

9 April 2018

At the conclusion of the Cultural and Community Committee



Transport, Heritage and Planning Committee

Sydney 2030 / Green / Global / Connected

Agenda

- 1. Disclosures of Interest**
- 2. Policy - Neighbourhood Parking Policy**
- 3. Policy - Public Exhibition - Energy and Waste Amendment 2018 - Sydney
Development Control Plan 2012**
- 4. Fire Safety Reports**

Guidelines for Speakers at Council Committees



As part of our democratic process, the City invites members of the community to speak directly to Councillors during Committee meetings about items on the agenda.

To enable the Committee to hear a wide range of views and concerns within the limited time available, we encourage people interested in speaking at Committee to:

1. Register to speak by calling Council's Secretariat on 9265 9310 before 12.00 noon on the day of the meeting.
2. Check the recommendation in the Committee report before speaking, as it may address your concerns so that you just need to indicate your support for the recommendation.
3. Note that there is a three minute time limit for each speaker (with a warning bell at two minutes) and prepare your presentation to cover your major points within that time
4. Avoid repeating what previous speakers have said and focus on issues and information that the Committee may not already know.
5. If there is a large number of people interested in the same item as you, try to nominate three representatives to speak on your behalf and to indicate how many people they are representing.
6. Before speaking, turn on the microphone by pressing the button next to it and speak clearly so that everyone in the Council Chamber can hear.
7. Be prepared to quickly return to the microphone and respond briefly to any questions from Councillors, after all speakers on an item have made their presentations.

Committee meetings can continue until very late, particularly when there is a long agenda and a large number of speakers. This impacts on speakers who have to wait until very late, as well as Council staff and Councillors who are required to remain focused and alert until very late. At the start of each Committee meeting, the Committee Chair may reorder agenda items so that those items with speakers can be dealt with first.

Committee reports are on line at www.cityofsydney.nsw.gov.au, with printed copies available at Sydney Town Hall immediately prior to the meeting. Council staff are also available prior to the meeting to assist.

Item 1.

Disclosures of Interest

(a) Section 451 of the Local Government Act 1993

Pursuant to the provisions of section 451 of the Local Government Act 1993, Councillors are required to disclose pecuniary interests in any matter on the agenda for this meeting of the Transport, Heritage and Planning Committee.

Councillors are also required to disclose any non-pecuniary interests in any matter on the agenda for this meeting of the Transport, Heritage and Planning Committee in accordance with the relevant clauses of the Code of Conduct – February 2016.

This will include receipt of reportable political donations over the previous four years.

In both cases, the nature of the interest must be disclosed.

Written disclosures of interest received by the Chief Executive Officer in relation to items for consideration at this meeting will be laid on the table.

(b) Local Government and Planning Legislation Amendment (Political Donations) Act 2008

The Local Government and Planning Legislation Amendment (Political Donations) Act 2008 (“the Act”) requires the disclosure of relevant political donations or gifts when planning applications are made to minimise any perception of undue influence. The amendments to the Act require disclosure to the Electoral Funding Authority of:

- a **reportable political donation** as defined in the Election Funding and Disclosures Act 1981 (a donation of \$1000 or more made to or for the benefit of the party, elected member, group or candidate or made by a major political donor to or for the benefit of a party, elected member, group or candidate, or made to the major political donor), or
- a **gift** (as defined in the Election Funding and Disclosures Act 1981) to any local councillor or council employee (and includes a disposition of property or a gift of money or the provision of other valuable or service for no consideration or for inadequate consideration) when a relevant planning application is made to a council.

A donation of less than \$1000 can be a reportable political donation if the aggregated total of such donations was made by an entity or person to the same party, elected member, group or candidate or person.

Item 2.

Policy - Neighbourhood Parking Policy

File No: X003620

Summary

In 2017, the Neighbourhood Parking Policy (first adopted in 12 May 2014) was reviewed as part of the normal review process and an updated draft was endorsed for public exhibition and consultation. The Draft Neighbourhood Parking Policy was exhibited for 79 days. A total of 86 submissions were received.

There was strong support for the key proposals of the revised policy – introducing visitor parking permits for tradespersons, increasing the number of one-day visitor parking permits and offering a choice of minimum purchase levels.

The majority of concerns raised related more to the implementation of the policy rather than the policy proposals. The majority of submissions on a single issue were residents requesting greater levels of ranger activity to increase parking compliance. The next issue of concern was from residents concerned about time limits in specific local areas. Submissions that raised the issue of the cost of permits generally expressed opposition to permit price increases, though a small number of submissions recommended a greater price increase to reflect the scarcity and value of kerb space.

The proposal to amend time restrictions to achieve greater turnover of parked non-resident vehicles was the subject of diverse views, with both support for, and opposition to, the proposed changes. Given the policy acts as a guideline and permits amendment to suit local community needs, it is not proposed to alter the recommended restrictions.

Given the nature of the issues raised, it is not proposed to make significant changes to the draft policy. Changes proposed largely act to clarify the intent of the policy.

Recommendation

It is resolved that the draft Neighbourhood Parking Policy 2018, as shown at Attachment A to the subject report, be adopted.

Attachments

Attachment A. Draft Neighbourhood Parking Policy 2018

Attachment B. Summary of public submissions

Background

1. The Neighbourhood Parking Policy was adopted on 12 May 2014. Major initiatives of the 2014 policy were to outline recommended time limits for similar areas across the city for on-street parking, establish the type, quantity and eligibility requirements for business, visitor, resident and care worker permits, and determine the boundaries of consolidated parking permit areas. These initiatives have now been implemented and are largely successful.
2. In 2016-2017 approximately 16,334 residents' permits were issued to 13,067 households (13.3% of all households). One-day visitor parking permits were taken up by 5,578 households. One hundred and twenty five business permits were issued.
3. Compliance with parking restrictions across the City averages around 85%, suggesting that current approaches to enforcement are having the desired effect.
4. In 2017, the policy was reviewed as part of the normal review process. The Draft Neighbourhood Parking Policy was exhibited for 79 days. A total of 86 submissions were received.
5. The significant proportion of matters raised related to the implementation of the policy rather than taking issue with the policy itself. These matters included the need for resident protection from new developments through changes to time limits and a request for greater levels of ranger activity.

Key implications

Managing Street Parking

6. The issue that received the most submissions (18) was that of the need for greater ranger activity to achieve compliance. Service levels are constantly assessed and operations are adjusted accordingly. Based on community feedback, targeted patrols are also undertaken after hours as needed.
7. The most significant request for changes to time limits was from residents facing significant development pressures. Various requests for changes were made. The policy makes provision for operational changes such as these.
8. The draft revised policy recommended 4P parking not be the preferred parking control in non-ticketed areas. Opposition to this proposal largely came from commuters who drove to work. The City does not support long term commuter parking on-street which is reflected in this Policy. A small number of submissions commented that 4 hour parking was preferred to enable longer family visits. Due to the need to balance demand for parking for residents, businesses and visitors, no change is proposed to the draft policy. Any changes to parking controls in a local area would occur in accordance with Council's existing processes, which are set out at 2.8 in the policy.
9. There were a number of submissions requesting the installation of more unrestricted parking spaces to facilitate parking by residents who were not eligible for parking permits, however these were outnumbered by requests to remove unrestricted parking as it facilitates commuting, long stay parking and camping. The policy does not recommend widespread unrestricted parking.

10. The Restaurant and Catering Association recommended that pay parking in café and boutique retail areas be in place only on weekdays, with free parking on weekends, the busiest periods for these businesses. Free parking reduces vehicle turnover and business revenue and it is not recommended that this request be adopted.
11. Transport for New South Wales and Roads and Maritime Services (RMS) recommend that the policy adopt a hierarchy which should prioritise public and active transport over other modes and that this may have some impact on the location of residential, car share and other on-street parking spaces. The policy was amended to articulate that, in commercial and mixed-use areas, the City will ensure the adequate provision of loading zones, bus zones, drop-off and pick up spaces, mobility parking spaces and bike parking to encourage active travel and public transport.

15 minute free parking

12. A number of submissions, including the Restaurant and Catering Association and Office of Small Business Commissioner, recommended that the trial of 15-minute parking, in place until June 2018, be permanently adopted.
13. Since the City commenced developing its approach to 15 minute free parking in 2013 it has been liaising with RMS regarding the impact of the existing Road Rules on its enforcement. In 2016 following representations, RMS were asked to provide advice to the Minister for Roads, Maritime and Freight about amendments to the Road Rules to address this matter. The City has not yet been advised of the outcomes of that request.
14. Given that the trial is strongly supported, the draft policy recommends continuing the trial. Any proposals to extend 15 minute free parking should occur in the context of extending pay parking to an area.

Resident parking permits

15. The exhibited policy did not propose to alter the number of permits offered to households.
16. The policy has been amended to clarify that each room of an eligible and approved boarding house will be treated as a separate dwelling eligible for one resident parking permit in both Zone A and Zone B. This is in line with the current policy.
17. The policy has been amended to clarify that households in Zone B with a single on-site parking space are eligible for one parking permit only in circumstances where they have a second vehicle.
18. The report accompanying the exhibited policy recommended to raise the fee applicable to the first household permit by 50% and the second permit by 15% (see Table 1). Given the second permit price is already double the first permit price, a smaller increase to this permit is recommended to avoid prohibitive costs. A small number of submissions suggested that the price difference should be greater. Given the most expensive permit is \$265, it is considered that a significantly greater increase would be prohibitive, while a more moderate increase still retains the price differential. This is a matter for the Fees and Charges process.

Emissions (tailpipe CO ₂ g/km combined)		111.9 or less	112–186.5	186.6–261.1	261.2 or more
1st permit	Current	\$27	\$40	\$53	\$106
	Recommended	\$41	\$60	\$80	\$159
2nd permit	Current	\$53	\$80	\$106	\$212
	Recommended	\$61	\$92	\$122	\$244

Table 1. Annual permit prices – current and recommended.

19. The most common (56% of permits) permit issued is for vehicles in the 112-186.5 tailpipe CO₂ g/km combined category. The price of this permit will increase roughly 38 cents a week.
20. Submissions that raised the issue of the cost of permits generally expressed opposition to permit price increases, though a small number of submissions recommended a greater price increase to reflect the scarcity and value of kerb space. It is proposed to retain the existing price for permits for pensioners on full benefits, given pensions are not increasing to the increasing cost of living. This is a matter for the Fees and Charges process.
21. It is recommended that the requirement that a household vehicle be registered at a resident's address be amended to formally recognise the City already allows residents with company cars and long term leased vehicles to obtain an annual resident parking permit. This definition is in line with RMS Permit Parking Guidelines 2016.
22. Temporary parking permits were separated into two classes to provide greater clarity regarding different types of temporary permits. It is recommended that the restriction of permit to one temporary construction work parking permit only in 24 months be removed to acknowledge that works will sometimes go over time. This is considered to have minimal impact.

Visitor parking permits

23. The draft revised policy proposed to increase the number of one-day visitor permits on offer. Submissions largely supported this, with some requests for a greater allocation. Residents in areas with strict time restrictions, particularly Pymont/Ultimo, were prominent. These requests may be better addressed by fine tuning local time restrictions rather than increasing numbers of permits on offer across the board and it is not recommended to increase the number of visitor permits further at present. The introduction of Visitor Parking Permits – Tradespersons will also reduce the pressure on the need for one-day parking permits.

24. A small number of submissions expressed the view that all households should receive the same number of permits, or that allocation of permits should be more nuanced according to local situations. Kerb space is a valuable community asset and the City attempts to share this resource equitably. Households with a resident parking permit potentially use kerb space 365 days a year, whereas households without a resident parking permit do not use as much kerb space. A small number of submissions expressed concern that an increase in visitor permits would increase pressure on resident parking. Current uptake of visitor permits is low (5% of households) so this is not considered to currently present a risk.
25. Some residents expressed concern that permits cost \$2 each. Given the scarcity of this valuable community asset, and the cost of administering the permit scheme, this modest charge is not unreasonable and it is not proposed to reduce this fee beyond offering a pensioner discount of 50%. Some residents are currently paying more than \$2 per permit, due to the current flat fee structure of \$53 for a full permit allocation.
26. There was general support for enabling the purchase of smaller amounts of a household's entitlement in one transaction.

Visitor Parking Permit - Tradespersons

27. There was overwhelming support for the adoption of Visitor Parking Permits – Tradespersons. Views on the recommended fee of \$53 per week were varied, some submitting that the proposed fee was too high compared to one-day visitor parking permits. Others submitted that it was too low in view of the high value of City kerb space. It is recommended that the fee of \$53 per week be advertised as part of the Fees and Charges process.
28. A number of concerns were raised that the amount of permits (total of six weeks per household) is not enough for some major works, or that a one-week permit does not match tradespersons working patterns. One-day Visitor Parking Permits can also be used for tradespeople and, with most households now eligible for either 40 or 60 visitor parking permits (should the policy be adopted), many households can obtain between 12–14 weeks parking for tradespersons, along with paid parking, timed parking and off-street parking. It is not proposed to alter the number of weekly permits offered.
29. The proposed amendments include an additional requirement that the resident's address be shown on the parking permit, in line with RMS Permit Parking Guidelines 2016.

Business Parking Permits

30. There was support for broadening the criteria of vehicles that are eligible for a business parking permit to give businesses greater flexibility in managing their businesses and allow smaller, more fuel efficient vehicles to be used for business purposes.
31. The Sydney Business Chamber requested that there be greater clarity provided about the type of vehicles that would be eligible and how 'used to carry goods in the course of daily trade' will be assessed. The key issue is the need to carry goods. The City will prepare a checklist to set out this assessment process. Should the City determine that a need is proven, the vehicle choice will be a decision for the business. It is considered that the requirement for the vehicle to be registered and insured for a business use will assist in reducing the potential for fraud.

Business Parking Permits - Tradepersons

32. The City wrote to RMS providing a copy of the draft policy and requested changes to the Road Transport (General) Regulation 2013 to create a new class of permit. RMS have responded that they agree that the provision of this type of short-term parking is likely to be beneficial and have indicated that they will review both the Road Transport (General) Regulation 2013 and the Permit Parking Guidelines to allow short-term parking for tradespeople visiting businesses. The timeframe for this is to be determined.
33. Annexure A to the policy, as exhibited, has been removed from the policy until such time as RMS advises the City of the proposed new permit class. When the Guidelines allow the City to offer the proposed permit, Annexure A will be presented to Council for its incorporation into the Neighbourhood Parking Policy.

Support Worker Permits

34. The introduction of the National Disability Insurance Scheme is bringing about substantial change within the ageing and disability services sector. There was some modification of wording to better respond to the new funding framework.
35. It is recommended that the name of the permit be changed from Care Worker Permit to Support Worker Permit and the term 'care' be replaced by 'support' to move away from medicalising disability.
36. It is recommended that the definition "an accredited health care organisation means an organisation that has accreditation or written support from one of the following: Department of Family & Community Services; NSW Department of Health; any other Commonwealth, state or non-government health body approved by the Director of City Culture and Community" be changed to "service provider means an organisation or health professional approved by a relevant professional or government body to provide in-home support to residents".

Carers' parking permits

37. There was support for reinstating the Carers' Permit for eligible residents to complement the Care Workers' permit. Some minor changes were made to the wording of the policy to clarify eligibility and respond to the changing funding framework under the National Disability Insurance Scheme. Given that the definition of 'Carer' is enshrined in legislation, the 'care' is used throughout this section of the policy for consistency and to distinguish the Carers' Parking Permit from the Support Worker Parking Permit.
38. There were some requests to extend Carers' Permits to all households, including those built with a condition of consent excluding building residents from access to the Resident Parking Scheme. This is not supported, as it is likely to increase parking pressure.

Motorcycle parking

39. The NSW Motorcycle Council expressed concern that the policy singled out motorcycles for noise and air quality impacts. The policy was amended to more clearly explain that the purpose of considering impact is due to collective impact of multiple vehicles parking in a single parking space.

Parklets

40. Two submissions requested that the City devote more effort to supporting vehicular parklets (vehicle trailers modified to provide seating). Vehicular parklets do not comply with road transport legislation and the City must abide by the legislation.

Hardship

41. The draft revised policy limits the waiving of policy elements on hardship grounds to be consistent with the provisions of the Schedule of Fees and Charges. There were some concerns that this could reduce flexibility of the City to respond to particular cases. It is considered that the reintroduced Carers' Permit, and amendments to the resident parking permit eligibility criteria to enable residents to obtain a permit for a vehicle not registered in their name (Section 8.2), will address these concerns.

Budget Implications

42. Numerous factors impact on the uptake of the various parking permits, and detailed modelling is not available to predict the elasticity of demand, nor revenue foregone from parking meters. Overall, it is estimated that the overall impact of the proposed changes will be budget positive.
43. All comments relating to the price of parking permits and parking meter fees received as part of the community consultation for the Neighbourhood Parking Policy will be passed on to the Fees and Charges consultation process and treated as submissions to that consultation.

Policy review

44. The exhibited policy recommended a four year review. This is supported.
45. There may be a need to bring the review forward to respond to changes to vehicle sharing, electric vehicles and "mobility as a service". Council will be advised if this is required.

Relevant Legislation

46. Parking permit schemes are governed by the Road Transport (General) Regulation 2013.
47. RMS Parking Permit Guidelines 2016 set out matters which need to be considered when permits schemes are developed and implemented.

Critical Dates / Time Frames

48. It is proposed that changes to permits be introduced from 1 July 2018.

Public Consultation

49. The draft revised policy was exhibited for 79 days. Notice of the exhibition was published in local press and on the City's website. A total of 86 submissions were received. Of these, 65 were from residents, seven were from community organisations, two were from business groups, four were from government agencies and eight were from employees of a single workplace.

50. No changes to fees will occur until 1 July 2018. In accordance with section 610F of the Local Government Act, the proposed changes to the fees will be exhibited along with the City's draft operational plan as part of the annual review of fees and charges.

GRAHAM JAHN, AM

Director, City Planning, Development and Transport

Peter Warrington, Manager, Transport Policy

Attachment A

Draft Neighbourhood Parking Policy 2018

Draft Neighbourhood Parking Policy

Purpose

The City's Neighbourhood Management Parking Policy establishes a range of parking controls and permits to guide the management of parking across our diverse neighbourhoods to meet the City's transport, economic, social and environmental objectives.

Private vehicles are an important part of the City's transport mix, catering for many journeys that cannot be easily or economically made by alternative modes. Where these trips take place in the constrained environment of the City's neighbourhoods, there is inevitable competition for on-street parking space.

The City, alongside other roads authorities, recognises its obligation to manage parking demand fairly and transparently.

Scope

The Policy applies to all on-street parking areas within the authority of the City of Sydney, except Central Sydney (**Figure 1**). Central Sydney is governed by the Central Sydney On-Street Parking Policy.

