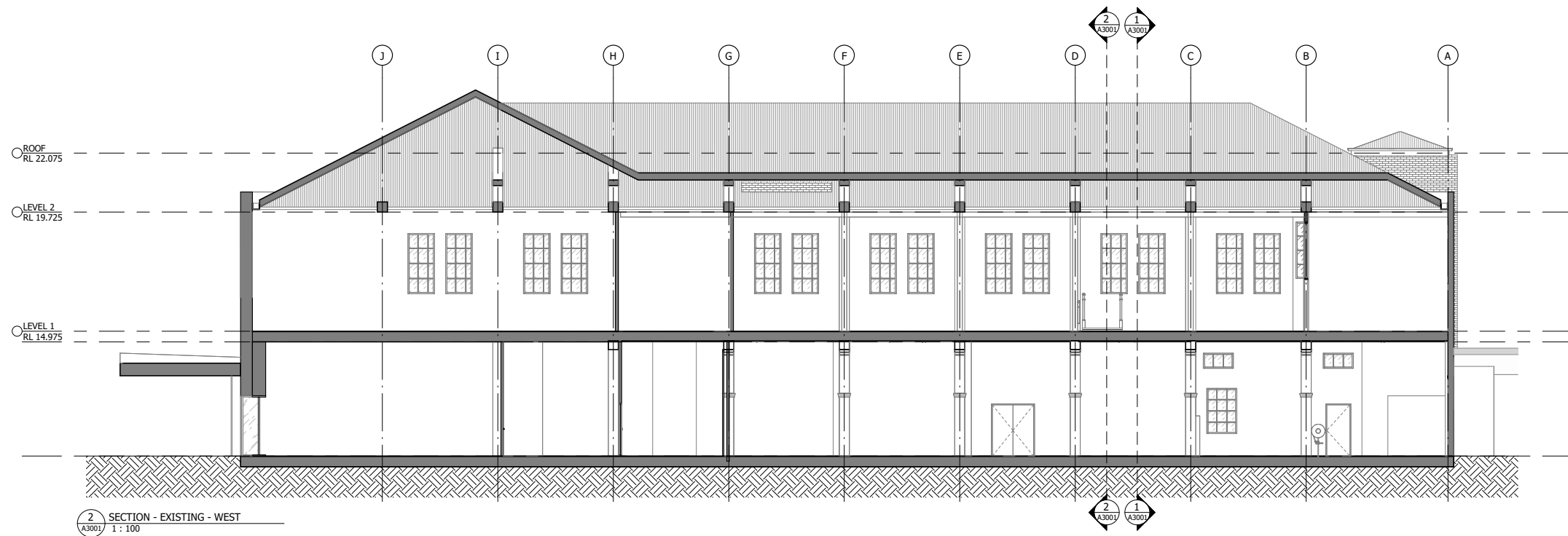
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1 SECTION - EXISTING - EAST
 1 : 100



2 SECTION - EXISTING - WEST
 1 : 100

DESIGN DEVELOPMENT
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Issue	Description	Date	CHK	Auth
G	DA UPDATE	19.06.24	PD	RP
F	FOR TENDER	31.05.22	JB	DH
E	90% DD	01.03.22	JB	DH
D	FOR INFORMATION	12.11.21	JB	DH
C	FOR INFORMATION	29.10.21	JB	DH
B	FOR INFORMATION	30.09.21	JB	DH
A	FOR INFORMATION	30.08.21	JB	DH

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Client
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Project
 SCONE LIBRARY DEVELOPMENT

Location
 167 KELLY STREET, SCONE

Project Number
23.348

Drawing
EXISTING SECTIONS

Scale (A1)
1 : 100

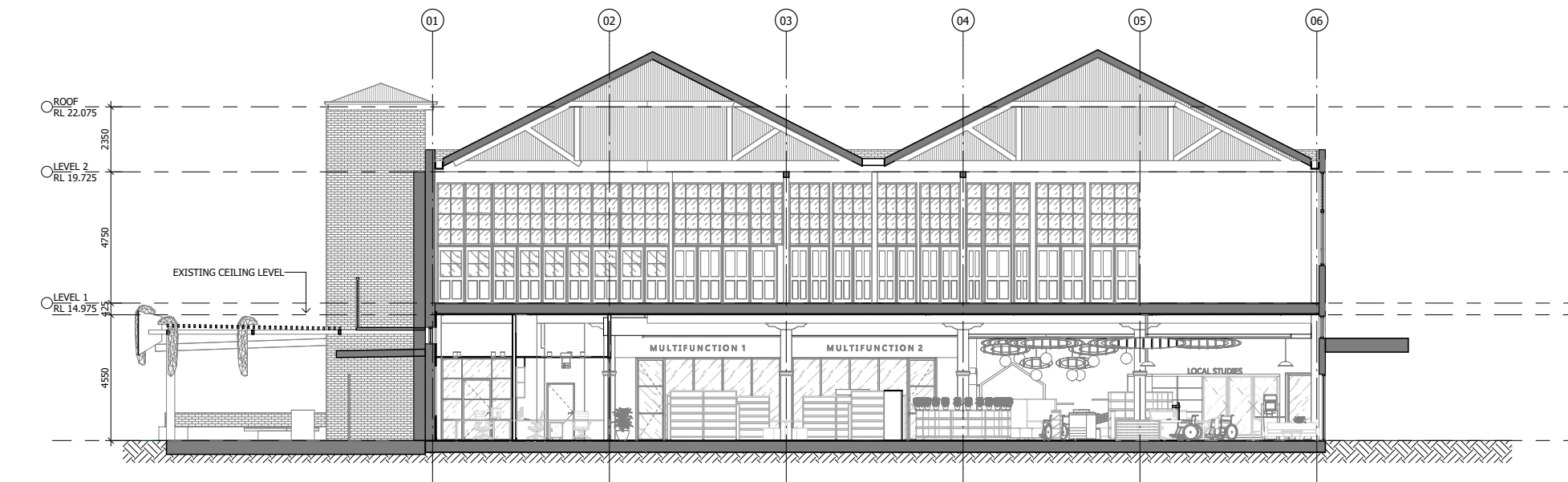
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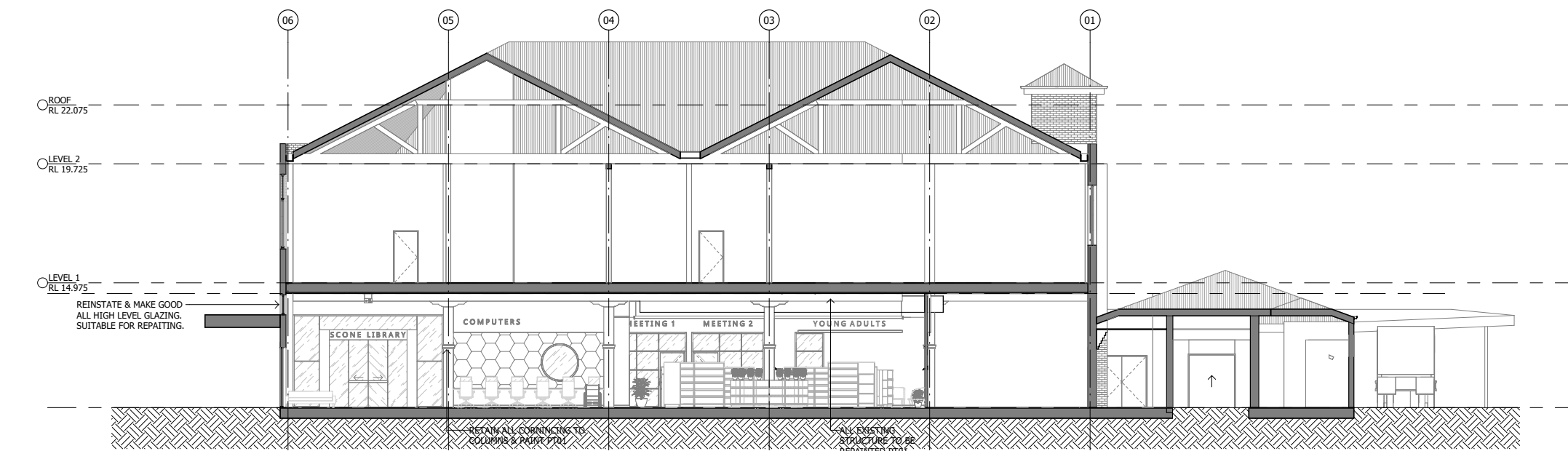


Issue
G

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1 SECTION - EXISTING - NORTH
 A1201 1 : 100



2 SECTION - SOUTH
 A1201 1 : 100

DESIGN DEVELOPMENT
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Issue	Description	Date	CHK	Auth
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E	FOR COORDINATION	23.03.22	JB	DH
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C	FOR INFORMATION	29.10.21	JB	DH
B	FOR INFORMATION	30.09.21	JB	DH
A	FOR INFORMATION	30.08.21	JB	DH

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Project
 SCONE LIBRARY DEVELOPMENT

Location
 167 KELLY STREET, SCONE

Project Number
23.348

Drawing
SECTIONS

Scale (A1)
 1 : 100

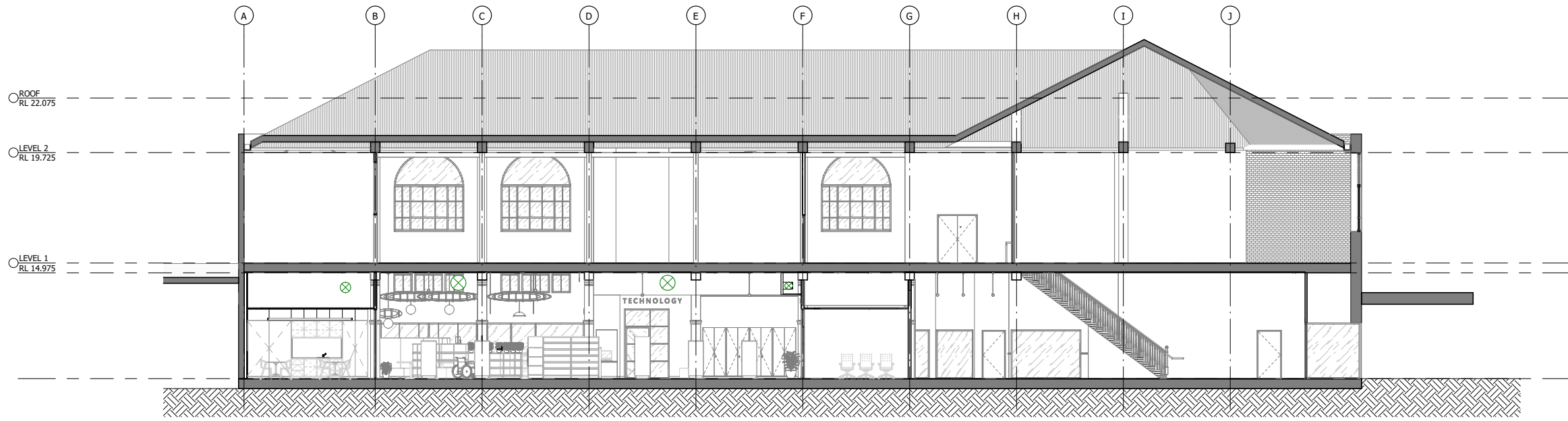
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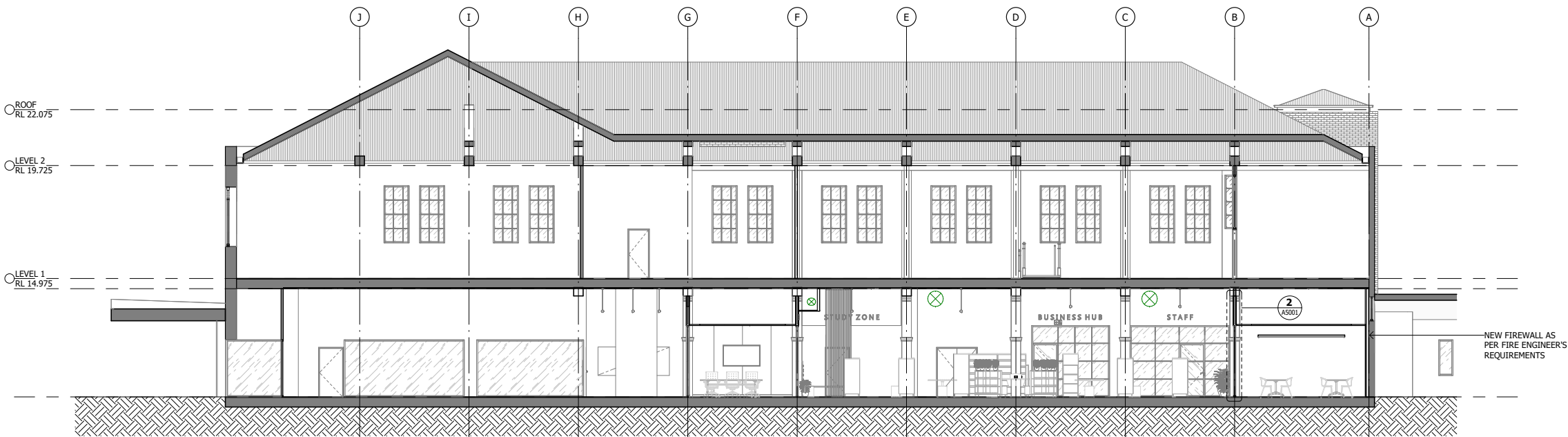
Issue
H



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1 SECTION - EAST
 1 : 100



2 SECTION - EXISTING - WEST
 1 : 100

DESIGN DEVELOPMENT
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Issue	Description	Date	CHK	Auth
G	DA UPDATE	19.06.24	PD	RP
F	FOR TENDER	31.05.22	JB	DH
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Client
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Project
 SCONE LIBRARY DEVELOPMENT

Location
 167 KELLY STREET, SCONE

Project Number
23.348

Drawing
SECTIONS

Scale (A1)
 1 : 100

Date Printed
 19/06/2024 4:09:02 PM

Drawing Number
A3004

Issue
G



Mathew Pringle

From: [REDACTED]
Sent: Sunday, 9 April 2023 6:37 AM
To: Council Internet Mail
Subject: External: Submission regarding DA 214-2022

[REDACTED]
Attn: General Manager
Upper Hunter Shire Council

Dear Mr. McDonald,

We are the owners of the Buttered Scone Cafe currently located in Shop 2A of Campbell's Corner. We are writing to you seeking clarification regarding the proposed DA found at <http://onlineservices.upperhunter.nsw.gov.au/Application/ApplicationDetails/010.2022.00000214.001/>

According to section 4 "This DA is for the installation of a Public library, café, visitor information centre, lift, storage...". There is a written submission and also detailed schematics. While there is a cafe shown in the picture on the written submission there are no detailed schematics of the proposed cafe in the twelve page architectural document, despite there being detailed depictions of the planned development of all other aspects of the DA.

Further, in section 4 it states "A café will be constructed... The works will include the installation of grease arrestors, fume exhaust hood systems and commercial benches and refrigeration". We cannot find these provisions in the detailed schematics. If the details of the internal setup of the cafe have not yet been fleshed out, may we suggest that Council consider consulting with us on the final design. We would be happy to work with Council and can offer our experience and expertise to help plan a functional cafe setup that will add value to Council's asset.

We note it states in the DA that "there is no proposed use of space external to the building for café dining". We have had discussions with council representatives at different times concerning the need for kerbside dining. Our experience is it would definitely have a significant impact on the long term viability of a cafe in this location.

Our understanding is that the footpath along Kelly Street will be widened during the upcoming revitalisation works and if this is the case, we hope an application to place dining tables and chairs along the front face of the Campbell's Corner building or something similar would be received favourably.

Without a detailed depiction of the proposed dining area it is difficult to know what the seating capacity is likely to be but with the masterplan overview on page 5 there appears to be a significant reduction in the allocated dining footprint from the present area. Under these circumstances, the provision of some level of outdoor dining would be advisable and we are happy to work with Council on a workable plan for this.

In the last paragraph of section 4 under “Café and Library Operations” it states hours of operation, number of staff, delivery hours etc. It is unclear whether this section relates to the proposed operation of the businesses involved after work is complete or whether this simply pertains to the work being done under the DA. Can we get clarification on this?

In Section 8 it states “During the works there will be construction fencing at the rear of the building preventing persons entering the building.” We have been informed a couple of weeks ago that next week and for a period of up to six months we can expect that we will have no Kelly Street access due to the road being closed for revitalisation. The proposed plan (at Council’s suggestion) was to divert all traffic to park at rear and enter through the back door. Will the street renovation and the building restoration overlap? Can we get clarity on how this is likely to work if there is to be no access from the rear of the building and no access from the front of the building at the same time?

If there will be a period/s of time when the only access will be via steps at the Liverpool St entrance we are concerned about access for the elderly, persons with mobility impairment and mothers with prams. What provision can be made for access for them if this work overlaps the revitalisation works on Kelly Street? We also receive deliveries from companies with large trucks that park out the back and will need access. There is no parking provision at the side of the building and suppliers will have difficulty manoeuvring fully laden trolleys up the steps. Can provision be made to facilitate deliveries?

We also note that nowhere on the DA is there an indication of the proposed timeline for either commencement or the conclusion of this work. While we understand that such timelines can be tricky to predict we would appreciate some kind of guideline on what to expect so that we can adequately anticipate and mitigate the upcoming disruptions to our business.

Finally, if Council could confirm its plans for highly visible signage on Kelly and Liverpool Streets, as well as in the rear Carpark, to direct potential customers into the cafe, it would be most reassuring. We have spoken to several businesses in our block on Kelly St. All have expressed their fears that business will be severely depressed over the duration of both the street and the building renovations.

As there have been three years of reduced trade since the unfortunate Covid pandemic, many are fearful that the planned restorations may be more than they can withstand. Any help that Council can provide in the way of signage and advertising would be deeply appreciated by all of us and will help the Scone shopping district to rebound into the thriving economic area we are all working towards.

We appreciate your attention to these matters and look forward to your reply.

Warm Regards,

Ya’el Noonan
Jillian Lennon

Caution: This email was sent from outside our organisation. Be cautious, particularly with links and attachments unless you recognise the sender and know the content is safe.

Council conflict of interest management statement

Project name	Alterations and additions to Campbell's Corner and fitout of new public library
DA No	214/2022
Potential conflict	Upper Hunter Shire Council is the landowner and applicant for this development. The project is partly grant funded and partly funded by Council.
Management Strategy	<p>The Council is managing potential conflicts of interest in this matter as follows:</p> <ul style="list-style-type: none">• The application is being assessed by an independent planning consultant.• The application will be publicly notified and determined by Council in an open Council meeting.• The management controls prescribed by Council's Policy: <i>Conflict of Interest – Dealing with Council related development throughout the development process</i> will be applied to the assessment and determination of the application.• A neighbouring Council will peer review any regulatory decisions should compliance decisions be made.
Contact	Anyone with concerns about Council fulfilling its obligations should report their concerns to the General Manager of Upper Hunter Shire Council.

Environmental & Community Services

D.10.4

***DEVELOPMENT APPLICATION NO. 58/2024 - DEMOLITION
WORKS AND CONSTRUCTION OF YOUTH AND COMMUNITY
CENTRE (STAGED DEVELOPMENT)***

RESPONSIBLE OFFICER: Mathew Pringle - Director Environmental & Community Services

REPORT PREPARED BY: Paul Smith - Senior Environmental Planner

PURPOSE

On 17 July 2024, Council received Development Application No. 58/2024 for demolition works and construction of a youth and community centre, covered basketball court and carparking (staged development) at 72-108 Mayne Street Murrurundi (Lot 12 Section 8 DP 758738, Lot 18 DP 1126608 and Lot 7304 DP 1158819). The development application is being referred to Council for determination as Council is the applicant and landowner.

RECOMMENDATION

That Council approve Development Application No. 58/2024 for demolition works and construction of a youth and community centre together with covered basketball court and carparking at 72-108 Mayne Street, Murrurundi (Lot 12 Section 8 DP 758738, Lot 18 DP 1126608 and Lot 7304 DP 1158819), subject to the conditions of consent in Attachment 1.

BACKGROUND

Council has not had previous dealings with this development application.

REPORT/PROPOSAL

Applicant: Upper Hunter Shire Council

Owner: Upper Hunter Shire Council

Location: 72-108 Mayne Street Murrurundi (Lot 12 Section 8 DP 758738, Lot 18 DP 1126608 and Lot 7304 DP 1158819)

Proposal: Demolition works and construction of a youth and community centre, covered basketball court and carparking (staged development)

Zoning: RE1 Public Recreation and R1 General Residential

As Council is the applicant and landowner, the application has been assessed by an independent planning consultant.

The application proposes to:

- Demolish part of an existing youth centre (Stage 1);
- Relocate an existing demountable building to the equestrian area nearby on Lot 18 DP 1126608 (Stage 1);
- Construct new youth and community centre and carparking (Stage 1)
- Construct a covered outdoor basketball court (Stage 2)

It is proposed to develop a new youth and community centre within Wilson Memorial Park by demolishing part of the existing single storey centre and relocating part of the centre that is constructed of demountable buildings (2 x single wide). The new centre will be single storey with a 20m x 15.9m footprint and a maximum height of approximately 5.4m at the ridge of the

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proposed gable roof. The building and roof will be clad in metal custom orb profile colorbond in Wallaby and Surfmist colours respectively, and the building constructed on a concrete slab.

The covered basketball court will be constructed with an unclad steel frame and a Surfmist colorbond roof. Its footprint will be 15m x 28m and 8.78 m high at the ridge of the gable roof.

The proposed structures are consistent with the nature of the surrounding parkland which serves a range of recreational and social purposes in a parkland/rural setting.

That component of the existing youth and community that comprises a demountable building will be relocated to the equestrian area of the park and used to supplement the existing buildings serving the users of that activity.

A detailed assessment of the proposal against Section 4.15 of the Environmental Planning and Assessment Act 1979 is provided in Attachment 2 while plans of the proposed development are provided in Attachment 3.

The application has been assessed as satisfactory and is recommended for approval for the following reasons:

- The proposal complies with the Upper Hunter Local Environmental Plan 2013
- The proposal complies with the Upper Hunter Development Control Plan 2023
- The proposal has been assessed as satisfactory against Section 4.15 of the Environmental Planning & Assessment Act 1979
- Will not have an adverse impact on the surrounding locality

OPTIONS

1. That Council approve Development Application No. 58/2024 for the demolition of a building and construction of a youth and community centre together with covered basketball court and carparking at 72-108 Mayne Street Murrurundi (Lot 12 Section 8 DP 758738, Lot 18 DP 1126608 and Lot 7304 DP 1158819), subject to the conditions of consent in Attachment 1.
2. That Council refuse Development Application No. 58/2024 for the demolition of a building and construction of a youth and community centre together with covered basketball court and carparking at 72-108 Mayne Street Murrurundi (Lot 12 Section 8 DP 758738, Lot 18 DP 1126608 and Lot 7304 DP 1158819), stating the reasons for refusal.

CONSULTATION

The development application was placed on public exhibition from 31 July 2024 to 28 August 2024 in accordance with the Upper Hunter Community Participation Plan. No submissions were received.

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Protected Environment

Ensuring the ongoing protection of our environment and natural resources.

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2.6 Plan, facilitate and provide for a changing population for current and future generations.

b. Delivery Program

- Assessment of planning applications

c. Other Plans

Section 4.15(1)(a)(iii) of the Environmental Planning and Assessment Act 1979 provides that in determining a development application, a consent authority is to take into consideration a development control plan (refer to full consideration in Attachment 4). Overall the development complies with the Upper Hunter Development Control Plan 2023.

IMPLICATIONS

a. Policy and Procedural Implications

Nil

b. Financial Implications

Development application fees of \$2,260.00 have been paid. A developer contribution of \$8,904.50 is payable if the application is approved.

The independent planning assessment was undertaken at a cost of \$2,000 (ex GST) which has been funded from the current budget.

c. Legislative Implications

An assessment of the development application has been undertaken pursuant to Section 4.15 of the Environmental Planning and Assessment Act 1979 ("the Act") (see Attachment 3).

As the Upper Hunter Shire Council is the Applicant, the application is deemed to be a "Council-related development application". Clause 30B of the Environmental Planning and Assessment Regulation 2021 requires:

A council-related development application must be accompanied by—

- (a) a statement specifying how the council will manage conflicts of interest that may arise in connection with the application because the council is the consent authority (a management strategy), or*
- (b) a statement that the council has no management strategy for the application.*

This statement was submitted and is provided in Attachment 4.

d. Risk Implications

Council determinations of development applications and modifications in relation to local development can be appealed by the applicant in the Land and Environment Court where they are not satisfied with the outcome of a determination. There is no risk of an appeal by the applicant in this instance.

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e. Sustainability Implications

The development proposal satisfies Section J of the Building Code of Australia for energy use performance requirements for Class 9B buildings.

f. Other Implications

Nil

CONCLUSION

The application has been assessed as satisfactory against Section 4.15 of the Environmental Planning and Assessment Act 1979, Upper Hunter Local Environmental Plan 2013 and the Upper Hunter Shire Development Control Plan 2023.

The proposal is in keeping with the site context, is an appropriate form of development for the site and is unlikely to result in any significant adverse impacts.

Accordingly, it is recommended that the application be approved subject to appropriate conditions of consent.

ATTACHMENTS

- 1 [↓](#) DA 58 2024 Recommended Conditions of Consent
- 2 [↓](#) DA 58/2024 - Section 4.15 Assessment
- 3 [↓](#) DA 58/2024 - Site Plans - Lot: 7304 DP: 1158819 CL: 600010 - 72-108 MAYNE STREET MURRURUNDI 2338
- 4 [↓](#) DA 58/20245 - Council conflict of interest management statement -

DA 58/2024 – Recommended Conditions of Consent

Identification of approved plans

1. Identification of approved plans

The development must be carried out in accordance with the development application, the drawings and documents referenced below except where amended by the conditions of consent.

PLAN TITLE/JOB REFERENCE NO	SHEET No	REVISION No	DRAWN BY	DATE
Site Plan 069-23	01	D	PB Eveleigh Plan Service	30.01.2024
Relocated Building Plan 069-23	02	C	PB Eveleigh Plan Service	30.01.2024
Part Site Plan 069-23	03	G	PB Eveleigh Plan Service	30.01.2024
Youth and Community Centre Floor Plan 069-23	04	E	PB Eveleigh Plan Service	30.01.2024
Elevations and Section 069-23	05	E	PB Eveleigh Plan Service	30.01.2024
Court Elevations and 3D View 069-23	06	D	PB Eveleigh Plan Service	30.01.2024
3D Views 069-23	07	D	PB Eveleigh Plan Service	30.01.2024
Interior Details 069-23	08	C	PB Eveleigh Plan Service	30.01.2024
Interior Details 069-23	09	B	PB Eveleigh Plan Service	30.01.2024
Interior Details 069-23	10	B	PB Eveleigh Plan Service	30.01.2024
Interior Details 069-23	11	B	PB Eveleigh Plan Service	30.01.2024
Interior Details 069-23	12	B	PB Eveleigh Plan Service	30.01.2024
Interior Details 069-23	13	B	PB Eveleigh Plan Service	30.01.2024
Interior Details 069-23	14	B	PB Eveleigh Plan Service	30.01.2024
Interior Details 069-23	15	B	PB Eveleigh Plan Service	30.01.2024

069-23				
Stairs and Ramp 069-23	16	B	PB Eveleigh Plan Service	30.01.2024
Stairs and Handrails 069-23	17	B	PB Eveleigh Plan Service	30.01.2024
Doors and Windows 069-23	18	A	PB Eveleigh Plan Service	30.01.2024
Accessibility Details 069-23	19	C	PB Eveleigh Plan Service	30.01.2024
Site Analysis 069-23	20	C	PB Eveleigh Plan Service	30.01.2024
Notes 069-23	21	A	PB Eveleigh Plan Service	30.01.2024
Roof Plan 069-23	22	A	PB Eveleigh Plan Service	30.01.2024
Site Waste Management Plan 069-23	23	A	PB Eveleigh Plan Service	30.01.2024
Staging Plan 069-23	24	B	PB Eveleigh Plan Service	30.01.2024

Approved Documents			
Document title	Version number	Prepared by	Date of document
Statement of Environmental Effects 23/023	-	Upper Hunter Planning	19.06.2024
BCA Section J – “Deemed to Satisfy” Compliance Report Ref: 20253		Building Sustainability Assessments	20.06.2024
Asbestos Register	A	WSP	03.05.2024
Flood Impact Assessment Ref: 2024-06-13	-	RHM	13.06.2024
Bushfire Threat Assessment	V2.0	Bushfire Consultant	09.07.2024
Stormwater Management Plan 23-119-C05.00	C	RHM Consulting Engineers	08/04/2024

(Reason: To ensure that the form of the development undertaken is in accordance with the determination of Council)

2. Documentation

A copy of all stamped approved plans, specifications and documents (including the Construction Certificate if required for the work incorporating certification of conditions of approval) must be kept on site at all times so as to be readily available for perusal by any officer of Council or the Principal Certifying Authority.

(Reason: To ensure that the form of the development undertaken is in accordance with the determination of Council)

3. Staged Consent

This consent is for a staged development, namely:

Stage 1:

- Demolition of Part of and Relocation of Part of Existing Community Centre
- Construction of New Youth and Community Centre and Carparking

Stage 2:

- Demolition of Existing Basketball Court
- Construction of New Basketball Court and Roof with open sides

Operational conditions imposed under the *Environmental Planning and Assessment Act* and regulations and other relevant legislation:

4. National Construction Code/ Building Code of Australia

All building work must be carried out in accordance with the provisions of the National Construction Code Series/Building Code of Australia.

(Reason: Prescribed by legislation)

5. Construction Certificate, Principal Certifier and Notice Required

In accordance with the provisions of Section 6.6/6.12, 6.7/6.13 of the Environmental Planning and Assessment Act 1979, construction works approved by this consent must not commence until:

- a) A Construction Certificate has been issued by a Certifier (being Council or a registered certifier); and
- b) A Principal Certifier has been appointed by the person having benefit of the development consent; and
- c) If Council is not the Principal Certifier, notify Council no later than two (2) days before building/subdivision work commences as to who is the appointed Principal Certifier; and
- d) At least two (2) days before commencement of building work, the person having benefit of the development consent is to notify Council as to the intention to commence building work.

(Reason: Prescribed by legislation)

6. AUSGRID

The works must comply with the relevant Ausgrid Network Standards and requirements.

(Reason: To comply with relevant Standards)

7. SafeWork NSW

The works must comply with SafeWork NSW Codes of Practice.

(Reason: Prescribed by legislation)

Conditions to be complied with prior to the issue of the construction certificate:

8. Long Service Levy

In accordance with Section 34 of the Building and Construction Industry Long Service Payments Act 1986, the applicant must pay a long service levy at the prescribed rate to either the Long Service Payments Corporation or Council for any work costing \$250,000 or more. The Long Service Levy is payable prior to the issue of a Construction Certificate.

(Reason: Prescribed by legislation)

9. Upper Hunter Section s94A Contributions Plan 2017

A total monetary contribution of \$8,904.50 is to be paid to Council, pursuant to Section 7.12 (formerly s94A) of the Environmental Planning and Assessment Act 1979.

A copy of the s 94A Levy Contributions Plan can be accessed on Council's website at www.upperhunter.nsw.gov.au, or may be inspected at Council's Administration Building.

The amount of contribution payable under this condition has been calculated at the date of consent. In accordance with the provisions of the Contributions Plan, this amount shall be indexed at the time of actual payment in accordance with the Consumer Price Index. Indexation of contributions for payment occurs quarterly.

(Reason: To provide for additional community infrastructure as a result of increased and changed demand resulting from development)

10. Landscaping

A landscaping plan is to be produced to the satisfaction of Council prior to the issue of a Construction Certificate. The landscape plan is to provide for the replacement of 2 trees to be removed to make way for the car parking constructions, as well as general restoration of the site following to completion of other construction works.

(Reason: To maintain the amenity of the locality)

11. Outdoor Lighting

A plan should be produced showing the location and specification of any outdoor lighting. This lighting plan should provide security lighting as well as an adequate level of lighting for operational purposes. The Certifier must be satisfied that all outdoor lighting and illuminated signage shown on the plan to be

designed and positioned to minimise any detrimental impact upon the, the amenity of other premises by complying with AS4282:2023 Control of the Obtrusive effects of Outdoor Lighting.

(Reason: To ensure safety of users while avoiding adverse impacts on the surroundings from glare)

12. Crime Prevention

Security cameras are to be installed internally and external to the Youth and Community Centre building, as well as movement detectors within the building. All wall openings are to be secured against forced entry.

(Reason: to ensure the safety of users and the security of the building)

13. National Construction Code (BCA) Access

Access and facilities to and within the building are to be provided for Persons with a Disability and are to comply with the NCC 2022 - Volume One Building Code of Australia and AS 1428.1. Details are to be provided to the Certifier prior to the issue of any Construction Certificate and be implemented prior to occupation of the building.

(Reason: To ensure adequate provision is made for access to and within the building for people with a disability)

14. Disabled Car Parking Spaces

A total of one (1) car parking spaces for use by persons with a disability must be provided as part of the total car parking requirements.

Plans demonstrating compliance with this requirement and the following Australian Standards are to be submitted to, and approved by, the Certifier prior to the issue of any Construction Certificate.

- a) AS/NZS 2890.1:2004 Parking Facilities – Off street car parking
- b) AS/NZS 1428.1:2009 Design for access and mobility – General requirements for access – New building work
- c) AS/NZS 1428.4.1:2009 Design for access and mobility – Means to assist the orientation of people with vision impairment – Tactile ground surface indicators.

(Reason: To ensure adequate provision is made for car parking for people with a disability)

15. Vehicle Access & Parking

All internal driveways, vehicle turning areas, and vehicle parking spaces including the loading bay dimensions must be designed and constructed to comply with the relevant section of AS 2890 (Off-street Parking standards).

Any amendment(s) must be clearly marked on the plans submitted to the Principal Certifier prior to the issue of any Construction Certificate.

(Reason: To ensure compliance with Council's DCP and Australian Standards relating to manoeuvring, access and parking of vehicles.)

16. Bicycle parking

5 bicycle parking spaces should be provided in accordance with AS 2890.3:2015 and their dimensions must be annotated in the architectural plans.

Details demonstrating compliance must be clearly marked on the plans submitted to the Principal Certifier prior to the issue of any Construction Certificate.

(Reason: To ensure bicycle parking spaces are designed as per Australian Standards)

17. Water Infrastructure

In relation to any works associated with water infrastructure, plans and design details demonstrating compliance with the requirements of the Water and Waste Division shall be submitted to, and approved by, the Certifying Authority prior to the issue of any Construction Certificate.

Council owns existing water mains that run across this property and any permanent structures should not be constructed over the influence zone (within proposed easements) of those existing council infrastructure.

(Reason: To ensure satisfactory arrangements are in place for the provision of a reticulated water supply)

18. Sewer Infrastructure

In relation to any works associated with sewer infrastructure, plans and design details demonstrating compliance with the requirements of the Water and Waste Division shall be submitted to, and approved by the Certifying Authority prior to the issue of any Construction Certificate.

The work shall comply with AS/NZS 3500, Plumbing and Drainage Standards, and Council's Engineering Guidelines for Subdivision and Development. All required works shall be undertaken at full cost to the applicant.

Existing sewer mains depth to be confirmed on site to make sure the proposed sewer connection from the proposed buildings will be gravity connected

Council owns existing sewer mains run across this property and any permanent structures should not be constructed over the influence zone (within proposed easements) of those existing council infrastructure.

(Reason: To ensure satisfactory arrangements are in place for the disposal of sewage)

19. Stormwater

The stormwater system shall be constructed to an appropriate standard in compliance with the Council's Engineering Guidelines for Subdivisions and Developments.

Detailed engineering drawings of the proposed stormwater drainage system shall be submitted to and approved by the Principal Certifying Authority prior to the issue of any Construction Certificate.

(Reason: To ensure adequate provision is made for stormwater drainage from the site in a proper manner that protects adjoining properties and public infrastructure)

Note: An approval under Section 68 of the Local Government Act 1993 to carry out stormwater drainage work and to connect to the stormwater drainage system.

(Reason: To ensure adequate provision is made for stormwater drainage from the site in a proper manner that protects adjoining properties and public infrastructure)

20. Soil and Water Management

Where construction or excavation activity requires the disturbance of the soil surface and existing vegetation, details including plans and specifications shall be submitted to Council accompanying the application for any Construction Certificate, which provide adequate measures for erosion and sediment control. As a minimum, control techniques are to be in accordance with The Blue Book published by Landcom provisions on Erosion and Sediment Control, or a suitable and effective alternative method. The Control Plan shall incorporate and disclose:

- a. all details to protect and drain the site during the construction processes;
- b. all sediment control devices, barriers and the like;
- c. sedimentation tanks, ponds or the like;
- d. identification of temporary site access from the road to the construction site;
- e. covering materials and methods, and
- f. a schedule and programme of the sequence of the sediment and erosion control works or devices to be installed and maintained.

Detailed plans demonstrating that these design requirements have been met shall be submitted to, and approved by, the Certifying Authority prior to the issue of any Construction Certificate.

(Reason: To protect the environment from the effects of sedimentation and erosion arising from development sites)

21. Compliance with 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 Certifier prior to the issue of the Construction Certificate.

(Reason: To ensure the development is constructed in accordance with appropriate standards)

22. Bushfire Protection

Prior to the issue of any Construction Certificate plans and specifications must be submitted that demonstrate compliance with the NSW Rural Fire Service:

A. Asset Protection Zones

From the commencement of building works and in perpetuity, the property must be managed as an inner protection area as shown in Figure 6 of the bush fire assessment report prepared by BushFire Consultant Pty Ltd, numbered 1189, dated 09/07/2024, in accordance with the following requirements of Appendix 4 of Planning for Bush Fire Protection 2019:

- tree canopy cover should be less than 15% at maturity;
- trees at maturity should not touch or overhang the building;
- lower limbs should be removed up to a height of 2 m above the ground;
- tree canopies should be separated by 2 to 5 m;
- preference should be given to smooth-barked and evergreen trees;
- large discontinuities or gaps in the shrubs layer should be provided to slow down or break the progress of fire towards buildings;
- shrubs should not be located under trees;
- shrubs should not form more than 10% ground cover;

- clumps of shrubs should be separated from exposed windows and doors by a distance of at least twice
- the height of the vegetation;
- grass should be kept mown (as a guide, grass should be kept to no more than 100mm in height); and
- leaves and vegetation debris should be removed regularly.

(Reason: To minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting firefighting activities)

B. Construction Standards

New construction must comply with section 3 and section 5 (BAL 12.5) Australian Standard AS3959-2018 Construction of buildings in bushfire-prone areas or the relevant requirements of the NASH Standard – Steel Framed Construction in Bushfire Areas (incorporating amendment A - 2015). New construction must also comply with the construction requirements in Section 7.5 of Planning for Bush Fire Protection 2019.

Reason: to minimise the risk of bush fire attack and provide protection for emergency services, personnel, residents and others assisting firefighting activities.

C. Access – Property Access

Access roads must be upgraded where necessary to comply with general requirements of Table 6.8b of Planning for Bush Fire Protection 2019:

- access roads are two-wheel drive, all-weather roads;
- access is provided to all structures;
- traffic management devices are constructed to not prohibit access by emergency services vehicles;
- access roads must provide suitable turning areas in accordance with Appendix 3; and
- one way only public access roads are no less than 3.5 metres wide and have designated parking bays with hydrants located outside of these areas to ensure accessibility to reticulated water for fire suppression.

(Reason: To minimise the risk of bush fire attack and provide protection for emergency services, personnel, residents and others assisting firefighting activities)

D. Water and Utility Services

The provision of water, electricity and gas installed as a part of this application must comply with the following in accordance with Table 5.3c of Planning for Bush Fire Protection 2019:

- reticulated water is to be provided to the development where available;
- fire hydrant, spacing, design and sizing complies with the relevant clauses of Australian Standard AS2419.1:2005;
- hydrants are not located within any road carriageway;
- reticulated water supply to urban subdivisions uses a ring main system for areas with perimeter roads;
- fire hydrant flows and pressures comply with the relevant clauses of AS 2419.1:2005;
- all above-ground water service pipes are metal, including and up to any taps;
- where practicable, electrical transmission lines are underground;
- where overhead, electrical transmission lines are proposed as follows:
 - lines are installed with short pole spacing (30m), unless crossing gullies, gorges or riparian areas; and
 - no part of a tree is closer to a power line than the distance set out in accordance with

- the specifications in ISSC3 Guideline for Managing Vegetation Near Power Lines.
- reticulated or bottled gas is installed and maintained in accordance with AS/NZS1596:2014 and the requirements of relevant authorities, and metal piping is used;
 - reticulated or bottled gas is installed and maintained in accordance with AS/NZS 1596:2014
 - the storage-and handling of LP Gas, the requirements of relevant authorities, and metal piping is used;
 - all fixed gas cylinders are kept clear of all flammable materials to a distance of 10m and shielded on the hazard side;
 - connections to and from gas cylinders are metal; polymer sheathed flexible gas supply lines are not used; and
 - above-ground gas service pipes are metal, including and up to any outlets.

(Reason: To provide adequate services of water for the protection of buildings during and after the passage of a bush fire, and to locate gas and electricity so as not to contribute to the risk of fire to a building)

E. Landscaping Assessment

Landscaping within the required asset protection zone must comply with Appendix 4 of Planning for Bush Fire Protection 2019. In this regard, the following principles are to be incorporated:

- a minimum 1 metre wide area (or to the property boundary where the setbacks are less than 1 metre), suitable for pedestrian traffic, must be provided around the immediate curtilage of the building;
- planting is limited in the immediate vicinity of the building;
- planting does not provide a continuous canopy to the building (i.e. trees or shrubs are isolated or located in small clusters);
- landscape species are chosen to ensure tree canopy cover is less than 15% (IPA), and less than 30% (OPA) at maturity and trees do no touch or overhang buildings;
- avoid species with rough fibrous bark, or which retain/shed bark in long strips or retain dead material in their canopies;
- use smooth bark species of trees species which generally do not carry a fire up the bark into the crown;
- avoid planting of deciduous species that may increase fuel at surface/ ground level (i.e. leaf litter);
- avoid climbing species to walls and pergolas;
- locate combustible materials such as woodchips/mulch, flammable fuel stores away from the building;
- locate combustible structures such as garden sheds, pergolas and materials such as timber garden furniture away from the building; and
- low flammability vegetation species are used.

(Reason: To minimise the risk of bush fire attack and provide protection for emergency services, personnel, residents and others assisting firefighting activities)

Conditions that must be addressed prior to commencement:

23. Erosion and Sediment Control

All erosion and sedimentation techniques are to be properly installed prior to the commencement of any site works and maintained in a functional and effective condition throughout the construction activities in accordance with Soils and Construction: Managing Urban Stormwater ('the Blue Book') until the site is stabilised and landscaped.

The installation is to be approved by the Principal Certifying Authority prior to further commencement of site works.

(Reason: To protect the environment from the effects of sedimentation and erosion from development sites)

24. Site Facilities

Site facilities

- (a) If the development involves building work or demolition work, it is recommended that the work site be fully enclosed by a temporary security fence (or hoarding) before work commences. Any such hoarding or fence is to be removed when the work has been completed.
- (b) A minimum width of 1.2m must be provided between the work site and the edge of the roadway so as to facilitate the safe movement of pedestrians. If trees are present in the footpath the minimum width must be provided to one side of the trees.
- (c) A garbage receptacle fitted with a tight fitting lid for the reception of all food scraps and papers from the work site must be provided prior to building work commencing and must be maintained and serviced for the duration of the work.
- (d) Adequate toilet facilities must be provided on the work site. Each toilet provided must be a standard flushing toilet, connected to a public sewer, or if connection to a public sewer is not available, to an on-site effluent disposal system approved by the council, or an approved temporary chemical closet.

The provision of toilet facilities must be completed before any other work is commenced.

The installation of the site facilities shall be approved by the Principal Certifying Authority prior to further commencement of site works and prior to the first inspection.

(Reason: To ensure the health and safety of the community and workers on the site)

25. Site to Be Secured

The site must be secured and fenced prior to works commencing. If necessary, an awning is to be erected, sufficient to prevent any substance from, or in connection with, the work falling onto public property. The work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons on public property.

If the work involves the erection or demolition of a building and is likely to cause pedestrian or vehicular traffic on public property to be obstructed or rendered inconvenient, or building involves the enclosure of public property, a hoarding or fence must be erected between the work site and the public property.

Separate approval is required to erect a hoarding or temporary fence on public property. Approvals for hoardings, scaffolding on public land must be obtained and clearly displayed on site for the duration of the works.

The security of the site is not to impede access for adjoining owners to their individual properties.

Any hoarding, fence or awning is to be removed when the work is completed.

(Reason: To ensure public safety and site security)

26. Site Works/Construction Signage

A sign must be erected in a prominent position on any work site on which work involved in the erection or demolition of a building is being carried out:

- (a) stating that unauthorised entry to the work site is prohibited;
- (b) showing the name of the principal contractor (or person in charge of the work site), and a telephone number at which that person may be contacted at any time for business purposes and outside working hours; and
- (c) showing the name, address and telephone number of the Principal Certifying Authority for the work.

Any such sign must be maintained while to building work or demolition work is being carried out, but must be removed when the work has been completed.

The installation is to be approved by the Principal Certifying Authority prior to further commencement of site works.

(Reason: Statutory requirement)

27. Construction Certificate

No works shall commence on site until such time as a Construction Certificate has been issued for either part or all of the works. If a certificate is issued for part of the works in must cover the works being undertaken onsite.

(Reason: Prescribed – Statutory)

Conditions that must be complied with during demolition and building work:

28. Construction Hours

Any person acting on this consent shall ensure that:

- (a) building construction activities are only carried out during the following hours:
 - i. between Monday to Friday (inclusive)—7.00am to 5.00pm,
 - ii. on a Saturday—8.00am to 5.00pm.
- (b) building construction activities must not be carried out on a Sunday or a public holiday unless prior approval has been obtained
- (c) demolition and excavation works must only be carried out between Monday to Friday (inclusive) between 8.00am and 5.00pm.

(Reason: To ensure that works do not interfere with reasonable amenity expectations of residents and the community)

29. Construction Noise

Noise arising from the works must be controlled in accordance with the requirements of the Protection of the Environment Operations Act 1997 and guidelines contained in the New South Wales Environmental Protection Authority document Noise Guide for Local Government.

(Reason: To ensure that works do not interfere with reasonable amenity expectations of residents and the community)

30. Location of Council Pipes

During all phases of demolition, excavation and construction, it is the full responsibility of the applicant and their contractors to:

- a) Ascertain the exact location of the Council stormwater drainage pipeline and associated pits traversing the site in the vicinity of the works;
- b) Take measures to protect the in-ground Council stormwater drainage pipeline and associated pits;
- c) Ensure dedicated overland flow paths are satisfactorily maintained through the site.

Stormwater drainage pipes can be damaged through applying excessive loading (such as construction machinery, material storage, and the like). All proposed structures and construction activities must be sited fully clear of Council's stormwater drainage pipes, pits, easements, watercourses and overland flow paths on the site.

If the Council pipeline is uncovered during construction, all work must cease, and the PC and Council must be contacted immediately for advice. Any damage caused to the Council stormwater drainage system must be immediately repaired in full as directed, and at no cost to Council.

(Reason: To protect public infrastructure)

31. Dust Management

The site preparation work and construction shall be carried out in a manner that minimises dust generation from the site, including wind-blown and traffic-generated dust as far as practicable. All project related activities on the site shall be undertaken with the objective of minimising visible emissions of dust from the site. All vehicles leaving the site must have the loads covered such as to prevent dust emissions.

Should visible dust emissions attributable to the demolition and construction occur, the development person acting on the consent shall identify and implement all practical dust mitigation measures, including the cessation of demolition and construction activities, as appropriate, such that emissions of dust are minimised.

(Reason: To ensure the development operations does not cause excessive dust)

32. Waste

All soil and material, liquid and solid must be treated as potentially contaminated waste. In this regard:

- a. All waste material(s) must be disposed of at an appropriately licensed waste facility for the specific waste. Receipts for the disposal of the waste must be submitted to council within 14 days of the waste being disposed.
- b. All waste must be transported by a contractor licenced to transport the specific waste, and in vehicles capable of carting the waste without spillage, and meeting relevant requirements and standards. All loads must be covered prior to vehicles leaving the site.

(Reason: To ensure the appropriate disposal of potentially contaminated waste material)

33. Stormwater Runoff

Alterations to the natural surface contours must not impede or divert natural surface water runoff, so as to cause a nuisance to adjoining property owners.

(Reason: To avoid adverse impacts from runoff)

34. Waste Management

Rubbish generated from the development is to be suitably contained on site at all times. No rubbish shall be stockpiled in a manner which facilitates the rubbish to be blown off site.

(Reason: To maintain the amenity of the locality)

35. Securing Excavations

All associated excavations and backfilling associated with the development must be executed safely and in accordance with the appropriate professional standards, and must be properly guarded and protected to prevent them from being dangerous to life or property.

(Reason: To maintain public safety)

Conditions which must be complied with prior to the issue of any occupation certificate:

36. Fire Safety Matters

At the completion of each stage, a Fire Safety Certificate will need to be prepared which references all the Essential Fire Safety Measures applicable and the relative standards of Performance (as per Schedule of Fire Safety Measures). This certificate must be prominently displayed in the building and copies must be sent to Council and Fire and Rescue NSW.

Details demonstrating compliance are to be submitted to the Principal Certifier prior to the issue of a part Occupation Certificate or Occupation Certificate. Each year the Owners must send to the Council and Fire and Rescue NSW, an annual Fire Safety Statement which confirms that all the Essential Fire Safety Measures continue to perform to the original design standard.

(Reason: Statutory requirement under Parts 10, 11 & 12 of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021)

37. Emergency Management Plan

An emergency management plan is to be produced to Council's satisfaction. The emergency management plan should be integrated with the overall park's emergency management plan/operational plan and include details of how evacuation procedures relate to specific facilities.

(Reason: To ensure public safety during emergencies)

38. Operational Plan

An operational management plan is to be produced to Council's satisfaction. The operational management plan should be integrated with the overall park's operational management plan/operational plan and include details of but not limited to such matters as hours of operation, security, noise management.

(Reason: To ensure the sound operation of the development)

39. Operational Hours

The operating hours of the community facility and basketball courts are limited to 0800-2200 each day.

(Reason: To avoid adverse impacts from the operation of the development at night)

40. Stormwater

Prior to the issue of any Occupation Certificate the stormwater system must be constructed and operational in accordance with the approved plans. An appropriately qualified and practising Civil Engineer shall provide signed Works-as-Executed drawings and certification to the Certifying Authority that the stormwater drainage system has been constructed in accordance with this consent and the provisions of AS3500.

(Reason: To ensure there is adequate stormwater drainage in place for the development)

41. Surface Treatment

Prior to the issue of any Occupation Certificate, the surface treatments of the facility must be constructed in accordance with the approved plans.

(Reason: To ensure stormwater is captured and drains efficiently to the on-site water treatment system)

42. Landscaping

Prior to the issue of an Occupation Certificate all landscaping shall be completed in accordance with the approved landscape design plans.

(Reason: To enhance the amenity of the locality)

43. Rehabilitation

All disturbed areas of land shall be fully rehabilitated to prevent soil erosion and migration.

(Reason: To avoid soil erosion)

44. All Services Provided

Certification that all services as required (e.g. water supply, gas, electricity, telephone, sewer), are available to the site, shall be submitted to the PC.

(Reason: To ensure services are available to users)

45. Bushfire Protection

Prior to the issue of any Occupation Certificate, certification must be provided by a BPAD accredited Bushfire Consultant that demonstrates that the development has been carried out in accordance with the approved plans and NSW Rural Fire Service conditions.

(Reason: To comply with relevant Bushfire Provisions)

Conditions that must be complied with at all times:

46. Waste Management

Waste and recycling storage must be maintained to prevent trespassing, vermin entering the area, and must be routinely and properly cleaned for the life of the development.

All waste and recycling containers are to be clearly and correctly labelled to identify which materials are to be placed in collection container (bin). All Mobile Garbage Bins used on site are to be designed and colour-coded in accordance with the Australian Standard 4123: Mobile Garbage Containers.

Waste collection must be carried out at sufficient intervals to ensure that the facility is kept in a safe and healthy condition.

(Reason: To ensure appropriate handling of waste)

47. Maintenance of Landscaping

Landscaping shall be maintained in accordance with the approved plan in a healthy state, and in perpetuity, by the existing or future owners and occupiers of the development.

If any of the vegetation comprising the landscaping dies or is removed, it is to be replaced with vegetation of the same species and similar maturity as the vegetation which has died or was removed.

(Reason: To maintain visual amenity)

48. Outdoor Lighting and Illuminated Signage

All outdoor lighting and illuminated signage must be managed to not detrimentally impact upon aircraft safety, the amenity of other premises and dwellings and safety of road users, and must comply with, where relevant, AS 1158.3:2005 Lighting for roads and public spaces – Pedestrian Area (Category P) lighting – Performance and design requirements and AS 4282:1997 Control of the obtrusive effects of outdoor lighting.

(Reason: To preserve public amenity)

49. Parking Areas to be Kept Clear

At all times car parking spaces, driveways and footpaths must be kept clear of goods and must not be used for storage purposes.

(Reason: To maintain appropriate access standards)

DEVELOPMENT APPLICATION

ASSESSMENT REPORT

Under Section 4.15 of the Environmental Planning and Assessment Act 1979

Date:



Proposed Development Summary	<p>DA No: 2024-58</p> <p>Proposal: Demolition works and Construction of Recreation Facility (Staged Development)</p> <p>Stage 1:</p> <p>Demolition of Part of and Relocation of Part of Existing Community Centre Construction of New Youth and Community Centre and Carparking</p> <p>Stage 2:</p> <p>Demolition of Existing Basketball Court Construction of New Basketball Court and Cover</p> <p>Address: Lot 18, DP 1126608, Lot 7304/-/DP1158819, Lot 1 DP 544270 72-108 Mayne Street, Murrurundi 2338</p> <p>Applicant: Ms Sally Cottom</p> <p>Date Lodged: 15/072024</p>
Additional Information	<p><input type="checkbox"/> Additional info required</p> <p>Details:</p> <p>Requested on _____ Required by _____</p>
Neighbour Notification and Advertisement	<p><input checked="" type="checkbox"/> Notification & Advertisement required</p> <p>Start 31/07/2024 Finish 28/08/2024</p>

Submissions	Submission/s received Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Number received0
	Basis of Submissions:	
	
	
	
	
	
	
	
	

Site Inspection	
Look for: <ul style="list-style-type: none"> • obstruction of views* • sunlight, privacy* • noise, odour* • light spillage* • visual impact* • streetscape* • access & traffic* • invert crossing location/design • ground levels* • storm/ surface water* • native vegetation • significant trees • location of utilities • soil conditions/ hazards* • fire safety provisions • site contamination* • disabled access Include additional comments and observations on file notes where necessary.	Inspection held on Photos and online at time Person/s present Condition of footway pavement fair Condition of kerb & guttering; road shoulder nil K&G, road shoulder grass Location/design of invert crossing nil Driveway gradient minimal slope on site Location of power poles, stormwater sumps, utilities underground power, various electrical kiosks for caravan etc connection on site, existing piped stormwater drainage system on site. Consider site levels minimal slope Disposal of roof/surface waters to existing stormwater drainage system or overland dispersion Street gutters <input type="checkbox"/> NO Interallotment Easement <input type="checkbox"/> NO On site <input type="checkbox"/> Other <input type="checkbox"/> Are soil erosion controls proposed? Yes X No <input type="checkbox"/> Are they adequate? Yes X No <input type="checkbox"/> Is there any evidence of existing site contamination? Yes <input type="checkbox"/> No X Is there any evidence of, landslip? Yes <input type="checkbox"/> No X Bushfire risk? See bushfire risk assessment and RFS referral response Yes X No Is there any evidence of flooding? Low risk assessed- see later Yes <input type="checkbox"/> No X Is the proposal likely to obstruct views? Yes <input type="checkbox"/> No X Is the proposal likely to affect sunlight or privacy? Yes <input type="checkbox"/> No X Will the proposal affect the streetscape? Minimal view from the street, rustic rural

	setting	Yes	No X
	Will the proposal affect native vegetation?	Yes <input type="checkbox"/>	No X
	Does the proposal include the removal of significant trees?	Yes <input type="checkbox"/>	No X
	Is the proposed traffic movement satisfactory?	Yes X	No <input type="checkbox"/>
	Are the fire safety provisions adequate? BCA compliance required	Yes X	No <input type="checkbox"/>
	Other observations?		

<p>Description of Proposal</p> <p><i>Provide a detailed description of the proposal and how it relates to the site (e.g. new dwelling – number of storeys, building height, number of bedrooms, floor areas, car parking, access, landscaping, external colours and finishes, etc.).</i></p>	<p>It is proposed to</p> <ul style="list-style-type: none"> • Demolish part of an existing Youth and Community Centre, • Relocate existing demountable buildings to equestrian area nearby on Lot 18 DP 1126608 • Construct new Youth and Community Centre and carparking (Stage 1) • Construct a covered outdoor Basketball Court (Stage 2) • Construct a 13 space car parking area to serve the above. <p>It is proposed to develop a new youth and community centre in the park by demolishing part of the existing single storey centre and relocating part of the centre that is constructed of demountable buildings (2 x single wide). The new centre will be single storey with a 20m x 15.9m footprint and a maximum height of approximately 5.4m at the ridge of the proposed gable roof. The building and roof will be clad in metal custom orb profile colorbond in Wallaby and Surfmist colours respectively, and the building constructed on a concrete slab.</p> <p>The covered basketball court will be constructed with an unclad steel frame and a Surfmist colorbond roof. Its footprint will be 15m x 28m and 8.78 m high at the ridge of the gable roof.</p> <p>The proposed structures are consistent with the nature of the surrounding parkland which serves a range of recreational and social purposes in a parkland/rural setting.</p> <p>That component of the existing youth and community that comprises a demountable building will be relocated to the equestrian area of the park and used to supplement the existing buildings serving the users of that activity.</p> <p>The proposed hours of operation for the youth and community building would be 8am to 8pm. There may be meetings within the building from time to time that go beyond 8pm to say 10pm at the latest. The basketball court wouldn't generally be used outside of daylight hours – typically from 8am to 7pm at the latest (in summer) – it will be open to the public.</p>
<p>Relevant History (comment if necessary)</p> <p><i>Provide brief history relevant to site, previous land uses, previous development applications and background to current application.</i></p>	<p>See site description below</p>
<p>Internal Referrals</p> <p><input type="checkbox"/> Health & Building</p> <p><input checked="" type="checkbox"/> Water & Sewer</p> <p><input checked="" type="checkbox"/> Infrastructure Services (Assets)</p> <p><input type="checkbox"/> Heritage Adviser</p>	<p>Comment:</p> <p>Engineer Water and Sewer commented on 10/ 09/ 2024 that existing services are to be used by the proposed development, and that the proposal is supported, subject to standard conditions and no specific conditions.</p> <p>.....</p> <p>Engineer Technical Services commented on 03/09/2024 supporting the proposed development, subject to standard conditions and no specific conditions.</p>

<p>External Referrals</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> RFS <input type="checkbox"/> RMS <input type="checkbox"/> Mine Subsidence Board <input type="checkbox"/> Office of Water <input type="checkbox"/> Other 	<p>Comment:</p> <p>The application was referred to the NSW RFS for comment pursuant to s.4.14 of the EP&A Act as the proposed building is classified as a public assembly building (refer to Section 8.3.11 of Planning for Bushfire Protection 2019). The RFS responded on 19/09/2024 providing a number of recommendations based on the submitted plans and the submitted Bush Fire Assessment Report 1189. Provided these recommendation are followed, RFS did not object to the proposed development.</p>
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<p>Other Matters</p> <p><i>e.g., government policies, planning studies, research reports, management plans.</i></p>	<p>Comment:</p> <p>.....Nil.....</p>
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<p>The relevant matters for consideration under Section 4.15 of the Environmental Planning and Assessment Act 1979 are assessed under the following headings:</p>	<p>Upper Hunter Local Environmental Plan 2013</p>	
	<p>Land Use Table</p>	<p>Comment</p>
	<p>Zoning classification</p>	<p>Partial demolition, construction of community facility and construction of outdoor recreation facility located in Zone RE1. Demolition of existing basketball court, and relocation of transportable section of the existing community facility to be located in Zone R1</p>
	<p>Zoning objectives</p>	<p>Zone RE1 Public Recreation</p> <p>1 Objectives of zone</p> <ul style="list-style-type: none"> - To enable land to be used for public 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. <p>The Proposal is consistent with these objectives, particularly the first two.</p> <p>Zone R1 General Residential</p> <p>1 Objectives of zone</p> <ul style="list-style-type: none"> - • To provide for the housing needs of the community. - • To provide for a variety of housing types and densities. - • To enable other land uses that provide facilities or services to meet the day to day needs of residents. <p>The Proposal is consistent with the last objective.</p>
	<p>Zoning permissibility</p>	<p>Proposal type: Community Facility and Outdoor Recreation Facility, both permissible in the RE1 zone</p> <p>Relocated sections of building to the Equestrian Centre (recreation facility) is permissible in the R1 zone.</p> <p>Permissible in above zoning: X Yes <input type="checkbox"/> No</p>

	2.7 Demolition requires development consent	The Proposal includes demolition works including partial demolition of the existing community facility building and part relocation of a transportable part of the building. In addition, demolition works are related to the existing basketball court. Asbestos containing building materials are within the building proposed for demolition- see Asbestos Report.
Part 4 Principal Development Standards: Clause 4.1 to 4.6		
Considered: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	4.1 No subdivision proposed 4.2 No rural subdivision proposed 4.3 Maximum building height 8.5 m for part, no maximum building height for part. The proposed community facility and outdoor recreation centre are located in Lot 7304 which has no maximum building height. The relocated part of a building is located in Lot 18 DP 1126608, to which an 8.5 m maximum building height applies. Complies. 4.4 Maximum FSR 0.5:1 for part, no maximum FSR for part. The proposed community facility and outdoor recreation centre are to be located in Lot 7304 which has no FSR. The relocated transportable part of the existing community facilities building is to be located in Lot 18 DP 1126608, to which a maximum FSR of 0.5:1 applies. Complies. 4.5 N/A. Noted. 4.6 No exception to development standards sought.	
Part 5 Miscellaneous Provisions: Clause 5.1 to 5.13		

<p>Considered:</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> N/A</p>	<p>5.1 N/A. Not affected by acquisition</p> <p>5.2 N/A. No (re)classification of public land proposed</p> <p>5.3 N/A No development near zone boundaries requiring use of clause</p> <p>5.5 N/A Does not involve secondary dwelling in a rural zone</p> <p>5.6 N/A. No relevant roof features</p> <p>5.7 N/A No proposed development below mean high water mark</p> <p>5.8 N/A. Fire alarms not affected</p> <p>5.9 N/A. Not a dwelling house affected by natural disaster</p> <p>5.10 N/A. Adjacent to Murrurundi Conservation Area C4 (runs to the east and west either side of the Recreation Area along the New England Highway), and Heritage Item I166 (Rosedale Cottage, Lot 4, DP 708542 Little St, of State significance is located to the northwest. Rosedale Cottage is well screened from the proposed development by vegetation, and it is considered the heritage value of the Cottage, and its curtilage is not adversely affected by the proposal. An AMIS search with a 200m radius did not identify any items or places of Aboriginal heritage significance. No heritage items or places are affected.</p> <p>5.11 The lot is bushfire prone, being located within the vegetation buffer/ vegetation category 3. However, the mapped bushfire prone lands only affect that part of the lot to the north east, and the proposed development is not within the mapped area. The RFS do not object to the proposed development, and have provided recommendations that can be incorporated in the conditions of consent.</p> <p>5.12 N/A The proposed development is not contrary to this clause.</p> <p>5.13 N/A. Not an ecotourist facility</p> <p>5.14 N/A. Not adopted</p> <p>5.15 N/A. Not adopted</p> <p>5.16 N/A Not subdivision or dwellings in certain zones</p> <p>5.17 N/A</p> <p>5.18 N/A Not intensive livestock agriculture</p> <p>5.19 N/A Not aquaculture</p> <p>5.20 N/A Not music</p> <p>5.21 The Proposal appears to be located within the PMF, within the low flood hazard and adjacent to the high flood hazard mapped areas. A flood risk assessment by RHM Consulting Engineers in summary concluded: "RHM Consulting Engineers would suggest the likelihood of the proposed structure being impacted due to flood waters in the 1%AEP flood event is low. The foundations that support the structure may be impacted to the ponding of flood waters that can occur, however given the construction methodology and depth of flood water, the physical damage likely to be caused is negligible. ...Based upon the above parameters and assumptions made, RHM Consulting Engineers hereby confirm that the impact of the development on the floodplain be considered negligible.</p> <p>They suggest a "flood evacuation strategy" that addresses the removal of people and valuables from flood liable areas within the lot in times of flooding or potential flood occurrences to include minor flood events. The cost and impacts of clean-up after flood events also need to be considered as such occurrence is deemed likely." A condition of consent is recommended requiring the submission of an emergency evacuation plan for the development prior to the issue of an Occupation Certificate.</p> <p>5.22 N/A</p> <p>5.23 N/A Not adopted</p> <p>5.24 N/A Not adopted</p> <p>5.25 N/A Not adopted</p>
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Part 6 Additional Local provision: Clause 6.1 to 6.11	
<p>Considered:</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> N/A</p>	<p>6.1 Earthworks. The impact of the proposed development is unlikely to have a negative impact in relation to the matters listed in Clause 6.1 (3) (a)-(h). Minimal earthworks are proposed.</p> <p>6.2 repealed</p> <p>6.3 The north eastern corner of Lot 18 is identified on the Terrestrial Biodiversity Map; however the proposed development is not located within this area and would not have an adverse impact on these values.</p> <p>6.4 The site is not identified on the Groundwater Vulnerability Map</p> <p>6.5 The site is not identified on the Drinking Water Catchment Map</p> <p>6.6 The site is not identified on the Watercourse Map. The site is not within 40m of an identified watercourse</p> <p>6.7 The proposed development is not affected by the Limitations or Operational Surface map.</p> <p>6.8 The site is not affected by ANEF</p> <p>6.9 N/A An event is not proposed.</p> <p>6.10 Essential services and utilities are available to the site.</p> <p>6.11 N/A Sex services premises is not proposed.</p>
State Environmental Planning Policies	
<p><input type="checkbox"/> None applicable</p> <p><input type="checkbox"/> SEPP Biodiversity and Conservation 2021 N/A. No native vegetation affected. Not Koala habitat.</p> <p><input type="checkbox"/> SEPP Exempt and Complying 2008 N/A</p> <p><input type="checkbox"/> SEPP (Housing) 2021 N/A. Not housing related development.</p> <p><input type="checkbox"/> SEPP (Industry and Employment) 2021 N/A No signage proposed.</p> <p><input type="checkbox"/> SEPP Planning Systems 2021 N/A Not State or regionally significant development. CIV not greater than \$5 million (Council related development)</p> <p><input type="checkbox"/> SEPP (Primary Production) 2021 N/A Not agriculture related.</p> <p><input checked="" type="checkbox"/> SEPP (Resilience and Hazards) 2021 N/A Not within a coastal area, not hazardous or offensive industry. The land has been used for recreational purposes for some time, and Council is unaware of any contamination issues. A review of historical aerial photos has not identified any past land uses that may have resulted in contamination. The existing building was constructed in the 1980's. Consequently, an asbestos assessment has been undertaken of the building. It found some friable asbestos present in linings. Recommendations are made for its management, but the overall risk rating was low. It is recommended that a condition of consent is imposed that requires an unexpected finds procedure is included as part of the Construction Management Plan.</p> <p><input type="checkbox"/> SEPP Resources and Energy 2021 N/A Not mining, petroleum or quarrying related development.</p> <p><input type="checkbox"/> SEPP (Sustainable Buildings) 2022 N/A. The proposal is below \$5 million development cost</p> <p><input checked="" type="checkbox"/> SEPP (Transport and Infrastructure) 2021. The proposed development is not within trigger distances of specified electricity infrastructure (Cl 2.48) The lot has frontage to a classified road but does not compromise the safe and efficient functioning of the road (Cl 2.119).</p>	
Draft Environmental Planning Instruments	
<p>Nil</p>	
Regulations	

Clause 30B of the Environmental Planning and Assessment Regulation 2021 in relation to Council-related development applications states:

A Council-related development application must be accompanied by—

- (a) a statement specifying how the council will manage conflicts of interest that may arise in connection with the application because the council is the consent authority (a management strategy), or
- (b) a statement that the council has no management strategy for the application.

A statement has been provided the strategies for managing conflicts of interest in the statement are:

- The application is being assessed by an independent planning consultant.
- The application will be publicly notified and determined by Council in an open Council meeting.
- The management controls prescribed by Council's Policy: Conflict of Interest – Dealing with Council related development throughout the development process will be applied to the assessment and determination of the application.

A neighbouring Council will peer review any regulatory decisions should compliance decisions be made.

Contributions Plans

- None Applicable
- S94a Levy Contributions Plan

1% of the CIV applies (Stage 1 value of \$572,000, Stage 2 value of \$318,450). Cost estimate report incl GST. The applicable contribution is \$8904.50.

UPPER HUNTER DEVELOPMENT CONTROL PLAN 2023	
Part 3 Subdivision	Satisfactory: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
NIL	
Part 4 Urban Residential	Satisfactory: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
NIL	
Part 5 Commercial and Mixed Use Development	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

5e Murrurundi Town Centre

5e2 Objectives. The Proposal is consistent with the objectives

5e3 Supporting Plans. Noted.

5e4 Assessment Criteria

A Consistency with Murrurundi Town Centre Master plan

C05 Colour. The proposed colours of the buildings are muted. While they are not identical to the colour palette of the masterplan, they achieve the same outcome. They are also not highly visible from the surrounding streets.

C06 Heritage and Landmarks. The Proposal does not directly affect a heritage item and is not directly visible from the closest heritage item (Rosedale Cottage).

C07 Public Art. No public art is proposed. The location of the Proposal is within the public domain but is not highly visible from key locations, e.g. the main street, and is not a priority location for public art.