CONTENTS

1	BACKGROUND	7
2	PRINCIPLES FOR PARKING MANAGEMENT	8
3	TIME LIMITS AND PRICING	10
4	MANAGING COMPLIANCE.....	14
5	MOBILITY PARKING.....	15
6	PARKING PERMITS	16
7	PARKING AREAS AND PARKING ZONES	18
8	RESIDENT PARKING PERMITS	21
9	VISITOR PARKING PERMITS.....	24
10	VISITOR PARKING PERMITS - TRADESPERSONS	26
11	BUSINESS PARKING PERMITS	27
12	SUPPORT WORKER PARKING PERMITS.....	28
13	CARERS' PARKING PERMITS	30
14	PREVENTION OF FRAUD AND MISUSE	31
15	TRANSITIONAL ARRANGEMENTS	32
16	IMPLEMENTATION AND ADMINISTRATION.....	33

DEFINITIONS

Term	Meaning
accredited health care organisation	<p>means an organisation that has accreditation or written support from one of the following:</p> <ul style="list-style-type: none"> • Department of Family & Community Services • NSW Department of Health • Any other Commonwealth, state or non-government health body approved by the Director of City Culture and Community
attached dwelling	<p>means a building containing 3 or more dwellings, where:</p> <p>(a) each dwelling is attached to another dwelling by a common wall, and</p> <p>(b) each of the dwellings is on its own lot of land, and</p> <p>(c) none of the dwellings is located above any part of another dwelling.</p>
boarding house	<p>means a building that:</p> <p>(a) is wholly or partly let in lodgings, and</p> <p>(b) provides lodgers with a principal place of residence for 3 months or more, and</p> <p>(c) may have shared facilities, such as a communal living room, bathroom, kitchen or laundry, and</p> <p>(d) has rooms, some or all of which may have private kitchen and bathroom facilities, that accommodate one or more lodgers,</p> <p>but does not include backpackers' accommodation, a group home, hotel or motel accommodation, seniors housing or a serviced apartment.</p>
business premises	<p>means a building or place at or on which:</p> <p>(a) an occupation, profession or trade (other than an industry) is carried on for the provision of services directly to members of the public on a regular basis, or</p> <p>(b) a service is provided directly to members of the public on a regular basis, and includes a funeral home and, without limitation, premises such as banks, post offices, hairdressers, dry cleaners, travel agencies, internet access facilities, betting agencies and the like, but does not include an entertainment facility, home business, home occupation, home occupation (sex services), medical centre, restricted premises, sex services premises or veterinary hospital.</p>

Term	Meaning
carer	<p>As defined by the Carers (Recognition) Act 2010:</p> <p>A carer is an individual who provides personal care, support and assistance to another individual who needs it because that other individual has a disability, or has a medical condition (including a terminal or chronic illness), or has a mental illness, or is frail and aged.</p> <p>An individual is not a carer if they provide care, support and assistance under a contract of service, or through the course of voluntary work for a charitable, welfare or community organisation, or as part of a course of education or training.</p> <p>To avoid doubt, an individual is not a carer merely because they live with an individual that requires care or they are a spouse, de facto partner, parent, child, guardian or other relative.</p>
commercial premises	<p>means any of the following:</p> <ul style="list-style-type: none"> (a) business premises (b) office premises (c) retail premises
community facility	<p>means a building or place:</p> <ul style="list-style-type: none"> (a) owned or controlled by a public authority or non-profit community organisation; and (b) used for the physical, social, cultural or intellectual development or welfare of the community, but does not include an educational establishment, hospital, retail premises, place of public worship or residential accommodation
converted residential flat building	<p>means a residential flat building created by the alteration or reconstruction of a formerly commercial, industrial or otherwise non-residential building</p>
dual occupancy	<p>means a dual occupancy (attached) or a dual occupancy (detached)</p>
dual occupancy (attached)	<p>means 2 dwellings on one lot of land that are attached to each other, but does not include a secondary dwelling</p>
dual occupancy (detached)	<p>means 2 detached dwellings on one lot of land, but does not include a secondary dwelling</p>
dwelling	<p>means a room or suite of rooms occupied or used or so constructed or adapted as to be capable of being occupied or used as a separate domicile</p>
dwelling house	<p>means a building containing only one dwelling</p>

Term	Meaning
full private use	means vehicle not registered to a resident but for which the resident can provide sufficient documentary evidence to support that they are exclusively entitled to use the vehicle
health professional	means trained professionals including doctors, nurses, chiropractors, occupational therapists, optometrists, osteopaths, pharmacists, physiotherapists, podiatrists and psychologists who assist manage physical or mental health through services that include diagnosis, treatment or rehabilitation
in-home support	means support provided in the home by a support worker or health professional
mobility parking space zone	a length or area of road identified with a road marking or sign containing the symbol for people with disabilities
modification	Means includes extension of a dwelling, construction of a secondary dwelling or permanent conversion of a parking space to outdoor uses
multi dwelling housing	means 3 or more dwellings (whether attached or detached) on one lot of land, each with access at ground level, but does not include a residential flat building
parklet	a structure (not including a vehicle) that can be placed in a parking space to create additional public space for use by businesses, residents and passers-by
place of public worship	means a building or place used for the purpose of religious worship by a congregation or religious group, whether or not the building or place is also used for counselling, social events, instruction or religious training
major refurbishment	means alterations to a residential flat building such that it cannot be occupied for a period of at least six months
residential flat building	means a building containing 3 or more dwellings, but does not include an attached dwelling or multi dwelling housing
secondary dwelling	means a self-contained dwelling that: (a) is established in conjunction with another dwelling (the principal dwelling), and (b) is on the same lot of land as the principal dwelling, and (c) is located within, or is attached to, or is separate from, the principal dwelling
semi-detached dwelling	means a dwelling that is on its own lot of land and is attached to only one other dwelling

Term	Meaning
service provider	means an organisation or health professional approved by a relevant professional or government body to provide in-home support to residents
care support worker	means an employee of a service provider who provides in-home support to a resident an accredited health care organisation who engages in in-home care
serviced apartment	means a building (or part of a building) providing self-contained accommodation to tourists or visitors on a commercial basis and that is regularly serviced or cleaned by the owner or manager of the building or part of the building or the owner's or manager's agents
shop top dwelling	means dwellings located above ground floor retail premises or business premises, where the number of dwellings does not exceed three

~~1 BACKGROUND AND POLICY CONTEXT~~

1.1 Meeting the City's objectives

The sustainability and efficiency of Sydney's transport network is crucial to the city's liveability and prosperity. In order to support City and State Government transport, economic, social and environmental goals, the City of Sydney has developed a suite of transport and planning policies.

The City's planning instruments and policies contain parking controls and sustainability incentives for new developments, including measures to limit vehicle congestion associated with the expected population increase of some 115,000 residents by 2036. The City Plan is complemented by the City's transport policy, *Connecting our City*. These policies respond to the overarching vision in *Sustainable Sydney 2030*.

The Neighbourhood Parking policy is intended to balance sustainability objectives with the fair and consistent management of kerbside parking.

1.2 Regulatory framework

The City of Sydney manages local roads and kerbside parking under the authority delegated to it by the NSW Government. The management of parking controls and enforcement is governed by NSW legislation, regulations and guidelines. This policy applies that regulatory framework.

The administration of parking permits by the City of Sydney is guided by the Permit Parking guidelines issued by NSW Roads and Maritime Services. The guidelines provide advice on permit types, eligibility criteria and some mandatory features of a permit parking system.

2 PRINCIPLES FOR PARKING MANAGEMENT

The City has four main mechanisms it can employ to manage street parking:

1. the duration of time people can park their vehicles
2. setting the hours of operation and days that time limits apply
3. setting kerbside parking fees at a price that reflects the amount parking spaces available and the demand for them
4. issuing permits to certain people to enable them to avoid time limits and parking prices.

When applying these mechanisms the City will uphold the principles set out below in order to maintain a fair and credible parking system.

2.1 Public access

Use of parking controls that recognise that streets are public spaces, open to all people, and are to be managed in the public interest.

2.2 Liveability

In order to protect the liveability of neighbourhoods for a diverse population and encourage increased use of public transport, walking and cycling, the City will prioritise use of parking space for residents, businesses and their visitors and customers. Maintaining this priority requires that commuter parking on-street in residential neighbourhoods and commercial areas be actively discouraged.

The City will consider the impact of dedicated motorcycle parking zones on the liveability of residential areas. ~~The City will consider the noise and air quality impacts of motorcycles when locating motorcycle parking in residential areas to protect liveability.~~

2.3 Fair use of pricing

The City of Sydney may use on-street pay parking to encourage turnover, improve compliance, and increase the efficiency and sustainability of the transport network. Parking permits do not guarantee access to a parking space. All permit fees and charges will be reviewed annually, and exhibited in the draft Corporate Plan, as required by the Local Government Act 1993. Section 3 discusses pricing in more detail.

2.4 Compliance

The City will perform routine ranger patrols to provide a background level of deterrence to maximise compliance with time restrictions. It will use a proportionate response when targeting enforcement at areas with significant non-compliance, and specific places and activities, including school zones, Mobility Parking Schemes, events and construction works.

2.5 Clarity

Parking controls and parking areas will be clearly signposted, and where possible, parking controls will be simple and locally consistent in order to minimise the risk of unintentional breaches. The City will notify the community of any impending changes to reduce the risk of inadvertent non-compliance

2.6 Non-discrimination

The City of Sydney will manage parking and parking permit schemes in the interests of all residents and businesses, regardless of their form of land title, or tenure as owners or renters.

2.7 Consistent

Where possible the City will endeavour to apply the policy consistently across all parking areas. At times the City may adopt variations from the usually adopted parking restrictions in order to respond to local conditions.

2.8 Consultation

Given the strong community interest in kerbside parking management, the City will ensure that local residents have an opportunity to comment on proposed changes.

The local community will be consulted by mail and/or on-site signage on proposed changes that modify controls, time limits applying to legal parking spaces or the introduction of parking meters. Where changes to signage are required for safety or regulatory compliance, the City will notify the nearby community of the change.

Proposals for significant parking changes will be assessed for technical compliance by the Pedestrian, Cycling and Traffic Calming Committee, and then reported to Council for a decision.

3 TIME LIMITS AND PRICING

The City will apply duration of parking, hours and days of operation and parking fees at the scale that best reflects the parking catchments of different land uses. While this scale will usually be smaller than individual suburbs or parking areas, the City will avoid street by street parking changes that move, rather than resolve, parking problems.

3.1 Residential areas

Duration of parking and hours and days of operation

In recognition of the limited private parking in most of the City, on-street parking space in residential streets is prioritised for residents and their visitors.

The City also provides dedicated on-street spaces for authorised car share vehicles to enable households to share vehicles, reduce household expenditure on transport, and use on-street parking spaces more efficiently. The management of car share spaces is governed by the City's Car Share Policy.

Parking controls in residential areas aim to balance the long-stay parking needs of permit-holding households with the need of all households to use street space for accommodating visitors including family, GPs, carers and tradespeople. Two hour parking controls are best placed to achieve this balance because they allow reasonable access for short visits without the need for permits and are able to be monitored by rangers.

Pay parking

Ticket parking is avoided where possible in residential areas, and where it is installed resident permit holders are exempt from parking fees. However, in situations where the occupancy of parking spaces is high, and non-compliance with time limits is high, ticket parking significantly increases the amount of spaces available for residents by increasing the efficiency and effectiveness of enforcement. This is because a ranger can determine with a single visit if a vehicle has exceeded the time limit.

It is recommended that 2P ticket parking be installed where average parking occupancy is greater than 85% and significant non-compliance persists despite increased enforcement. Prices in residential areas will be set at a level sufficient only to ensure that compliance with time limits can be efficiently monitored.

Section 4 provides more detail about where pay parking may be used.

Recommended controls are contained in Table 1. At times the City may adopt different parking restrictions to respond to local conditions.

Neighbourhood Characteristics	Examples	Duration and ticket parking	Operating hours and days
Areas with average 75% parking occupancy during weekdays	Rosebery, Waterloo	2P	8am-8pm Mon-Fri
Areas with average 75% parking occupancy on weekdays and weeknights	Glebe	2P	8am-10pm Mon-Fri
Areas with average 75% parking occupancy on	Newtown, Erskineville	2P	8am-10pm 7 days

weekdays, weeknights and weekends			
Areas with average 85% parking occupancy and significant non-compliance on weekdays, weeknights and weekends	Surry Hills, East Sydney, Green Square urban renewal centre	2P ticket	8am-10pm 7 days

Table 1 – Recommended parking controls in residential areas

3.2 Commercial and mixed-use areas

In commercial and retail streets, the City will prioritise parking controls that are consistent with the viability and efficient operation of local business **and encourage the use of active travel and public transport. This will include consideration of provision for loading zones, bus zones, drop-off and pick up spaces, mobility parking spaces and bike parking.** The City will also provide dedicated on-street spaces for authorised car share vehicles to use on-street parking spaces more efficiently and reduce business costs by enabling businesses access to a variety of shared vehicles.

~~Parklets are popular in some areas allowing~~ can allow a different use of road- and kerb space, to encourage economic development in centres. The City will continue to monitor developments in this sector, also considering other frameworks such as those for high pedestrian activity areas, public domain and outdoor dining. Under current arrangements, all proposals for parklets will need to comply with existing road transport legislation, and road safety audit processes. Fixed structure parklets (such as modified containers) can potentially be placed on roads as “structures”, subject to approval by the City under existing processes. There is currently no permit type that can exempt a vehicle from parking restrictions, so any vehicles operating as a parklet of this type would need to be placed in areas where there are no restrictions, or comply with parking restrictions.

Duration of parking and hours and days of operation

Parking controls in and around mixed use or retail facilities will encourage turnover that is consistent with the local business mix and expected duration of stay by customers, typically ticketed 2P. Where cafes and restaurants form a significant local land use, the City will install minimum daytime controls of 2P (from 8am), and evening (after 6pm) controls of 4P. Daytime 1P controls and evening 2P controls may be used in exceptional cases where local businesses rely on rapid turnover of parking.

Pay parking

Given the increasingly strong competition for parking in the City's commercial and mixed-use areas, and the high value of kerb space, it is recommended that **pay parking be installed on streets adjoining commercial and mixed use premises (including adjacent streets where appropriate)** ~~all parking spaces in these streets be pay parking.~~

Prices will be set at a level consistent with adequate turnover for local business.

In order to accommodate short trips and minor purchases, the trial of 15 minute free parking will be continued in ticketed areas on key retail streets. The City will monitor the impacts and benefits.

Recommended controls are contained in Table 2.

Predominant use	Examples	Duration and ticket parking	Operating hours and days
Cafés, restaurants, boutique retail	Crown St, Surry Hills King St, Newtown Victoria St, Darlinghurst Glebe Point Rd, Glebe	2P Ticket 4P Ticket	8am-6pm 7 days 6pm-10pm 7 days
Mixed business, grocery, newsagent, other retail	Redfern St, Redfern Green Square Town Centre	1P Ticket or 2P Ticket 2P Ticket or 4P Ticket	8am-6pm 7 days 6pm-10pm 7 days
Showrooms, warehouses, offices	Mary St, Surry Hills Foster St, Surry Hills William St, Darlinghurst	2P Ticket 4P Ticket	8am-6pm 7 days 6pm-10pm 7 days

Table 2 – Guidelines for parking controls in commercial and mixed-use areas

3.3 Community, recreational and cultural facilities

Duration of parking and hours and days of operation

Parking controls adjacent to community, recreational, social and cultural facilities, including parkland, should allow for turnover that is consistent with their desired use. The City will increase the number of mobility parking spaces and provide dedicated on-street car share spaces adjacent to community, recreational, social and cultural facilities to increase social inclusion.

Regional parks and sporting facilities should have a minimum parking restriction of 2P on weekdays and 4P on weekends and holidays and an appropriate level of mobility parking spaces. This allows for access for those enjoying organised sports, picnics and casual recreation.

Parking controls adjacent to community, sporting and cultural facilities should generally not exempt permit holders during operating hours. This ensures all-day parking does not obstruct short-term access by a broad cross-section of the community.

Some community or recreational facilities, including parks, have small street frontages. In these circumstances, if period parking controls are used, they should be consistent with surrounding streets to minimise the potential for inadvertent non-compliance.

Time limits near cultural facilities will be reviewed on an as-needs basis to balance the needs of patrons and the local community.

Pay parking

It is recommended that ticket parking be installed where average parking occupancy is greater than 85% and average compliance is less than 80%.

Recommended controls are contained in Table 3.

Type of Facility	Examples	Duration and ticket parking	Operating hours and days	Permit Holder Exemptions
Specialised sports	Redfern Park Aquatic Centres	2P or 2P Ticket Locally consistent	Daytime Evening	No Yes
Hospital frontage	Victoria St, Darlinghurst	2P or 2P Ticket 4P Ticket	Daytime Evening	No No
Small Parks	Ward Park, Surry Hills	Locally consistent Locally consistent	Daytime Evening	Yes Yes
Regional Park	Pirrama Park, Pyrmont Centennial Park	2P or 2P Ticket 4P Ticket	Daytime Evening	No Yes
Place of public worship	St Canices, Rushcutters Bay Newtown Synagogue	Case by case Locally consistent	Daytime Evening	No Yes
Cultural Facilities	Belvoir Street Theatre	2P or 2P Ticket 4P Ticket	Daytime Evening	Site specific

Table 3 – Guidelines for parking controls adjacent to community, recreational and cultural facilities

4 MANAGING COMPLIANCE

4.1 Monitoring and enforcement

Deterrence of non-compliant behaviour is a key element of any successful policy framework.

The City will perform routine ranger patrols to deter non-compliance with time restrictions. There will also be a particular focus on school zones, Mobility Parking Schemes, events and construction works and areas that are found to have high levels of non-compliance.

The City may also allocate enforcement resources in response to community feedback and requests.

Information on compliance and enforcement will be made available consistent with the City's obligations under the *Government Information (Public Access) Act*.

4.2 Responses to non-compliance

Where persistent non-compliance with parking controls undermines reasonable access to parking for residents, visitors and business, the City may increase enforcement, and if the non-compliance persists, consider introducing ticket parking.

The City will consider enforcement in the context of the full suite of interventions available, including changes to time restrictions and pricing, to implement a proportionate, cost effective response.

Sections 2.7 and 3 discuss consultation and ticket parking prices in more detail.

5 MOBILITY PARKING

5.1 Purpose

Some people with a mobility disability, including temporary disability, are ~~often highly~~ dependent on **car travel by a private vehicle** to maintain their mobility and independence. The City will prioritise ~~availability of~~ on-street parking for this group.

5.2 Mobility parking entitlements

Under the Mobility Parking Scheme administered by Roads and Maritime Services, a vehicle transporting a mobility permit scheme card holder is exempt from parking fees and time limits in any period parking space of more than 30 minutes. For parking spaces with time limits of 30 minutes a permit holder can park for 2 hours, and where parking is limited to less than 30 minutes, the vehicle can park for a maximum of 30 minutes.

5.3 On-street mobility parking spaces

Mobility parking spaces are clearly signposted. They are provided for the exclusive use of vehicles displaying a Mobility Parking Scheme permit.

Given that vehicles displaying a mobility permit are exempt from time limits in most spaces of more than 30 minutes, mobility parking spaces are appropriate only in limited locations. In considering requests for a mobility parking space, the City will consider:

- a) likely intensity of use by one or more mobility permit holders;
- b) availability of nearby on-street period parking; and
- c) availability of convenient and reasonable on-site alternatives.

The City will consider time restrictions on mobility parking spaces in locations where it is important to maintain turnover, such as near medical centres.

The City of Sydney will consider establishing a mobility parking space outside an individual's home only where the resident holds an individual mobility permit issued to persons with a permanent disability. The space is lawfully available to any vehicle correctly displaying and using a mobility permit and cannot be dedicated for the exclusive use of any particular vehicle.

~~Dedicated~~ Mobility parking spaces ~~zones~~ established outside individual homes or premises will be considered for removal if the applicant who originally requested the space no longer requires it, **including if there is evidence that the applicant no longer resides at the property**. Any changes will be the subject of consultation as per 2.6 of this policy. The City will establish a register and conduct an annual audit to determine whether mobility parking zones are still required.

6 PARKING PERMITS

6.1 Purpose

Parking permits exempt holders from time limits and parking fees in spaces signposted 'permit holders exempt'.

The need for parking permits arises directly from the imposition of kerbside parking controls. Where vehicles are only permitted to park for a short length of time, such as one hour, permits are needed for a larger proportion of everyday activities, such as visits by friends, tradespeople, carers or customers. Conversely, where vehicles may park for a longer amount of time, many everyday activities can be completed without permits. For this reason, permits and parking restrictions will be coordinated.

6.2 Display and use of permits

A permit must be displayed on the left-hand side of the front windscreen or on the inside of a window on the left-hand side of the vehicle. It must be clearly visible to an authorised officer.

A permit is valid only where kerbside signposting includes the words 'Permit Holders Exempted'. The area identification number must correspond to the number on the permit.

6.3 Exclusion of some new developments and residential areas from permits

The intensification of urban land use within the City of Sydney, particularly Green Square urban renewal area, has significant implications for the road and public transport network. Traffic generation from new multi-unit commercial and residential developments can reduce the efficiency of the road network, affect the reliability of bus and light rail, and reduce the liveability of existing neighbourhoods.

In order to mitigate the congestion impact of major new developments and support the viability of public transport services, the City of Sydney limits both on-site parking supply and access to street parking. Access to street parking is limited by excluding some residential areas and residents of some new developments from participation in the City's permit parking scheme. This prevents parking demand associated with major new residential and commercial developments from spilling into existing neighbourhoods.

Occupants of residential flat buildings and boarding houses approved on or after 12 May 2014 (the date of adoption of the City of Sydney's first Neighbourhood Parking Policy) are not eligible for resident, visitor or business parking permits. This applies to the construction or conversion of residential flat buildings, and the major refurbishment or conversion of an existing residential flat building but does *not* apply to dwelling houses, dual occupancies, attached dwellings, multi-dwelling housing or shop-top dwellings.

Occupants of new multi-suite commercial premises approved on or after 12 May 2014 are excluded from participation in the permit parking scheme. A multi-suite commercial premises is one which is strata-subdivided, or which can be divided into five or more separate business, office or retail premises.

Exclusion from participation in the permit parking scheme continues to apply to all multi-unit commercial and residential developments including boarding houses, including conversions and major refurbishments, approved since 8 May 1996 in the area of the former South Sydney Council, and since 1 May 2000 in the area of the former Sydney City Council. The exclusion also continues to apply to premises which have been excluded as a condition of development consent prior to the adoption of this policy.

If a landowner believes that conditions have been incorrectly applied to development consents issued for a dwelling house, attached dwelling, multi-dwelling housing or shop-top dwelling an application can be made to amend those conditions.

6.4 Restricted properties

Premises which are restricted from participating in the permit parking scheme at the date of adoption of this policy will remain restricted.

A small number of properties in Ultimo and Pyrmont are classified as 'Restricted Properties', and are eligible for a maximum of one resident parking permit if they do not have on-site parking. Given the high density of dwellings in this location and the limited on-street parking, the City will maintain the one-permit restriction on these properties by classifying them as Zone A.

7 PARKING AREAS AND PARKING ZONES

The policy divides the City into a number of parking areas to ensure that permits are used to park near the household or business to which they were issued. In order to accommodate variations in population density and parking pressures, parking areas are zoned as A or B.

7.1 Principles for parking areas

Parking area boundaries will be clear and easy to understand, generally following major built or natural features, such as arterial roads, railways and natural boundaries.

In order to reduce the proportion of residents inconvenienced by their proximity to an arbitrary boundary, the City will reduce the number of parking areas to the minimum necessary to maintain the integrity of the permit system. This will also assist those using visitor parking permits, who may not be familiar with complex boundaries.

Detailed permit boundaries for all areas will be published on the City of Sydney's website.

7.2 Parking area boundary modifications

The Chief Executive Officer may make minor amendments to area boundaries (see Figure 1.)

7.3 Parking zones

The policy zones parking areas as either Zone A or Zone B (see Figure 2). Zone A applies to parking areas where the number of resident parking permits issued exceed the number of parking spaces in that parking area.

The City will monitor permit numbers issued relative to available parking spaces in each parking area. Where the number of resident parking permits exceeds the number of parking spaces, the City will assess the need to rezone an area from B to A.

Recommendations to rezone an area, from A to B or B to A, will be reported to Council.



Figure 1. Parking areas

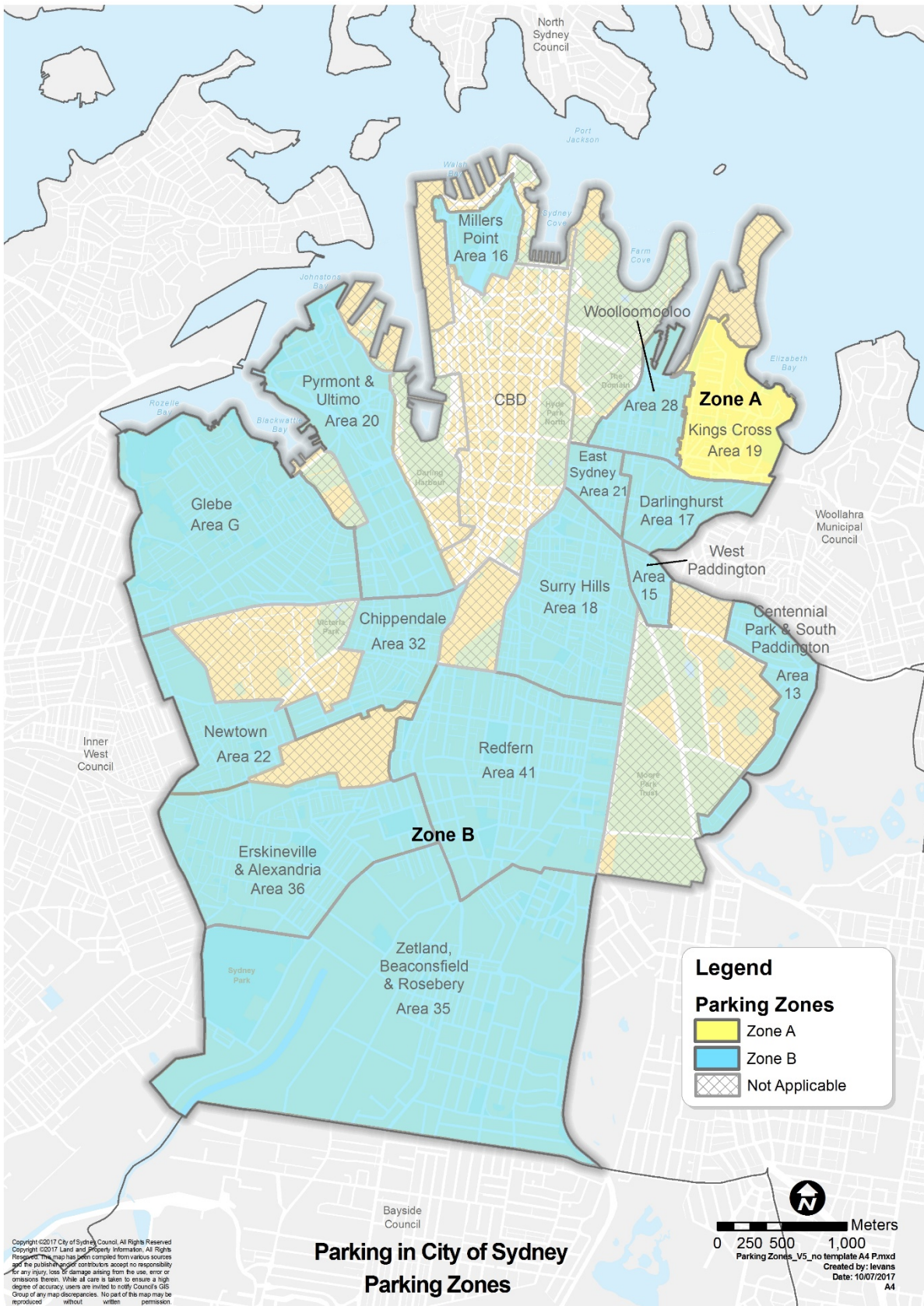


Figure 2. Parking zones

8 RESIDENT PARKING PERMITS

8.1 Purpose

Resident parking permits enable residents who do not have sufficient on-site parking to park on-street and avoid time limits and parking fees.

8.2 Eligibility

Residents in most households in the City of Sydney are eligible for resident parking permits.

The following households or dwelling types are *not* eligible:

- a) A household which occupies a new or converted residential flat building or boarding house approved since 8 May 1996 (former South Sydney) or 1 May 2000 (former Sydney City Council) or 12 May 2014 (all remaining areas of the City of Sydney).
- b) A household which occupies a dwelling approved with the condition that no parking permits are to be issued.
- c) A household occupying a secondary dwelling on a lot for which parking permits are already issued.
- d) A household which occupies premises not approved for residential use.
- e) Hotels, backpacker hostels, guesthouses, and serviced apartments.
- f) A household occupying any other non-residential premises.

The applicant's vehicle must:

- a) be registered in the applicant's name at the applicant's address. **If the applicant has access to a vehicle through an agreement with an employer the applicant must have full private use of the vehicle.**
- b) **not be a truck, bus, tram, trailer, tractor or any vehicle which exceeds 4.5 tonnes Gross Vehicle Mass or be longer than 7.5 metres**

8.3 Quantity of permits

Parking permits are issued for vehicles registered to the address of an eligible household provided that the household does not have on-site parking available for that vehicle.

The number of permits a household is eligible for in each Zone is as follows:

Zone A

- a) A household in Zone A without any on-site parking spaces is eligible for up to one parking permit.
- b) Each room of an eligible and approved boarding house will be treated as a separate dwelling eligible for one resident parking permit.**
- c) No permits will be issued to households with one or more on-site parking spaces.

Zone B

- a) A household in Zone B without any on-site parking spaces is eligible for two parking permits.
- b) Each room of an eligible and approved boarding house will be treated as a separate dwelling eligible for one resident parking permit.

- c) A household in Zone B with one on-site parking space is eligible for one parking permit **for a second vehicle.**
- d) No permits will be issued to households with two or more on-site parking spaces.

8.4 Validity

Resident parking permits will be valid for one year from date of issue.

8.5 On-site parking

On-site parking is deemed to be available where it can meet Australian Standard 2890.1 On-site Parking. In determining whether an on-site parking space exists, the City will have regard to:

- a) accessibility by a vehicle
- b) the presence of a garage door or roller door
- c) the existence of a vehicular kerb ramp
- d) the presence of a carport or garage structure
- e) evidence of use of the space for parking
- f) any approved or registered plans.

8.6 Temporary resident parking permits

In certain circumstances the City may issue a temporary resident parking permit.

Interim resident parking permit

The City may issue an interim resident parking permit if:

- **an eligible applicant has moved to the City and their vehicle is registered interstate. The permit will be valid for 3 months. It is compulsory to change the vehicle registration details to a NSW address within 3 months of a move. Once the applicant's vehicle is registered to a City address, applicants will be eligible for an annual resident parking permit.**
- **If an eligible applicant's vehicle has been damaged or stolen, the City will issue an interim resident parking permit for up to 3 months. Applicants will be required to provide documentary evidence in support of their claim and will be required to sign a statutory declaration in the presence of a Justice of the Peace.**

Temporary construction work resident parking permit

If lawful (including work under a development consent, complying development certificate or exempt development) construction work renders the parking space at an eligible applicant's address temporarily inaccessible the City will issue a temporary construction work parking permit. A permit must not be used to accommodate the storage of materials in the on-site car space.

Temporary permits will be issued to a single nominated vehicle registered at the applicant's address, and may not be used by any other vehicle. The maximum duration of such permits is three months. Residents must provide proof of works being undertaken.

~~In certain circumstances such as the theft of, or damage to a, vehicle, moving into the City, or where approved (including compliant and exempt) construction work renders resident's on-site parking spaces temporarily inaccessible to vehicles, the City may issue a temporary permit for up to 3 months. Applicants will be required to provide documentary evidence in support of their claim, and may be asked to sign a statutory declaration in the presence of a~~

~~Justice of the Peace. This temporary permit will not be renewed and no more than one temporary permit will be issued to the same address or applicant in any 24 month period.~~

~~In the case of construction work, temporary permits will be issued to a single nominated vehicle registered at the applicant's address, and may not be used by any other vehicle. A permit must not be used to facilitate the storage of materials in an on-site parking space at the site~~

9 VISITOR PARKING PERMITS

9.1 Purpose

Visitor parking permits enable residents' visitors, including family members, friends, carers, General Practitioners and tradespersons to park on-street and avoid certain time limits and parking fees.

9.2 Eligibility

Residents in most households in the City of Sydney are eligible for visitor parking permits.

The following households or dwelling types are *not* eligible:

- a) A household which occupies a residential flat building or boarding house, approved since 8 May 1996 (former South Sydney) 1 May 2000 (former Sydney City Council) or 12 May 2014 (City of Sydney).
- b) A household which occupies a dwelling approved with the condition that no parking permits are to be issued.
- c) A household with an on-site visitor parking space, including shared visitor parking spaces in multi-unit dwellings.
- d) A household which has on-site parking and has not taken up a resident parking permit.
- e) A household occupying a secondary dwelling on a lot for which visitor parking permits are already issued.
- f) A household which occupies premises not approved for residential use.
- g) Hotels, backpacker hostels, guesthouses, tourist accommodation and serviced apartments.
- h) Any other non-residential premises.

9.3 Quantity of permits

Visitor permits are one day scratch cards. The number of permits a household may be eligible for depends on how many resident permits they hold and whether their parking area is zone A or zone B. In order to equitably share limited street parking space eligible households who do not usually occupy street parking are entitled to a higher number of permits than those with one or two annual resident parking permits.

One resident parking permit issued to household for a motorcycle will be disregarded when determining the quantity of visitor permits a household is entitled to.

In Zone A the annual allocation of visitor permits for eligible households will be:

- a) 10 permits for those households with two Resident Parking Permits;
- b) 30 permits for those households with one Resident Parking Permits; and
- c) 40 permits for those households with no Resident Parking Permits.

In Zone B the annual allocation of visitor permits for eligible households will be:

- a) 20 permits for those households with two Resident Parking Permits;
- b) 40 permits for those households with one Resident Parking Permits; and
- c) 60 permits for those households with no Resident Parking Permits.

9.4 Validity

A permit is not valid for use on a caravan, bus, truck, trailer, or any vehicle which exceeds **4.5** ~~3.5~~ tonnes Gross Vehicle Mass, except if a visitor permit is being used for removals to or from the address of the permit holder.

Visitor permits are single-use permits and are valid on the indicated date of use ~~until 8am~~ ~~the following morning~~. The permit is valid only when the date of use has been clearly and correctly indicated. Visitor permits will be issued with a minimum of 12 months validity.

10 VISITOR PARKING PERMITS - TRADESPERSONS

10.1 Purpose

Tradespersons Parking Permits enable tradespersons to carrying out maintenance and improvement work for City residents to park on-street and avoid ~~certain~~ time limits. This reduces job costs and local traffic movements. **They may be used in addition to, or instead of, one-day Visitor Parking Permits.**

10.2 Eligibility

Tradespersons Parking Permits may be issued to residents who:

- a) require **alterations, additions**, ~~minor~~ maintenance and improvement work to be undertaken at their place of residence
- b) provide proof of residency
- c) provide a quote or contract which sets out the address of the place where the work will be carried out, **the nature of the works**, and the duration of works.

Most households are eligible for Tradespersons Parking Permits.

The following households or dwelling types are *not* eligible:

- a) A household which occupies a residential flat building approved since 8 May 1996 (former South Sydney), 1 May 2000 (former Sydney City Council) or 12 May 2014 (all remaining areas of the City of Sydney).
- b) A household which occupies a dwelling approved with the condition that no parking permits are to be issued.
- c) A household with an on-site visitor parking space, including shared visitor parking spaces in multi-unit dwellings.
- d) A household which occupies premises not approved for residential use.

10.3 Quantity of permits

Eligible households may obtain up to six one-week permits annually.

10.4 Validity

A permit is not valid for use on a caravan, bus, truck, trailer, or any vehicle which exceeds 4.5 tonnes Gross Vehicle Mass. Permits are valid for one week. The date of validity **and the resident's address** will be displayed on the permit.

11 BUSINESS PARKING PERMITS

11.1 Purpose

A business parking permit exempts a business vehicle from time limits and parking fees in spaces signposted 'permit holders exempt'.

A business parking permits are provided may be issued to a businesses located within the City of Sydney LGA that requires a vehicles for the carriage of goods or equipment.

Given the very high competition for on-street parking and the need to maintain parking turnover for retail customers, visitors and residents, business permits are issued only for vehicles registered in the name of the business as being for business use, and used in its routine daily operation to carry goods and equipment.

11.2 Eligibility

A business parking permit may be issued to an applicant who:

- a) **has a business** located within the City of Sydney Local Government Area ~~which has no on-site parking~~
- b) requires an eligible vehicle for routine transport of goods or equipment in the day to day operation of a registered business
- c) is an employee or principal of a registered business operating from premises which have development consent for business use **and which have not been excluded from participation in the permit parking scheme by a condition of development consent**
- d) **has no on-site parking; and**
- e) **cannot reasonably modify the premises to provide on-site parking.**

To be eligible for a business permit, the vehicle must:

- a) be registered in the name of the business, or a principal of the business
- b) be registered for business use
- c) **be insured for business use**
- d) be used for the purposes of carrying goods and equipment
- e) not be a truck, bus, tram, caravan trailer or tractor or any vehicle which exceeds 4.5 ~~3.5~~ tonnes Gross Vehicle Mass or longer than 7.5 metres

11.3 Quantity of permits

A business ~~in Zone A or Zone B~~ is eligible for one parking permit. Where more than one business occupies a single business premises, no more than one permit will be issued to each registered lot on a first-in first-served basis.

11.4 Conditions of use

Permits are only to be used for the carriage of goods and equipment. They are not to be used on vehicles primarily used for staff travel, attendance at business appointments, or commuting to a place of employment or business.

11.5 Validity

Permits will be valid for one year from date of issue.

12 SUPPORT CARE WORKER PARKING PERMITS

12.1 Purpose

A **support** care worker parking permit exempts a **support** worker's or **service provider's** vehicle ~~used by an employee of an accredited health care organisation~~ from time limits and parking fees while the **support** worker or **service provider** ~~employee~~ is providing in-home **support** care.

The permit is issued to the **service provider** ~~health care organisation~~ rather than the recipient of the in-home **support** care. This facilitates more efficient access for the **service provider** ~~organisation~~ and avoids placing application requirements on residents.

12.2 Eligibility

A ~~care worker~~ permit may be issued to a **service provider** ~~an applicant~~ who:

- a) provides in-home support services ~~is routinely engaged in the provision of in-home care services~~
- b) conducts, or expects to conduct, more than 60 home visits per year to residents in the City of Sydney and **partnering** Council areas ~~the Inner West Council areas~~¹.

To be eligible for a ~~care worker~~ permit the vehicle must:

- a) be registered in the name of the service provider ~~health care organisation~~. If the vehicle is in a private name, the service ~~care~~ provider must supply a letter explaining that the permit will be used for the purpose of providing in-home support ~~care~~ only.
- b) be under 4.5 ~~3.5~~ tonnes and less than 7.5 metres, unless such vehicle is necessary for the support service provided.

12.3 Quantity of permits

There is no limit to the number of Support Worker Parking Permits that may be issued to service providers who employ support workers. Individuals that operate as a service provider will be issued with one permit.

12.4 Conditions of use

The permit may only be used by a support ~~care~~ worker or service provider for the purposes of providing in-home support.

If the permit is no longer in use by the service ~~care~~ provider or is not expected to be used for a period of three (3) months or more, the permit must be returned to Council.

12.5 .Validity

Permits will be valid for one year from date of issue.

12.6 Plan of management

The City ~~requires care providers to provide at the time of application~~ **Support providers who purchase multiple permits for support workers are required to provide** a Plan of

¹In 2015 the City signed a Memorandum of Understanding with Marrickville and Leichhardt Councils whereby the three Councils agreed to issue a Support Worker permit that would be accepted in all three council areas. The City undertook to administer the scheme.

Management **at the time of application** to prevent the misuse of ~~Care Worker Parking~~ the permits. This requires the **support** care provider to demonstrate potential risks for misuse and control measures if appropriate.

13 CARERS' PARKING PERMITS

13.1 Purpose

A Carers' **parking** Permit exempts a vehicle used by a carer visiting a resident from some time limits and parking meter fees while the carer is providing in-home care.

The permit is issued to the resident rather than the carer. This enables residents to receive care visits from multiple carers who are not eligible for the **care support** workers parking permit.

13.2 Eligibility

A carers' parking permit may be issued to a resident who:

- is a resident of the City of Sydney
- has a letter from a service provider or health professional setting out the resident's need for in-home care. ~~has a letter from an appropriate government health body approved by the Director, City Culture & Community indicating the need for long term health care of the resident.~~

The following households or dwelling types are not eligible:

- A household which occupies a residential flat building, approved since 8 May 1996 (former South Sydney), 1 May 2000 (former Sydney City Council) or 12 May 2014 (all remaining areas of the City of Sydney).
- A household which occupies a dwelling approved with the condition that no parking permits are to be issued.
- A household with an on-site visitor parking space, including shared visitor parking spaces in multi-unit dwellings.
- A household which has on-site parking and has not taken up a resident parking permit.
- A household which occupies premises not approved for residential use.
- Hotels, backpacker hostels, guesthouses, tourist accommodation and serviced apartments.
- Any other non-residential premises.

13.3 Conditions of Use

Eligible residents are entitled to one (1) transferable permit per household. **The permit may only be used for the purposes of providing in-home care.** The permit must be returned to the resident once the visit has ended.