C08 Signage and Town Map. The Proposal does not involve the installation of directional/tourist information or map related signage.

C09 Gateways and entries. The Proposal is not located at a gateway location/entry.

C10 Amenities and services. The Proposal is for defined users. It does not provide amenities or services for the general public.

C11 Attractions for Everyone. The Proposal improves existing facilities for the specific community groups.

C12 Outdoor seating and interactions. The Proposal does not provide outdoor dining etc for the general public.

C13. Clustering of Uses. The Proposal strengthens the clustering of community and recreational uses within Wilson Memorial Park

C14 Events and Pop up. The Proposal is not intended to create spaces for events or pop up. However, it does have the potential to be a component of an event based on the Park.

C15 Activation. The Proposal does not activate the main street. It is not located on the main street. However the Proposal does increase people activity in the Park by improving existing community and recreational facilities.

C16 Green Streetscapes. The Proposal does not involve landscaping. However no removal of vegetation is proposed and it is located in a parkland context.

C17 Facades and Shopfronts. The Proposal is not part of the "pedestrian environment" of the main street/town centre.

C18. Awning and corner Elements. The Proposal is not located on a public street, and has no impact of streetscape character.

C19 Street furniture. The Proposal is not located on a public street.

C20 Safety and Security. The Proposal is not located on a public street and pedestrian street safety is not a concern. The buildings will have a level of security commensurate with a public/recreational community facility. The Proposal will operate at night on occasion.

C21 Low speed environment. The Proposal is not located on a public street or have a significant impact on the street system or traffic volumes.

C22 Car parking. The Proposal will incorporate formalised car parking for users, including users with mobility disabilities.

C23 Pedestrian priority. The Proposal is not located on a public street.

C24 Truck stop. N/A.

C25 Cycling. Cycle access to the Proposal is via internal low speed roads within Wilson Park. Given the nature of the users, bicycle parking should be provided. A condition of consent is recommended in this regard.

B. Building Height. The maximum height of the proposed buildings do not exceed maximum height of buildings for the site under the provisions of the UHLEP. The buildings are single storey.

C Heritage. The Proposal does not adversely impact heritage items in Murrurundi.

D. Awnings and Facades. N/A. The Proposal is not located on a public street.

E. Colours and materials. The Proposal is consistent with the outcome sought by Masterplan C6 Colours.

F Advertising and Signage. N/A. None proposed.

G Vehicle parking. N/A. Not a specified location for a public car park.

H. Pedestrian priority and vehicle access. The Proposal is located in a park with low speed vehicle access.

I Public Domain improvements. The Proposal improves the public domain by improving existing facilities with modern structures in sympathetic colours.

Part 6 Industrial Development

Satisfactory: Yes No N/A

Part 7 Rural Development		Satisfactory: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Part 8 Other Development		Satisfactory: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Part 9 Heritage Conservation		Satisfactory: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
<p>Adjacent to Murrurundi Conservation Area C4 (runs to the east and west either side of the Recreation Area along the New England Highway), and Heritage Item I166 (Rosedale Cottage, Lot 4, DP 708542 Little St, of State significance is located to the northwest. Rosedale Cottage is well screened from the proposed development by vegetation, and it is considered the heritage value of the Cottage, and its curtilage is not adversely affected by the Proposal. An AMIS search with a 200m radius did not identify any items or places of Aboriginal heritage significance. The Proposal has no triggers for an Aboriginal Due Diligence Report or an Aboriginal Cultural Heritage Assessment Report. No heritage items or places adversely affected by the Proposal.</p>		
Part 10 Natural Hazards		Satisfactory <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<p>The lot is bushfire prone, being located within the vegetation buffer/ vegetation category 3. However, the mapped bushfire prone lands only affect that part of the lot to the north east, and the proposed development is not within the mapped area. A Bushfire Assessment Report has been submitted and a referral made to the RFS. The RFS raise no objection to the proposed development subject to conditions.</p> <p>The Proposal appears to be located within the PMF, within the low flood hazard and adjacent to the high flood hazard mapped areas. A flood risk assessment by RHM Consulting Engineers in summary concluded: "RHM Consulting Engineers would suggest the likelihood of the proposed structure being impacted due to flood waters in the 1%AEP flood event is low. The foundations that support the structure may be impacted to the ponding of flood waters that can occur, however given the construction methodology and depth of flood water, the physical damage likely to be caused is negligible. ...Based upon the above parameters and assumptions made, RHM Consulting Engineers hereby confirm that the impact of the development on the floodplain be considered negligible.</p> <p>They suggest a "flood evacuation strategy" that addresses the removal of people and valuables from flood liable areas within the lot in times of flooding or potential flood occurrences to include minor flood events. The cost and impacts of clean-up after flood events also need to be considered as such occurrence is deemed likely."</p> <p>The site appears to be unaffected by geotechnical hazards</p> <p>The site is not within a mine subsidence district.</p> <p>The site appears to be unaffected by land contamination. The land has been used for recreational purposes for some time, and Council is unaware of any contamination issues.</p> <p>The existing building was constructed in the 1980's. Consequently, an asbestos assessment has been undertaken of the building. It found some friable asbestos present in linings. Recommendations are made for its management, but the overall risk rating was low. Unexpected finds procedure recommended.</p> <p>The site is unaffected by hazardous or offensive, nor is the Proposal for such industry.</p>		
Part 11 Environmental Protection		Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<p>Vegetation. No native vegetation or trees is to be removed.</p>		
Part 12 Specific Infrastructure Issues		Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<p>12a Access and Car Parking. Requirements: Requirements: Community Facility 1 car parking space /20 sq m GFA , Outdoor recreation facility on a site by site basis.</p> <p>13 car parking spaces are provided, including 1 mobility disability space. It is considered given the nature of the site and the potential for informal car parking nearby when the formal car park is fully occupied, that the level of car parking provision is satisfactory. Standard conditions of consent have been recommended in relation to car parking.</p>		

Part 13 Specific Localities	Satisfactory: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Part 14 Vegetation Permits	Satisfactory: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

ENVIRONMENTAL IMPACTS	
Context and Setting	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Built Form	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Potential Impact on Adjacent Properties	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
There is minimal impact on adjacent properties-	
Access, Transport and Traffic	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
No objection has been raised by Council's Engineer, subject to standard conditions.	
Public Domain	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
The Proposal is located within a large public park and recreation area and improves existing facilities without adversely impacting on other users or future options..	
Utilities	Satisfactory: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
No objection has been raised by Council's Strategic Assets Engineer or by Water and Sewer Engineer.	
Heritage	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Adjacent to Murrurundi Conservation Area C4 (runs to the east and west either side of the Recreation Area along the New England Highway), and Heritage Item I166 (Rosedale Cottage, Lot 4, DP 708542 Little St, of State significance is located to the northwest. Rosedale Cottage is well screened from the proposed development by vegetation, and it is considered the heritage value of the Cottage, and its curtilage is not adversely affected by the Proposal. An AMIS search with a 200m radius did not identify any items or places of Aboriginal heritage significance. The Proposal has no triggers for an Aboriginal Due Diligence Report or an Aboriginal Cultural Heritage Assessment Report. No heritage items or places are adversely affected by the Proposal.	
Other Land Resources	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Stormwater	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<p>A stormwater management plan by RHM Consulting Engineers has been submitted showing the roof drainage, and some surface runoff from the open area between the community facility and basketball court being discharged into the existing site piped stormwater system. Surface runoff from the paved car parking area will be discharged onto the surrounding grass via a swale drain. Council's Strategic Assets Engineer (Roads and Stormwater) considers the proposed stormwater arrangement are satisfactory.</p>	
Soils	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<p>No Geotech provided. The site is not identified as affected by geotechnical hazards. No detailed engineering plans provided. Existing building is on platform flooring. Proposed community facility is on a slab. Satisfactory subject to BCA compliance.</p>	
Flora and Fauna	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<p>The site is mown/slashed cleared grassland with scattered trees. There is no proposed change to the use of the land (community and recreation). No vegetation is to be cleared. The site is not identified in the biodiversity values map, or on the UHLEP Terrestrial Biodiversity Map. Flora and fauna impact is minimal.</p>	
Waste	Satisfactory: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<p>A waste management plan has been provided in the SEE. Appendix E. 320 cu m of excavation material will be produced for reuse elsewhere on site. More recent advice from Council on 08/08/2024 based on 200mm average excavation estimate of 58m³ (14.4 x 20) for the building and 84m³ (28 x 15) for the basketball court results in a total excavation volume of 142m³.</p> <p>The material would be used for spot levelling within the general area. This should be addressed by separate approvals as necessary. Operational waste will be removed by regular Council collection.</p>	
Energy	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<p>Solar PV cells are proposed to be installed on the roof of the community facility. A BCA Section J J1P1 Energy use Performance Assessment is attached to the architectural plans. This assessment states compliance with Section J4 and J5 of NCC 2022 will be achieved if the community building is constructed in accordance with the details contained within the assessment.</p>	
Noise and Vibration	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<p>No acoustic assessment has been provided. The nearest residence is approximately 140 m to the west. It is unlikely that the community facility will create a noise nuisance provided hours of operation are regulated and a suitable operational management plan is in place. Noise from the outdoor recreational facility (basketball) during the daytime and early evening is unlikely to cause nuisance. However, if lighting is provided (none is specified in the application), hours of operation should be regulated to manage late night use that may cause a noise nuisance.</p>	
Natural Hazards	Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Flood -see flood assessment- satisfactory with conditions	
Bushfire- see Bushfire assessment/RFS referral- satisfactory with conditions BAL 12.5	
Safety, Security and Crime Prevention Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Issues: Potential, late night operation. It is proposed to install 5 security cameras- 2 cameras to the outside of the building and 3 cameras inside the building. A total of 6 x 90° Passive infrared dual technology detectors will be installed throughout the building. External luminaires shall be switched via PE cell and time clock such that all lights turn on at dusk and off at dawn. Suggest ensuring all building openings are secured against entry, use of graffiti resistant surfaces, implementation of an operational management plan. It should be noted that by providing activities for young people, the proposed development will potentially reduce youth crime and antisocial behaviour.	
Social Impact on Locality Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
The Proposal will have a positive social impact on the community by providing improved community and recreational facilities, particularly for young people.	
Economic Impact on Locality Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
The Proposal will have a positive economic impact due to construction activities and increased facilities to support the community and improve the attractiveness of Murrurundi to new residents.	
Site Design and Internal Design Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
The site design appears to be appropriate for the purpose.	
Construction Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Engineering plans have been not provided but will be required prior to the issue of a Construction Certificate, and BCA compliance will be required prior to the issue of a Construction Certificate. There appears to be no impediments to the design being able to be constructed.	
Site Suitability (Site is conducive to development & fits/suits locality) Satisfactory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
The Proposal is appropriate to the site and locality.	
Is the development in the Public Interest? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
The Proposal is in the public interest. It has minimal adverse impacts and high positive social impacts.	

Environmental Appraisal		Considered
1	Statutory controls	YES
2	Policy controls	YES

3	Design in relation to existing building and natural environment	YES
4	Landscaping/open space provision	YES
5	Traffic generation and car parking provision	YES
6	Loading and servicing facilities	YES
7	Physical relationship to and impact upon adjoin development (views, privacy, overshadowing, etc.)	YES
8	Site Management issues	YES
9	All relevant S4.15 considerations of Environmental Planning and Assessment Act 1979	YES

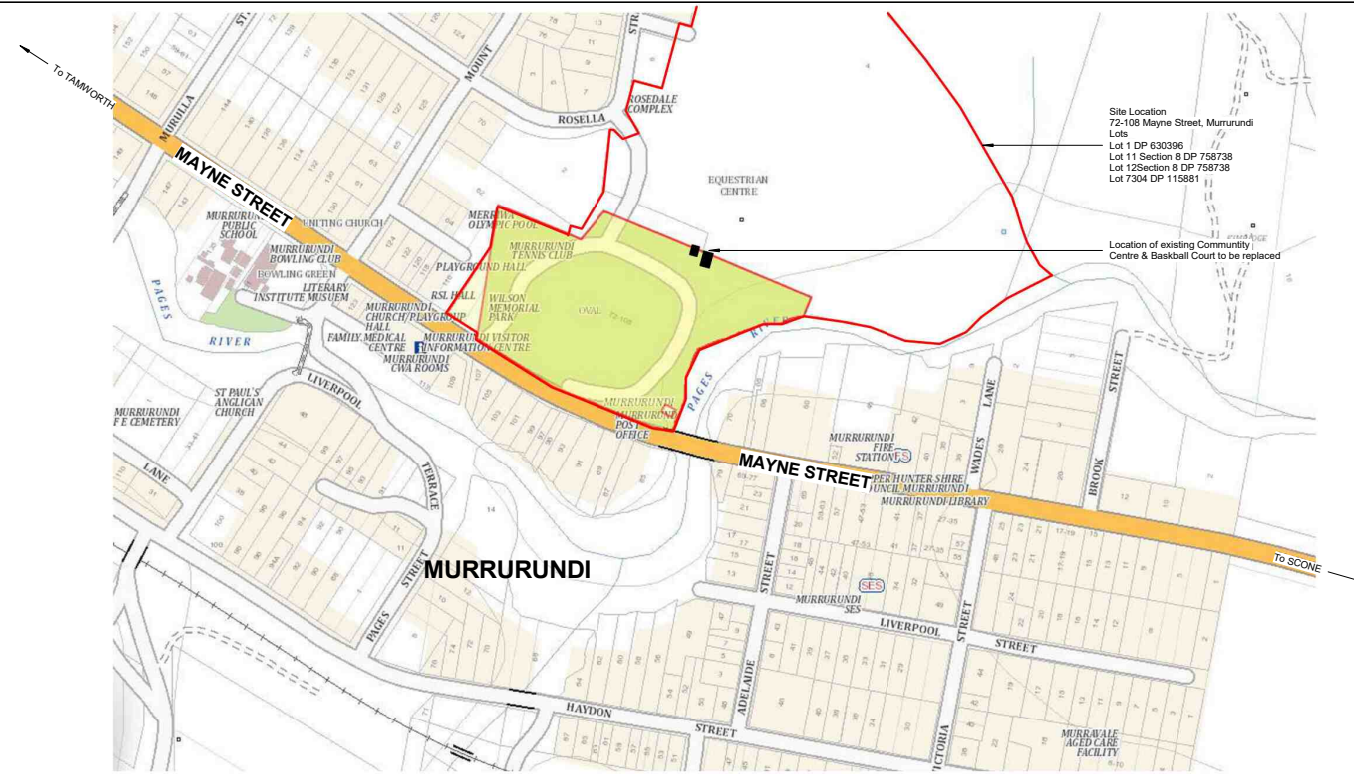
DETERMINATION	
<input checked="" type="checkbox"/>	It is considered that the development is consistent with the specific aims of the plan and the objectives of the zone and development controls. As such, consent to the development may be granted .
<input type="checkbox"/>	The development is inconsistent with the specific aims of the plan and/or the objectives of the come and/or the objectives of the controls as outlined in this report and as such, consent must not be granted .
<p>Concluding Comments</p> <p><i>Which issues are critical in deciding whether to grant consent?</i></p> <p><i>Which issues need to be addressed by conditions?</i></p>	<p>The Proposal is consistent with the land uses in the surrounding area and provides a needed community facility for the community. Any adverse external impacts will be minimal. The Proposal is generally compliant with planning requirements.</p>

<p>Recommendation</p> <p><i>If the applicant is a public authority, conditions may only be imposed with consent of the Minister or applicant.</i></p>	<p>Grant consent without conditions</p> <p><input checked="" type="checkbox"/> Grant consent with conditions (see attached condition sheet)</p> <p><input type="checkbox"/> Grant deferred commencement consent</p> <p><input type="checkbox"/> Grant staged consent</p> <p><input type="checkbox"/> Refuse consent for the reasons indicated in attached schedule</p> <p><input type="checkbox"/> Issue combined consent and construction certificate.</p>
<p>Reasons for recommendation</p> <p><i>The reasons for the decision (having regard to any statutory requirements applying to the decision), and how community views were taken into account in making the decision.</i></p>	<p><input checked="" type="checkbox"/> The proposal complies with the Upper Hunter Local Environmental Plan 2013</p> <p><input checked="" type="checkbox"/> The proposal complies with the Upper Hunter Development Control Plan 2015</p> <p><input checked="" type="checkbox"/> The proposal has been assessed as satisfactory against Section 4.15 of the Environmental Planning & Assessment Act 1979</p> <p><input checked="" type="checkbox"/> Will not have an adverse impact on the surrounding locality</p> <p>Additional reasons;</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>Determination</p> <p><i>*This date to be endorsed on determination notice as 'Determination Date'</i></p>	<p>Under authority delegated to me by Council as the consent authority, I hereby determine this application in accordance with the above recommendation. I am unaware of any revocation of the authority delegated to me.</p> <p>Signature Date.....</p> <p>Name.....</p> <p>Position.....</p>

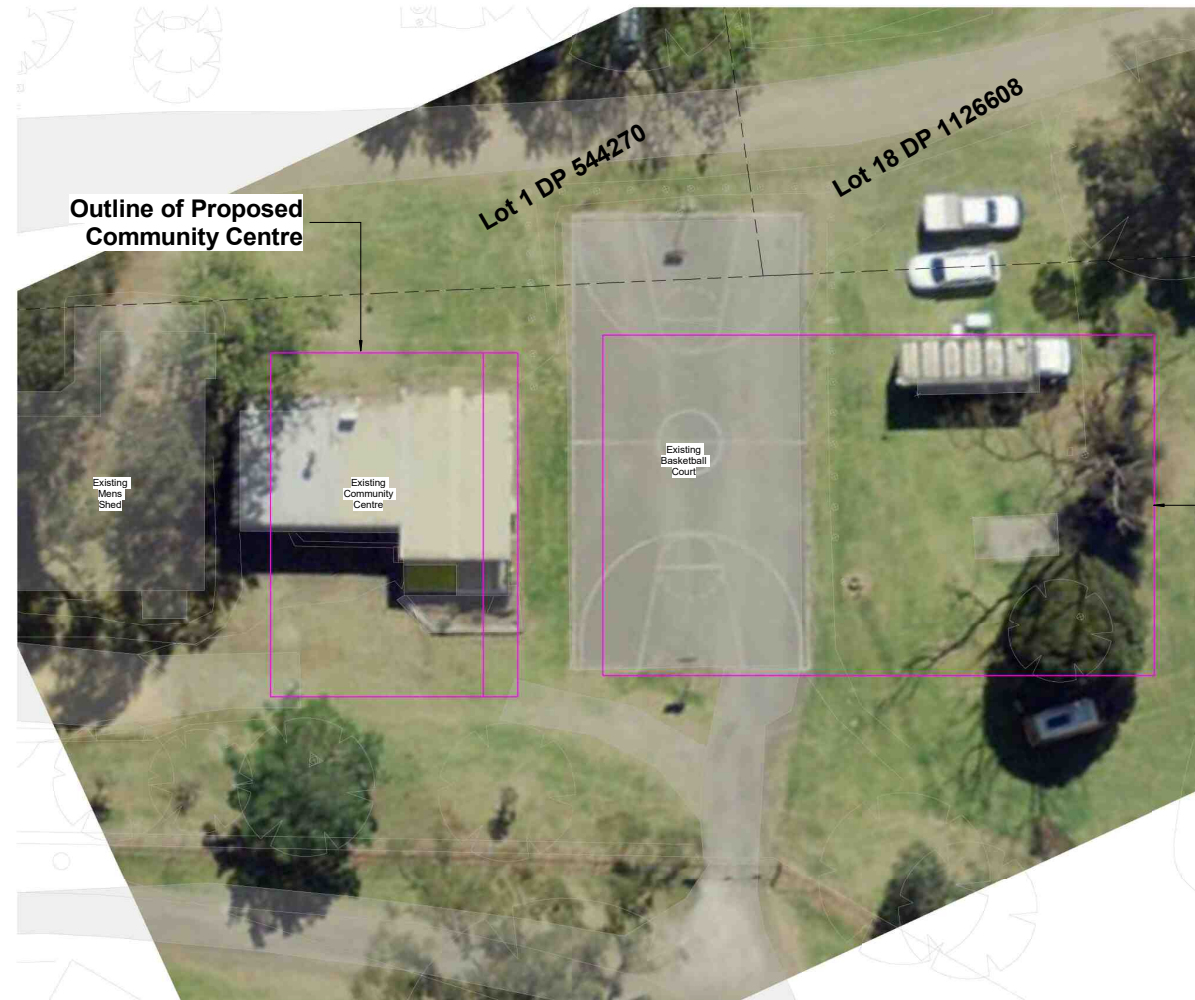
Site Details	
Address:	72-108 Mayne St, Murrurundi NSW
Lot & DP:	Lot 7304 DP 1158819 (Crown Land) Lot 1 DP 544270 Lot 18 DP 1126608
Site Area:	-m2
LGA:	Upper Hunter Shire Council
Zone:	RE1 - Public recreational
Local Aboriginal Land Council:	Wanaruah
NCC Climate Zone:	Zone 6 (Mild temperate)
Bushfire Prone Land:	Medium Risk & Exclusions
LEP	
Height of Building:	N/A
Floor Space Ratio:	N/A
Min lot size:	N/A
Heritage:	No
Land Reservation Acquisition:	No
CLS:	No

BCA Classification & Requirements	
Community Centre	Class 9b - Assembly Building
Single storey	
Type C construction	
Type of construction Required for class 9b:	
Distance from fire source feature:	
External Wall	
Less than 1.5 m	90/ 90/ 90
1.5 to less than 3 m	60/ 60/ 60
3 m or more	---
Exit Travel Distances	
Class 9	20m to single exit or 40m to 2 exits

Drawing List				
Sheet No	Sheet Name	Drwn	Current Revision	Current Revision Date
01	Cover Sheet	PDG	D	08/04/24
02	Demolition Plan	PDG	C	04/04/24
03	Site	PDG	G	13/06/24
04	Community Centre Floor Plan	PDG	E	08/04/24
05	Elevations	PDG	E	08/04/24
06	Multipurpose Court	PDG	D	08/04/24
07	3D Views	PDG	D	08/04/24
08	Floor Finishes Plan	PDG	C	04/04/24
09	Kitchen	PDG	B	04/04/24
10	Kitchen Elevations	PDG	B	04/04/24
11	Amenities Plan	PDG	B	04/04/24
12	Amenities Elevations	PDG	B	04/04/24
13	Amenities Elevations	PDG	B	04/04/24
14	Amenities Elevations	PDG	B	04/04/24
15	Amenities Details	PDG	B	04/04/24
16	Stair & Ramp Plan	PDG	B	08/04/24
17	Stair & Ramp Details	PDG	B	08/04/24
18	Door & Window Schedule	PDG	A	04/04/24
19	Accessible Path of Travel	PDG	C	13/06/24
20	Site Analysis Plan	PDG	C	08/04/24
21	Notes	PDG	A	04/04/24
22	Roof Plan	PDG	A	08/04/24
23	Site Waste Management Plan	PDG	A	21/02/24
24	Stage Plan	PDG	A	13/06/24



Site Location



Part Site Plan

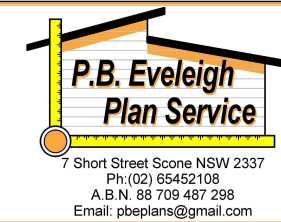
1 : 200

GENERAL NOTES:

AREAS:

No.	Description	Date
D	Carpark & court location revised. Ramp & stairs revised.	08/04/24
C	Tender Issue - Preliminary	04/04/24
B	For Review	27/03/24
A	DA	21/02/24
1	Meeting Set	20/02/24

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.



PROJECT
PROPOSED MURRURUNDI YOUTH & COMMUNITY CENTRE UPGRADE
 AT
 MURRURUNDI PARK
 MAYNE STREET, MURRURUNDI
 FOR
 UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	REV:
A1	DATE	30/01/24	069-23	D
	DRAWN	PDG	SHEET No:	01



Demolition Plan
1:200



GENERAL NOTES:

Extension Legend

- Proposed
- Existing
- Demolished

AREAS:

No.	Description	Date
C	Tender Issue - Preliminary	04/04/24
B	For Review	27/03/24
A	DA	21/02/24

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.


ACCREDITED
BUILDING DESIGNER
 REGISTRATION No: 6860 (Low Rise)


P.B. Eveleigh
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A1	DRAWN	PDG	069-23	02 C

BCA Classification & Requirements

Community Centre	Class 9b - Assembly Building
Single storey	
Type C construction	
Type of construction Required for class 9b:	
Distance from fire source feature:	
External Wall	
Less than 1.5 m	90/ 90/ 90
1.5 to less than 3 m	60/ 60/ 60
3 m or more	-/-
Exit Travel Distances	
Class 9	20m to single exit or 40m to 2 exits

Carpark Table

Dimensions of parking spaces

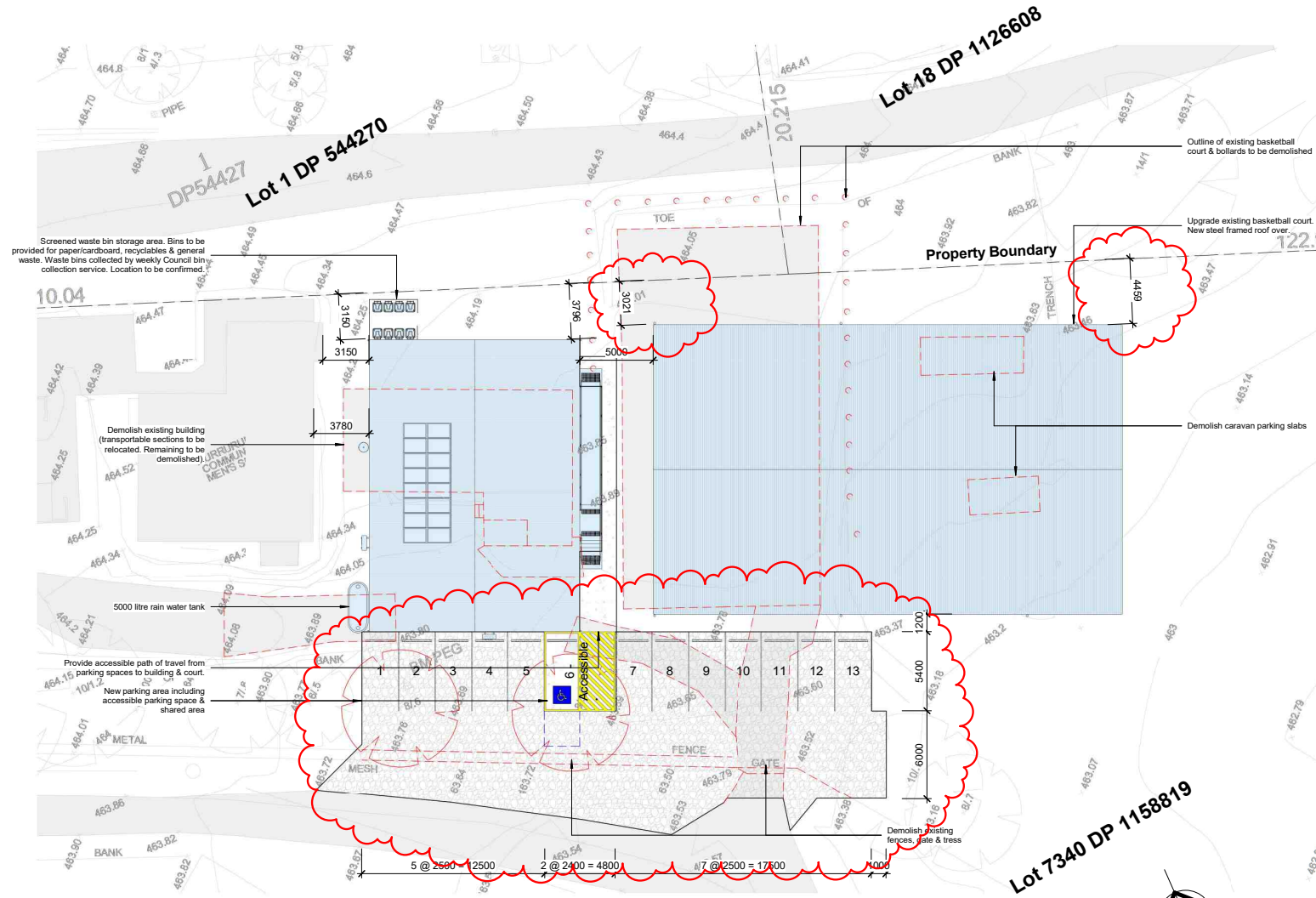
Userclass	= 2 (AS 2890.1 Table 1.1)
Length	= 5400 min
Width	= 2500 min (AS 2890.1 Figure 2.2)
Aisle Width	= 5800 min

Total parking spaces required

Community Facility	= 1 space per 20m2 of gross floor area
Gross Floor area	= 248m2
Total required parking	= 13 (248/20 = 12.4)

Total Accessible parking spaces required

NCC Part D4D6	= Class 9b assembly buildings
	= 1 space per 50 spaces required
	= 1 space plus shared space.



Part Site Plan
1 : 200

Note: Sewer & stormwater to be drained to existing outlets in accordance with the Plumbing code of Australia (NCC Volume 3) & relevant Australian standards. Any assessments & site covenants to be verified before construction

Accessible Paths of Travel

A continuous accessible path of travel shall not include a step, stairway, turnstile, revolving door, escalator, moving walk or other impediment. Note: When setting out works using the dimensions shown on the plans, appropriate allowances will need to be made for construction tolerances.

The minimum unobstructed height of a continuous accessible path of travel shall be 2000 mm or 1980 mm at doorways.

Unless otherwise specified (such as at doors, curved ramps and similar), the minimum unobstructed width of a continuous accessible path of travel shall be 1000 mm except in the case of a curved ramp or walkway. The following shall not intrude into the minimum unobstructed width of a continuous accessible path of travel:

(a) Fixtures and fittings such as lights, awnings, windows that, when open, intrude into the circulation space, telephones, skirtings and similar objects.
 (b) Essential fixtures and fittings such as fire hose reels, fire extinguishers and switchboards.
 (c) Door handles less than 900 mm above the finished floor level.

A continuous accessible path of travel and any circulation spaces shall have a slip-resistant surface. The texture of the surface shall be traversable by people who use a wheelchair and those with an ambulant or sensory disability.

Abutment of surfaces shall have a smooth transition. Design transition shall be 0 mm. Construction tolerances shall be as follows:

(a) 0 ± 3 mm vertical.
 (b) 0 ± 5 mm, provided the higher edge is bevelled or rounded edge to reduce the likelihood of tripping.

Grates in paths of travel shall comply with the following:

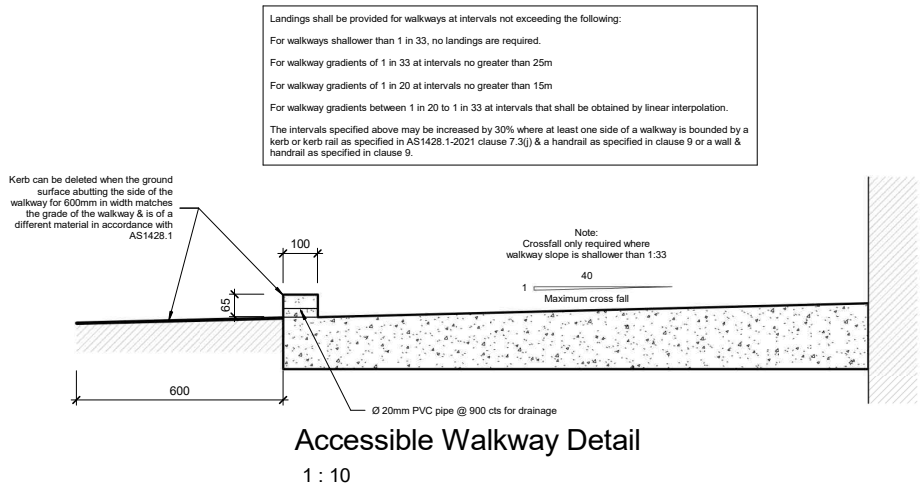
(a) Circular openings shall be not greater than 13 mm in diameter.
 (b) Slotted openings shall be not greater than 13 mm wide & not greater than 150mm long & be oriented so that the long dimension is transverse to the dominant direction of travel.
 (c) Linear openings shall be orientated so that the longer dimension is transverse to the dominant direction of travel, except where linear openings are less than 8mm wide. Where linear openings are less than 8mm wide, orientation is optional.

Timber decking & boardwalks shall comply with the following:

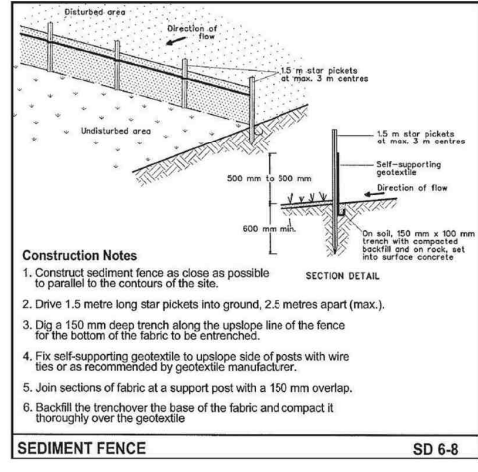
For decking boards not greater than 150mm wide the installation shall be designed for a maximum 6mm gap.
 Adjacent boards shall be level with a maximum vertical 3mm tolerance.
 For decking boards over 150mm wide the gap may be increased to a maximum of 10mm. Where the gap exceeds 6mm the boards shall run transverse to the direction of travel.
 The fixing method shall maintain the tolerances shown in AS1428.1-2021 Figure 8. Note: Decking & boardwalks may be constructed from hardwood timber, softwood timber or manufactured products. These all react differently in the environment & the choice of materials should take the specific site into consideration. As the materials are subject to environmental conditions, regular maintenance may be required to ensure the installation requirements are maintained.

Where stairs and/or ramps are required, they are to be built in accordance with BCA part D2 table D2-14. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	
	Dry	Wet
Dry Ramp steeper than 1:14	P4 or R11	P3 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Tread or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P3	P4



Accessible Walkway Detail
1 : 10



SEDIMENT FENCE SD 6-8

GENERAL NOTES:

Extension Legend

- Proposed
- Existing
- Demolished

AREAS:

Name	Area
Youth & Community Centre Area	288.0 m ²
Covered Court Area	633.6 m ²

No.	Description	Date
G	Carpark & court location revised. Stage plan added.	13/06/24
F	Carpark & court location revised. Ramp & stairs revised.	08/04/24
E	Tender Issue - Preliminary	04/04/24
D	For information	03/04/24
C	Building locations revised	25/03/24
B	For Review	27/03/24
A	DA	21/02/24

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

bdca
ACCREDITED BUILDING DESIGNER
REGISTRATION No: 6860 (Low Rise)

P.B. Eveleigh
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SIZE	SCALE	As indicated	JOB No:	069-23	REV:
A1	DATE	30/01/24	SHEET No:	03	G
	DRAWN	PDG			

Construction Notes

Use figured dimensions only. Do not scale from drawings.

These general notes are to be read in conjunction with all other architectural and services documents including but not limited to project drawings, schedules & specifications.

All aspects of workmanship is to comply with all current relevant Australian Standards & the NCC.

Check all dimensions on site before setout or fabrication. The contractor must verify & check all site conditions including ceiling heights & dimensions before commencing work on site. Report discrepancies to designer & site manager.

All columns, framing, connections, slabs & loads - refer to structural engineers details & drawings.

For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings.

For ground works, carpark, & stormwater works refer to civil & engineers details & drawings.

Refer to and coordinate all works with services engineers documentation and specifications.

For co-ordination, contractor to ensure all relevant documentation is issued to sub-contractors. Failure to do so will not be grounds for a claim.

Supply spare matching materials and accessories for each type for future replacement purposes. Store the materials on-site where directed.

All finished surfaces are to be protected throughout the construction stage until practical completion.

Keep the surface clean as work proceeds using the appropriate methods, as recommended by the manufacturer. Prior to hand over carry out the required buffing, polishing or mopping and leave the finished surface clean on completion.

Repair or replace faulty or damaged work. If the work cannot be repaired satisfactorily, replace the whole area affected.

Any damage caused by the contractor shall be made good at their own cost.

All practical completion provide warranties against defective materials and workmanship & all necessary product maintenance manuals & technical information.

Provide noggings and/or suitable supports in partitions as required to suit all fittings and fixtures. Coordinate with the manufacturer's specifications and installation instructions. Ensure supports are adequate for designed weight loading capacity of each fitting and fixture.

Where required the contractor is to provide screed under carpet tiles so that the carpet tile finishes flush with adjacent tile finish.

Refer to the specification for waterproofing and tiling requirements, complete system specification and application details. Apply in strict accordance to the manufacturers specifications and instructions.

All fittings and fixtures within PWD and ambulant toilet facilities to be installed in full accordance with AS1428.1-2009.

Contractor to make allowances for any uneven floor surfaces.

Refer to hydraulic engineers documentation for location of floor wastes, coordinate with tile layout and required falls.

All fittings and fixtures are shown indicatively, codes to be read in conjunction with NCC volume 3.

All columns, framing, connections, slabs & loads refer to structural engineers details & drawings.

For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings.

Refer to and coordinate all works with services engineers documentation and specifications.

All metal building elements of the completed works shall comply with the marine and corrosive environment requirements of the Building Code of Australia and relevant Australian Standards.

GENERAL NOTES:

CLASS 4b (Single Storey) - Type C Construction

RC slab to be in accordance with Engineers details. All structural details to be designed & provided by an Engineer. Written dimensions will take precedence over scale. Floor finishes to comply with AS 1428.1 Part 7. Provide external security lights to all exit doors.

All work & materials is to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS1562.1. Hot water, warm water & water cooling systems to be installed in accordance with NSW Public Health Regulation 2012 & Public Health Act 2010.

90mm stud walls with plasterboard wall sheeting or the like to selected internal walls. Finish to remaining walls to be arranged with owners. All floor & wall linings to comply with specification Part C Specification 6 of the NCC.

All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC. Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.

Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition
Ramp steeper than 1:14	P4 or R11
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10
Tread or landing surface	P3 or R10
Nosing or landing edge strip	P4

Thresholds to comply with NCC part D3D16 & AS 1428.1. Barriers to prevent falls to comply with NCC part D3D17. Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25. Door hardware to be supplied and installed in accordance with D3D26 of the NCC. Door storage to comply with NCC part D3D28. Disabled access to comply with NCC part D4 and AS 1428.1. Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire blanket to be installed in Kitchen in accordance with E1D17 of the NCC. Fire extinguishers to be installed in accordance with Part E1D14 of the NCC & AS2444. Fire extinguishers must be provided during construction in accordance with Part E1D16 of the NCC. Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & Part F specification 26 of the NCC and AS 3740. Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7. All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC. Roof & wall sheeting to be installed in accordance with NCC parts F3D2, F3D5, AS1562.1 & manufacturers details. Ventilation of rooms to comply with Part F1D6 of the NCC.

Plumbing & electrical works to comply with Section J of the NCC. Power load shall comply with Section J of the NCC. All lighting to be installed in accordance with J7 of the NCC.

AREAS:

Verandah Area	40.0 m ²
Youth & Community Centre Area	248.0 m ²
	288.0 m ²

Exhaust System Notes

An exhaust system installed in a kitchen, bathroom, sanitary compartment or laundry must have a minimum flow rate of—

- 25 L/s for a bathroom or sanitary compartment; and
- 40 L/s for a kitchen or laundry.

Exhaust from a kitchen, kitchen range hood, bathroom, sanitary compartment or laundry must discharge directly or via a shaft or duct to outdoor air (Air outside the building).

Where space for a clothes drying appliance is provided, space must also be provided for ducting from the clothes drying appliance to outdoor air (does not apply if a condensing-type clothes drying appliance is installed).

An exhaust system that is not run continuously and is serving a bathroom or sanitary compartment that is not ventilated in accordance with NCC part FED7 (natural ventilation or a mechanical ventilation or air-conditioning system complying with AS 1669.2) must—

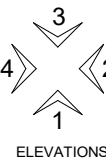
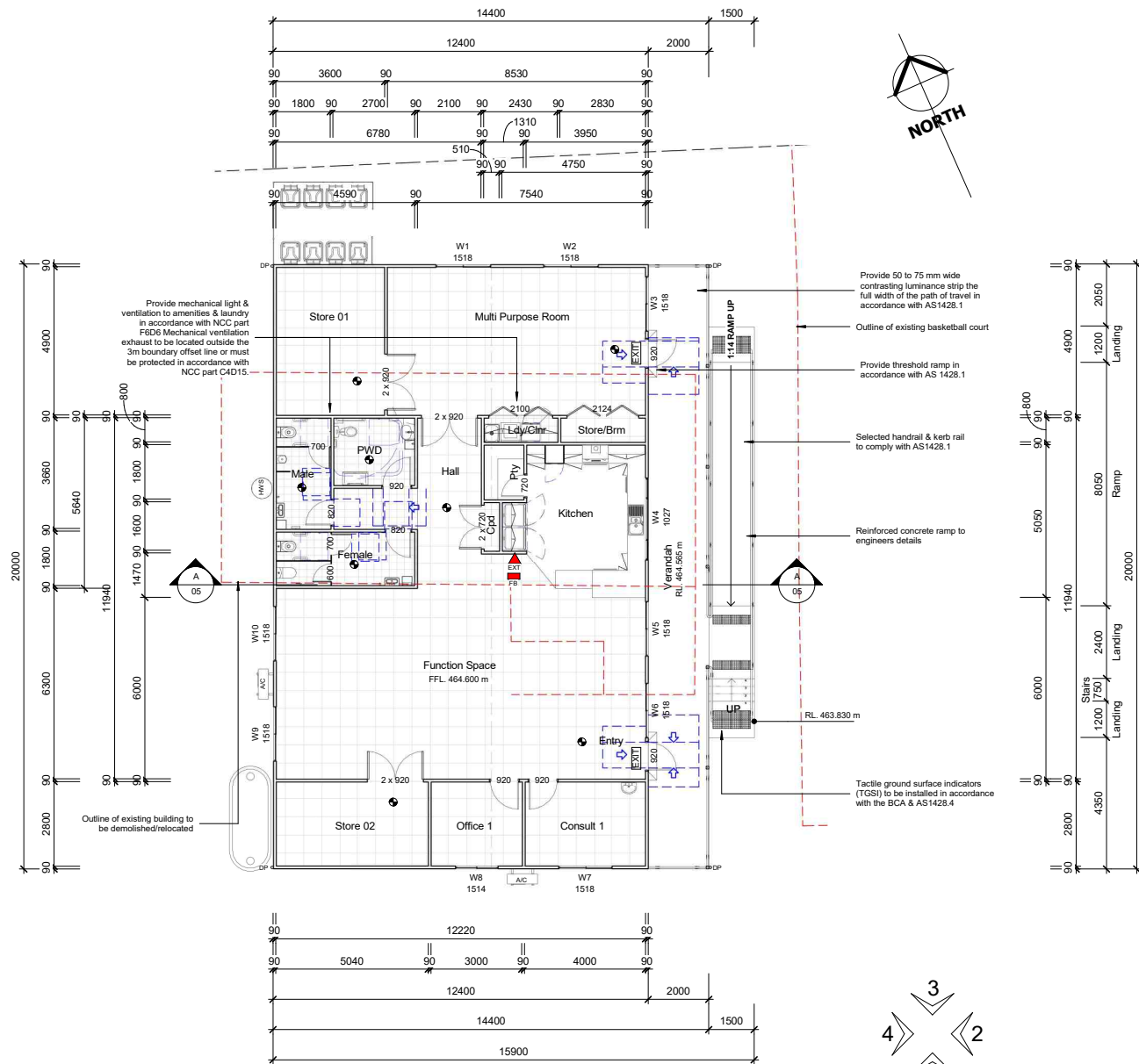
- be interlocked with the room's light switch; and
- include a run-on timer so that the exhaust system continues to operate for 10 minutes after the light switch is turned off.

Except for rooms that are ventilated in accordance with NCC part FED7 (natural ventilation or a mechanical ventilation or air-conditioning system complying with AS 1669.2), a room with space for ducting a clothes drying appliance to outdoor air in accordance with (3) must be provided with make-up air in accordance with AS 1669.2.

Section J Summary

Note: Below table is summary of Section J requirements. Refer to BSA Report No 20253 for detailed report.

Building Element	Section J Requirement	Recommendation for Compliance
Roof colour	Solar absorbance must not be more than 0.45	For metal roofs - Classic, cavern, Surfmat, Paperbark, Evening Haze & Shale Grey.
Roof and ceiling	R3.2 (downwards) total R-value*	• Full R1.0 blanket under metal roof • R3.0 above ceilings (See 5.1 regarding thermalbridging)
Walls and glazing	• Total system U-value of wall-glazing construction must not be greater than U:2.0, and; • Walls must achieve a total R-value* of R1.4.	• Glass in aluminium frames with total system values of U: 5.74 & SHGC: 0.77 • No insulation required. See detailed report
Floors	• R2.0 (downwards) total R-value*	• No insulation required. See detailed report
Shading	• Simulated as shown	• No modifications required to the shade indicated on plans.
Building Element	Section J Requirement	Recommendation for Compliance
Windows and doors	Fitted with seals to restrict air	• All windows and doors fitted with seals or constructed in accordance with AS 2047
Entrance to a building	Self-closing	• Entry doors are to be self-closing
Exhaust fans	Fitted with self-closing dampers	• Miscellaneous fans fitted with self-closing dampers
Roofs, walls and floors	Constructed to minimise air leakage	• Constructed with close fitting lining systems at all junctions



Youth & Community Centre Floor Plan
1 : 100

Bushfire Notes

Key Criteria for BAL-12.5	
Gaps >2 mm	Screened with 2 mm corrosion resistant metal screen
Glass	Corrosion resistant steel, bronze or aluminium
Walls <400mm from a surface	Grade A safety glass 4mm thick
Un-enclosed floor spaces <400 AGL*	Non combustible/bushfire resistant timber
Un-enclosed Deck, Verandah, Steps & Landing Sub-floor supports & framing	Non combustible/bushfire resistant timber
Ballustrades, handrails & other barriers	Non combustible/bushfire resistant timber
Verandah posts	Non combustible/bushfire resistant timber
Windows and doors construction	Non combustible/bushfire resistant timber
Doors	Tight fitting with draught excluders
Windows operable portions	Screened. Screens to be 2 mm corrosion resistant steel, bronze or aluminium
Roofs	Non combustible materials Fully sarked All gaps and penos screened
Decking (trafficable areas)	Non combustible/bushfire resistant timber or equal
Sarking	Non- combustible or comply with AS/NZS 4200.1, be installed on the outside of the frame and have a flammability index of not more than 5 as determined by AS 1530.2

AGL* = Above Ground Level

Note: New construction must comply with Sections 3 & 5 (BAL 12.5) Australian Standard AS3959-2018. Construction of buildings in bushfire prone areas or NASH Standard (1.7.14 updated) National Standard Steel Framed Construction in Bushfire Areas as appropriate and Planning for Bush Fire Protection 2019. Clause 5.2 and 6.2 of AS 3959 is replaced by clause 7.2 of AS 3959, except that any wall enclosing the subfloor space need only comply with the wall requirements for the respective BAL. Clause 5.7 and 6.7 of AS 3959 is replaced by clause 7.7 of AS 3959, except that any wall enclosing the subfloor space need only comply with the wall requirements for the respective BAL.

Note: Cladding that is fixed externally to a timber-framed or a steel-framed wall & is less than 400 above the ground, deck, roof or awning must be:
(i) non-combustible material; or
(ii) fibre-cement a minimum of 6 mm in thickness; or
(iii) bushfire-resistant timber (Appendix F); or
(iv) a timber species as specified in Paragraph E1, Appendix E; or
(v) a combination of any of items (i), (ii), (iii) or (iv); or
(vi) A combination of any of items (a), (b) or (c) above.

This Standard does not provide construction requirements for the exposed components of an external wall that are 400mm or more from the ground or 400 mm or more above decks, carport roofs, awnings and similar elements or fittings having an angle less than 18 degrees to the horizontal and extending more than 110mm in width from the wall (see Figure D3, Appendix D).

References are made to AS 3959

Fire Services Legend

LED emergency light	For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings for layout. Layout of emergency lights to be confirmed by fire services engineer.
Fire hose reel	Emergency lighting locations shown on plan are for illustrative purposes only. Lux levels and specific locations are subject to confirmation by a qualified and competent engineer.
Fire extinguisher	Refer to and coordinate all works with services engineers documentation and specifications.
Fire blanket	
Illuminated exit sign	
Illuminated exit sign - directional	

Colour Schedule

Roofing	- Colorbond "Surfmist" Custom orb roof sheeting
Gutter	- Colorbond "Wallaby"
Fascia, eaves	- Colorbond "Wallaby"
Barge, posts & beams	- Colorbond "Wallaby"
Rafter, pergola	- Colorbond "Dune" or Colorbond "Wallaby"
Downpipes	- Colorbond "Dune" or Colorbond "Wallaby"
Exterior Walls	- Colorbond "Dune" Custom orb wall sheeting
Window frames	- Colorbond "Wallaby"
Doors	- Colorbond "Wallaby"
Frame	- Colorbond "Wallaby"
Architrave	- Vivid White
Panel	- Vivid White
Door to comply with contrasting requirements of NCC & AS 1428.1	

GENERAL NOTES:

CLASS 9a (Single Storey) - Type C Construction

RC slab to be in accordance with Engineers details.
 All structural details to be designed & provided by an Engineer.
 Written dimensions will take precedence over scale.
 Floor finishes to comply with AS 1428.1 Part 7.
 Provide external security lights to all exit doors.

All work & materials to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS1562.1
 Hot water, warm water & water cooling systems to be installed in accordance with NSW Public Health Regulation 2012 & Public Health Act 2010.

90mm stud walls with plasterboard wall sheeting or the like to selected internal walls.
 Finish to remaining walls to be arranged with owners.
 All floor & wall linings to comply with specification Part C Specification 6 of the NCC.

All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
 Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.
 Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition
Ramp steeper than 1:14	P4 or R11
Ramp steeper than 1:14	P3 or R10
Nosing or landing edge strip	P3
	P4

Thresholds to comply with NCC part D3D16 & AS 1428.1
 Barriers to prevent falls to comply with NCC part D3D17
 Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25
 Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
 Door signage to comply with NCC part D3D28
 Disabled access to comply with NCC part D4 and AS1428.1
 Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire blanket to be installed in Kitchen in accordance with E1D17 of the NCC
 Fire extinguishers to be installed in accordance with Part E1D14 of the NCC & AS2444.
 Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
 Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
 Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slabs as per F1D7.
 All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
 Roof & wall sheeting to be installed in accordance with NCC parts F3D2, F3D5, AS1562.1 & manufacturers details
 Ventilation of rooms to comply with Part F6D6 of the NCC.

Plumbing & electrical works to comply with Section J of the NCC.
 Power load shall comply with Section J of the NCC.
 All lighting to be installed in accordance with J7 of NCC.

AREAS:

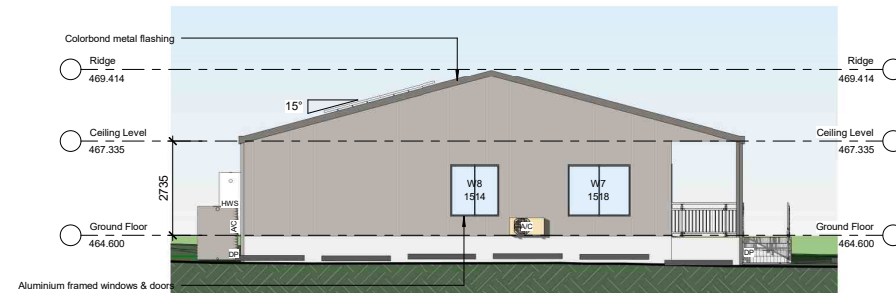
No.	Description	Date
E	Carpark & court location revised.	08/04/24
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Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

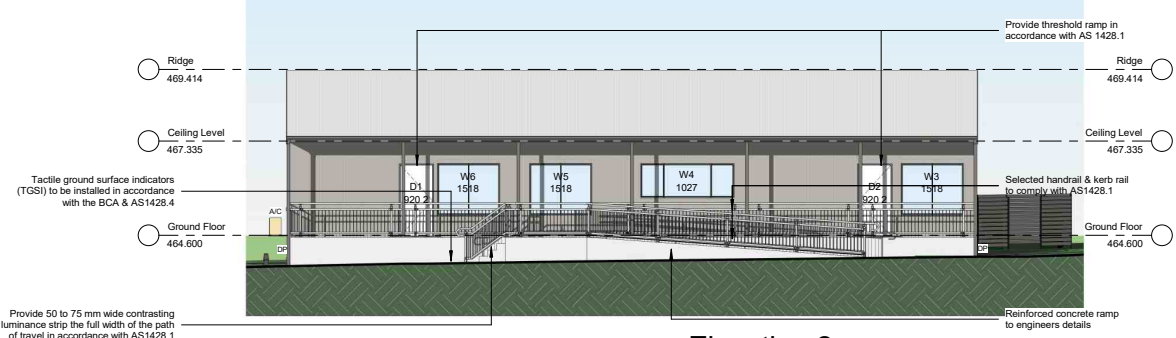


PROJECT
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 AT
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 FOR
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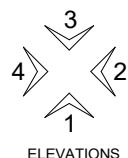
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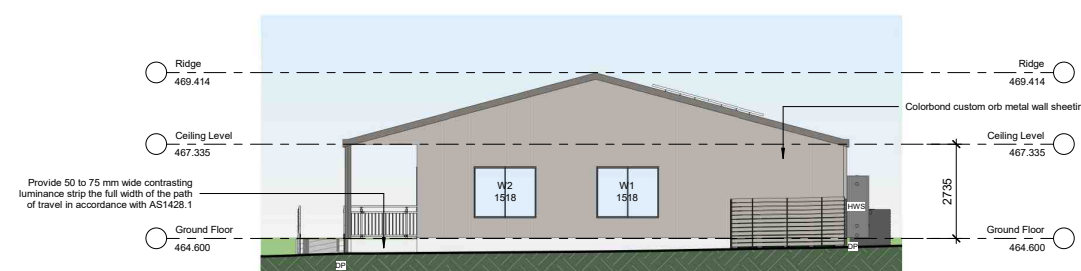
Elevation 1
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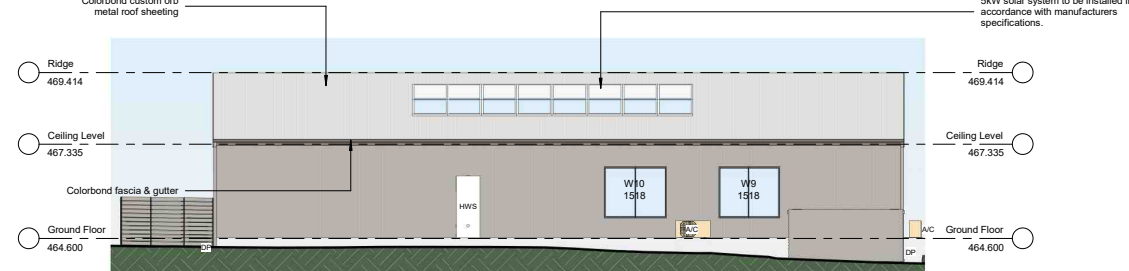
Elevation 2
1 : 100



ELEVATIONS



Elevation 3
1 : 100



Elevation 4
1 : 100

Colour Schedule

- Roofing - Colorbond "Surfmist" Custom orb roof sheeting
- Gutter - Colorbond "Wallaby"
- Fascia, eaves - Colorbond "Wallaby"
- Barge, posts & beams - Colorbond "Wallaby"
- Rafters, pergola - Colorbond "Wallaby"
- Downpipes - Colorbond "Dune" or Colorbond "Wallaby"
- Exterior Walls - Colorbond "Dune" Custom orb wall sheeting
- Window frames - Colorbond "Wallaby"
- Doors - Colorbond "Wallaby"
- Frame - Colorbond "Wallaby"
- Architrave - Colorbond "Wallaby"
- Panel - Vivid White
- Door to comply with contrasting requirements of NCC & AS 1428.1

Bushfire Notes

Key Criteria for BAL-12.5

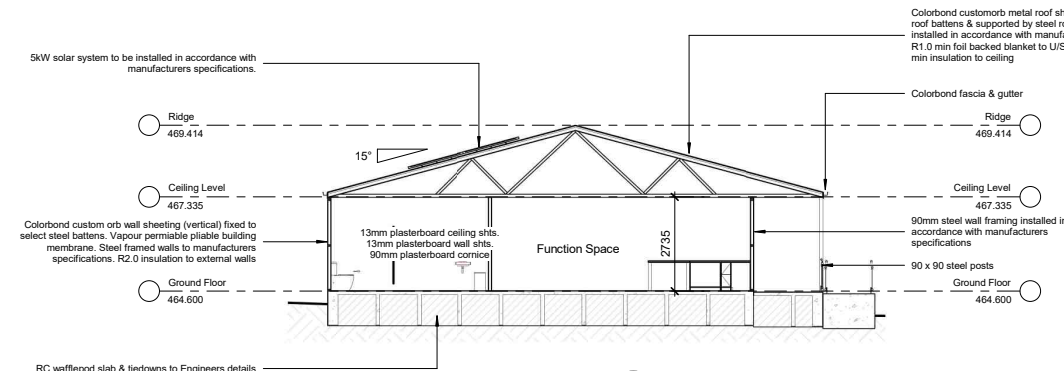
Gaps >2 mm	Screened with 2 mm corrosion resistant metal screen
Glass	Corrosion resistant steel, bronze or aluminium
Walls <400mm from a surface	Grade A safety glass 6mm thick
Un-enclosed floor spaces <400 AGL*	Non combustible/bushfire resistant timber
Un-enclosed Deck, Verandah, Steps & Landing	Non combustible/bushfire resistant timber
Sub-floor supports & framing	Non combustible/bushfire resistant timber
Balustrades, handrails & other barriers	Non combustible/bushfire resistant timber
Verandah posts	Non combustible/bushfire resistant timber
Windows and doors construction	Non combustible/bushfire resistant timber
Windows operable portions	Tight fitting with draught excluders
Doors	Screened. Screens to be 2 mm corrosion resistant steel, bronze or aluminium
Roofs	Non combustible materials Fully sarked All gaps and pens screened
Decking (trafficable areas)	Non combustible/bushfire resistant timber or equal
Sarking	Non-combustible or comply with AS/NZS 4200.1, be installed on the outside of the frame and have a flammability index of not more than 5 as determined by AS1530.2

AGL* = Above Ground Level

Note: New construction must comply with Sections 3 & 5 (BAL 12.5) Australian Standard AS3959-2018 'Construction of buildings in bushfire prone areas' or NASH Standard (1.7.14 updated) 'National Standard Steel Framed Construction in Bushfire Areas' as appropriate and 'Planning for Bush Fire Protection 2019' Clause 5.2 and 6.2 of AS 3959 is replaced by clause 7.2 of AS 3959, except that any wall enclosing the subfloor space need only comply with the wall requirements for the respective BAL. Clause 5.7 and 6.7 of AS 3959 is replaced by clause 7.7 of AS 3959, except that any wall enclosing the subfloor space need only comply with the wall requirements for the respective BAL.

Note: Cladding that is fixed externally to a timber-framed or a steel-framed wall & is less than 400 above the ground, deck, roof or awning must be:
 (i) non-combustible material; or
 (ii) fire-cement a minimum of 6 mm in thickness; or
 (iii) bushfire-resisting timber (Appendix F); or
 (iv) a timber species as specified in Paragraph E1, Appendix E; or
 (v) a combination of any of items (i), (ii), (iii) or (iv) above.
 This Standard does not provide construction requirements for the exposed components of an external wall that are 400mm or more from the ground or 400 mm or more above decks, carport roofs, awnings and similar elements or fittings having an angle less than 18 degrees to the horizontal and extending more than 110mm in width from the wall (see Figure D3, Appendix D).

References are made to AS 3959

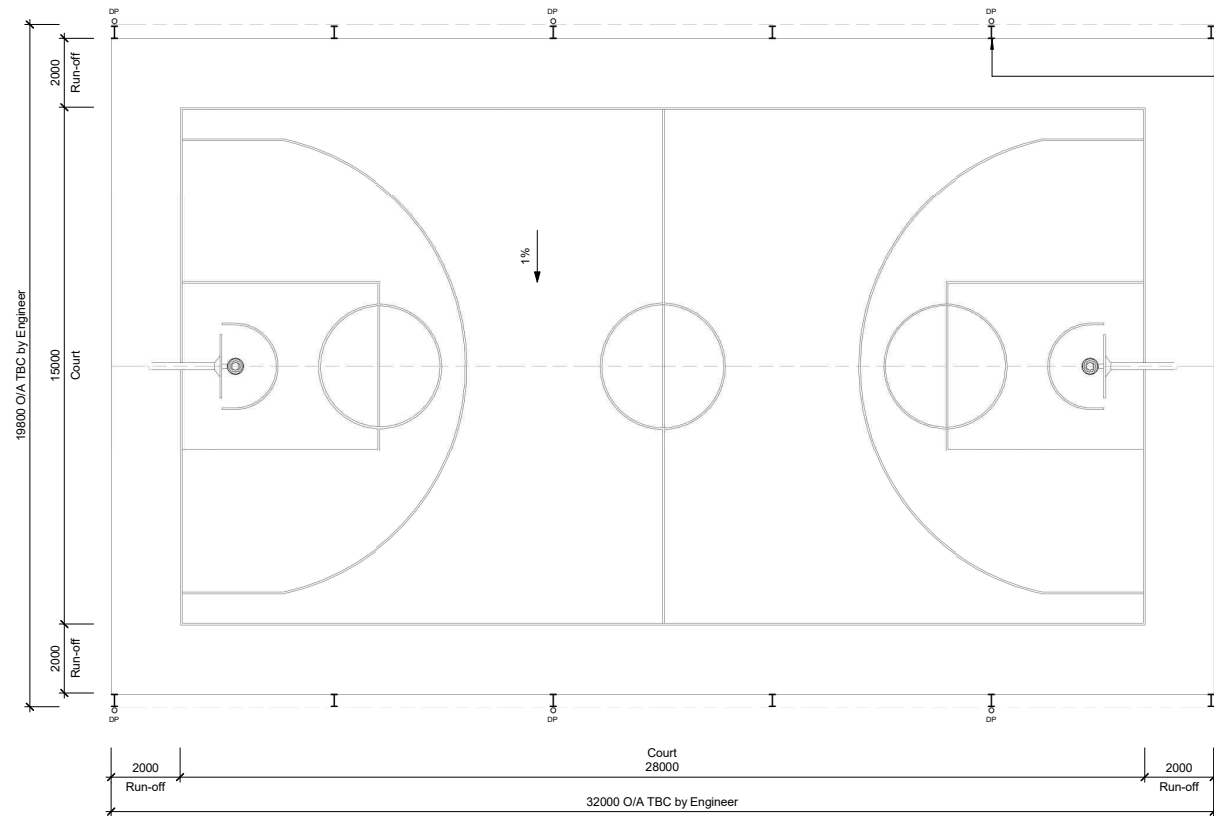


Section A
1 : 100

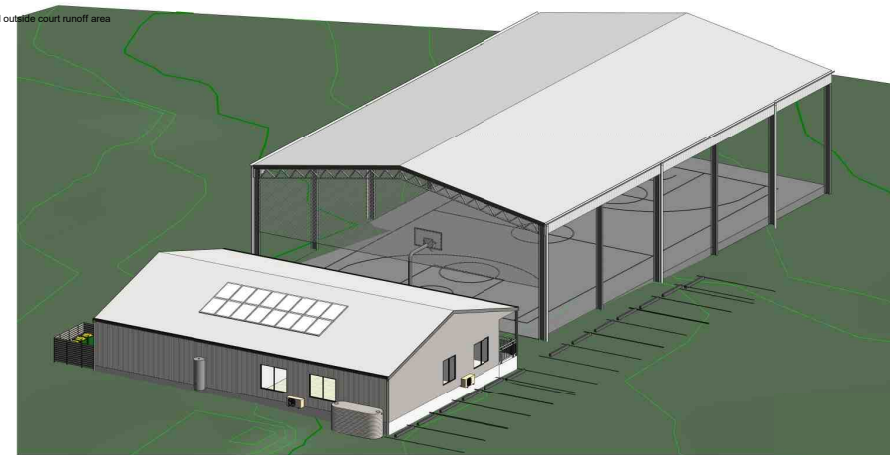
Section J Summary

Note: Below table is summary of Section J requirements. Refer to BSA Report No 20253 for detailed report.

Building Element	Section J Requirement	Recommendation for Compliance
Roof colour	solar absorbance must be not more than 0.85	For metal roofs - Classic cream, Surfmit, Paperbark, Evening Haas & Shale Grey.
Roof and ceiling	R3.7 (downward) total R-value*	* Foil + R3.0 blanket under metal roof * R3.0 above ceiling (See S.5 regarding thermal bridging)
Walls and glazing	* Total system U-value of wall-glazing construction must not be greater than U=2.0, and: Envelope Walls: * Metal on battens * External cladding**	* R2.0 added to metal frame + air gap * Glass in aluminium frames will total system values of U: ≤ 7.4 & SHGC: ≤ 0.77
Floors	* R2.0 (downward) total R-value* **Total R-value calculations must include losses due to thermal bridging ***Glass specifications for total system values i.e. glass + frame	* No insulation required. See detailed report
Shading	* Simulated as drawn	* No modifications required to the shade indicated on plans
Building Element	Section J Requirement	Recommendation for Compliance
Windows and doors	fit with seals to restrict air infiltration	* All windows and doors fitted with seals or constructed in accordance with AS 2047
Entrance to a building	self-closing	* Entry doors are to be self-closing
Exhaust fans	fit with self-closing dampers	* Miscellaneous fans fitted with self-closing dampers
Roofs, walls and floors	Constructed to minimise air leakage	* Constructed with close fitting lining systems at all junctions



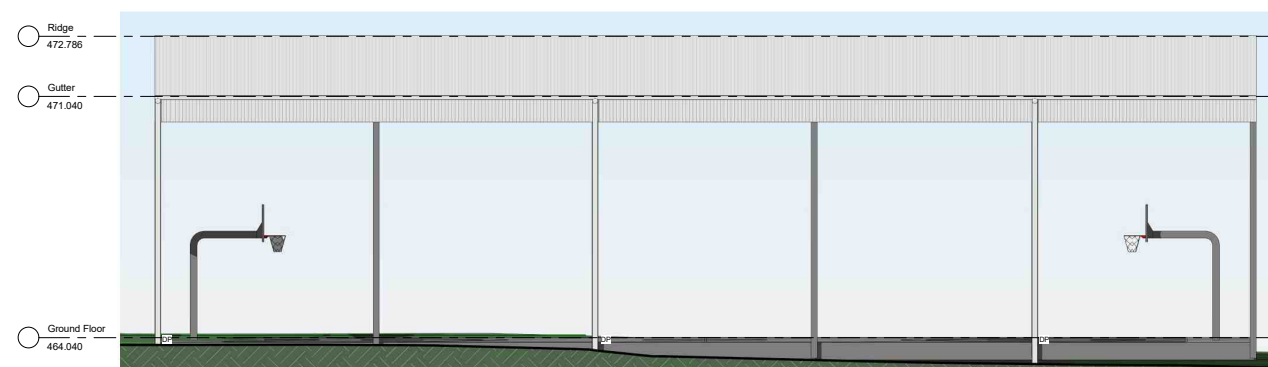
Multipurpose Court Plan
1 : 100



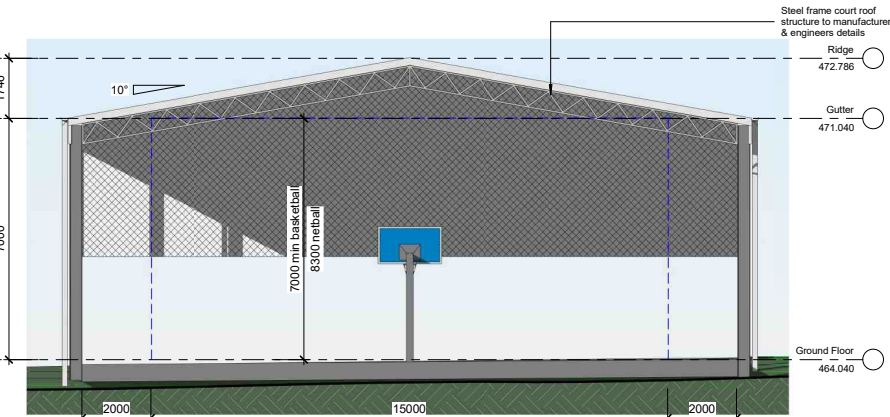
3D View of Centre & Court

Colour Schedule	
Roofing	- Colorbond "Surfmist" Custom orb roof sheeting
Gutter	- Colorbond "Surfmist"
Fascia, eaves, flashing	- Colorbond "Surfmist"
Columns & trusses	- TBC
Downpipes	- TBC
Exterior Walls	- Colorbond "Surfmist" Custom orb wall sheeting where applicable

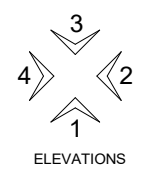
GENERAL NOTES:



Court Elevation 1
1 : 100



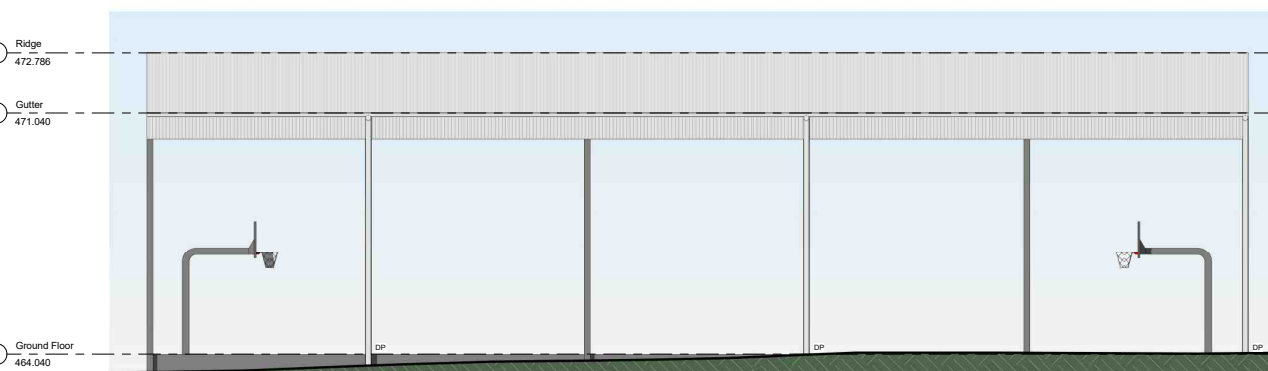
Court Elevation 2
1 : 100



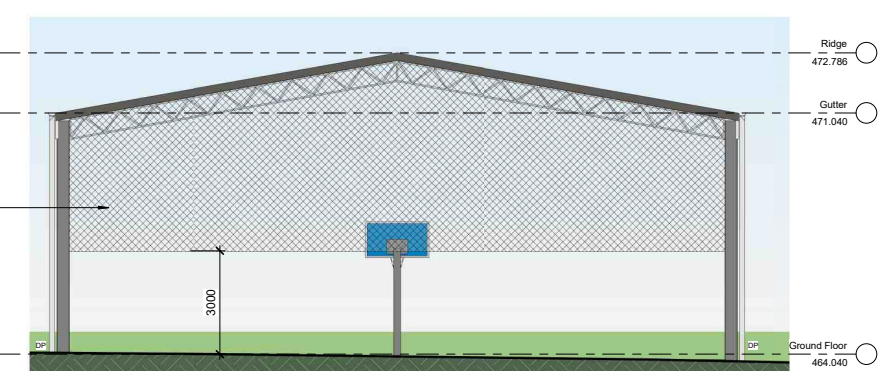
AREAS:

No.	Description	Date
D	Carpark & court location revised. Ramp & stairs revised.	08/04/24
C	Tender Issue - Preliminary	04/04/24
B	For Review	27/03/24
A	DA	21/02/24
1	Meeting Set	20/02/24

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.



Court Elevation 3
1 : 100



Court Elevation 4
1 : 100

bdca
ACCREDITED
BUILDING DESIGNER
REGISTRATION No: 6860 (Low Rise)

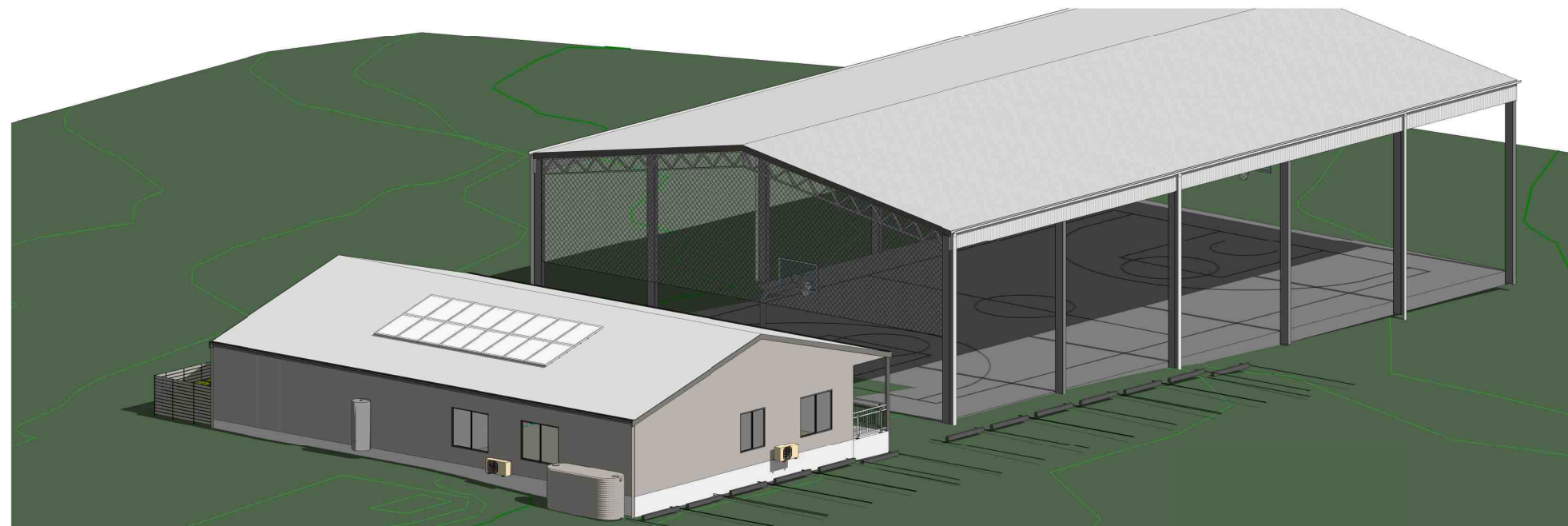
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PROJECT
PROPOSED MURRURUNDI YOUTH & COMMUNITY CENTRE UPGRADE
AT
MURRURUNDI PARK
MAYNE STREET, MURRURUNDI
FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	REV:
A1	DRAWN	PDG	069-23	06 D



3D View 1



3D View 2

GENERAL NOTES:

AREAS:

No.	Description	Date
D	Carpark & court location revised. Ramp & stairs revised.	08/04/24
C	Tender Issue - Preliminary	04/04/24
B	For Review	27/03/24
A	DA	21/02/24
1	Meeting Set	20/02/24

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.



**ACCREDITED
BUILDING DESIGNER**
REGISTRATION No: 6860 (Low Rise)



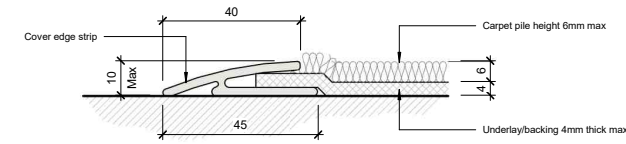
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SIZE	SCALE	JOB No:	REV:
A1	30/01/24 DRAWN PDG	069-23	07 D



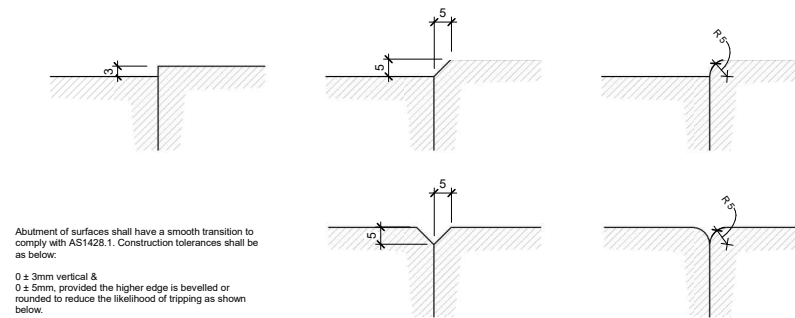
Floor Finishes Plan
1 : 100



Carpet Edge Trim Detail

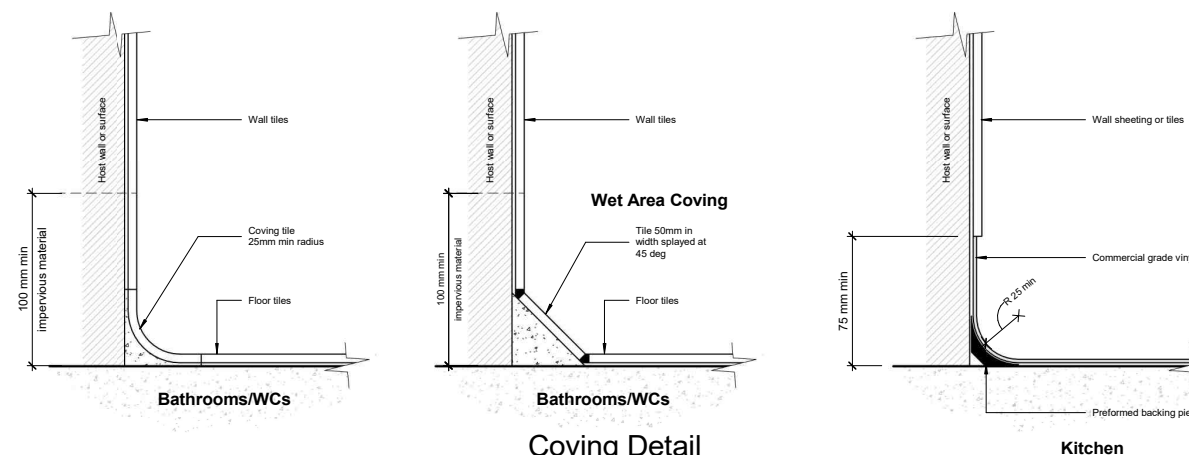
Floor Finishes

- Floor Tiles
- Carpet Tiles
- Vinyl floor sheeting



Construction Tolerances Diagram

Abutment of surfaces shall have a smooth transition to comply with AS1428.1. Construction tolerances shall be as below:
 0 ± 3mm vertical &
 0 ± 5mm, provided the higher edge is bevelled or rounded to reduce the likelihood of tripping as shown below.



Coving Detail
1 : 2

Kitchen Coving ?

GENERAL NOTES:

CLASS 9c (Single Storey) - Type C Construction
 RC slab to be in accordance with Engineers details.
 All structural details to be designed & provided by an Engineer.
 Written dimensions will take precedence over scale.
 Floor finishes to comply with AS 1428.1 Part 7.
 Provide external security lights to all exit doors.
 All work & materials is to comply with section B of the NCC.
 All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1117.1 & AS1298.
 Roof coverings to comply with AS1562.1
 Hot water, warm water & water cooling systems to be installed in accordance with NSW Public Health Regulation 2012 & Public Health Act 2010.
 90mm stud walls with plasterboard wall sheeting or the like to selected internal walls.
 Finish to remaining walls to be arranged with owners.
 All floor & wall linings to comply with specification Part C Specification 6 of the NCC.
 All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.
 All paths of travel to comply with part D2D7 of the NCC.
 Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.
 Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	
	Dn	Up
Ramp steeper than 1:14	P4 or R11	P5 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Tread or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P5	P4

 Thresholds to comply with NCC part D3D16 & AS 1428.1
 Barriers to prevent falls to comply with NCC part D3D17
 Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25
 Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
 Door signage to comply with NCC part D3D28.
 Disabled access to comply with NCC part D4 and AS1428.1
 Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.
 Fire blanket to be installed in Kitchen in accordance with E1D17 of the NCC.
 Fire extinguishers to be installed in accordance with Part E1D14 of the NCC & AS2444.
 Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
 Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.
 All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
 Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
 All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
 Roof & wall sheeting to be installed in accordance with NCC parts F3D2, F3D5, AS1562.1 & manufacturers details.
 Ventilation of rooms to comply with Part F6D6 of the NCC.
 Plumbing & electrical works to comply with Section J of the NCC.
 Power load shall comply with Section J of the NCC.
 All lighting to be installed in accordance with J7 of NCC.

AREAS:

No.	Description	Date
C	Tender Issue - Preliminary	04/04/24
B	Floor Finishes Plan Updated	13/03/24
A	For Review	27/03/24

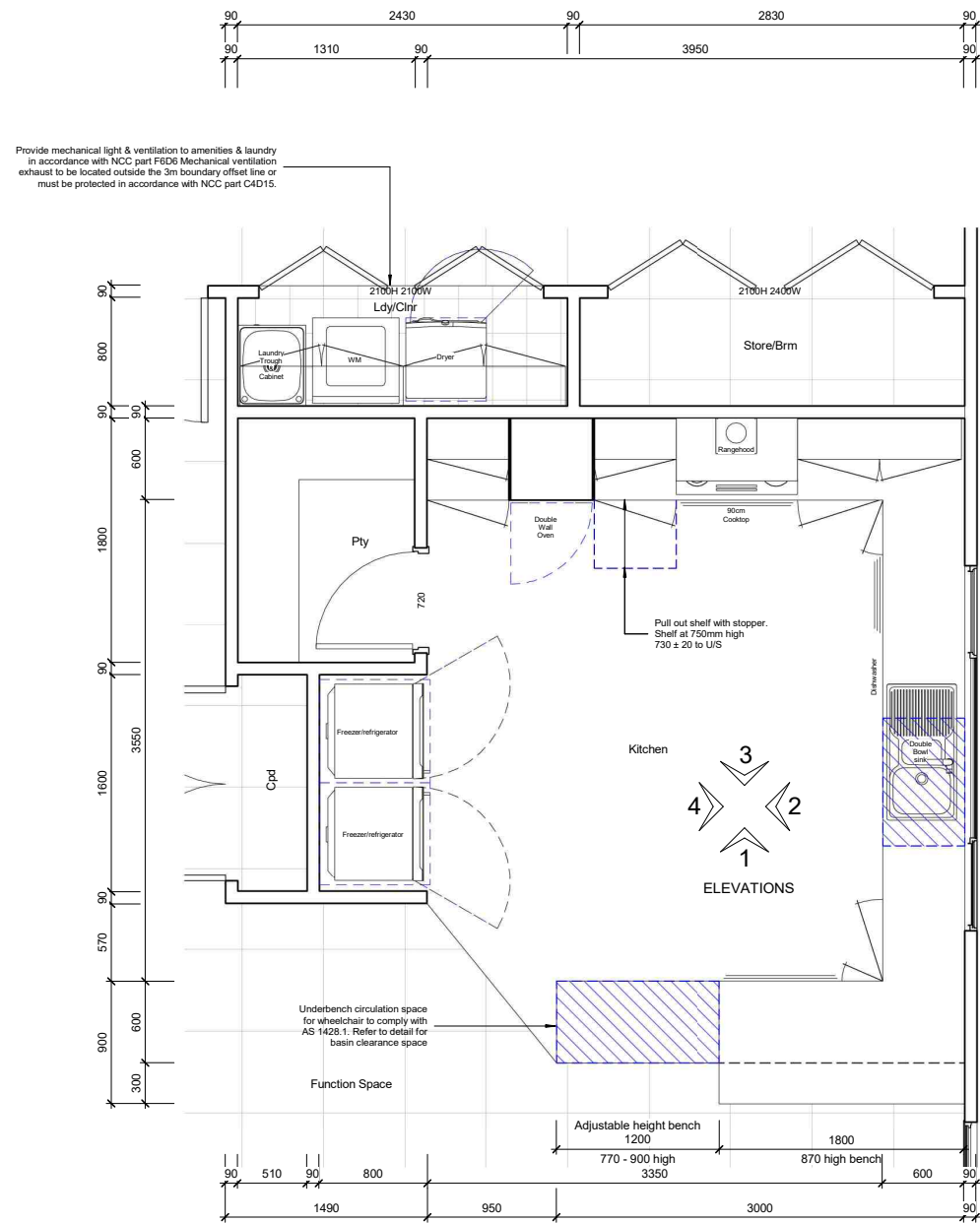
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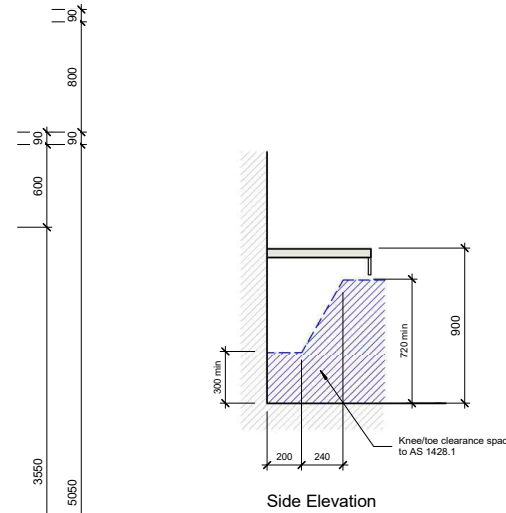
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PROJECT
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 FOR
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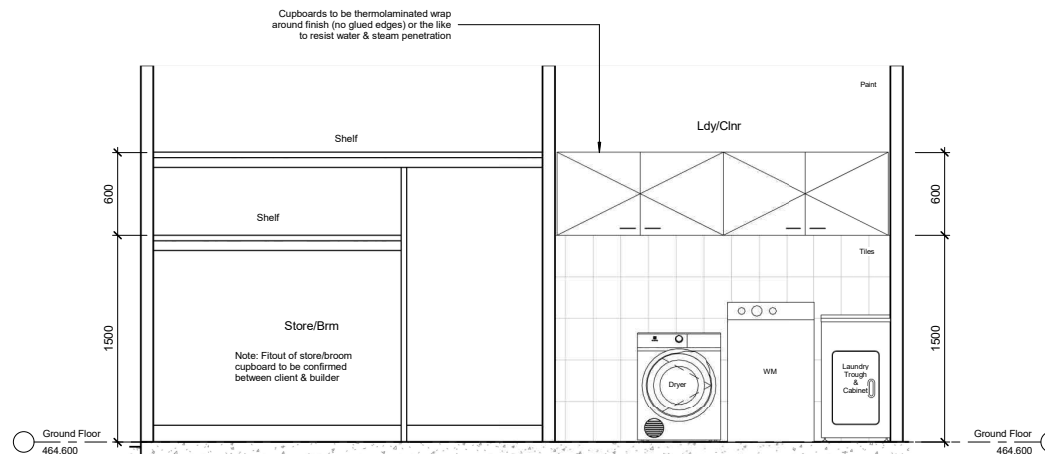
SIZE	SCALE	As indicated	JOB No:	069-23	REV:
A1	DATE	30/01/24	SHEET No:	08	C
	DRAWN	PDG			



Kitchen & Laundry Plan
1 : 25



Bench Height Clearance Space
1 : 20



Laundry Elevation 3
1 : 25

Kitchen Notes

Flooring to be finished so there is no ponding of water, shall be covered at the floor/wall junctions to a minimum 25mm radius.

Splashbacks to have a minimum height of 450mm behind sinks, hand wash basins, food prep benches, counters & tables. Splashbacks to be sealed at all joints, edges & adjacent walls or vertical surfaces.

Equipment, shelves, counters & the like, where not located on plinths, shall be supported on approved metal legs not less than 150mm above the floor or on wheels or castors to permit movement for cleaning. Equipment shall be—
(a) moveable for cleaning;
(b) built into walls with the enclosure completely vermin proofed;
(c) bolted against walls or other equipment and the joints sealed;
(d) installed at the clearance specified in AS4674; or
(e) if installed on a plinth, installed such that it overhangs the plinth.
Where equipment cannot be moved easily, clearance space shall be provided so that the area surrounding the equipment and that beneath can be cleaned without moving it.

The surfaces of all food preparation benches are to be smooth, impervious & capable of being effectively cleaned & sanitised.

Hand washing basins must provide with hot & cold water from a single mixer set. Hand washing basins to have a receptacle for used towels.

Walls shall be of solid construction, sealed & of impervious material & able to be easily & effectively cleaned. Ceilings shall be smooth, sealed & of an impervious material. Drop in panel ceilings are not to be used. Walls & ceilings where not fitted with tiles or metal splashbacks shall be painted in a light coloured washable paint.

External doors to the food preparation area & food storage area shall be made vermin & insect proof.

All food premises shall have natural or artificial lighting in accordance with the requirements of the Building Code of Australia & AS 4674.

Kitchen exhaust to comply with NCC Volume 1 part F4.12. Equipment installed in areas of the premises, after the mechanical exhaust ventilation system has been designed and installed in that area, shall not be located so as to impair the efficiency of the mechanical exhaust ventilation or of natural ventilation.

Heated water shall be supplied to dishwashers and glasswashers. The dishwasher/glasswasher shall be capable of washing and rinsing in one continuous operation. Where hot water in the dishwasher/glasswasher is used to sanitize, the dishwasher/glasswasher shall only operate on the sanitise cycle when the water is at sanitizing temperature. Brushes are not permitted in glasswashers used for washing and sanitizing or in glasswashers used solely for sanitizing.

Underbench waste bins to be provided to bar & kitchen areas for sorting of general & recyclable materials.

Coolroom, refrigerator and freezer capacity (including display equipment) and storage and display capacity for hot food shall be adequate for the business to—
(i) comply with Food Safety Standard 3.2.2 of the Food Standard Code for the storage and display of potentially hazardous foods; and
(ii) ensure that there is sufficient additional capacity for any other foods that the business stores chilled, frozen or hot.

Grease arrestors shall not be located in areas where food, equipment or packaging materials are handled or stored. Access to grease arrestors for emptying shall not be through areas where open food is handled or stored or where food contact equipment and packaging materials are handled or stored.

Facilities for storing cleaning chemicals, cleaning equipment, pest control chemicals and equipment shall be—
(a) a room designated for that use; or
(b) enclosed cupboards dedicated for that use, located away from food preparation, food storage and display areas and not able to contaminate personnel effects/clothing.

All work to comply with AS4674 - Design, construction & fitout of food premises.

Exhaust System Notes

An exhaust system installed in a kitchen, bathroom, sanitary compartment or laundry must have a minimum flow rate of—
25 L/s for a bathroom or sanitary compartment; and
40 L/s for a kitchen or laundry.

Exhaust from a kitchen, kitchen range hood, bathroom, sanitary compartment or laundry must discharge directly or via a shaft or duct to outdoor air (Air outside the building).

Where space for a clothes drying appliance is provided, space must also be provided for ducting from the clothes drying appliance to outdoor air (does not apply if a condensing-type clothes drying appliance is installed).

An exhaust system that is not run continuously and is serving a bathroom or sanitary compartment that is not ventilated in accordance with NCC part F6D7 (natural ventilation or a mechanical ventilation or air-conditioning system complying with AS 1668.2) must—
• be interlocked with the room's light switch; and
• include a run-on timer so that the exhaust system continues to operate for 10 minutes after the light switch is turned off.

Except for rooms that are ventilated in accordance with NCC part F6D7 (natural ventilation or a mechanical ventilation or air-conditioning system complying with AS 1668.2), a room with space for ducting a clothes drying appliance to outdoor air in accordance with (3) must be provided with make-up air in accordance with AS 1668.2.

GENERAL NOTES:

CLASS 9b (Single Storey) - Type C Construction

RC slab to be in accordance with Engineers details.
All structural details to be designed & provided by an Engineer.
Written dimensions will take precedence over scale.
Floor finishes to comply with AS 1428.1 Part 7.
Provide external security lights to all exit doors.

All work & materials is to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS1562.1
Hot water, warm water & water cooling systems to be installed in accordance with NSW Public Health Regulation 2012 & Public Health Act 2010.

90mm stud walls with plasterboard wall sheeting or the like to selected internal walls.
Finish to remaining walls to be arranged with owners.
All floor & wall linings to comply with specification Part C Specification 6 of the NCC.

All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.
Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition
Ramp steeper than 1:4	P4 or R11
Ramp steeper than 1:20 but not steeper than 1:4	P3 or R10
Level or landing surface	P3 or R10
Nosing or landing edge strip	P3

Thresholds to comply with NCC part D3D16 & AS 1428.1
Barriers to prevent falls to comply with NCC part D3D17.
Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25.
Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
Door signage to comply with NCC part D3D28.
Disabled access to comply with NCC part D4 and AS1428.1
Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire blanket to be installed in Kitchen in accordance with E1D17 of the NCC.
Fire extinguishers to be installed in accordance with Part E1D14 of the NCC & AS2444.
Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
Building to be damp proofed in accordance with F1D6 of the NCC and high vapour barrier provided under slabs as per F1D7.
All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
Roof & wall sheeting to be installed in accordance with NCC parts F3D2, F3D5, AS1562.1 & manufacturers details.
Ventilation of rooms to comply with Part F6D6 of the NCC.

Plumbing & electrical works to comply with Section J of the NCC.
Power load shall comply with Section J of the NCC.
All lighting to be installed in accordance with J7 of NCC.

AREAS:

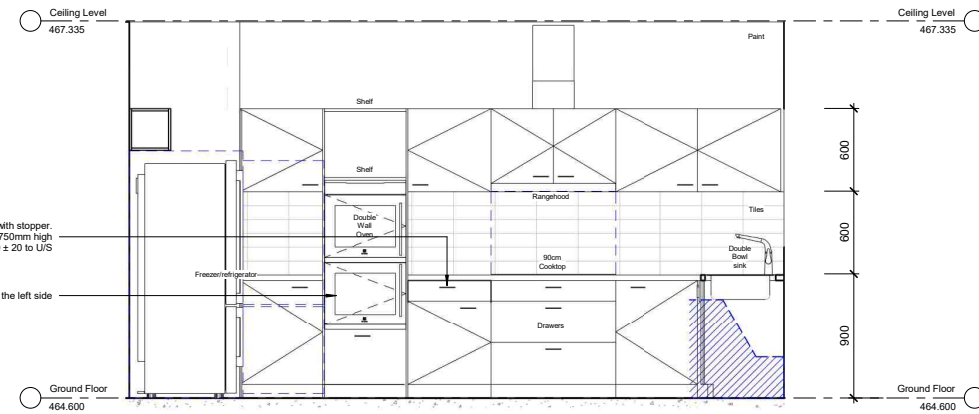
No.	Description	Date
B	Tender Issue - Preliminary	04/04/24
A	For Review	27/03/24

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

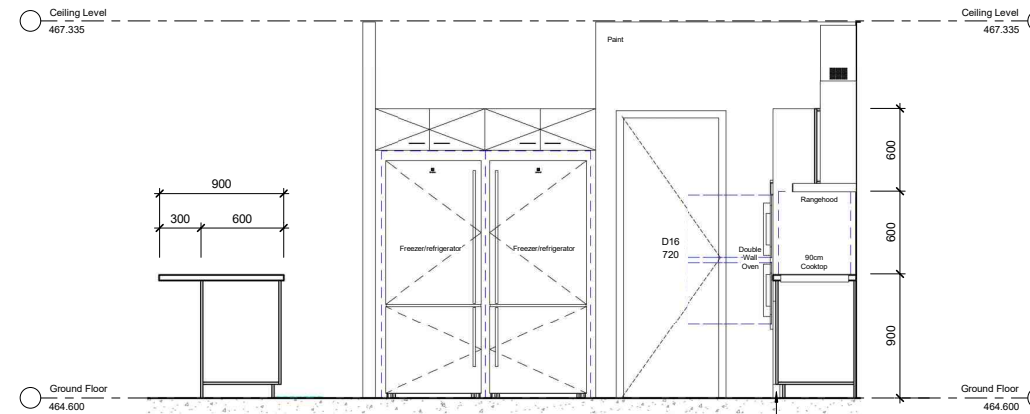


PROJECT
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MAYNE STREET, MURRURUNDI
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SIZE	SCALE	As indicated	JOB No:	069-23	REV:
A1	DATE	30/01/24	SHEET No:	09	B
	DRAWN	PDG			



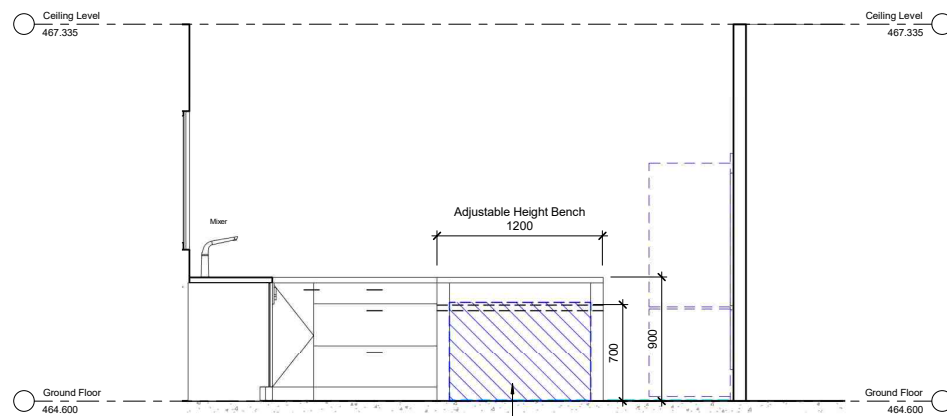
Kitchen Elevation 1
1 : 25



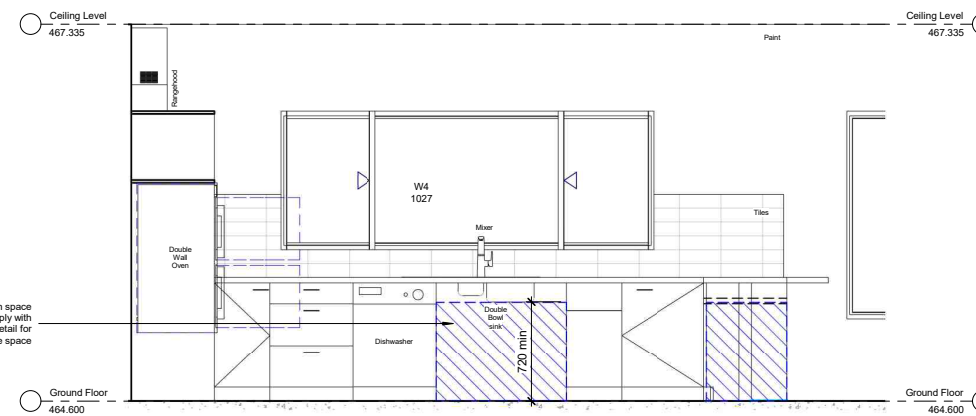
Kitchen Elevation 2
1 : 25



ELEVATIONS



Kitchen Elevation 3
1 : 25



Kitchen Elevation 4
1 : 25

GENERAL NOTES:

CLASS 9a (Single Storey) - Type C Construction

RC slab to be in accordance with Engineers details.
All structural details to be designed & provided by an Engineer.
Written dimensions will take precedence over scale.
Floor finishes to comply with AS 1428.1 Part 7.
Provide external security lights to all exit doors.

All work & materials to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS3047, AS 1170.1 & AS 1288.

Roof coverings to comply with AS 1562.1
Hot water, warm water & water cooling systems to be installed in accordance with NSW Public Health Regulation 2012 & Public Health Act 2010.

90mm stud walls with plasterboard wall sheeting or the like to selected internal walls.
Finish to remaining walls to be arranged with owners.
All floor & wall linings to comply with specification Part C Specification 6 of the NCC.

All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.

Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition
Ramp steeper than 1:14	Dry P4 or R11
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10
Tread or landing surface	P3 or R10
Nosing or landing edge strip	P3

Thresholds to comply with NCC part D3D16 & AS 1428.1
Barriers to prevent falls to comply with NCC part D3D17
Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25.
Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
Door signage to comply with NCC part D3D28.
Disabled access to comply with NCC part D4 and AS 1428.1
Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire blanket to be installed in Kitchen in accordance with E1D17 of the NCC.
Fire extinguishers to be installed in accordance with Part E1D14 of the NCC & AS2444.
Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
Roof & wall sheeting to be installed in accordance with NCC parts F3D2, F3D5, AS 1562.1 & manufacturers details.
Ventilation of rooms to comply with Part F5D6 of the NCC.

Plumbing & electrical works to comply with Section J of the NCC.
Power load shall comply with Section J of the NCC.
All lighting to be installed in accordance with J7 of NCC.

AREAS:

No.	Description	Date
B	Tender Issue - Preliminary	04/04/24
A	For Review	27/03/24

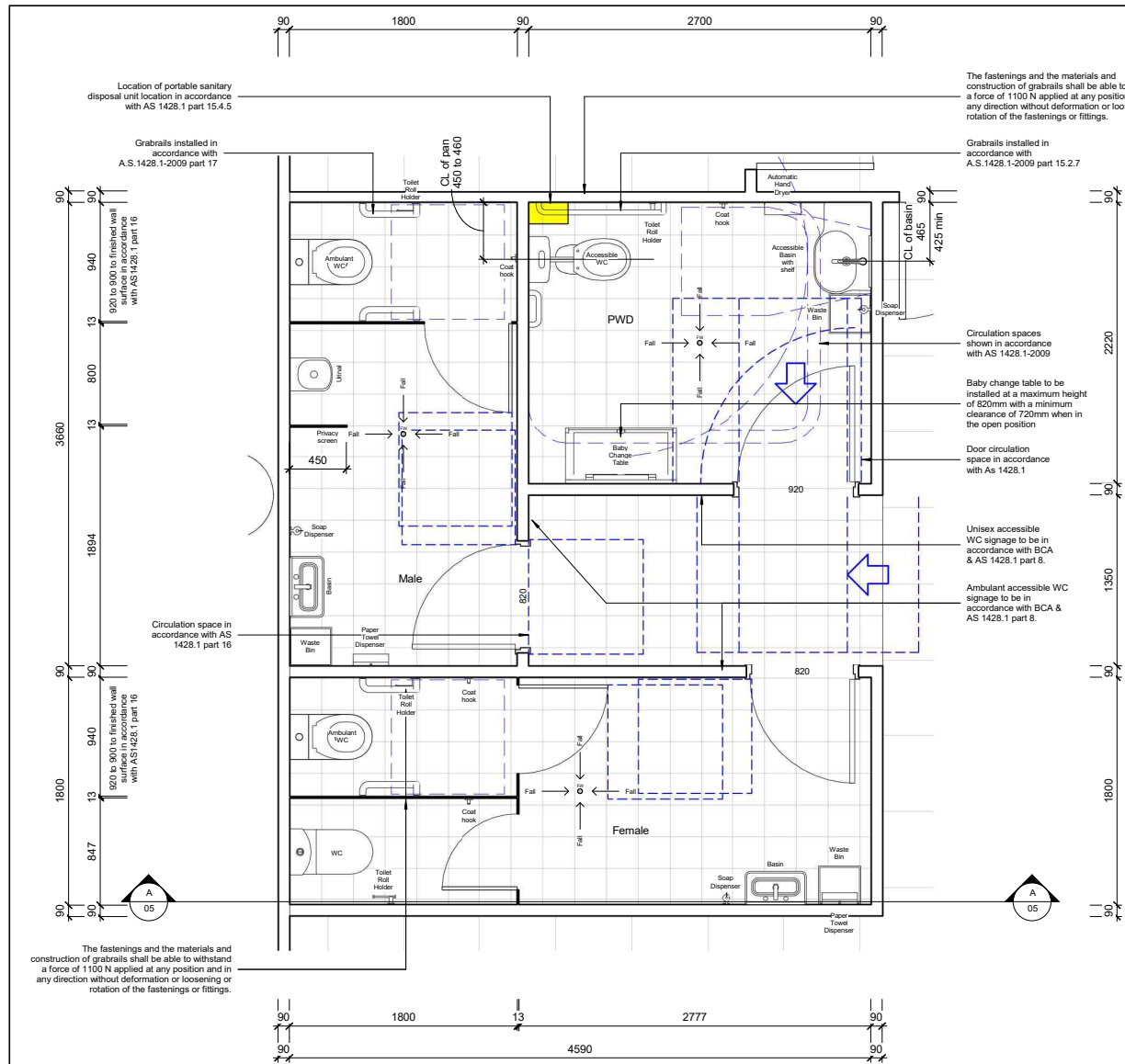
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SIZE	SCALE	As indicated	JOB No:	REV:
A1	SCALE	As indicated	069-23	B
	DATE	30/01/24	SHEET No:	10
	DRAWN	PDG		



Amenities Plan

1 : 25

NCC Facilities Table

No of Persons - NCC part D2D18

Patrons	174 people	87 Male patrons	87 Female patrons
Office (20.5m ²)	1 per 10m ²		
Function Space (170m ²)	1 per 1m ²		

Required Facilities - NCC part F4D4

Required Facilities	Male Patrons			Female Patrons	
	No of pans	Urinals	Basins	No of pans	Basins
	1	2	2	3	2

Total Facilities Proposed

Total Facilities	Male			Female	
	No of pans	Urinals	Basins	No of pans	Basins
Accessible Unisex WC	1	-	1	1	1
Toilet banks	-	2	1	1	1
Ambulant Pan	1	1	1	1	1
Total Facilities	2	2	2	3	2

NCC Summary of relevant parts

- F4D3 - Calculation of number of occupants and facilities**
- The number of persons accommodated must be calculated according to D2D18 if it cannot be more accurately determined by other means.
 - Unless the premises are used predominantly by one sex, sanitary facilities must be provided on the basis of equal numbers of males and females.
 - In calculating the number of sanitary facilities to be provided under F4D2 and F4D4, a unisex facility required for people with a disability (other than a facility provided under F4D12) may be counted once for each sex.
 - For the purposes of this Part, a unisex facility comprises one closet pan, one washbasin and means for the disposal of sanitary products.
- F4D4 Facilities in Class 3 to 9 buildings**
- Except where permitted by (3), (4), (7), F4D5(a), F4D5(b) and F4D12(1), separate sanitary facilities for males and females must be provided for Class 3, 5, 6, 7, 8 or 9 buildings in accordance with Tables F4D4a, F4D4b, F4D4c, F4D4d, F4D4e, F4D4f, F4D4g, F4D4h, F4D4i, F4D4j, F4D4k and F4D4l, as appropriate.
 - In Tables F4D4a, F4D4b, F4D4c, F4D4d, F4D4e, F4D4f, F4D4g, F4D4h, F4D4i, F4D4j, F4D4k and F4D4l—
 - 'Number' means the number of facilities required; and
 - '>' means greater than; and
 - a hyphen means no data (refer to the row above for the highest value applicable); and
 - 'NA' means not applicable; and
 - a reference to—
 - 'employees' includes owners and managers using the building; and
 - 'add 1 per 100 or 150, 250, 500, etc.' includes any part thereof of that number.
 - If not more than 10 people are employed, a unisex facility may be provided instead of separate facilities for each sex.
 - If the majority of employees are of one sex, not more than 2 employees of the other sex may share toilet facilities if the facilities are separated by means of walls, partitions and doors to afford privacy.
 - Employees and the public may share the same facilities in a Class 6 and 9 building (other than a school or early childhood centre) provided the number of facilities provided is not less than the total number of facilities required for employees plus those required for the public.
 - Adequate means of disposal of sanitary products must be provided in sanitary facilities for use by females.
 - Not less than one washbasin must be provided where closet pans or urinals are provided.
- NF4D9 Interpretation: urinals and washbasins**
- A urinal may be—
 - an individual stall or wall-hung urinal; or
 - each 600 mm length of a continuous urinal trough; or
 - a closet pan used in place of a urinal.
 - A washbasin may be—
 - an individual basin; or
 - part of a hand washing trough served by a single water tap.

Waterproofing Notes

- Note: Wet area construction to comply with NCC part F2 & AS3740. Refer to table below taken from NCC part F2
- Other Areas**
- For walls adjoining other types of vessels (e.g. sink, basin or laundry tub), the following applies:
 - Walls must be water resistant to a height of not less than 150 mm above the vessel, for the extent of the vessel, where the vessel is within 75 mm of a wall.
 - Waterproof wall/floor junctions where a vessel is fixed to a wall.
 - Waterproof tap and spout penetrations where they occur in surfaces required to be waterproof or water resistant.
 - For laundries and WCs, other than WCs as described in (3), the following applies:
 - Waterproof floor of the room.
 - Water resistant wall/floor junctions.
 - Waterproof penetrations where they occur in surfaces required to be waterproof.
 - For WCs with a handheld bidet spray installation, the following applies:
 - Waterproof floor of the room.
 - Walls must be—
 - waterproof within a 1500 mm radius from the wall connection of the handheld bidet spray device to a height of not less than 150 mm above the floor substrate; and
 - water resistant within a 1500 mm radius from the wall connection of the handheld bidet spray device to a height of not less than 1200 mm above the finished floor level of the WC.
 - Waterproof wall/floor junctions within the WC area within 1500 mm radius from the wall connection of the handheld bidet spray device.
 - Waterproof wall/floor junctions within the WC area within 1500 mm radius from the wall connection of the handheld bidet spray device. Waterproof penetrations in WC area.
 - For bathrooms and laundries required to be provided with a floor waste by F2D4, the following applies:
 - Waterproof floor of the room.
 - Waterproof wall/floor junctions.
 - Waterproof penetrations where they occur through the floor.
- Waterproof**
The property of a material that does not allow water to penetrate through it.
- Water resistant**
The property of a system or material that restricts water movement and will not degrade under conditions of water.
- Vessel**
An open, pre-formed, pre-finished concave receptacle capable of holding water, usually for the purpose of washing, including a basin, sink, bath, laundry tub and the like.
- Shower area**
The area affected by water from a shower, including a shower over a bath and for a shower area that is—
 - Enclosed – the area enclosed by walls or screens including hinged or sliding doors that contain the spread of water to within that space; or
 - Unenclosed – the area where, under normal use, water from the shower rose is not contained within the shower area.
- Preformed shower base**
A preformed, prefinished vessel installed as the finished floor of a shower compartment, and which is provided with a connection point to a sanitary drainage system.

Exhaust System Notes

- An exhaust system installed in a kitchen, bathroom, sanitary compartment or laundry must have a minimum flow rate of—
- 25 L/s for a bathroom or sanitary compartment; and
 - 40 L/s for a kitchen or laundry.
- Exhaust from a kitchen, kitchen range hood, bathroom, sanitary compartment or laundry must discharge directly or via a shaft or duct to outdoor air (Air outside the building).
- Where space for a clothes drying appliance is provided, space must also be provided for ducting from the clothes drying appliance to outdoor air (does not apply if a condensing-type clothes drying appliance is installed).
- An exhaust system that is not run continuously and is serving a bathroom or sanitary compartment that is not ventilated in accordance with NCC part F6D7 (natural ventilation or a mechanical ventilation or air-conditioning system complying with AS 1668.2) must—
- be interlocked with the room's light switch; and
 - include a run-on timer so that the exhaust system continues to operate for 10 minutes after the light switch is turned off.
- Except for rooms that are ventilated in accordance with NCC part F6D7 (natural ventilation or a mechanical ventilation or air-conditioning system complying with AS 1668.2), a room with space for ducting a clothes drying appliance to outdoor air in accordance with (3) must be provided with make-up air in accordance with AS 1668.2

GENERAL NOTES:

- CLASS 8b (Single Storey) - Type C Construction**
- RC slab to be in accordance with Engineers details. All structural details to be designed & provided by an Engineer. Written dimensions will take precedence over scale. Floor finishes to comply with AS 1428.1 Part 7. Provide external security lights to all exit doors.
- All work & materials is to comply with section B of the NCC.
- All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1286.
- Roof coverings to comply with AS1562.1. Hot water, warm water & water cooling systems to be installed in accordance with NSW Public Health Regulation 2012 & Public Health Act 2010.
- 90mm stud walls with plasterboard wall sheeting or the like to selected internal walls. Finish to remaining walls to be arranged with owners. All floor & wall linings to comply with specification Part C Specification 6 of the NCC.
- All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.
- All paths of travel to comply with part D2D7 of the NCC. Installation of services or equipment in exits & paths of travel shall comply with Part D3D6 of the NCC. Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below.
- | Application | Surface Condition |
|--|-------------------|
| Driveway | P4 |
| Ramp sleeper than 1:14 | P4 or R11 |
| Ramp sleeper than 1:20 but not steeper than 1:14 | P3 or R10 |
| Roof or landing surface | P3 or R10 |
| Nosing or landing edge strip | P4 or R11 |
| Stair | P3 |
- Thresholds to comply with NCC part D3D16 & AS 1428.1. Barriers to prevent falls to comply with NCC part D3D17. Doors opening to required exits must open in an outward direction in accordance with F2D4 of the NCC. Door hardware to be supplied and installed in accordance with D3D26 of the NCC. Door signage to comply with NCC part D3D28. Disabled access to comply with NCC part D4 and AS1428.1. Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.
- Fire blanket to be installed in Kitchen in accordance with E1D17 of the NCC.
- Fire extinguishers to be installed in accordance with Part E1D14 of the NCC & AS2444.
- Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
- Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.
- All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
- Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
- All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
- Roof & wall sheeting to be installed in accordance with NCC parts F3D2, F3D5, AS1562.1 & manufacturers details.
- Ventilation of rooms to comply with Part F6D6 of the NCC.
- Plumbing & electrical works to comply with Section J of the NCC. Power load shall comply with Section J of the NCC.
- All lighting to be installed in accordance with J7 of NCC.

AREAS:

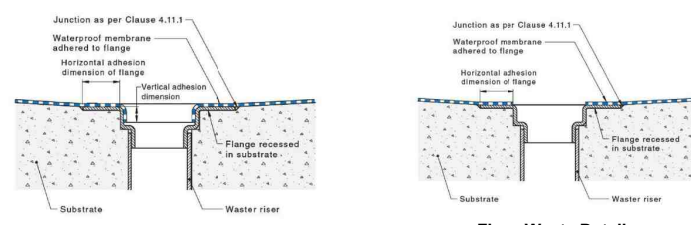
No.	Description	Date
B	Tender Issue - Preliminary	04/04/24
A	For Review	27/03/24

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.



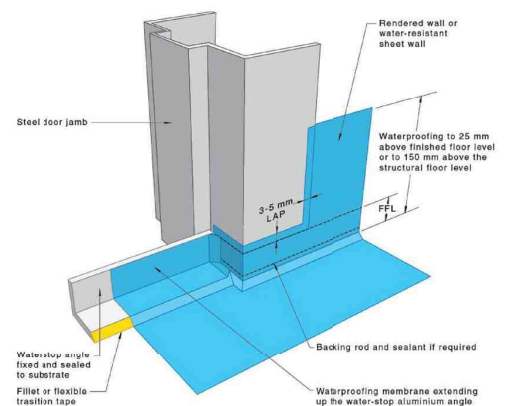
PROJECT
PROPOSED MURRURUNDI YOUTH & COMMUNITY CENTRE UPGRADE
AT
MURRURUNDI PARK
MAYNE STREET, MURRURUNDI
FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	069-23	REV:
A1	DRAWN	PDG	DATE	30/01/24	SHEET No: 11

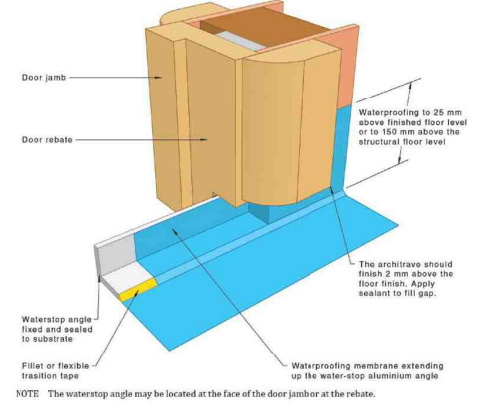


Floor Waste Detail - Down Leg

Floor Waste Detail

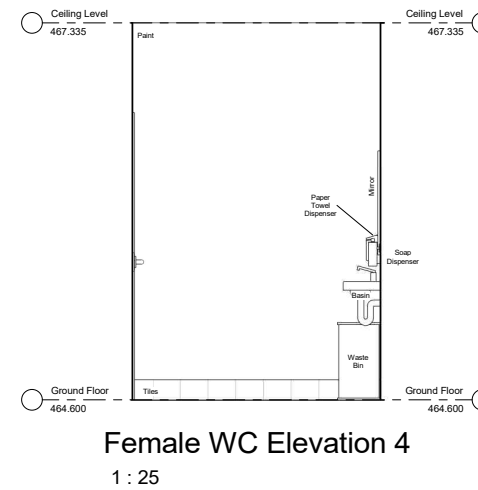
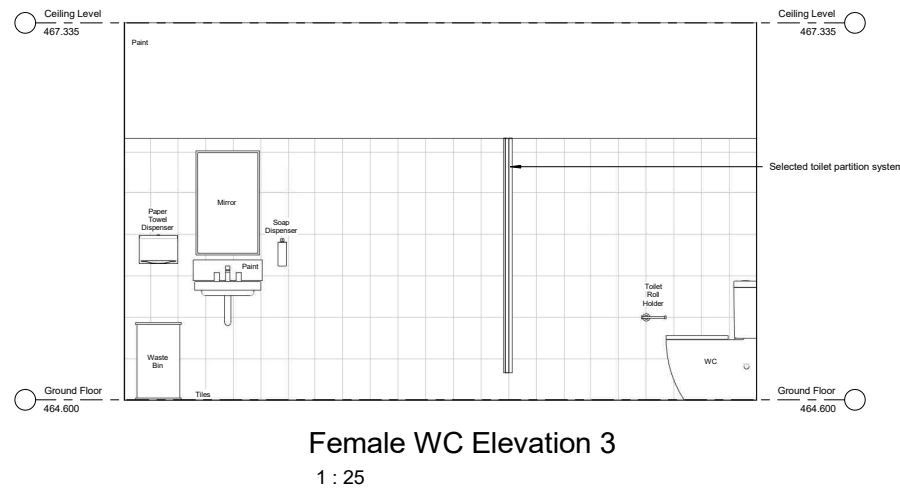
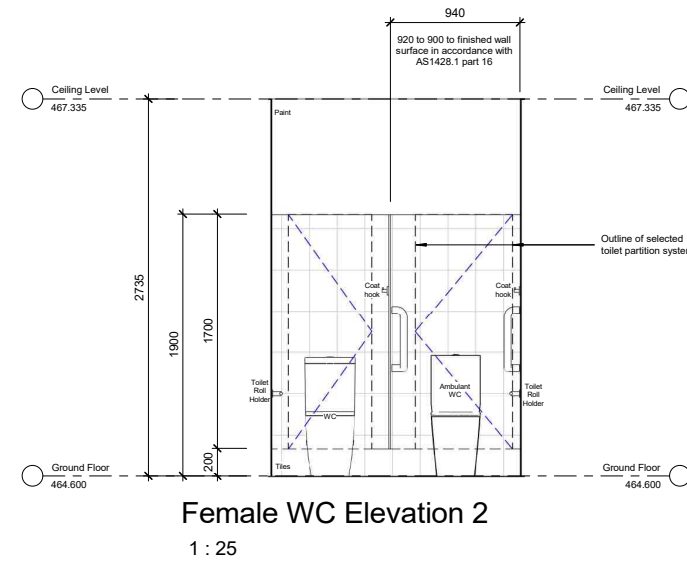
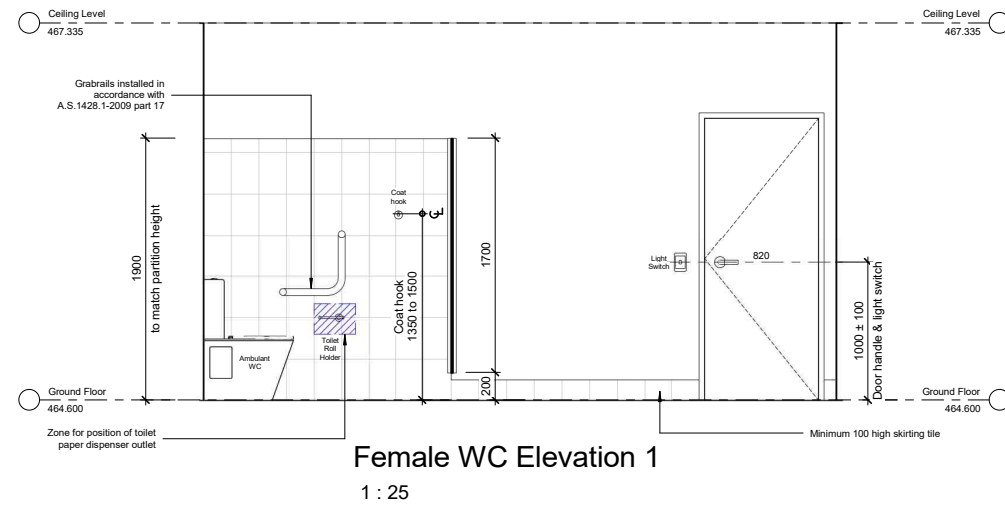


Waterproofing at Door - Steel



Waterproofing at Door - Timber

Waterproofing & Wet Area Details



GENERAL NOTES:

CLASS 9b (Single Storey) - Type C Construction

RC slab to be in accordance with Engineers details.
 All structural details to be designed & provided by an Engineer.
 Written dimensions will take precedence over scale.
 Floor finishes to comply with AS 1428.1 Part 7
 Provide external security lights to all exit doors.

All work & materials is to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS1562.1
 Hot water, warm water & water cooling systems to be installed in accordance with NSW Public Health Regulation 2012 & Public Health Act 2010.

90mm stud walls with plasterboard wall sheeting or the like to selected internal walls.
 Finish to remaining walls to be arranged with owners.
 All floor & wall linings to comply with specification Part C Specification 6 of the NCC.

All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
 Installation of services or equipment in exits & paths of travel shall comply with Part D3D6 of the NCC.
 Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface	Condition
Ramp slope less than 1:14	P3 or R11	P3 or R12
Ramp slope less than 1:20 but not steeper than 1:14	P3 or R10	P3 or R11
Roof or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P3	P4

Thresholds to comply with NCC part D3D16 & AS 1428.1
 Barriers to prevent falls to comply with NCC part D3D17
 Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25.
 Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
 Door signage to comply with NCC part D3D28.
 Disabled access to comply with NCC part D4 and AS1428.1
 Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire blanket to be installed in Kitchen in accordance with E1D17 of the NCC.
 Fire extinguishers to be installed in accordance with Part E1D14 of the NCC & AS2444.
 Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
 Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
 Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
 All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
 Roof & wall sheeting to be installed in accordance with NCC parts F3D2, F3D5, AS1562.1 & manufacturers details.
 Ventilation of rooms to comply with Part F8D6 of the NCC.

Plumbing & electrical works to comply with Section J of the NCC.
 Power load shall comply with Section J of the NCC.
 All lighting to be installed in accordance with J7 of NCC.

AREAS:

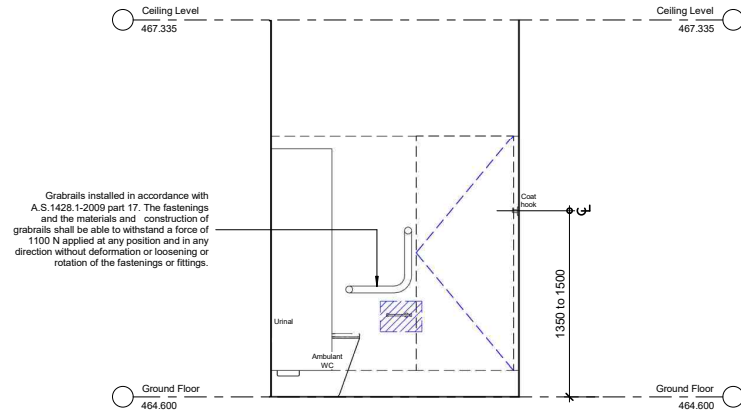
No.	Description	Date
B	Tender Issue - Preliminary	04/04/24
A	For Review	27/03/24

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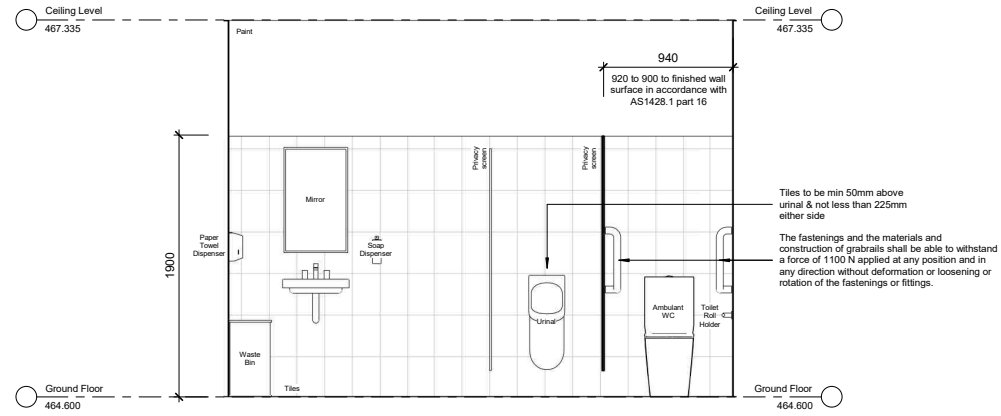


PROJECT
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 AT
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 MAYNE STREET, MURRURUNDI
 FOR
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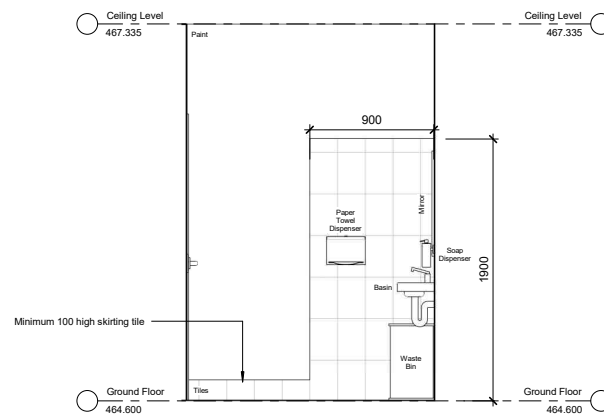
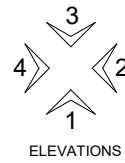
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A1	As indicated	30/01/24	069-23	12
	DRAWN	PDG	SHEET No:	



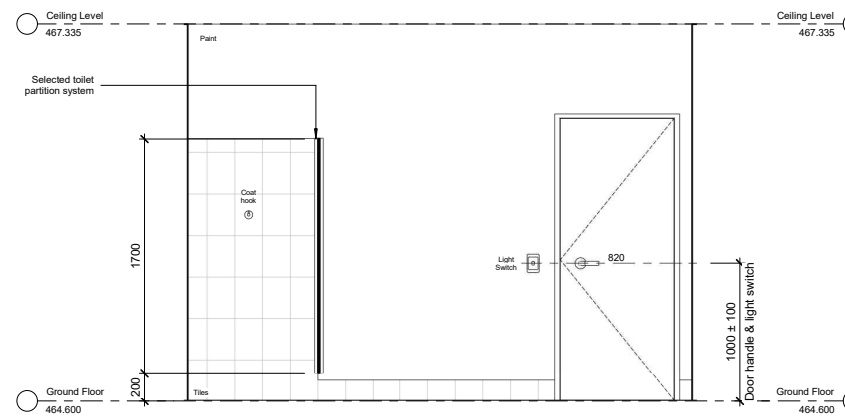
Male WC Elevation 1
1 : 25



Male WC Elevation 2
1 : 25



Male WC Elevation 3
1 : 25



Male WC Elevation 4
1 : 25

GENERAL NOTES:

CLASS 9a (Single Storey) - Type C Construction

RC slab to be in accordance with Engineers details.
All structural details to be designed & provided by an Engineer.
Written dimensions will take precedence over scale.
Floor finishes to comply with AS 1428.1 Part 7.
Provide external security lights to all exit doors.

All work & materials to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS1562.1
Hot water, warm water & water cooling systems to be installed in accordance with NSW Public Health Regulation 2012 & Public Health Act 2010.

90mm stud walls with plasterboard wall sheeting or the like to selected internal walls.
Finish to remaining walls to be arranged with owners.
All floor & wall linings to comply with specification Part C Specification 6 of the NCC.

All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.
Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	
	Dry	Wet
Ramp steeper than 1:14	P4 or R11	P4 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Yards or landing surfaces	P3 or R10	P4 or R11
Nosing or landing edge strip	P3	P4

Thresholds to comply with NCC part D3D16 & AS 1428.1
Barriers to prevent falls to comply with NCC part D3D17
Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25.
Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
Door signage to comply with NCC part D3D28.
Disabled access to comply with NCC part D4 and AS1428.1
Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire blanket to be installed in Kitchen in accordance with E1D17 of the NCC.
Fire extinguishers to be installed in accordance with Part E1D14 of the NCC & AS2444.
Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slabs as per F1D7.
All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
Roof & wall sheeting to be installed in accordance with NCC parts F3D2, F3D5, AS1562.1 & manufacturers details
Ventilation of rooms to comply with Part F6D6 of the NCC.

Plumbing & electrical works to comply with Section J of the NCC.
Power load shall comply with Section J of the NCC.
All lighting to be installed in accordance with J7 of NCC.

AREAS:

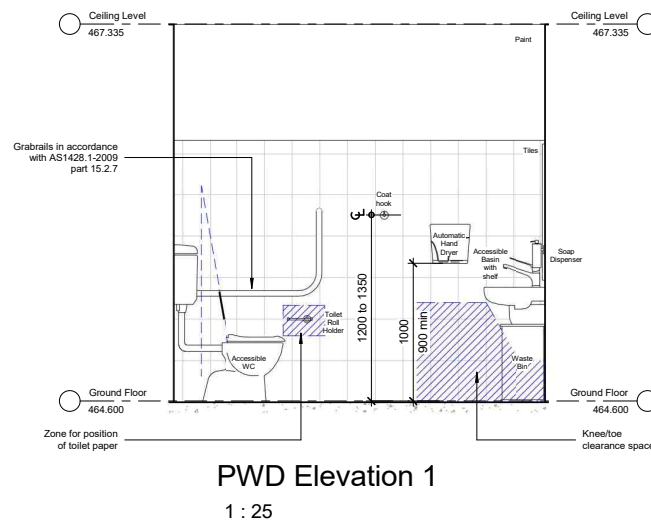
No.	Description	Date
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A	For Review	27/03/24

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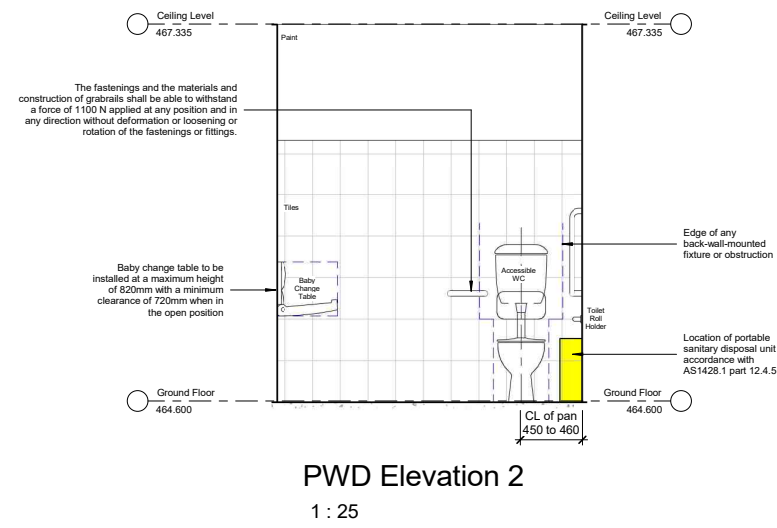


PROJECT
PROPOSED MURRURUNDI YOUTH & COMMUNITY CENTRE UPGRADE
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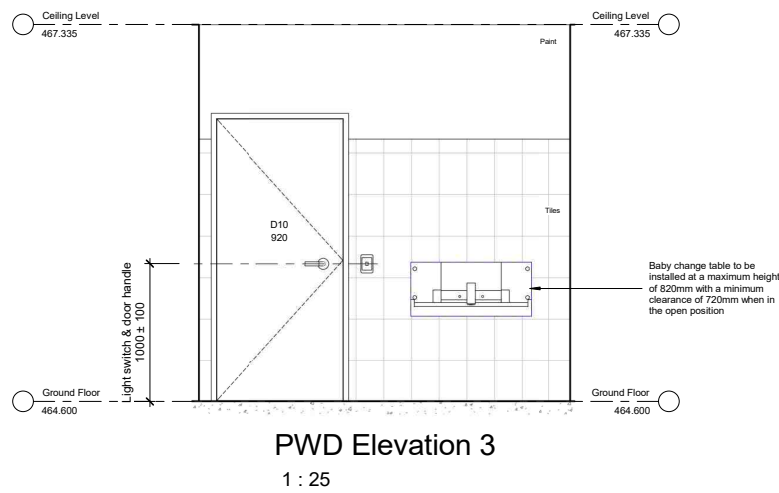
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A1	DATE	30/01/24	SHEET No:	13	B
	DRAWN	PDG			



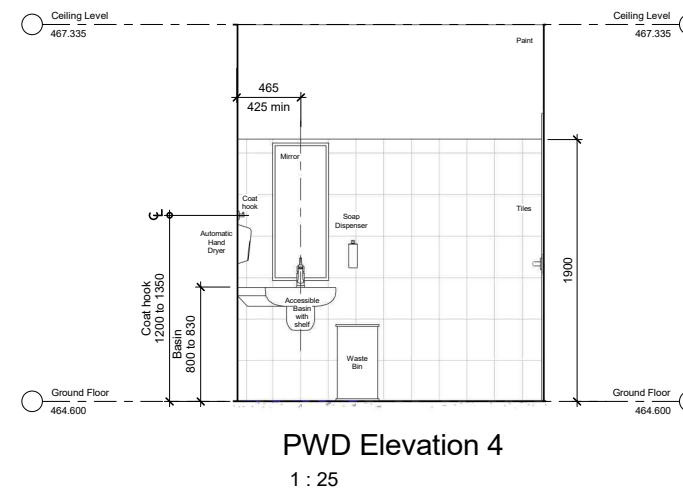
PWD Elevation 1
1 : 25



PWD Elevation 2
1 : 25



PWD Elevation 3
1 : 25



PWD Elevation 4
1 : 25

GENERAL NOTES:

CLASS 9a (Single Storey) - Type C Construction

RC slab to be in accordance with Engineers details.
All structural details to be designed & provided by an Engineer.
Written dimensions will take precedence over scale.
Floor finishes to comply with AS 1428.1 Part 7.
Provide external security lights to all exit doors.

All work & materials to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS 1562.1
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Application	Surface Condition	
	Dry	Wet
Ramp steeper than 1:14	P4 or R11	P3 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Yard or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P3	P4

Thresholds to comply with NCC part D3D16 & AS 1428.1
Barriers to prevent falls to comply with NCC part D3D17
Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25.
Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
Door signage to comply with NCC part D3D28.
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Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slabs as per F1D7.
All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
Roof & wall sheeting to be installed in accordance with NCC parts F3D2, F3D5, AS 1562.1 & manufacturers details
Ventilation of rooms to comply with Part F6D6 of the NCC.

Plumbing & electrical works to comply with Section J of the NCC.
Power load shall comply with Section J of the NCC.
All lighting to be installed in accordance with J7 of NCC.

AREAS:

No.	Description	Date
B	Tender Issue - Preliminary	04/04/24
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Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

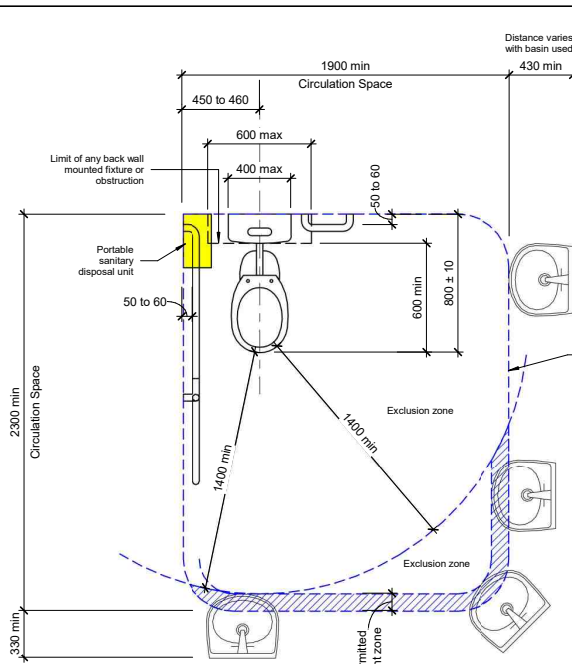


**P.B. Eveleigh
Plan Service**

7 Short Street Scone NSW 2337
Ph: (02) 65452108
A.B.N. 88 709 487 298
Email: pbeplans@gmail.com

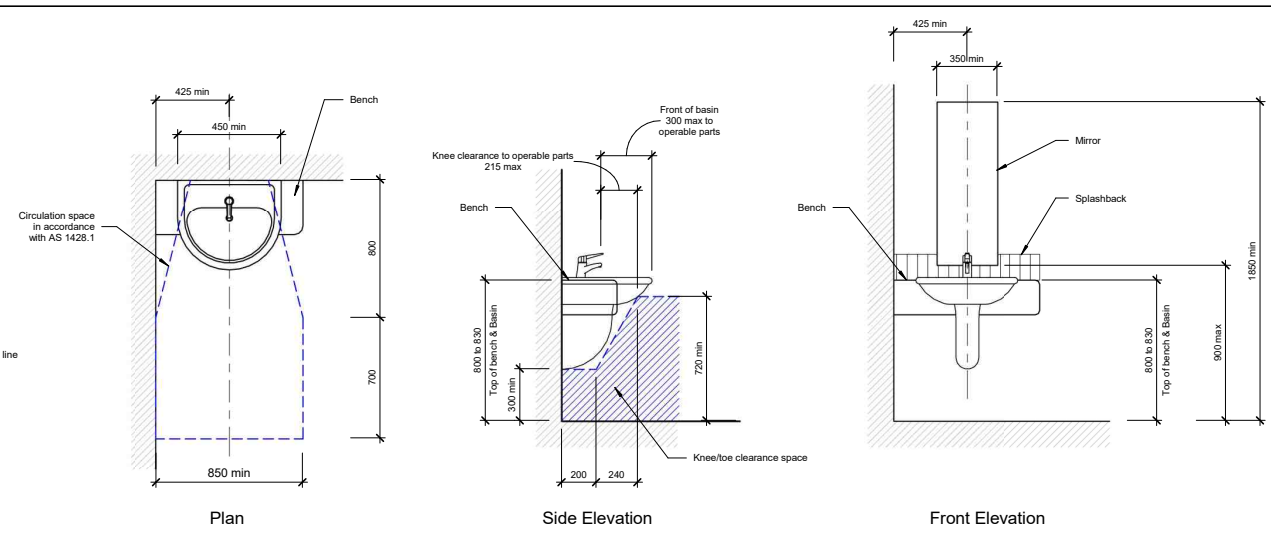
PROJECT
PROPOSED MURRURUNDI YOUTH & COMMUNITY CENTRE UPGRADE
AT
MURRURUNDI PARK
MAYNE STREET, MURRURUNDI
FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	069-23	REV:
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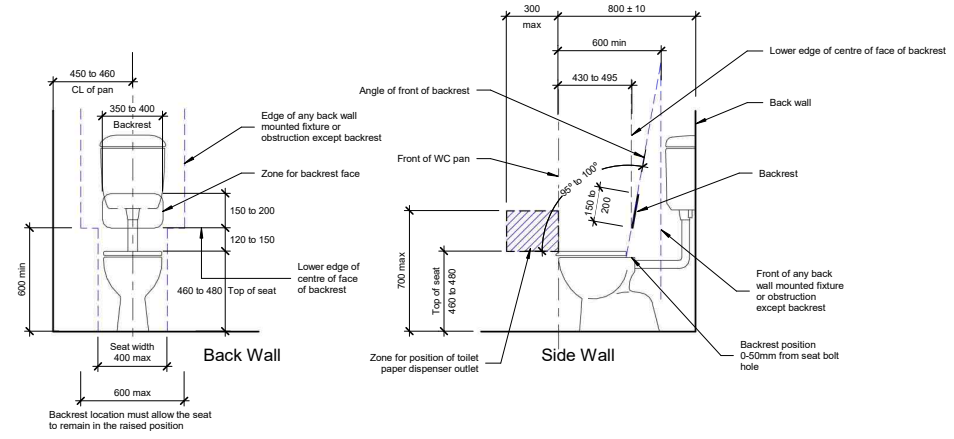


Note:
RH transfer shown.
LH transfer to opposite hand.