The permits may only be used by carers providing care who meet the definition of carers as set out in the *Carers (Recognition) Act 2010*.

13.4 Validity

Permits will be valid for up to one year from date of issue..

14 PREVENTION OF FRAUD AND MISUSE

14.1 Background

As a result of the high value of parking space, permit schemes are vulnerable to the misuse, theft and forgery of permits. This creates a risk of long-stay parking in residential areas, which occupies parking space otherwise intended for genuine customers, visitors and business users.

14.2 Action

The City will take action against misuse of permits. In the case of demonstrated fraud, improper resale or misuse of permits by a resident, business, visitors or care workers, the City may revoke eligibility for the offending individual, business, address or organisation, for a period of up to two years.

In instances where misuse of permits is reasonably suspected, the City will give permit-holders the opportunity to show cause as to why the permit should not be revoked. Permits will not be arbitrarily or unreasonably revoked.

In cases of suspected falsification, duplication or theft of permits, the City will refer the matter to the NSW Police for investigation.

14.3 Record of on-site parking

To address non-disclosure of on-site parking, the City will maintain a record of on-site parking supply at each residential or business address eligible to participate in the permit parking scheme.

Records will be based on information provided by applicants, development assessment documents, and street-based site inspections. Records will be made available to applicants to ensure the opportunity is provided to correct errors.

14.4 Information on permits

In the case of a resident or business parking permit, the permit will display the vehicle registration in order to prevent theft or improper transfer.

15 TRANSITIONAL ARRANGEMENTS

Transitional arrangements will minimise disruption or hardship by ensuring that existing permits of a type that is not consistent with this policy are honoured until Council determines otherwise.

15.1 Resident permits

In Zone A, a permit holders will be permitted to renew a second resident parking permit that was valid at the date of adoption of this policy on 12 May 2014. The permit may be renewed or transferred to a replacement vehicle only at the same address.

In Zone A, a permit holder with one on-site parking space, will be permitted to renew a first permit that is valid at the date of the adoption of this policy. The permit may be renewed or transferred to a replacement vehicle only at the same address.

Permits will not be renewed in cases where they have been obtained by the non-disclosure or inaccurate declaration of on-site parking spaces.

15.2 Restricted properties

~~Premises which are restricted from participating in the permit parking scheme at the date of adoption of this policy will remain restricted.~~

~~A small number of properties in Ultimo and Pyrmont are classified as 'Restricted Properties', and are eligible for a maximum of one resident parking permit if they do not have on-site parking. Given the high density of dwellings in this location and the limited on-street parking, the City will maintain the one-permit restriction on these properties by classifying them as Zone A. The standard parking permit fees and eligibility criteria will apply.~~

16 IMPLEMENTATION AND ADMINISTRATION

16.1 Neighbourhood Parking Policy Implementation Reviews

The City will carry out a regular program of reviews to assess parking areas' level of consistency with the policy. This will include developing an implementation plan for each reviewed area setting out actions and timelines to address issues identified.

The reviews will be the primary mechanism for operationalising the policy.

16.2 Hardship

Consistent with the Schedule of Fees and Charges, the City may waive the fees and charges applying to permits only in cases where their application would impose unreasonable financial hardship.

16.3 Enforcement

Enforcement of parking controls is the responsibility of City Operations.

16.4 References

Laws and standards	<ul style="list-style-type: none">• Road Transport Act 2013• Road Transport (General) Regulation 2013.• Local Government Act 1993• Carers (Recognition) Act 2010
Policies, procedures and guidelines	<ul style="list-style-type: none">• RMS Parking Permit Guidelines 2016• Central Sydney On-street Parking Policy 2015• Car Sharing Policy 2016

16.5 Consultation

The policy was publically exhibited for 79 days.

16.6 Approval status

The Council approved this policy on XXX.

(A copy of the CEO's signature should be inserted here.)

16.7 Approval history

Stage	Date	Comment	TRIM Reference
Original Policy	12 May 2014	Approved by Council	2013/311119

Review	(Date, month, year)	Full review. Amend time restrictions. Increase number of visitor permits available. Introduce tradespersons parking permit. Broaden vehicle eligibility criteria for business parking permits.	2017/176047
Next review	4 years from adoption of reviewed policy (Date to be inserted, once policy is adopted and approved)		

16.8 Ownership and approval

Responsibility	Role
Author	Manager, Transport Policy
Owner	Executive Manager, City Access and Transport
Endorser	City of Sydney Executive
Approver	City of Sydney Council

Attachment B

<h2>Summary of Public Submissions</h2>

RESPONSE TO PUBLIC SUBMISSIONS TO THE NEIGHBOURHOOD PARKING POLICY

PRINCIPLES FOR PARKING MANAGEMENT (NB: will number issues once they've been approved.)

Of the 86 submissions received in response to the exhibition of the draft Neighbourhood Parking Policy two submissions mentioned principles and six submissions mentioned motorcycles.

Issue No.	Stakeholder	Issue summarised	Issue	Response
Principles				
	Resident(s)	Amending for local conditions	The declaration that “at times the City may adopt different parking restrictions to respond to local conditions” could lead to inconsistency of policy application. Recommend that policy be amended to note City will ensure decisions are evidence-based and consistent with the Council’s Principles for Parking Management. Consistency should be a principle.	Consistency has been included as a principle in the draft policy.
	RMS Transport for NSW	Transport hierarchy	Give consideration to including a transport hierarchy as one of the principles for parking management. This hierarchy should prioritise public and active transport over other modes, which may have some impact on the location of residential, car share and other on-street parking spaces.	The draft policy has been amended at Section 3 to include other kerb space uses that should be prioritised in commercial and retail streets, to create viable and efficient operation of local business and encourage the use of active travel and public transport, including loading zones, bus zones, car sharing spaces, drop-off and pick up spaces, mobility parking spaces and bike parking.
Liveability				
	Resident(s)	More parking for resident's motorcycles	Increase dedicated spaces for residents' motorcycles. They use space and fuel more efficiently.	While motorcycles and scooters are required to abide by air quality and noise regulations, concentrating a number of vehicles in one parking space increases arrivals and departures from that space. The draft policy has been amended to "the City will consider the impact of dedicated motorcycle parking zones on the liveability of residential areas" to better articulate this.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Resident(s)	More parking for commuting motorcyclists	Council should increase dedicated bays for commuters using motorcycles and scooters.	The draft policy discourages commuter parking to encourage use of public transport, walking or cycling and off-street parking.
	Motorcycle Council of NSW	Noise and air quality impacts on liveability	All motorcycles and scooters must comply with the Australian Design Rules and in-service regulations which restrict noise and emissions levels. Consideration of impact on liveability should be applied equally to all vehicles parking, especially those with excessively loud sound systems.	While motorcycles and scooters are required to abide by air quality and noise regulations, concentrating a number of vehicles in one parking space increases arrivals and departures from that space. The draft policy has been amended to "the City will consider the impact of dedicated motorcycle parking zones on the liveability of residential areas" to better articulate this.
	Motorcycle Council of NSW	Displaying resident parking permits	It is impractical to leave a parking permit on a motorcycle or scooter.	Residents with motorcycles are able to purchase a holder which they attach to their motorcycle or their windscreen.

TIME LIMITS AND PRICING

Of the 86 submissions received in response to the exhibition of the draft Neighbourhood Parking Policy 32 submissions mentioned time limits. Eight were from employees of one organisation seeking commuter parking. Eight submissions mentioned pricing (pay parking), seven of them expressing opposition to pay parking. Two submissions mentioned parklets.

Issue No.	Stakeholder	Issue summarised	Issue	Response
Land uses and parking catchments				
	Resident(s)	Provide on-site parking	Commercial operations should be required to provide on-site parking to leave streets free for residential parking.	Requiring mandatory minimum on-site parking is inappropriate in the inner-city where high frequency public transport is available.
	Resident(s)	Time limits need to be set locally, especially for special events	Concern that in some circumstances, such as special events, recommended time limits may not be appropriate because tighter restrictions are required.	Proximity to trip generators is taken into account when time limits are set. Changes to time limits need Local Pedestrian, Cycling and Traffic Calming Committee approval. The preferred response is increased ranger patrols during major events including sporting events and festivals
	Resident(s)	Parking congestion at schools	Parents and carers driving children to school clog local streets. The policy does not address this.	The City works closely with schools to ensure that local parking restrictions facilitate safe vehicle drop off and pick up near schools and that this does not jeopardise the safety of the walking and cycling environments for students. These issues are best dealt with in relation to specific local circumstances.
	Resident(s)	Support parklets	Review legislation to enable vehicular parklets There is currently no permit type that can exempt a vehicular type of parklet from parking restrictions. Council should provide evidence as to why vehicular parklets are excluded. Parklets enhance 'streets as public spaces', increased liveability, increased walkability, and the need to consult local communities and businesses, this should be noted	Vehicular parklets are regulated under the Road Rules must abide by parking regulations and the City must operate within the regulatory framework set by RMS road transport legislation, and road safety audit processes The draft policy is clear that parklets allow different functions to occur in kerbside parking spaces.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Resident(s)	Remove car sharing	Dedicated car sharing spaces don't work. The City should not subsidise commercial car sharing businesses. It should investigate how many vehicles there are, proximity to each other, daily uses of vehicles, amount of time they are parked unused (from observation sometimes all day).	These issues relate to the City's Car Sharing Policy. The City most recently reviewed its Car Sharing Policy in 2016. The next review is 2019.
	Resident(s)	Car share spaces used by others	GoGet car spots are being used as others can't find parking.	Only authorised car sharing vehicles with valid permits can use car share bays. Council Rangers issue infringement notices to unauthorised vehicles occupying dedicated car share bays.
	Resident(s)	Front to kerb parking is dangerous	Mandatory front-to-kerb 90 degree parking restrictions (in Kendall Street, Surry Hills, for example) represent a dangerous and unnecessary safety risk and should be removed.	The angle of on-street parking is outside the scope of the policy. Front to kerb parking is used mainly where exhaust fumes from parked vehicles could enter a nearby property, where rear to kerb is considered unsafe or where the rear of parked cars would extend into the footpath.
40	Disability Inclusion Panel	Pick up and drop off spaces	Consider opportunities for taxis to be able to stop for in "no parking" and "no stopping" areas to pick-up people with disability or older people who may be less mobile or unable to access taxi ranks	This is outside the scope of matters the City can control. NSW Government is responsible for the NSW Road Rules. Road rules already allow a taxi to drop-off in a no parking zone. The draft policy affirms the importance of drop-off and pick up spaces, and mobility parking spaces in village and town centres.
	Disability Inclusion Panel	Definition	Include a definition of "Parklet" in the Definitions section of the Policy.	The draft policy has been amended.
	Disability Inclusion Panel	Car sharing, mobility and carers	Investigate whether car share companies such as Go Get have considered mobility parking and carer parking opportunities within their own plans and policies and if so how this impacts on the Neighbourhood Parking Policy, if at all.	The draft policy supports the Social Inclusion Policy by explicitly acknowledging the role of car sharing in enabling access to a variety of vehicles to households who could not otherwise afford them. On-street car sharing is governed by the Car Sharing Policy 2016.
	Office of the Small Business Commissioner	Support for car sharing	Supports the provision of dedicated on-street parking spaces for authorised car share vehicles and supports an increase in spaces dedicated to	Noted.

Issue No.	Stakeholder	Issue summarised	Issue	Response
			them. They encourage more foot traffic and are also available for local businesses' use.	
	Pymont Action	Provide bus parking	Extend the number of bus only parking spaces in Bank Street, Pymont	City staff regularly liaise with TfNSW and RMS to identify appropriate strategies to ensure that bus and coach parking is adequate.
	Office of the Small Business Commissioner	Signage	Encourage the use of better and less congested signage, which may assist with compliance.	Noted.
15 minute free parking				
	Resident(s)	Extend time frame	Consider 30 minute free parking	15 minute free ticket parking makes it easier for people to run quick errands at local businesses. Fifteen minutes is considered a sufficient length of time for this purpose. People are able to park for longer than 15 minutes, provided they buy a ticket.
49	Glebe Society	Support	We support the continuation of the 15 minute free parking trial on Glebe Point Road.	Noted.
	Restaurant and Catering Association	Adopt permanently	15 minute free parking enables passing motorists to park and order takeaway food without a price disincentive. This should be adopted permanently	The City is awaiting advice from RMS regarding an amendment to the NSW Road Rules to require the display of a free 15 minute ticket. Given that the trial is strongly supported the draft policy recommends continuing the trial.
	Office of Small Business Commissioner	Extend zones	Support extension of the free 15-minute zones to more spaces.	The City is awaiting advice from RMS regarding an amendment to the NSW Road Rules to require the display of a free 15 minute ticket. Given that the trial is strongly supported the draft policy recommends continuing the trial.
	Office of Small Business Commissioner	Express bays	Create express bays to facilitate passenger drop-off and pick-up	The draft policy has been amended to include other kerb space uses that are prioritised in commercial and retail streets, to create viable and efficient operation of local business and encourage the use of active travel and public transport, including loading zones, bus zones, car sharing spaces, drop-off and pick up spaces, mobility parking spaces and bike parking.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Office of Small Business Commissioner	Off-street carparks	Extend 15-minute free zones to Council owned off-street carparks to reduce cruising for parking.	The Neighbourhood Parking Policy does not apply to the City's car parks.
1 hour parking				
	Resident(s)	Remove 1 hour parking	1 hour parking is unnecessarily restrictive, especially in the evenings and at weekends, and prevents visitors from visiting.	The policy does not recommend 1 hour parking in residential areas. Two hour parking controls are the preferred parking control in residential and mixed-use streets, because they allow reasonable access for short visits, without the need for permits.
	Resident(s)	Install 1 hour parking	In areas with much new development would like 2P parking limit Monday-Friday changed to a 1P 7 days a week to discourage commuters.	The draft policy does not recommend 1 hour parking in residential areas. Two hour parking controls are the preferred parking control in residential and mixed-use streets, because they allow reasonable access for short visits, without the need for permits.
	Office of the Small Business Commissioner	Oppose	1P parking restrictions are too restrictive for café and restaurant owners as most customers prefer 2P parking.	The draft policy supports the installation of 2P parking adjacent to cafes and restaurants.
2 hour parking				
	Resident(s)	2 hour parking limits	Want to see at least the 2P parking limit increased to 7 days or for longer hours.	The draft policy outlines the circumstances in which 2P parking could be installed 7 days a week. Extending hours of parking limits in areas where there is not significant parking pressure reduces opportunities for residents' visitors to visit for extended periods without using a permit.
	Office of the Small Business Commissioner	Support	Support installation of 2P ticket parking where average parking occupancy is greater than 85% and significant non-compliance persists despite increased enforcement.	Noted.
3 hour parking				
	Resident(s)	3 hour time limits	3 hours is better for visitors	Two hour parking controls are the preferred parking control in residential and mixed-use streets, because they allow

Issue No.	Stakeholder	Issue summarised	Issue	Response
4 hour parking				
		4 hour parking limits	Two types of reasons were put forward seeking more spaces with 4 hour time limits: supporting longer visits, especially for lunches, dinners and parties; and to enable commuter parking.	The City prioritises use of parking space for residents, businesses and their respective visitors and customers. Maintaining this priority requires that commuter parking on - street in residential neighbourhoods and commercial precincts is actively discouraged. The City manages parking and road space to encourage increased use of public transport, walking and cycling.
Unrestricted parking				
	Resident(s) Coalition of Glebe Groups, Glebe Society	Remove unrestricted parking spaces	Unrestricted parking spaces are used for storage of private property on public space, such as boat trailers, commuting, long term parking and backpacking. It should be replaced by 2 hour time limits between 8.00am-6pm.	The Neighbourhood Parking Policy does not recommend widespread unrestricted parking. The Draft policy recommends 2P parking for residential areas.
	Resident(s)	Install unrestricted parking	There are only a minute selection of parking spots that can be parked in all day - during the week, and not many more over the weekends and they are well away from any central locations, thus causing more inconvenience.	The Neighbourhood Parking Policy does not recommend widespread unrestricted parking.
Pricing				
	Resident(s)	Pay parking pushes people to residential streets	Meters on main streets push more people to the residential streets.	Time limits on nearby residential streets, coupled with permit exemptions, address this concern.
	Resident(s)	Pay parking damage cafes	Paid parking increases the price of travel and acts as a disincentive to dining out.	Pay parking increases compliance and turnover, meaning that more people can park in a space in a day. Many City cafes and restaurants are well serviced by active travel and public transport options. Patrons are able to park in un-metered areas if they are able to find a space, and comply with time restrictions.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Resident(s)	Pay parking impacts visitors	Remove pay parking near residences - too hard for visitors	The City must balance the need to make parking spaces available by ensuring turnover. Prices act as a signal that certain kerb space is in very high demand and encourage drivers to consider using free parking spaces further away or other travel options.
	Resident(s)	Pay parking only used to raise revenue	Replacement of 2P and 4P free parking appears entirely related to increasing revenue.	2P ticket parking is recommended in residential areas where there is more than 85% occupancy and there is significant non-compliance despite increased enforcement. Ticket parking increases compliance, so turnover increases. It is recommended all parking in commercial areas be ticketed to encourage turnover, support compliance and send a price signal that puts a value on kerb space and encourages consideration of other travel options.
	Resident(s)	Request consultation on fees	Ask that these be specified, with opportunities for public comment, before finalizing the new policy.	Council's Fees and Charges process has a community consultation process. All comments on fees and charges received as part of the community consultation for the Neighbourhood Parking Policy will be passed on to the Fees and Charges consultation process and treated as submissions to that consultation.
	Office of the Small Business Commissioner	Support pay parking in commercial areas.	Retail and commercial locations have high demand for parking. Parking spaces in surrounding fringe areas should be time limited and metered to encourage turnover and improve customer access to small and local businesses.	Noted.
	Coalition of Glebe Groups and Glebe Society	Limit pay parking on Glebe Point Road	The Policy suggests all of Glebe Point Road should be pay parking. It should be limited to kerb space adjacent to commercial and retail premises.	The draft policy has been amended to make clear that pay parking be limited to those streets (or sections of streets) adjoining commercial and mixed use areas (including adjacent streets where appropriate)
	Office of the Small Business Commissioner	Revenue	Revenue from parking meters should be directed to improve community assets and surrounding areas.	The City uses revenue from parking meters to improve community assets.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Office of the Small Business Commissioner	Sensors	Sensor based, variable parking rates are another option to address the demands of changing parking needs.	The City continues to explore options for new technologies to aid detection of non-compliant parking. Parking fees already vary by time of day and week.
	Office of Small Business	Technology	The OSBC encourages the increased use of technology. Pay by phone technology (including meter expiry messages and remote top-ups) would increase the customer experience and encourage compliance. Tap-and-go payment technology should be included in all metered areas	The City has mobile payments available. All ticket machines include tap and go payment technology. The City has written to Transport for NSW requesting a review of regulations to allow local authorities to further advance parking technology.
	Restaurant and Catering Association	Remove pay parking during popular times	Pay parking should be in place during the week but not during the most popular times when people frequent cafes, restaurants and boutique retail businesses.	Evidence suggests people may stay for shorter periods if they have to pay for parking, which increases turnover and business revenue.