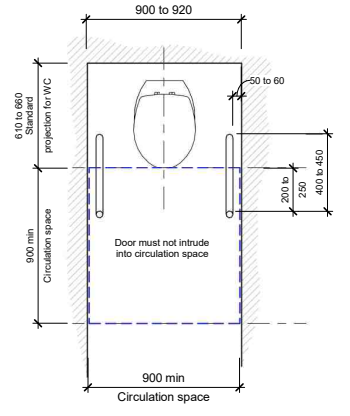
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1 : 20



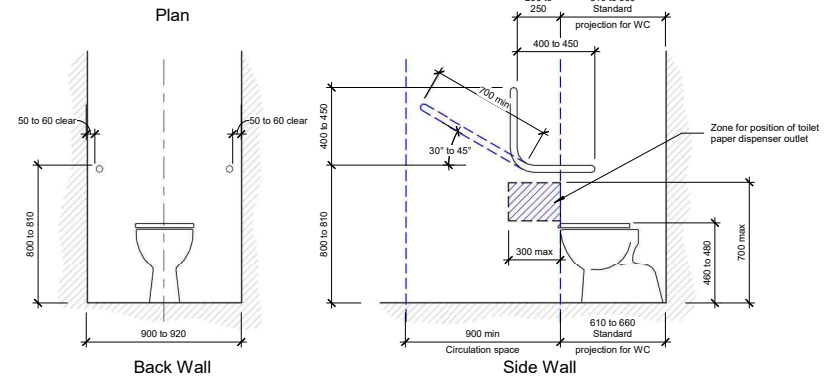
Semi Recessed Basin Clearance Space
1 : 20



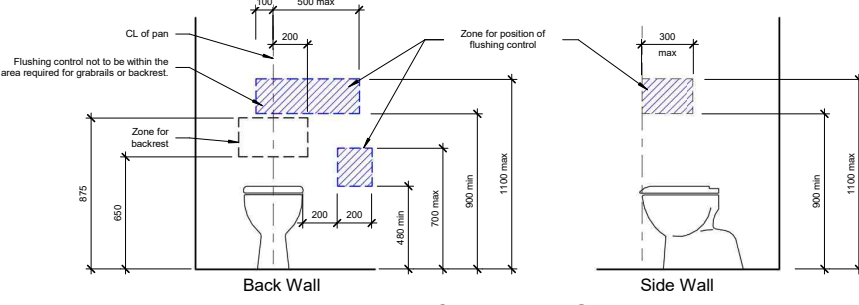
Position of Toilet Paper Dispenser & Backrest
1 : 20



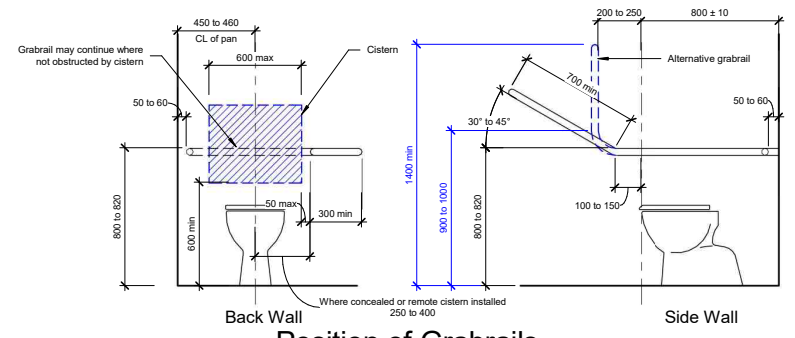
Ambulant WC Notes
Walls around the toilet to be reinforced to allow for fixing of grabrails with either additional noggings or 12mm structural sheeting. Allowance to be made to maintain the 900 to 920 distance between finished wall surfaces. Refer to detail.
Grabrails shall be continuous & consist of a horizontal section plus either a vertical section or an upward angled section. Grabrails to be installed in accordance with AS1428.1 part 14.
Doors to sanitary compartments for people with ambulant disabilities shall have openings with a minimum clear width of 700 mm. Doors shall be provided with an in-use indicator and a bolt or catch. Where a snib catch is used, the snib handle shall have a minimum length of 45 mm from the centre of the spindle. In an emergency, the latch mechanism shall be operable from the outside.
Sanitary compartment for people with ambulant disabilities shall be identified by symbol or words in accordance with AS1428.1-2021 clause 5.
A clothes hanging device shall be provided within the sanitary compartment and at a height between 1350 mm to 1500 mm from the floor.
Door contrast to comply with AS1428.1-2021 part 10.1.
Door handles and related hardware and accessories shall comply with AS1428.1-2021 part 10.4.



Ambulant WC Details
1 : 20



Position of Flushing Control
1 : 20



Position of Grabrails
1 : 20

Accessible WC Notes

Walls around the toilet to be reinforced to allow for fixing of grabrails with either additional noggings or 12mm structural sheeting.
All switches and controls on an accessible path of travel, other than general purpose outlets, shall be located not less than 900 mm nor more than 1100 mm above the plane of the finished floor and not less than 500 mm from internal corners except where on the architrave on the latch side of a door.
Note:
Controls refer to heating & cooling controls, ventilation controls, security controls, etc.
When setting out works using the dimensions on the plans, make appropriate allowances for construction tolerances.
General purpose outlets shall be located not less than 600 mm nor more than 1100 mm above the plane of the finished floor and not less than 500 mm from internal corners. Where provided near the wash basin, switches & general purpose outlets shall be located as close to the shelf or worktop as practicable in accordance with AS1428.1-2021 clause 11
Rocker action and toggle switches shall be provided and have a minimum dimension of 30 mm x 30 mm. Push-pad switches shall have a minimum dimension of 25 mm in diameter.
Water taps to be lever handles, sensor plate, voice activation or other similar controls. Lever handles shall have not less than 50mm clearance from an adjacent surface. Where separate taps are provided for hot & cold water, the hot water tap shall be placed to the left of the cold water tap for horizontal configurations, or above the cold water tap for vertical configurations.
WC pan clearances shall comply with AS1428.1-2021 part 12.2.2.
A toilet seat is to be provided on accessible toilets & shall:
(a) be of the full round type (not open fronted);
(b) be securely fixed in position when in use;
(c) have seat fittings that create lateral stability for the seat when in use;
(d) be backrested to 150kg; &
(e) have a minimum contrast of 30% with one of the following options:
1. Seat & pan or
2. Seat & wall or
3. Seat & floor against which it is raised.
(f) remain in the upright position when fully raised.
A backrest is to be provided on accessible toilets & comply with AS1428.1-2021 part 12.2.4.
Flushing controls shall be user activated, hand operated, electric sensor or automatic to comply with AS1428.1-2021 part 12.2.5. Flushing control shall not be located within the zone of the backrest or within 50mm of any grabrail. The flushing control shall be proud of the surface & shall activate the flush before the button becomes level with the surrounding surface unless provided with electronic sensor(s) option.
The outlet for the toilet paper dispenser shall be located within the zone specified (refer to detail) & shall not have a projection from the wall of more than 150mm. The toilet paper dispenser shall not encroach upon the clearance space required around the grabrail specified in AS1428.1-2021 clause 14.
Grabrails as specified in AS1428.1-2021 section 14, shall be provided across the rear wall & all the side wall nearest the WC pan (refer to detail). Where there is no obstruction, the rear wall grabrail may extend across the wall to the side wall.
For each WC, the unobstructed circulation space from the finished floor to a height of not less than 2000 mm shall be as shown in AS1428.1-2021 part 12.2.8.1 & Figure 43. The only fittings & fillings that may encroach into the circulation space below a height of 900mm are as follows:
Items include:
(a) The toilet paper dispenser
(b) Grabrails
(c) Backrest
(d) Portable sanitary disposal unit
(e) Washbasin/vanity bench limited to 100mm encroachment. Refer to detail.
(f) Where provided, wall mounted taps e.g. Cleaners tap
Where provided, additional fittings & fixtures may encroach into the WC pan circulation space up to a maximum of 150mm but shall provide a minimum of 900mm clearance below. Such fittings & fixtures include the following:
(i) Hand dryers & towel dispensers
(ii) Soap dispensers (see Clause 12.4.3 in AS 1428.1 - 2021)
(iii) Shelves (see Clause 12.4.2 in AS 1428.1 - 2021)
(iv) Wall cabinets
(v) Clothes hanging devices (see Clause 12.4.4 in AS 1428.1 - 2021)
(vi) Other wall mounted fixtures, such as dispensing units & sharp disposal units.
Baby change tables (where installed) shall not encroach into the circulation space of any other toilet facility when in the folded up position, and have a maximum height of 820 mm and a minimum clearance underneath of 720 mm when in the open position.
WC doors to comply with AS1428.1 part 12.2.9.
Outward-opening doors shall have a mechanism that holds the door in a closed position without the use of a latch.
Doors shall be provided with an in-use indicator and a bolt or catch. Where a snib catch is used, the snib handle shall have a minimum length of 45 mm from the centre of the spindle. In an emergency, the latch mechanism shall be operable from the outside.
Door handles & hardware shall be in accordance with AS1428.1-2021 clause 10.4
In all sanitary facilities, the mirror shall be located either above or adjacent to the washbasin in accordance with AS1428.1 part 12.4.1.
Shelf space is to be provided adjacent to the washbasin in accordance with AS1428.1 part 12.4.2.
Where provided, soap dispensers, towel dispensers, hand dryers and similar fittings shall be operable by one hand, and shall be installed with the height of their operative component or outlet not less than 900 mm and not more than 1100 mm above the plane of the finished floor, and no closer than 500 mm from an internal corner.
A clothes-hanging device shall be installed 1200 mm to 1350 mm above the plane of the finished floor and not less than 500 mm out from any internal corner.
Sanitary disposal units where provided shall comply with AS1428.1 part 12.4.5.
NCC Part 526C6
(1) For walls adjoining vessel (sink, basin or laundry tub), the following applies:
Walls must be water resistant to a height of not less than 150 mm above the vessel, for the extent of the vessel, where the vessel is within 75 mm of a wall.
Waterproof wall junctions where a vessel is fixed to a wall.
Waterproof lap and spout penetrations where they occur in surfaces required to be waterproof or water resistant.
(2) For laundries and WCs, other than WCs as described in (3), the following applies:
Water resistant floor of the room.
Water resistant wall/floor junctions.
Waterproof penetrations where they occur in surfaces required to be waterproof.

GENERAL NOTES:

CLASS 9b (Single Storey) - Type C Construction
RC slabs to be in accordance with Engineers details.
All structural details to be designed & provided by an Engineer.
Written dimensions will take precedence over scale.
Floor finishes to comply with AS 1428.1 Part 7.
Provide external security lights to all exit doors.
All work & materials to comply with section B of the NCC.
All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1298.
Roof coverings to comply with AS1562.1
Hot water, warm water & water cooling systems to be installed in accordance with NSW Public Health Regulation 2012 & Public Health Act 2010.
90mm stud walls with plasterboard wall sheeting or the like to selected internal walls.
Finish to remaining walls to be arranged with owners.
All floor & wall linings to comply with specification Part C Specification 6 of the NCC.
All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.
All paths of travel to comply with Part D2D7 of the NCC.
Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.
Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition
Ramp steeper than 1:14	P4 or R11
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10
Read or landing surface	P3 or R10
Nosing or landing edge strip	P4 or R11
Thresholds to comply with NCC part D3D16 & AS 1428.1	P4

Barriers to prevent falls to comply with NCC part D3D17
Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25
Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
Door signage to comply with NCC part D3D28.
Disabled access to comply with NCC part D4 and AS1428.1
Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.
Fire blanket to be installed in Kitchen in accordance with E1D17 of the NCC.
Fire extinguishers to be installed in accordance with Part E1D14 of the NCC & AS2444.
Fire extinguishers must be provided during construction in accordance with Part E1D16 of the NCC.
Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.
All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
Roof & wall sheeting to be installed in accordance with NCC parts F3D2, F3D5, AS1562.1 & manufacturers details.
Ventilation of rooms to comply with Part F6D6 of the NCC.
Plumbing & electrical works to comply with Section J of the NCC.
Power load shall comply with Section J of the NCC.
All lighting to be installed in accordance with J7 of NCC.

AREAS:

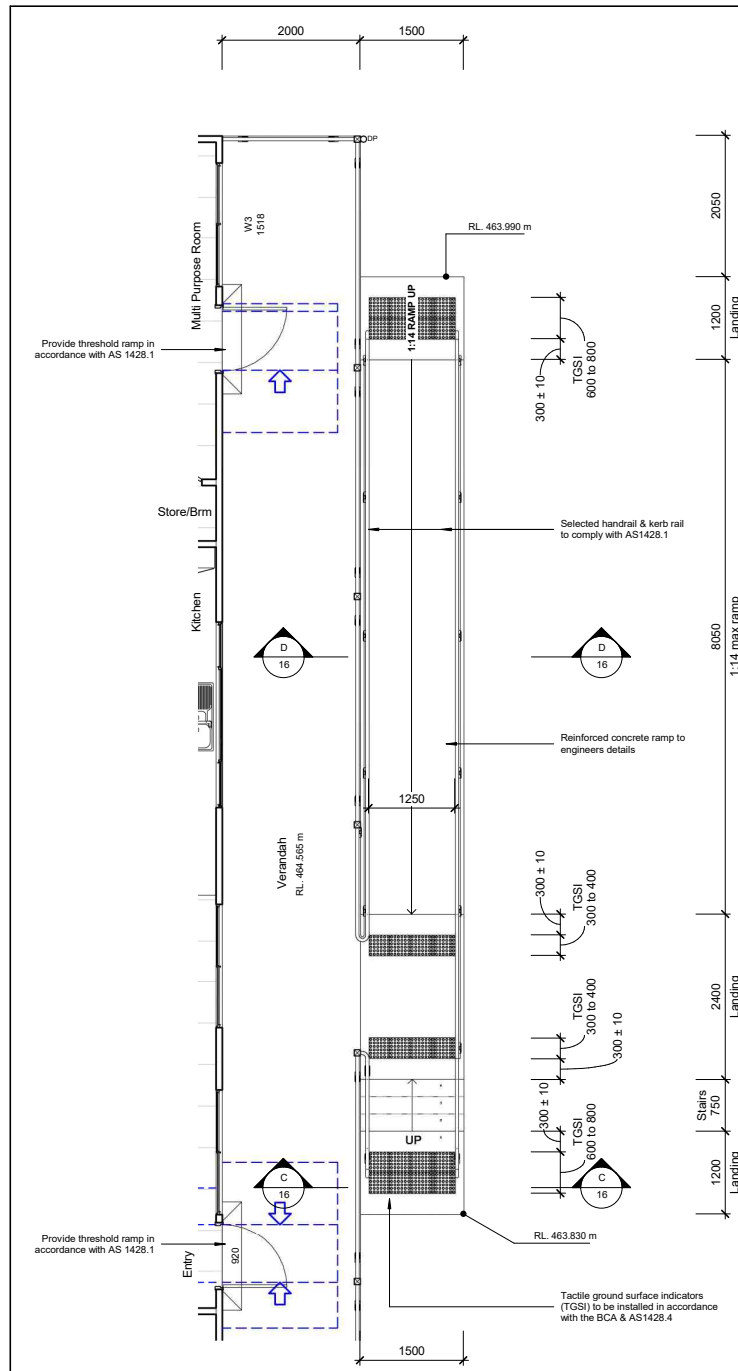
No.	Description	Date
B	Tender Issue - Preliminary	04/04/24
A	For Review	27/03/24

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

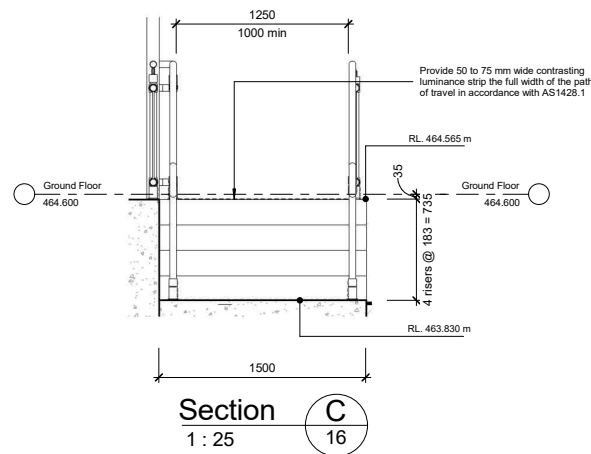


PROJECT
PROPOSED MURRURUNDI YOUTH & COMMUNITY CENTRE UPGRADE
AT
**MURRURUNDI PARK
MAYNE STREET, MURRURUNDI**
FOR
UPPER HUNTER SHIRE COUNCIL

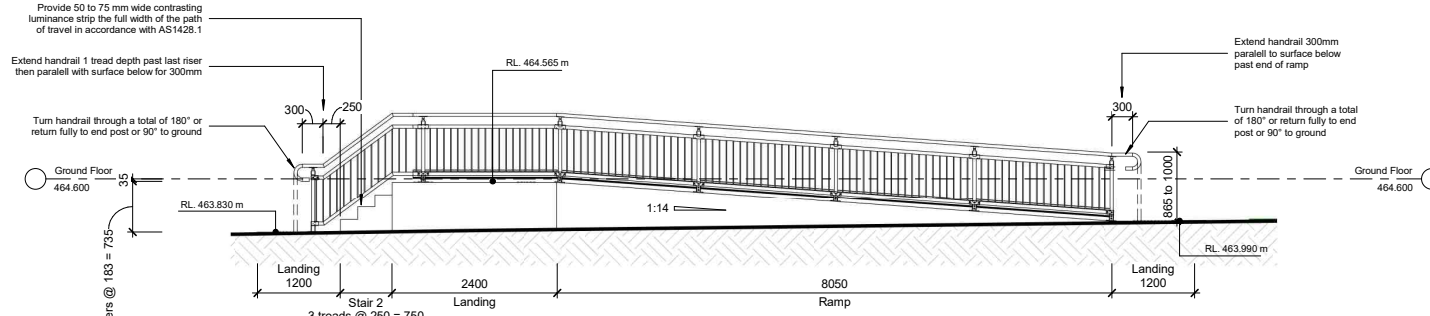
SIZE	SCALE	As indicated	JOB No:	069-23	REV:
A1	DATE	30/01/24	SHEET No:	15	B



Stairs & Ramp Plan
1 : 50



Section C
1 : 25



Ramp Elevation
1 : 50

Stair Table

NCC Table D3D14	Riser (R)		Going (G)		Slope relationship (GR + G)	
	Max	Min	Max	Min	Max	Min
	190	115	355	250	700	550
	183		250		616 - Complex	

Stair Notes

Stair nosings shall not project beyond the face of the riser and the riser may be vertical or have a splay backwards up to a maximum 25mm.

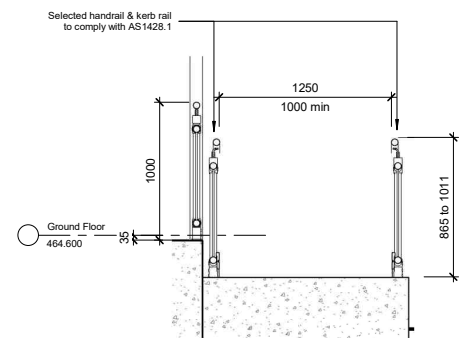
Stair nosing profiles shall—
(i) have a sharp intersection;
(ii) be rounded up to 5 mm radius; or
(iii) be chamfered up to 5 mm x 5 mm.

At the nosing, each tread shall have a strip not less than 50 mm and not more than 75 mm deep across the full width of the path of travel. The strip may be set back a maximum of 15 mm from the front of the nosing. The strip shall have a minimum luminance contrast of 30% to the background. Where the luminous contrasting strip is affixed to the surface of the tread, any change in level shall comply with Clause 7.2 and Clause 7.3 of AS 1428.1

Where the luminance contrasting strip is not set back from the front of the nosing then any area of luminance contrast shall not extend down the riser more than 10 mm.

Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 table D3D14. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	
	Dry	Wet
Dry Ramp steeper than 1:14	P4 or R11	P5 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Tread or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P3	P4



Section D
1 : 25

Ramp Notes

Sharp transitions shall be provided between the planes of landings and ramps in accordance with AS1428.1 part 7.1.

The crossfall for a walkway or landing shall be no steeper than 1 in 40, except that bitumen surfaces shall have a camber or crossfall no steeper than 1 in 33.

The maximum gradient of a ramp exceeding 1900mm in length shall be 1 in 14.

The gradient of a ramp shall be constant throughout its length with a maximum allowable tolerance of 3% provided no section of the ramp is steeper than 1 in 14.

Ramps shall have a handrail on each side of the ramp, in accordance with AS1428.1 part 7.3.

The top of handrails shall be not less than 865 mm nor more than 1000 mm above the nosing of stairway tread or the plane of the finished floor of the walkway, ramp or landing. The height of the top of the handrail shall be consistent through the ramp (or stairs) and any landings. The height of the handrail may vary across landings under the following circumstances:
• At a stairway handrail extension
• Where a handrail transitions between flights or to a balustrade
• Construction tolerance of up to 10mm

Tactile Ground Surface Indicators (TGSIs) shall be installed in accordance with AS1428.4.1. Handrails shall be securely fixed and rigid, and their ends shall be turned through a total of 180°, or to the ground, or returned fully to end post or wall face, as shown in AS1428.1 Figures 26(C) and 26(D).

The handrail shall extend a minimum of 300 mm horizontally past the transition point at the top and bottom of the ramp except where the inner handrail is continuous at an intermediate landing.

The clearance between a handrail and an adjacent wall surface or other obstruction shall be not less than 50 mm. This clearance shall extend above the top of the handrail by not less than 600 mm.

Handrails shall have no obstruction to the passage of a hand along the rail.

The inside handrail at landings shall always be continuous.

Where a handrail is not supported on a wall, ramps & intermediate landings shall have a kerb or kerb rails in accordance with AS1428.1 part 7.3(i)(k).

Where stairs and/or ramps are required, they are to be built in accordance with BCA part D2 table D2.14. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	
	Dry	Wet
Dry Ramp steeper than 1:14	P4 or R11	P5 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Tread or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P3	P4

GENERAL NOTES:

CLASS 9a (Single Storey) - Type C Construction

RC slab to be in accordance with Engineers details.
All structural details to be designed & provided by an Engineer.
Written dimensions will take precedence over scale.
Floor finishes to comply with AS 1428.1 Part 7.
Provide external security lights to all exit doors.

All work & materials is to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS1562.1
Hot water, warm water & water cooling systems to be installed in accordance with NSW Public Health Regulation 2012 & Public Health Act 2010.

90mm stud walls with plasterboard wall sheeting or the like to selected internal walls.
Finish to remaining walls to be arranged with owners.
All floor & wall linings to comply with Specification Part C Specification 6 of the NCC.

All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.
Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	
	Dry	Wet
Ramp steeper than 1:14	P4 or R11	P5 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Tread or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P3	P4

Thresholds to comply with NCC part D3D16 & AS 1428.1
Barriers to prevent falls to comply with NCC part D3D17
Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25.
Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
Door signage to comply with NCC part D3D28.
Disabled access to comply with NCC part D4 and AS1428.1
Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire blanket to be installed in Kitchen in accordance with E1D17 of the NCC.
Fire extinguishers to be installed in accordance with Part E1D14 of the NCC & AS2444.
Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
Roof & wall sheeting to be installed in accordance with NCC parts F3D2, F3D5, AS1562.1 & manufacturers details
Ventilation of rooms to comply with Part F6D6 of the NCC.

Plumbing & electrical works to comply with Section J of the NCC.
Power load shall comply with Section J of the NCC.
All lighting to be installed in accordance with J7 of the NCC.

AREAS:

No.	Description	Date
B	Carpark & court location revised. Ramp & stairs revised.	08/04/24
A	Tender Issue - Preliminary	04/04/24

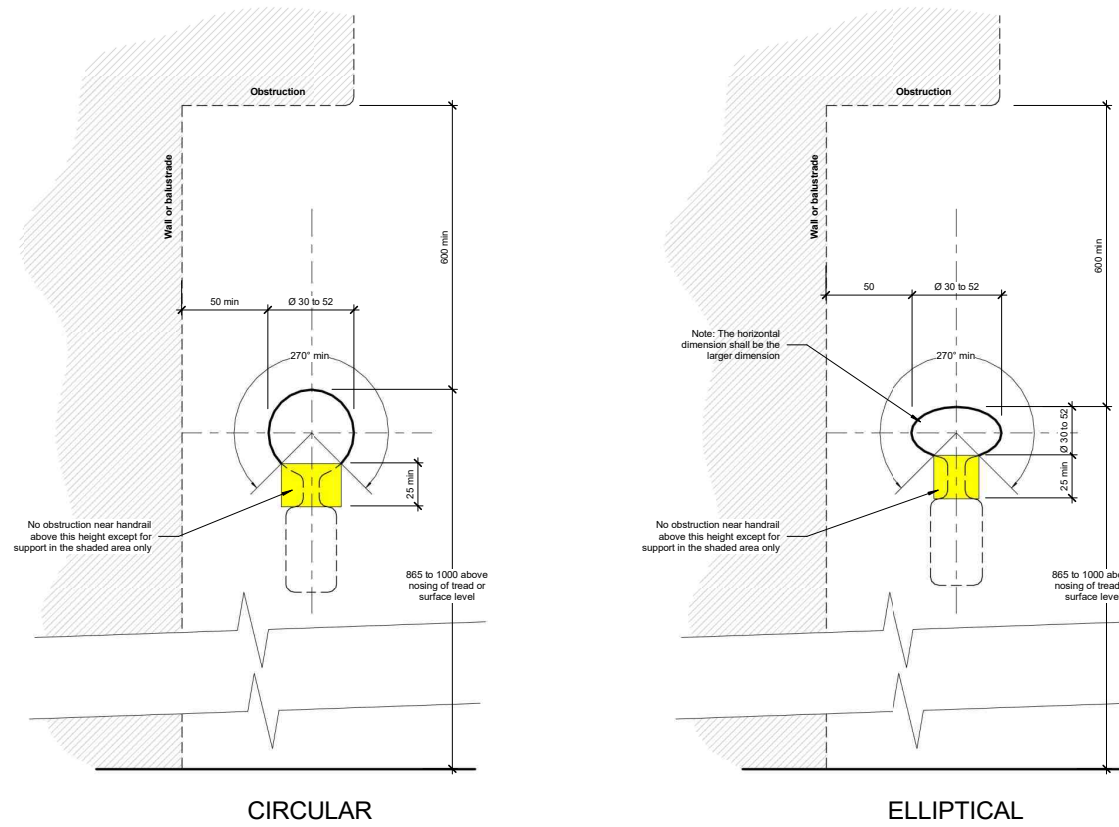
Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

bdca
ACCREDITED
BUILDING DESIGNER
REGISTRATION No: 6860 (Low Rise)

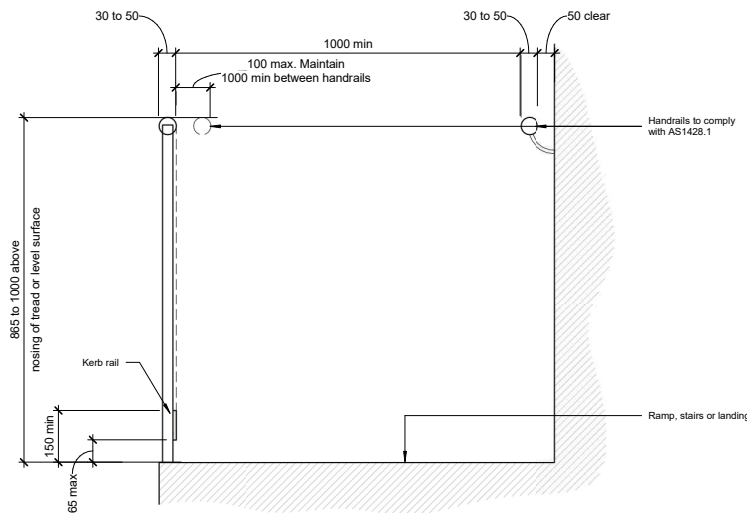
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PROJECT
PROPOSED MURRURUNDI YOUTH & COMMUNITY CENTRE UPGRADE
AT
MURRURUNDI PARK
MAYNE STREET, MURRURUNDI
FOR
UPPER HUNTER SHIRE COUNCIL

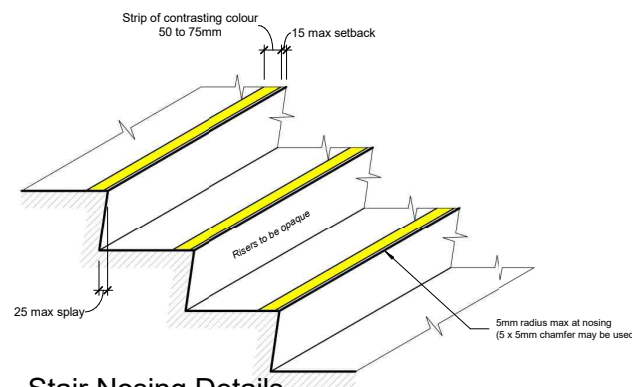
SIZE	SCALE	As indicated	JOB No:	069-23	REV:
A1	DATE	30/01/24	SHEET No:	16	B
	DRAWN	PDG			



Handrail Profiles
1 : 2



Accessible Handrail Details
1 : 10



Stair Nosing Details
1 : 10

Stair Notes

Stair nosings shall not project beyond the face of the riser and the riser may be vertical or have a splay backwards up to a maximum 25mm.

Stair nosing profiles shall—
(i) have a sharp intersection;
(ii) be rounded up to 5 mm radius; or
(iii) be chamfered up to 5 mm x 5 mm.

At the nosing, each tread shall have a strip not less than 50 mm and not more than 75 mm deep across the full width of the path of travel. The strip may be set back a maximum of 15 mm from the front of the nosing. The strip shall have a minimum luminance contrast of 30% to the background. Where the luminous contrasting strip is affixed to the surface of the tread, any change in level shall comply with Clause 7.2 and Clause 7.3 of AS 1428.1

Where the luminance contrasting strip is not set back from the front of the nosing then any area of luminance contrast shall not extend down the riser more than 10 mm.

Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 table D3D14. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	
	Dry	Wet
Dry Ramp steeper than 1:14	P4 or R11	P5 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Tread or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P3	P4

Ramp Notes

Sharp transitions shall be provided between the planes of landings and ramps in accordance with AS1428.1 part 7.1.

The crossfall for a walkway or landing shall be no steeper than 1 in 40, except that bitumen surfaces shall have a camber or crossfall no steeper than 1 in 33.

The maximum gradient of a ramp exceeding 1900mm in length shall be 1 in 14.

The gradient of a ramp shall be constant throughout its length with a maximum allowable tolerance of 3% provided no section of the ramp is steeper than 1 in 14.

Ramps shall have a handrail on each side of the ramp, in accordance with AS1428.1 part 7.3.

The top of handrails shall be not less than 865 mm nor more than 1000 mm above the nosing of stairway tread or the plane of the finished floor of the walkway, ramp or landing. The height of the top of the handrail shall be consistent through the ramps (or stairs) and any landings. The height of the handrail may vary across landings under the following circumstances:
• At a stairway handrail extension
• Where a handrail transitions between flights or to a balustrade
• Construction tolerance of up to 10mm

Tactile Ground Surface Indicators (TGSIs) shall be installed in accordance with AS1428.4.1. Handrails shall be securely fixed and rigid, and their ends shall be lamed through a total of 180°, or to the ground, or returned fully to end post or wall face, as shown in AS1428.1 Figures 26(C) and 26(D).

The handrail shall extend a minimum of 300 mm horizontally past the transition point at the top and bottom of the ramp except where the inner handrail is continuous at an intermediate landing.

The clearance between a handrail and an adjacent wall surface or other obstruction shall be not less than 50 mm. This clearance shall extend above the top of the handrail by not less than 600 mm.

Handrails shall have no obstruction to the passage of a hand along the rail.

The inside handrail at landings shall always be continuous.

Where a handrail is not supported on a wall, ramps & intermediate landings shall have a kerb or kerb rails in accordance with AS1428.1 part 7.3(j)(k)

Where stairs and/or ramps are required, they are to be built in accordance with BCA part D2 table D2.14. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	
	Dry	Wet
Dry Ramp steeper than 1:14	P4 or R11	P5 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Tread or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P3	P4

Accessible Paths of Travel

A continuous accessible path of travel shall not include a step, stairway, turnstile, revolving door, escalator, moving walk or other impediment. Note: When setting out works using the dimensions shown on the plans, appropriate allowances will need to be made for construction tolerances.

The minimum unobstructed height of a continuous accessible path of travel shall be 2000 mm or 1980 mm at doorways.

Unless otherwise specified (such as at doors, curved ramps and similar), the minimum unobstructed width of a continuous accessible path of travel shall be 1000 mm except in the case of a curved ramp or walkway. The following shall not intrude into the minimum unobstructed width of a continuous accessible path of travel:
(a) Fixtures and fittings such as lights, awnings, windows that, when open, intrude into the circulation space, telephones, skatings and similar objects.
(b) Essential fixtures and fittings such as fire hose reels, fire extinguishers and switchboards.
(c) Door handles less than 900 mm above the finished floor level.

A continuous accessible path of travel and any circulation spaces shall have a slip-resistant surface. The texture of the surface shall be traversable by people who use a wheelchair and those with an ambulant or sensory disability.

Abutment of surfaces shall have a smooth transition. Design transition shall be 0 mm. Construction tolerances shall be as follows:
(a) 0 ± 3 mm vertical.
(b) 0 ± 5 mm, provided the higher edge is bevelled or rounded edge to reduce the likelihood of tripping.

Grates in paths of travel shall comply with the following:
(a) Circular openings shall be not greater than 13 mm in diameter.
(b) Slotted openings shall be not greater than 13 mm wide & not greater than 150mm long & be oriented so that the long dimension is transverse to the dominant direction of travel.
(c) Linear openings shall be orientated so that the longer dimension is transverse to the dominant direction of travel, except where linear openings are less than 5mm wide. Where linear openings are less than 8mm wide, orientation is optional.

Timber decking & boardwalks shall comply with the following:
For decking boards no greater than 150mm wide the installation shall be designed for a maximum 6mm gap.
Adjacent boards shall be level with a maximum vertical 3mm tolerance.
For decking boards over 150mm wide the gap may be increased to a maximum of 10mm. Where the gap exceeds 8mm the boards shall run transverse to the direction of travel.
The fixing method shall maintain the tolerances shown in AS1428.1:2021 Figure 8. Note: Decking & boardwalks may be constructed from hardwood timber, softwood timber or manufactured products. These all react differently in the environment & the choice of materials should take the specific site into consideration. As the materials are subject to environmental conditions, regular maintenance may be required to ensure the installation requirements are maintained.

Where stairs and/or ramps are required, they are to be built in accordance with BCA part D2 table D2.14. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	
	Dry	Wet
Dry Ramp steeper than 1:14	P4 or R11	P5 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Tread or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P3	P4

GENERAL NOTES:

CLASS 9b (Single Storey) - Type C Construction

RC slab to be in accordance with Engineers details. All structural details to be designed & provided by an Engineer. Written dimensions will take precedence over scale. Floor finishes to comply with AS 1428.1 Part 7. Provide external security lights to all exit doors.

All work & materials to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1298.

Roof coverings to comply with AS1562.1
Hot water, warm water & water cooling systems to be installed in accordance with NSW Public Health Regulation 2012 & Public Health Act 2010.

90mm stud walls with plasterboard wall sheeting or the like to selected internal walls.
Finish to remaining walls to be arranged with owners.
All floor & wall linings to comply with specification Part C Specification 6 of the NCC.

All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
Installation of services or equipment in exits & paths of travel shall comply with Part D3D6 of the NCC.

Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	
	Dry	Wet
Ramp steeper than 1:14	P4 or R11	P5 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Tread or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P3	P4

Thresholds to comply with NCC part D3D16 & AS 1428.1
Barriers to prevent falls to comply with NCC part D3D17
Doors opening to required exits must open in an outward direction in accordance with NCC part D3D26
Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
Door signage to comply with NCC part D4 and AS1428.1
Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire blanket to be installed in Kitchen in accordance with E1D17 of the NCC.
Fire extinguishers to be installed in accordance with Part E1D14 of the NCC & AS2444.
Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & F specification 26 of the NCC and AS 3740.
Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
Roof & wall sheeting to be installed in accordance with NCC parts F3D2, F3D5, AS1562.1 & manufacturers details.
Ventilation of rooms to comply with Part F6E of the NCC.

Plumbing & electrical works to comply with Section J of the NCC.
Power load shall comply with Section J of the NCC.
All lighting to be installed in accordance with J7 of NCC.

AREAS:

No.	Description	Date
B	Carpark & court location revised. Ramp & stairs revised.	08/04/24
A	Tender Issue - Preliminary	04/04/24

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.



PROJECT
PROPOSED MURRURUNDI YOUTH & COMMUNITY CENTRE UPGRADE

AT
**MURRURUNDI PARK
MAYNE STREET, MURRURUNDI**

FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	069-23	REV:
A1	DRAWN	PDG	DATE	30/01/24	SHEET No: 17

Door & Window Notes:

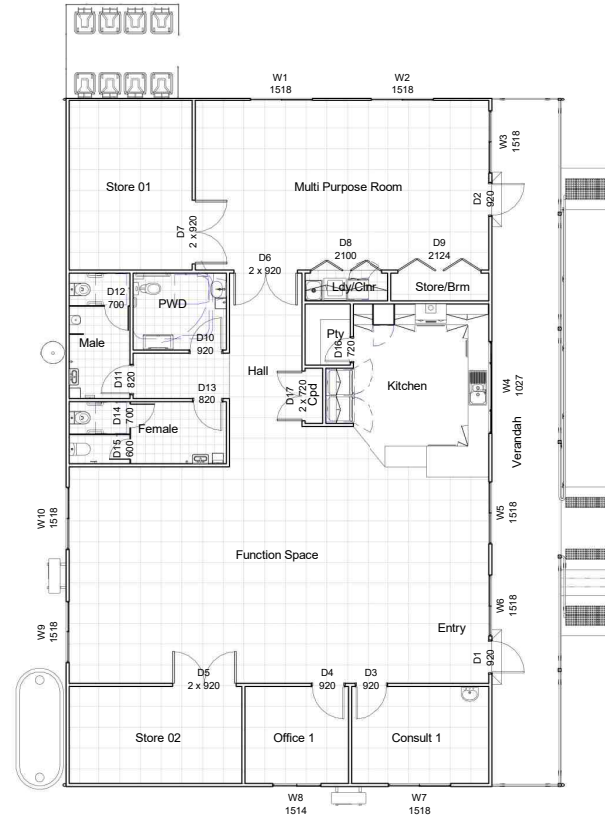
Sizes shown are nominal only & opening sizes are to be confirmed onsite prior to manufacture.
 All frames to be powdercoated aluminium.
 All glazed window & door assemblies in external walls to comply with AS2047 & AS4055
 All other glass to comply with AS1288
 All opening windows to have insect screens in powdercoated aluminium frames.
 All windows to be weatherstripped.
 All openings in external walls to be adequately flashed using materials that comply with AS/NZS2904
 Flashing to be installed in accordance with manufacturers specifications for timber framed/metal clad construction.
 Door hardware to comply with AS1428.1 & NCC part D3D26.
 Door contrast to comply with AS1428.1 part 13.1.
 Any glazing on an accessible path of travel that could be mistaken for a doorway or opening & where no chair rail, handrail or transom is installed, a glazed indicator strip to be installed in accordance with AS1428.1 part 6.6 & NCC part D4D13.

GENERAL NOTES:

CLASS 9b (Single Storey) - Type C Construction
 RC slab to be in accordance with Engineers details.
 All structural details to be designed & provided by an Engineer.
 Written dimensions will take precedence over scale.
 Floor finishes to comply with AS 428.1 Part 7
 Provide external security lights to all exit doors.
 All work & materials is to comply with section B of the NCC.
 All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.
 Roof coverings to comply with AS1562.1
 Hot water, warm water & water cooling systems to be installed in accordance with NSW Public Health Regulation 2012 & Public Health Act 2010.
 90mm stud walls with plasterboard wall sheeting or the like to selected internal walls.
 Finish to remaining walls to be arranged with owners.
 All floor & wall linings to comply with specification Part C Specification 6 of the NCC.
 All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.
 All paths of travel to comply with part D2D7 of the NCC.
 Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.
 Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below.

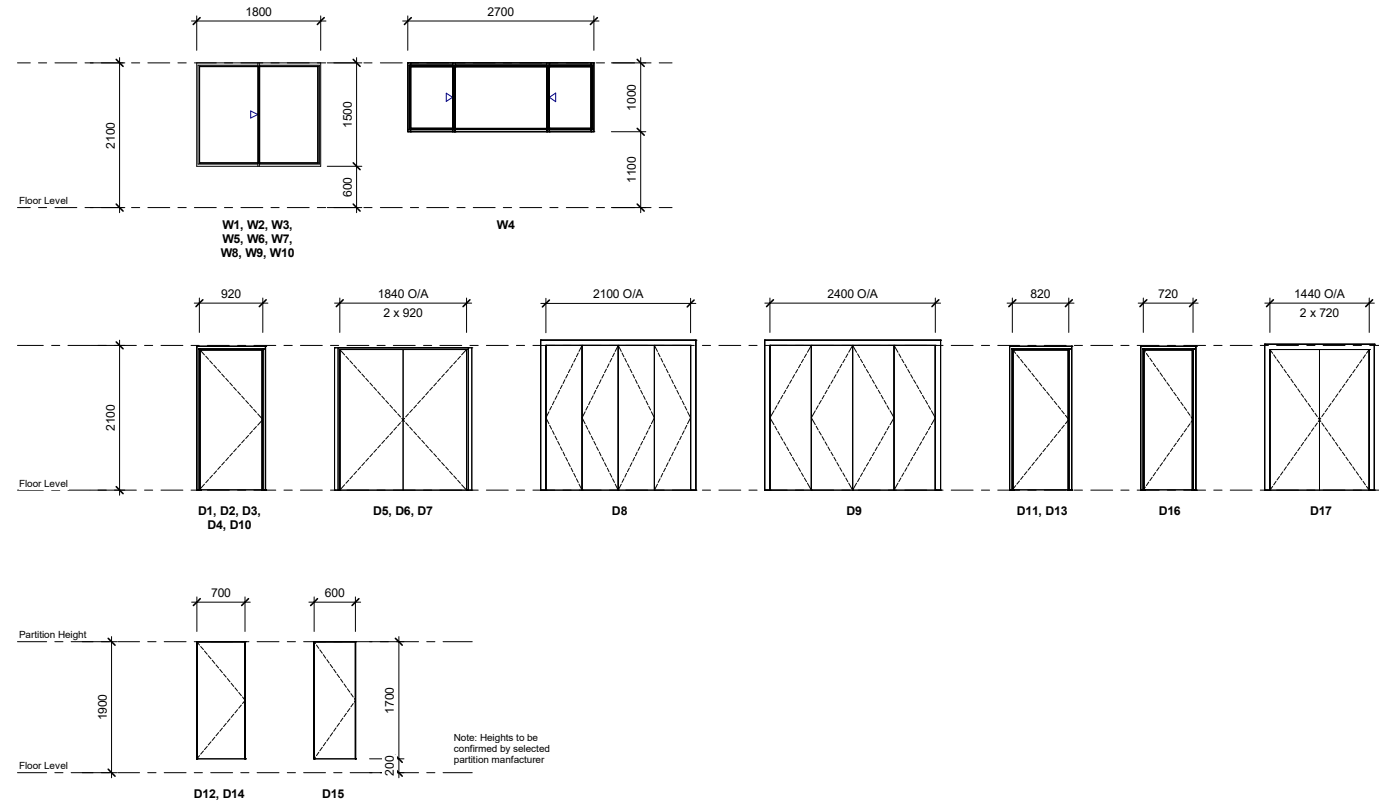
Application	Surface Condition
Ramp steeper than 1:14	P4 or R11
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10
Nosing or landing edge strip	P3
Thresholds to comply with NCC part D3D16 & AS 1428.1	P4 or R11
Barriers to prevent falls to comply with NCC part D3D17	P4

 Fire blanket to be installed in Kitchen in accordance with E1D17 of the NCC.
 Fire extinguishers to be installed in accordance with Part E1D14 of the NCC & AS2444.
 Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
 Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.
 All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
 Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
 All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
 Roof & wall sheeting to be installed in accordance with NCC parts F3D2, F3D5, AS1562.1 & manufacturers details
 Ventilation of rooms to comply with Part F6D6 of the NCC.
 Plumbing & electrical works to comply with Section J of the NCC.
 Foundation shall comply with Section J of the NCC.
 All work to be in accordance with Section J7 of NCC.



Door & Window Schedule
1 : 100

Window Schedule						
Mark	Location	Height	Width	Frame Material	Comments	System Values
1	Multi Purpose Room	1500	1800	Aluminium	Colorbond "Wallaby"	U: ≤ 7.4 & SHGC: ≤ 0.77
2	Multi Purpose Room	1500	1800	Aluminium	Colorbond "Wallaby"	U: ≤ 7.4 & SHGC: ≤ 0.77
3	Multi Purpose Room	1500	1800	Aluminium	Colorbond "Wallaby"	U: ≤ 7.4 & SHGC: ≤ 0.77
4	Kitchen	1000	2700	Aluminium	Colorbond "Wallaby"	U: ≤ 7.4 & SHGC: ≤ 0.77
5	Function Space	1500	1800	Aluminium	Colorbond "Wallaby"	U: ≤ 7.4 & SHGC: ≤ 0.77
6	Entry	1500	1800	Aluminium	Colorbond "Wallaby"	U: ≤ 7.4 & SHGC: ≤ 0.77
7	Consult 1	1500	1800	Aluminium	Colorbond "Wallaby"	U: ≤ 7.4 & SHGC: ≤ 0.77
8	Office 1	1500	1400	Aluminium	Colorbond "Wallaby"	U: ≤ 7.4 & SHGC: ≤ 0.77
9	Function Space	1500	1800	Aluminium	Colorbond "Wallaby"	U: ≤ 7.4 & SHGC: ≤ 0.77
10	Function Space	1500	1800	Aluminium	Colorbond "Wallaby"	U: ≤ 7.4 & SHGC: ≤ 0.77



Doors & Windows
1 : 50

Door Schedule								
Mark	Location	Height	Width	Type	Comments	Hardware	Frame Type	Notes
1	Entry	2040	920	Solid Core Door		Passage set/Escape Dead Latch	External	850 min clear opening
2	Multi Purpose Room	2040	920	Solid Core Door		Passage set/Escape Dead Latch	External	850 min clear opening
3	Consult 1	2040	920	Hollow Core Door		Passage set	Internal	850 min clear opening
4	Office 1	2040	920	Hollow Core Door		Passage set	Internal	850 min clear opening
5	Store 02	2040	1840	Hollow Core Door		Passage set	Internal	850 min clear opening to primary door
6	Multi Purpose Room	2040	1840	Hollow Core Door		Passage set	Internal	850 min clear opening to primary door
7	Store 01	2040	1840	Hollow Core Door		Passage set	Internal	850 min clear opening to primary door
8	Loy/Clir	2100	2100	Bi-Fold doors		Dummy Handle AS1428.1 compliant	Internal	
9	Store/Brm	2100	2400	Bi-Fold doors		Dummy Handle AS1428.1 compliant	Internal	
10	PWD	2040	920	Hollow Core Door		Passage set with in-use indicator	Internal	850 min clear opening
11	Male	2040	920	Hollow Core Door		Passage set	Internal	
12	Male	1700	700	Partition door		Handle, indicator & latch for outward opening door	Internal	700 min clear opening
13	Female	2040	920	Hollow Core Door		Passage set	Internal	
14	Female	1700	700	Partition door		Handle, indicator & latch for outward opening door	Internal	700 min clear opening
15	Female	1700	600	Partition door		Latch & indicator	Internal	
16	Ply	2040	720	Hollow Core Door		Passage set	Internal	
17	Opd	2040	1440	Hollow Core Door		Dummy Handle AS1428.1 compliant	Internal	
Grand total: 17								

General Notes

AREAS:

No.	Description	Date
A	Tender Issue - Preliminary	04/04/24

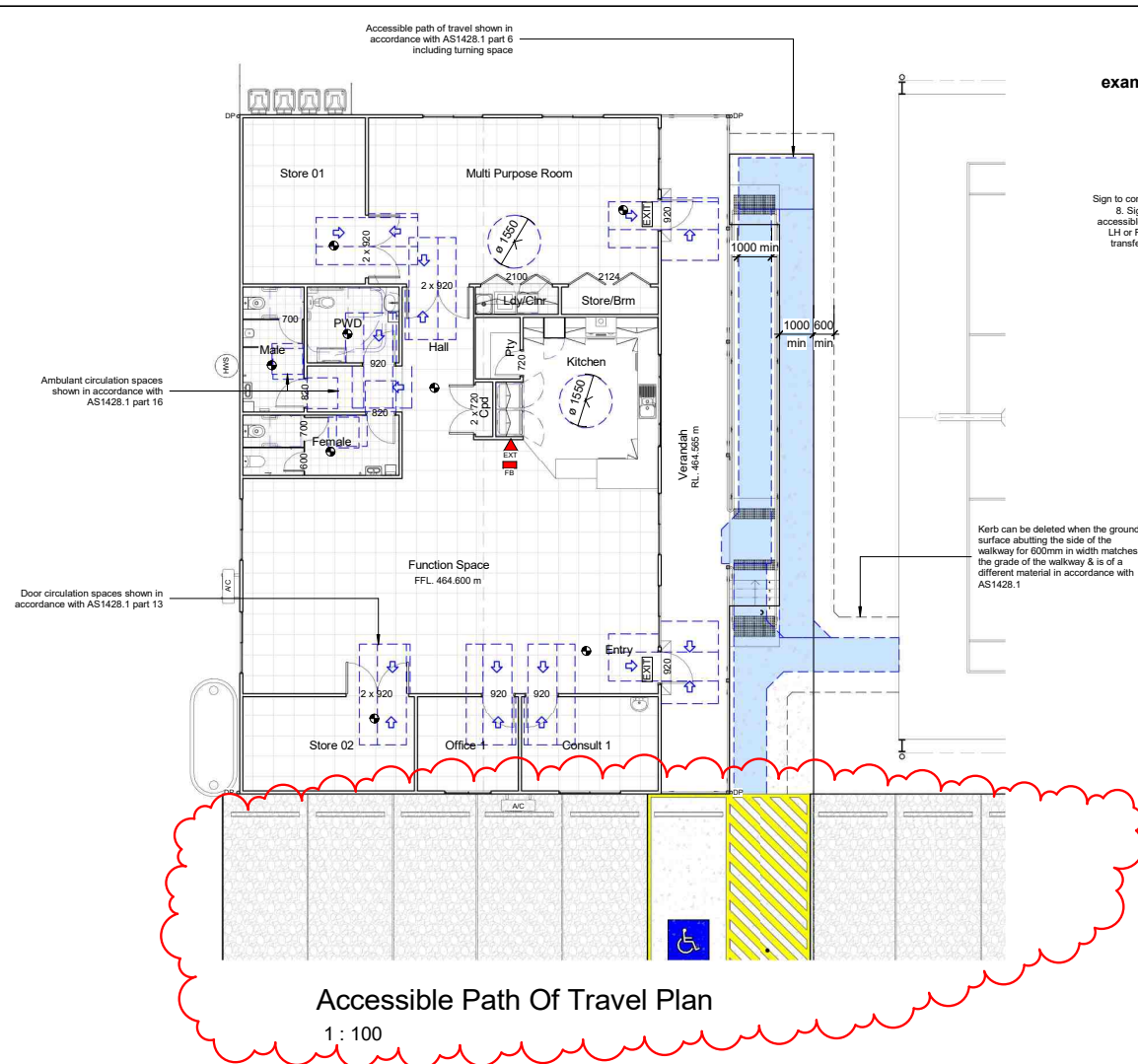
Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.



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PROJECT
PROPOSED MURRURUNDI YOUTH & COMMUNITY CENTRE UPGRADE
 AT
MURRURUNDI PARK
 MAYNE STREET, MURRURUNDI
 FOR
UPPER HUNTER SHIRE COUNCIL

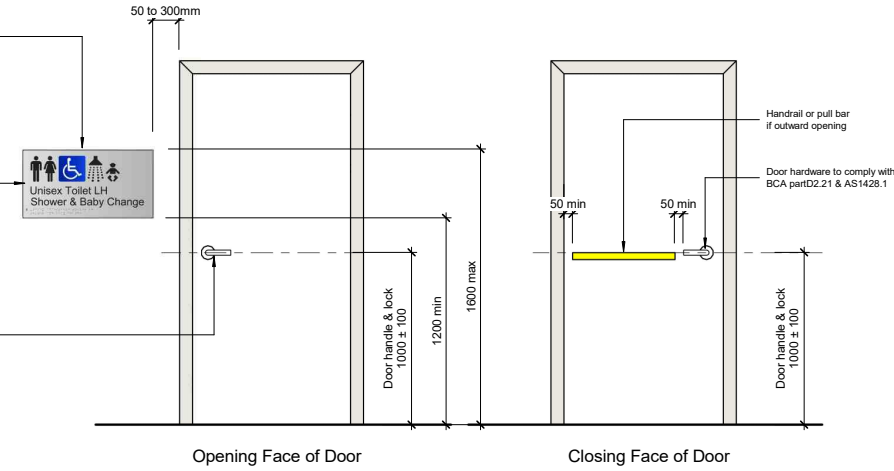
SIZE	SCALE	As indicated	JOB No:	069-23	REV:
A1	DATE	30/01/24	SHEET No:	18	A
	DRAWN	PDG			



Accessible Path of Travel Plan
1 : 100

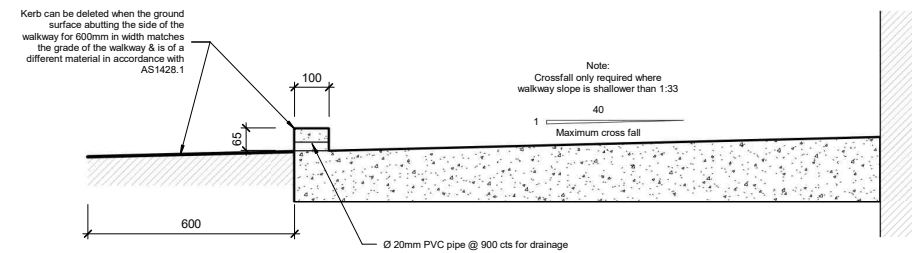
Note: Sign shown is example only. Sign to show facilities installed

Sign to comply with NCC part D4D7 & AS 1428.1 part 8. Sign to show all contained facilities for unisex accessible facilities shall be provided with the letters LH or RH to indicate a left-hand or right-hand side transfer onto the WC pan. The minimum font size shall be 20 mm San serif.



Accessible Door Details
1 : 20

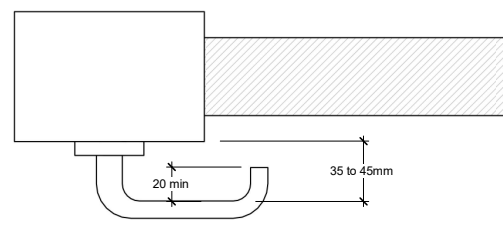
Landings shall be provided for walkways at intervals not exceeding the following:
 For walkways shallower than 1 in 33, no landings are required.
 For walkway gradients of 1 in 33 at intervals no greater than 25m
 For walkway gradients of 1 in 20 at intervals no greater than 15m
 For walkway gradients between 1 in 20 to 1 in 33 at intervals that shall be obtained by linear interpolation.
 The intervals specified above may be increased by 30% where at least one side of a walkway is bounded by a kerb or kerb rail as specified in AS1428.1-2021 clause 7.3(j) & a handrail as specified in clause 9 or a wall & handrail as specified in clause 9.



Accessible Walkway Detail
1 : 10

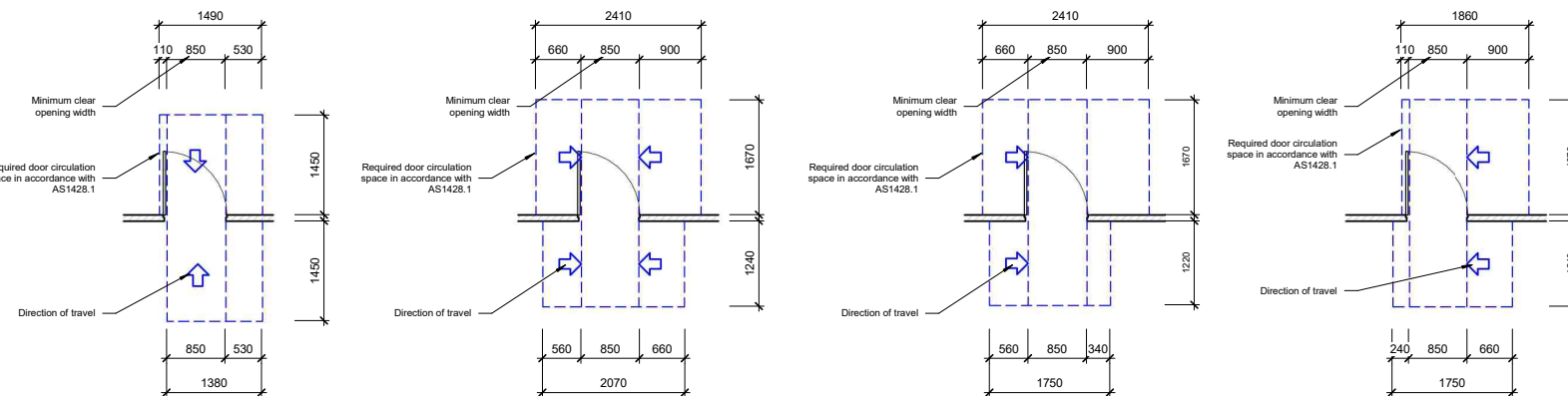
Door Notes

Door handles and related hardware and accessories shall comply with the following:
 (a) The door handle and related hardware shall be of the type that allows the door to be unlocked and opened with one hand. The handle shall be such that the hand of a person who cannot grip will not slip from the handle during the operation of the latch.
 (b) The clearance between the handle and the back plate or door face at the centre grip section of the handle shall be not less than 35 mm and not more than 45 mm.
 (c) 'D' type handles shall be provided on sliding doors.
 (d) Where snibs are installed, they shall have a lever handle of a minimum length of 45 mm from the centre of the spindle.
 (e) For doors other than fire doors and smoke doors where a door closer is fitted, the force required at the door handle to operate the door shall not exceed the following:
 (i) To initially open the door 20 N
 (ii) To swing or slide the door 20 N
 (iii) To hold the door open between 60° and 90° 20 N.



Plan of handle for Hinged Doors

Door Hardware Diagram
1 : 2



The dimensions shall also apply in mirror image configurations. Dimensions shown are for a clear opening width of 850mm. Other clear opening widths require different circulation spaces. Refer to AS1428.1 for details & dimensions.

Door Circulation Spaces
1 : 50

GENERAL NOTES:

CLASS 9b (Single Storey) - Type C Construction

RC slab to be in accordance with Engineers details.
 All structural details to be designed & provided by an Engineer.
 Written dimensions will take precedence over scale.
 Floor finishes to comply with AS 1428.1 Part 7
 Provide external security lights to all exit doors.

All work & materials is to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS1562.1
 Hot water, warm water & water cooling systems to be installed in accordance with NSW Public Health Regulation 2012 & Public Health Act 2010.

90mm stud walls with plasterboard wall sheeting or the like to selected internal walls.
 Finish to remaining walls to be arranged with owners.
 All floor & wall linings to comply with specification Part C Specification 6 of the NCC.

All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
 Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.
 Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition	Wet
Ramp steeper than 1:14	P4 or R11	P5 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Level or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P3	P4

Thresholds to comply with NCC part D3D16 & AS 1428.1
 Barriers to prevent falls to comply with NCC part D3D17
 Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25.
 Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
 Door signage to comply with NCC part D3D28.
 Disabled access to comply with NCC part D4 and AS1428.1
 Install compliant signage in accordance with Part D4D7 and Part D specification 15 of the NCC.

Fire blanket to be installed in Kitchen in accordance with E1D17 of the NCC.
 Fire extinguishers to be installed in accordance with Part E1D14 of the NCC & AS2444.
 Fire extinguishers must be provided during construction in accordance with Part E1D16 of the NCC.
 Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
 Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7.
 All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
 Roof & wall sheeting to be installed in accordance with NCC parts F3D2, F3D5, AS1562.1 & manufacturers details.
 Ventilation of rooms to comply with Part F6D6 of the NCC.

Plumbing & electrical works to comply with Section J of the NCC.
 Power load shall comply with Section J of the NCC.
 All lighting to be installed in accordance with J7 of the NCC.

AREAS:

No.	Description	Date
C	Carpark & court location revised.	13/06/24
B	Stage plan added.	
B	Carpark & court location revised.	08/04/24
A	Tender Issue - Preliminary	04/04/24

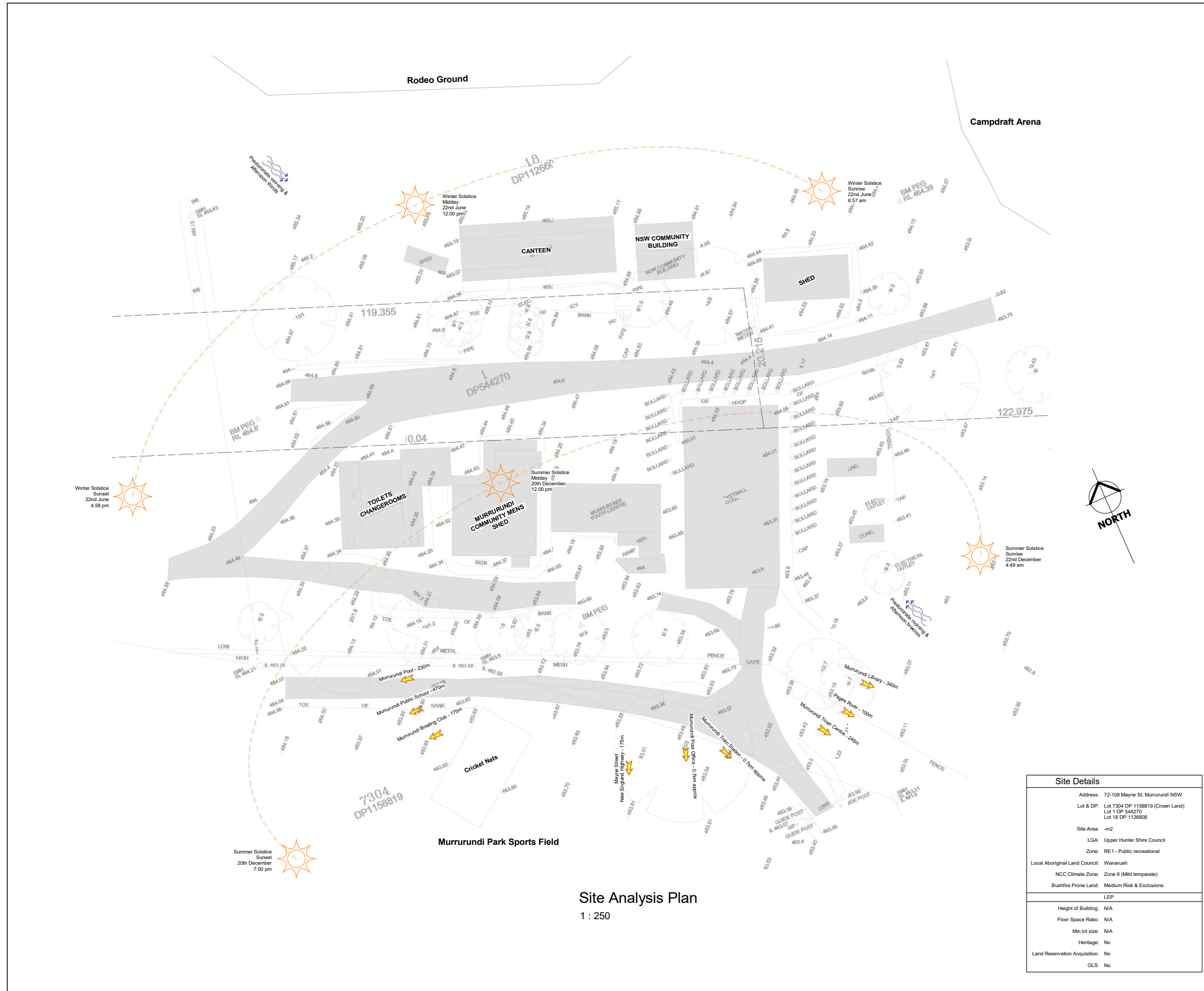
Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

bdca
 ACCREDITED
 BUILDING DESIGNER
 REGISTRATION No: 6860 (Low Rise)

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PROJECT
 PROPOSED MURRURUNDI YOUTH & COMMUNITY CENTRE UPGRADE
 AT
 MURRURUNDI PARK
 MAYNE STREET, MURRURUNDI
 FOR
 UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	069-23	REV:
A1	DATE	30/01/24	SHEET No:	19	C
	DRAWN	PDG			



Site Analysis Plan
1 : 250


Site Details	
Address:	72-108 Mayne St, Murrurundi NSW
Lot & DP:	Lot 7304 DP 1158819 (Crown Land) Lot 1 DP 544270 Lot 18 DP 1126668
Site Area:	-m2
LGA:	Upper Hunter Shire Council
Zone:	RE1 - Public recreational
Local Aboriginal Land Council:	Wanaruah
NCC Climate Zone:	Zone 6 (Mild temperate)
Bushfire Prone Land:	Medium Risk & Exclusions
LEP:	
Height of Building:	N/A
Floor Space Ratio:	N/A
Min lot size:	N/A
Heritage:	No
Land Reservation Acquisition:	No
OLS:	No

GENERAL NOTES:


AREAS:

No.	Description	Date
C	Carpark & court location revised. Ramp & stairs revised.	08/04/24
B	Tender Issue - Preliminary	04/04/24
A	DA	21/02/24

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.



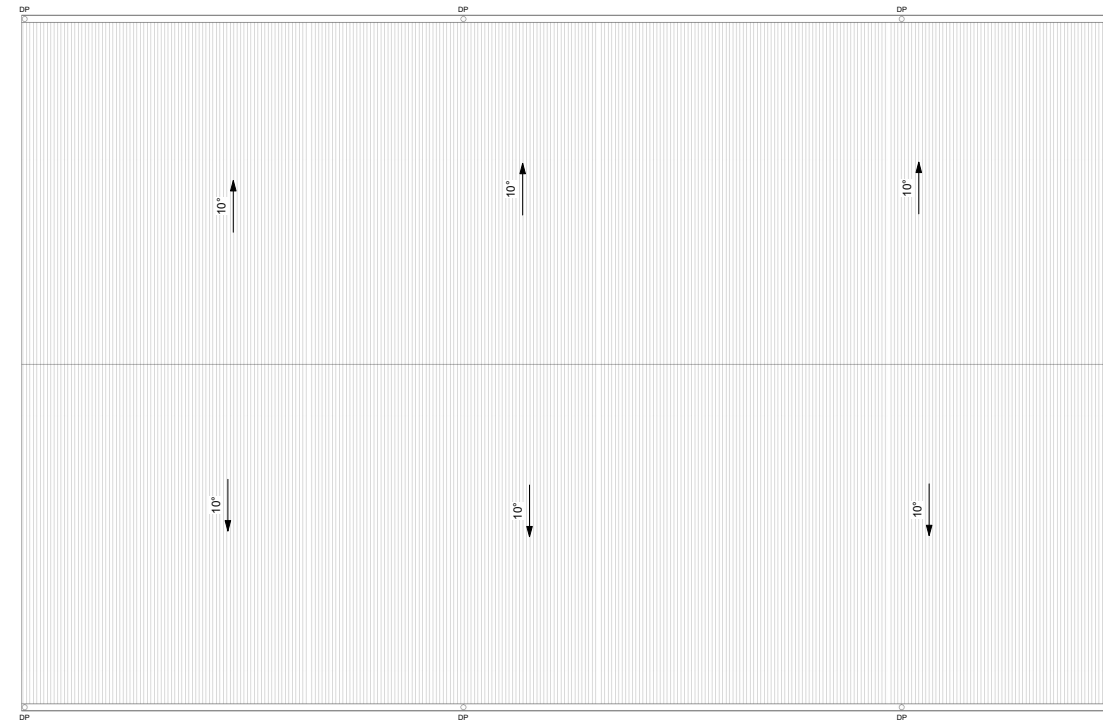
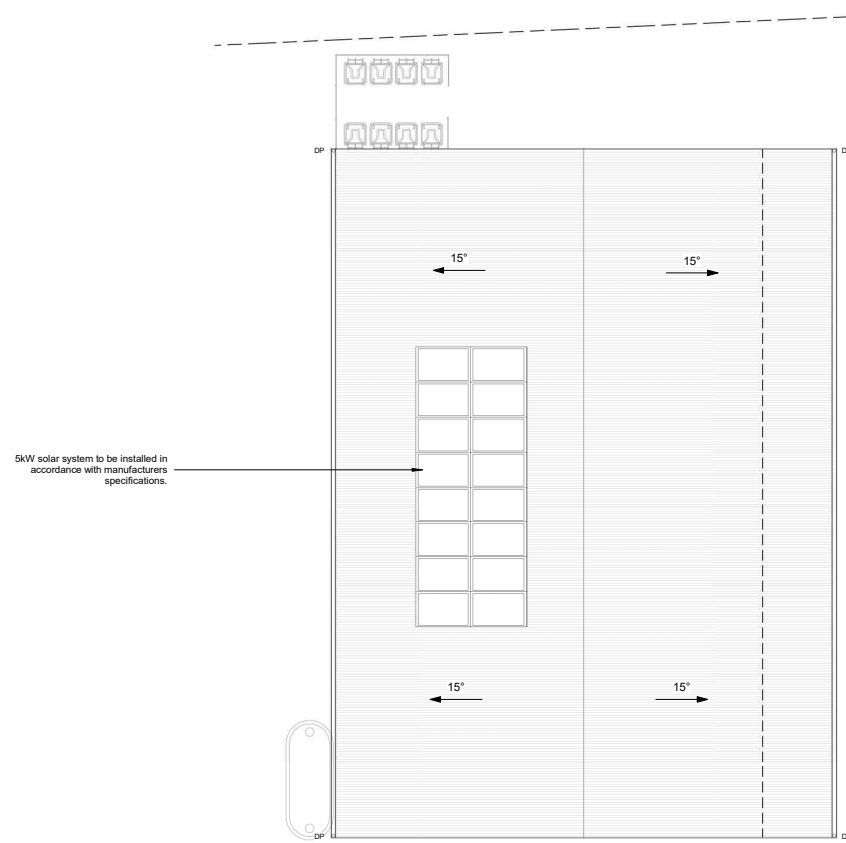
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SIZE	SCALE	As indicated	JOB No:	REV:
A1	DATE	30/01/24	069-23	
	DRAWN	PDG	SHEET No:	20



Roof Plans
1 : 100

Exhaust System Notes

An exhaust system installed in a kitchen, bathroom, sanitary compartment or laundry must have a minimum flow rate of—
 25 L/s for a bathroom or sanitary compartment; and
 40 L/s for a kitchen or laundry.