MANAGING COMPLIANCE

Of the 86 submissions received in response to the exhibition of the draft Neighbourhood Parking Policy 16 submissions mentioned compliance.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Resident(s)	Support	Welcome the inclusion of compliance, it has particular relevance to Area 15 in relation to COFA and Stadium.	Noted.
	Resident(s)	Monitoring	Compliance monitoring is essential to ensure the permit parking controls are operating effectively. Currently monitoring is not frequent enough to deter non-compliance.	The City's Rangers undertake regular and rostered patrols of all parts of the local government area and focus on areas where patrols and community advice indicate high levels of non-compliance.
	Resident(s)	Increase penalties	Penalties at the current rate are clearly of little disincentive.	This is a matter outside of the City's control. Penalties are set by the NSW Government.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Resident(s)	Publish information	Publish information on compliance and enforcement quarterly in a form that enables comparative analysis over time and areas.	Given the considerable variation in the parking areas' landuse, visitor patterns and size, it is not considered that compiling information on compliance and enforcement would enable meaningful analysis.
	Resident(s)	Hours of rangers work	Suggestion that rangers' standard working hours be aligned with parking restriction hours. Concern that non-residents park with confidence two hours before the Rangers shift ends, up to six hours before the parking restrictions end knowing the risk of enforcement is low. This will get worse due to Open and Creative City (night-time economy) initiative.	Rangers have a 24 hour service with proactive patrols rostered from 7am - 10pm, reactive from 10pm - 6am. Based on community feedback targeted patrols are also undertaken after hours as needed. Service levels are constantly assessed and operations are adjusted accordingly.
	Resident(s)	Location of enforcement	Compliance should be enforced on an area-wide basis.	The City's Rangers undertake regular and rostered patrols of all parts of the local government area and focus on areas with high levels of non-compliance.
	Resident(s), Paddington-Darlinghurst Community Working Group, Office of the Small Business Commissioner	Technology	Chalking tyres is anachronistic. Rangers should be equipped with a mobile number plate recognition technology, similar to that used by NSW Police. This would increase efficiency. It would also provide council with a database of historical vehicle positions that would be of value in enforcing compliance, trend analysis and policy improvement. Encourage leveraging technology to improve parking management, compliance and to make it easier for customers to find parking spaces	Police use plate recognition for driving offences. The City have considered the option of license plate recognition for parking offences however significant data integration across various state and local government business units would be required to obtain meaningful analysis and the cost of this is likely to outweigh the benefits. Rangers have the alternative option of valve stemming which eliminates the need to chalk. Other options e.g. sensor technology are being considered.
	Resident(s), Coalition of Glebe Groups	Manage bus parking	More rigorous policing of the many buses, which park randomly and often without paying in residential streets, is needed. Private buses parking on Derwent Street while tourists visit the University of Sydney need effective policing	Patrols of City streets are undertaken on a regular basis and any illegally parked vehicles (including buses) are infringed.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Pymont Action	Manage bus parking	Requirement that tour buses apply for special parking permits, limiting their ability to park to designated "bus only" spaces.	Provided buses park legally and observe signposted restrictions, they are entitled to park on-street. The City liaises with RMS and Transport for NSW to create Authorised Vehicle Zones bus, coach and mini-bus drop-off and pick-up near to major destinations or accommodation.
	Paddington-Darlinghurst Community Working Group	Performance standards for compliance	Council should set performance standards to address high levels of non-compliance.	Overall compliance with parking restrictions across the City is 86 per cent. The City's Rangers undertake regular and rostered patrols of all parts of the local government area and focus on areas with high levels of non-compliance

MOBILITY PARKING

Of the 86 submissions received in response to the exhibition of the draft Neighbourhood Parking Policy six submissions mentioned mobility.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Resident(s)	Reduce misuse of mobility permits	Concern that mobility permits are abused to avoid pay parking. Policy should note this to pressure Government to modify the policy.	The City has corresponded with Transport for NSW about the need to improve turnover of parking spaces being used by holders of mobility parking permits. Mobility permits are outside the scope of the policy.
	Resident(s)	Community consultation	Changes proposed to install mobility parking spaces should be the subject of consultation as per 2.6 of the policy.	Council consults the community when considering changes to kerbside parking, including the installation of mobility parking.
	Resident(s)	Mobility parking permits should pay for resident parking permit	There is an increase in people with Mobility Parking Permits in the area. Change time limits so people with Mobility Parking Permits have to pay to park.	The City has recommended that Transport for NSW align the time extensions for permit holders to align with the Australian Road Rules and has indicated willingness to participate in trials of time designated mobility parking spaces.
	Pyrmont Action	Mobility parking fraud	There are many disabled parking stickers being used, some of which may not be legitimate. Council should work with Sydney City Local Area Command to conduct a survey to determine which permits are being used legitimately, and which are rorting the system	Rangers work with RMS who provide the City with a list of valid permits to enable us to conduct targeted operations. During these operations Rangers inspect vehicles displaying MPS permits and are able to confiscate permits that are being misused and issue infringements.

PARKING AREAS AND PARKING ZONES

Of the 86 submissions received in response to the exhibition of the draft Neighbourhood Parking Policy two submissions mentioned parking areas and parking spaces and ten submissions mentioned parking spaces.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Resident(s)	Numbers of permits issued	Visitor vehicles represent on average 1 in 3 parked vehicles. Recommend 3 resident permits be issued for every 4 spaces. This ratio should be periodically reviewed.	The City allocates permits to eligible residents rather than to spaces.
	Resident(s)	Parking zone size	Parking zones should be smaller to enable residents better access to on-street parking.	Large precincts make more parking spaces accessible for a resident if they can't find a space close to their home.
	Resident(s)	Set parking zones more finely	Each parking area should contain multiple A/B resident parking zones, similar to the way parking restrictions are set according to local circumstances. Properties in busy streets should be zoned A using an appropriate demand/supply ratio threshold whereas less busy streets should be zoned B.	Parking areas enable residents to seek parking in a broader area than just outside their house.
	Resident(s)	Make the parking areas bigger	Expand the areas to have city east, city west, city south and city north – this would make it easier for residents.	Analysis has found that larger parking precincts may enable residents to use their parking permit to park close to their work. The City discourages commuter parking to encourage use of public transport, walking or cycling and off-street parking.
	Resident(s)	New developments should have parking permits	Change Chippendale to Zone A so residents in new apartments are eligible for permits. Reduce the number of permits issued to other residents to reduce parking pressure.	This restriction is in place to manage the impacts on parking and traffic brought about by newer multi-unit properties, and applies to new buildings in either Zone A or Zone B. Chippendale does not meet the criteria for Zone A.
	Resident(s)	Bike lanes, pedestrianisation and gardens take parking spaces	It seems bike lanes and street gardens are more important than providing the growing number of residents with opportunities for themselves or family & friends to park.	While 13 per cent of households have a Resident Parking Permit, 34.5 per cent of City households don't have a car (remaining residents park off-street or don't have permits). The City committed to supporting walking, cycling, car sharing and public transport. On-street landscaping is generally introduced adjacent to intersections where No Stopping

Issue No.	Stakeholder	Issue summarised	Issue	Response
				restrictions apply and is considered by the Local Pedestrian Cycling and Traffic Calming Committee prior to installation.

RESIDENT PARKING PERMITS

Of the 86 submissions received in response to the exhibition of the draft Neighbourhood Parking Policy 11 submissions mentioned resident parking permits. Eight submissions mentioned the price of permits with submissions equally for and against price increases to improve cost recovery.

Issue No.	Stakeholder	Issue summarised	Issue	Response
Number of permits				
70	Resident(s)	Provide more parking permits	Give large households more parking permits based on household size and numbers of cars. Otherwise you are discriminating against large families.	The draft policy offers up to two permits per household except in parking areas where demand for resident permits parking exceeds on-street parking supply. Given the high competition for street space, it is not possible to meet all demand for free on-street parking.
Use of permits				
	Resident(s)	Prevent permit use in unrestricted spaces	Prevent those who have residential parking permits from using unrestricted parking as it takes away parking spaces for those without permits.	Residents with resident parking permits are eligible to park in unrestricted spaces. The Neighbourhood Parking Policy does not recommend widespread unrestricted parking.
	Resident(s)	Time restrict parking permits	Introducing parking permits with time restrictions, so parking is available for non-residents during the peak times of the day but available for residents in the evening.	Only 13 per cent of households hold resident parking permits. Resident parking needs are diverse and span all times of the day. Some residents will drive to work and remove their vehicles from the street.
Price of permits				
	Resident(s), Ultimo Village Voice	Price is too high	Increasing the cost of the first Resident Parking Permit by 50% is not justified in the current economic climate. It is significantly higher than the CPI. Parking should be free or increase should be capped at 25%.	Council's Fees and Charges process has a community consultation process. All comments on fees and charges received as part of the community consultation for the Neighbourhood Parking Policy will be passed on to the Fees and Charges consultation process and treated as submissions to that consultation.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Resident(s) Resident(s)	Price is too low	Parking permits should reflect the high value of public space in the inner city. Streets are used as 'cheap storage' rather than sending a signal to households for reducing car ownership. Couldn't the first permit be expensive and the second permit be really, really expensive?	Council's Fees and Charges process has a community consultation process. All comments on fees and charges received as part of the community consultation for the Neighbourhood Parking Policy will be passed on to the Fees and Charges consultation process and treated as submissions to that consultation.
	Resident(s), Ultimo Village Voice	Increase price of second permit	The increase in cost for a second permit should be higher than the increase for the first, to act as a disincentive.	Council's Fees and Charges process has a community consultation process. All comments on fees and charges received as part of the community consultation for the Neighbourhood Parking Policy will be passed on to the Fees and Charges consultation process and treated as submissions to that consultation.
	Resident(s)	Prevent permit fraud	Websites like parkhound.com.au let people sell permits. Council should cross check the AEC electoral roll, NSW Fair Trading rental tenant bond and NSW RMS databases.	Council routinely scans websites to check permit sales. Privacy laws prevent the City's access to information held by other government agencies. The City requires applicants to provide the necessary documentation at the time of applying for permits.
On-site parking				
	Resident(s)	On-site parking register	Council should maintain a record of resident on-site parking that is publicly available.	Records of on-site parking are subject to privacy provisions.
	Resident(s)	Must use on-site parking	Residents who choose to use existing garages and on-site parking spaces for other purposes should not be eligible for <i>any</i> residential parking permits.	Where an on-site space exists it is deducted from the number of permits to which the resident is entitled. The household may still be entitled to one permit.
	Resident(s)	On-site parking register	Concern re arbitrary application of property being determined to have on-site parking, need to be able to request review of decision.	The City enables review of a determination of on-site parking.
	Resident(s)	On-site parking	Residents in terraces with on-site parking in small yards should be able to have resident parking permits to enable them to use the yards as outdoor garden spaces.	Demand for parking in the inner city far exceeds the available kerbside space. Where an onsite space is available it should be used to free up kerbside space.

Issue No.	Stakeholder	Issue summarised	Issue	Response
New developments				
Resident(s)	Permits for motorcycles	Residents in new developments that are excluded from access to resident parking permits should be permitted to have a parking permit for their motorcycles.	New residential flat buildings are excluded from the Resident Parking Permit Scheme to limit impacts on the local road network, and prevent intensification of parking competition, including by motorcycles in existing areas.	
Resident(s)	Permits for new developments	Council lets developers to build new apartments without parking and gives some resident parking permits	Residents of new buildings are not entitled to resident parking permits. The City's planning controls establish a maximum parking provision for new buildings to discourage car ownership and encourage use of public transport, walking, cycling and car share.	

VISITOR PARKING PERMITS

Of the 86 submissions received in response to the exhibition of the draft Neighbourhood Parking Policy 23 submissions mentioned visitor parking permits.

Issue No.	Stakeholder	Issue summarised	Issue	Response
Number of permits issued				
	Resident(s)	Request more visitor parking permits	Have many friends and family visit.	It is recommended to moderately increase the number of visitor parking permits available to eligible residents. Council needs to balance the needs of all road users including residents, businesses and visitors.
	Resident(s)	Need more permits in areas with tight parking limits	Tickets expire at 8am causing anxiety with overnight guests who must legally move their vehicle or use another scratchie if staying on.	Tickets are only valid on the day marked. Most signposted parking restrictions enable residents to continue parking in the same space until parking restrictions recommence the next day (such as 8am).
	Resident(s)	Return to annual visitor parking permits	Limiting permits number reduces visits.	Daily visitor permits have reduced misuse of the annual visitor permits as well as the impact on parking availability for residents. Permit numbers in Glebe and Pyrmont declined significantly, validating the concern that some annual visitor permits were being used for residents' vehicles.
	Resident(s), Glebe Society, Pyrmont Action	Support recommended allocations	Support eligible households who do not usually occupy on-street parking being entitled to a higher number of permits as they use less on-street parking annually.	Noted
	Paddington-Darlinghurst Community Working Group, Ultimo Village Voice	All households should receive the same amount of permits	The most equitable method to allocate visitor parking permits is to treat all eligible households in each Zone the same. All eligible households in Zone B should be eligible for 45 visitor parking permits per annum.	Kerb space is a valuable community asset and the City attempts to share this resource equitably. Households with a resident parking permit use kerb space 365 days a year whereas households without a resident parking permit, for whatever reason, do not use as much kerb space. If all households were eligible for the same number of permits (e.g. 45) this would increase the number of permits issued.
	Paddington-Darlinghurst	Oppose more visitor parking permits	Likely to lead increased demand for parking in areas where there is already high demand.	The current take up of visitor parking permits (5.7% of households) does not currently pose a significant impact on parking availability. This will be monitored.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Community Working Group			
	Resident(s)	Permits are wasted	Scratchie permits are not used. Permits are wasteful and aren't used, they end up in resident's bins.	It is recommended to offer residents the opportunity to purchase smaller amounts of their allocation.
	Resident(s)	Change format	Make scratchie permits extend over a few consecutive days to enable visitors who stay over a few nights to be able to park without having to walk to the vehicle, which may be some distance away, to change permits daily. Having to place multiple permits on a dashboard attracts thieves. They could also be used for tradespeople, saving the need for a new permit type	Offering visitor permits that extend over a varying number of consecutive days is not justified by the small number of households who would use such a permit.
	Paddington-Darlinghurst Community Working Group	Short term rentals	The draft policy is silent on the issue of short term rental vehicles and parking permits.	Each eligible household is entitled to use their allocation as they choose. Residents must prove eligibility.
	Resident(s)	Half day permits	Would like shorter time visitor parking permits.	2P parking limits are intended to provide an option for shorter visits.
Price of permits				
	Paddington-Darlinghurst Community Working Group	Sliding price scale	Visitor parking permits price should increase as the number utilised increases. eg. The 40th permit should be more expensive than the 1st.	A flat rate is seen to be a fair method of charging for permits.
	Paddington-Darlinghurst Community Working Group	Refund permits	Households that do not use all their permits in a year should be able to exchange them for new ones at no cost.	The price of permits partially covers the cost of administering the scheme, including issuing permits.
	Ultimo Village Voice	Prices need adjusting	Flat price of \$2 is reasonable, except for households who are eligible for 60 permits and	Noted. This will be forwarded to the Fees and Charges consultation process.

Issue No.	Stakeholder	Issue summarised	Issue	Response
			face price shift from \$53 to \$120. Price for 60 permits should be reduced to \$1.50 each.	
Reducing fraud				
	Resident(s)	One-day permits reduce fraud	Scratchie' visitor permits have improved parking space availability as abuse of annual visitor permits has dramatically reduced (selling of permits to local workers, renting out apartment parking spaces whilst parking on the street with visitor permits etc).	Noted.
	Resident(s)	Avoiding fraud	Less abuse would be occur if the visitors parking permit included the name and address of the resident and visitors parking was only allowed in the vicinity of their address.	There is no evidence that abuse of the permits is occurring. Parking areas are established to enable residents and visitors to find a place to park if there is not parking in their immediate vicinity.
	Resident(s)	Avoiding fraud	There is no evidence that visitor permits are being traded. The usage pattern should be monitored across the City of Sydney and over time so as to identify any locations where the system is being abused.	There is no evidence that abuse of the permits is occurring. Council routinely scans websites to check sales of permits.
	Paddington-Darlinghurst Community Working Group	Fraud	Council needs to monitor misuse of permits. Concern about visitor parking permit trading scheme operating on SCG precinct event days.	The price of permits covers the cost of administering the scheme, including issuing permits. The City is proposing to offer residents the opportunity to purchase smaller amounts of their allocation to encourage residents to consider their actual needs.
	Ultimo Village Voice	Choice of purchase options	Agree with the proposal to offer the choice of purchasing the permits either in packets of 10 or the full entitlement.	Noted.

VISITOR PARKING PERMITS – TRADESPERSONS

Of the 86 submissions received in response to the exhibition of the draft Neighbourhood Parking Policy 12 submissions mentioned tradespersons parking permits.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Resident(s)	Encourages productive use of public space	Supportive initiative - allows productive/higher turnover use of public space.	Noted.
	Resident(s), Glebe Society, Pyrmont Action	Support	This is long overdue. The pricing seems fair, but should be subject to careful monitoring to ensure there's no abuse.	Noted. The uptake of permits will be monitored.
	Resident(s)	Need more flexibility in parking	Tradespeople often do not work on consecutive days over the period of a week. Work is weather dependent, deliveries are held up, and tradespeople cancel at the last minute. It is impractical and wasteful to have an inflexible, one-week permit.	One-day visitor parking permits can also be used for tradespeople. Should the draft policy be adopted, many households will be eligible for 40 or 60 visitor parking permits.
	Resident(s)	Weekend use	Permits purchased for tradespeople are unable to be used on a weekend.	The permits enable tradespersons to park their vehicle on weekends. They do not regulate the work the tradesperson carries out.
	Resident(s)	Extended parking times	Tradespeople should be able to park for at least 2 hours in one hour park zones.	This is a matter outside of the City's control. RMS establishes the regulations regarding time limits.
	Resident(s), Coalition of Glebe Groups	Need more permits	More permits are needed.	One-day visitor parking permits can also be used for tradespeople. Should the draft policy be adopted, many households will be eligible for 40 or 60 visitor parking permits.
	Resident(s), Ultimo Village Voice	Minor repairs	A week's parking is great for renovations but a call out for a minor repair isn't covered adequately.	Visitor parking permits, timed parking or pay parking can be used for these purposes.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Resident(s), Ultimo Village Voice	Price is excessive	The difference between the Tradesperson's weekly permit (\$10.60/day) and Visitor Permits (\$2/day) is great.	The proposed price is set at a level that avoids the potential for the permits to be used for other parking purposes, and encourages the use of paid parking, timed parking, off-street parking or regular visitor parking permits first. This is a matter for the Fees and Charges process.
	Resident(s)	Will increase parking pressure	Increasing renovations mean increased tradespersons on local streets. Parking permits for tradespersons will increase this.	Tradespersons are already parking on-street and moving their vehicles frequently or staying beyond time restrictions. The permit is likely to slightly reduce traffic movements, as vehicles no longer need to move from space to space throughout the day, and tradespersons are able to finish their jobs more quickly.
	Paddington-Darlinghurst Community Working Group	Skip bins	The policy is silent on the issue of skip bins occupying on-street parking places.	Bins are not vehicles and are not eligible for parking permits The Waste Management – Local Approvals Policy, currently in draft, covers this matter.

BUSINESS PARKING PERMITS

Of the 86 submissions received in response to the exhibition of the draft Neighbourhood Parking Policy eight submissions mentioned business parking permits.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Resident(s)	Businesses need parking passes	Businesses should have a transferrable short term parking pass for delivery drivers.	Service deliveries and visits can be accommodated by on-site parking, timed parking spaces and loading zones.
	Resident(s)	Permits for customers	Provide special parking permits, valid for 1-2 hours, to retail businesses such as restaurants to give to patrons to encourage visits. Public transport is not always an option.	This matter is outside the City's control. RMS determine the types of parking permits that may be used and this type of permit is not allowable.
	Coalition of Glebe Groups	Available for general travel	Businesses should have a permit for general business trips, not just carrying goods and equipment.	Business parking permits are not provided for vehicles primarily used for staff travel, attendance at business appointments, or commuting to a place of employment or business. The City encourages the use of active travel, public transport, taxis and car sharing for these travel tasks.
	Glebe Society, Office of Small Business Commissioner, Pyrmont Action	Eligible Vehicles	Support broadening the criteria	Noted.
64	Sydney Business Chamber	Eligible vehicles	Confusion around eligible vehicles has resulted in low uptake of business parking permit. Eligibility criteria should be principle based to achieve an efficient outcome rather than prescribe a type of vehicle. It could be evidence of commercial vehicle insurance. It should be made clear how or how 'used to carry goods in the course of daily trade' will be assessed.	Noted.