Exhaust from a kitchen, kitchen range hood, bathroom, sanitary compartment or laundry must discharge directly or via a shaft or duct to outdoor air (Air outside the building).

Where space for a clothes drying appliance is provided, space must also be provided for ducting from the clothes drying appliance to outdoor air (does not apply if a condensing-type clothes drying appliance is installed).

An exhaust system that is not run continuously and is serving a bathroom or sanitary compartment that is not ventilated in accordance with NCC part F6D7 (natural ventilation or a mechanical ventilation or air-conditioning system complying with AS 1668.2) must—

- be interlocked with the room's light switch; and
- include a run-on timer so that the exhaust system continues to operate for 10 minutes after the light switch is turned off.

Except for rooms that are ventilated in accordance with NCC part F6D7 (natural ventilation or a mechanical ventilation or air-conditioning system complying with AS 1668.2), a room with space for ducting a clothes drying appliance to outdoor air in accordance with (3) must be provided with make-up air in accordance with AS 1668.2

GENERAL NOTES:

AREAS:

No.	Description	Date
A	Carpark & court location revised. Ramp & stairs revised.	08/04/24

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.



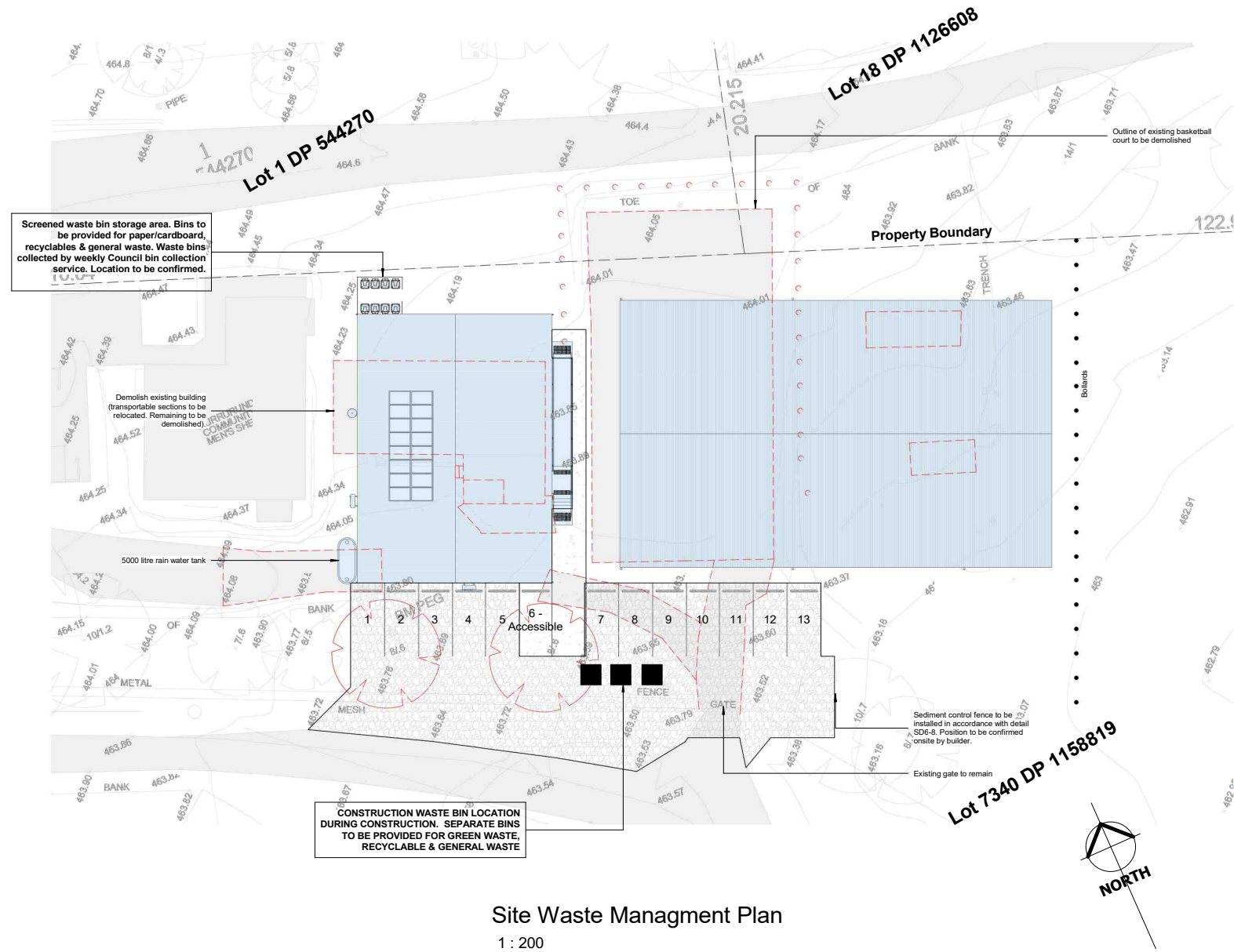
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SIZE	SCALE	As indicated	JOB No:	069-23	REV:
A1	DATE	30/01/24			
	DRAWN	PDG	SHEET No:	22	A



Site Waste Management Plan
1 : 200

Site Waste Management Notes

DEMOLITION & CONSTRUCTION

The proposed works will include the following:

1. Re-use excavated material on-site and disposal of any excess to an approved site.
2. Green waste mulched and re-used on-site as appropriate, or recycled off-site.
3. Bricks, tiles and concrete re-used on-site as appropriate, or recycled off-site.
4. Plasterboard waste returned to supplier for recycling.
5. Framing timber re-used on site or recycled off-site.
6. Windows, doors and joinery recycled off-site.
7. All asbestos, hazardous and/or intractable wastes are to be disposed of in accordance with WorkCover Authority and EPA requirements.
8. Plumbing, fittings and metal elements recycled off site.
9. Ordering the right quantities of materials and prefabrication of materials where possible.
10. Re-using formwork.
11. Careful source separation of off-cuts to facilitate re-use, resale or recycling.

Footpaths, public reserves, street gutters are not to be used as places to store demolition waste or materials of any kind without Council approval.

Any material moved offsite is to be transported in accordance with the requirements of the Protection of the Environment Operations Act 1997.

Waste is only transported to a place that can lawfully be used as a waste facility.

Generation, storage, treatment and disposal of hazardous waste and special waste (including asbestos) is conducted in accordance with relevant waste legislation administered by the EPA and relevant Occupational Health and Safety legislation administered by WorkCover NSW.

Evidence such as weighbridge dockets and invoices for waste disposal or recycling services are to be retained for submission to Council if required.

Evidence of compliance with any specific industrial waste laws and protocols, such as the Protection of the Environment Operations Act 1997 to be provided to Council if required.

Materials which are to be disposed of and those which are to be reused/ recycled are to be separated through the demolition and construction process.

Materials that have existing reuse or recycling markets should not be disposed of in landfill where possible.

General waste
All general waste to be stored in a secure bin area on site.
Waste to be covered and secured as not to allow waste to blow out of bin and stop animals scavenging.
Waste bin to be behind secure fence or temporary construction fence.
Bin to be located in easily accessible location for waste collection truck or contractor to access.

Recyclable waste
All recyclable reusable materials including:
- excess framing timber lengths
- cladding sheets
- flashings
- windows and doors
- roof sheets
- fittings and hardware
- decking
- fixings
To be taken by martin building services to be reused on other projects or stored at builders workshop for future use.
Additional recyclable or reusable waste to be stored on site if owner/builder agree to the matter.

Stockpiles
All stockpiles to be located securely behind the building line or site fencing.
All loose stockpiles to be securely covered if required to prevent dust and material leaving site.
Stockpiles to be located in accessible location for ease of delivery and collection.

Hazardous waste
All hazardous material to be removed from site by a fully qualified person/company according to all relevant Australian standards, NCC requirements and local authority requirements.
Hazardous waste to be removed according to any relevant hazardous waste report.
If any unknown hazardous waste is found on site all work must stop immediately and martin building services notified - await instruction.

Onsite toilet
An onsite toilet is to be provided. Toilet located in a secure location behind the building line.
Toilet to be maintained in hygienic manner by all persons using it.
Advise Builder of any issues.

Fencing
Secure site fencing to be provided on site and maintained in a safe and secure manner.
All relevant safety signage to be placed on fence at entry.
Site to be fully secure on all sides.
All relevant contact numbers and approvals to be located on front of site fencing.
Lockable and secure entry gate to be provided on site.

GENERAL NOTES:

AREAS:

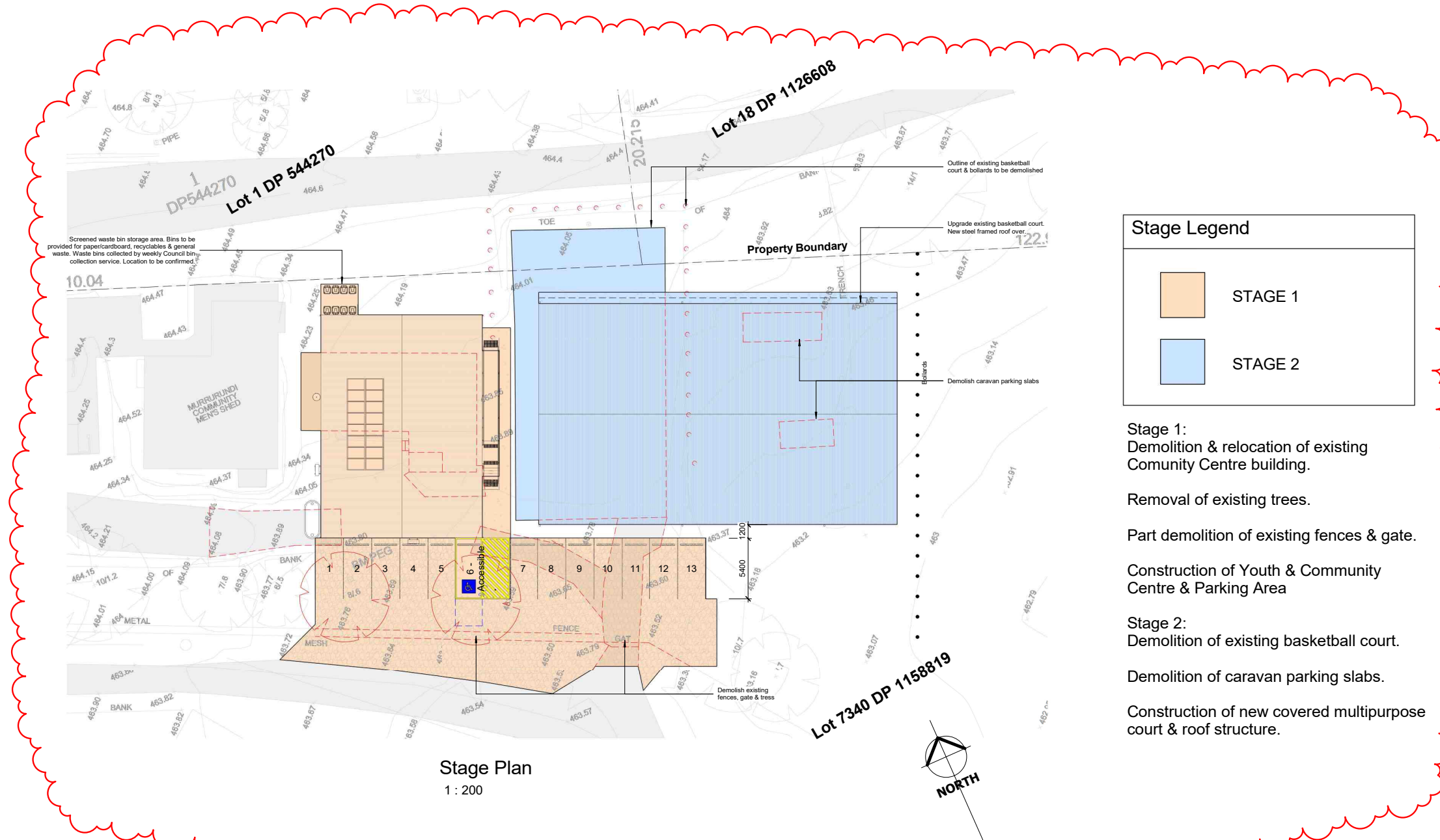
AREAS:

No.	Description	Date
A	DA	21/02/24

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

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PROJECT	PROPOSED MURRURUNDI YOUTH & COMMUNITY CENTRE UPGRADE		
AT	MURRURUNDI PARK MAYNE STREET, MURRURUNDI		
FOR	UPPER HUNTER SHIRE COUNCIL		
SIZE	SCALE	As indicated	JOB No: 069-23
A1	DATE	30/01/24	REV: A
	DRAWN	PDG	SHEET No: 23



Stage Plan
1 : 200

Stage Legend

	STAGE 1
	STAGE 2

Stage 1:
Demolition & relocation of existing Community Centre building.

Removal of existing trees.

Part demolition of existing fences & gate.

Construction of Youth & Community Centre & Parking Area

Stage 2:
Demolition of existing basketball court.

Demolition of caravan parking slabs.

Construction of new covered multipurpose court & roof structure.

GENERAL NOTES:

Screened waste bin storage area. Bins to be provided for paper/cardboard, recyclables & general waste. Waste bins collected by weekly Council bin collection service. Location to be confirmed.

Outline of existing basketball court & bollards to be demolished.

Upgrade existing basketball court. New steel framed roof over.

Demolish caravan parking slabs.

Demolish existing fences, gate & tress.

AREAS:

No.	Description	Date
A	Carpark & court location revised. Stage plan added.	13/08/24

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.



PROJECT
PROPOSED MURRURUNDI YOUTH & COMMUNITY CENTRE UPGRADE
AT
MURRURUNDI PARK
MAYNE STREET, MURRURUNDI
FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	069-23	REV:
A1	DATE	30/01/24	SHEET No:	24	A
	DRAWN	PDG			



BCA 2022 SECTION J “DEEMED TO SATISFY” COMPLIANCE REPORT J4 & J5

Date: 20 June 2024 revision supersedes the 4 April 2024 report
 BSA Reference: 20253
 Project: Proposed Murrurundi Youth & Community Centre at Mayne Street, Murrurundi
 Client: P.B. Eveleigh Plan Service
 Building Classification: 9B
 Climate Zone: BCA 6

PREAMBLE

- i. Building Sustainability Assessments has been engaged to provide advice and reporting on the building envelope compliance initiatives necessary to satisfy the BCA Section J J1P1 Energy use Performance Requirement.
- ii. The Governing Requirements of NCC A2G3 indicate that a Performance Requirement can be satisfied by using the Deemed to Satisfy (DTS) provisions.
- iii. Accordingly, the performance requirement J1P1 that apply to the building envelope will be satisfied by applying the Deemed to Satisfy (DTS) provisions of J4 Building fabric and J5 Building sealing as applies in NSW (refer NSW Schedule 5 NSW Section J Energy Efficiency).
- iv. The services elements J6 Air conditioning and ventilation, J7 Artificial lighting and power, J8 Heated water supply and swimming pool and spa pool plant and J9 Energy monitoring and on-site distributed energy resource will be reported on by others.

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1. APPLICATION

1.1. Section J is applicable to all Class 2 – 9 buildings.

2. LIMITATIONS

2.1. This report is based on the plans attached in the appendix and any changes to the design, particularly glazing sizes and location, will need to be validated.

3. EXTENT OF CONDITIONED ENVELOPE

3.1. The envelope is indicated on the marked up plans in the appendix.

4. SUMMARY OF COMPLIANCE REQUIREMENTS

This section is a summary only. For full details refer to the “Detailed Report” section.

4.1. J4 – Building Fabric - applies to elements forming the conditioned envelope		
Building Element	Section J Requirement	Recommendation for Compliance
Roof colour	Solar absorptance must be not more than 0.45	For metal roofs - Classic cream, Surfemist, Paperbark, Evening Haze & Shale Grey.
Roof and ceiling	R3.2 (downwards) total R-Value*	<ul style="list-style-type: none"> ▪ Foil + R1.0 blanket under metal roof ▪ R3.0 above ceilings (See 5.1 regarding thermal bridging)
Walls and glazing	<ul style="list-style-type: none"> ▪ Total system U-value of wall-glazing construction must not be greater than U:2.0, and; ▪ Walls must achieve a total R-value* of R:1.4. 	
	<u>Envelope Walls</u>	
	<ul style="list-style-type: none"> ▪ Metal on battens 	<ul style="list-style-type: none"> ▪ R2.0 added to metal frame + air gap
	<u>External Glazing**</u>	
	<ul style="list-style-type: none"> ▪ Total system values of U: ≤ 7.4 & SHGC: ≤ 0.77 	<ul style="list-style-type: none"> ▪ Glass in aluminium frames with total system values of U: ≤ 7.4 & SHGC: ≤ 0.77
Floors	<ul style="list-style-type: none"> ▪ R2.0 (downwards) total R-value* 	<ul style="list-style-type: none"> ▪ No insulation required. See detailed report
*Total R-value calculations must include losses due to thermal bridging		
**Glass specification is for total system values i.e. glass + frame		
Shading	<ul style="list-style-type: none"> ▪ Simulated as drawn 	<ul style="list-style-type: none"> ▪ No modifications required to the shade indicated on plans
4.2. J5 – Building Sealing - applies to elements forming the conditioned envelope		
Building Element	Section J Requirement	Recommendation for Compliance
Windows and doors	Fitted with seals to restrict air infiltration	<ul style="list-style-type: none"> ▪ All windows and doors fitted with seals or constructed in accordance with AS 2047
Entrance to a building	Self-closing	<ul style="list-style-type: none"> ▪ Entry doors are to be self-closing
Exhaust fans	Fitted with self-closing dampers	<ul style="list-style-type: none"> ▪ Miscellaneous fans fitted with self-closing dampers
Roofs, walls and floors	Constructed to minimise air leakage	<ul style="list-style-type: none"> ▪ Constructed with close fitting lining systems at all junctions

5. DETAILED REPORT

5.1. J4 Building Fabric

J4D2 Application of part

- Elements forming the conditioned envelope need to comply.

J4D3 Thermal Construction – General

- Required insulation must comply with AS/NZS 4859.1.
- Insulation must be installed so that it:
 - abuts all supporting members such as studs, noggins, joist etc.;
 - is continuous and fully encloses the conditioned envelope;
 - does not affect the operation of building services.
- Reflective insulation such as reflective foil laminate (sarking) must be installed with the necessary airspaces to achieve the required R values, be closely fitted around all penetrations, be adequately supported to perform to the design requirement and be overlapped by 50 mm or taped at all joints.
- Recommended R values have been calculated in accordance with J4D3(5) with the following assumptions:
 - Nominally 15% loss of insulation arising from timber or steel framing members;
 - Minimal loss of insulation arising from penetrations such as lights, vents and flues;
 - Roof cavities being unventilated air spaces with openings < 500mm² openings per square metre of ceiling;
 - Wall cavities, where they occur, being unventilated air spaces with openings < 500mm² openings per lineal metre of wall.

Thermal Bridging

- Calculations of total system R-values & U-values must include allowances for thermal bridging and be calculated in accordance with NZS4214-2006.
- Thermal bridging occurs where structural members breach the continuity of the insulation layer.
- Refer to NCC for full details if any of these requirements effect your project.

J4D4 Roof and ceiling construction

- The solar absorptance of the roof must not exceed 0.45.
- For metal roofs Classic cream, Surfemist, Paperbark, Evening Haze & Shale Grey will comply.
- The required total R-value for the roof or ceiling system is to be a minimum R3.2 (downwards) for Climate Zone 6.
- The minimum required R3.2 can be achieved with R3.0 installed at ceiling level and R1.0 (50mm foil backed blanket fitted under the roofing. This is based on the following assumptions:
 - Metal framing is used as indicated on the drawings;
 - 10% loss of insulation due to framing structure and other penetrations;
 - The roof cavity being an unventilated still air space i.e. < 500mm² openings per square metre;
 - For other roof and ceiling systems an estimation of the total system R-value can be calculated using NZS4214-2006 and AS4859.2.

J4D5 Roof Lights

- None proposed to the conditioned envelope.

J4D6 Walls & Glazing

- The total system U-value of wall-glazing construction must not be greater than U:2.0.
- Walls must achieve a total R-value of R1.4 and the glazing calculations are based on this value.
- The solar admittance of the glazing must not exceed 0.13 for all façade orientations.

Glazing

- A glazing system with the following performance values will comply with Method 2 of Specification 37 “Calculation of U value and solar admittance” with a wall system total R value of R1.4:
 - $U \leq 7.4$ & $SHGC \leq 0.77$
 - Glass specification is for total system values i.e. glass + frame.

External Walls – Metal cladding on battens

- R2.0 installed to the wall frames will exceed the minimum required R1.4 and is based on the following assumptions:
 - A percentage loss of 15% of insulation for the framing members;
 - An unventilated air cavity between the framing and the cladding i.e. < 500mm² openings per metre of wall length;
 - Metal framing members being used.

J4D7 Floor insulation

- The floor must achieve a total R-value of 2.0.
- NCC2022 indicates that a concrete slab on ground that does not have an in-slab heating or cooling system installed is considered to achieve a Total R Value of R2.0.

J4D7(3) Floor edge insulation

J4D7(4) ▪ Not applicable to this project (no floor heating or cooling systems to be installed).

5.2. J5 Building Sealing

J5D2 Application

- Elements forming the conditioned envelope need to comply.

J5D3 Chimneys and Flues

- None proposed.

J5D4 Roof Lights

- None proposed to the conditioned envelope.

J5D5 External Windows and Doors

- Windows and glazed door units, when constructed in accordance with AS2047 satisfy the NCC sealing requirements.
- External swing doors and windows and glazed doors that do not comply with AS2047 must have a draft protection device fitted to the bottom edge (threshold seal) and all other edges of external doors, openable windows or other openings fitted with bulb seals or similar (foam or rubber compression strip or fibrous seal).

Entrance to a building

- Entry doors are to be self-closing and fitted with door seals to meet the Section J sealing requirements.

J5D6 Exhaust Fans

- Miscellaneous fans, such as a bathroom or domestic kitchen exhaust fan, if installed, must be fitted with self-closing dampers.

J5D7 Construction of Roofs, Walls and Floors

- Constructed to minimise air leakage i.e. constructed with close fitting lining systems at all junctions.
- Conventional building practice will comply.


J5D8 Evaporative Coolers

- None are proposed to be installed.

End of detailed report

6. COMPLIANCE

- 6.1. Compliance with Section J4 and J5 of NCC 2022 is achieved if the building is constructed in accordance with the details contained within this report.
- 6.2. It is recommended that these details be integrated into the construction drawings and specifications.

Report prepared by			
<u>Gavin Chambers</u> Accredited Thermal Performance Assessor (DMN/13/1491) Section J Consultant <u>Building Sustainability Assessments</u>		Date:	2024-04-04
		Amendments:	2024-06-20

7. APPENDIX

BCA Classification & Requirements

Community Centre	Class 9b - Assembly Building
Single storey	
Type C construction	
Type of construction Required for class 9b:	
Distance from fire source feature:	
External Wall	
Less than 1.5 m	90/ 90/ 90
1.5 to less than 3 m	60/ 60/ 60
3 m or more	-/-
Exit Travel Distances	
Class 9	20m to single exit or 40m to 2 exits

Carpark Table

Dimensions of parking spaces

Userclass	= 2 (AS 2890.1 Table 1.1)
Length	= 5400 min
Width	= 2500 min (AS 2890.1 Figure 2.2)
Aisle Width	= 5800 min

Total parking spaces required

Community Facility	= 1 space per 20m2 of gross floor area
Gross Floor area	= 248m2
Total required parking	= 13 (248/20 = 12.4)

Total Accessible parking spaces required

NCC Part D4D6	= Class 9b assembly buildings
	= 1 space per 50 spaces required
	= 1 space plus shared space.

Accessible Paths of Travel

A continuous accessible path of travel shall not include a step, stairway, turnstile, revolving door, escalator, moving walk or other impediment. Note: When setting out works using the dimensions shown on the plans, appropriate allowances will need to be made for construction tolerances.

The minimum unobstructed height of a continuous accessible path of travel shall be 2000 mm or 1980 mm at doorways.

Unless otherwise specified (such as at doors, curved ramps and similar), the minimum unobstructed width of a continuous accessible path of travel shall be 1000 mm except in the case of a curved ramp or walkway. The following shall not intrude into the minimum unobstructed width of a continuous accessible path of travel:

(a) Fixtures and fittings such as lights, awnings, windows that, when open, intrude into the circulation space, telephones, skirtings and similar objects.

(b) Essential fixtures and fittings such as fire hose reels, fire extinguishers and switchboards.

(c) Door handles less than 900 mm above the finished floor level.

A continuous accessible path of travel and any circulation spaces shall have a slip-resistant surface. The texture of the surface shall be traversable by people who use a wheelchair and those with an ambulant or sensory disability.

Abutment of surfaces shall have a smooth transition. Design transition shall be 0 mm. Construction tolerances shall be as follows:

(a) 0 ± 3 mm vertical.

(b) 0 ± 5 mm, provided the higher edge is bevelled or rounded edge to reduce the likelihood of tripping.

Grates in paths of travel shall comply with the following:

(a) Circular openings shall be not greater than 13 mm in diameter.

(b) Slotted openings shall be not greater than 13 mm wide and not greater than 150mm long and be oriented so that the long dimension is transverse to the dominant direction of travel.

(c) Linear openings shall be orientated so that the longer dimension is transverse to the dominant direction of travel, except where linear openings are less than 8mm wide. Where linear openings are less than 8mm wide, orientation is optional.

Timber decking & boardwalks shall comply with the following:

For decking boards no greater than 150mm wide the installation shall be designed for a maximum 6mm gap.

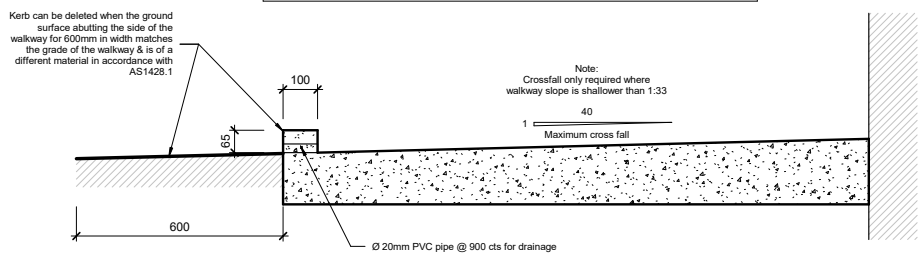
Adjacent boards shall be level with a maximum vertical 3mm tolerance.

For decking boards over 150mm wide the gap may be increased to a maximum of 10mm. Where the gap exceeds 6mm the boards shall run transverse to the direction of travel.

The fixing method shall maintain the tolerances shown in AS1428.1-2021 Figure 5. Note: Decking & boardwalks may be constructed from hardwood timber, softwood timber or manufactured products. These all react differently in the environment & the choice of materials should take the specific site into consideration. As the materials are subject to environmental conditions, regular maintenance may be required to ensure the installation requirements are maintained.

Where stairs and/or ramps are required, they are to be built in accordance with BCA part D2 table D2.14. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface condition	
	Dry	Wet
Dry Ramp steeper than 1:14	P4 or R11	P3 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Level or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P3	P4



Accessible Walkway Detail
1 : 10

Section J assessment conducted by:

Building Sustainability Assessments

P 02 4962 3439 E enquiries@building-sustainability.net.au

BSA Ref: 20253 Date: 20/06/2024

Refer to report for the compliance initiatives which need to be applied.

Landings shall be provided for walkways at intervals not exceeding the following:

For walkways shallower than 1 in 33, no landings are required.

For walkway gradients of 1 in 33 at intervals no greater than 25m

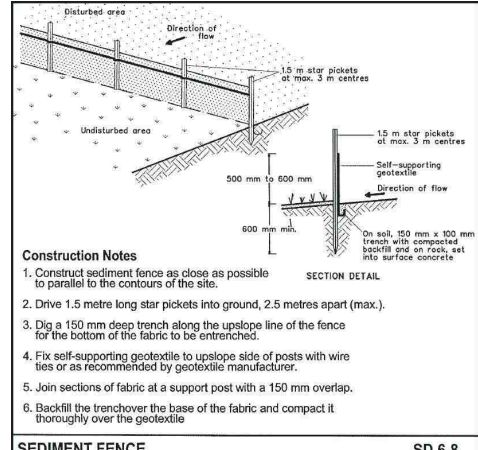
For walkway gradients of 1 in 20 at intervals no greater than 15m

For walkway gradients between 1 in 20 to 1 in 33 at intervals that shall be obtained by linear interpolation.

The intervals specified above may be increased by 30% where at least one side of a walkway is bounded by a kerb or kerb rail as specified in AS1428.1-2021 clause 7.3(j) & a handrail as specified in clause 9 or a wall & handrail as specified in clause 9.

Part Site Plan
1 : 200

Note: Sewer & stormwater to be drained to existing outlets in accordance with the Plumbing code of Australia (NCC Volume 3) & relevant Australian standards. Any assessments & site coverants to be verified before construction



SEDIMENT FENCE SD 6-8

GENERAL NOTES:

Extension Legend

	Proposed
	Existing
	Demolished

AREAS:

Name	Area
Youth & Community Centre Area	288.0 m ²
Covered Court Area	633.6 m ²

No.	Description	Date
G	Carpark & court location revised. Stage plan added.	13/06/24
F	Carpark & court location revised. Ramp & stairs revised.	08/04/24
E	Tender Issue - Preliminary	04/04/24
D	For information	03/04/24
C	Building locations revised	25/03/24
B	For Review	27/03/24
A	DA	21/02/24

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.



P.B. Eveleigh Plan Service

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Email: pbeplans@gmail.com

PROJECT: PROPOSED MURRURUNDI YOUTH & COMMUNITY CENTRE UPGRADE
AT: MURRURUNDI PARK, MAYNE STREET, MURRURUNDI
FOR: UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	069-23	REV:
A1	DRAWN	PDG	DATE	30/01/24	SHEET No: 03

Construction Notes

Use figured dimensions only. Do not scale from drawings.

These general notes are to be read in conjunction with all other architectural and services documents including but not limited to project drawings, schedules & specifications.

All aspects of workmanship is to comply with all current relevant Australian Standards & the NCC.

Check all dimensions on site before setout or fabrication. The contractor must verify & check all site conditions including ceiling heights & dimensions before commencing work on site. Report discrepancies to designer & site manager.

All columns, framing, connections, slabs & loads - refer to structural engineers details & drawings.

For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings.

For ground works, carpark, & stormwater works refer to civil & engineers details & drawings.

Refer to and coordinate all works with services engineers documentation and specifications.

For co-ordination, contractor to ensure all relevant documentation is issued to sub-contractors. Failure to do so will not be grounds for a claim.

Supply spare matching materials and accessories for each type for future replacement purposes. Store the materials on-site where directed.

All finished surfaces are to be protected throughout the construction stage until practical completion.

Keep the surface clean as work proceeds using the appropriate methods, as recommended by the manufacturer. Prior to hand over carry out the required buffing, polishing or mopping and leave the finished surface clean on completion.

Repair or replace faulty or damaged work. If the work cannot be repaired satisfactorily, replace the whole area affected.

Any damage caused by the contractor shall be made good at their own cost.

All practical completion provide warranties against defective materials and workmanship & all necessary product maintenance manuals & technical information.

Provide roggings and/or suitable supports in partitions as required to suit all fittings and fixtures. Coordinate with the manufacturer's specifications and installation instructions. Ensure supports are adequate for designed weight loading capacity of each fitting and fixture.

Where required the contractor is to provide screed under carpet tiles so that the carpet tile finishes flush with adjacent tile finish.

Refer to the specification for waterproofing and tiling requirements, complete system specification and application details. Apply in strict accordance to the manufacturers specifications and instructions.

All fittings and fixtures within PWD and ambulant toilet facilities to be installed in full accordance with AS1428.1-2009.

Contractor to make allowances for any uneven floor surfaces.

Refer to hydraulic engineers documentation for location of floor wastes, coordinate with tile layout and required falls.

All fittings and fixtures are shown indicatively, codes to be read in conjunction with NCC volume 3

All columns, framing, connections, slabs & loads refer to structural engineers details & drawings

For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings.

Refer to and coordinate all works with services engineers documentation and specifications.

All metal building elements of the completed works shall comply with the marine and corrosive environment requirements of the Building Code of Australia and relevant Australian Standards

GENERAL NOTES:

CLASS 4b (Single Storey) - Type C Construction

RC slab to be in accordance with Engineers details. All structural details to be designed & provided by an Engineer. Written dimensions will take precedence over scale. Floor finishes to comply with AS 1428.1 Part 7. Provide external security lights to all exit doors.

All work & materials is to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS 1562.1. Hot water, warm water & water cooling systems to be installed in accordance with NSW Public Health Regulation 2012 & Public Health Act 2010.

90mm stud walls with plasterboard wall sheeting or the like to selected internal walls. Finish to remaining walls to be arranged with owners. All floor & wall linings to comply with specification Part C Specification 6 of the NCC.

All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC. Installation of services or equipment in exits & paths of travel shall comply with Part D3D6 of the NCC.

Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface	Condition
Ramp steeper than 1:14	P4 or R11	P5 or R12
Ramp steeper than 1:20 but not steeper than 1:14	P3 or R10	P4 or R11
Tread or landing surface	P3 or R10	P4 or R11
Nosing or landing edge strip	P5	P4

Thresholds to comply with NCC part D3D16 & AS 1428.1. Barriers to prevent falls to comply with NCC part D3D17. Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25. Door hardware to be supplied and installed in accordance with D3D26 of the NCC. Door storage to comply with NCC part D3D28. Disabled access to comply with NCC part D4 and AS 1428.1. Install compliant signage in accordance with Part D4D7 and Part D specifications 15 of the NCC.

Fire blanket to be installed in Kitchen in accordance with E1D17 of the NCC. Fire extinguishers to be installed in accordance with Part E1D14 of the NCC & AS2444. Fire extinguishers must be provided during construction in accordance with Part E1D16 of the NCC. Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & Part F specification 26 of the NCC and AS 3740. Building to be damp proofed in accordance with F1D6 of the NCC and high impact vapour barrier provided under slab as per F1D7. All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC. Roof & wall sheeting to be installed in accordance with NCC parts F3D2, F3D5, AS 1562.1 & manufacturers details. Ventilation of rooms to comply with Part F6D6 of the NCC.

Plumbing & electrical works to comply with Section J of the NCC. Power load shall comply with Section J of the NCC. All lighting to be installed in accordance with J7 of the NCC.

AREAS:

Verandah Area	40.0 m ²
Youth & Community Centre Area	248.0 m ²
	288.0 m ²

Exhaust System Notes

An exhaust system installed in a kitchen, bathroom, sanitary compartment or laundry must have a minimum flow rate of—

- 25 L/s for a bathroom or sanitary compartment; and
- 40 L/s for a kitchen or laundry.

Exhaust from a kitchen, kitchen range hood, bathroom, sanitary compartment or laundry must discharge directly or via a shaft or duct to outdoor air (Air outside the building).

Where space for a clothes drying appliance is provided, space must also be provided for ducting from the clothes drying appliance to outdoor air (does not apply if a condensing-type clothes drying appliance is installed).

An exhaust system that is not run continuously and is serving a bathroom or sanitary compartment that is not ventilated in accordance with NCC part F6D7 (natural ventilation or a mechanical ventilation or air-conditioning system complying with AS 1669.2) must—

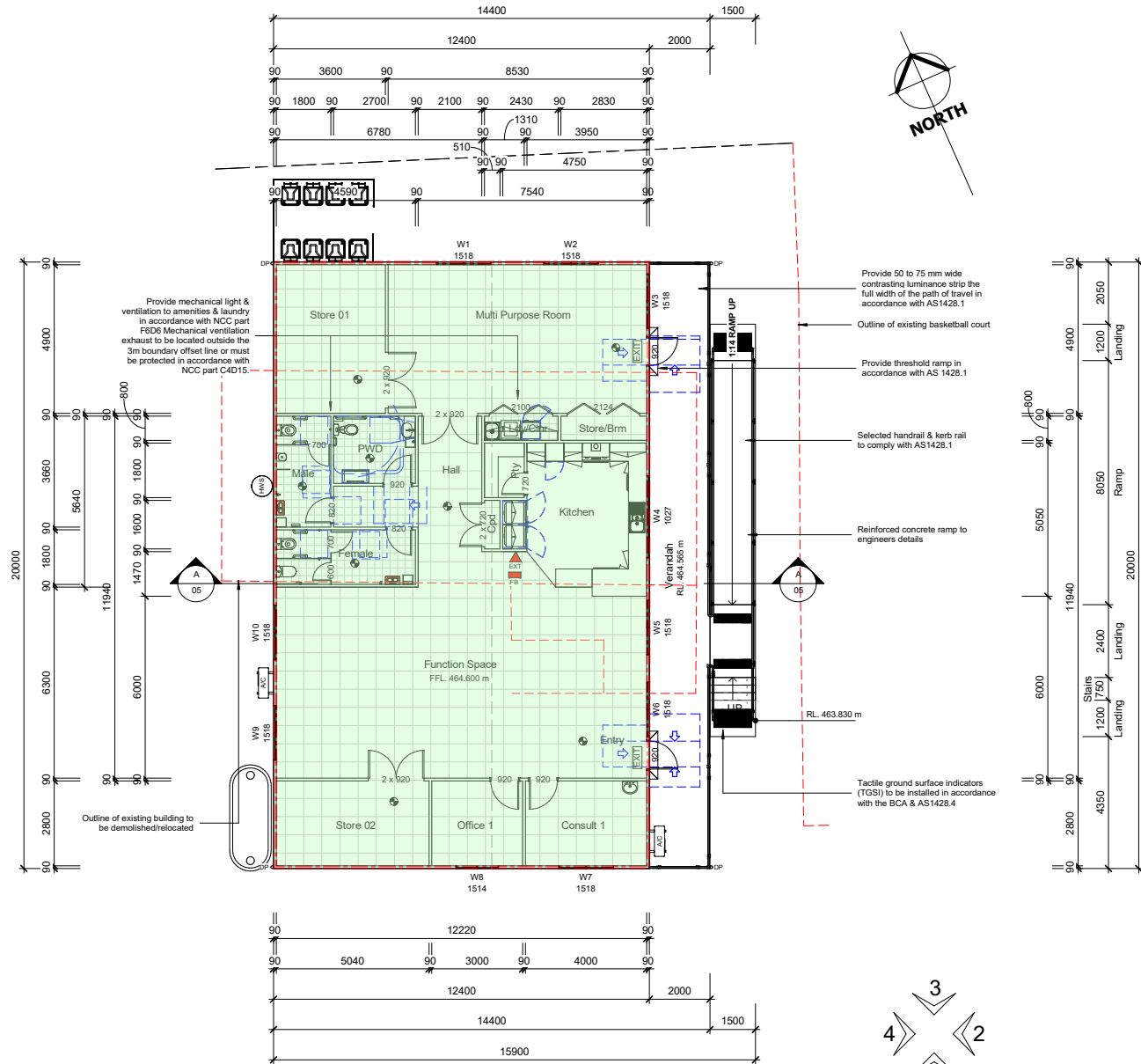
- be interlocked with the room's light switch; and
- include a run-on timer so that the exhaust system continues to operate for 10 minutes after the light switch is turned off.

Except for rooms that are ventilated in accordance with NCC part F6D7 (natural ventilation or a mechanical ventilation or air-conditioning system complying with AS 1669.2), a room with space for ducting a clothes drying appliance to outdoor air in accordance with (3) must be provided with make-up air in accordance with AS 1669.2.

Section J Summary

Note: Below table is summary of Section J requirements. Refer to BSA Report No 20253 for detailed report.

Building Element	Section J Requirement	Recommendation for Compliance
4.1.4 - Building Fabric - applies to elements forming the conditioned envelope		
Roof colour	Solar absorptance must be not more than 0.45	For metal roofs - Classic cream, Sunburst, Paperbark, Evening Haze & Shale Grey.
Roof and ceiling	R1.2 (downwards) total R-value*	• Full = R1.0 blanket under metal roof or R3.0 above ceilings. (See 5.1 regarding thermal bridging)
Walls and glazing	• Total system U-value of wall-glazing construction must not be greater than U:2.0; and; • Walls must achieve a total R-value* of R:1.4.	• Metal on battens • R2.0 added to metal frame + air gap
External Glazing**	• Total system values of U: ≤ 7.4 & SHGC ≤ 0.77	• Glass in aluminium frames with total system values of U: ≤ 7.4 & SHGC ≤ 0.77
Floors	• R2.0 (downwards) total R-value*	• No insulation required. See detailed report
**Total R-value calculations must include losses due to thermal bridging		
**Glass specifications for total system values i.e. glass + frame		
4.2.15 - Building Sealing - applies to elements forming the conditioned envelope		
Building Element	Section J Requirement	Recommendation for Compliance
Windows and doors	Fitted with seals to restrict air infiltration	• All windows and doors fitted with seals or constructed in accordance with AS 2047
Entrance to a building	Self-closing	• Entry doors are to be self-closing
Exhaust fans	Fitted with self-closing dampers	• Miscellaneous fans fitted with self-closing dampers
Roofs, walls and floors	Constructed to minimise air leakage	• Constructed with close fitting lining systems at all junctions



Youth & Community Centre Floor Plan 1:100

Extent of Conditioned Envelope

Fire Services Legend

- LED emergency light
- Fire hose reel
- Fire extinguisher
- Fire blanket
- Illuminated exit sign
- Illuminated exit sign - directional

For mechanical, electrical, fire & hydraulic services, equipment & fixtures refer service engineer details & drawings for layout. Layout of emergency lights to be confirmed by fire services engineer.

Emergency lighting locations shown on plan are for illustrative purposes only. Lux levels and specific locations are subject to confirmation by a qualified and competent engineer.

Refer to and coordinate all works with services engineers documentation and specifications.

Colour Schedule

- Roofing - Colorbond "Sunmist" Custom orb roof sheeting
- Gutter - Colorbond "Wallaby"
- Fascia, eaves - Colorbond "Wallaby"
- Barge, posts & beams - Colorbond "Wallaby"
- Rafter, pergola - Colorbond "Wallaby"
- Downpipes - Colorbond "Dune" or Colorbond "Wallaby"
- Exterior Walls - Colorbond "Dune" Custom orb wall sheeting
- Window frames - Colorbond "Wallaby"
- Doors - Colorbond "Wallaby"
- Frame - Colorbond "Wallaby"
- Architrave - Colorbond "Wallaby"
- Panel - Vivid White
- Door to comply with contrasting requirements of NCC & AS 1428.1

Bushfire Notes

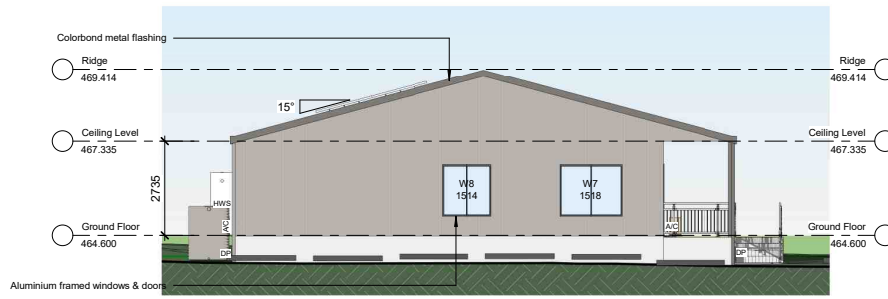
Key Criteria for BAL-12.5	
Gaps >2 mm	Screened with 2 mm corrosion resistant metal screen
Glass	Corrosion resistant steel, bronze or aluminium
Walls <400mm from a surface	Grade A safety glass 4mm thick
Un-enclosed floor spaces <400 AGL	Non combustible/bushfire resistant timber
Un-enclosed Deck, Verandah, Steps & Landing Sub-floor supports & framing	Non combustible/bushfire resistant timber
Ballustrades, handrails & other barriers	Non combustible/bushfire resistant timber
Windows and doors construction	Non combustible/bushfire resistant timber
Doors	Tight fitting with draught excluders
Windows operable portions	Screened. Screens to be 2 mm corrosion resistant steel, bronze or aluminium
Roofs	Non combustible materials Fully sarked All gaps and penos screened
Decking (trafficable areas)	Non combustible/bushfire resistant timber or equal
Sarking	Non-combustible or comply with AS/NZS 4200.1, be installed on the outside of the frame and have a flammability index of not more than 5 as determined by AS 1530.2

AGL* = Above Ground Level

Note: New construction must comply with Sections 3 & 5 (BAL 12.5) Australian Standard AS3959-2018. Construction of buildings in bushfire prone areas or NASH Standard (1.7.14 updated) National Standard Steel Framed Construction in Bushfire Areas as appropriate and Planning for Bush Fire Protection 2019. Clause 5.2 and 6.2 of AS 3959 is replaced by clause 7.2 of AS 3959, except that any wall enclosing the subfloor space need only comply with the wall requirements for the respective BAL. Clause 5.7 and 6.7 of AS 3959 is replaced by clause 7.7 of AS 3959, except that any wall enclosing the subfloor space need only comply with the wall requirements for the respective BAL.

Note: Cladding that is fixed externally to a timber-framed or a steel-framed wall & is less than 400 above the ground, deck, roof or awning must be: (i) non-combustible material; or (ii) fibre-cement a minimum of 6 mm thickness; or (iii) bushfire-resistant timber (Appendix F); or (iv) a timber species as specified in Paragraph E.1, Appendix E; or (v) a combination of any of items (i), (ii), (iii) or (iv); or (c) A combination of any of items (a), (b) or (c) above. This Standard does not provide construction requirements for the exposed components of an external wall that are 400mm or more from the ground or 400 mm or more above decks, carport roofs, awnings and similar elements or fittings having an angle less than 18 degrees to the horizontal and extending more than 110mm in width from the wall (see Figure D3, Appendix D).

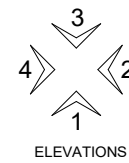
References are made to AS 3959



Elevation 1
1 : 100



Elevation 2
1 : 100



Section J assessment conducted by:
Building Sustainability Assessments
P 02 4962 3439 E enquiries@buildingsustainability.net.au
BSA Ref: 20253 Date: 20/06/2024
Refer to report for the compliance initiatives which need to be applied.

GENERAL NOTES:

CLASS 9th (Single Storey) - Type C Construction

RC slab to be in accordance with Engineers details.
All structural details to be designed & provided by an Engineer.
Written dimensions will take precedence over scale.
Floor finishes to comply with AS 1428.1 Part 7.
Provide external security lights to all exit doors.

All work & materials to comply with section B of the NCC.

All glazing to be supplied and installed in accordance with parts B1D4 & F3D4 of the NCC, AS2047, AS1170.1 & AS1288.

Roof coverings to comply with AS1562.1
Hot water, warm water & water cooling systems to be installed in accordance with NSW Public Health Regulation 2012 & Public Health Act 2010.

90mm stud walls with plasterboard wall sheeting or the like to selected internal walls.
Finish to remaining walls to be arranged with owners.
All floor & wall linings to comply with specification Part C Specification 6 of the NCC.

All building work to comply with applicable parts of clause C2D11 & Part C Specification 7 of the NCC.

All paths of travel to comply with part D2D7 of the NCC.
Installation of services or equipment in exits & paths of travel shall comply with Part D3D8 of the NCC.
Where stairs and/or ramps are required, they are to be built in accordance with NCC part D3D14 & table D3D15. All stairs to have slip resistant finish or nosing strip in accordance with table below:

Application	Surface Condition
Ramp steeper than 1:14	P4 or R11
Ramp steeper than 1:20 but less than 1:14	P3 or R10
Nosing or landing edge strip	P3 or R10
	P4 or R11

Thresholds to comply with NCC part D3D16 & AS 1428.1
Barriers to prevent falls to comply with NCC part D3D17
Doors opening to required exits must open in an outward direction in accordance with NCC part D3D25.
Door hardware to be supplied and installed in accordance with D3D26 of the NCC.
Door signage to comply with NCC part D3D28.
Disabled access to comply with NCC part D4 and AS1428.1
Install compliant signage in accordance with Part D4D7 and Part D Specification 15 of the NCC.

Fire blanket to be installed in Kitchen in accordance with E1D17 of the NCC.
Fire extinguishers to be installed in accordance with Part E1D14 of the NCC & AS2444.
Fire extinguishers must be provided during construction in accordance with part E1D16 of the NCC.
Emergency lighting & exit signs to be provided & operated in the event of a power failure & installed in accordance with NCC part E4 & current Australian standards.

All waterproofing to be carried out in accordance with parts F2 & part F specification 26 of the NCC and AS 3740.
Building to be damp proofed in accordance with F1D6 of the NCC and high finished vapour barrier provided under slabs as per F1D7.
All wet areas are to be graded and drained to a floor waste in accordance with F2D4 of the NCC.
Roof & wall sheeting to be installed in accordance with NCC parts F3D2, F3D5, AS1562.1 & manufacturers details
Ventilation of rooms to comply with Part F6D6 of the NCC.

Plumbing & electrical works to comply with Section J of the NCC.
Power load shall comply with Section J of the NCC.
All lighting to be installed in accordance with J7 of NCC.

AREAS:

No.	Description	Date
E	Carpark & court location revised. Ramp & stairs revised.	08/04/24
D	Tender Issue - Preliminary	04/04/24
C	For information	03/04/24
B	For Review	27/03/24
A	DA	21/02/24
1	Meeting Set	20/02/24

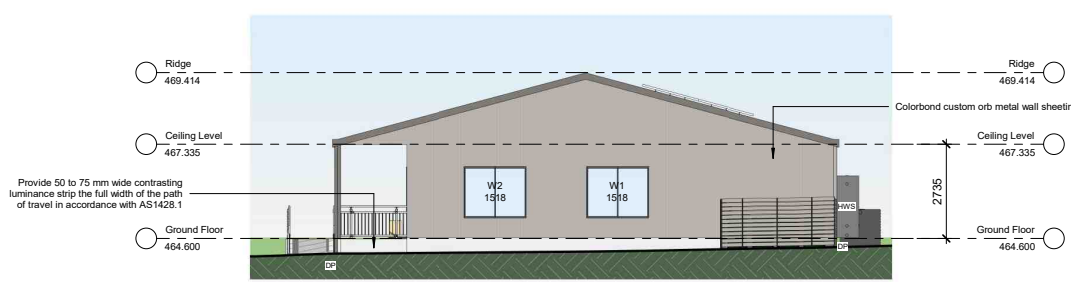
Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

bdca
ACCREDITED
BUILDING DESIGNER
REGISTRATION No: 6860 (Low Rise)

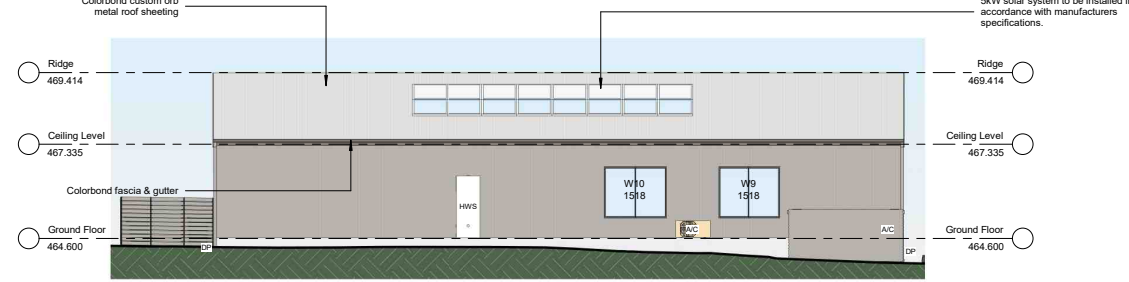
P.B. Eveleigh
Plan Service
7 Short Street Scone NSW 2337
Ph: (02) 65452108
A.B.N. 88 709 487 298
Email: pbeplans@gmail.com

PROJECT
PROPOSED MURRURUNDI YOUTH & COMMUNITY CENTRE UPGRADE
AT
MURRURUNDI PARK
MAYNE STREET, MURRURUNDI
FOR
UPPER HUNTER SHIRE COUNCIL

SIZE	SCALE	As indicated	JOB No:	069-23	REV:
A1	DRAWN	PDG	DATE	30/01/24	SHEET No: 05



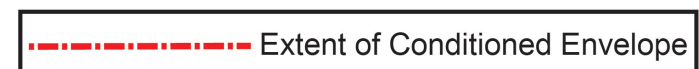
Elevation 3
1 : 100



Elevation 4
1 : 100

Colour Schedule

Roofing	- Colorbond "Surfmis" Custom orb roof sheeting
Gutter	- Colorbond "Wallaby"
Fascia, eaves	- Colorbond "Wallaby"
Barge, posts & beams	- Colorbond "Wallaby"
Rafters, pergola	- Colorbond "Wallaby"
Downpipes	- Colorbond "Dune" or Colorbond "Wallaby"
Exterior Walls	- Colorbond "Dune" Custom orb wall sheeting
Window frames	- Colorbond "Wallaby"
Doors	- Colorbond "Wallaby"
Frame	- Colorbond "Wallaby"
Architrave	- Colorbond "Wallaby"
Panel	- Vivid White
Door	to comply with contrasting requirements of NCC & AS 1428.1



Bushfire Notes

Key Criteria for BAL-12.5

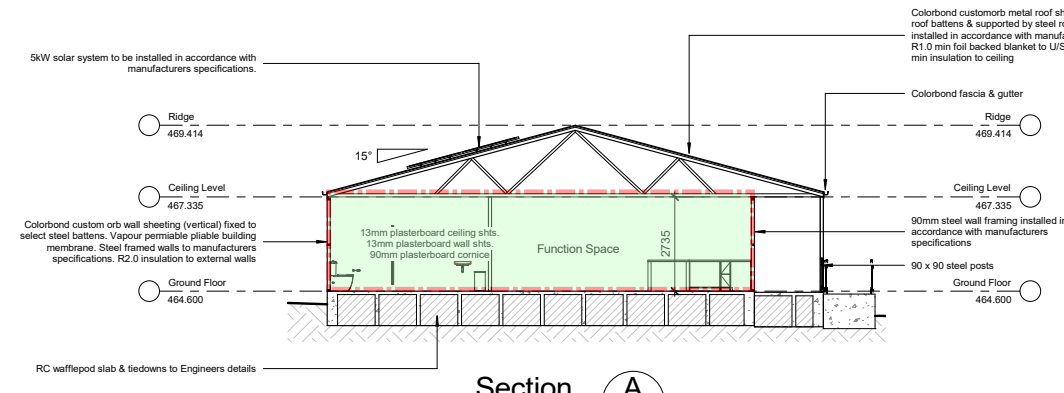
Gaps >2 mm	Screened with 2 mm corrosion resistant metal screen
Glass	Corrosion resistant steel, bronze or aluminium Grade A safety glass 4mm thick
Walls <400mm from a surface	Non combustible/bushfire resistant timber
Un-enclosed floor spaces <400 AGL*	Non combustible/bushfire resistant timber
Un-enclosed Deck, Verandah, Steps & Landing	Non combustible/bushfire resistant timber
Sub-floor supports & framing	Non combustible/bushfire resistant timber
Balustrades, handrails & other barriers	Non combustible/bushfire resistant timber
Verandah posts	Non combustible/bushfire resistant timber
Windows and doors construction	Tight fitting with draught excluders
Windows operable portions	Screened. Screens to be 2 mm corrosion resistant steel, bronze or aluminium
Roofs	Non combustible materials Fully sarked All gaps and penos screened
Decking (trafficable areas)	Non combustible/bushfire resistant timber or equal
Sarking	Non-combustible or comply with AS/NZS 4200.1, be installed on the outside of the frame and have a flammability index of not more than 5 as determined by AS1530.2

AGL* = Above Ground Level

Note: New construction must comply with Sections 3 & 5 (BAL 12.5) Australian Standard AS3959-2018 'Construction of buildings in bushfire prone areas' or NASH Standard (1.7.14 updated) 'National Standard Steel Framed Construction in Bushfire Areas' as appropriate and 'Planning for Bush Fire Protection 2019' Clause 5.2 and 6.2 of AS 3959 is replaced by clause 7.2 of AS 3959, except that any wall enclosing the subfloor space need only comply with the wall requirements for the respective BAL. Clause 5.7 and 6.7 of AS 3959 is replaced by clause 7.7 of AS 3959, except that any wall enclosing the subfloor space need only comply with the wall requirements for the respective BAL.

Note:
Cladding that is fixed externally to a timber-framed or a steel-framed wall & is less than 400 above the ground, deck, roof or awning must be:
(i) non-combustible material; or
(ii) fire-cement a minimum of 6 mm in thickness; or
(iii) bushfire-resisting timber (Appendix F); or
(iv) a timber species as specified in Paragraph E1, Appendix E; or
(v) a combination of any of items (i), (ii), (iii) or (iv).
This Standard does not provide construction requirements for the exposed components of an external wall that are 400mm or more from the ground or 400 mm or more above decks, carport roofs, awnings and similar elements or fittings having an angle less than 18 degrees to the horizontal and extending more than 110mm in width from the wall (see Figure D3, Appendix D).

References are made to AS 3959



Section A
1 : 100

Section J Summary

Note: Below table is summary of Section J requirements. Refer to BSA Report No 20253 for detailed report.

Building Element	Section J Requirement	Recommendation for Compliance
Roof colour	Solar absorptance must be not more than 0.45	For metal roofs - Classic cream, Surfmit, Paperpark, Evening Haze & Shale Grey.
Roof and ceiling	R3.2 (downwards) total R-Value*	* Foil + R1.0 blanket under metal roof + R3.0 above ceiling (See 5.1 regarding thermal bridging)
Walls and glazing	* Total system U-value of wall-glazing construction must not be greater than U-2.0, and: Envelope Walls * Metal on battens * External Glazing**	* R2.0 added to metal frame + air gap * Glass in aluminium frames with total system values of U: ≤ 7.4 & SHGC: ≤ 0.77
Floors	* R2.0 (downwards) total R-value** **Total R-value calculations must include losses due to thermal bridging **Glass specification is for total system values i.e. glass + frame	* No insulation required. See detailed report
Shading	* Simulated as drawn	* No modifications required to the shade indicated on plans
Building Element	Section J Requirement	Recommendation for Compliance
Windows and doors	Fitted with seals to restrict air infiltration	* All windows and doors fitted with seals or constructed in accordance with AS 2047
Entrance to a building	Self-closing	* Entry doors are to be self-closing
Exhaust fans	Fitted with self-closing dampers	* Miscellaneous fans fitted with self-closing dampers
Roofs, walls and floors	Constructed to minimise air leakage	* Constructed with close fitting lining systems at all junctions

Council conflict of interest management statement

Project name	Murrurundi Youth & Community Centre
DA No	58/2024
Potential conflict	Upper Hunter Shire Council is the landowner and applicant for this development. The project is fully grant funded.
Management Strategy	<p>The Council is managing potential conflicts of interest in this matter as follows:</p> <ul style="list-style-type: none"> • The application is being assessed by an independent planning consultant. • The application will be publicly notified and determined by Council in an open Council meeting. • The management controls prescribed by Council’s Policy: <i>Conflict of Interest – Dealing with Council related development throughout the development process</i> will be applied to the assessment and determination of the application. • A neighbouring Council will peer review any regulatory decisions should compliance decisions be made.
Contact	Anyone with concerns about Council fulfilling its obligations should report their concerns to the General Manager of Upper Hunter Shire Council.

Environmental & Community Services

D.10.5

DEVELOPMENT APPLICATION NO. 63/2024 CARPORT

RESPONSIBLE OFFICER: Mathew Pringle - Director Environmental & Community Services

REPORT PREPARED BY: Paul Smith - Senior Environmental Planner

PURPOSE

On 18 July 2024, Council received Development Application No. 63/2024 for a carport at 101 Perth Street Aberdeen (Lot 20 DP 1184486). The application is being referred to Council because it does not comply with the outcomes to be achieved in the Upper Hunter Development Control Plan 2023.

RECOMMENDATION

That Council approve Development Application No. 63/2024 for a carport at 101 Perth Street Aberdeen (Lot 20 DP 1184486) subject to the conditions of consent in Attachment 1.

BACKGROUND

Council has not had previous dealings with this development application.

REPORT/PROPOSAL

Applicant: Hunter Building Approvals
Owner: S Gallimore & S A Oxford
Location: 101 Perth Street Aberdeen (Lot 20 DP 1184486)
Proposal: Carport
Zoning: R1 General Residential

The development site is an existing residential lot with an area of 1134m² and a 19m frontage to Perth Street Aberdeen. The development application is seeking approval for the construction of a carport (3.585m x 4.725m with a building height of 3.3m) on the western side of the existing dwelling.

Part 4 of the Upper Hunter Development Control Plan 2023 - Urban Residential Development, sets out particular development controls for residential housing and ancillary development. The outcomes to be achieved in relation to outbuildings, carports and detached garages are:

- *Garages shall have a minimum front setback of 5.5 metres to allow a motor vehicle to park in front of the garage without encroaching onto the footpath.*
- *The garage width on allotments does not exceed 50% of the site frontage*
- *Garages, carports, sheds and other ancillary structures are setback at least 450 mm from a side or rear boundary.*
- *Garages, carports and sheds visible from the street do not detract from the colour, pitch and roof form of the dwelling on that allotment.*
- *Structures are behind the building line, unless there is no other option. The location must be as far from the front boundary as possible.*
- *Open carports or part of a carport, less than 36 m² in roof area up to 6 m wide and no less than 1 metre from front boundary, may be built to the side boundary and forward of the established building line in any of the following circumstances:*

Environmental & Community Services

- *there is an existing pattern of similarly located carports or garages in the street*
- *the topography of the land is such that the carport can form a part of an existing slope or retaining wall the topography of the land is such that the existing dwelling is significantly below the street level*
- *the dwelling is located on a corner lot, and the carport is built to the secondary street*
- *the existing dwelling's setback is significantly greater than other setbacks in the street the allotment is irregular in shape.*

The development application proposes that the carport will have a setback of 110mm from the western side boundary and as such does not comply with the 450mm development control. While the proposed carport will be visible from Perth Street, it is not considered to detract from the features of the existing dwelling and is located behind the building line. In relation to the exceptional considerations in point 6, while this pattern has not been already established in Perth Street, the topography of the land is such that the dwelling is partially below street level and the lot is irregular in shape.

A detailed assessment of the proposal against Section 4.15 of the Environmental Planning and Assessment Act 1979 is provided in Attachment 2 while plans of the proposed development are provided in Attachment 3.

The application has been assessed as satisfactory and is recommended for approval for the following reasons:

- The proposed development complies with the Upper Hunter Local Environmental Plan 2013;
- The proposed development has been assessed as being non-compliant with the side setbacks of 450mm required for ancillary residential development in accordance with the Upper Hunter Development Control Plan 2023, Part 4b Ancillary Residential Structures and Activities, however, the development has been designed to ensure that there are no adverse impacts to the site or adjoining development;
- No submissions were received by the public; and,
- The proposed development is unlikely to be contrary to the public interest.

OPTIONS

1. That Council approve Development Application No. 63/2024 for a carport at 101 Perth Street Aberdeen (Lot 20 DP 1184486) subject to the conditions of consent in Attachment 1.
2. That Council refuse Development Application No. 63/2024 for a carport at 101 Perth Street Aberdeen (Lot 20 DP 1184486), stating reasons for refusal.

CONSULTATION

The proposal was placed on public exhibition from 31 July 2024 to 14 August 2024 in accordance with Council's Community Participation Plan. No submissions were received.

Environmental & Community Services

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Protected Environment

Ensuring the ongoing protection of our environment and natural resources.

2.4 Implement and regularly review Strategic Land Use Plans, Environmental Planning Instruments and Development Controls, which reflect the needs and expectations of the broad Community.

b. Delivery Program

- Assessment of planning applications

c. Other Plans

Section 4.15(1)(a)(iii) of the Environmental Planning and Assessment Act 1979 provides that in determining a development application, a consent authority is to take into consideration a development control plan (refer to full consideration in Attachment 3).

IMPLICATIONS

a. Policy and Procedural Implications

Nil

b. Financial Implications

Development application fees of \$256.00 have been paid.

c. Legislative Implications

An assessment of the development application has been undertaken pursuant to Section 4.15 of the Environmental Planning and Assessment Act 1979 ("the Act") (refer to Attachment 2).

d. Risk Implications

Council determinations of development applications and modifications in relation to local development can be appealed by the applicant in the Land and Environment Court where they are not satisfied with the outcome of a determination. There is low risk of an appeal by the applicant if the application is approved.

e. Sustainability Implications

Nil

Environmental & Community Services

f. Other Implications

As part of the original subdivision creating the allotment, Council imposed a Restriction on the use of land under the Conveyancing Act 1919 that “no building shall be constructed on any lot unless it complies with the following front (7.5m) and side alignment setback requirement (1m), unless otherwise approved by Council”. In this regard the granting of development consent is also taken to be Council’s approval to vary the Restriction.

CONCLUSION

The proposed development is consistent with the planning controls of the Upper Hunter Local Environmental Plan 2013 and the Upper Hunter Development Control Plan 2023, except for the requirements for the carport to meet the minimum side setback of 450mm to a side boundary.

The carport has been designed to ensure that stormwater is drained towards the existing dwelling gutter which drains to the existing kerb and gutter on Perth Street and that the need for additional guttering on the side boundary is not required, therefore, there would be no encroachment onto adjoining lands.

The proposal is in keeping with the site context, is an appropriate form of development for the site and is unlikely to result in any significant adverse impacts.

Accordingly, it is recommended that the application be approved subject to appropriate conditions of consent.

ATTACHMENTS

- 1 [↓](#) DA 63/2024 – Recommended Conditions of Consent
- 2 [↓](#) DA 63/2024 - Section 4.15 Assessment
- 3 [↓](#) DA 63/2024 - Architectural Plans - Lot: 20 DP: 1184486 - 101 PERTH STREET ABERDEEN 2336

DA 63/2024 – Recommended Conditions of Consent

GENERAL CONDITIONS:

1. The development must be carried out in accordance with the following approved plans and documents, except where the conditions of this consent expressly require otherwise.

Approved Plans				
Plan number	Revision Number	Plan title	Drawn by	Date of plan
-	-	Construct a carport to the side of house Site plan, plan view and elevations	Not provided	11.07.2024

Approved Documents			
Document title	Version number	Prepared by	Date of document
Statement of Environmental Effects	-	Hunter Building Approvals	29.06.2024

In the event of any inconsistency with the approved plans and a condition of this consent, the condition prevails.

(Reason: To ensure all parties are aware of the approved plans and supporting documentation that applies to the development.)

2. A copy of all stamped approved plans, specifications and documents (including the Construction Certificate if required for the work incorporating certification of conditions of approval) must be kept on site at all times so as to be readily available for perusal by any officer of Council or the Principal Certifier.

(Reason: To ensure that the form of the development undertaken is in accordance with the determination of Council)

3. **Compliance with Building Code of Australia and insurance requirements under [Home Building Act 1989](#)**

(1) It is a condition of a development consent for development that involves building work that the work must be carried out in accordance with the requirements of the *Building Code of Australia*.

(2) It is a condition of a development consent for development that involves residential building work for which a contract of insurance is required under the [Home Building Act 1989](#), Part 6 that a contract of insurance is in force before building work authorised to be carried out by the consent commences.

(3) It is a condition of a development consent for a temporary structure used as an entertainment venue that the temporary structure must comply with the *Building Code of Australia*, Volume 1, Part B1 and NSW Part I5.

(4) In subsection (1), a reference to the *Building Code of Australia* is a reference to the Building Code of Australia as in force on the relevant date.

(5) In subsection (3), a reference to the *Building Code of Australia* is a reference to the Building Code of Australia as in force on the day on which the application for development consent was made.

(6) This section does not apply—

(a) to the extent to which an exemption from a provision of the *Building Code of Australia* or a fire safety standard is in force under the [Environmental Planning and Assessment \(Development Certification and Fire Safety\) Regulation 2021](#), or

(b) to the erection of a temporary building, other than a temporary structure to which subsection (3) applies.

(7) In this section—

relevant date has the same meaning as in the [Environmental Planning and Assessment \(Development Certification and Fire Safety\) Regulation 2021](#), section 19.

(Reason: Prescribed by legislation)

4. Notification of [Home Building Act 1989](#) requirements

(1) This section applies to a development consent for development involving residential building work if the principal certifier is not the council.

(2) It is a condition of the development consent that residential building work must not be carried out unless the principal certifier for the development to which the work relates has given the council written notice of the following—

(a) for work that requires a principal contractor to be appointed—

(i) the name and licence number of the principal contractor, and

(ii) the name of the insurer of the work under the [Home Building Act 1989](#), Part 6,

(b) for work to be carried out by an owner-builder—

(i) the name of the owner-builder, and

(ii) if the owner-builder is required to hold an owner-builder permit under the [Home Building Act 1989](#)—the number of the owner-builder permit.

(3) If the information notified under subsection (2) is no longer correct, it is a condition of the development consent that further work must not be carried out unless the principal certifier has given the council written notice of the updated information.

(4) This section does not apply in relation to Crown building work certified to comply with the *Building Code of Australia* under the Act, Part 6.

(Reason: Prescribed by legislation)

**BUILDING WORK
BEFORE BUILDING WORK COMMENCES**

5. Where construction or excavation activity requires the disturbance of the soil surface and existing vegetation, adequate measures for erosion and sediment control shall be provided. As a minimum, control techniques are to be in accordance with The Blue Book published by Landcom provisions on Erosion and Sediment Control, or a suitable and effective alternative method.

All required erosion and sedimentation techniques are to be properly installed prior to the commencement of any site works and maintained in a functional and effective condition throughout the construction activities until the site is stabilised.

The installation is to be approved by the Principal Certifier prior to further commencement of site works.

(Reason: To protect the environment from the effects of sedimentation and erosion from development sites)

6. **Erection of signs**

(1) This section applies to a development consent for development involving building work, subdivision work or demolition work.

(2) It is a condition of the development consent that a sign must be erected in a prominent position on a site on which building work, subdivision work or demolition work is being carried out—

(a) showing the name, address and telephone number of the principal certifier for the work, and

(b) showing the name of the principal contractor, if any, for the building work and a telephone number on which the principal contractor may be contacted outside working hours, and

(c) stating that unauthorised entry to the work site is prohibited.

(3) The sign must be—

(a) maintained while the building work, subdivision work or demolition work is being carried out, and

(b) removed when the work has been completed.

(4) This section does not apply in relation to—

(a) building work, subdivision work or demolition work carried out inside an existing building, if the work does not affect the external walls of the building, or

(b) Crown building work certified to comply with the *Building Code of Australia* under the Act, Part 6.

(Reason: Prescribed by legislation)

7. No works shall commence on site until such time as a Construction Certificate has been issued for either part or all of the works. If a certificate is issued for part of the works it must cover the works being undertaken onsite.

(Reason: Prescribed – Statutory)

DURING BUILDING WORK

8. Any person acting on this consent shall ensure that:-

(a) building construction activities are only carried out during the following hours:

- i. between Monday to Friday (inclusive)—7.00am to 5.00pm,
- ii. on a Saturday—8.00am to 5.00pm;

(b) building construction activities must not be carried out on a Sunday or a public holiday;

(c) demolition and excavation works must only be carried out between Monday to Friday (inclusive) between 8.00am and 5.00pm;

unless prior written approval has been obtained from Council.

(Reason: To ensure that works do not interfere with reasonable amenity expectations of residents and the community)

9. Building materials and equipment must be stored wholly within the work site, unless prior written approval has been obtained from Council. Equipment must not be operated on the footpath or roadway, unless prior written approval has been obtained from council.

(Reason: To ensure public safety and amenity on public land)

10. Any necessary alterations to, or relocations of, utility services must be carried out at no cost to the council or the relevant public authority.

(Reason: To ensure costs associated with the development are not transferred to the public)

BEFORE ISSUE OF AN OCCUPATION CERTIFICATE

11. The building is not to be used or occupied until a final inspection has been carried out and an Occupation Certificate has been obtained from the Principal Certifying Authority.

Note: Any application for an Occupation Certificate is to be made online via the NSW Planning Portal.

(Reason: Prescribed - Statutory.)

OCCUPATION AND ONGOING USE

12. At all times nothing in this consent shall authorise the use of the Carport for commercial or industrial activities.

(Reason: To ensure use is compatible with classification of building.)

13. At all times, all stormwater from the development, including all hardstandings and overflows the registered stormwater easement that services the property.

(Reason: To ensure the suitable disposal of stormwater generated by the development)

Note: A separate approval under Section 68 of the Local Government Act 1993 is required for water supply, sewerage and stormwater drainage work.

REPORT ON DEVELOPMENT APPLICATION CLASS 2 - 9 BUILDINGS AND SUBDIVISIONS

Including assessment in accordance with Section 4.15
Environmental Planning and Assessment Act 1979



ADDRESS: LOT: 20 DP: 1184486
101 Perth Street Aberdeen

APPLICATION No: DA 63-2024

PROPOSAL: Carport

OWNER: Mr S Gallimore & Ms S A Oxford

APPLICANT: Hunter Building Approvals
3 Bati Street
CHARLESTOWN NSW 2290

AUTHOR: Sally Cottom

DATE LODGED: 16 July 2024

AMENDED:

ADD. INFO REC'D:

DATE OF REPORT: 15 August 2024

SUMMARY OF FACTS

ISSUES: Compliance with Upper Hunter Development Control Plan 2023 in relation to setbacks

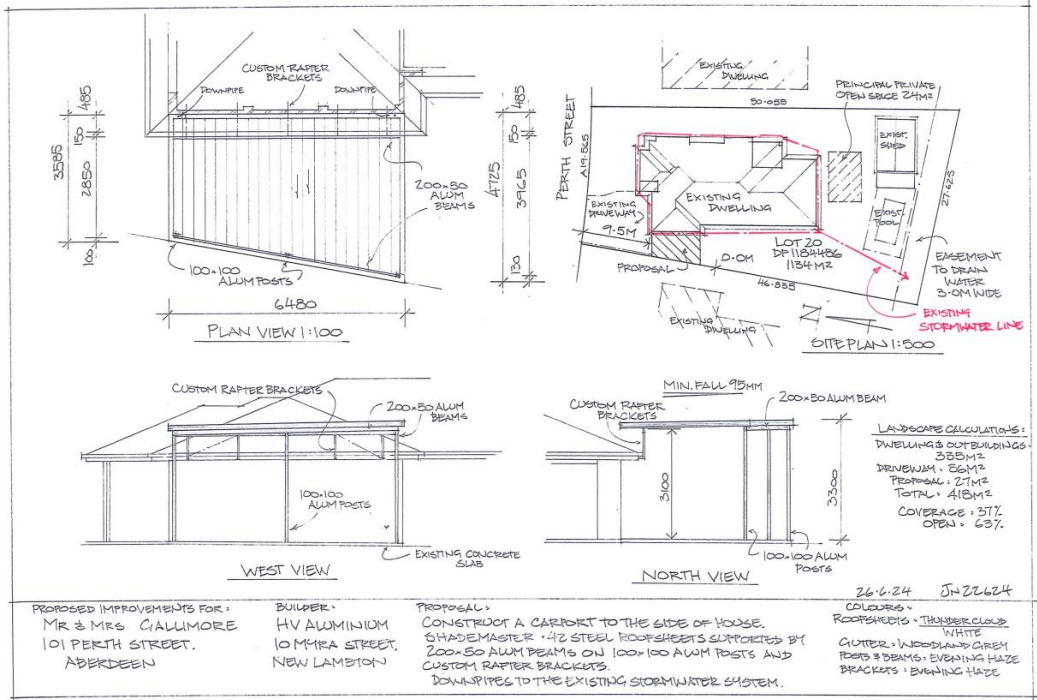
SUBMISSIONS: 0

RECOMMENDATION: Approval

LOCATION MAP



DEVELOPMENT PLAN



DESCRIPTION OF PROPOSAL

The development site is an existing residential lot with an area of 1134m² and a 19m frontage to Perth Street Aberdeen. The development application the construction of a Carport (3.585m x 4.725m with a building height of 3.3m) on the western side of the existing dwelling.

Constructed with: -

- Steel Roof Sheets
- Aluminium beams and posts
- Custom rafter brackets

Colour Schedule

- Roof – Thundercloud White
- Gutter – Woodland Grey
- Posts/Beams/Brackets – Evening Haze

Constructed on a residential lot containing an existing single storey residential dwelling with existing access to Perth Street.

RELEVANT HISTORY

The site contains an existing single storey residential dwelling with existing access to Perth Street.

Council records show the following Development Applications registered for this site: -

DA137/2011-1 Development Application lodged 07/07/2011 – Subdivision 1 into 39 Lots
DA137/2011-2 Section 96 Application lodged 27/01/2012 – S96(1) Modification – Delete Condition No. 32
DA74/2015-1 Development Application lodged 07/07/2015 – Garage
DA35/2017-1 Development Application lodged 24/03/2017 – Swimming Pool – inground

The current application proposes to construct a carport.

REFERRALS

No internal referrals

External referrals for concurrence

No external referrals

SUBMISSIONS

The development application was placed on public exhibition from Wednesday 31 July 2024 to Wednesday 14 August 2024.

No submissions were received by Council.

CONSIDERATION

The relevant matters for consideration under Section 4.15 of the *Environmental Planning and Assessment Act 1979*, are assessed under the following headings:

ENVIRONMENTAL PLANNING INSTRUMENTS**UPPER HUNTER LOCAL ENVIRONMENTAL PLAN 2013**

	COMMENT
Land Use Table	
Zoning classification	R1 General Residential
Zoning objectives	<p>The proposed development is consistent with the objectives of the R1 General Residential zone: -</p> <ul style="list-style-type: none"> • To provide for the housing needs of the community. • To provide for a variety of housing types and densities. • To enable other land uses that provide facilities or services to meet the day to day needs of residents.
Zoning permissibility	The proposal is permissible as a carport ancillary to dwelling house in the R1 General Residential zone.
Clauses (Part 4)	
Height of buildings (Clause 4.3)	<p>Consistent</p> <p>Proposed Development Height 3.3m Maximum Building Height 8.5m</p>
Floor space ratio (Clause 4.4 and 4.5)	<p>Consistent</p> <p>Parking space is not included in floor space ratio requirements.</p>
Part 5 – Miscellaneous provisions	Part 5 does not apply.
Part 6 – Additional Local Provisions	
Earthworks (Clause 6.1)	<p>Consistent</p> <p>The development does not include cut/fill, the site is relatively flat and soil and erosion controls are proposed.</p>
Essential Services (Clause 6.10)	<p>Consistent</p> <p>The site has existing provision to all essential services. Additional stormwater is proposed to be drained to existing dwelling gutter and drained into existing system to kerb and gutter.</p>

STATE ENVIRONMENTAL PLANNING POLICIES

There are no State Environmental Planning Policies which apply to the proposed development.

REGIONAL ENVIRONMENTAL PLANNING POLICIES

There are no REP's applicable to the site.

DRAFT ENVIRONMENTAL PLANNING INSTRUMENTS

There are no draft EPI's applying to the land.

DEVELOPMENT CONTROL PLANS

<i>Development control plan</i>	<i>Considered?</i>	<i>Comment (only if necessary)</i>
Upper Hunter Development Control Plan 2023	YES	<p>Part 4 Urban Residential Section 4b Ancillary Residential Structures and Activities</p> <p>A. General Design Considerations – Consistent B. Outbuildings, Carports and Detached Garages</p> <ul style="list-style-type: none"> • Carports are to be setback at least 450mm from a side or rear boundary – Proposed development side setback is 100mm and 130mm – Not consistent • Carport is visible from frontage and will be constructed with similar colour and material of existing dwelling roof. • Structure is behind the building line of the existing dwelling – Consistent <p>Part 10 Natural Hazards Section 10b Bushfire Risk</p> <p>The site is affected by a bushfire buffer at the rear of the site, the carport is outside the zone of influence. There are no bushfire protection requirements for this development in accordance with Planning for Bushfire Protection 2019. Consistent</p> <p>Part 11 Environment Protection Section 11f Soil and Water Management</p> <p>The additional stormwater is proposed to be drained to existing dwelling kerb and gutter and drained to street frontage.</p> <p>The development does not involve cut/fill and soil and erosion controls are proposed.</p>
Section 94A Levy Contributions Plan 2008	NA	
Upper Hunter Development Contributions Plan 2017	NA	
Development Servicing Plan for Water Supply and Sewerage	NA	

PLANNING AGREEMENTS

There are no planning agreements relevant to the proposal.

REGULATIONS

There are no provisions in the regulations relevant to the proposal.

LIKELY IMPACTS OF THE DEVELOPMENT

Context and Setting

The proposed carport ancillary to the existing residential dwelling will suit the context and setting of the residential locality, which contains existing single storey dwellings with ancillary residential structures.

Built Form

The proposed carport is consistent with the requirements for built form and suits the existing dwelling.

Constructed with: -

- Steel Roof Sheets
- Aluminium beams and posts
- Custom rafter brackets

Colour Schedule

- Roof – Thundercloud White
- Gutter – Woodland Grey
- Posts/Beams/Brackets – Evening Haze

Potential Impact on Adjacent Properties

The proposed carport is below the maximum building height and is unlikely to have an adverse impact on the overshadowing or views and vistas of adjoining residential dwellings.

Access, Transport and Traffic

The proposed carport is unlikely to have an adverse impact on the access, transport and traffic in the locality.

Public Domain

The proposed carport is located wholly within the subject lot and is unlikely to have an adverse impact on the public domain.

Utilities

The site is serviced by existing utilities.

Heritage

The site is not affected by any local, State or Aboriginal Heritage items or places.

Other Land Resources

The site is not affected by other land resources.

Water

The proposed carport has been designed to drain the additional stormwater catchment to the existing dwelling kerb and gutter and drain to the existing kerb and gutter on Perth Street.

The site is connected to Council's reticulated water supply.

Soils

The proposed carport does not require cut/fill, the site is relatively flat and the development will include soil and erosion controls prior to construction.

Air/Microclimate

The proposed carport is unlikely to have an adverse impact on the air quality and microclimate in the locality.

Flora and Fauna

The site is not affected by flora and fauna issues.

Waste

The proposed carport will generate minor waste during the construction stage which will be removed by the contractor to an approved waste management facility.

Energy

The proposed carport is unlikely to have an adverse impact on the energy needs of the site or adjoining development.

Noise & Vibration

The proposed carport will generate minor temporary noise impacts during the construction stage.

Natural Hazards

Part of the site is identified as being affected by bushfire prone land buffer along the southern rear boundary of the site. The proposed development is outside the zone of influence and is not affected by any bushfire development controls in accordance with Planning for Bushfire Protection 2019.

Technological Hazards

The site is not affected by technological hazards.

Safety, Security & Crime Prevention

The proposed carport is unlikely to have an adverse impact on the safety, security and crime prevention in the locality.

Economic Impact on the Locality

The proposed carport will have a minor positive economic impact on the locality during the construction stage

Site Design and Internal Design

The allotment is 1,134 square meters and is rectangular in shape. The lot is affected by an Easement to Drain Sewage 3 wide and variable and an Easement to Drain Water 3 wide which traverses the rear southern boundary.

The existing dwelling and the proposed carport are positioned towards the front of the lot.

The proposed carport is proposed to be constructed with steel roof sheets, aluminium beams and posts and custom brackets which will be in colours which match the existing dwelling.

Construction

Construction details have been provided, a condition for a Construction Certificate is required.

Cumulative Impacts

The proposed development is consistent with the planning controls of the Upper Hunter Local Environmental Plan 2013 and the Upper Hunter Development Control Plan 2023, except for the requirements for the carport to meet the minimum side setback of 450mm to a side boundary.

However, the carport has been designed to ensure that stormwater is drained towards the existing dwelling gutter which drains to the existing kerb and gutter on Perth Street and that the need for additional guttering on the side boundary is not required, therefore, there would be no encroachment onto adjoining lands.

It is unlikely that this development would cause any cumulative impacts in the locality.

SUITABILITY OF THE SITE FOR THE DEVELOPMENT

Does proposal fit in the locality?

The proposed carport suits the residential development in the locality which include residential dwellings and ancillary residential development.

The proposed development has existing provision to connect to services required for stormwater drainage.

The proposed development is not located in proximity to any hazardous land uses and is unlikely to cause any adverse noise impacts.

Are the site attributes conducive to the development?

The site is not affected by flood prone land, heritage, flora and fauna, agricultural land or mineral and extractive resources.

The site is affected by bushfire prone land buffer along the southern rear boundary, however, the development is outside the zone of influence and is unlikely to cause any significant impacts.

The development is unlikely to have an impact on the soil characteristics in the locality.

THE PUBLIC INTEREST

The proposed development is consistent with the planning controls of the Upper Hunter Local Environmental Plan 2013 and the Upper Hunter Development Control Plan 2023, except for the requirements for the carport to meet the minimum side setback of 450mm to a side boundary.

However, the carport has been designed to ensure that stormwater is drained towards the existing dwelling gutter which drains to the existing kerb and gutter on Perth Street and that the need for additional guttering on the side boundary is not required, therefore, there would be no encroachment onto adjoining lands.

The site is affected by existing easements, however, the development is well outside the zone of influence of these easements.

 SUMMARY OF LIKELY IMPACTS OF THE DEVELOPMENT

All likely impacts of the proposed development have been considered within the context of this report.

ENVIRONMENTAL APPRAISAL		CONSIDERED
1	Statutory controls	YES
2	Policy controls	YES
3	Design in relation to existing building and natural environment	YES
4	Landscaping/open space provision	YES
5	Traffic generation and car parking provision	YES
6	Loading and servicing facilities	YES
7	Physical relationship to and impact upon adjoin development (views, privacy, overshadowing, etc.)	YES
8	Site Management issues	YES
9	All relevant S79C considerations of Environmental Planning and Assessment Act 1979	YES

 CONSISTENCY WITH THE AIMS OF PLAN

It is considered that the development is consistent with the specific aims of the plan and the objectives of the zone and of the controls.

As such, consent to the development may be granted.

 SUBMITTORS CONCERNS

No submissions were received for this development.

CONCLUSION

The application has been assessed as satisfactory against Section 4.15 of the Environmental Planning and Assessment Act 1979, Upper Hunter Local Environmental Plan 2013 and the Upper Hunter Shire Development Control Plan 2023.

The proposal is in keeping with the site context, is an appropriate form of development for the site and is unlikely to result in any significant adverse impacts.

Accordingly, it is recommended that the application be approved subject to appropriate conditions of consent.

RECOMMENDATION

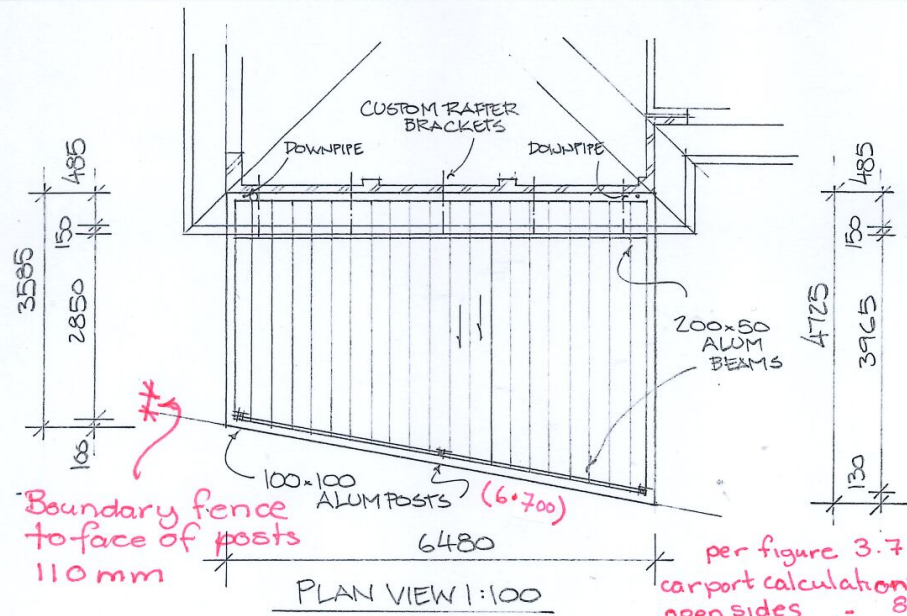
PURSUANT TO SECTION 4.16/4.17 OF ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979 (AS AMENDED)

THAT Council, as the consent authority, grant consent to Development Application No. 63/2024 Carport at 101 Perth Street, Aberdeen subject to the attached conditions:-

REASONS FOR RECOMMENDED DECISION

- The proposed development is consistent with the controls in the Upper Hunter Local Environmental Plan 2013
- The proposed development has been assessed as being non-compliant with the side setbacks of 450mm required for ancillary residential development in accordance with the Upper Hunter Development Control Plan 2023, Part 4b Ancillary Residential Structures and Activities, however, the development has been designed to ensure that there are no adverse impacts to the site or adjoining development.
- No submissions were received by the public.
- The proposed development is unlikely to jeopardize the public interest.

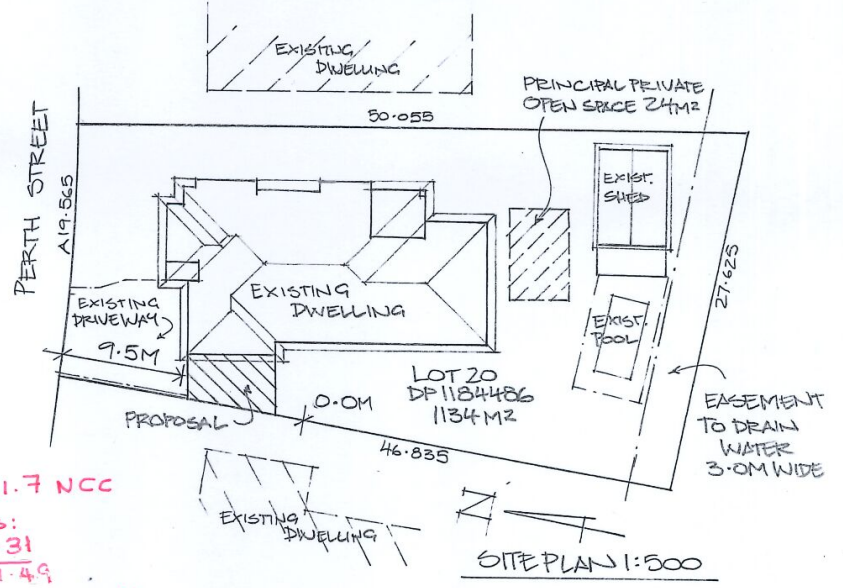
Sally Cottom
Town Planning Consultant (Engaged by Council)



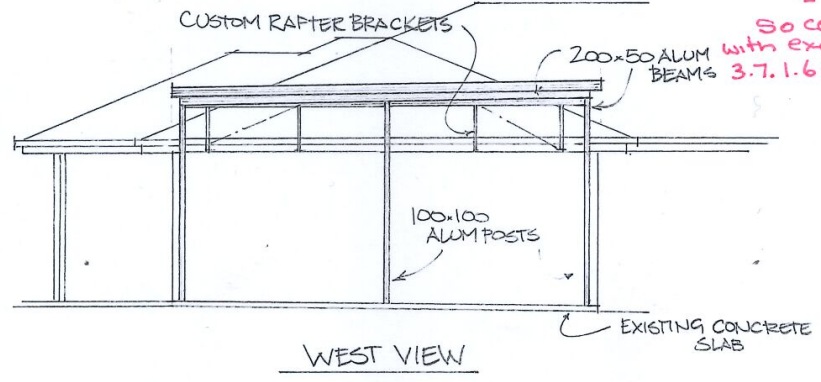
Boundary fence to face of posts 110 mm

PLAN VIEW 1:100

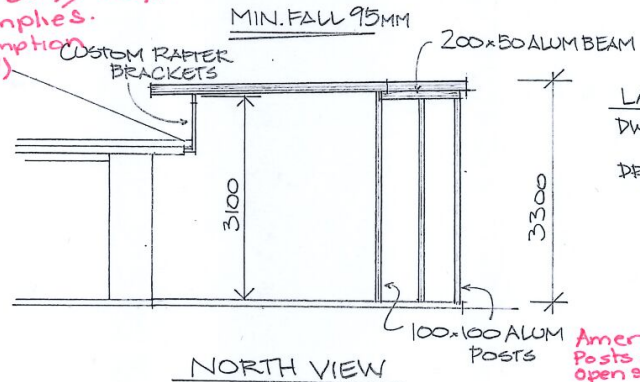
per figure 3.7.1.7 NCC carport calculations:
 open sides = $\frac{8.31}{21.49}$
 = .38 \geq 33%
 so complies with exemption 3.7.1.6(d)



SITE PLAN 1:500



WEST VIEW



NORTH VIEW

LANDSCAPE CALCULATIONS:
 DWELLING & OUTBUILDINGS: 335M²
 DRIVEWAY: 56M²
 PROPOSAL: 27M²
 TOTAL: 418M²
 COVERAGE: 37%
 OPEN: 63%

Amended 11/7/24.
 Posts set back & open side calcs per 26.6.24 JM 22624

PROPOSED IMPROVEMENTS FOR:
 MR & MRS GALLIMORE
 101 PERTH STREET,
 ABERDEEN

BUILDER:
 HV ALUMINIUM
 10 MYRA STREET,
 NEW LAMBTON

PROPOSAL:
 CONSTRUCT A CARPORT TO THE SIDE OF HOUSE.
 6 HADEMASTER .42 STEEL ROFSHEETS SUPPORTED BY
 200x50 ALUM BEAMS ON 100x100 ALUM POSTS AND
 CUSTOM RAFTER BRACKETS.
 DOWNPIPES TO THE EXISTING STORMWATER SYSTEM.

COLOURS:
 ROFSHEETS: THUNDER CLOUD
 WHITE
 GUTTER: WOODLAND GREY
 POSTS & BEAMS: EVENING HAZE
 BRACKETS: EVENING HAZE

Corporate Services

FINANCE REPORTS

F.10.1 STATE OF THE SHIRE REPORT (FORMERLY END OF TERM REPORT)

RESPONSIBLE OFFICER: Greg McDonald - General Manager

REPORT PREPARED BY: Wayne Phelps - Manager Finance

PURPOSE

The purpose of this report is to present the State of our Shire Report to Council for consideration.

RECOMMENDATION

That Council endorse the State of our Shire Report 2021-2024.

BACKGROUND

At the second meeting after the election, the State of the Shire Report must be presented to and endorsed by Council. The State of the Shire Report (formerly referred to as the End of Term Report) assesses progress with respect to the implementation and effectiveness of the Community Strategic Plan.

REPORT/PROPOSAL

A requirement under the IP&R framework is the production of a State of the Shire Report every four years which is presented to the new Council. This Report outlines Council's progress in implementing our Upper Hunter Shire Council Community Strategic Plan (CSP).

The State of the Shire Report 2021 - 2024, which has been circulated to Councillors under separate cover, is framed around Upper Hunter Shire's Key Focus Areas, Goals and Community Strategic Objectives. Each Goal is outlined in its own report card, including highlights of achievements and progress Council has made through its Delivery Program and Operational Plans between 2021 and 2024 against each of the Community Strategic Objectives (CSOs). The achievements included in the report directly relate to Council's progress in implementing the Community Strategic Plan over the three years and the results for the Community and Council of the activities undertaken.

Although the State of the Shire Report is a requirement, this report has been produced with the aim of also making it a practical and easy-to-read resource for the Community. The document can be read in a variety of ways depending on the readers prospective, which includes:

- Reading the report in its full form; or
- Focusing on the reports highlights; or
- Focusing on a particular Council strategic objective with a view to providing input into the development of our new Community Strategic Plan (CSP) 2036. The first step of this development will be the CSP Engagement Strategy, which will outline how we will engage with the community to produce the new Community Strategic Plan. This Plan will provide the framework around how the community can become involved in this very important process.

Corporate Services

OPTIONS

Consistent with legislation there is only one option, that the State of the Shire Report be tabled at the second meeting of the current Council.

CONSULTATION

- Staff
- Managers
- Directors

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Responsible Governance

Providing efficient and responsible governance in order to effectively serve the community.

- 5.1 Effectively and efficiently management the business of Council, while encouraging an open and participatory Council with an emphasis on transparency, community engagement, action and response.
- 5.3 Effective financial and asset management to ensure Council's long-term sustainability.

b. Delivery Program

- Effective and efficient statutory reporting systems Other Plans

All Council plans link into the Community Strategic Plan, which is summarised in this Report.

IMPLICATIONS

a. Policy and Procedural Implications

With the completion of this Report, Council has met its requirements to date consistent with the IP&R Framework.

b. Financial Implications

Tabling the State of the Shire Report has no financial implications.

c. Legislative Implications

Legislative responsibilities have been met with the production of the Report.

d. Risk Implications

Risk has been managed as we have met all requirements under the Local Government Act 1993 and the Local Government (General) Regulation 2005.

e. Sustainability Implications

Nil

Corporate Services

f. Other Implications

Nil

CONCLUSION

The State of the Shire Report 2021 - 2024 reports on Council's progress in implementing the Community Strategic Plan over the previous three years. It looks at outcomes, ie what have been the results for the community and Council, and is in effect a report card to the Shire in relation to the outgoing Council.

ATTACHMENTS

- 1 [🔗](#) USHC State of the Shire 2021 - 2024 Excluded

Corporate Services

F.10.2 ***SIGNING OF THE ANNUAL FINANCIAL STATEMENTS FOR
THE YEAR ENDED 30 JUNE 2024***

RESPONSIBLE OFFICER: Greg McDonald - General Manager

AUTHOR: Wayne Phelps - Manager Finance

PURPOSE

The purpose of this report is for Council to delegate authority for the signing of the Annual Financial Statements for the year ended 30 June 2023.

RECOMMENDATION

That Council

1. Delegate authority to the Mayor, a Councillor, General Manager and Manager Finance (Responsible Accounting Officer) to sign the Annual Financial Statements on behalf of the Council for the year ended 30 June 2024, which include the:
 - General Purpose Financial Statements
 - Special Purpose Financial Statements
2. Approve the forwarding of the signed Council Annual Financial Statements to the Audit Office to complete their Independent Audit Opinion on the conduct of the audit.
3. Delegate authority to the Mayor and General Manager to sign the Annual Financial Statements on behalf of the Council's business entity Gummun Place Hostel for the year ended 30 June 2024.
4. Approve the forwarding of the signed Gummun Place Hostel Annual Financial Statements to the external auditors Forsyths to complete their Independent Audit Opinion.

BACKGROUND

A Statement by Councillors and Management is required to be attached to each set of Annual Financial Statements certifying that they are in accordance with Section 413(2)(c) of the Local Government Act 1993 (as amended), the Annual Financial Statements have been drawn up in accordance with:

- the Local Government Act 1993 (as amended) and the Regulations made thereunder
- the Local Government Code of Accounting Practice and Financial Reporting
- the Local Government Asset Accounting Manual
- the Australian Accounting Standards

The Statement is also to include a comment that:

To the best of our knowledge and belief, these reports:

- *present fairly the Council's financial position and operating result for the year; and*
- *accord with Council's accounting and other records;*

and that:

we are not aware of any matter that would render the reports false or misleading in any way.

Corporate Services

REPORT/PROPOSAL

Council is required to adopt a resolution to sign the Annual Financial Statements before the Audit Office of NSW releases their Independent Audit Report. This requirement for lodgment of the Financial Statements for Council is 31 October 2024, unless an extension is requested and granted by the Office of Local Government.

The Audit Office of NSW will provide a Closing Engagement Report to the Audit Risk & Improvement Committee on the findings of the Audit. Following the review of the Closing Engagement Report and if there is no material variations to the Draft Financial Statements, Council is required to delegate to the signing representatives the authority to sign and return the Annual Financial Statements to the Audit Office of NSW for the issue of their Independent Audit Report and the Report on the Conduct of the Audit.

As the 2023/2024 financial year falls within the previous term of Council, it is recommended that the Annual Financial Statements be signed by the Mayor and a returning Councillor from that term.

Council also prepares the Annual Financial Statements for its business entity, Gummun Place Hostel, in accordance with the Australian Government Department of Health. These Audited General Purpose Financial Statements are to be lodged with the Department by 31 October 2024, these financials are only required to be signed by the Mayor and General Manager.

At present the audit of the financial statements are progressing well. At this stage no extension for submission of the 2023/2024 financial statements to the Office of Local Government will be required unless advised otherwise by the auditors during the completion of their audit work.

OPTIONS

1. Provide delegated authority to sign the Annual Financial Statements.
2. Do not provide delegated authority to sign the Annual Financial Statements.

CONSULTATION

Under Section 420 of the LG Act:

- (1) Any person may make submissions to the council with respect to the council's audited financial reports or with respect to the auditor's reports.
- (2) A submission must be in writing and must be lodged with the council within 7 days after the date on which those reports are presented to the public.
- (3) The council must ensure that copies of all submissions received by it are referred to the auditor.
- (4) The council may take such action as it considers appropriate with respect to any such submission, including the giving of notice to the Departmental Chief Executive of any matter that appears to require amendment of the council's financial reports.

Corporate Services

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Responsible Governance

Providing efficient and responsible governance in order to effectively serve the community.

- 5.1 Effectively and efficiently management the business of Council, while encouraging an open and participatory Council with an emphasis on transparency, community engagement, action and response.
- 5.3 Effective financial and asset management to ensure Council's long-term sustainability.

b. Delivery Program

- Effective and efficient statutory reporting systems
- Reporting systems to ensure "Fit for the Future" benchmarks and any improvement program instigated are maintained for Council's financial sustainability
- Ensuring regulatory and statutory compliance

c. Other Plans

Nil

IMPLICATIONS

a. Policy and Procedural Implications

Nil

b. Financial Implications

Provides the community and other users of Council's information with details of its financial position as at the end of each financial year.

c. Legislative Implications

Under section 416 (1) of the Local Government Act, a council's financial reports for a year must be prepared and audited within 4 months after the end of the year concerned, and under section 428 (4) (a), the audited financial reports must be included in the council's annual report. Under S413 (2) (c), a council's financial reports must include a statement in the approved form by the council as to its opinion on the general purpose financial report.

The Annual Financial Statements for the Council are lodged with the NSW Office of Local Government by 31 October 2024 and for Gummun Place Hostel to the Department of Health by 31 October 2024.

d. Risk Implications

Non lodgement of the Financial Statements by 31 October 2024 will require an extension to be sought from each respective government department which if not granted will place Council in breach of legislation.

e. Sustainability Implications

Nil

Corporate Services

f. Other Implications

Nil

CONCLUSION

Council is required to resolve to delegate authority for signing of the Annual Financial Statements for the year ended 30 June 2024 in order for:

- the Audit Office of NSW to release their Independent Audit Report for Council's General Purpose and Special Purpose Financial Statements; and
- Forsyths to release their Independent Audit Report for Gummun Place Hostel.

ATTACHMENTS

Nil.

General Manager's Unit

GENERAL ADMINISTRATION REPORTS

G.10.1 *2024 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE*

RESPONSIBLE OFFICER: Greg McDonald - General Manager

REPORT PREPARED BY: Karen Boland - Governance & Executive Support Officer

PURPOSE

The purpose of this report is to ratify nominations from Councillors to attend the Local Government NSW Annual Conference to be held at Tamworth Regional Entertainment Conference Centre from 17 to 19 November 2024.

RECOMMENDATION

That Council nominate Cr Stolz to attend the 2024 Local Government NSW Annual Conference to be held at the Tamworth Regional Entertainment Conference Centre from Sunday, 17 November to Tuesday, 19 November 2024.

BACKGROUND

Council is entitled to have up to two (2) voting delegates for motions and for the Board members. Other Councillors may also attend, however would not have voting entitlements.

The Mayor and General Manager have attended previous conferences.

REPORT/PROPOSAL

The Local Government NSW Annual Conference is the main policy making event for all NSW councils and associate members. It is the pre-eminent event of the local government year where local councillors come together to share ideas and debate issues that shape the way we are governed.

This year's conference will be held at the Tamworth Regional Entertainment and Conference Centre from Sunday, 17 November to Tuesday, 19 November 2024. The draft program for the conference is attached.

The timing of the conference meant that no Councillors were nominated to attend the conference prior to the elections, however a place has been reserved for one (1) Councillor.

OPTIONS

1. Nominate a maximum of two (2) voting delegates to attend the conference;
2. Nominate additional Councillors to attend as non-voting delegates;
3. Not attend the conference;
4. Consider submitting motions for the conference.

General Manager's Unit

CONSULTATION

Nil

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Responsible Governance

Providing efficient and responsible governance in order to effectively serve the community.

- 5.1 Effectively and efficiently manage the business of Council, while encouraging an open and participatory Council with an emphasis on transparency, Community engagement, action and response.
- 5.2 Council is focused on innovation and continuous improvement to ensure a high quality of service which is aligned with business needs and Community priorities.

b. Delivery Program

- Support for the Mayor and Councillors to fulfill their respective roles
- Leadership that reviews Council operations and Council wide continuous service improvement

c. Other Plans

Nil

IMPLICATIONS

a. Policy and Procedural Implications

Nil

b. Financial Implications

Registration fees for delegates (including GST) are as follows:

Early Bird Registration (paid by 25 September 2024)	\$1,115.00
Member Standard Registration	\$1,485.00
Conference Dinner Ticket (optional)	\$230.00
Accommodation	\$318.00

Delegate registration fees include online business papers, the President's Welcome Reception, two-day business sessions including morning and afternoon tea, lunch, and name badge.

Accommodation expenses are not included in the registration costs.

Funds for attendance at the conference are available under the Governance budget.



General Manager's Unit

c. Legislative Implications

Nil

d. Risk Implications

The risk would be that non-attendance could result in not keeping up to date with Local Government requirements.

e. Other Implications

Nil

CONCLUSION

The Local Government NSW Annual Conference is the main policy making event for all NSW councils and associate members. This year's Conference is to be held at Tamworth Regional Entertainment and Conference Centre from 17 to 19 November 2023. Council is entitled to have two (2) voting delegates for motions and for the Board members. Other Councillors may also attend, however would not have voting entitlements.

ATTACHMENTS

- 1 [↓](#) Draft Program - 2024 LGNSW Conference



ANNUAL CONFERENCE

Tamworth Regional Entertainment
and Conference Centre | 17 - 19 November 2024



Draft Program

* Correct as at 6 May 2024

Sunday 17 November 2024 - TRECC	
12.30pm-5.30pm	<p>12.30pm Registration operational in TRECC foyer</p> <p>1.00pm Trade Exhibition open</p> <p>12.30pm-2.00pm STAR Room off TRECC foyer Professional Development Session for mayors and councillors TBC</p> <p>2.30pm-3.00pm Afternoon Refreshments in Exhibition area</p> <p>3.00pm-5.00pm Plenary sessions AR Bluett Memorial Awards President's Welcome Reception address</p> <p>Coach transfers to Tamworth Town Hall (CBD - Tamworth)</p>
5.30pm-7.30pm	President's Welcome Reception - Tamworth Town Hall. Bus transfers to selected hotels.
Monday 18 November 2024 - Business Session Day 1 - TRECC	
7.30am-8.40am	ALGWA NSW Breakfast - Star Room (TRECC)
7.30am	Registration opens. Light refreshments in exhibition area. Registration desk open from 7.30am to 6pm.
9.10am	Conference Welcome Opening address

**ONE VOICE
FOR COUNCILS**

1/2



ANNUAL CONFERENCE

Tamworth Regional Entertainment and Conference Centre | 17 - 19 November 2024



9.25am-5.30pm	<p>Opening of the Federal and State Conferences adoption of standing orders, business sessions and consideration of motions and conference business.</p> <p>Presentation of financial reports</p> <p>Start of consideration of motions and conference business</p> <p>Morning Refreshments</p> <p>Consideration of Conference Business continued</p> <p>Delegate lunch in Exhibition area</p> <p>Consideration of Conference Business continued</p> <p>Afternoon Refreshments in trade exhibition</p> <p>Consideration of Conference Business</p> <p>Networking in trade exhibition</p>
6.30pm-10.30pm	<p>LGNSW Conference Dinner and entertainment. Presentation LG Service Awards.</p>
<p>Tuesday 19 November 2024 – Business Session Day 2 – TRECC</p>	
7.30am	<p>LGNSW Information Desk and Exhibition and light refreshments – operational</p>
9.00am-1.00pm	<p>Plenary and panel sessions</p> <p>Morning Refreshments</p> <p>Announcement of location for Annual Conference 2025</p>
1.00pm	<p>Grab and Go Lunch in trade exhibition Conference concludes at 1.45pm</p>

General Manager's Unit

G.10.2

DISCLOSURES OF PECUNIARY INTEREST AND OTHER MATTERS

RESPONSIBLE OFFICER: Greg McDonald - General Manager

AUTHOR: Karen Boland - Governance & Executive Support Officer

PURPOSE

The purpose of this report is to table the annual *Disclosure of Interests and Other Matters* returns, in accordance with Part 4 of the Code of Conduct and section 440AAB of the Local Government Act 1993.

RECOMMENDATION

That Council note the annual *Disclosure of Pecuniary Interests and Other Matters* returns for 30 June 2024, as tabled in the meeting.

BACKGROUND

Part 4 of Council's Code of Conduct (the Code) requires Councillors and designated persons to complete a written *Disclosure of Pecuniary Interests and Other Matters* return each year.

Designated persons are defined by the Code as:

- a) the General Manager
- b) other senior staff of the council for the purposes of section 332 of the Local Government Act 1993
- c) a person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position identified by the council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest
- d) a person (other than a member of the senior staff of the council) who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council's functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interest.

Section 440AAB(2) of the Local Government Act 1993 states that returns required to be lodged with the general manager must be tabled at a meeting of the council, being the first meeting held after the last day specified by the code for lodgement, or if the code does not specify a day, as soon as practicable after the return is lodged.

General Manager's Unit

REPORT/PROPOSAL

Annual *Disclosure of Pecuniary Interests and Other Matters* returns for the period ending 30 June 2024 have been completed by all designated persons and Councillors and are tabled at the current meeting, in accordance with the requirements of Part 4 of the Code of Conduct and section 440AAB of the Local Government Act 1993. Annual *Disclosure of Pecuniary Interests and Other Matters* for newly elected Councillors are due within 3 months after becoming a Councillor.

OPTIONS

That Council note the written *Disclosure of Interests and Other Matters* returns, as tabled in the meeting.

CONSULTATION

N/A

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Responsible Governance

Providing efficient and responsible governance in order to effectively serve the community.

5.1 Effectively and efficiently management the business of Council, while encouraging an open and participatory Council with an emphasis on transparency, community engagement, action and response.

b. Delivery Program

- A system where policies and procedures are reviewed on a regular basis

c. Other Plans

Nil

IMPLICATIONS

a. Policy and Procedural Implications

This report is prepared in the discharge of obligations under the Code of Conduct.

b. Financial Implications

Nil

General Manager's Unit

c. Legislative Implications

Council's Code of Conduct has been adopted in accordance with the prescribed Model Code of Council, which is prescribed under sections 440-440AA of the Local Government Act 1993.

Section 440AAB(2) of the Local Government Act 1993 states that returns required to be lodged with the general manager must be tabled at a meeting of the council, being the first meeting held after the last day specified by the code for lodgment, or if the code does not specify a day, as soon as practicable after the return is lodged.

d. Risk Implications

The non-provision of Disclosures of Pecuniary Interest Returns may affect the Council transparent decision making process.

e. Sustainability Implications

Nil

f. Other Implications

Nil

CONCLUSION

Disclosure of Pecuniary Interests and Other Matters returns for 30 June 2024 have been completed by all Councillors and designated persons and are tabled at the current meeting, in accordance with the requirements of the Code of Conduct and section 440AAB of the Local Government Act 1993.

ATTACHMENTS

Nil.

G.10.3 ***COUNCILLOR CONDUCT AND MEETING PRACTICES - A
DISCUSSION PAPER***

RESPONSIBLE OFFICER: Greg McDonald - General Manager

REPORT PREPARED BY: Ian Roberts - Governance & Risk Advisor

PURPOSE

The purpose of this report is to consider a proposed submission to the Office of Local Government discussion paper on Councillor conduct and meeting practices which was released in September 2024,

RECOMMENDATION

That Council adopt the comments in this report as its submission to the Office of Local Government discussion paper on Councillor conduct and meeting practices.

BACKGROUND

This matter has not previously been considered by Council.

REPORT/PROPOSAL

In September 2024 the Office of Local Government released a discussion paper entitled "Councillor conduct and meeting practices" to seek the views of the community, key stakeholders and the local government sector on changes that the government is considering. The timing coincided with Caretaker and election period leaving little opportunity for new Councillors to consider prior to the November deadline. Details regarding this discussion paper can be found in OLG Circular 24-17 and the discussion paper provided in Attachment 1 of this report.

The discussion paper is set out under a number of headings and sub-headings and asks a series of questions in respect of which it is seeking responses.

Rather than merely responding to the questions, which appear to restrict the answers that may be provided, Council staff consider that a more reasoned approach would be to offer comment on the respective sections of the discussion paper which effectively commence on page 7 of that document.

In general, most the suggestions from the discussion paper are supported, however there are some where alternative suggestions have been made. These are in regard to the briefing sessions and the penalties for breaches.

Provided in Attachment 2 are the headings and sub-headings of these sections with an accompanying brief explanation as well as a proposed response.

OPTIONS

Council may adopt the recommendation or pass another. However, the opportunity to make a submission to the discussion paper should not be missed as the OLG is proposing a number of rather significant changes to policy documents which govern the way in which councils operate.

Corporate Services

CONSULTATION

This report has been discussed with the General Manager and the SMG.

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Responsible Governance

Providing efficient and responsible governance in order to effectively serve the community.

5.1 Effectively and efficiently management the business of Council, while encouraging an open and participatory Council with an emphasis on transparency, community engagement, action and response.

b. Delivery Program

- Leadership that reviews Council operations and Council wide continuous service improvement

c. Other Plans

Nil

IMPLICATIONS

a. Policy and Procedural Implications

Council's Code of Conduct and Code of Meeting Practice relate.

b. Financial Implications

N/A

c. Legislative Implications

Local Government Act 1993
Local Government (General) Regulation 2021.

d. Risk Implications

N/A

e. Sustainability Implications

N/A

f. Other Implications

N/A

Corporate Services

CONCLUSION

This report contains the views of staff on the OLG discussion paper entitled “Councillor conduct and meeting practices – a new framework” and would form the basis of any submission from Council on this subject.

ATTACHMENTS

- 1 [↓](#) OLG - Councillor conduct and meeting practices - A new framework
- 2 [↓](#) Proposed response to OLG Discussion Paper

Office of Local Government



Councillor conduct and meeting practices

A new framework

September 2024

olg.nsw.gov.au



Acknowledgement of Country

The Department of Planning, Housing and Infrastructure acknowledges that it stands on Aboriginal land. We acknowledge the Traditional Custodians of the land and we show our respect for Elders past, present and emerging through thoughtful and collaborative approaches to our work, seeking to demonstrate our ongoing commitment to providing places in which Aboriginal people are included socially, culturally and economically.

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Councillor conduct and meeting practices

First published: September 2024

More information

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The need for change – returning local democracy to councils

Strong and thriving communities need effective local government. No other level of government is as close to the issues and people.

Effective local government comes when councillors are visibly in control of their councils. How councillors act and how appropriately and transparently decisions are made at meetings is critical in demonstrating to the community that their elected representatives understand the consequences of their decisions, and then make the best possible decisions they can for their community as a whole.

Unfortunately, the existing councillor conduct framework is not delivering on the need for transparency or the necessary degree of respect in the community for the role that councillors have.

Closed council briefing sessions are being used to make decisions away from the public view. Council debates on issues are too often personal slanging matches, rather than forums for robust but respectful discussions on what is best for the community.

Similarly, we have seen a growth in the number of complaints, often over trivial issues. Data from the Office of Local Government (OLG) has shown there has been 4289 complaints over the last 3 years (2020/21 to 2022/23) through the code of conduct process. Overall:

- 420 were referred for preliminary enquiries and then discontinued
- 136 were investigated as potential pecuniary interest matters
- 102 were investigated as potential misconduct (not pecuniary interest)
- 36 related to public interest disclosures, and
- 2 related to political donations

But of these thousands of complaints, in the years since 2020/21 OLG has:

- taken action against 14 councillors by way of a suspension or reprimand
- referred 4 councillors to the NSW Civil and Administrative Tribunal (NCAT) for misconduct, and
- disqualified and dismissed one councillor on the basis of Independent Commission Against Corruption (ICAC) recommendations

The volume of frivolous complaints is crowding out the ability of the OLG and the sector to adequately deal with councillors who abuse their office or cause serious governance problems. It is critical the framework that governs both the behaviour and meeting practices of councillors ensures the community can observe and comment on the behaviour of councillors, instead of inhibiting the operation and function of local democracy.

The weaknesses of existing frameworks

The simple, but compelling premise is local councils should be accountable to their community with council staff being accountable to their councillors, through the General Manager. The best way to achieve this aim is for councils to provide strong and effective representation, leadership, planning and decision making. Unfortunately, this simple concept has been lost.

How councillors behave, how they deliberate and the responsibilities they hold should be modelled on how members of Parliament are expected to behave and act. As the governing body, councillors should act fairly, ethically and without bias in the interests of the local community, and they should be responsible employers and provide a consultative and supportive working environment for staff. A criticism made about the current framework for councillor conduct or meeting practices is that they do not reflect local government's status as an independent third tier of government: it allows an unelected State Government official to determine penalties and guilt thus undermining the status of local government.

While most local councils and local councillors do the right thing with the best intent, there are some councillors who are not so motivated. In these cases, the current councillor behavioural framework, as implemented in NSW, does not facilitate the best outcomes or resolve issues.

In relation to complaint management, it is not considered acceptable to create better complaint management pathways for the processing of code of conduct complaints. The current code of conduct simply enables too many complaints about councillors, all too often for political or vexatious reasons.

It is for this reason that the Government has embarked upon a new approach that refocuses the limited resources of the State on those concerns that matter most: serious misbehaviours and attempts by councillors to enrich themselves through their office.

Weaknesses of the current framework include:

- The councillor conduct framework distracts from, rather than enhances, robust democratic debate. Complaints are weaponised for political reasons, or to silence dissent from other elected representatives.
- Councillors and community members report dissatisfaction with the process for resolving code of conduct complaints – being expensive, overly legal, prone to political sparring and not timely, with average timeframes exceeding 12 months and more than 24 months if they are then referred to OLG for further investigation.
- Issues are not being addressed and resolved at the local level – instead complaints are escalated unnecessarily to the State Government to resolve because of the view that public censure from the local council is not a 'strong enough' punishment.
- Communities and councillors report that council decision making is not transparent – with decisions being seen as made behind closed doors, information not being provided or withheld, too much use of closed to the public briefings or councils going into closed sessions for no adequate rationale.
- Bad councillor behaviour is not considered to have been addressed quickly enough and when sanctions are imposed it is too late or of little consequence.
- There is a lack of clarity around OLG's role as the sector regulator – taking too long to resolve matters and not focussing on the important financial and government concerns in the sector, instead spending time focussed on individual councillor behaviour.
- OLG reports challenges in relying on the reports of council conduct reviewers – investigations into councillors need to be done afresh, the process is cumbersome with multiple feedback loops and serious sanctions can only come from suspensions handed down by NCAT.

With so much focus on the bad behaviour of a limited number of councillors there is not enough attention given to the good work that councillors do. The role of a councillor is a noble public service, and the local government behavioural framework should support those who seek to do the right thing and punish those that are not so motivated.

Options for a better approach

Improving the councillor conduct framework and the meeting practices of councils can be achieved but will require changes to the Local Government Act 1993 (the Local Government Act), as well as updating the various regulations, codes and policies that apply. Some of the work to update the regulations and codes can be done quickly, while others requiring legislative change will take some time.

This paper provides an overview of the proposed new approach to both the councillor conduct framework and meeting practices. The proposals are to:

- Make OLG directly responsible for dealing with pecuniary interest and significant non-pecuniary conflicts of interest, with sanctions (suspensions and loss of pay) being determined by an appropriate tribunal or body,
- Refer behavioural based concerns about councillor conduct to a State-wide panel of experienced councillors to judge their peers,
- Reset the code of conduct to be similar to Parliamentary Codes, making it clear the expected patterns of councillor behaviour,
- Ensure the community can observe local democratic processes by banning closed to the public briefing sessions, while at the same time restoring the dignity and prestige of the council chamber.

These changes are only proposed for councillors and there is no change proposed for the code of conduct for Local Government staff. Feedback from stakeholders is that the existing code of conduct of staff remains fit for purpose and is largely effective.

Seeking your views

This discussion paper has been prepared to seek the views of the community, key stakeholders and the local government sector about the proposed changes.

Submissions will be accepted to **COB Friday 15 November 2024**.

All input received through this consultation process **may be made publicly available**. Please let us know in your submission if you **do not want** your name and personal details published.

As part of the consultation process, we may need to share your information with people outside OLG, including other public authorities and government agencies. We may also use your email to send you notifications about further feedback opportunities or the outcome of the consultation.

There may also be circumstances when OLG is required by law to release information (for example, in accordance with the requirements of the Government Information (Public Access) Act 2009). There is a privacy policy located on OLG's website that explains how some data is automatically collected (such as your internet protocol (IP) address) whenever you visit OLG's website. The link to that policy is <https://www.olg.nsw.gov.au/about-us/privacy-policy/>.

Further information about how to make a submission is provided at section 7 of this paper.

What are the principles of change?

In preparing the proposed reforms the following principles have guided the discussion and the intent of the changes:

- **Council leadership and decision making is paramount** – it is critical that the sector, as the third tier of government, is given independence to make decisions in the best interests of the community
- **Freedom of speech** – as elected officials, councillors have the constitutional right and democratic responsibility to speak freely about issues affecting their local community and to advocate for the interests of that community
- **Transparency and accountability** – as a democracy councils need to hear, consider and debate issues in an open manner
- **Significant penalties should only be imposed by a judicial or quasi-judicial body** – to ensure procedural fairness and thorough testing of allegations, significant penalties should be given by bodies such as the NSW Civil and Administrative Tribunal
- **A strong and proportionate local government regulator** – the role of OLG should be to create the framework for local government, ensure councils, joint organisations (JOs), and county councils have the capacity to operate within the framework so that the regulator intervenes as rarely as needed
- **Subsidiarity** – decisions are made at the level closest to those impacted by those decisions
- **Justice is timely and proportionate** – where allegations are made, they should be heard, tested and dealt with as quickly as possible.

Question

Are we missing anything in the principles of change?

Potential changes to the code of conduct and oath of office

The key proposed reform for the councillor behavioural framework is to move to a streamlined, aspirational Code of Conduct. This is equivalent to the Code of Conduct framework for NSW Members of Parliament available [here](#) and [here](#).

The aspirational Code of Conduct would clearly and succinctly outline the behavioural expectations of local councillors (approximately 2-3 pages) in easy-to-understand language. It would then be supported by a clearer framework and definitions for misbehaviour of elected officials.

The aspirational Code of Conduct would not set out the definitions of misbehaviour as these would be legislated as explained in later sections of this discussion paper.

Separating the behavioural expectations in a Code of Conduct from definitions of misbehaviour reflects a positive approach to councillor behaviour. The separation also recognises that the majority of councillors want to do the right thing and they should have easy access to the standards expected of them.

The revamped Code of Conduct could also be aligned to the Oath of Office for local councillors ensuring that the behavioural standards and expectations are clear and understood when a councillor takes office. The existing framework can make it difficult to understand the behavioural expectations and standards upon councillors.

Importantly, the revamped Code of Conduct will not seek to restrain the ability of a councillor to speak publicly on matters pertaining to their council, even when that councillor is disagreeing with, or being critical of, the decisions of the majority.

It is proposed to make the new Code of Conduct an aspirational code of expected behaviours instead of enforceable for local councillors.

Question

What are the key elements of an aspirational Code of Conduct that should be enshrined?

Question

What are your views about aligning the Oath of Office to the revamped Code of Conduct?

Potential changes to the definitions and assessment of councillor misbehaviour

The current Local Government Act defines councillor misconduct as a breach of the Local Government Act or other regulatory provisions, which includes the Code of Conduct. This means that it is difficult for the average person to understand the definition of misconduct as they need to reference several other regulatory instruments and policy documents to determine what constitutes.

It is proposed in the revised framework that misbehaviour will be more clearly defined and articulated within the Local Government Act, with the reference to regulations and other statutory instruments only for further enunciation or explanation.

These definitions, which are described in later sections would cover:

- Pecuniary conflicts of interests, (for example decisions that financially benefit the councillor or a close associate),
- Significant non-pecuniary conflicts of interests (for example where a councillor participates in a decision and a direct advantage/disadvantage is created for a person or company the councillor is friendly with or associated with), and
- Councillor misbehaviour in public office (for example, poor conduct in meetings leading to exclusion by the Mayor or Chair of the Committee).

This will make clearer to all participants in the local government sector what is considered misbehaviour by a local councillor.

The definitions of misbehaviour do not change the other legislative requirements. Communities, residents, workers and fellow councillors expect their elected officials to act in an appropriate and ethical way, including observing workplace health and safety, environmental and criminal laws. If there is an offence or complaint under these other laws, people should

seek redress from the appropriate regulator including SafeWork, Independent Commission Against Corruption or the NSW Police.

The behavioural standards in the revamped Code of Conduct will reinforce the expectation that councillors are community leaders and therefore exemplars of good behaviour. As community leaders it is also expected councillors will meet legislative obligations. Therefore, misbehaviour only needs to be defined as those issues which go to the nature of councillors as elected officials, being conflicts of interest or misbehaviour in public office.

These are the expectations that are upon councillors because of the public trust that is placed in them as elected officials. In this way it more closely reflects, with appropriate adjustments the framework that applies to other elected officials in other levels of Government.

Conflicts of interest

The first proposed limb of the revised misbehaviour definition is a councillor's failure to manage a conflict of interest.

Management of conflicts of interest is important to ensure that councillors act and are seen to act in the public good, not for private benefit or personal gain. Conflicts of interest arise when there is a conflict, perception or potential of a conflict between an official's private interests and public duty.

The test for pecuniary interests is quite clear as it is an objective test; would a councillor or one of their close associates (spouse, family members), receive a financial benefit as a result of a decision. However, testing whether there is a non-pecuniary conflict of interest is more challenging.

Pecuniary interests

It is proposed to align the definition of pecuniary interests for NSW councillors with those that are utilised and defined for NSW members of parliament, requiring disclosure of the following interests:

- Real property – property in which councillors have an ‘interest’
- Sources of income – all income over \$500 other than salary of office
- Gifts – all gifts of cumulative value of more than \$500
- Contributions to travel – of value of more than \$250 (including flight upgrades)
- Interests and positions in corporations – eg stocks and shares, directorships
- Positions in unions and professional or business organisations
- Debts – of cumulative value of more than \$500, excluding home loans or debts for goods and services disposed of within a year
- Dispositions of property
- Engagement to provide a service involving use of a councillor’s position and
- Discretionary disclosures.

It is proposed that the interests for disclosure by the councillor are similarly extended to the interest of a spouse or de facto partner, relative, or partner or employer, or a company or other body of which the councillor, or their nominee, partner or employer, is a shareholder or member. This extends only to the extent the councillor is aware or should be aware of such interests.

It is proposed there remains an absolute prohibition on a councillor being involved in any matter before council where a pecuniary conflict of interest exists, unless otherwise determined via regulation.

It is also proposed to give extended investigation powers to OLG to investigate and request information on corporate structures such as trust or companies to

determine underlying beneficial ownership and interests.

OLG, as the agency responsible for investigating alleged breaches of pecuniary interests, needs clear powers to compel the production of information and/or records, to ensure that pecuniary interest returns are provided and made publicly available. If there is non-compliance with an OLG direction, which may include the requirement to make a declaration, remedies such as penalty infringement notices (PIN) should be available to ensure cooperation with investigative processes.

Question

Is the proposed pecuniary interest framework appropriate? Is anything missing?

Non-pecuniary interests

A conflict of interest does not necessarily have to be financial in nature. It could also arise from familial or personal relationships, affiliations or memberships. It is equally important that such conflicts are managed appropriately to ensure that decision making is seen to be transparent and remains in the public interest.

An interested and informed observer should be confident a decision made by a councillor is free from bias or a reasonable apprehension of bias. This means that any concerns about a potentially significant conflict of interest should be declared and appropriately managed.

The nature and breadth of non-pecuniary interests naturally means that the framework for management of such interests is more nuanced, with the management approach often dependent upon the individual circumstances of the case.

It is also important to recognise that councillors, as representatives of their community, reside within their community, so memberships of clubs, congregational

memberships etc should not automatically be seen as conflicts of interest.

If a decision of a councillor directly advantages (or disadvantages) a particular individual or organisation the councillor is friendly with or associates with, then that can be a conflict that should be publicly declared, if the councillor considered it of minor consequence, it wasn't controversial, or the councillor did not hold the casting vote.

Alternatively, if a decision of a councillor directly advantages (or disadvantages) a particular individual or organisation the councillor is friendly with or associates with, then that can be a conflict requiring the councillor to recuse themselves from being involved in the decision-making process if there was a major advantage or disadvantage (or potential for), if it was controversial or the vote of the councillor was critical.

The appropriate test for whether a non-pecuniary interest should be declared is based on an objective test, not in the mind of the individual who is subject to the conflict of interest. The test is whether a reasonable and informed person would perceive that the councillor could be influenced by a private interest when carrying out their official functions in relation to a matter.

Whether the councillor abstains themselves from a decision, or decides to participate, the continued and timely disclosure of interests is critical. Disclosure ensures the community is aware of any potential conflicts and how the councillor is managing and responding to the issue.

Councillors should remain as vigilant about disclosure of non-pecuniary interests as they are about pecuniary interests.

Question

Do you agree with the principles of what constitutes a significant or major non-pecuniary interest?

Property developers and real estate agents

The NSW Government has made a commitment to ensure the conflicts of interest that exist between a councillors' public duties to make decisions on behalf of communities and the private interests that exist in securing a profit as a developer or real estate agent are addressed. A simple change to ban developers or real estate agents from being councillors is not possible as it infringes the right to political free speech implied by the Australian Constitution.

Ordinarily conflicts of interest are managed through declarations and withdrawing from decision making. However, in the case of property development and real estate interests, where so much of what a council does is related to land and the potential for speculation in the changes of land value arising from planning, development and infrastructure decisions, it can be impossible to isolate the precise interests that would drive a councillor's decision.

Without some way of managing these conflicts, the community confidence that planning, development and infrastructure decisions are taken transparently in the public interest will erode. Given the importance of planning, development and infrastructure decisions to resolving the housing crisis, driving the move to net zero through the electrification of the economy and building community resilience to disasters, it is critical to restore confidence.

To address this concern, an alternative means of managing the inherent conflict of councillors undertaking real estate and development business activity is being considered which involves requiring councillors to divest themselves from real estate or development business activities and contractual obligations.

Legislation is being drafted that will:

- identify how developers and real estate agents are identified,
- create the obligation to divest and not enter into real estate or development business arrangements through contracts,
- establish the penalties, including disqualification, where a councillor engages in contractual arrangements with real estate agents or developers,
- ensure there are exemptions so councillors can buy and sell their own property using a real estate agent, and
- create transitional arrangements for the introduction of the new obligations.

Question

Are there any other specific features that should be included to address concerns about councillors undertaking real estate and development business activities?

Councillor misbehaviour in public office

The third proposed component of a revised definition of misconduct is misbehaviour in public office.

Misbehaviour in public office would cover behaviour which is inconsistent or outside of the norms of behaviour expected from a councillor, particularly given their role as a community leader. Given the discussion is about behaviour rather than action, there is a much greater degree of interpretation, and it is appropriate that councillors judge their fellow councillors on whether they could be considered to have misbehaved.

There would be three limbs to this proposed misbehaviour definition being conduct that:

- Is unbecoming of a councillor
- Brings council into disrepute; and/or
- Is assessed as being outside the norms and expectations of a sitting councillor.

The first two tests of this framework are established legal concepts with existing case law and precedents.

Unbecoming conduct means behaviour more serious than slight, and of a material and pronounced character. It means conduct morally unfitting and unworthy, rather than merely inappropriate or unsuitable, misbehaviour which is more than opposed to good taste or propriety. Conduct unbecoming refers to the conduct that is contrary to the public interests, or which harms his/her standing of the profession in the eyes of the public. Examples can be referenced in *Oei v The Australian Golf Club [2016] NSWSC 846*.

To bring something into disrepute is to lower the reputation of the profession or organisation in the eyes of ordinary members of the public to a significant extent. It is a higher threshold than the test of bringing an individual into disrepute - (*Zubkov v FINA (2007) CAS 2007/A/1291*).

The third limb of the misbehaviour definition allows consideration of behaviours and actions of a sitting councillor which are considered egregious or problematic that are otherwise not captured by the other elements of the definitions.

As this is a test of appropriate behaviour, the determination of whether the misbehaviour occurred would be undertaken by the peers of the councillor. This would involve the formation of an 'Local Government Privileges Committee' (Privileges Committee) of senior and experienced mayors and ex-mayors from across NSW to meet and assess the complaints made against councillors. The Privileges Committee would be supported by OLG, but decisions would be made by the mayors or ex-mayors on the Privileges Committee who would draw on their expertise as mayors, as well as having served at least two council terms as a councillor.

There would also be an opportunity to apply these principles to poor behaviour in meetings, particularly where a councillor has failed to comply with the directions given by the mayor or Privileges Committee Chair.

Question

Is this the appropriate threshold to face a Privileges Committee?

Question

How else can complaints be minimised?

Addressing inappropriate lobbying

A number of investigations by the Independent Commission Against Corruption (ICAC) has led to recommendations to put in place measures to address concerns about lobbying of councillors. ICAC has been concerned about councillors having relationships with development applicants that pose a conflict of interest, concerns with councillors meeting with development applicants in private settings to discuss their applications, and concerns about councillors receiving gifts and inducements as part of lobbying activities to improperly influence council decision-making.

Lobbying is an important feature of democratic representative government, and all councillors get lobbied by residents, businesses and community groups. However, inappropriate lobbying that isn't declared presents certain risks and can lead to corrupt behaviour or improper decision-making. On the recommendation of ICAC to address these risks, OLG is developing lobbying guidelines and a model policy on lobbying for councils to adopt that will:

- address how professional lobbyists are identified and the obligations on councils and councillors if they met a professional lobbyist,
- set out inappropriate behaviours when being lobbied,
- identify steps to be taken to ensure transparency,
- require council officials to report inappropriate or corrupt lobbying behaviours to the councils general manager.

The development of lobbying guidelines and a model policy on lobbying will ensure councillors and councils understand these risks and have effective controls in place to address them.

Question

What key features should be included in lobbying guidelines and a model policy?

Dispute resolution and penalty framework

Consistent with the principles outlined earlier, it is proposed that there be a significant change to the dispute resolution and penalties framework for misbehaviour.

While the overall intent is to reduce the weaponisation of the complaints process and reduce the number of complaints, there is also a need for more timely resolution of matters and ensure that the limited investigation and regulator resources are directed to the more significant misbehaviour matters.

There is also an opportunity to bring the dispute resolution framework more into line with that used in other levels of government.

The approach being proposed is to create clear separation between the process for consideration of conflicts of interest and the processes for consideration of misbehaviour. This has the benefit of removing general managers from being central to the complaint process.

Under the reforms, the investigation of serious conflicts of interest would be put entirely into the hands of OLG. The approach also removes the existing 'two step' process of referrals to conduct reviewers and then OLG.

There would be no investigations of misbehaviour, instead councillors would be required to demonstrate to their peers why their actions, which may have led to the complaint, were appropriate to the circumstances.

To implement these new approaches, changes to the systems and structures of investigation and complaints handling are needed.

Abolishing the 'two step process'

The existing process for complaints is set out in the Procedures for the Administration of the Model Code of Conduct.

In simple terms, the complaint process involves the general manager or the mayor receiving a complaint, determining whether the complaint is valid and referring the matter to a complaints coordinator within the council, who will in turn appoint an external conduct reviewer. Once the conduct reviewer investigates the issue, interviews the complainant and the subject of the complaint, as well as any other relevant people, provides a report to the council and the council makes a decision, many months can pass.

As it currently stands, if OLG, receives a referral following the council consideration of a complaint, they are then expected to rely on the investigation report of the conduct reviewer to make an assessment. However, investigation reports prepared by conduct reviewers may satisfy the evidentiary standard required for a councillor to be censured but may not satisfy the higher evidentiary standard required to support disciplinary action under the misbehaviour provisions under the Local Government Act, such as suspension or disqualification. OLG's experience is that rarely can it rely on these reports and must instead recommence an investigation process if it decides to pursue the matter.

Instead of this existing two-step process:

- Complaints about conflict of interest matters would be made directly to OLG, and
- Complaints about misbehaviour would be made directly to the Local Government Privileges Committee via a dedicated webform.

Under the proposed approach, there would be no role for privately hired investigators to determine whether the Code of Conduct has been breached.

Giving OLG the power to issue penalty infringement notices

In order to ensure information is provided to OLG more effectively, it is proposed to enable OLG the discretion to issue penalty infringement notices (PINs) for minor or insignificant breaches of the conflicts of interest declarations. The PINs would be primarily utilised in circumstances where the breach is considered minor or administrative in nature – for example an inadvertent failure to lodge a return of interests.

This change to PINs is designed to allow a quick process for dealing with minor matters to free up limited regulatory resources while still ensuring that sanction for important matters is provided.

Like all other PIN provisions in other NSW legislations there would be the ability for the PIN to be appealed or special circumstances to be considered. Where the breach was considered more serious in nature then it can be referred to an appropriate tribunal or body for more significant punishment.

Question

What level of PIN is appropriate?

NSW Local Government Privileges Committee

Along with the PIN framework, it is also proposed to create a Local Government Privileges Committee (Privileges Committee) to examine all allegations of misbehaviour in public office. This would replace the existing code of conduct review framework and instead aim to provide a speedy process for resolution and assessment of behavioural complaints against councillors. It also allows for the sector to better govern itself. The Privileges Committee would only examine issues of misbehaviour, not conflicts of interest.

The Privileges Committee would be made up by a group of experienced mayors and ex-mayors from across NSW to ensure that a variety of perspectives and experiences are considered. The Privileges Committee would be supported by a small Secretariat from OLG who could be delegated the power by the Privileges Committee to dismiss matters that are vexatious, trivial, where the Privileges Committee lacks jurisdiction, or where there is an alternative remedy available.

The Privileges Committee process would be paid for by either individual councillors or their councils, dependent on the outcome.