SUPPORT WORKERS PARKING PERMITS

Of the 86 submissions received in response to the exhibition of the draft Neighbourhood Parking Policy three submissions mentioned support workers.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Resident(s)	Definition	Definition of care worker should include the words 'accredited aged care or health care organisation'.	Noted. The definition has been updated to service provider. It is considered that the inclusion of the term 'insurance agency' is not required as the agency will not be providing an in-home support service.
65	Disability Inclusion Panel	Terminology	Suggestion that the term "Care Worker Permit" be replaced with "Support Worker Permit" and the term 'care' replaced with 'support'. The term "care" reflects a medical/health model of disability and not the social model of disability.	Noted. The draft policy has been amended to reflect this.
	Disability Inclusion Panel	Definitions	Review and update the definition and use of the term "accredited health care organisation". Suggested that the definition include "insurance agency" in light of the National Disability Insurance Scheme (NDIS).	Noted. The definition has been updated to service provider. It is considered that the inclusion of the term 'insurance agency' is not required as the agency will not be providing an in-home support service.
	Disability Inclusion Panel	City policies.	Include a list of City of Sydney strategies and policies that relate and refer to the Neighbourhood Parking Policy.	Noted. The draft policy has been amended to reflect this.
	Disability Inclusion Panel	Accessible documents	Review the formatting of the Policy document to ensure that it is digitally accessible.	Noted. The draft policy has been amended accordingly.
	Glebe Society	Overnight stays	Support permits being available for overnight stays and permanent parking	The permit has been amended to acknowledge that most spaces in the City do not have time limits overnight. They are not available for permanent parking.

CARERS PARKING PERMITS

Of the 86 submissions received in response to the exhibition of the draft Neighbourhood Parking Policy three submissions mentioned carers permits.

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Resident(s)	Excluded developments	Concern about excluding households on land with secondary dwellings where one household holding a resident parking permit excludes the other property from access to a Carers Permit.	The draft policy enables households on land with secondary dwellings access to a Carers Permit.
	Disability Inclusion Panel	Eligibility requirements	Review the eligibility requirements for Carer Permits: suggest "a care plan prepared by a doctor" be replaced by "a letter from an appropriate health body"	Noted. The draft policy has been amended to reflect this.
	Disability Inclusion Panel	Terminology	Consider the use of the word "carer" as defined within the <i>Carers (Recognition) Act 2010</i> , throughout the Policy. Panel members suggested that this definition does not necessarily include all carers, for example; workers and family/friends that may visit for short periods and that "support worker" may be more appropriate.	Support workers who meet the eligibility criteria of the draft policy are eligible for a support worker parking permit. Regular visitors who are not carers according to the definition of the Carers (Recognition) Act 2010 are treated in the same way as other resident's visitors.
	Paddington-Darlinghurst Community Working Group		Residents who require carers parking should not denied this vital service just because their household is not eligible for a Resident Parking permit.	New residential flat buildings are excluded from the Resident Parking Permit Scheme to limit impacts on the local road network, and prevent intensification of parking competition in existing areas. Parking including visitor parking is generally available within developments.

IMPLEMENTATION AND ADMINISTRATION

Of the 86 submissions received in response to the exhibition of the draft Neighbourhood Parking Policy three submissions mentioned matters regarding implementation and administration.

Issue No.	Stakeholder	Issue summarised	Issue	Response
Hardship				
	Resident(s)	Data	<p>Council develop a comprehensive data base of major variables impacting the Neighbourhood Parking Policy:</p> <ul style="list-style-type: none"> • by parking area to enable comparisons between areas • to detect trends that might warrant a change in policy <p>It will assist ensure decisions are evidence-based and could enable existing controls to be eased and provide the community with greater flexibility. This information needs to be made publically accessible in summary form periodically.</p>	Council routinely monitors parking trends and commissions parking studies for specific areas
	Coalition of Glebe Groups, Paddington-Darlinghurst Community Working Group	Exemptions to policy	The parking policy should include a mechanism to enable individuals to request an exemption from the policy requirements, such as the need for extra visitor parking permits.	<p>The draft policy limits the waiving of policy elements on hardship grounds to be consistent with the provisions of the Schedule of Fees and Charges and the requirements of the Local Government Act.</p> <p>It is considered that the underlying policy framework is delivering the intended outcomes. Residents will further benefit from proposed changes, such as additional visitor permits, ability to buy visitor permits in smaller numbers, the provisions for Carers and Care Workers, and the creation of permits for visits by tradespeople.</p>

BUSINESS PARKING PERMITS – TRADESPERSONS

Of the 86 submissions received in response to the exhibition of the draft Neighbourhood Parking Policy three submissions mentioned parking permits for tradespersons parking permits for businesses

Issue No.	Stakeholder	Issue summarised	Issue	Response
	Glebe Society	Support.	Support in principle but await community consultation.	Noted.
	Paddington-Darlinghurst Community Working Group	Vehicle criteria	Council needs to specify what constitutes a trade vehicle.	It is anticipated that the requirement for resident to provide proof of work required will assist in reducing the potential for fraud. This will be monitored
	Paddington-Darlinghurst Community Working Group	Price of permit	The cost of \$53 for 7 days of parking is very low and open to abuse.	It is anticipated that the requirement for resident to provide proof of work required will assist in reducing the potential for fraud. This will be monitored.
	Sydney Business Chamber	Loading zones	Council needs to support access for delivery vehicles given CBD construction is high. Interim loading zones and last mile freight should be considered. Small scale freight depots could be used.	These matters are covered in the Central Sydney On-street Parking Policy. The City routinely liaises with the Sydney Coordination Office to ensure the city is open for business and has co-operated in the establishment of the Courier Hub at Goulburn Street Parking Station.

Item 3.

Policy - Public Exhibition - Energy and Waste Amendment 2018 - Sydney Development Control Plan 2012 and Green Square Town Centre Development Control Plan 2012

File No: X004692.002

Summary

The City's planning framework plays a critical role in shaping the economic, cultural, social and environmental success of the City. It ensures we have the quantity and quality of space needed for the City to be productive, liveable and sustainable. The planning framework ensures that land uses take best advantage of transport, services and infrastructure.

Sydney Development Control Plan 2012 (Sydney DCP 2012) came into operation on 14 December 2012, together with Sydney Local Environmental Plan 2012 (Sydney LEP 2012). These planning controls are the product of a comprehensive program of review and consolidation of the City's previous controls and development policies.

Green Square Town Centre Development Control Plan 2012 (Green Square Town Centre DCP 2012) came into operation on 24 April 2012, and complements the provisions of Sydney Local Environmental Plan (Green Square Town Centre) 2013. These planning controls provide detailed provisions for development in the Green Square town centre, and recognise the town centre as the major centre for the surrounding neighbourhoods.

Since 2012, the City's focus for its strategic planning work has shifted from the consolidation of the controls to delivering the long term vision described in Sustainable Sydney 2030. The focus has also been on responding to the challenges of evolving economic, demographic and environmental opportunities and the NSW Government's plans and policies. For example, the NSW Climate Change Policy Framework sets the NSW target of net zero emissions by 2050. The Draft Greater Sydney Region Plan and revised Draft Eastern City District Plan have enabling strategies and actions to support the State target.

A component of this work is the ongoing monitoring and review of the controls to deliver their intended planning outcomes and improve their operation and clarity.

This report seeks Council's approval for public exhibition of proposed energy and waste amendments to Sydney DCP 2012 and Green Square Town Centre DCP 2012, shown at Attachment A to this report. The proposed amendments include:

- (a) introducing a requirement for Base Building National Australian Built Environment Rating Scheme (NABERS) Energy Commitment Agreements for new commercial office buildings, and major commercial office refurbishments, over 1,000 square metres to Sydney DCP 2012 and Green Square Town Centre DCP 2012;
- (b) updating introductory text to Section 3.6 Ecologically Sustainable Development of Sydney DCP 2012; and

- (c) updating provisions in Sydney DCP 2012 that relate to storage and management of waste to align with the proposed Guidelines for Waste Management in New Developments, which replaces the Policy for Waste Minimisation in New Developments 2005.

The proposed amendments are also a direct response to the following actions listed in the City's Environmental Action 2016 - 2021 Strategy and Action Plan and the City of Sydney Operational Plan 2017/2018. Both documents aim to deliver the long term vision of Sustainable Sydney 2030 through:

- Action 6.10 Investigate the inclusion of DCP provisions that introduce NABERS Energy Commitment Agreements for new commercial office buildings and major commercial office refurbishments over 500 sqm or 1000 sqm; and
- Objective 2.2.1 Incorporate minimum waste requirements for waste storage capacity for new developments in DCP.

This report recommends Council endorse the proposed amendment to Sydney DCP 2012 and Green Square Town Centre DCP 2012, and the proposed Guidelines for Waste Management in New Developments, which are to form part of the Sydney DCP 2012, for public exhibition. If endorsed for exhibition, they will be placed on public exhibition for comment for a minimum of 28 days.

Recommendation

It is resolved that:

- (A) Council endorse the proposed amendments to Sydney Development Control Plan 2012 and Green Square Town Centre Development Control Plan 2012, as shown at Attachment A to the subject report, for public exhibition for at least 28 days;
- (B) Council note the amendment will be reported back to Council following public exhibition;
- (C) authority be delegated to the Chief Executive Officer to make any changes prior to the public exhibition of the amendment that are required to correct minor errors or as a result of consideration by Council;
- (D) Council endorse the proposed Guidelines for Waste Management in New Developments, shown at Attachment C to the subject report, for public exhibition for at least 28 days; and
- (E) Council note the proposed Guidelines for Waste Management in New Developments will be reported back to Council following public exhibition.

Attachments

- Attachment A.** Proposed Sydney Development Control Plan 2012 and Green Square Development Control Plan 2012 - Energy and Waste Amendment 2018
- Attachment B.** Summary Table of Amendments
- Attachment C.** Proposed Guidelines for Waste Management in New Developments

Background

1. The City's planning framework plays a critical role in shaping the economic, cultural, social and environmental success of the City. It ensures we have the quantity and quality of space needed for the City to be productive, liveable and sustainable. The planning framework ensures that land uses take best advantage of transport, services and infrastructure.
2. The Sydney Development Control Plan 2012 (Sydney DCP 2012) came into operation on 14 December 2012, together with Sydney Local Environmental Plan 2012 (Sydney LEP 2012). These planning controls are the product of a comprehensive program of review and rationalisation of the City's previous controls and development policies.
3. Green Square Town Centre Development Control Plan 2012 (Green Square Town Centre DCP 2012) came into operation on 24 April 2012, and complements the provisions of Sydney Local Environmental Plan (Green Square Town Centre) 2013. These planning controls provide detailed provisions for development in the Green Square town centre, and recognise the town centre as the major centre for the surrounding neighbourhoods.
4. Since 2012, the City's focus for its strategic planning work has shifted from the consolidation of the controls to delivering the long term vision described in Sustainable Sydney 2030. The focus has also been on responding to the challenges and opportunities of evolving economic, demographic and environmental trends and NSW Government plans and policies.
5. A component of this work is the ongoing monitoring and review of the controls to deliver their intended planning outcomes and improve their operation and clarity. The proposed amendments to Sydney DCP 2012 and Green Square Town Centre DCP 2012 are the result of this regular monitoring and review.
6. The proposed amendments to Sydney DCP 2012 and Green Square Town Centre DCP 2012 will make the application of provisions simpler and clearer, and provide the community and proponents with more robust development controls for energy and waste.
7. The proposed amendments will ensure the City's planning framework continues to deliver the strategic directions under Sustainable Sydney 2030 and address the actions found within the City's Environmental Action 2016 - 2021 Strategy and Action Plan and the City of Sydney Operational Plan 2017/2018. The amendments will help deliver desirable environmental, social and economic outcomes from development.
8. The proposed amendments to the Sydney DCP 2012 and the Green Square Town Centre DCP 2012 aim to:
 - (a) strengthen the application of ecologically sustainable development principles in new developments and major refurbishments;
 - (b) improve the clarity of existing ecologically sustainable development provisions; and
 - (c) align waste provisions to the proposed Guidelines for Waste Management in New Developments.

9. The proposed amendments are shown at Attachment A, Sydney Development Control Plan 2012 and Green Square Town Centre DCP 2012 - Energy and Waste Amendment 2018 (the DCP amendment). It proposes amendments to text.
10. This report recommends that Council endorse the DCP amendment and Guidelines for Waste Management in New Developments for public exhibition.
11. The key purpose of the DCP amendment is to:
 - (a) Amendment 1 - introduce a requirement for Base Building National Australian Built Environment Rating Scheme (NABERS) Energy Commitment Agreements for new commercial office buildings, and major commercial office refurbishments, of 1,000 square metres or more;
 - (b) Amendment 2 - update introductory text to Section 3.6 Ecologically Sustainable Development of Sydney DCP 2012; and
 - (c) Amendment 3 - update waste provisions to align with the Guidelines for Waste Management in New Developments, replacing the Policy for Waste Minimisation in New Developments 2005.
12. The DCP amendment proposes amendments to text, as shown at Attachment A.
13. The proposed amendments and the key implications are discussed below. A table detailing the rationale for each amendment is included at Attachment B to this report.

Key Implications

Amendment 1 - NABERS Energy Commitment Agreements

14. The key energy amendment to the Sydney DCP 2012 and the Green Square Town Centre DCP 2012 introduces a new clause to foster efficient and sustainable use of energy and resources, and minimise new and significantly refurbished office buildings' consumption of energy. The proposed provisions establish standards for new, and major refurbishments of, commercial office buildings with a net lettable floor area over 1,000 square metres to commit to achieving a 5.5 star NABERS Energy rating for base building. A base building rating covers the performance of the building's central services and common areas, which can be influenced by building design and the building services.
15. The commercial office sector was responsible for 45 per cent of City emissions in 2015/16. Through the adoption of high efficiency and renewable energy technologies in the design and operation of buildings, rates of energy consumption can be reduced, resulting in reduced greenhouse gas emissions and lower operating costs for building owners and occupants. Introducing Base Building NABERS Energy Commitment Agreements to DCP controls will encourage such technologies.
16. The changes proposed support Sustainable Sydney 2030, related documents and Council resolutions, as well as NSW State Government plans and policies.
17. In 2008, Sustainable Sydney 2030 set a target to reduce greenhouse gas emissions by 70 per cent below 2006 levels.

18. The City's Energy Efficiency Master Plan (2015) recognises the NABERS program as making a substantial contribution to reducing energy consumption and emissions at the time of publication and in the future. The Energy Efficiency Master Plan identified updating the City's planning controls to require NABERS Energy Commitment Agreements for new commercial office buildings and major commercial office refurbishments as an enabling action. The Energy Efficiency Master Plan is a supporting document to the Environmental Action 2016 – 2021 Strategy and Action Plan (the Environmental Action Plan).
19. The Environmental Action Plan was endorsed in March 2017. The Environmental Action Plan renewed the City's Sustainable Sydney 2030 environmental targets in line with the Paris Agreement. The Paris Agreement is a United Nations program that aims to strengthen the global response to the threat of climate change. The Environmental Action Plan repeats the call to investigate the introduction of NABERS Energy Commitment Agreements for new commercial office buildings and major commercial office refurbishments. Introducing such a requirement will enable the City's planning and regulatory controls to promote energy efficiency and support the achievement of the environmental targets set in Sustainable Sydney 2030 and Environmental Action 2016 – 2021 Strategy and Action Plan.
20. The NSW Climate Change Policy Framework sets the NSW target of net zero emissions by 2050. The Draft Greater Sydney Region Plan and revised Draft Eastern City District Plan have enabling strategies and actions to support the State target. NABERS Energy Commitment Agreements will contribute to reducing emissions, and therefore the proposed amendment directly aligns with and contributes to this State target.

National Australian Built Environment Rating System (NABERS)

21. The National Australian Built Environment Rating Scheme (NABERS) is a rating tool that is well established in the Australian market, with two thirds of offices in NSW with a NABERS rating. The NABERS scheme compares the actual operational performance of existing buildings and tenancies, relative to similar buildings. NABERS measures the energy efficiency, water usage, waste management and indoor environment quality. NABERS ratings are based on the previous 12 months of measured performance information. They use parameters such as hours-of-use and the area of the building, and are scaled 0 star (very poor performance) to 6 star (market leading performance), including half star increments.
22. An energy rating is the most popular type of NABERS ratings. For new Premium and Grade A buildings, a 5 star NABERS Energy rating or higher is required, and 4 star or higher for Grade B buildings using Property of Council of Australia's Guide to Office Building Quality (2012) matrix. The average NABERS Energy rating for commercial office buildings in the City of Sydney in 2016 was 4.53 star (without GreenPower). Only 16% of office buildings were rated less than 3 star NABERS Energy. GreenPower is a Federal program that enables households and businesses to displace their traditional (coal/gas sourced) electricity usage with certified renewable energy.
23. Several Federal, State and industry programs and policies reference or require NABERS Energy ratings. These include:
 - (a) Commercial Building Disclosure Program (Federal);
 - (b) National Green Leasing Policy (Federal);
 - (c) NSW Government Resource Efficiency Policy (State); and

- (d) Property Council of Australia's A Guide to Office Building Quality (industry).
24. The Commercial Building Disclosure Program (2010), administered by the Australian Government, mandates the disclosure of the NABERS Energy rating for commercial office space of 1,000 square metres or more. Prior to 1 July 2017, the mandatory disclosure threshold on commercial office space was 2,000 square metres. The Commercial Building Disclosure Program was established under the Building Energy Efficiency Disclosure Act 2010. Disclosure of the NABERS Energy rating before sale or lease assists prospective buyers and tenants to make informed decisions regarding energy efficiency and greenhouse gas emissions data.
 25. The DCP amendment aligns with the Commercial Building Disclosure Program's mandatory disclosure threshold of 1,000 square metres.
 26. The National Green Leasing Policy (2012) establishes a framework for minimum green lease standards in government office accommodation. This Commonwealth policy facilitates environmentally beneficial practices and outcomes associated with the leasing of buildings, through the use of a Green Lease Schedule. The policy requires a minimum 4.5 star NABERS Energy rating for both government tenancies and government buildings over 2,000 square metres.
 27. The NSW Government Resource Efficiency Policy (2014) sets a minimum 4.5 star NABERS Energy rating for State owned and leased office buildings. The NSW Government is currently reviewing this policy, including considering whether to strengthen NABERS ratings and other minimum standards.
 28. The Property Council of Australia's A Guide to Office Building Quality (2012) provides a design specification for new office buildings and a matrix for existing buildings for classifying office building quality. The Guide provides various tools for assessing office building quality in new and existing buildings.
 29. The Guide references NABERS Energy ratings, and links NABERS Energy ratings with grades of buildings. For new Premium and Grade A buildings a 5 star NABERS Energy rating or higher is required, and 4 star or higher for Grade B buildings.
 30. The current edition of the Guide was released in 2012 and an update is currently taking place, with the 3rd edition available in Q3 2018. It is expected all referencing to NABERS criteria will be updated.

NABERS Energy Commitment Agreements

31. A NABERS Energy Commitment Agreement is a commitment by a building owner to design, build and commission a building to a selected NABERS star rating. It is a contractual commitment between the NABERS national administrator and a building owner to achieve actual operational performance. The communication amongst the design team and other relevant stakeholders during the design and construction stages, as part of the Commitment Agreement process, enables a focus on the achievement of a rating target.
32. Commitment Agreements are applicable to new commercial office building projects or to upgrades and refurbishments of the base building, tenancy or combined tenancies and base building (known as a whole building rating). Commitment Agreements are also applicable to premises that are newly occupied, renovated or where operational changes are being made. The Commitment Agreement covers the design, construction, commissioning and tenanting phases of the project as well as a 12 month operational period to allow operational data to be collected to prove performance.

33. The benefits of NABERS Energy Commitment Agreements to proponents, building owners and tenants are:
- (a) reduced base building energy costs;
 - (b) costs to design and construct a higher efficiency building can be minimised by including energy targets in the planning and design phase of a development;
 - (c) a building rating system which allows for the achievement of corporate sustainability targets;
 - (d) a building rating system which allows for developers, building owners and tenants to promote and market environmental performance whilst the building is being designed, constructed and leased;
 - (e) NABERS Rating Estimate associated with a NABERS Energy Commitment Agreement can be used to show compliance with energy efficiency Performance Requirements JP1 and JP3 of National Construction Code Volume One Energy Efficiency Provisions 2016; and
 - (f) NABERS Energy modelling associated with a NABERS Energy Commitment Agreement can be used to claim Energy points in Green Star - Design & As Built.