Penalties that could be imposed by the Privileges Committee are as follows:

- Censure of the councillor
- Warning of the councillor
- Where referred following misbehaviour in a council meeting, a potential loss of sitting fees
- Referral to an appropriate tribunal or body for more serious sanction, including suspension or disallowance.

As noted above if the breach is deemed serious then the Privileges Committee would have the power to refer a matter to the OLG for preparation of a brief for an appropriate tribunal or body.

Question

Are the penalties proposed appropriate, and are there any further penalties that should be considered?

Referral of significant sanctions to appropriate tribunal or body

Under the existing processes for consideration of complaints, OLG, in particular the Departmental Chief Executive (or their delegate), can suspend a councillor for between 1-3 months with a consequential loss of sitting fees. This creates the situation where a public servant is sitting in judgement on an elected official. Where a greater suspension is appropriate, the Departmental Chief Executive may refer the matter to an appropriate tribunal or body.

To remedy the concerns about whether it is appropriate for an unelected official to stand in judgment on an elected councillor, it is proposed that any significant sanction, such as suspension, significant fine or disqualification from office, can only be undertaken by an appropriate tribunal or body.

This reduces the existing power of the Departmental Chief Executive to impose penalties. It reflects the principle that significant sanctions, including suspension, should only be imposed by a judicial or quasi-judicial body. It also removes the dual roles of the head of OLG, meaning OLG's focus is on preparing the brief of evidence for consideration by the appropriate tribunal or body.

The role of the appropriate tribunal or body would therefore be to look at all serious misconduct matters that have either been referred by the Privileges Committee, appeals from PINs or referrals of conflict of interest matters from the OLG.

Question

Are the existing sanctions available under the Local Government Act sufficient?

Question

Should decisions on sanctions for councillors be made by the Departmental Chief Executive or a formal tribunal with independent arbitrators and a hearing structure?

Restoring dignity to council meetings

A council chamber is a chamber of democracy, and the mayor as figurehead represents the authority of that council.

Unfortunately, many council meetings are conducted without the appropriate level of dignity or reverence for tradition that suggests the importance of the debate and the need for civility. Councillors are not expected to agree with each other, in fact debate is encouraged, but the debate should be fair and respectful.

A council meeting, and the council chamber itself, should see meetings conducted with dignity. Unfortunately, there are too many examples where the dignity of council meetings has been lost, either because councillors are not appropriately reverential and respectful, or the manner of debate is lowered by inappropriate chamber design or meeting practices.

Proposed reforms to the Model Code of Meeting Practice

To restore the prestige and dignity of the council chamber reforms to the meeting code of practice are being developed to support the mayor in exercising their statutory responsibility to preside at meetings and to ensure meetings are conducted in an orderly and dignified manner.

The proposed reforms will confer the power on mayors to expel councillors for acts of disorder and to remove the councillor's entitlement to receive a fee for the month in which they have been expelled from a meeting.

As a further deterrent against disorderly conduct, councillors will also be required to apologise for an act of disorder at the meeting at which it occurs and, if they fail to comply at that meeting, at each subsequent meeting until they comply. Each failure to apologise becomes an act of misbehaviour and will see the councillor lose their entitlement to receive their fee for a further month.

To provide a check against misuse of the power of expulsion and subsequent loss of entitlement of a fee, councillors will be entitled to a right of review.

Councillors will also be expected to stand, where able to do so, when addressing a meeting and when the mayor enters the chamber.

The proposed reforms will also expand the grounds for mayors to expel members of the public from the chamber for acts of disorder and enable the issuing of a PIN where members of the public refuse to leave a meeting after being expelled.

Question

Are there any other powers that need to be granted to the mayor or chair of the relevant meeting to deal with disorderly behaviour?

Banning briefing sessions

A practice has recently developed in local government where councillors receive briefings from staff that are closed to the public.

As an example, development applications should be considered in the public domain. However, councillors receive private briefings from the council planners before they are dealt with in the public forum of a council or committee meeting. Consequently, members of the public impacted by the council's decision have no idea what the councillors have been told or what has been discussed.

To promote transparency and address the corruption risks identified by the Independent Commission Against Corruption (ICAC) that can arise from a lack of transparency, it is proposed that councils will no longer be permitted to hold pre-meeting briefing sessions in the absence of the public.

Any material provided to councillors, other than the mayor, that will affect or impact or be taken into account by councillors in their deliberations or decisions made on behalf of the community must be provided to them in either a committee meeting or council meeting. This restriction will not apply to mayors. As the leader of the organisation, the mayor needs to have candid conversations with the general manager outside of formal meetings.

To further promote transparency, the proposed reforms will also extend the period that recordings of council and committee meetings must be maintained on a council's website.

Question

Are there any other measures needed to improve transparency in councillor deliberations and decision making?

How to provide feedback?

This discussion paper has been released through the Office of Local Government's communication channels and on the Government's Have your Say Website.

You can make submissions on this proposed framework by **COB Friday 15 November 2024**. Further information is available on OLG website at <https://www.olg.nsw.gov.au/councils/misconduct-and-intervention/councillor-conduct-framework/>.

Submissions can be made online here -<https://www.olg.nsw.gov.au/councils/misconduct-and-intervention/councillor-conduct-framework/>

OR

in writing to: councillorconduct@olg.nsw.gov.au

OR

Locked Bag 3015 NOWRA NSW 2541

Submissions must be clearly labelled "Councillor Conduct Framework Review"

Please direct any inquiries to the OLG's Strategic Policy Unit at councillorconduct@olg.nsw.gov.au or on (02) 4428 4100.

Next Steps

Feedback from this consultation process will be carefully analysed and incorporated to finalise the revised councillor conduct framework.

OLG will then look to finalise necessary draft legislation, regulations and materials for implementation of the revised model over the coming year. Consultation will continue with the local government on the implementation of the revised framework.

Information about the progress of the Councillor Conduct Framework Review will be available on the [OLG website](#).

Office of Local Government

olg.nsw.gov.au



Proposed Response to OLG Discussion Paper

Page	Headings/Sub-headings	Council's Response
7	<p>Principles of change</p> <ul style="list-style-type: none"> • Council leadership and decision making is paramount • Freedom of speech • Transparency and accountability • Significant penalties should only be imposed by a judicial or quasi-judicial body • A strong and proportionate local government regulator • Subsidiarity • Justice is timely and proportionate 	<p>The principles set out opposite appear quite reasonable and no objection is raised.</p>
8	<p>Potential changes to the code of conduct and oath of office</p> <p>The key proposed reform for the councillor behavioural framework is to move to a streamlined, aspirational Code of Conduct. This is equivalent to the Code of Conduct framework for NSW Members of Parliament.</p> <p>The aspirational Code of Conduct would clearly and succinctly outline the behavioural expectations of local councillors (approximately 2-3 pages) in easy-to-understand language. It would then be supported by a clearer framework and definitions for misbehaviour of elected officials.</p>	<p>Disagree with the concept of a Code of Conduct for Council along similar lines to the codes of conduct for NSW Members of Parliament, as this approach would seem to weaken the Council's Code of Conduct.</p> <p>The Codes of Conduct for members of the Legislative Assembly and Legislative Council comprise 3 and 4½ pages respectively. Neither provide the strong ethical foundation found in Council's current Code of Conduct. Whereas the Council Code of Conduct goes into great detail about Conflicts of Interest (both pecuniary and non-pecuniary), Gifts & Benefits and Access to Information & Council Resources, the parliamentary Codes of Conduct deal with those matters, at best, superficially.</p>

- 9 **Potential changes to the definitions and assessment of councillor behaviour**
 The current Local Government Act defines councillor misconduct as a breach of the Local Government Act or other regulatory provisions, which includes the Code of Conduct. This means that it is difficult for the average person to understand the definition of misconduct as they need to reference several other regulatory instruments and policy documents to determine what it constitutes.
 No objections are raised to these changes.
 It is proposed in the revised framework that misbehaviour will be more clearly defined and articulated within the Local Government Act, with the reference to regulations and other statutory instruments only for further enunciation or explanation.
- 9 **Conflicts of interest:**
 The first proposed limb of the revised misbehaviour definition is a councillor's failure to manage a conflict of interest.
 The comments in the discussion paper related to conflicts of interest appear reasonable.
 Management of conflicts of interest is important to ensure that councillors act and are seen to act in the public good, not for private benefit or personal gain. Conflicts of interest arise when there is a conflict, perception or potential of a conflict between an official's private interests and public duty.
- 10 **Pecuniary interests:**
 It is proposed to align the definition of pecuniary interests for NSW councillors with those that are utilised and defined for NSW members of parliament, requiring disclosure of the following interests:
 It is considered that the proposed pecuniary interest framework appears appropriate.
- Real property – property in which councillors have an 'interest'
 - Sources of income – all income over \$500 other than salary of office
 - Gifts – all gifts of cumulative value of more than \$500

- Contributions to travel – of value of more than \$250 (including flight upgrades)
- Interests and positions in corporations – eg stocks and shares, directorships
- Positions in unions and professional or business organisations
- Debts – of cumulative value of more than \$500, excluding home loans or debts for goods and services disposed of within a year
- Dispositions of property
- Engagement to provide a service involving use of a councillor's position
- Discretionary disclosures

10

Non-pecuniary interests

A conflict of interest does not necessarily have to be financial in nature. It could also arise from familial or personal relationships, affiliations or memberships. It is equally important that such conflicts are managed appropriately to ensure that decision making is seen to be transparent and remains in the public interest.

Agree with the principles of what constitutes a significant or major non-pecuniary interest.

11

Property developers and real estate agents

The NSW Government has made a commitment to ensure the conflicts of interest that exist between a councillors' public duties to make decisions on behalf of communities and the private interests that exist in securing a profit as a developer or real estate agent are addressed.

No objections are raised to the proposals in the discussion paper regarding councillors who undertake real estate and development business activities.

Ordinarily conflicts of interest are managed through declarations and withdrawing from decision making.

To address this concern, an alternative means of managing the inherent conflict of councillors undertaking real estate and development business activity is being considered which involves requiring councillors to divest themselves from real estate or development business activities and contractual obligations.

12 **Councillor misbehaviour in public office**

Misbehaviour definition being conduct that:

- is unbecoming of a councillor
- brings council into disrepute; and/or
- is assessed as being outside the norms and expectations of a sitting councillor.

The proposals outlined in the discussion paper about councillor misbehaviour in public office appear reasonable.

13 **Addressing inappropriate lobbying**

There have been recommendations from ICAC to put in place measures to address concerns about lobbying of councillors in relation to development applications. OLG is developing lobbying guidelines and a model policy on lobbying for councils to adopt that will:

- Address how professional lobbyists are identified and the obligations on councils and councillors if they met a professional lobbyist
- Set out inappropriate behaviours when being lobbied
- Identify steps to be taken to ensure transparency
- Require council officials to report inappropriate or corrupt lobbying behaviours to the councils general manager.

The approach outlined in the discussion paper about how inappropriate lobbying should be addressed is supported.

Dispute resolution and penalty framework

14 Abolishing the 'two step process'

Instead of the existing two-step process:

- Complaints about conflict of interest matters would be made directly to OLG, and
- Complaints about misbehaviour would be made directly to the Local Government Privileges Committee via a dedicated webform

Under the proposed approach there would be no role for privately hired investigators to determine whether the Code of Conduct has been breached.

No concerns with the current set-up but also can see the benefits of the proposed approach, provided that approach is appropriately supported and resourced. Council has had a number of code of conduct matters referred to the OLG and is disappointed at the way these were handled and the time taken. The perception is that this may have been due to a lack of resources.

Whatever the process adopted, it must be resourced appropriately and matters must be dealt with in a more timely fashion.

15 Giving the OLG the power to issue penalty infringement notices (PINs)

Proposed to enable OLG the discretion to issue a PIN for minor in insignificant breaches of the conflicts of interest declarations.

This change to PINs is designed to allow a quick process for dealing with minor matters to free up limited regulatory resources while still ensuring that sanction for important matters is provided.

No objections are raised with the proposal for the OLG to be given the power to issue PINs.

As to the level of the PIN, this should be proportional to the Councillor fee.

15 NSW Local Government Privileges Committee

Along with the PIN framework, it is also proposed to create a Local Government Privileges Committee (Privileges Committee). This would replace the existing code of conduct review framework and instead aim to provide a speedy process for resolution and assessment. The Privileges Committee would only examine issues of misbehaviour, not conflicts of interest.

No objections to the establishment of a NSW Local Government Privileges Committee, provided this Committee is adequately supported and resourced to facilitate matters being heard and determined in a timely manner.

Penalties that could be imposed by the Privileges Committee are as follows:

- Censure of the councillor
- Warning of the councillor
- Where referred following misbehaviour in a council meeting, a potential loss of sitting fees
- Referral to an appropriate tribunal or body for more serious sanction, including suspension or disallowance.

Where the breach is deemed serious, the Privileges Committee would have the power to refer a matter to the OLG for preparation of a brief for an appropriate tribunal or body.

16 **Referral of significant sanctions to appropriate tribunal or body**

Under the existing processes for consideration of complaints, OLG, in particular the Departmental Chief Executive (or their delegate), can suspend a councillor for between 1-3 months with a consequential loss of sitting fees. This creates the situation where a public servant is sitting in judgement of an elected official. Where a greater suspension is appropriate, the Departmental Chief Executive may refer the matter to an appropriate tribunal or body.

To remedy the concerns about whether it is appropriate for an unelected official (ie the Departmental Chief Executive) to stand in judgement on an elected councillor, it is proposed that any significant sanction, such as suspension, significant fine or disqualification from office, can only be undertaken by an appropriate tribunal or body.

However, it is considered that the Departmental Chief Executive, on the basis that this position is adequately resourced and remunerated, is still in the best position to take on this responsibility.

No objections to this proposal, provided this tribunal or body is adequately supported and resourced to facilitate matters being heard and determined in a timely manner.

However, as indicated above, it is considered that decisions on sanctions for councillors should be made by the Departmental Chief Executive who is still considered to be in the best position to take on this responsibility, can act quickly and has overview of what is happening across all of NSW local government.

Restoring dignity to council meetings

17 Proposed reforms to Model Code of Meeting Practice

To restore the prestige and dignity of the council chamber reforms to the meeting code of practice are being developed to support the mayor in exercising their statutory responsibility to preside at meetings to ensure meetings are conducted in an orderly and dignified manner.

No objection to the proposed reforms of the Model Code of Meeting Practice.

In relation to any powers that need to be granted to the Mayor to deal with disorderly behaviour, perhaps loss of Councillor fee for 1 month for disruptive behaviour might be considered.

18 Banning Briefing Sessions:

A practice has recently developed in local government where councillors receive briefings from staff that are closed to the public.

The proposal to ban briefing sessions is not supported as this is considered to represent a backward step.

To promote transparency and address the corruption risks identified by the ICAC that can arise from a lack of transparency, it is proposed that councils will no longer be permitted to hold pre-meeting briefing sessions in the absence of the public.

The concept of briefing sessions provides a forum in which Councillors and staff can share ideas and pose questions in a free and open environment without the involvement of the public. In the experience of staff and Councillors, briefing sessions provide Councillors with the opportunity to ask questions of staff that they may not be prepared to do in an open meeting because of the fear that they may appear foolish in the eyes of the public. Indeed, the concept of briefing sessions without the public present had been previously strongly supported by the OLG.

In relation to the example provided in the discussion paper that development applications should be considered in the public domain, at UHSC in briefing sessions, Councillors are only told what is in the planning report. Nevertheless, happy to not do briefing sessions on planning matters.

It would appear that this suggestion may have come about because some Councils are or have been misusing Briefing Sessions. The Council's Code of Meeting Practice is quite clear that no decisions may be made in Briefing Sessions so that problem has not arisen at Upper Hunter Shire Council. It is considered that by far the majority

To further promote transparency, the proposed reforms will also extend the period that recordings of council and committee meetings must be maintained on a council's website.

of Councils are doing the right thing so these Councils should not be penalised by the actions of the minority.

Council has no issues with extending this timeframe.

General Manager's Unit

**G.10.4 ANNUAL PRESENTATION - SCONE NEIGHBOURHOOD
RESOURCE CENTRE**

RESPONSIBLE OFFICER: Greg McDonald - General Manager

AUTHOR: Karen Boland - Governance & Executive Support Officer

PURPOSE

The purpose of this report is for Council to receive a presentation from the Scone Neighbourhood Resource Centre.

RECOMMENDATION

That Council receive a presentation from the Scone Neighbourhood Resource Centre.

BACKGROUND

Council has in the past provided support to the Scone Neighbourhood and Resource Centre either through donations for events and use of grounds and facilities or in-kind support from time to time.

In August 2015 Council resolved:

1. *That Council delegate to the General Manager to enter into a sub-lease agreement with the Scone Neighbourhood Resource Centre;*
2. *That Council provide a Category 2 rental subsidy under GRANTS AND SUBSIDIES – POLICY – Programs – Section 356 Rental Subsidies;*
3. *That Council provide a donation to the Scone Neighbourhood Resource Centre of \$5,000 (reviewed annually) under the GRANTS AND SUBSIDIES – POLICY – Programs – Section 356 General Donations in lieu of revenue previously received.*
4. *That Recommendations 2 & 3 are subject to Scone Neighbourhood Resource Centre providing an annual Business Plan and presentation to Council including audited Financial Statements.*

REPORT/PROPOSAL

As per Council's resolution, the Scone Neighbourhood Resource Centre (SNRC) will be making a presentation to Council outlining their planned activities for 2024/25. Council has continued to support the SNRC over many years either through joint initiatives, funding assistance (donations) for events and programs or through in-kind support.

The SNRC continues to provide a significant range of programs and events to the community along with many other community services that may otherwise fall on other organisations and/or Council should the SNRC not exist. Organisations such as the SNRC are therefore considered an invaluable resource and an important contributor to the community's wellbeing.

The SNRC has provided a copy of their Business Plan and an audited financial statement for the year ending 30 June 2024. These documents are provided under separate cover.

General Manager's Unit

It is the view of staff that this request satisfies the criteria in the policy (s356 General Donations) and the donation has been budgeted under our s356 Contribution allocation.

OPTIONS

Nil

CONSULTATION

- General Manager

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Responsible Governance

Providing efficient and responsible governance in order to effectively serve the community.

5.1 Effectively and efficiently management the business of Council, while encouraging an open and participatory Council with an emphasis on transparency, community engagement, action and response.

b. Delivery Program

- Ensuring regulatory and statutory compliance

c. Other Plans

Nil

IMPLICATIONS

a. Policy and Procedural Implications

This report is consistent with Council's Policy, *Grants and Subsidies – Programs – Section 356 General Donations*.

b. Financial Implications

There are no financial implications from this report. The funding has already been set aside in the 2024/25 budget subject to Council approval.

c. Legislative Implications

S356 of the Local Government Act 1993.

d. Risk Implications

Nil

General Manager's Unit

e. **Sustainability Implications**

Nil

f. **Other Implications**

Nil

CONCLUSION

Council acknowledges the important role that the SNRC plays in the community and notes the results articulated in the annual report.

ATTACHMENTS

- 1⇒ SNRC Business Plan 2024 Excluded
- 2⇒ SNRC Audit 2024 Signed Excluded

Corporate Services

G.10.5

***SUBMISSION ON ANNUAL DETERMINATION OF FEES
PAYABLE TO COUNCILLORS AND MAYORS BY LOCAL
GOVERNMENT REMUNERATION TRIBUNAL***

RESPONSIBLE OFFICER: Greg McDonald - General Manager

REPORT PREPARED BY: Ian Roberts - Governance & Risk Advisor

PURPOSE

The purpose of this report is to determine if Council wishes to make a submission to the Local Government Remuneration Tribunal on the fees payable to Councillors and the Mayor.

RECOMMENDATION

That Council determine whether it wishes to make a submission to the Local Government Remuneration Tribunal on the fees payable to Councillors and the Mayor to take effect from 1 July 2025 and, if so, what it would like the submission to include.

BACKGROUND

At its meeting on 24 June 2024 Council considered the report of the Local Government Remuneration Tribunal on the determination of fees for Councillors and the Mayor for the 2024/25 financial year.

Council resolved that the following fees should be paid:

Councillors	\$18,340
Mayor	\$39,350 in addition to the above councilor fee

REPORT/PROPOSAL

Council has now received a letter from the Local Government Remuneration Tribunal inviting submissions on the impending review of the Tribunal's 2025 annual Determination. Any submissions must be received by 20 December 2024. See attachment 1.

Council might consider whether it wishes to make a submission, and if so, what this submission should include. If Council decides to make a submission, it is proposed that this would be the subject of a report to the November Council Meeting for ratification before making a decision in December.

To assist Council in this regard, a copy of the Tribunal's 2024 Annual Determination is provided under separate cover.

It will be noted from the above Determination, that Upper Hunter Shire Council has been categorised as "Large Rural".

From Council's perspective, there are only two avenues in which Council may be able to suggest changes in any submission it may decide to make and these are:

Corporate Services

Category

Council might suggest that the category that Council is presently in, might be changed. In this regard, it will be noted that the next highest category is Regional Rural. To have UHSC re-categorised from Large Rural to Regional Rural we would need to be able to mount a coherent argument for re-categorisation. At this staged it is not considered that would be feasible.

Level or Fees

The Tribunal sets a minimum and maximum fee payable to Councillors and Mayors for each category.

When Council set its fees from 1 July 2024, it selected the maximum fees payable.

Again, if Council wished to make a submission to increase the level of fees, it would need to mount an appropriate argument in support of this position. In the current economic climate, such an approach does not appear feasible.

OPTIONS

Council can decide to make as submission or not.

CONSULTATION

Nil

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Responsible Governance

Providing efficient and responsible governance in order to effectively serve the community.

5.1 Effectively and efficiently management the business of Council, while encouraging an open and participatory Council with an emphasis on transparency, community engagement, action and response.

b. Delivery Program

- Leadership that reviews Council operations and Council wide continuous service improvement

c. Other Plans

N/A

IMPLICATIONS

a. Policy and Procedural Implications

Nil

Corporate Services

b. Financial Implications

Nil

c. Legislative Implications

The relevant sections of the Local Government Act 1993 apply.

d. Risk Implications

Nil

e. Sustainability Implications

Nil

f. Other Implications

Nil

CONCLUSION

The invitation seeking submissions to the Local Government Remuneration Tribunal is part of the Tribunal's review process for its 2025 annual determination.

ATTACHMENTS

- 1↓ Local Government Remuneration Tribunal Letter
- 2⇄ LG Remuneration Tribunal - Annual Determination Excluded

OFFICIAL



Local Government Remuneration Tribunal

Ref: A9076967

To Mayors/General Managers

via email to Councils

Dear Mayors/General Managers,

I write to advise that the Local Government Remuneration Tribunal (the Tribunal) has commenced its review for the 2025 annual determination.

As outlined in section 241 of the *Local Government Act 1993* (LG Act), the Tribunal is required to make an annual determination, on the fees payable to Councillors and Mayors. The determination is to take effect from 1 July 2025.

The minimum and maximum fee levels for each category will be assessed by the Tribunal as part of the 2025 review process. The Tribunal is required to review the categories every three years under section 239 of the LG Act. The Tribunal will next consider the model, the criteria applicable to each group and the allocation of councils in 2026, however, this year, the Tribunal will examine if any councils warrant a recategorisation, due to meeting a category's criteria outlined in Appendix 1 of the 2024 Determination.

Submissions

The Tribunal invites submissions from individual councils as part of this review. **It is expected that submissions are endorsed by their respective council.**

Any submission that Council may wish to make should be received no later than 20 December 2024 and should be emailed to remunerationtribunals@premiersdepartment.nsw.gov.au attention Joanne Nava.

2024 Annual Determination

In 2024, the Tribunal made its first determination after the repeal of section 146C of the *Industrial Relations Act 1996*, which had the effect of capping remuneration increases. The Tribunal determined a 3.75% increase in the minimum and maximum fees, effective 1 July 2024.

A copy of the Tribunal's 2024 Annual Determination can be found [here](#).

Please note that any material provided to the Tribunal may be made available under the Government Information (Public Access) Act 2009.

As part of the annual review the Tribunal will seek to meet with Local Government NSW, as it does each year, to receive a sector wide view for local government in NSW.

Level 8, 52 Martin Place, Sydney NSW 2000
■ GPO Box 5341, Sydney NSW 2001 ■ www.remtribunals.nsw.gov.au

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If you require any further information, please email at joanne.nava@premiersdepartment.nsw.gov.au or telephone on 02 8226 0250.

Yours sincerely



Viv May PSM
Local Government Remuneration Tribunal
14 October 2024

OFFICIAL

Environmental & Community Services

G.10.6

CULTURAL ACTIVITY GRANTS 2024-25

RESPONSIBLE OFFICER: Amanda Catzikiris - Manager Community Services

REPORT PREPARED BY: Yolanda Wynn - Community Services Officer

PURPOSE

The purpose of this report is to consider the applications for the 2024/25 Cultural Activity Grant and make recommendations for funding.

RECOMMENDATION

That Council endorse the recommended Cultural Activity grants, totaling \$13,409.00 for the 2024/25 financial year as detailed in attachment 1 and subject to the following conditions:

1. that any payment is conditional on receipt of completed acquittal document for outstanding grants prior to 30 November 2024.
2. the grant recipient shall recognise Council in any promotion and/or event that is funded or partially funded by Council.

BACKGROUND

Each year Council provides Cultural Activity Grants (CAG) to incorporated non-profit community based organisations in the Upper Hunter Shire, to promote and develop cultural/art resources and activities in the community on a broad and/or specific needs basis.

The aims of the Cultural Activity Grant program are to:

- a. facilitate the provision of cultural activities that increase participation for all residents including but not limited to young people, culturally diverse groups and inclusive activities for people living with a disability,
- b. develop connectivity and co-ordination between agencies involved in community cultural development,
- c. enhance the use of local cultural/art resources; both physical and organisational, to meet priority needs and progress the Shire's local identity,
- d. develop community organisational skills from a cultural perspective.

Objectives of the Cultural Activity Grants are to:

- foster closer co-operation between Council and community cultural groups,
- enhance the involvement and profile of Council in the provision of community cultural orientated services,
- increase the level of community involvement, knowledge of and appreciation of the cultural heritage in the local area,
- introduce the theme of the Shire into cultural projects, e.g. horses, heritage, rural area.

Allocation of funds is determined by considering the ability of the community cultural group to meet its stated needs and objectives. The relative priority of the activity within the community is also considered in the ranking process.

REPORT/PROPOSAL

Expressions of Interest for Council's Cultural Activity Grants (CAG) closed on Saturday 28 September 2024.

Environmental & Community Services

Promotion of this funding opportunity was provided through mail-outs to local community groups, information on Council's website and through the Grants Officer.

Council has allocated \$15,000 in its 2024/25 budget for provision of the Cultural Activity Grants.

A total of 11 applications were received. A summary of the applications, including the name of the organisation, project and proposed use of the funding and requested amount is included in attachment 1. A copy of the project applications is provided in attachment 2.

Factors taken into account when considering applications:

- a. The outcome/s to be achieved,
- b. The outcomes address identified local cultural/arts needs and issues in the community,
- c. The suggested implementation of the proposal is appropriate, realistic and possible,
- d. Council's CAG is the appropriate funding source,
- e. The proposal seeks to improve and enhance cultural services in the community,
- f. The project can be adequately sustained.

Items eligible for funding:

- a. Venue hire for an event/workshop,
- b. Purchase of equipment or materials,
- c. Cultural projects,
- d. Any other legitimate project costs.

An assessment panel, comprising of the Community Services staff, ranked the projects against the assessment criteria.

The provision of 2024/25 CAG grants is conditional on completed acquittals for 2023/24 grants being received by Council by 30 November 2024.

OPTIONS

1. To accept the proposed grant allocations
2. To amend the proposed grant allocations in either financial amount or nominated recipient.

CONSULTATION

General consultation was undertaken with local community groups to discuss eligibility, project development and community needs. Determination of project eligibility and priority was considered by Council staff in Community Services and Senior Management.

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Connected Community

Developing and deepening connections of people to each other and their community.

- 1.5 Advocate for, support and provide services and facilities for the community.
- 1.6 Provide and support a range of community events, festivals and celebrations.

Environmental & Community Services

1.7 Acknowledge and respect our Aboriginal culture, heritage and people.

Delivery Program

- Community social and physical infrastructure to support community activities

b. Other Plans

Nil.

IMPLICATIONS

a. Policy and Procedural Implications

Nil.

b. Financial Implications

There is an allocation of \$15,000 in Council's 2024/25 budget.

c. Legislative Implications

Nil.

d. Risk Implications

Nil.

e. Sustainability Implications

Nil.

f. Other Implications

Nil.

CONCLUSION

Applications received from 11 local community organisations have been assessed and ranked according to the eligibility criteria. All projects are considered eligible for Council's final determination.

ATTACHMENTS

- 1 [↓](#) Cultural Activity Grant 2024-25 Summary Table

Funding Applications for 2024-25 financial year

Applicant	Project Name	Proposed use of funding	Notes re-funding recommendation	Ranking	Requested amount	Recommend
1st Scone Scout Group	2025 Founders Day	Enable Scouts and Guides from across the Upper Hunter (Singleton to Murrurundi) and beyond to join together for an afternoon of outdoor activities at Lake Liddell Recreation Area.	Cost of venue and activities such as rock climbing wall \$1000.00	HIGH	\$1000.00	\$1000.00
Aberdeen History Group Inc.	Cultural Silhouette Remembrance Wall Art	A project in acknowledgement and cultural recognition of a navy person a silhouette wall art for Aberdeen and district. An addition to the Army and Air force wall art completed and displayed.	Silhouette Sailor Wall Art – painted black \$852.50	MED	\$853.00	\$853.00
Murrurundi and District Historical Society Inc.	Loft Access	Making the two lofts on the Literary Institute accessible for storage and restoration projects.	Attic ladder \$489.00 Flooring \$1311.00	MED	\$1800.00	\$1800.00 Pending Structural Engineer report
Murrurundi Arts & Crafts Council Inc.	Member Lending Library	Murrurundi Arts & Crafts Council has a collection of reference books on arts and crafts.	Cataloguing service \$250.00 Art Books \$250.00 Bookshelves \$500.00	MED	\$950.00	\$950.00
Rouchel School of Arts	Rouchel Community Gathering	A Rouchel Gathering at the hall with the funds from the grant. This will enable us to raise funds for the repainting of the inside of the hall.	Entertainment \$800.00 Catering contribution \$200.00	MED	\$1000.00	\$1000.00
Scone & District Garden Club Inc.	Seeing is Believing	Purchase a data projector and HDMI cable to enhance our presentations by local experts. 80% of information is transferred visually and this will enable our 80 members to view plants, gardens, methods of care, propagation, sustainability, organic gardening, nutrient packed vegetables, wicking beds, regenerating our environment, soil preparation and improvement, positioning plants, planting seeds and seedlings, fertilising, watering, pest management, harvesting, eating nutritious food and food preparation. Throughout time, gardens have been planted for cultivating food, displaying wealth and power, as a muse for artists and a sign of patriotism. Gardens not only reflect the individual owner or creator but are also a snapshot of the historical events and culture of the time.	Projector \$798.00 HDMI Cable \$39.00	MED	\$837.00	\$837.00

Funding Applications for 2024-25 financial year

Scone & Upper Hunter Historical Society Inc.	Production for Scone Research Centre of historical booklets	Thermal binder, book covers and heavy duty stapler to enable documents and historical items to be available for publication and research.	Thermal binder \$352.20 Black steel spine \$90.00 Heavy duty stapler \$197.60	MED	\$734.00	\$734.00
Scone Literary Long Weekend Inc.	Patrick White Oration	The Patrick White Oration is the standalone event of SLF held every second year in November. It is delivered by a prominent Australian identity on a contemporary, thought provoking topic. This year's orator is Julia Baird, author, long time ABC presenter of The Drum and co-host of the ABC podcast "Not Stupid", who will be delivering her oration at the Scone Race Club at 5.30pm on November 9th, 2024.	Venue hire \$1430.00 Catering \$525.00	HIGH	\$1955.00	\$1955.00
Scone Neighbourhood Resource Centre	Harmony Day 2025	An evening of entertainment, friendship and cultural dishes welcoming people from all backgrounds to celebrate the rich diversity in Scone and surrounds. Celebrating Australian diversity on Harmony Day, we emphasise inclusivity, respect, and belonging for all cultural and linguistic backgrounds. Our evening event will explore the rich history of Middle Eastern belly dancing, traditionally performed at weddings, birth announcements, and festivals. To complement the performance, guests will enjoy a diverse array of international cuisine, brought by attendees.	Belly Dancing \$210.00 Drinks, plates and serviettes \$150.00 PA hire, chairs, table and café \$440.00	HIGH	\$800.00	\$800.00
Scone Triathlon Club Inc.	Scone Mountain National Park Tree Art	Aboriginal design and painting of a tree at Scone Mountain National Park mountain bike trail		HIGH	\$1500.00	\$1500.00
St Joseph's Catholic College P&F Association	Chatting Chair	The students of the Environmental Task Force are an extracurricular group of St Joseph's Catholic College, whose mission is to beautify the school, and make it a more sustainable institution. Together with the P&F, whose focus is on sustainability and Stewardship of the Earth as well as providing safe and caring environments for students of the school, we would like to establish a dedicated 'Chatting Chair' to give younger students who may be socially inhibited an opportunity to find friendship. If they would like to make a new friend, they	Custom made large chair \$1980.00	MED	\$1980.00	\$1980.00

Funding Applications for 2024-25 financial year

		would sit on the bench, surrounded by raised garden beds and artwork. Other students would recognise that they are seeking friendship and sit with them to start a conversation, and a potential new friendship.				
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Total: **\$13 409.00**

General Manager's Unit

POLICY MATTERS

H.10.1

POLICIES FOR REVIEW

RESPONSIBLE OFFICER: Greg McDonald - General Manager

AUTHOR: Karen Boland - Governance & Executive Support Officer

PURPOSE

To review and adopt the policies provided in the attachments to this report.

RECOMMENDATION

That Council:

1. adopt the following draft policies:
 - a. *Work Health & Safety*;
 - b. *Statement of Business Ethics*;
 - c. *Environment*;
 - d. *Street Entertainment Approvals*;
 - e. *Development & Building Controls – Easements for Sewerage, Water and Stormwater Assets*;
 - f. *Water Supply – Rural Property Connections to Rising and Trunk Mains*; and
2. revoke the policy *Selection, Planting, Placement and Maintenance of Trees*

BACKGROUND

All new and revised policies of Council are endorsed by the Senior Management Group, and then put to Council for consideration and adoption, in accordance with the Controlled Documents operational policy.

REPORT/PROPOSAL

The following draft policies are for review by Council this month:

- *Work Health and Safety* (Attachment 1)
- *Statement of Business Ethics* (Attachment 2)
- *Environment* (Attachment 3)
- *Street Entertainment* (Attachment 4)
- *Development & Building Controls – Easements for Sewerage, Water and Stormwater Assets* (Attachment 5)
- *Water Supply – Rural Property Connections to Rising and Trunk Mains* (Attachment 6)

Council policy *Selection, Planting, Placement and Maintenance of Trees* provided in attachment 7 is for consideration to be revoked. It is considered that the matters dealt within this policy are of an operational nature. A copy of draft operational policy *Selection, Planting, Placement and Maintenance of Trees* is provided in attachment 8, this operational policy has been adopted by Senior Management Group pending approval to revoke policy of the same name.

OPTIONS

Council may adopt, amend or revoke the draft policy provided, as it sees fit.

General Manager's Unit

CONSULTATION

- Senior Management Group

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Responsible Governance

Providing efficient and responsible governance in order to effectively serve the community.

5.1 Effectively and efficiently management the business of Council, while encouraging an open and participatory Council with an emphasis on transparency, community engagement, action and response.

b. Delivery Program

- Advice and policy development that supports decision making

c. Other Plans

Nil

IMPLICATIONS

a. Policy and Procedural Implications

The Controlled Documents operational policy identifies Council's process for creating, reviewing and revoking Council policies.

b. Financial Implications

Nil

c. Legislative Implications

Legislative references for each policy are provided in the policy details, as relevant.

d. Risk Implications

Current and accurate policies support Council in managing risks and help to ensure consistency of service.

e. Sustainability Implications

Nil

f. Other Implications

Nil

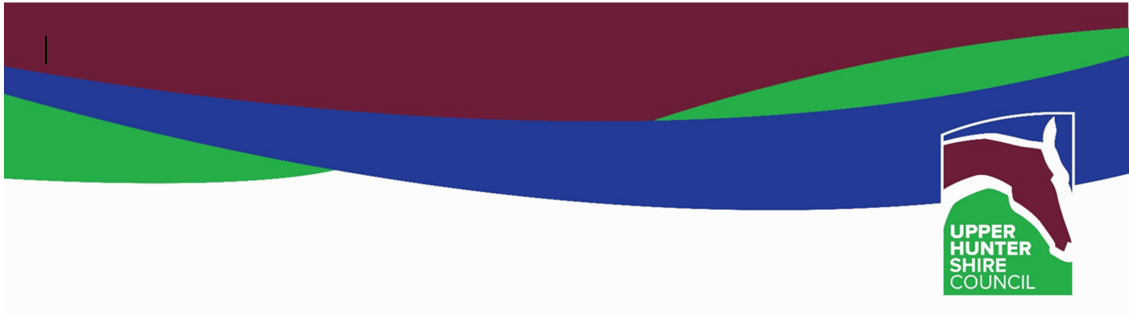
General Manager's Unit

CONCLUSION

The attached policies have been reviewed by the Senior Management Group and are provided to Council for consideration in accordance with the Controlled Document operational policy.

ATTACHMENTS

- 1 [↓](#) Draft - Policy - Work Health and Safety
- 2 [↓](#) Draft - Statement of Business Ethics
- 3 [↓](#) Draft - Policy - Environment
- 4 [↓](#) Draft - Policy - Street Entertainment Approvals
- 5 [↓](#) Draft - Policy - Water Supply - Easements for Sewerage, Water and Stormwater Pipelines
- 6 [↓](#) Draft - Policy - Water Supply - Rural Property Connections to Rising and Trunk Mains
- 7 [↓](#) Policy - Selection Planting Placement and Maintenance of Trees - 03/03/17
- 8 [↓](#) Draft - Operational Policy - Selection Planting Placement and Maintenance of Trees



POLICY

Work Health and Safety

Date adopted by Council	
Minute number	
Endorsed by	Health & Safety Committee on 30 April 2024 Senior Management Group on 22 August 2024
CM Ref	CD-30/23
Due for review	May 2027 4 Years from adoption date
Related documents	CD-197/21 <ul style="list-style-type: none"> Policy – WHS Roles and Responsibilities INT-42397/20 UHSC Work Health & Safety policy Policy – WHS Roles and Responsibilities
Responsible officer	Manager People and Culture Manager Human Resources
Department/Section	General Managers' Unit / People and Culture Corporate Services/Human Resources
Category	Personnel Personnel
Community Strategic Plan goal	Community Priority 5 – Responsible Governance Goal 8 – Provide Community Leadership 5.1 – Effectively and efficiently manage the business of Council, while encouraging an open and participatory Council with an emphasis on transparency Community engagement, action and response. CS-30 – Effectively and efficiently manage the business of Council, while encouraging an open and participatory Council with an emphasis on transparency Community engagement, action and response.

Policy: Work Health and Safety



Policy Statement

Upper Hunter Shire Council (Council), as a Person Conducting a Business or Undertaking (PCBU), and its Officers are required to provide a safe and healthy working environment for all workers, and other persons as far as reasonably practicable. Council will implement a process, backed and strengthened by management responsibility and support, to apply best practice and continuously improve safety at all levels, including stakeholder consultation, monitoring and review and embedding a strong workplace culture.

Objective

The purpose of this policy is to provide an outline of Council's commitment to Work Health and Safety (WHS). Council will comply with the Legislative requirements of the Work Health and Safety Act 2011 and Work Health and Safety Regulation 2017. It will implement these requirements together with Codes of Practice, Australian Standards and relevant guides throughout its operations as far as reasonably practicable.

Scope

This policy applies to:

- a) All workers of the Council, which is to include all persons performing work under the direction of, or on behalf of Council (for example, employees, outworkers, apprentices, trainees, work experience, volunteers, contractors, subcontractors and their employees, agents, consultants, full time, part time, casual and temporary workers).
- b) All Council work sites and where work is carried out or where Council is represented (for example when visiting a customer, client or supplier).
- c) Others – including Councillors whilst acting in their official capacity and all other visitors to Council work sites (as above).

Definitions

Person Conducting a Business or Undertaking	A Person Conducting a Business or Undertaking, where a person may be an organisation or individual. Council is a PCBU. Other organisations or individuals may hold shared responsibilities as a PCBU depending on the arrangement with Council.
Reasonably Practicable	Doing what is reasonably able to be done to ensure the health and safety of workers and others, taking into account: <ul style="list-style-type: none"> • The likelihood of the hazard or risk occurring; • The degree of harm that might result from exposure to the hazard or risk; • What the person concerned knows, or ought reasonably know, <ul style="list-style-type: none"> ○ about the hazard or risk, and ○ about the ways of eliminating or minimising the risk; • The availability and suitability of controls and the cost associated with controls; and

Adopted Date:

Status: Draft

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Policy: Work Health and Safety

	After assessing the risk and available means to eliminate or minimise the risk, whether the cost is grossly disproportionate to the risk.
Worker	A person who carries out work in any capacity for Council. This includes an employee, contractor, subcontractor or volunteer.

Policy Details

Council is committed to the prevention of work-related injury and ill health, through the provision of safe and healthy work environments, facilities, equipment and systems for our workers, volunteers, contractors, visitors and members of the public.

Appendix A outlines Councils WHS Policy and Commitment.

Responsibilities

Councillors

Councillors must be aware of [Councils WHS Policy this policy](#) and it's contents to ensure their acts or omissions to act do not adversely affect the health and safety of themselves or others

Senior Management Group

Senior Management positions are considered 'Officers' under the WHS Act, therefore must:

- [Exercise due diligence to ensure Council complies with the WHS legislation.](#)
- [Establish, understand, implement and maintain this policy, and ensuring it is available and communicated to all levels within Council.](#)
- [Review and endorse this policy and it's effective implementation.](#)

All Managers, Coordinators and Supervisors

Each manager must:

- [Ensure that this policy and the WHS Management System is effectively implemented within the limits of their control.](#)
- [Understand and implement this policy, ensuring it is available and communicated to all levels within Council.](#)

WHS and P&C HR Staff:

WHS and HR Staff must:

- [Facilitate and support workers in the understanding of this Ppolicy.](#)
- [Assist with the \[development and\]\(#\) establishment of this policy for Senior Management approval.](#)
- [Understand and facilitate the implementation of this policy, ensuring it is available and communicated to all levels within council.](#)

Workers

Adopted Date:

Status: Draft

page 3 of 6

Policy: Work Health and Safety



- Workers must be aware of ~~this policy Councils WHS Policy~~ and it's contents to ensure their acts or omissions to act do not adversely affect the health and safety of themselves or others.

Others

A person at a workplace (whether they fall under the above categories or not) must:

- Comply as reasonably able with any instruction given by Council to allow Council to comply with their legal obligations.

References and Related Legislation

- Work Health and Safety Act 2011 (NSW)
- Work Health and Safety Regulation 2017 (NSW)
- Heavy Vehicle National Law 2020 (NSW)
- Heavy Vehicle (Fatigue Management) National Regulation
- ISO 45001:2018 Occupational Health and Safety Management Systems
- Local Government Act 1993
- Codes of practice provide detailed information on how you can achieve the standards required under the WHS legislation these can be found on SafeWork NSW website <https://www.safework.nsw.gov.au/resource-library/list-of-all-codes-of-practice>

Version History

Version No.	Date	CM Ref	Reason for Review
1	28/06/17		Timed review, administrative changes only position titles updated
2	28/06/21	CD-135/21	Timed review, administrative changes only legislation changes updated.
3	DRAFT	CD-30/23	Timed review and updated template

Adopted Date:

Status: Draft

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Upper Hunter Shire Council

Work Health and Safety Policy and Commitment

Upper Hunter Shire Council is committed to the prevention of work-related injury and ill health, through the provision of safe and healthy work conditions at all Council workplaces, including providing safe work environments, facilities, equipment and systems for our workers, including volunteers and, contractors as well as ,visitors and members of the public.

~~Upper Hunter Shire~~ Council, led by the General Manager and Directors will demonstrate this commitment by:

1. Establishing and maintaining this policy, and ensuring it is available and communicated to all levels within Council.
2. ~~Providing and maintaining a safe and healthy environment to workers and others by identifying, eliminating and or minimising health and safety risks and planning work activities to eliminate or control foreseeable hazards or risks. Identifying and eliminating physical and psychological health and safety hazards and minimising risks with the aim of preventing work-related injury or illness.~~
3. Ensuring appropriate resources and processes are available for the establishment, implementation, maintenance and continual improvement of the WHS Management System.
4. ~~Ensuring Council's work health and safety system is planned to proactively improve Council's work health and safety performance. Ensuring effective processes are followed in the event of a safety-related incident, to record, investigate and implement corrective actions to prevent reoccurrence or a similar incident.~~
5. Ensuring workers and others understand their general responsibilities for work health and safety and the specific responsibilities for safety relating to their job descriptions.
6. Actively consulting and participating with workers including Health and Safety Representatives on matters affecting health and safety.
7. Consulting and communicating with workers and public, (where relevant) to ensure they are empowered to actively participate in work health and safety risk management in the workplace and their community. ~~without risk of reprisal.~~
8. Promoting and supporting the function of the Health and Safety Committee.
9. Establishing measurable objectives and targets for continuous improvement in work health and safety performance through ongoing monitoring and auditing of the WHS Management System.
10. Management developing, leading and promoting a safety culture in Council and monitoring and reviewing the outcomes of the WHS Management System.
11. Complying with, relevant WHS, workplace injury management and workers compensation legislation and regulations plus codes of practice and other safety requirements applicable to Council. Aim working towards ISO 45001:2018 as best practice.
12. Ensuring WHS integrity is maintained when changes are made in the workplace.

Adopted Date:

Status: Draft

APPENDIX A of WHS Policy

Policy: Work Health and Safety



Title:	General Manager	Name:	
Signature:		Date:	

Adopted Date:

Status: Draft

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STATEMENT OF BUSINESS ETHICS

~~December 2020~~ October 2024

This statement reinforces Council's ethical values and provides guidance for any individual, organisation or the private sector doing business with this Council.

Council's ethical standards are outlined in this statement.

It is Council's expectations that contractors and other goods and service providers will comply with these standards when conducting business with Council. In addition, this statement outlines what can be expected from Council.

~~Kristian Enevoldson~~ Greg McDonald
~~ACTING~~ GENERAL MANAGER

DRAFT

Council's key business principles

Council expects its Councillors, staff, officials and representatives (including consultants and contractors) to comply with its adopted Code of Conduct. The Code of Conduct is actively promoted and developed by Council to ensure that the highest standard of integrity and ethical conduct is maintained. Council also expects the private sector and its representatives to maintain similar standards of ethical conduct in their dealings with Council.

At the core of Council's business relationships with suppliers of goods and services (providers) is the principle of value for money. In this context, Council will consider all relevant factors including initial and on-going costs, quality, reliability, safety and timelines.

All business relationships will be honest, impartial, ethical, fair and consistent and all dealings not subject to commercial-in-confidence limitations will be transparent and open to public scrutiny. The process surrounding any commercial-in-confidence transactions will nonetheless be transparent and open.

What providers can expect from Council officials

In its tendering, contracting and purchasing activities, Council strives to ensure that its policies, procedures and practices are consistent with best practice and the highest standards of ethical conduct.

When doing business with the private sector (providers of goods and services including tenderers, suppliers, consultants and contractors), Council staff, Councillors and officials are accountable for their actions and are expected to:

- use public resources effectively and efficiently;
- be accountable and act in the public interest;
- deal fairly, honestly and ethically with all individuals and organisations and be timely in paying accounts;
- not solicit nor accept any private benefit from a provider for the discharge of official duties;
- avoid situations where private interest could conflict with public duty (whether real or perceived);
- treat all potential suppliers with impartiality and fairness and give equal access to information and opportunities;
- respond promptly to reasonable requests for advice and information;
- promote fair and open competition whilst seeking value for money;
- respect and follow Council's policies and procedures and abide by the law;
- fully and clearly document all procurement activities and decisions to provide an effective audit trail to allow for effective performance review of contracts;
- purchase energy efficient equipment, products containing recycled materials and environmentally friendly products wherever reasonably possible;
- not call tenders unless Council has a firm intention to proceed to contract;
- not disclose confidential or privacy protected information;
- not encourage or entertain lobbying or canvassing (lobbying or canvassing of Councillors and officials during a tender process may disqualify tenders);
- promote a safe and healthy working environment.

What Council expects from providers

Private sector providers of goods and services will observe and abide by the following principles when doing business with Council:

- deliver value for money;
- comply with Council's relevant policies and procedures affecting the provider's involvement with Council
- respect the conditions set out in documents supplied by Council;
- disclose beneficial interest in contracts wherever possible;
- provide accurate and reliable advice and information where required;
- declare actual or perceived conflicts of interest as soon as you become aware of the conflict;
- act ethically, fairly and honestly in all dealings with Council;
- respect the obligations of Council officials to adhere to Council's policies;
- refrain from divulging privileged or confidential information to unauthorised persons;
- refrain from engaging in any form of collusive practice;
- refrain from offering Council officials inducements or incentives designed to improperly influence the conduct of their duties;
- refrain from discussing Council business or information in the media without Council's consent;
- if required, co-operate with Council's post separation employment requirements;
- assist Council to prevent unethical practices in our business relationship;
- behave in an ethically, socially and economically responsible way in the conduct of their business;
- [refrain from lobbying or canvassing Council officials during the tender process; comply with the requirements under the Modern Slavery Amendment Act 2021 \(Cth\) and all related legislation including the Modern Slavery Act 2018 \(NSW\);](#)
- [provide a fair and ethical workplace free from workplace bullying, harassment, victimisation and abuse.](#)
- [make all reasonable efforts to ensure that businesses within their supply chain are not engaged in, or complicit with, human rights abuses, such as forced or child labour or any other form of modern slavery.](#)
- [If they become aware of the presence of modern slavery in their operations or supply chain, report this to Council as soon as possible, outlining details of the human rights violation discovered and what remedial and preventive measures are occurring.](#)
- assist Council in providing a safe and healthy working environment.

Why you need to comply

All of Council's providers of goods and services are required to comply with this statement. The principles of this statement are consistent with Council's corporate values and the ethical requirements of other public sector agencies. Compliance will advance your business objectives and interests, in a fair and ethical manner.

Non-compliance with the requirements of this statement that may result in potential or demonstrated corrupt or unethical conduct could lead to:

- termination of contracts;
- loss of future work;
- loss of reputation;
- matters being referred for corruption investigation;

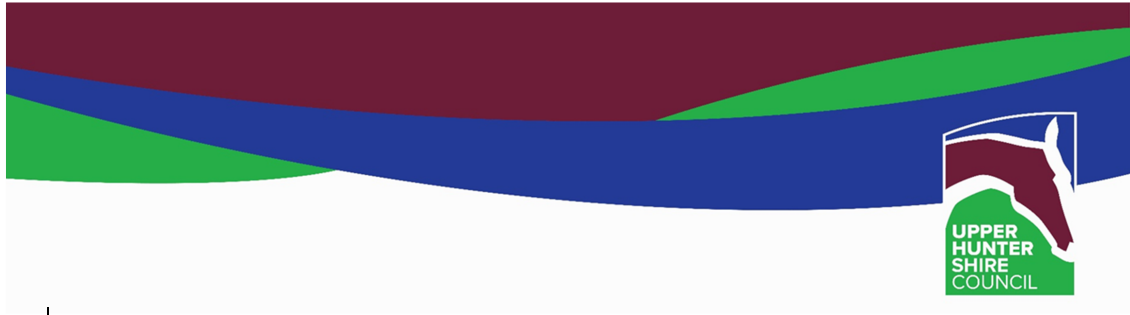
- matters being referred for criminal investigation;
- disqualification of tender.

CD-14/24

DRAFT

CD-59/24

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POLICY

Environment Policy

Draft

page 1 of 6

Policy: Environment Policy



Date adopted by Council	
Minute number	
Endorsed by	Senior Management Group on 22 August 2024
CM Ref	CD-60/24
Due for review	4 years from adoption date
Related documents	<p>UHSC – Risk Management Framework UHSC – Work Health and Safety Policy UHSC – Sustainability Policy UHSC – Risk Management Framework UHSC – Work Health and Safety Policy UHSC – Sustainability Policy</p>
Responsible officer	Manager Waste & Sustainability
Department/Section	Environmental and Community Services
Category	Environmental Management
Community Strategic Plan goal	<p>Goal 3-2 Protected the Natural Environment</p> <p>CS17-2.1 Advocate for, facilitate and support programs that protect and sustain our diverse environment for future generations. 2.2 Encourage and support community participation to care for our environment. 2.3 Ensure all actions, decisions and policy response to natural hazards and climate change remain current. 2.4 Implement and regularly review Strategic Land Use Plans, Environmental Planning Instruments and Development Controls, which reflect the needs and expectations of the broad Community. 2.5 Provide efficient and effective advisory, assessment and regulatory services focused on being customer ‘friendly’, responsive and environmentally responsible. 2.6 Plan, facilitate and provide for a changing population for current and future generations. 2.7 Provide efficient and effective waste and recycling services and support improved waste minimisation and recycling practices. 2.8 Implement policies to ensure the protection of strategic agricultural lands, equine critical industry clusters, natural resources and heritage.</p>

Adopted Date:

Status: Draft

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Policy: Environment Policy

Policy Statement

Upper Hunter Shire Council (UHSC) ~~Management Team and~~ Officers are committed to ensuring that our business operations and activities have minimal impact on the environment that we work within.

Environmental Sustainability is both a strategic priority and a strategic focus throughout UHSC Business Operations.

Objective

This policy provides a framework to outline our commitment to reducing negative impacts on the environment and the community, with the aim to minimise the risk of damage to the environment in the local government area that we work within.

Scope

The Environment Policy is applied to all operational activities, and is the responsibility of all Council Management teams, Officers, Employees, Contractors and Visitors to our Business Operations.

Definitions

All terms used in this policy have the standard dictionary definition.

Policy Details

UHSC has adopted a risk based management approach that aims to comply with the regulatory and community expectations to ensure that we protect, and enhance the natural environment while reducing negative impacts on the environment from our business operations.

How do we achieve this?

- Risk Assessments conducted throughout our business operations with consideration for the environmental impacts from our business operations.
- Development and implementation of management tools to record, report, monitor and review our environmental impact.
- Review and monitor compliance with UHSC risk management policies, procedures and management systems.
- Review, monitor and ensure compliance to environmental legislation and regulatory bodies.
- Contributing to and influencing the strategic environment and sustainability of Council's Delivery Program and Operational Plan.
- Being accountable for addressing and minimising the environmental impacts of our activities to satisfy the expectations and legislative requirements of Federal and NSW Governments and the community.
- Raising the awareness and capacity of our workforce to be accountable for their activities to achieve advances in environmental outcomes and a culture of environmental responsibility.
- Communicating openly, responsively and empathetically with our community, industry and regulators on environmental matters and reporting on our performance.
- Having regard for the protection of natural habitats and local wildlife.
- Minimising carbon emissions and conserving natural resources for future generations through improvements in energy efficiency.
- Striving to continually improve UHSC's environmental performance.
- Waste management and recycling procedures identified to minimise ~~the~~ waste production.
- Considering whole of life benefits and impacts from our activities across all life cycle stages, demand/need, plan, acquire, operate/maintain and disposal.

Adopted Date:

Status: Draft

page 3 of 6

Policy: Environment Policy**Environmental Management**

This Environment Policy is supported by various risk management documentation, policies, procedures, forms and templates. Outlined minimum standards are adhered to in business operations and subsequent management of the risk of negative impacts to the environment is recorded.

Reporting

UHSC will report on its environmental performance in accordance with recognised standards and targets.

Review

This Policy will be reviewed ~~annually~~ **every four (4) years** in consultation with management, staff and a review of legislative requirements to ensure compliance and that we are continuing to minimise the impacts on the environments within our communities.

Responsibilities**Councillors**

Councillors will ensure that the General Manager and Officers of the council have identified and implemented the appropriate policies, procedures and strategies for the organisation to meet its environmental obligations.

Senior Management Group and Directors

The Senior Management Group will exercise due diligence to ensure that Council is compliant with Environmental Legislation and Regulatory requirements, this will be achieved by:

- Having a sound understanding of the sensitivities in the environments we operate within.
- Systems developed, identified and accessed to monitor compliance requirements.
- Allocation of budgets to include environmental management strategies and planning.
- Business Operational Planning to include strategies for environmental management.
- Allocation of finance and resources to effectively manage environmental risks.
- Foster policies and procedures to imbed environmental management processes into all business operations.
- Identify and implement project management strategies to manage environmental impacts throughout the life of the projects.
- Raise awareness of management and organisational commitment to environmental management strategies.
- Consult and communicate opportunities with management teams on environmental strategies throughout the organisation.
- Assign roles and responsibilities to personnel for the consultation and communication of environmental strategies.
- Contractor engagement is risk assessed, with the potential for negative environmental impacts considered and addressed before engagement.
- Inform the relevant authority and landowners when environmental harm has occurred, or might occur.

All Managers

Adopted Date:

Status: Draft

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Policy: Environment Policy



All Managers will exercise due diligence to ensure that Council is compliant with Environmental Legislation and Regulatory requirements (as far as reasonably practical), this will be achieved by:

- Risk and potential impacts to the environment are assessed and managed throughout all of the business activities.
- Ensuring that environmental conditions and restrictions are considered when planning works.
- Identify, document and implement best practices for environmental management.
- Ensuring that the Environmental Management Systems policies and procedures are implemented into the field operations.
- Environmental emergency management procedures and resources have been identified and implemented into all of the business operations.
- Training opportunities relevant to environmental management procedures, skills and knowledge required for field based operations are identified and provided.
- Consultation and communication regarding environmental management is conducted with all relevant parties to identify effective systems of operations as scheduled and when identified necessary.
- Conducting risk assessments to identify controls to minimise impacts on the environment.
- Scheduling inspections, monitoring and review of business field operations to identify and manage environmental concerns.
- All environmental management processes are managed and documented in a timely fashion, and are reported to the relevant departments and Director.
- That any damage to the environment is reported and rectified as soon as reasonably practicable.

All Coordinators and Supervisors

All Coordinators and Supervisors will exercise due diligence to ensure that Council is compliant with Environmental Legislation and Regulatory requirements. This will be achieved by:

- Risk, and potential impacts to the environment are assessed and managed throughout all of the business activities.
- Ensuring that environmental conditions and restrictions are considered when planning works.
- Planning daily field operations with environmental management procedures considered.
- Ensuring that the Environmental Management Systems policies and procedures are implemented into the field operations.
- Consultation and communication regarding environmental management is conducted with all relevant parties to identify effective systems of operations as scheduled and when identified necessary.
- Conducting risk assessments to identify controls to minimise impacts on the environment.
- Scheduling inspections, monitoring and review of business field operations to identify and manage environmental concerns.
- All environmental management processes are managed and documented in a timely fashion, and are reported to the relevant departments and Manager.
- That any damage to the environment is reported and rectified as soon as reasonably practicable.
- Ensure that all staff, contractors or visitors to site are aware of their environmental responsibility, and they comply with the environmental management plan and risk management procedures.
- Ensuring that all field staff and contractors are aware of the resources and procedures to follow in the event of an environmental incident.

All Staff

All staff will exercise due diligence to ensure that they comply with the environmental management policies and procedures in all of their business activities. This will be achieved by:

- Staff and contractors have completed the Council, and relevant site, inductions prior to commencing employment and business operational activities.
- Raising awareness of the environmental considerations and sensitivities associated with Council operations.

Adopted Date:

Status: Draft

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Policy: Environment Policy

- Staff complete training, with awareness of the legal requirements and environmental management systems that Council operates within.
- Prior to commencing any activities that may impact on the environment, staff and contractors will review all relevant SWMS, procedures and conduct inspections to identify any potential environmental concerns and risk management procedures to be implemented.
- Staff and contractors agree to follow all reasonable requests made by the management teams to manage environmental risks.
- Staff and contractors actively engage in the consultation / communication processes to manage environmental risks.
- Staff and contractors have a duty of care to not carry out an activity that may cause harm without taking measures to prevent or minimise the harm to the environment.

References and Related Legislation

- [International standard ISO 14001:2015](#)
- [Contaminated Land Management Act 1997](#)
- [Dangerous Goods \(Road and Rail Transport\) Act 2008](#)
- [Environmentally Hazardous Chemicals Act 1985](#)
- [Forestry Act 2012](#)
- [Pesticides Act 1999](#)
- [Protection of the Environment Operations Act 1997](#)
- [Waste Avoidance and Resource Recovery Act 2001](#)
- [Contaminated Land Management Regulation 2013](#)
- [Dangerous Goods \(Road and Rail Transport\) Regulation 2014](#)
- [Environmentally Hazardous Chemicals Regulation 2017](#)
- [Pesticides Regulation 2017](#)
- [Protection of the Environment Operations \(Clean Air\) Regulation 2010](#)
- [Protection of the Environment Operations \(General\) Regulation 2009](#)
- [Protection of the Environment Operations \(Noise Control\) Regulation 2017](#)
- [Protection of the Environment Operations \(Waste\) Regulation 2014](#)
- [Waste Avoidance and Resource Recovery \(Container Deposit Scheme\) Regulation 2](#)
- [Transport Environment and Sustainability Policy \(NSW Government 2020\)](#)

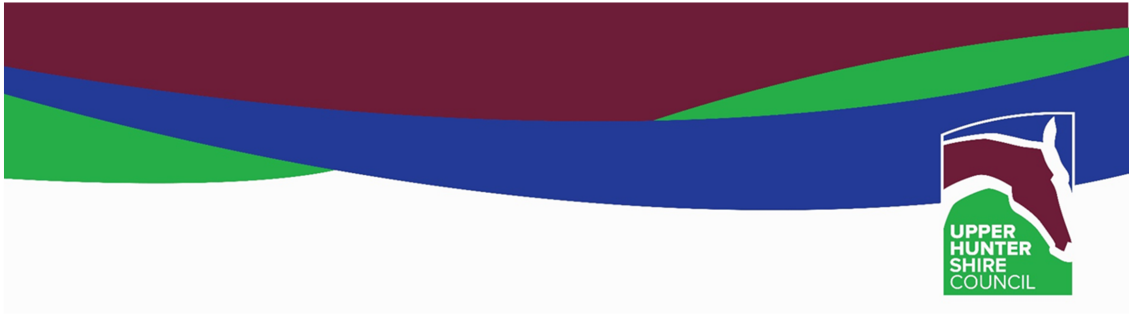
Version History

Version No.	Date	CM Ref	Reason for Review
1	29/03/2021	CD-140/21	New policy requested
<u>2</u>	<u>Draft</u>	<u>CD-60/24</u>	

Adopted Date:

Status: Draft

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POLICY

Laws & Enforcements – Street Entertainment Approvals

Date adopted by Council	
Minute number	
Endorsed by	Senior Management Group on 22 August 2024
CM Ref	CD-61/24
Due for review	4 years from adoption date
Related documents	
Responsible officer	Manager Planning, Building & Regulatory Services
Department/Section	Environmental & Community Services
Category	Regulatory Compliance
Community Strategic Plan priorities	<p>Goal Priority 12 A connected community Promote wellbeing and a connected, healthy and happy Community</p> <p>Priority 3 Thriving Economy</p> <p>Strategic Objective 1.6 CS9 Provide and support a range of community events, festivals and celebrations.</p> <p>Strategic Objective 3.4 Provide diversity in tourist attractions and experiences. Value our heritage and cultural diversity, celebrating together and fostering creativity</p>



Policy Statement

The General Manager has delegated authority pursuant to the provisions of the Local Government Act 1993 to issue approvals for street entertainment and busking in conformity with Council's Policy.

The General Manager may delegate that authority to the Director Environmental & Community Services or other staff as appropriate.

Objective

To set guidelines for allowing street entertainment within Council's Local Government Area.

Scope

This policy applies to all staff involved in the assessment and approval of applications for street entertainment.

Definitions

All terms used in this policy have the standard dictionary definition.

Policy Details

Council permits busking and public entertainment to be conducted on streets and reserves under its control, subject to:

- a) a written application;
- b) approval will be issued subject to compliance with the following requirements:-
 - the approval does not permit busking or street entertainment to be conducted within:-
 - ten (10) metres of a road intersection;
 - in any area adjacent to a place of public worship; and
 - in any area adjacent to residential premises
- c) a busker may solicit money by placing a receptacle on the ground but shall not ask members of the public for money, nor approach nor sell them goods of any description;
- d) not more than four (4) persons shall carry on busking together or in a group at any one time at the same location;
- e) a busker or persons conducting public entertainment shall not:-
 - obstruct or hinder the passage of pedestrians or vehicles;
 - cause any inconvenience or annoyance or obstruction to any person;
 - create any public nuisance or unreasonable noise;
 - display any advertising matter of a commercial nature; and,
 - display any political, religious, social or other propaganda.

Policy: Laws & Enforcements – Street Entertainment Approvals

- f) a busker or person conducting public entertainment shall comply with any lawful direction given by the Police or an authorised officer of Council;
- g) an approval may be cancelled at any time by notice in writing addressed to the person licensed upon the receipt of any complaint that the licensed person is in breach of any of the abovementioned conditions;
- h) the approval is issued for a period not exceeding twenty (20) days.
- i) where a busker or person conducting public entertainment is representing a registered business, or an incorporated or not for profit organisation, they shall maintain public liability insurance to the value of \$20 million.

Responsibilities**Director Environmental & Community Services**

The Director Environmental & Community Services will ensure this policy is implemented effectively.

Manager Planning, Building & Regulatory Services

The Manager Planning, Building & Regulatory Services will ensure that street entertainment applications are determined in accordance with this policy.

Health, Building & Compliance Coordinator

~~The Health, Building & Compliance Coordinator will ensure that street entertainment applications are determined in accordance with this policy.~~

Compliance Officers

~~The Compliance Officers will assess applications and ensure that busking and street entertainment is conducted in accordance with this policy and any approvals granted by Council.~~

References and Related Legislation

- Local Government Act 1993

Version History

Version No.	Date	CD Ref	Reason for Review
1	26/08/2013		
	6/3/2017		Policy review – Replacing the former Scone Shire Council Policy Regulations Licences (1) Street Entertainment Approvals adopted on 26 August 2013
2	31/05/2021	CD-69/21	Policy review – Updated on new template

Adopted Date:

Status: Draft

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Policy: Laws & Enforcements – Street Entertainment Approvals

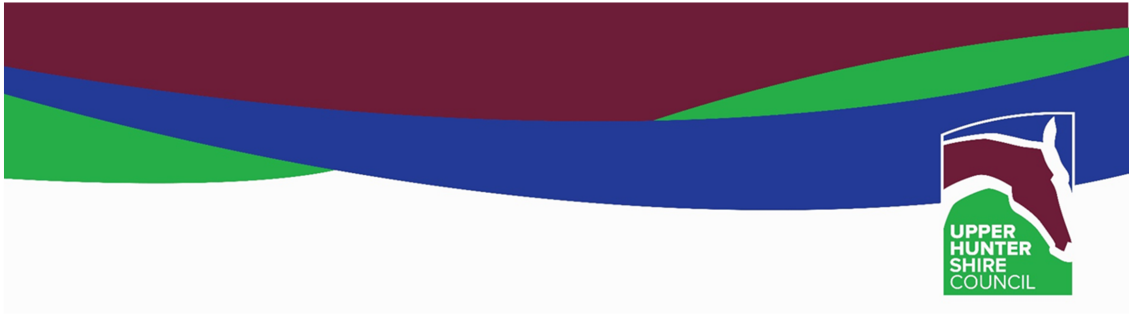


3	Draft	CD-61/24	Timed review
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Adopted Date:

Status: Draft

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POLICY

~~WATER SUPPLY DEVELOPMENT & BUILDING CONTROLS – POLICY –~~ Easements for Sewerage, Water and Stormwater Pipelines assets

Date adopted by Council	
Minute number	
Endorsed by	Senior Management Group on 16 October 2024
CM Ref	CD-75/24
Due for review	4 years from adoption date
Related documents	N/A DEVELOPMENT & BUILDING CONTROLS – POLICY – Building near water, sewer and stormwater assets UHSC Engineering Guidelines for Subdivisions and Developments
Responsible officer	Manager Water and Sewer
Department/Section	Infrastructure Services / Water and Sewer
Category	Water Supply
Community Strategic Plan goal	<p>Goal 6 Increase, enhance and maintain civil infrastructure, Community assets and open spaces to meet the needs of current and future generations.</p> <p>CS26 Provide safe and reliable water and sewerage services to meet the demands of current and future generations.</p>

Policy: WATER SUPPLY DEVELOPMENT & BUILDING CONTROLS – POLICY – Easements for Sewerage, Water and Stormwater Pipelines

Policy Statement

That Council ~~adopt a policy determining~~ **determines** the appropriate easement to be created over all ~~future~~ Council owned water supply, sewerage and stormwater pipelines that are located within private property.

Objective

The purpose of this policy is:

- To ensure access to Council's underground pipeline assets are protected.
- To ~~provide~~ Council with ~~legal~~ access to operate, ~~maintain~~ and ~~replace~~ Council owned service infrastructure that is located within private property.
- To provide a clear indication to property owners that Council owned infrastructure is located on their property and may impose a constraint to potential development of that property.

Scope

This policy applies to technical/professional staff involved in planning, development, property and land matters where water, sewer and stormwater infrastructure is present and/or overseeing activities of maintenance and operation of those infrastructure.

Definitions

Easement	<p>An easement is a right to use someone else's land for a specific purpose. A sewerage, water or storm water pipeline easement is a burden on a property to allow full and free right for authorised persons from the party having benefit of the easement to access the easement for the purposes of inspecting, operating, maintaining, repairing or replacing the pipes located within the easement.</p> <p>The easement is a portion of land with specified dimensions that is usually defined on the land title plan.</p>
	<add more rows as required>

Policy Details

Subdivision Approvals

As part of any subdivision approval the developer shall be required to provide an easement over any existing or proposed Council owned sewer, water and storm-water pipes located within private property.

Adopted Date:

Status: Draft

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Policy: WATER SUPPLY DEVELOPMENT & BUILDING CONTROLS – POLICY – Easements for Sewerage, Water and Stormwater Pipelines

The easement shall be created so that the pipes are located centrally within the width of the easement (so far as practicable). The subdivision plan shall be provided to Council for approval clearly showing all easements required. Pursuant to Section 88B of the Conveyancing Act 1919, an instrument shall be created on all land titles where an easement is required. The wording of the instrument shall be in accordance with the relevant clause of Section 88A (2A) of the Act.

Minimum Easement Width

The minimum width of an easement for sewerage, water and stormwater pipelines shall be 3 metres. The minimum width of an easement with more than one pipeline shall be 5 metres and the pipes shall have a minimum separation between the outside walls of the pipes of 1 metre.

Deep Sewers and Large Pipes

Where ~~deep sewers are greater than 2.4m deep, stormwater pipes are greater than 600mm or sewer pipes are greater than 300mm or large pipes are proposed~~ the required easement width may be required to be greater than 3 metres. The easement width shall be determined by Council's ~~Manager Water and Sewer, Manager Works Delivery or Manager Strategic Assets~~ Infrastructure department following an assessment of the maintenance access requirements.

Restriction on Use

Property owners should note that the creation of an easement is a restriction on use and may be a potential constraint to the maximum development density that may otherwise be permissible on the site. No permanent buildings are allowed within the easements.

Lot sizes for new development shall make allowance for the constraints imposed by the easement so as to allow for building areas that are similar to those available on the neighbouring lots. Where pipelines and accompanying easements are located along a side boundary of a lot consideration should be given to increasing the width of the lot frontage.

Responsibilities

Senior Management Group

The Senior Management Group will support this policy and ensure their relevant areas are implementing it consistently.

Particular/relevant Director

The Director Infrastructure Services will ensure the policy is updated and implemented consistently.

All Managers

Adopted Date:

Status: Draft

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Policy: WATER SUPPLY DEVELOPMENT & BUILDING CONTROLS – POLICY – Easements for Sewerage, Water and Stormwater Pipelines

All Managers will support this policy and ensure it is implemented when applicable to their area and works undertaken.

Adopted Date:

Status: Draft

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Policy: WATER SUPPLY DEVELOPMENT & BUILDING CONTROLS – POLICY – Easements for Sewerage, Water and Stormwater Pipelines

Particular/relevant Manager

The Manager Water and Sewer will review, update and implement the policy. The Manager will also develop and maintain any procedures or processes required to manage the policy.

Particular/relevant staff

The relevant staff who are involve in development approvals will have primary responsibility to ensure the policy is implemented and guidelines are adhered to.

References and Related Legislation

- Local Government Act 1993
- Conveyancing Act 1919
- ~~This policy was adopted by Council on 28 June 2021 and replaces the policy of the same name dated 30 July 2018~~

Version History

Version No.	Date	CM Ref	Reason for Review
1	2021		<ul style="list-style-type: none"> • This policy was adopted by Council on 28 June 2021 and replaces the policy of the same name dated 30 July 2018
2	2024 Draft	CD-75/24	Timed review HINT: timed review, administrative changes only (position titles updated) End of term review
3	e.g. DRAFT		

Adopted Date:

Status: Draft

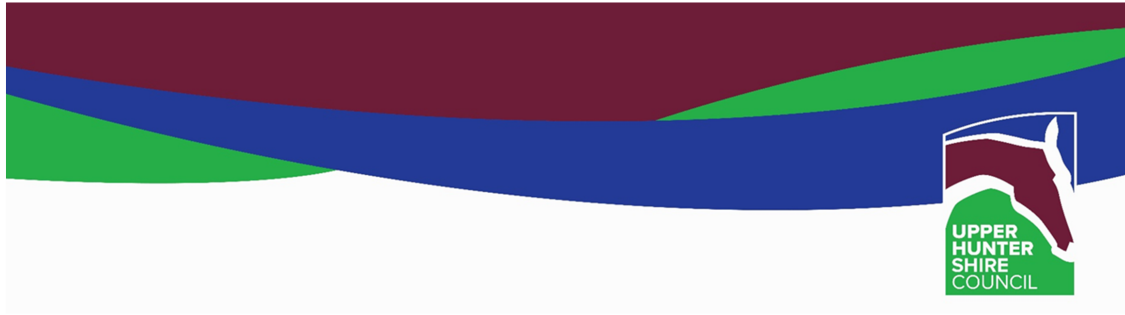
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Policy: WATER SUPPLY DEVELOPMENT & BUILDING CONTROLS – POLICY – Easements for Sewerage, Water and Stormwater Pipelinesassets

Adopted Date:

Status: Draft

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POLICY

WATER SUPPLY – ~~POLICY~~ Rural Property Connections to Rising and Trunk Mains

Date adopted by Council	
Minute number	
Endorsed by	Senior Management Group on 16 October 2024
CM Ref	CD-44/24
Due for review	4 years from adoption date
Related documents	Asset Management Plans DEVELOPMENT & BUILDING CONTROLS – POLICY – Building near water, sewer and stormwater services
Responsible officer	Manager Water and Sewer
Department/Section	Infrastructure Services / Water and Sewer
Category	Water Supply
Community Strategic Plan goal	<p>Goal 6 Increase, enhance and maintain civil infrastructure, community assets and open spaces to meet the needs of current and future generations.</p> <p>CS26 Provide safe and reliable water and sewerage services to meet the demands of current and future generations.</p>

Adopted Date:

page 1 of 6

Policy: WATER SUPPLY – POLICY-- Rural Property Connections to Rising and Trunk Mains



Policy Statement

Council is committed to providing affordable access to reliable non-potable water supplies to residences and businesses not in outside the water reticulation area as many people as practicable on a case-by-case basis - within the Upper Hunter Shire.

Objective

The objective of this policy is to:

1. Provide clear direction to which properties are able, or not able, to connect to water supply rising and trunk mains within the Upper Hunter Shire Council.
2. Provide appropriate controls and conditions for water connections to protect the inform the users of the intended-likely water quality and supply performances.
3. Establish appropriate and consistent fees and charges for water connections to rising or trunk mains.

Scope

This policy applies to technical/professional staff involved in planning, development, property and land matters where connections of rural properties to bulk water supply mains infrastructure is applicable.

Definitions

Rural property	Property that is location outside of existing town water supply areas.
Reticulation	The network of pipes and water storages that supplies town water.
Bulk Water Supply	The infrastructure used to transfer water from the source (e.g. dam or river) to a water treatment site, storage or reticulated network.
Raw Water	<u>Water that has been extracted from a source and delivered to rural customers without any sanitisation treatment or insufficient chlorine contact time. This relates to the water supplied by trunk mains between Glenbawn Dam and Gundy Road, and the Toger Reservoir to Aberdeen Hunter River Pump Station</u>
Rising Main	A water main that is used to transfer a pumped water supply, typically part of bulk water supply infrastructure.
Trunk Main	<u>A large water main that is used to transfer water under gravity – i.e. from a water storage to a reticulated network.</u>
Rural Water	<u>Water that has been treated to achieve initial sanitation, however, it BUT may be re-contaminated or does not contain sufficient chlorine to categorise it as potable water under the Australian Drinking Water Guidelines. This relates to the water supplied by trunk mains between Scone Reservoirs and Murrurundi as well as the Scone to Toger Reservoir. Aberdeen Hunter River Pump Station</u>
Trunk Main	<u>A large water main that is used to transfer water under gravity – i.e. from a water storage to a reticulated network.</u>

Adopted Date:

Status: Draft

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Policy Details

~~1.~~ This policy is only applicable to properties that are located adjacent to a Council trunk water main or rising main, or properties that have a Council trunk water main or rising main running through them. A residence is not considered adjacent if it is located on the opposite side of the road to the water main. This policy does not apply to properties within an identified reticulation zone or adjacent to a water main that forms part of a water reticulation network. For the purposes of this policy, any property located outside of a reticulation zone will be referred to as a 'Rural Property' including the townships of Blandford, Wingen and Parkville.

NOTE : This policy does not apply to properties within an identified reticulation zone or adjacent to a water main that forms part of a water reticulation network

~~1.~~ All Rural Property connections to a Council operated water supply shall be subject to the acceptance of thea Rural Water Service Agreement, signed by the owner, on application to the Council, and at each renewal application.

~~2.~~

~~3-2.~~ All Rural Water Service Agreements for connection to a rising or trunk main will expire ~~seventhree (73)~~ seven (7) years from the date of acceptance of the agreement. Upon expiration, renewal of the Rural Water Service Agreement will be required to be undertaken by application if the consumer wishes to continue with water supply. This renewal process will not have a fee.

~~4-3.~~ Rural Water Service Agreements may include restrictions regarding intended water use; for example using the water to fill a dam or undertake commercial irrigation activities would not be permissible.

~~5-4.~~ Council reserve the right to cease water supply to a Rural Property immediately if the property is determined by Council to be in breach of any of the conditions of the Agreement, or the connection is otherwise determined to be an unacceptable risk to the security of the water supply.

~~6-5.~~ Rural Properties able to connect to rising or trunk mains will not ordinarily be water rated under Section 124, Local Government Act (NSW) 1993. However, initial connection will require payment of 50% of the applicable Headworks Charge and properties will be water rated during the period of connection. Requests to disconnect water supply to an existing property from a rising or trunk main will mean the property will no longer attract an annual water rating following disconnection.

~~7-6.~~ The cost of providing a new water connection to a Rural Property will also incur a private works charge and 20mm water meter connection fee, similar to any other domestic water connection.

~~8-7.~~ Disconnection from the water supply will incur a disconnection fee whether disconnection has occurred at the request of the property owner, or due to a breach of the conditions of the Water Service Agreement.

~~9-8.~~ In the event of a property having been disconnected, any subsequent reconnection applications will result in the property being required to pay all appropriate fees applicable at the time to facilitate water connection. In the event of

Policy: WATER SUPPLY – POLICY-- Rural Property Connections to Rising and Trunk Mains 

the reconnection request occurring after two (2) years of disconnection, 50% of the applicable Headworks Charge at the time shall be payable in addition to connection fees and charges.

~~10.9.~~ All water connections shall be metered with the meter located within the first 1m of the property along the road frontage that contains the water main, or within 1m of the location of the water main within the property. Water connections will only occur if a property is adjacent to the location of the water main or the water main runs through the property itself. No water service will be allowed by gaining access through another property to the main, nor by running a service under TfNSW managed roads or rail corridors.

~~11.10.~~ Only one metered connection per property will be allowed. Individual Rural Water Service Agreements will be required for each water connection.

~~12.11.~~ The water meter shall be protected by the property owner (e.g. from activities such as cattle grazing, crop production or freezing), but shall always remain readily accessible for the purpose of meter reading by Council Officers and agents. Specific protection requirements will be noted within the Rural Water Service Agreement.

~~13.12.~~ On-site storage with a minimum capacity of 5,000 litres must be provided by the property owner. Council cannot guarantee continuous supply of water with trunk or rising mains. The pipeline will not be pumping continuously or may be out of service for maintenance. Therefore, a storage tank is required.

~~14.13.~~ Council cannot guarantee that there will be sufficient pressure to supply water to an elevated storage tank, it is the responsibility of the property owner to place the storage tank in a suitable location.

~~The water supplied by trunk mains between Glenbawn Dam and Gundy Road, and the Togar Reservoir to Aberdeen Hunter River Pump Station is Raw Water and has limited treatment and hence it will not meet the quality requirements of the Australian Drinking Water Guidelines, particularly regarding chlorine. For this reason, Council does not guarantee that the Raw Water provided to Rural Properties is safe for human consumption without suitable onsite treatment prior to drinking.~~

~~14. The water supplied by trunk mains between Scone Reservoirs and Murrurundi, Scone to Togar Reservoir is Rural Water. This water has had initial sanitisation treatment but due to possible recontamination in the system it may not meet the quality requirements of the Australian Drinking Water Guidelines, particularly regards to chlorine residual. For this reason, Council does not guarantee that the Raw and rural Water provided to Rural Properties is safe for human consumption without suitable onsite treatment prior to drinking.~~

~~15. The water supplied by trunk or rising mains may not meet the quality requirements of the Australian Drinking Water Guidelines, particularly regards to chlorine residual. For this reason, Council cannot guarantee that the water provided to Rural Properties is safe for human consumption without suitable onsite treatment prior to drinking.~~

~~The connection between the metering point and the storage tank is the responsibility of the property owner, as is the maintenance of this service line. A minimum air gap of 100mm must be maintained between the tank filling inlet and tank overflow. There shall~~

Policy: WATER SUPPLY – POLICY-- Rural Property Connections to Rising and Trunk Mains 

be no other supply points connected to the service line (such as taps, water troughs, etc.) prior to the storage tank. Discovery of such supply points may result in immediate disconnection of the service from the water supply.

15.

~~16.~~ It is to be noted that parts of the water mains network cannot be connected to due to high operating pressure and these include the connection of Rural Properties between Wingen Reservoir and Warlands reservoir. Council's Water & Sewer team will make that determination during the application process.

~~17.~~ 16. Parts of the network may have very low pressures, especially during non-pumping times (most of the day). These areas include Scone Reservoir to Wingen, Togar Reservoir to Aberdeen Pump station. The pressure may be as low as 6m head. Council will not be able to support with any alternative solution to the resident in this regard.

~~18.~~ 17. If required, Where Council has may installed a pressure-reducing valve or flow control device on Council's side of the meter. Maintenance and replacement of this device will be the responsibility of the Council. In any agreed instances where these devices are required, initial installation costs will be payable by the property owner. Should it be determined that these devices are required subsequent to the initial connection, installation will still be payable by the property owner.

~~19.~~ Water supply will only be available for domestic purposes and/or the watering of livestock. No water will shall be used for irrigation purposes.

~~20.~~ Council accepts no responsibility for providing adequate firefighting water supply. It is the responsibility of the property owner to ensure they are meeting all relevant guidelines and/or requirements for fire protection/compliance. The Council water supply may be used to keep any reserve storages for emergency use full, but cannot be relied upon during emergencies.

Responsibilities

Councillors

Councillors will review and adopt the policy

Senior Management Group

The Senior Management Group will support this policy and ensure their relevant areas are implementing it consistently.

All Managers

All Managers will support this policy and ensure it is implemented when applicable to their area.

Adopted Date:

Status: Draft

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Policy: WATER SUPPLY – POLICY-- Rural Property Connections to Rising and Trunk Mains



All Coordinators and Supervisors

All Coordinators and Supervisors will support this policy and ensure it is implemented when applicable to their area.

All Staff

Relevant Council officers will have responsibility to ensure the policy is implemented and all procedures are adhered to.

References and Related Legislation

- [Private works orders](#)
- [Local Government Act 1993](#)
- Australian and New Zealand Standards 3500
- Australian Drinking Water Guidelines
- The UHSC Engineering subdivision guidelines

Version History

Version No.	Date	CM Ref #	Reason for Review
1	23/11/2009	INT-5652/15	
2	29/02/2016	INT-5129/16	
3	26/06/2017	CD-111/21	
4	05/08/2019	CD-115/21	
5	30/08/2021	CD-134/21	Timed review
6	Draft	CD-44/24	

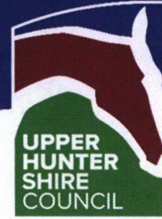
Adopted Date:

Status: Draft

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RISK MANAGEMENT – POLICY – *Selection, Planting, Placement and Maintenance of Trees*



Policy

Council will comply with the Best Practice Manual –‘Trees and Tree Roots’ issued by Statewide Mutual, and establish a simple, systematic and readily usable system for the inspection, evaluation and maintenance of trees which are under the care and control of Council.

Objective

The policy has been prepared to ensure that Council has clear and concise directions on the inspection and maintenance of trees to minimise public liability exposure emanating from the provision of services to the community. Council has prepared a set of procedures based on current best practice to assist with this.

Procedures/Practice

1. **Inspection**
Council will conduct inspections of all of its trees in accordance with the ‘Trees and Tree Roots Procedures’. This inspection program is the responsibility of the Director Infrastructure Services.
2. **Assessment**
Council will assess the findings of the inspection program by using the analysis tools set out in the ‘Trees and Tree Roots Procedures’. This assessment is the responsibility of the Director Infrastructure Services.
3. **Controls**
Council will endeavour, at all times, to follow the order of risk as set out below:
 1. eliminate the risk
 2. reduce the risk
 3. accept the risk
 by using the techniques set out in the ‘Trees and Tree Roots Procedures’. Implementation of controls is the responsibility of the Director Infrastructure Services.
4. **Monitoring**
Council will monitor the results of the program by using the procedures set out in the ‘Trees and Tree Roots’ Document. Adoption of this monitoring program will be the responsibility of the Director Infrastructure Services.
5. **Allocated Resources**
Council will allocate sufficient human and financial resources to conduct annual inspections, assess conditions and implement appropriate controls for the implementation of the policy and procedures.

References

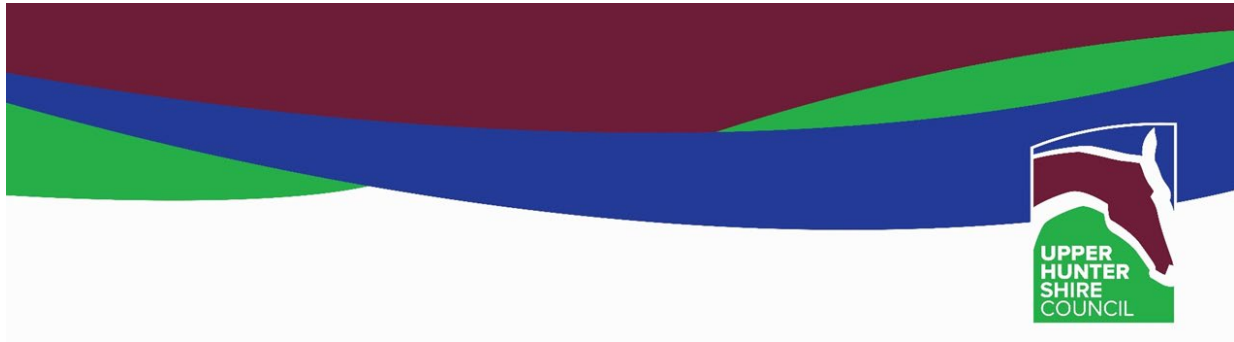
This policy was adopted by Council at its meeting on 30 January 2017. It replaces the Policy of the same title adopted by Council at its meeting on 29 January 2013.

Review Date

December 2020, by the Director Infrastructure Services

Authorised by: 
Waid Crockett, General Manager

3/3/17
Date



POLICY - OPERATIONAL

Selection, Planting, Placement and Maintenance of Trees

Date approved by Senior Management Group	22 August 2024 (pending Council approval to convert to an Operational Policy)
Minute No.	SMG.08.4.1
Endorsed by	Senior Management Group on 22 August 2024
CM Ref	CD-10/24
Due for review	4 years from adoption date
Related documents	<ul style="list-style-type: none"> Policy – Town and Village Tree Preservation and Management Policy – Maintenance of Nature Strips Operational Policy – Weed Control – Pesticide Use Notification
Responsible officer	Executive Manager Works Delivery
Department/Section	Infrastructure Services
Category	Parks & Reserves
Community Strategic Plan goal	<p>Goal 6 Increase, enhance and maintain civil infrastructure, Community assets and open spaces to meet the needs of current and future generations.</p> <p>CS25 Provide inviting public spaces that are clean, green, properly maintained, well designed, encourage active participation, family friendly and accessible to all.</p>

Policy – Operational: Selection, Planting, Placement and Maintenance of Trees



Policy Statement

This policy establishes a straightforward procedure for selecting, planting, inspecting, evaluating, and maintaining trees under Council's care, ensuring compliance with the guidelines specified in Best Practice Manual – 'Trees and Tree Roots' by Statewide Mutual.

Objective

The policy has been prepared to ensure that Council is taking appropriate measures on the selection, planting, inspection and maintenance of trees to minimise public liability exposure emanating from the provision of services to the community

Scope

This policy applies to all areas under the care and control of the Upper Hunter Shire Council, including streets, parks, and other public spaces.

Procedure

New Tree Selection Process

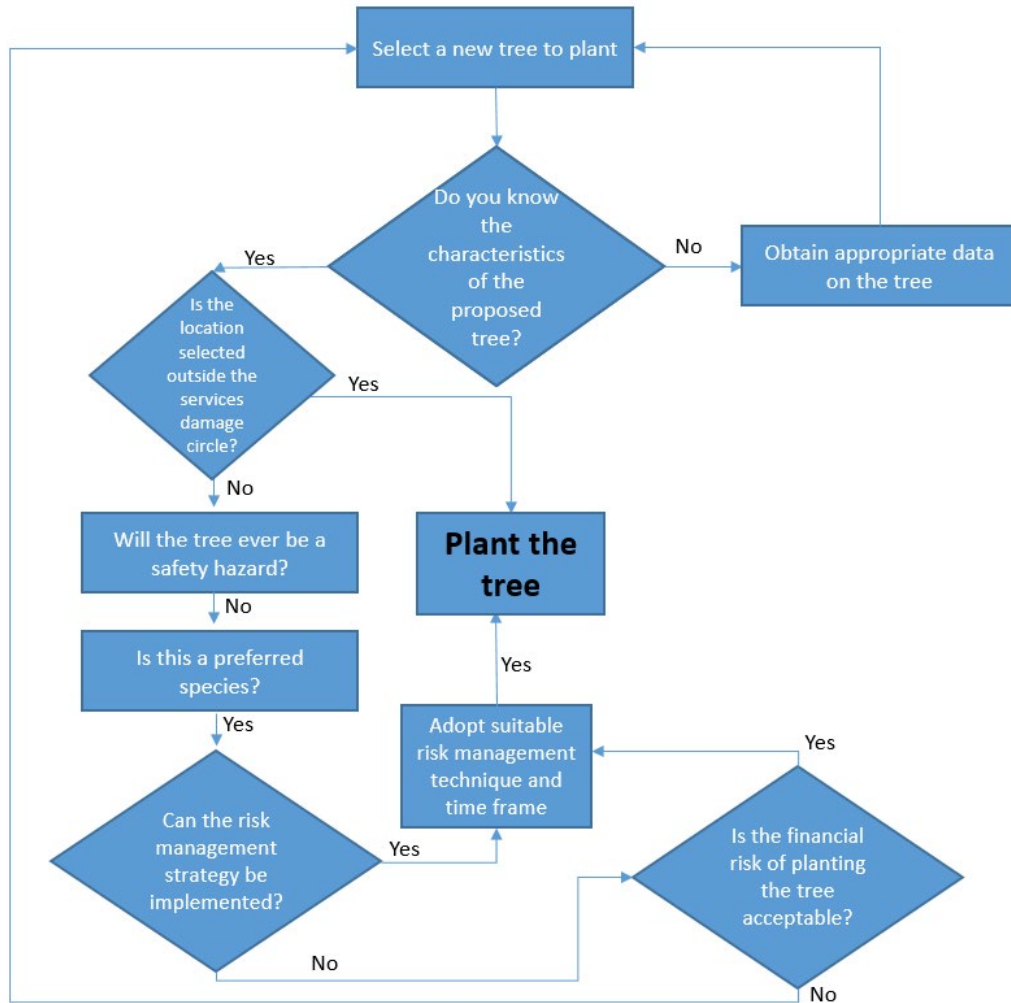
Most tree related problems are caused by inadequate tree selection and placement. The wrong tree in the wrong place can cause major problems including:

- Roots blocking and cracking sewer and water pipes,
- Damage to building foundations,
- Poor traffic visibility,
- Pedestrian access problems,
- Stoppages to power supply.

A flowchart has been developed to assist in the proper selection and assessment of new trees being planted in areas under the care and control of Council.

The tree selection will be based on preferred species list from Environmental Protection Authority (EPA) and Upper Hunter Weeds Authority (UHWA) guidelines and the process flowchart is illustrated below:

Policy – Operational: Selection, Planting, Placement and Maintenance of Trees



Adopted Date:

Status: Draft

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Policy – Operational: Selection, Planting, Placement and Maintenance of Trees

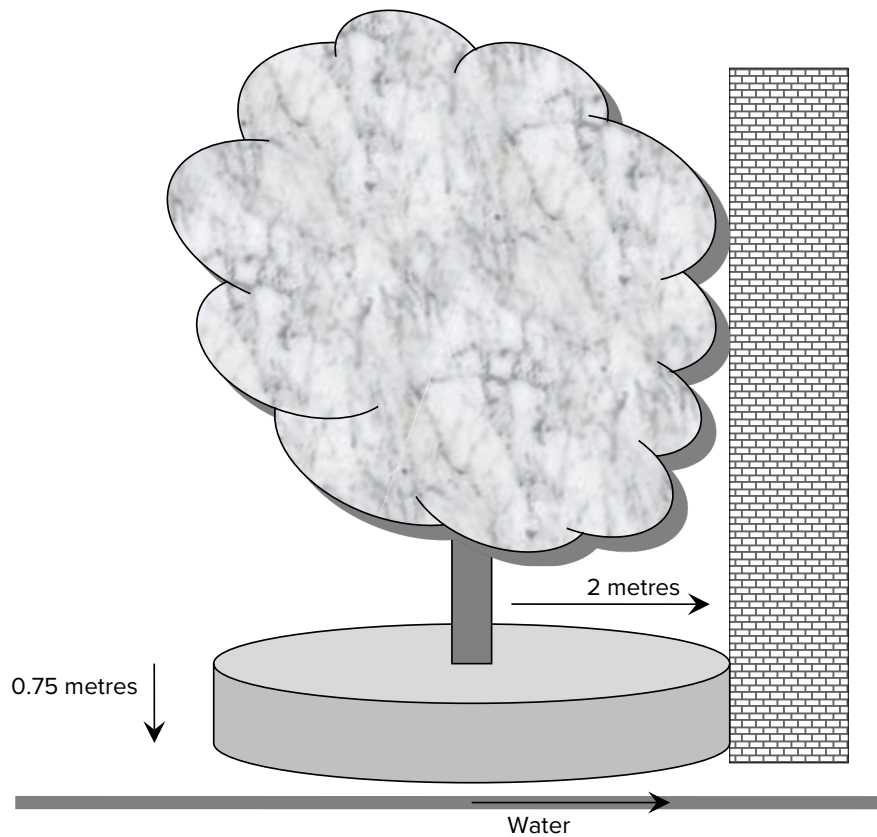


Service Buffer Zones

To ensure that new tree plantings do not adversely impact on overhead and underground services, footpaths and roadways and adjacent private properties, three buffer control circles will be implemented.

Major, moderate and minor damage impact zones are illustrated in Figures 1, 2 and 3.

FIGURE 1: RED ZONE – MAJOR IMPACT

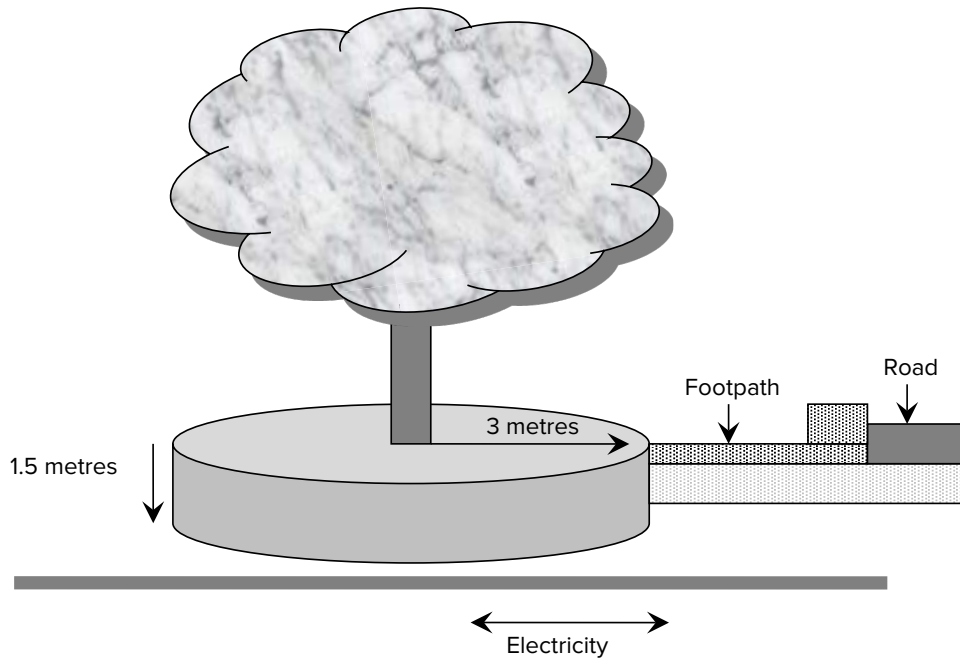


Council will not recommend planting of trees where objects encroach into the buffer zone. The potential for severe damage is high and may occur to water pipes, sewerage pipes, gas lines, structures and many other facilities.

Policy – Operational: Selection, Planting, Placement and Maintenance of Trees



FIGURE 2: YELLOW ZONE – MODERATE IMPACT



Trees planted within this buffer zone may cause moderate damage to water pipes, sewerage pipes, gas pipes, telecommunication services, footpaths, roads and structures.

It is acceptable to plant selected trees in this area, once Council has reviewed the characteristics of the tree and appropriate mitigation measures have been installed. Council must be convinced that damage will be minimal.

Adopted Date:

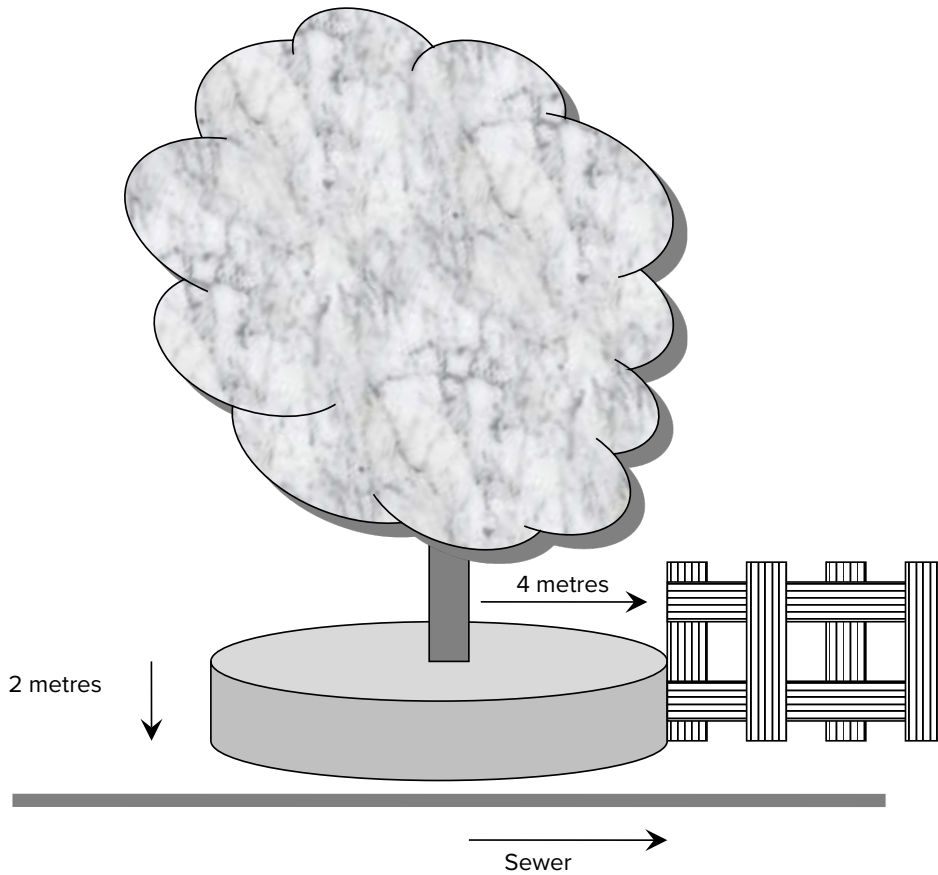
Status: Draft

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Policy – Operational: Selection, Planting, Placement and Maintenance of Trees



FIGURE 3: GREEN ZONE – MINOR IMPACT



Trees planted within this buffer zone are unlikely to cause serious damage to services.

It is acceptable to plant most trees in this area as they are less likely to cause damage. Council should endeavour to select the most appropriate trees for this area

Risk Management Techniques for New Tree Planting

It is important to identify the areas of concern and target particular hazardous trees or tree species. Table 1 provides a list of possible risk management control strategies that can be implemented.

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Policy – Operational: Selection, Planting, Placement and Maintenance of Trees



TABLE 1: RISK MANAGEMENT CONTROL STRATEGIES FOR NEW TREES

Control Strategy	Description
Root barriers	Installation of root barriers to appropriate depths at the time of planting will encourage deep rooting of trees away from services, pavements and other structures.
Soil composition	Compaction of the soil when back filling trenches or around utility easements and house footings will direct tree roots away from these areas. By achieving and maintaining compaction to 95%, root growth can be inhibited through the deprivation of oxygen.
Pseudo street trees	Residents could be encouraged to plant trees within their boundaries in preference to street tree planting. This will allow larger species to be used, and reduce pressure on pavements and services.
Design of new roads and pathways	The design of new roads and footpaths should be undertaken with consideration for tree planting on the nature strip to ensure appropriate allocation of space.
Provision of aeration	Where there is to be continuous paving around a tree, the installation of an aeration and irrigation system should be considered.
Pavement openings	Pavement openings at the base of a tree should be as large as possible to reduce the impact of future buttressing roots on pavements. Position of the tree should be a good distance (eg. 1m) from the kerb line to prevent future cracking.

Policy – Operational: Selection, Planting, Placement and Maintenance of Trees



Existing trees maintenance process

Council is following the Transport for NSW Environmental Assessment for Routine and Minor Works in assessing proposed trees to be removed based on infrastructure maintenance and construction. In accordance with the Environmental Planning and Assessment Act 1979 (EP&A Act), it is necessary to consider the appropriate level of environmental assessment for the following works. This is due to the proposed work not being included in the activity checklist (EIA-P05-G02-T01).

Tree inspections will be performed by trained members of Council’s Parks and Facilities Team, proficient in identifying tree-related risks and defects. The need for inspection will arise from scheduled inspection programs or CRMs received. If required, arborist services will be utilised for complex assessments. A 2-step memo process will be followed for removal of trees where the senior management group approves the memo and notifies Councillors on why and when a tree is being removed. This will initiate a “Tree Risk Assessment” process and checks will be undertaken in “NSW Aboriginal Heritage Information Management System” to identify any cultural sensitivity issues in the location of tree removal. Table 2 provides some of the risk management strategies for identified tree hazards.

TABLE 2: RISK MANAGEMENT STRATEGIES FOR EXISTING TREES

Strategy	Description
Monitor trip points	Where no other practical method can be employed to prevent occurring, a trip point inspection can be instigated as required and pavement repaired / replaced as necessary.
Flexible pathways	Use of flexible material such as bitumen or paving for footpaths around trees will reduce the occurrence of trip points and is cheaper and easier than concrete to maintain or replace when necessary.
Re-direct pathways	Where space allows, pathways should be re-directed away from trees/tree roots. It may also be beneficial to reduce the newly directed pathway width.
Bridging footpaths	Self-supporting construction methods, such as pier and beam could be used to raise pathways above the roots, allowing for root expansion without damaging the pavement.
Root pruning	Non-structural roots could be pruned on a regular basis under the guidance of a qualified arborist. This practice could be combined with root barriers where appropriate.
Root barriers	Where future problems are perceived, barriers could be installed to deflect the roots away from pavement or services.
Tunnelling for services	Tunnelling rather than trenching for underground services will greatly reduce injury to tree roots. If located deeply, root contact with the pipeline may be minimised as the roots of most trees are located within the top 1 metre of soil (based on a soil with medium texture).
PVC piping	Replacement of porous piping and rubber rings mains with PVC or polyurethane mainlines to prevent tree root entry.
Preventative	Trees in public areas should be inspected on a regular basis and

Policy – Operational: Selection, Planting, Placement and Maintenance of Trees



Strategy	Description
maintenance	maintenance, such as dead wooding and pruning carried out as necessary. NB: all pruning should be in accordance with AS 4373-1996.
Raising pathways	Where appropriate, pathways could be raised to reduce direct root pressure on the pavement. Care must be taken not to build up soil against the trunk of the tree. Aeration piping, in conjunction with geotextile fabric and gravel, should be installed between root zone and new pavement to aid with air exchange. Care should be taken to shape the new surface to drain water away from the trunk of the tree.
Diverting services	Services could be diverted along roadways, rather than in the nature strip, where a valuable strand of trees is present. To make this option more attractive to service providers, Council may wish to consider waiving road opening fees.
Diverting kerb/gutter	Where possible, kerb/gutter could be diverted around tree roots or further way from the trunk, creating an island around the tree.
Enlarging root zone	Where space allows, a designated area above the root zone of the tree should be enlarged/created to accommodate surface roots. Rather than turf, this area could be formed into a garden bed, mulched or covered with an iron tree grate.
Removal	In some situations it may be preferable to remove the offending tree and replace with a more suitable species or in an alternative location.

Further, the following site specific safeguards will be implemented as required:

General
<p>G1. If the scope of the works changes at any time, review under the Roads and Maritime Services Environmental assessment procedure for routine and minor works (EIA-PO5-1) to determine any new measures to take.</p> <p>G2. An environmental management plan is prepared and implemented prior to the commencement of works.</p> <p>G3. No new access tracks to be created for the works.</p> <p>G4. Parking of vehicles and storage of plant/equipment is to occur on existing paved areas. Where this is not possible, vehicles and plant/equipment are to be kept away from environmentally sensitive areas and outside the dripline of trees.</p> <p>G5. Any access to waterways using barges/boats or similar is to be via an existing boat ramp with no disturbance to the bank or surrounding vegetation.</p>
Erosion & sedimentation
<p>E1. Erosion and sediment control measures are to be implemented and maintained to:</p> <ul style="list-style-type: none"> Prevent sediment moving off-site and sediment laden water entering any water course, drainage lines, or drain inlets. Reduce water velocity and capture sediment on site.

Policy – Operational: Selection, Planting, Placement and Maintenance of Trees



<ul style="list-style-type: none"> • Minimise the amount of material transported from site to surrounding pavement surfaces. • Divert clean water around the site. (in accordance with the Landcom/Department of Housing Managing Urban Stormwater, Soils and Construction Guidelines (the Blue Book)). <p>E2. Erosion and sedimentation controls are to be checked and maintained on a regular basis (including clearing of sediment from behind barriers) and records kept and provided on request.</p> <p>E3. Erosion and sediment control measures are not to be removed until the works are complete and areas are stabilised.</p> <p>E4. Work areas are to be stabilised progressively during the works.</p> <p>E5. A progressive erosion and sediment control plan is to be prepared for the works.</p> <p>E6. The maintenance of established stockpile sites during is to be in accordance with the RTA Stockpile Site Management Procedures. 2001.</p>
Water quality
<p>W1. There is to be no release of dirty water into drainage lines and/or waterways.</p> <p>W2. Visual monitoring of local water quality (ie. turbidity, hydrocarbon spills/slicks) is to be undertaken on a regular basis to identify any potential spills or deficient erosion and sediment controls.</p> <p>W3. Water quality control measures are to be used to prevent any materials (eg. concrete, grout, sediment etc) entering drain inlets or waterways.</p> <p>W4. Measures to control pollutants from stormwater and spills would be investigated and incorporated in the pavement drainage system at locations where it discharges to the receiving drainage lines. Measures aimed at reducing flow rates during rain events and potential scour would also be incorporated in the design of the pavement drainage system.</p> <p>W5. Potable water is used for wash down.</p> <p>W6. Excess debris from cleaning and washing is removed using hand tools.</p> <p>W7. Containment material is used to capture / filter water used in wash down.</p>
Potential or actual acid sulphate soils
<p>X1. Potential or actual acid sulphate soils are to be managed in accordance with the RTA's Guidance for the Management of Acid Sulphate Materials 2005.</p>
Air quality
<p>A1. Measures (including watering or covering exposed areas) are to be used to minimise or prevent air pollution and dust.</p> <p>A2. Works (including the spraying of paint and other materials) are not to be carried out during strong winds or in weather conditions where high levels of dust or air borne particulates are likely.</p> <p>A3. Vegetation or other materials are not to be burnt on site.</p> <p>A4. Vehicles transporting waste or other materials that may produce odours or dust are to be covered during transportation.</p>

Policy – Operational: Selection, Planting, Placement and Maintenance of Trees



A5. Stockpiles or areas that may generate dust are to be managed to suppress dust emissions in accordance with the RTA's Stockpile Site Management Guideline (2011).
Noise and vibration
N1. Works to be carried out during normal work hours (i.e. 7am to 6pm Monday to Friday; 8am to 1pm Saturdays). Any work that is performed outside normal work hours or on Sundays or public holidays is to minimise noise impacts.
N2. Noise impacts are to be minimised in accordance with Practice Note 7 in the RTA's Environmental Noise Management Manual and RTA's Environmental fact sheet No. 2- Noise management and Night Works.
N3. Measures, including allowing adequate distance that rollers can come to adjacent buildings and/or using non vibrating rollers, are to be used to minimise or prevent vibration impacts.
Biodiversity
F1. There is to be no disturbance or damage to Threatened species or Critical Habitat.
F2. Works are not to harm Threatened fauna (including where they inhabit bridges or other structures eg timber fence posts).
F3. If unexpected threatened fauna or flora species are discovered, stop works immediately and follow the RTA Unexpected Threatened Species Find Procedure in the RTA Biodiversity Guidelines 2011 – Guide 1 (Pre-clearing process)'.
F4. Vegetation that has been protected or planted as part of offset works provided as part of an approved project (eg in association with fauna crossings) is not to be removed.
F5. All pathogens (eg Chytid, Myrtle Rust and Phytophthora) are to be managed in accordance with the RTA Biodiversity Guidelines - Guide 7 (Pathogen Management) and DECC Statement of Intent 1: Infection of native plants by Phytophthora cinnamomi (for Phytophthora).
F6. Declared noxious weeds are to be managed according to requirements under the Noxious Weeds Act 1993. and Guide 6 (Weed Management) of the RTA Biodiversity Guidelines 2011.
F7. Fauna handling must be carried out in accordance with the requirements the RTA Biodiversity Guidelines - Guide 9 (Fauna Handling).
F8. Works are not to create an ongoing barrier to the movement of wildlife.
Traffic
T1. Where possible, current traffic movements and property accesses are to be maintained during the works. Any disturbance is to be minimised to prevent unnecessary traffic delays.
Non-Aboriginal heritage
H1. Works to be carried out in accordance with the approved Conservation Management Plan for the heritage item (where available).

Policy – Operational: Selection, Planting, Placement and Maintenance of Trees



<p>H2.If unexpected archaeological remains are uncovered during the works, all works must cease in the vicinity of the material/find and the steps in the RTA Standard Management Procedure: Unexpected Archaeological Finds must be followed. Roads and Maritime Services Senior Regional Environmental Officer must be contacted immediately.</p> <p>H3.If any items defined as relics under the NSW Heritage Act 1977 are uncovered during the works, all works must cease in the vicinity of the find and the Roads and Maritime Services Senior Regional Environmental Officer contacted immediately.</p> <p>H4.If an existing heritage item or item identified on the RTA’s s.170 register is on site or in the near vicinity of the works, the item is to be protected to prevent any damage or disturbance.</p> <p>H5.Any painting of a heritage item is to be in the same colour scheme as that of the existing colour scheme.</p>
<p>Aboriginal heritage</p>
<p>B1. If Aboriginal heritage items are uncovered during the works, all works in the vicinity of the find must cease and the RTA’s Aboriginal cultural heritage advisor and the senior regional environmental officer contacted immediately. Steps in the RTA Standard Management Procedure: Unexpected Archaeological Finds must be followed.</p>
<p>Waste management</p>
<p>M1. Lead paint materials are to be managed in accordance with the Australian Standard AS4361.1 ‘Guide to Lead Paint Management – Part 1 Industrial Applications 1995’.</p> <p>M2.Resource management hierarchy principles are to be followed:</p> <ul style="list-style-type: none"> • Avoid unnecessary resource consumption as a priority. • Avoidance is followed by resource recovery (including reuse of materials, reprocessing, recycling and energy recovery). • Disposal is undertaken as a last resort. <p>(in accordance with the Waste Avoidance & Resource Recovery Act 2001)</p> <p>M3.Bulk project waste (eg. fill) sent to a site not owned by the Roads and Maritime Services (excluding Office and Environment and Heritage licensed landfills) for land disposal is to have prior formal written approval from the landowner, in accordance with RTA Environmental Direction No. 20 – Legal Off-site disposal of Bulk RTA Project Wastes.</p> <p>M4.If coal tar asphalt is identified and is to be removed, it is to be disposed of to landfill in accordance with RTA Environmental Direction No.21 – Coal Tar Asphalt Handling and Disposal.</p> <p>M5.There is to be no disposal or re-use of construction waste on to other land.</p> <p>M6.Waste is not to be burnt on site.</p> <p>M7.Waste material, other than vegetation and tree mulch, is not to be left on site once the works have been completed.</p> <p>M8.Working areas are to be maintained, kept free of rubbish and cleaned up at the end of each working day.</p>

Policy – Operational: Selection, Planting, Placement and Maintenance of Trees



Visual amenity
<p>V1. The use of shotcrete is to be managed in accordance with RTA’s Shotcrete Design Guidelines 2005.</p> <p>V2. Landscaping is to be managed in accordance with RTA’s Landscape guideline, 2008.</p> <p>V3. Noise walls are to be managed in accordance with RTA’s Noise wall design guidelines, 2006.</p> <p>V4. Bridge works are to be managed in accordance with RTA’s Bridge aesthetics guidelines, 2003.</p> <p>V5. Works to be carried out in accordance with EIA-N04 Guidelines for visual impact assessment and landscape character assessment.</p>
Hazard and risk
<p>R1. All fuels, chemicals and liquids are to be stored in an impervious bunded area a minimum of 50 metres away from:</p> <ul style="list-style-type: none"> • Rivers, creeks or any areas of concentrated water flow. • Flooded or poorly drained areas. • Slopes above 10%. <p>R2. Refuelling of plant and equipment is to occur in impervious bunded areas located a minimum of 50 metres from drainage lines or waterways.</p> <p>R3. Refuelling of plant and equipment on barges is to occur within a double-bunded area.</p> <p>R4. Cleaning of spray bars (or equivalent equipment) is to occur in suitable areas (e.g. not table drains) and not cause water pollution.</p> <p>R5. Vehicle wash down and/or cement truck washout is to occur in a designated bunded area.</p> <p>R6. An emergency spill kit is to be kept on site at all times. All staff are to be made aware of the location of the spill kit and trained in its use.</p> <p>R7. If an incident (eg spill) occurs, the RTA’s Environmental Incident Classification and Management Procedure is to be followed and the Roads and Maritime Services Contract Manager notified as soon as practicable.</p>
Community consultation
<p>C1. Community consultation is to be undertaken in accordance with the RTA’s Community Involvement Practice Notes and Resource Manual.</p> <p>C2. Complaints received are to be recorded and attended to promptly in accordance with the RTA’s Community Involvement Practice Notes and Resource Manual.</p> <p>C3. Existing access for nearby and adjoining properties is to be maintained at all times during the works unless otherwise agreed to by the affected property owner.</p>

Monitoring

The effectiveness of the inspection, assessment and control mechanisms outlined in this procedure will be assessed by the Executive Manager Works Delivery and approved by the Director Infrastructure Services as required.

Policy – Operational: Selection, Planting, Placement and Maintenance of Trees



Responsibilities

Senior Management Group

The Senior Management Group will support this operational policy and ensure their relevant areas are implementing it consistently.

All Managers

All Managers will ensure it is implemented when applicable to their area and works undertaken.

All Coordinators and Supervisors

All Coordinators and Supervisors will support this policy and ensure it is implemented when applicable to their area and works undertaken.

All Staff

The relevant officers will have reasonability to ensure the policy is implemented and all procedures are adhered to.

References and Related Legislation

- Local Government Act 1993
- Environmental Planning and Assessment Act 1979
- Transport for NSW Environmental Assessment for Routine and Minor Works
- Best Practice Manual – ‘Trees and Tree Roots’ by Statewide Mutual

Version History

Version No.	Date	CM Reference	Reason for Review
1	28/04/2008	INT-21683/08	Risk Management – Procedures – Selection, Planting, Placement and Maintenance of Trees
2	29/01/2013	29/01/2013	
3	30/01/2017	INT-454/17 aka CD-101/21	
4	Draft	CD-10/24	Adopted by SMG 26 August 2024. Convert to Operational Policy (pending Council approval at it's meeting on 28 October 2024)

Adopted Date:

Status: Draft

page 14 of 14

Infrastructure Services

INFRASTRUCTURE REPORTS

I.10.1 **SCONE PARK GRANDSTAND UPGRADE PROPOSAL**

RESPONSIBLE OFFICER: Rag Upadhyaya - Director Infrastructure Services

REPORT PREPARED BY: Anna Brennan - Infrastructure Support Officer

PURPOSE

The purpose of this report is to seek Council's endorsement to issue a landowner's consent to the Scone Rugby League Club for the Scone Park grandstand upgrade project.

RECOMMENDATION

That Council endorse the proposed Scone Park Grandstand Upgrade project.

BACKGROUND

This is the first report to Council on this matter.

REPORT/PROPOSAL

The Scone Park Grandstand Upgrade project proposal was presented in the Council briefing on 24 June 2024 by David Casson, president of the Scone Rugby League Club. This briefing provided an overview of the project's objectives and design concepts. The concept design provided in Attachment 1.

The proposed design includes the construction of a new grandstand, a function room, change rooms, and a canteen. It was proposed during the briefing that this project has been developed to meet the requirements of our local sporting groups and the broader community. The project is expected to be designed and constructed when grant funding becomes available.

A meeting with other user groups of Scone Park was conducted on the 14 August 2024 where the following items were requested to be considered in the detailed design:

- **Stormwater Management:** Implementing runoff control, rainwater harvesting, and permeable surfaces.
- **Waste Management:** Focusing on trade waste management and sustainable disposal practices.
- **Building Footprint:** Assessing the land use impacts, including changes to open spaces and sports fields due to expansion.
- **Visual Impact:** Ensuring architectural design enhances the park's visual appeal.
- **Road Safety:** Evaluating speed limits and traffic flow due to proximity to roadways.
- **Parking:** Plan for increased parking demand in the detailed design phase.
- **Road Infrastructure:** Assessing current road widths to accommodate expected traffic, including oversize and emergency vehicles during events.
- **Safety Barriers:** Considering fencing or bollards for safety and protection of pedestrians.
- **Grandstand Access:** Ensuring easy and accessible access to the grandstand for all users, including those with disabilities.
- **Lighting Compliance:** Address lighting design and installation for pedestrians and vehicles.

A copy of the support letters received from Scone Hardcourt Tennis Association (SHTA) and Scone Basketball usergroups are provided in Attachments 2 and 3.

Infrastructure Services

Since the land is owned and operated by Council, Scone Rugby League Club is seeking landowner's consent letter from Council. This will allow them to commence the lodgment of Development Application (DA) and apply for grant funding.

OPTIONS

1. Do nothing.
2. Endorse General Manager to provide landowner's consent for the proposed Scone Park Grandstand Upgrade project.
3. Reject the concept design and do not provide landowner's consent.

CONSULTATION

- Scone Rugby League Club
- Scone Hardcourt Tennis Association
- Scone Basketball Club
- Upper Hunter Shire Council

STRATEGIC LINKS

a. Community Strategic Plan 2032

This report links to the Community Strategic Plan 2032 as follows:

Connected Community

Developing and deepening connections of people to each other and their community.

- 1.3 Increase promotion of healthy lifestyle.
- 1.5 Advocate for, support and provide services and facilities for the community.

Thriving Economy

Strengthening our vibrant industries and economy while seizing emerging opportunities.

- 3.6 Facilitate and support increased and innovative tourism and marketing opportunities.

Quality Infrastructure

Maintaining and developing our infrastructure network to meet the ongoing needs of our population.

- 4.2 Provide inviting public spaces that are clean, green, properly maintained, well designed, encourage active participation, family friendly and accessible to all.

b. Delivery Program

c. Other Plans

Nil

IMPLICATIONS

a. Policy and Procedural Implications

Nil

b. Financial Implications

Infrastructure Services

- There are no financial implications for providing landowner's consent. Scone Rugby League Club has requested Council to make a financial contribution towards the DA fees.
- The project is expected to be delivered when it is fully grant funded.

c. Legislative Implications

Nil

d. Risk Implications

Nil

e. Sustainability Implications

Nil

f. Other Implications

Nil

CONCLUSION

The Scone Park Grandstand Upgrade project has been developed in consultation with the Scone Rugby League Club, Upper Hunter Shire Council and other key stakeholders. The concept design meets Council's objectives and aligns with strategic goals outlined in the Community Strategic Plan 2032. Council can endorse the General Manager to provide landowner's consent so that Scone Rugby League Club can commence the DA process.

ATTACHMENTS

- [1](#) Scone RLFC Grandstand
- [2](#) Scone Hardcourt Tennis Feedback
- [3](#) Scone Basketball Feedback



Site Plan
1 : 200

GENERAL NOTES:

AREAS:

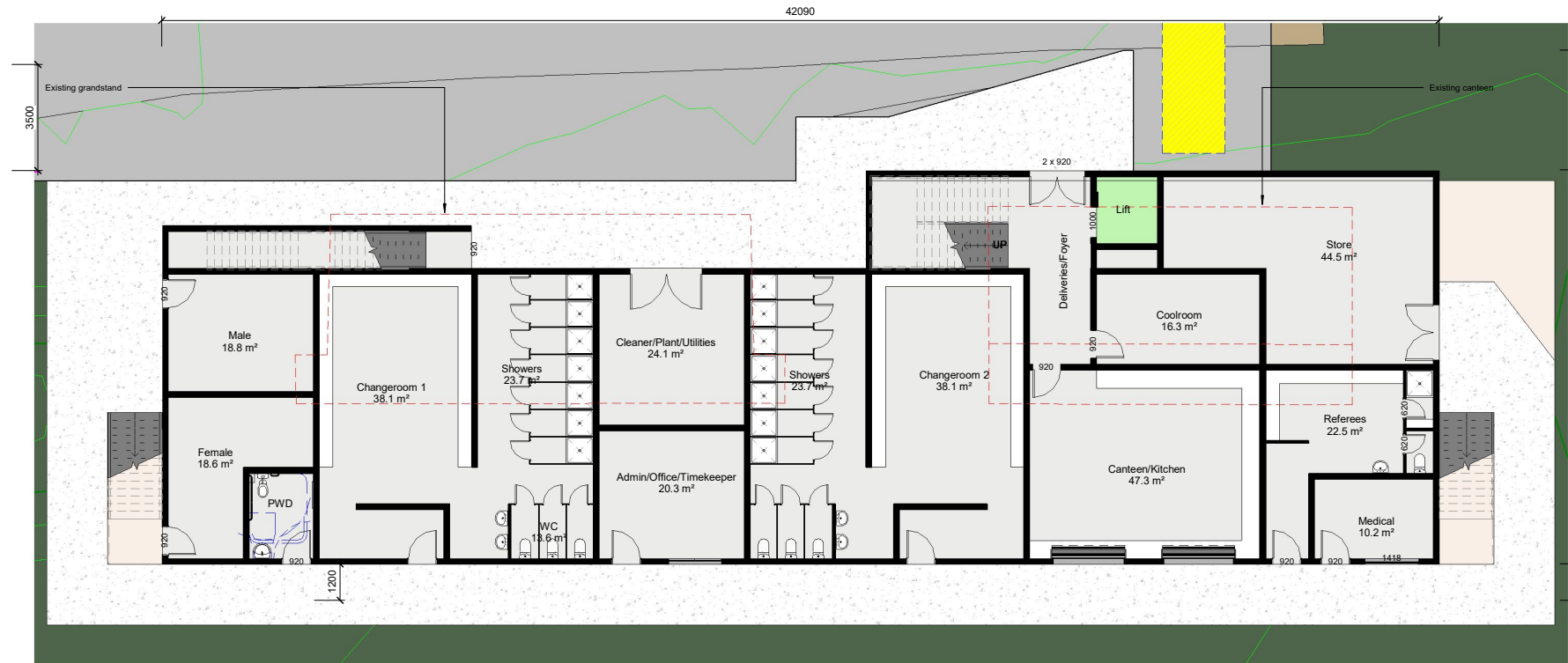
No.	Description	Date
2	For discussion	04/04/23
1	Concept	01/09/22

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

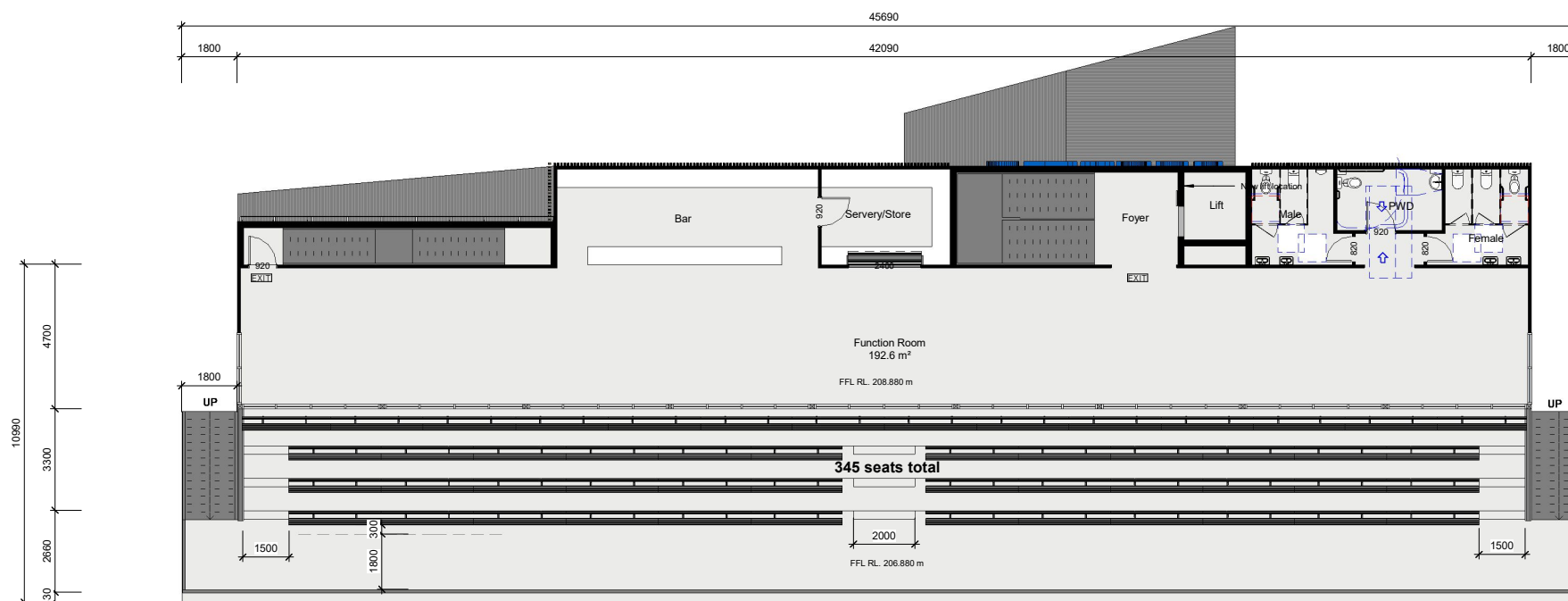
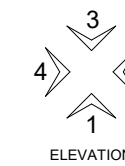
**P.B. Eveleigh
Plan Service**
7 Short Street Scone NSW 2337
Ph: (02) 65452108
A.B.N. 88 709 487 298
Email: pbeplans@gmail.com

PROJECT
PROPOSED GRANDSTAND & AMENITIES BUILDING
AT
WHITE PARK, SCONE
FOR
SCONE RLFC

SIZE	SCALE	DATE	JOB No:	REV:
A1	1 : 200	04/04/23	106-22	2
	DRAWN	PDG	SHEET No:	1



Ground Floor Plan
1 : 100



First Floor Plan
1 : 100

GENERAL NOTES:

- Proposed
- Existing
- Demolished

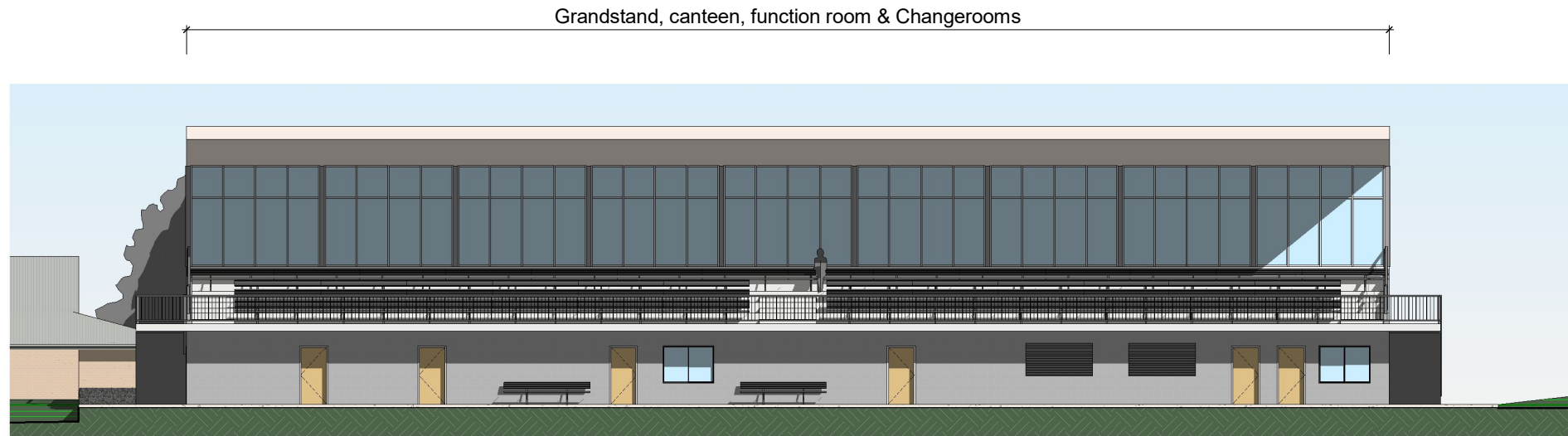
AREAS:

No.	Description	Date
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1	Concept	01/09/22

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

PROJECT
PROPOSED GRANDSTAND & AMENITIES BUILDING
AT
WHITE PARK, SCONE
FOR
SCONE RLFC

SIZE	SCALE	As indicated	JOB No:	106-22	REV:
A1	SCALE	04/04/23	DRAWN	PDG	SHEET No: 2



Grandstand, canteen, function room & Changerooms

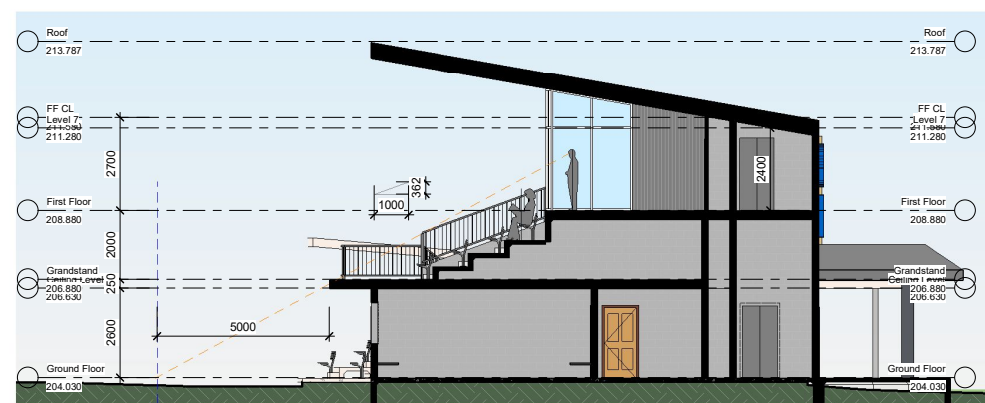
Elevation 1
1 : 100



Elevation 3
1 : 100



Elevation 2
1 : 100



Section
1 : 100

GENERAL NOTES:

AREAS:

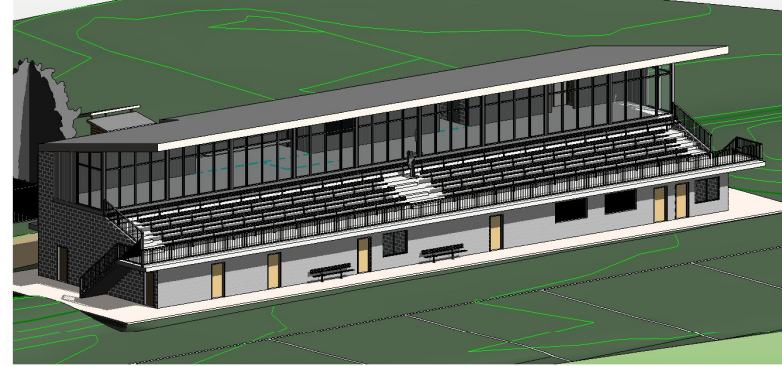
No.	Description	Date

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PROJECT
PROPOSED GRANDSTAND & AMENITIES
BUILDING
AT
WHITE PARK, SCONE
FOR
SCONE RLFC

SIZE	SCALE	DATE	JOB No:	REV:
A1	1 : 100	04/04/23	106-22	3
DRAWN	PDG	SHEET No:		



3D View 1



3D View 2



3D View 3



3D View 4

GENERAL NOTES:

AREAS:

No.	Description	Date
2	For discussion	04/04/23
1	Concept	01/09/22

Note: All levels, dimensions & materials must be verified between owners & builder before commencement of construction.

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Email: pbeplans@gmail.com

PROJECT
PROPOSED GRANDSTAND & AMENITIES
BUILDING
AT
WHITE PARK, SCONE
FOR
SCONE RLFC

SIZE	SCALE	DATE	JOB No:	REV:
A1		04/04/23	106-22	2
	DRAWN	PDG	SHEET No:	4



21 August, 2024

Director of Infrastructure Services
Director of Environmental & Community Services
UHSC
Scone NSW 2337

Dear Rag, Matt and Team,

RE: Scone Park Grandstand Construction Discussion

Feedback from meeting on 14.08.2024

Thank you to Council and Rugby League for the opportunity to discuss the plans for a new grandstand structure and facility for Scone Rugby League within Scone Park. We welcome and support investment and infrastructure in the precinct.

As the building is potentially 10 metres high and footprint 46 metres long, we look forward to seeing the lines of sunlight and shade drawn up by the planners and the potential impact of shade and breeze.

There is concern about the levels of each building, the road, the ground at the back of the new tennis clubhouse, the common ground and the drainage in this area and the common ground carpark area between the buildings up to the existing RL changerooms. Please may the Council and RL investigate this thoroughly and plan accordingly so there are no water/drainage issues in the future. **The existing road is approximately 170mm higher than the new existing tennis club slab. We encourage the Council to meet with Guy Baumann at your earliest convenience on site to discuss and plan.**

The SHTA would like Scone Rugby League to consider some symbiosis with the Tennis Clubhouse. An attempt to marry the buildings aesthetically, be it through same choice in roof and guttering colours, brick colours or the like, please? We feel the precinct would benefit enormously if the structures complemented each other and were integrated in design.

We encourage Rugby League to install a kitchen upstairs. Catering for potentially many functionalities, enabling the building to claim Multipurpose terminology that increases the chance and likelihood of use by many entities, and subsequently greater chance of **funding**.

We have had the benefit of consultation with a retired architect from Sydney Rolfe Latimer (Altis Architecture) who has been and is assisting us with design suggestions, functionality, lighting, interior and exterior aesthetics. Altis specialise in hospitality, club and sporting infrastructure. I am confident Rolfe would be happy to run his eye over the plans for the Rugby League Club as I mentioned at the meeting.

Yours sincerely,
Kirsty Cole
President

Scone Hardcourt Tennis Association · PO Box 220 · Scone NSW 2337
sconetennis@gmail.com
ABN: 25 703 761 347

Anna Brennan

From: Scone Basketball [REDACTED]
Sent: Thursday, 15 August 2024 8:42 AM
To: Anna Brennan
Cc: Kylie Eather; David Casson; Jeff Bush; Grahame Wilson; Roda Newbery; Mathew Pringle; Jayarajah Jeyakanthan; Jason Thompson; [REDACTED]; Raghavendra Vasudeva Upadhyaya; Sophie Bates
Subject: External: Re: Scone Park Grandstand Discussion

Hello All,

It was great to be invited to the presentation yesterday. Scone Basketball wishes you luck in this exciting venture and will support as needed.

I personally, look forward to seeing the development and improvements at Scone Park for the greater Scone community.

Regards

Earl Burnett
Scone Basketball- President

On Wed, 14 Aug 2024 at 4:35 PM, Anna Brennan <ABrennan@upperhunter.nsw.gov.au> wrote:

Good afternoon everyone,

Firstly, thank you for attending the meeting this afternoon. Could you please take the time to provide any feedback on this proposal by the 22 August 2024.

Thankyou



Anna Brennan
Infrastructure Support Officer

Phone: 02 6540 1104

Email: ABrennan@upperhunter.nsw.gov.au

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and sustainable community*



General Manager's Unit

CONFIDENTIAL REPORTS

CR.10.1 *HUNTER WARBIRDS*

RESPONSIBLE OFFICER: Greg McDonald - General Manager

REPORT PREPARED BY: Greg McDonald - General Manager

This matter is considered to be confidential under Section 10A(2) (d)(i) of the Local Government Act, as it deals with commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

PURPOSE

To consider a proposal regarding the Hunter Warbirds Facility



Environmental & Community Services

CR.10.2

GUMMUN PLACE HOSTEL

RESPONSIBLE OFFICER: Greg McDonald - General Manager

REPORT PREPARED BY: Mathew Pringle - Director Environmental & Community Services

This matter is considered to be confidential under Section 10A(2) (c) of the Local Government Act, as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

PURPOSE

To consider a proposal regarding Gummun Place Hostel, Merriwa.