5.5 star NABERS Energy Commitment Agreement

34. The DCP amendment proposes the inclusion of NABERS Energy Commitment Agreements of 5.5 star for new commercial office buildings, and major commercial office refurbishments with 1,000 square metres or more of net lettable floor area. The Commitment Agreement is for the base building. The proposed amendment utilises 1,000 square metres to align with the Commercial Building Disclosure Program.
35. The majority of commercial office projects in the City of Sydney are currently achieving or proposing 5 star NABERS Energy ratings for the base building.
36. The studies listed below indicate a 5.5 star NABERS Energy rating is an appropriate minimum target to require for future developments, with reasons including:
- (a) higher rental rates based on data analysis from the Investment Property Databank;
 - (b) positive net present value and internal rate of return possible; and
 - (c) little or no 'additional' energy savings at the local government area level if below 5.5 star as NABERS Energy ratings in the City of Sydney are increasing over time, on average - requiring less than 5.5 star will achieve a much smaller reduction in energy usage from buildings.
37. Specifically for the City, introducing a requirement to enter into a NABERS Energy Commitment Agreement of 5.5 star means:
- (a) the City's planning controls can further support the Sydney LEP 2012, Part 1, 1.2(2)(c) aim to promote ecologically sustainable development;
 - (b) future planning proposals and development applications seeking to demonstrate design excellence will need to exceed 5.5 star NABERS Energy to qualify for design excellence; and

- (c) the City can progress towards reducing greenhouse gas emissions across the entire City of Sydney.
38. The following were relied upon to determine the proposed 5.5 star NABERS Energy rating:
- (a) draft National Construction Code 2019;
 - (b) peer-reviewed journal article by NSW Office of Environment and Heritage and AECOM, Life cycle cost comparison of a high NABERS performing commercial building (2016);
 - (c) Investment Property Databank Australia Market Results (2014); and
 - (d) preliminary discussions with industry stakeholders.
39. The National Construction Code is a performance based code containing all of the Performance Requirements for the construction of buildings. It provides the minimum necessary requirements for safety, health, amenity and sustainability in the design and construction of new buildings, and new building work in existing buildings, throughout Australia. It is an initiative of the Council of Australian Governments.
40. In NSW, the National Construction Code is referenced and given effect through the Environmental Planning and Assessment Act 1979. The National Construction Code is made up of the Building Code of Australia (BCA), being Volumes One and Two, and the Plumbing Code of Australia, being Volume Three.
41. The National Construction Code is amended every three years and technical proposals to change the National Construction Code are considered during this cycle. The next update of the National Construction Code is scheduled for 2019, with the draft National Construction Code 2019 currently open for public comment until 13 April 2018. One key element of the proposed 2019 amendments includes increased levels of energy efficiency for commercial buildings, located in Section J Energy Efficiency of Volume One. This focus is an outcome of the Council of Australian Governments 2015 National Energy Productivity Plan and subsequent energy productivity targets.
42. Draft National Construction Code 2019 proposes to use the NABERS Energy Commitment Agreements process and modelling of 5.5 star as one of the verification methods to demonstrate compliance with Performance Requirement JP1 for a Class 5 building. Class 5 buildings are office buildings that are used for professional or commercial purposes. There are four verification methods proposed to demonstrate compliance with Performance Requirement JP1:

- (a) NABERS Energy;
 - (b) Green Star;
 - (c) verification using a reference building; and
 - (d) building envelope sealing.
43. The Office of Environment and Heritage, the NABERS national administrator, commissioned AECOM to conduct a life cycle cost analysis based on the capital and operating costs of a building targeting different NABERS Energy star ratings. The study modelled a new build on a brownfield site with a net lettable area of 35,000 square metres located in Sydney. The study was conducted from both a building owner perspective (base building) and a tenant perspective (tenancy). A Base Building NABERS Energy rating covers the energy use by base building services, such as central air conditioning plant, lighting in the common area spaces, lifts and car park facilities.
44. The study indicates there is a strong business case, supported by rigorous modelling, that high NABERS rated buildings are more desirable to construct and operate than average or low performing buildings. Financially, two of the four scenarios in the study (scenario 2 - 5 star Energy and 4.5 star Water; scenario 3 - 5.5 star Energy and 5 star Water) are the most attractive for a building owner/developer, showing a similar, positive 15 year net present value. The modelled 25 year net present value shows scenario 3 with a higher benefit, however, it is at the expense of a greater capital outlay.
45. Investment Property Database Australia Markets Results (2014) show:
- (a) a 10.6 per cent average return on buildings that achieve a 5 star NABERS Energy and higher, compared to 8.5 per cent return for 4 - 4.5 star and 7.6 per cent for 3.5 star or lower; and
 - (b) high performing NABERS Energy buildings have a vacancy rate of 0.4 percentage points lower than the average lower performing buildings, have 17 per cent higher net income (\$/sqm), have a 21 per cent higher capital value (\$/sqm), and a longer weighted average lease expiry by 45 per cent.
46. Preliminary industry stakeholder discussions occurred prior to this Council report. Stakeholders voiced support of including NABERS Energy Commitment Agreements for commercial office buildings into the planning controls. Further stakeholder engagement will take place if Council approves this report for public exhibition.
47. The above studies, industry stakeholder discussions, the benefits of NABERS Energy Commitment Agreements and the industry acceptance of the NABERS program provide a strong argument for the proposed amendment. This DCP amendment proposes the inclusion of Base Building NABERS Energy Commitment Agreements of 5.5 star for new commercial office buildings, and major commercial office refurbishments, with over 1,000 square metres of net lettable floor area in Sydney DCP 2012 and Green Square Town Centre DCP 2012.

Amendment 2 - update Section 3.6 Ecologically Sustainable Development of Sydney DCP 2012

48. The DCP amendment updates and develops the existing introductory text to Section 3.6 Ecologically Sustainable Development of Sydney DCP 2012. The key changes comprise:
 - (a) modification of text to strengthen and clarify the purpose of Section 3.6 Ecologically Sustainable Development;
 - (b) updating references to programs; and
 - (c) deletion of references to expired Master Plans.
49. The existing text lacks an introductory paragraph to identify the purpose of the section, therefore, text has been added which aligns with other sections of Sydney DCP 2012.
50. The existing reference to the Australian Government's Commercial Building Disclosure Program's current mandatory disclosure threshold is out of date. From 1 July 2017, the mandatory disclosure threshold on commercial office space was lowered from 2,000 square metres to 1,000 square metres. The amendment will align Sydney DCP 2012 with the current threshold requirement of the Program.
51. Green Infrastructure plans that are referenced in the introductory text are no longer applicable to the City, therefore, these references are proposed to be removed.
52. The above corrections and updates are marked in red, with new text shown as underlined and deleted text as strikethrough within Attachment A to this report.

Amendment 3 - Waste

53. The DCP amendment and the proposed Guidelines for Waste Management in New Developments (the proposed Guidelines) aim to ensure all new buildings in the City of Sydney are designed, constructed, operated and demolished with best practice waste management principles.
54. The proposed key changes to Sydney DCP 2012 comprise:
 - (a) replacing references to the Policy for Waste Minimisation in New Developments 2005 with the proposed Guidelines for Waste Management in New Developments;
 - (b) modification of text to strengthen and clarify the purpose and objectives of Section 3.14 Waste of Sydney DCP 2012;
 - (c) expanding waste management references to include recycling to emphasise the role of recycling in the waste management system; and
 - (d) expanding the objectives and provisions of Section 4.2.6 Waste and Recycling Management in Sydney DCP 2012 to emphasise the role of building design to facilitate improved waste separation and resource recovery.
55. Additional proposed minor changes can be found in the summary table at Attachment B.

56. The proposed DCP amendment will enable the efficient storage, separation, collection and handling of waste in developments to maximise resource recovery and meet the City's waste and greenhouse gas reduction targets found in Sustainable Sydney 2030 and Environmental Action 2016-2021 Strategy and Action Plan. The proposed amendments ensure that increased space is provided, especially for larger buildings and non-residential developments, and help ensure the space is more accessible and better able to be used by residents and tenants. This will have positive benefits to the community by reducing illegal dumping and improving public amenity.
57. The proposed Guidelines have been developed to update and to replace the existing Policy for Waste Minimisation in New Developments 2005. Updating the Policy for Waste Minimisation in New Developments 2005 is an action that the City committed to in Leave nothing to waste - Managing resources in the City of Sydney area: Waste strategy and action plan 2017-2030, which was adopted by Council in October 2017.
58. The proposed Guidelines were developed and reviewed in conjunction with MRA Consulting (a waste consultant) by:
 - (a) utilising the Policy for Waste Minimisation in New Developments 2005 as a base document;
 - (b) incorporating recent waste data and research;
 - (c) using the NSW EPA's Draft Better Waste Guidelines for New Developments as a reference document; and
 - (d) consulting with key stakeholders.
59. The proposed Guidelines provide the minimum waste management requirements that need to be incorporated for all new and change-of-use developments requiring consent when completing Waste and Recycling Management Plans for a development application.
60. The proposed Guidelines reflect current waste generation rates, waste consumption patterns, and the need for increased recovery rates to meet City targets and to reduce waste being illegally dumped in public places. They result in the following:
 - (a) Food waste - additional bin storage for the separation of food waste for collection in non-residential developments and single dwellings (equates to less than 20 per cent additional bin space for single dwellings);
 - (b) Bulky waste:
 - (i) additional basement storage space for bulky waste (e.g. mattresses and furniture) in residential developments greater than 20 units; and
 - (ii) minimum space requirements for bulky waste in non-residential developments based on floor space and use; and
 - (c) Other changes:
 - (i) additional on-site storage space for the collection of textile waste in multi-unit residential developments with 50 units or more;

- (ii) dedicated on-site storage space for problem waste (e.g. light bulbs, electronic waste, batteries and chemicals);
- (iii) the option to provide dedicated on-site space for the separate collection of beverage containers suitable for redemption under the container deposit scheme collection in non-residential developments; and
- (iv) more flexibility in how access to waste and recycling areas can be achieved, by removing the requirement to provide chutes and clarifying maximum travel distance requirements.

61. In addition to the waste provisions in Sydney DCP 2012, all new and 'change-of-use' developments requiring consent are to consider the proposed Guidelines in order to provide the minimum requirements for waste and recycling management. The proposed Guidelines provide more specific requirements than Sydney DCP 2012 for the different development types across the City of Sydney. The proposed Guidelines form part of Sydney DCP 2012.

Food waste

62. The proposed amendments to Sydney DCP 2012 will introduce additional requirements to provide space for separate food waste storage in non-residential developments and single dwellings, but not multi-unit residential developments. This is to ensure that these buildings have space to separate food waste for collection, composting or worm farming.
63. The proposed Guidelines include separate generation rates for food waste for non-residential developments and single dwellings, in addition to general waste and recycling rates for all developments, to assist with designing adequate space requirements.
64. In Leave nothing to waste - Managing resources in the City of Sydney area: Waste strategy and action plan 2017-2030, the City has committed to introducing a separate food waste collection to City properties and implementing a trial food waste collection scheme for residents in multi-unit residential developments and single dwellings. A pilot is planned to begin in financial year 2018-19 and, depending on the results of the pilot, a Council-wide, voluntary participation rollout is planned.
65. For non-residential developments, references to organic waste have been updated to food waste. Specifically, the existing Sydney DCP 2012 requirements to provide space for organic waste storage within food preparation areas, on each floor, and in central waste and recycling areas are clarified to refer to food waste. To reinforce this, the proposed Guidelines now require dedicated space for collecting food waste within all kitchens, office tearooms, service and food preparation areas.
66. Recent technology improvements in food waste storage, collection and processing, in combination with the increasing costs of general waste service (due in part to increases in the NSW Waste and Environment Levy), have resulted in many retail and commercial premises already operating separate food waste collection. By clarifying requirements to provide space for food waste separation at the point of generation (i.e. in kitchens and food preparation areas), building tenants can more easily participate in any food waste collection scheme and contribute to its efficiency.

67. Requirements in the proposed Guidelines to allocate space for separate food waste collection in non-residential development and single dwellings will support the City in meeting its targets for both reducing waste to landfill and greenhouse gas emissions. These targets are identified in Leave nothing to waste - Managing resources in the City of Sydney area: Waste strategy and action plan 2017-2030 and the Environmental Action 2016-2021 Strategy and Action Plan (the Environmental Action Plan).
68. In the Environmental Action Plan, a target of 70 per cent recovery of residential, commercial and industrial waste is set for June 2021, which aligns with the NSW Waste and Resource Recovery Strategy 2014-21. The Environmental Action Plan also sets a more ambitious target of 90 per cent recovery for June 2030. Reducing barriers to participation and supporting the increased use of separate food waste collection programs will be crucial in meeting these targets.
69. The Environmental Action Plan recognises greenhouse gas emissions from waste breaking down in landfill as an important component of the City's total greenhouse gas emissions. Organic waste, including food waste, makes up a significant contribution to greenhouse gas emissions, because it releases methane as it decomposes under the anaerobic conditions of landfill. According to the most recent research from the Intergovernmental Panel on Climate Change, methane is 34 times more potent than carbon dioxide as a greenhouse gas. For these reasons, diverting food waste from landfill is an effective way to reduce a large proportion of greenhouse gas emissions from waste.

Bulky waste

70. Bulky waste consists of mattresses, furniture, whitegoods, large packaging, fitout waste and other items that are too large to fit in a mobile garbage bin. While the City of Sydney operates free weekly bulky waste collection for all residents, up to 4,000 tonnes of bulky waste is illegally dumped in the City of Sydney each year, representing 35 per cent of the waste managed by the City's cleansing and waste team.
71. To help prevent bulky waste being dumped, the DCP amendment and the proposed Guidelines specify that adequate space be provided for storing bulky waste on-site.
72. A separate room of eight square metres for storing bulky waste within multi-unit residential developments is an existing requirement in Sydney DCP 2012. The DCP amendment allows more flexibility in how this space is provided, including as a screened-off area within a waste and recycling area. The updated space requirements are specified in the proposed Guidelines. They allow a minimum of four square metres for residential buildings with 6-20 units, and additional space for larger buildings on a sliding scale. The intent of this change is for the size of bulky waste storage areas to more accurately reflect the number of residents in the building and for bulky waste storage to be more visible and accessible to residents.
73. For non-residential buildings, a new requirement to provide space for bulky waste storage is introduced in Sydney DCP 2012 and the proposed Guidelines. This specifies minimum space requirements dependent on floor space and type of development. By specifying size requirements for bulky waste storage in line with floor space, this provision will help ensure storage space is sufficient to handle a development's bulky waste generation.

Other changes

74. The proposed Guidelines include other new provisions to facilitate better waste management and source separation. They include providing space for textile recycling/charity collection and storage for problem waste, such as light bulbs, electronic waste, batteries and chemicals, in multi-unit residential developments, and providing space for container deposit scheme (CDS) collection in non-residential developments.
75. Minor changes regarding chutes in residential apartment buildings are proposed in the DCP amendment and are detailed in the proposed Guidelines. The new requirements allow more flexibility in how a building can provide access to waste and recycling areas, and remove the requirement to provide chutes in buildings over three storeys.
76. These provisions will allow new developments to better respond to new opportunities to separate specific waste streams and engage in more effective resource recovery programs. In the case of CDS collection, it can provide a revenue stream for building managers and businesses.

Stakeholder consultation

77. The proposed Guidelines were reviewed and developed in conjunction with MRA Consulting (a waste consultant) to incorporate recent waste data and research, as well as the NSW EPA's Draft Better Waste Guidelines for New Developments and feedback from key stakeholders.
78. In developing the proposed Guidelines, the City had preliminary consultation with the Better Buildings Partnership, waste consultants, property managers and developers. All parties are generally supportive of the new requirements, and relevant feedback was incorporated.
79. Engagement on the proposed Guidelines extended to Sustainability Victoria who are updating their Guide to Best Practice for Waste Management in Multi-unit Developments. The Victorian guide will apply to all new development across Victoria. Their industry stakeholder engagement sessions have highlighted the importance of providing sufficient space at the building design stage for organics and other emerging waste streams, such as e-waste and textile waste, as retrofitting for additional waste separation needs in the future is difficult and costly.

Strategic Alignment - Sustainable Sydney 2030 Vision

80. Sustainable Sydney 2030 is a vision for the sustainable development of the City to 2030 and beyond. It includes 10 strategic directions to guide the future of the City, as well as 10 targets against which to measure progress. This DCP amendment is aligned with the following strategic directions and objectives:
 - (a) Direction 2 provides a road map for the City to become A Leading Environmental Performer - the amendment assists in meeting the City's targets that include reducing greenhouse gas emissions across the City of Sydney.
 - (i) Amendment 1 - the amendment will directly reduce greenhouse gas emissions through more energy efficient building design in the commercial office sector.
 - (ii) Amendment 3 - the amendment will reduce waste to landfill through improved waste recovery, and reduce greenhouse gas emissions associated with organic waste in landfill.

- (b) Direction 9 - Sustainable Development, Renewal and Design - the proposed amendments facilitate ecologically sustainable development by seeking to manage the effects of development on the environment.
 - (i) Amendment 1 - the amendment will directly reduce greenhouse gas emissions through more energy efficient building design in the commercial office sector.
 - (ii) Amendment 3 - the amendment and proposed Guidelines include new development requirements for buildings to function better and promote sustainability in relation to how tenants and residents manage their waste.
- (c) Direction 10 - Implementation through Effective Governance and Partnerships - the amendment allows for a more user-friendly document for the community, proponents and Council.

Organisational Impact

- 81. One aim of the DCP amendments is to achieve greater clarity and consistency in the application of the provisions. This can improve the process of assessment of development applications.

Social / Cultural / Community

- 82. The proposed amendments will provide the community and proponents with clearer and more robust development controls.

Amendment 3 - Waste

- 83. Proposed amendments will have positive benefits to the community by reducing illegal dumping and improving public amenity. The amendments ensure that enough space is provided, especially for larger buildings and non-residential developments, and help ensure the space is more accessible and better able to be used by residents and tenants.

Relevant Legislation

- 84. The Environmental Planning Assessment Act 1979 and the Environmental Planning and Assessment Regulations 2000 outline the requirements for amending a development control plan.
- 85. Building Energy Efficiency Disclosure Act 2010 (Commonwealth) establishes the Commercial Building Disclosure program, and the Building Energy Efficiency Register.
- 86. The Protection of the Environment Operations Act 1997 gives the Environment Protection Authority (EPA) NSW its regulatory powers, setting out offences relating to environmental damage, including littering, pollution and improper waste management.
- 87. The Waste Avoidance and Resource Recovery Act 2001 requires the EPA to develop waste strategies that include targets for waste reduction, resource recovery and diversion of waste from landfill disposal, and gives the EPA power to request councils to report on their compliance with the current waste strategy. The City of Sydney's waste targets align with the NSW Waste Avoidance and Resource Recovery Strategy 2014-21, and Amendment 3 contains measures to meet these targets.

Critical Dates / Time Frames

88. If Council approves the public exhibition of the DCP amendment and proposed Guidelines, it is anticipated that the public exhibition will occur in the second quarter of 2018. All submissions received will be considered and the DCP amendment and proposed Guidelines will be reported back to Council by the second half of 2018.

Public Consultation

89. The purpose of this report is to seek approval to publicly exhibit and seek community input on the DCP amendment and proposed Guidelines for Waste Management in New Developments. The DCP amendment and proposed Guidelines will be placed on public exhibition for a minimum of 28 days in line with the Environmental Planning and Assessment Act 1979 and the Environmental Planning and Assessment Regulation 2000.
90. The DCP amendment and proposed Guidelines will be advertised in local newspapers and on the City's website and will be made available at neighbourhood centres for inspection.
91. The City will review all submissions to the DCP amendment and the proposed Guidelines and report the outcomes of the public exhibition and any post-exhibition changes back to Council for final approval prior to formal adoption.
92. Council should note that although preliminary industry stakeholder discussions occurred prior to this report, all industry stakeholders will have the opportunity to make submissions.

GRAHAM JAHN, AM

Director City Planning, Development and Transport

Dustin Moore, Specialist Planner - Strategic (Sustainability)

Jarrold Booth, Student Planner

Attachment A

**Proposed Sydney Development Control
Plan 2012 and Green Square Town Centre
Development Control Plan 2012 – Energy
and Waste Amendment 2018**

Proposed Sydney Development Control Plan 2012 and Green Square Town Centre Development Control Plan 2012 – Energy and Waste Amendment 2018

Amend the section below by:

- inserting new text shown as underlined and deleted as ~~strikethrough~~.

The following changes are proposed to *Sydney Development Control Plan 2012* and *Green Square Town Centre Development Control Plan 2012*:

Sydney Development Control Plan 2012

Ecologically Sustainable Development

...

3.6 Ecologically Sustainable Development

This section sets out objectives and controls to provide a framework for the application of ecologically sustainable development principles in the design, construction and operation of buildings across Sydney local government area.

Council encourages ~~all applicants to implement the principles~~ the application of ecologically sustainable development ~~principles in the proposed~~ for all development. Implementing the principles ~~of ESD~~ means that the development will be designed and constructed so that it complies with the following objectives:

- a) Greenhouse gas emissions will be reduced.
- b) The use of cogeneration and tri-generation systems will be increased.
- c) Energy that is used will be renewable and low carbon.
- d) Potable water use will be reduced.
- e) Development can adapt to climate change.
- f) Waste will be reduced.
- g) Recycling of waste and use of products from recycled sources will be increased.
- h) Indoor environmental quality will be improved.
- i) The environmental impact from building materials will be reduced through reduction, re-use and recycling of materials, resources and building components.
- j) The biodiversity will be improved.

Section J of the Building Code of Australia ~~also~~ contains mandatory requirements for the design of building envelopes and fixtures to minimise energy use.

The Commonwealth Commercial Building Disclosure Program requires energy efficiency information to be provided in most cases when commercial office space of 1,000 sqm or more is offered for sale or lease. The aim is to improve the energy efficiency of Australia's large office buildings and to ensure prospective buyers and tenants are informed. The Commercial Building Disclosure Program is an initiative of the Council of Australian Governments. It was established

Attachment A. Proposed Sydney Development Control Plan 2012 and Green Square Town Centre Development Control Plan 2012 – Energy and Waste Amendment 2018

~~by the *Building Energy Efficiency Disclosure Act 2010* and is managed by the Australian Government Department of the Environment and Energy.~~

In NSW, *State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004* (BASIX SEPP) mandates provisions that aim to reduce consumption of mains-supplied potable water, reduce emissions of greenhouse gases and improve thermal comfort in all residential development. The BASIX SEPP sets the minimum standards that a development is to achieve. The BASIX SEPP also mandates that a DCP cannot include provisions which require a development to exceed its minimum standards. However, where voluntarily proposed, Council encourages development to exceed minimum BASIX scores. ~~Council does not require a development to achieve a score under any other building rating tool.~~

~~Section J of the Building Code of Australia also contains mandatory requirements for the design of building envelopes and fixtures to minimise energy use.~~

~~On 21 September 2009, Council resolved to appoint the international engineering and design firm ARUP to develop a Decentralised Energy Master Plan for renewable energy. ARUP will look at a range of renewable means of generating electricity and methods to implement it. The Plan will become the roadmap~~

~~to converting 25-30 per cent of the City's electricity use from coal-generated electricity to renewable sources.~~

~~The City is also preparing a Combined Cooling, Heat and Power (Tri-generation) Master Plan (CCMP) for the LGA. The plan will detail specific information about the locations, size and scale of a network of tri-generation plants.~~

~~Ultimately the "Green Infrastructure Master Plans" will provide a framework for the City's future sustainability targets. Once the Master Plans are in place, this DCP will be amended accordingly in order to respond to the matters contained in them. Heating, ventilation and cooling systems are to be designed and constructed to enable connections to and maximise the use of local CCHP or CHP networks.~~

~~Applicants are advised that on 1 November 2010, a Mandatory Commercial Building Disclosure program commenced. This program has been prepared by the Federal Government's Department of Climate Change and Energy Efficiency and aims to ensure that credible and meaningful energy efficiency information is available to purchasers and lessees of large commercial office space. This program applies to commercial buildings with a net lettable floor area of 2,000 sqm or more and requires owners to disclose energy efficiency information to purchasers and lessees when the space is to be sold, leased or subleased. More information is available from the Australian Government Department of Climate Change and Energy Efficiency.~~

From time to time Council may provide guidelines or other relevant information that will assist applicants to implement the principles of ecologically sustainable development ESD.

In the absence of comprehensive government standards and building rating tools which can be used to assess the environmental performance of buildings, Council encourages applicants to use an environmental building rating tool, such as Green Star or any similar rating tool, to demonstrate the environmental performance of a proposed development.

Applicants should contact the operator of the rating tool, such as the Green Building Council of Australia, if they wish to obtain a certified rating. Where an applicant voluntarily proposes achieving a Green Star or other building tool rating Council will apply a condition of development consent that requires the development to obtain the certified rating that was nominated by the applicant.

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3.6.1 Energy efficiency in non residential development

- (1) Development is to be designed and constructed to reduce the need for active heating and cooling by incorporating passive design measures including design, location and thermal properties of glazing, natural ventilation, appropriate use of thermal mass and external shading, including vegetation.
- (2) Lighting for streets, parks and any other public domain spaces provided as part of a development should be energy efficient lighting such as LED lighting.
- (3) In multi-tenant or strata-subdivided developments, electricity sub-metering is to be provided for lighting, air-conditioning and power within each tenancy or strata unit. Locations are to be identified on the development plans.
- (4) Electricity sub-metering is to be provided for significant end uses that will consume more than 10,000 kWh/a.
- (5) Car parking areas are to be designed and constructed so that electric vehicle charging points can be installed at a later time.
- (6) Where appropriate and possible, the development of the public domain should include electric vehicle charging points or the capacity for electric vehicle charging points to be installed at a later time.
- (7) Applications for new developments containing office premises with a net lettable area of 1,000sqm or more are to be submitted with documentation confirming that the building will be capable of supporting a Base Building National Australian Built Environment Rating System (NABERS) Energy Commitment Agreement of 5.5 stars with the NSW Office and Environment Heritage. Such an agreement is to be entered into prior to any construction certificate being issued for the approved development.
- (8) Applications for developments involving alterations, additions and refurbishments to existing office premises where the estimated cost of works is over \$5 million, and contains a net lettable area of 1,000sqm or more, are to be submitted with documentation confirming that the building will be capable of supporting a Base Building National Australian Built Environment Rating System (NABERS) Energy Commitment Agreement of 5.5 stars with the NSW Office and Environment Heritage. Such an agreement is to be entered into prior to any construction certificate being issued for the approved development. Notwithstanding, a Base Building National Australian Built Environment Rating System (NABERS) Energy Commitment Agreement of 5.5 stars is not required where the consent authority is satisfied that:
 - (a) the upgrade works would negatively impact on significant heritage fabric or the heritage significance of a listed heritage item, or
 - (b) the costs associated with the energy efficiency upgrade works are unreasonable when compared to the overall estimated cost of works for the alterations, additions and refurbishment.

- (9) Any application which may impact on significant heritage fabric or the heritage significance of a listed item is to be supported by a Heritage Impact Statement prepared by an appropriately experienced heritage consultant.
- (10) Where it is asserted that the costs are unreasonable under subclause (8)(b) the development application is to be supported by a registered Quantity Surveyor's detailed cost report itemising and verifying the cost of the required energy efficiency upgrade works.

Transport and Parking

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3.11.13 Design and location of waste collection points and loading areas

(1) Waste collection and loading is to be accommodated wholly within new development to reduce noise impacts on surrounding residents, in one of the following ways in order of preference:

- (a) in the building's basement; or
- (b) at grade within the building in a dedicated collection or loading bay; or
- (c) at grade and off street within a safe vehicular circulation system where in all cases vehicles will enter and exit the premises in a forward direction.

Consideration will only be given to less preferable options if the consent authority is satisfied the preferred options are unreasonable.

(2) The waste collection and loading point is to be designed to:

- (a) allow waste collection and loading operations to occur on a level surface away and from vehicle ramps; and
- (b) provide sufficient side and vertical clearance to allow the lifting arc for automated bin lifters to remain clear of any walls or ceilings and all ducts, pipes and other services.

(3) Vehicle access for collection and loading will provide for:

- (a) a 9.25m Council garbage truck and a small rigid delivery vehicle;
- (b) minimum vertical clearance of 4.0 metres for residential development or else 3.8metres clear of all ducts, pipes and other services, depending on the gradient of the access and the type of collection vehicle;
- (c) collection vehicles to be able to enter and exit the premises in a forward direction. Where a vehicle turntable is necessary to meet this requirement, it is to have a capacity of 30 tonnes;
- (d) maximum grades of 1:20 for the first 6m from the street, then a maximum of 1:8 with a transition of 1:12 for 4m at the lower end;
- (e) a minimum driveway width of 3.6m; and
- (f) a minimum turning circle radius of 10.5m.

~~(4) For multi-unit residential buildings and multi-storey commercial buildings, it is preferable for the collection and loading point to be inside the building, for example, in an underground car park, as this reduces noise impact on surrounding residents.~~

(5) Where vehicle access is via a ramp, design requirements for the gradient, surface treatment and curved sections are critical and must be analysed at an early stage in the design process.

Waste

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3.14 Waste

The City of Sydney's Guidelines for Waste Management in New Developments (the Guidelines) provide the minimum waste management requirements for all new and 'change of use' developments requiring consent and are to be used in the design, management and operation of a building's waste and recycling systems. They include design and construction specifications for waste storage areas, the typical dimensions of collection vehicles, what streams need to be recovered in the design and operation and waste generation rates to help calculate the number, size and type of bins required.

The purpose of the Guidelines is to ensure all new buildings will provide for the efficient storage, separation, collection and handling of waste to maximise resource recovery and provide safe and healthy spaces for people to live and work in.

Waste and Recycling Management Plans are to be prepared in accordance with the Guidelines and the City's Waste Management Local Approvals Policy, which outlines how waste and recycling must be managed, stored and collected in public places.

The City of Sydney's Policy for Waste Minimisation in New Developments 2005 provides indicative waste and recycling generation rates for various uses. The Policy also establishes the design and construction specifications for waste storage areas, and the typical dimensions of collection vehicles. A location for waste collection and storage should be investigated at an early stage in the design process, including the need to accommodate collection vehicles on-site.

In 2010 the City of Sydney commenced the preparation of an Alternative Waste Facility business case and an Automated Waste Collection Master Plan. New development will be required to be consistent with the direction of these documents when available.

Objectives

- (a) Reduce the amount of construction and demolition waste going to landfill.
- (b) Reduce amount of waste generated in the operation of a development from going to landfill and maximise resource recovery.
- (c) Ensure waste from within developments can be collected and disposed in a manner that is healthy, efficient, minimises disruption to amenity, and is conducive to the overall minimisation of waste generated.

...

3.14.1 Waste and Recycling Management Plans

(1) A waste management plan A Waste and Recycling Management Plan is to be submitted with the Development Application and will be used to assess and monitor the waste management process within a development management of waste and recycling during construction and operational phases of the proposed development. The Waste and Recycling Management Plan is to be consistent with the City of Sydney Policy for Waste

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3.14.2 Construction and demolition waste

The Waste and Recycling Management Plan is to address construction and demolition waste and include:

- (a) details regarding how waste is to be minimised within a development;
- (b) estimations of quantities and types of materials to be re-used or left over for removal from the site;
- (c) details regarding the types of waste and likely quantities of waste to be produced;
- (d) a site plan showing storage areas away from public access for reusable materials and recyclables during demolition and construction and the vehicle access to these areas;
- ~~(e) details of reusing or recycling methods for waste either on-site or off-site;~~
- (f) targets for recycling and reuse;
- (g) nomination of the role/person responsible for ensuring targets are met and the person responsible for retaining waste dockets from facilities appropriately licensed to receive the development's construction and demolition waste;
- (h) confirmation that all waste going to landfill is not recyclable or hazardous; and
- (i) measures to reuse or recycle at least 80% of construction and demolition waste, either on site or diverted for reuse and recycling with receipts sufficient to demonstrate the target will be achieved.

...

3.14.3 Collection and minimisation of waste during occupation

(1) The Waste and Recycling Management Plan is to address the generation of waste from the occupants of the development and include:

- a) plans and drawings of the proposed development that show:
 - i. the location and space allocated to the waste and recycling management systems; facilities
 - ii. ~~nomination of~~ the nominated waste collection point/s for the site; and
 - iii. ~~Identification of~~ Identify the path of access for users and collection vehicles.
- b) details of the on-going management of the storage and collection of waste and recycling, including responsibility for cleaning, transfer of bins between storage areas and collection points, maintenance of signage, and security of storage areas; and
- c) where appropriate to the nature of the development, a summary document for tenants and residents to inform them of waste and recycling management arrangements.

(2) Waste incineration devices are not permitted.

(3) Development is to include sufficient space in kitchens to separate food waste for collection or compostable material and other areas where waste might be generated for the separation of waste into recyclables, waste to landfill and organics for composting or worm farming.

(4) Development is to include a separate space in a room or screened area for the storage and management of bulky waste (this can include furniture, mattresses and stripout waste) and problem waste (this can include light bulbs and electronic waste) for recycling collection.

Residential Flat, **Commercial Non-Residential** and Mixed Use Developments

...

4.2.6 Waste and recycling management **minimisation**

Refer to more detailed waste and recycling management controls in the City of Sydney's ~~Policy for Waste Minimisation in New Developments 2005 and A Guide to Waste Management Planning (2002)~~, Resource NSW available at: [www.resource.nsw.gov.au/Guidelines for Waste Management in New Developments](http://www.resource.nsw.gov.au/Guidelines%20for%20Waste%20Management%20in%20New%20Developments) (the Guidelines) are to be considered in conjunction with the City's *Waste Management Local Approvals Policy*, which outlines how waste and recycling must be managed, stored and collected in public places.

Development must also comply with Section 3.14.1 Waste minimisation plans and Recycling Management Plans.

Objectives

- (a) Ensure that each dwelling has adequate space to manage waste and recycling.
- (b) Ensure that buildings provide appropriate facilities to manage waste and maximise recovery of resources.
- (c) Ensure that residential amenity is not impacted by waste systems and collection.

...

4.2.6.1 General

(1) Comply with the City of Sydney's ~~Policy for Waste Minimisation in New Developments 2005~~ Guidelines for Waste Management in New Developments

...

4.2.6.2 Residential flat buildings and serviced apartments

(1) A space is to be provided inside each dwelling for separate storage of at least ~~one~~ two day's volume of general waste, recyclables and compostable materials.

(2) Provide a centralised waste and recycling room storage area (s) near the collection point with capacity to store all waste and recycling likely to be generated in the building in the period between normal collection times.

~~(2) For buildings more than 3 storeys, provide a waste and recycling chute on each floor such that the total travel distance from any dwelling to a waste chute does not exceed 40m.~~

~~(3) Where a waste and recycling chute system is used:~~

- ~~(a) chute openings are to open only into a waste service compartment or room for safety purposes; and~~
- ~~(b) the waste service compartment or room on each floor must also include space for containers for the intermediate storage of recyclables.~~

(3) Provide a separate space such as a room or screened area (in a designated area or room in or attached to the waste and recycling storage area) for the storage and recycling of bulky waste, textile waste and problem waste for collection.

(4) The maximum walking distance from any entrance of a residential dwelling to the waste and recycling storage area is not to exceed 30 metres (lift travel distance not included) and should be located close to lifts and/or stairwells.

~~(5) An additional room or caged area with a minimum volume of 8m³ is to be allocated and designated with signs for the storage of discarded bulky items and recyclable electronic goods.~~

~~(6 5) Space for composting and worm farming is to be available for all residents in a communal facility or in small private courtyards. Composting facilities are to be sited on an unpaved area with soil depth of at least 300mm.~~

~~(6) If a chute system is used, a dual chute system (two separate chutes, one for waste and one for recycling) is to be constructed for buildings with more than nine storeys.~~

~~(7) If a chute system is used in buildings with nine or less storeys, a waste chute is required plus space for recycling bins within chute rooms (at least two 240L recycling MGB per six residences serviced by that chute). A recycling chute is not required.~~

~~(8) A chute room is required on each habitable floor that has a chute system. The chute room is to be designed in accordance with Section B in the *Guidelines for Waste Management in New Developments*~~

~~(7 9) Minimise noise from the operation of the waste and recycling management system to residential units by:~~

- ~~(a) locating chutes away from habitable rooms, and~~
- ~~(b) provide acoustic insulation to the waste service facilities or residential units adjacent to or above chutes, waste storage facilities, chute discharge, waste compaction equipment and waste collection vehicle access points.~~

...

4.2.6.3 Additional provisions for mixed use developments

(1) The waste handling, storage and collection systems for residential and ~~commercial non-residential~~ waste are to be ~~completely~~ separate and self-contained, this includes separate keys and locking systems.

(2) Provide easy access from each central waste and recycling storage area to the nominated collection point.

(3) The Waste Management and Recycling Plan is required to separately identify the collection points and management systems for both residential and ~~commercial non-residential~~ waste streams.

(4) Demonstrate that noise and odour from the ~~commercial non-residential~~ waste facility and recycling management system does not impact on ~~residents other occupants within the development~~.

(5) The design and management of the waste and recycling management system is to physically and actively discourage ~~commercial non-residential~~ tenants from using residential waste and recycling systems facilities.

...

4.2.6.4 Additional provisions for non-residential developments

(8 1) Provide a waste service compartment or a waste and recycling area on each floor of the building with sufficient capacity to store at least ~~one~~ two day's volume of waste and recycling.

(2) Storage facilities for separating waste, such as paper, cardboard, containers and ~~organic food waste~~ on each floor and in the centralised waste storage area, are to be included in all ~~commercial non-residential~~ developments and indicated on the plans. The storage of paper and cardboard is to be in a dry, vermin proof area.

(4 3) Kitchens, office tearooms, service and food preparation areas are to be designed with sufficient space for the interim storage of recyclable, recycling, organic food and regular general waste in separate receptacles and is to be indicated on plans.

(4) Provide a dedicated space for storing bulky waste and problem waste for recycling as appropriate but no less than:

(a) 2m² for developments under 100m²

(b) 4m² for developments between 100m² and 2,000m²

(c) An additional 4m² is required for each retail, accommodation or entertainment development over 2,000 m² and for every 20,000 m² of office space.

(3 5) Where communal composting areas are proposed, it is preferred they are managed by a gardener or caretaker and located:

(a) in an accessible and visible area to increase awareness and so that it is well maintained;

(b) away from dwellings on site and on adjacent properties, so they are not affected by potential odours; and

(c) so that potential run-off is away from site drainage points.

(4 6) Waste and recycling storage facilities are to be easily accessible to building occupants and removal vehicles and of a sufficient size and capacity to service the building.

(5 7) Screen storage facilities from any public place or adjoining property.

~~(6) Waste contracts for all businesses are encouraged to include provisions that allow for the collection and recycling of high grade and low grade office paper, batteries, equipment containing printed circuit boards, computers, televisions, fluorescent tubes, smoke detectors and other recyclable resources.~~

(7) In addition to the standard provision for wastes and recyclables, premises are to allocate sufficient space for the separate storage of:

~~(a) recyclable electronic goods waste;~~

(b) reusable items such as crates, pallets, kegs so that storage in a public place is avoided; and

(c) liquid wastes such as oils with storage areas bunded, and drained to a grease trap, in accordance with the requirements of ~~Sydney Water~~ state government authorities and agencies.

~~(9) Provide space for the separation of cardboard for recycling on each floor and in the centralised waste storage area. The storage of paper and cardboard is to be in a dry, vermin-proof area.~~

(10 ~~8~~) If more than 10m cubic metres of uncompacted waste and recycling is likely to be generated per day the central waste and recycling room is to be separate from the goods receiving dock and waste is to be collected in a compaction unit.

~~(9) For specific premise types refer to Section D in the *Guidelines for Waste Management in New Developments* for additional provisions.~~

Green Square Town Centre Development Control Plan 2012

Ecologically Sustainable Development

...

GSTC 8.2.1 Energy efficiency in non residential developments

- (1) Applications for new developments containing office premises with a net lettable area of 1,000sqm or more are to be submitted with documentation confirming that the building will be capable of supporting a Base Building National Australian Built Environment Rating System (NABERS) Energy Commitment Agreement of 5.5 stars with the NSW Office and Environment Heritage. Such an agreement is to be entered into prior to any construction certificate being issued for the approved development.
- (2) Applications for developments involving alterations, additions and refurbishments to existing office premises where the estimated cost of works is over \$5 million, and contains a net lettable area of 1,000sqm or more, are to be submitted with documentation confirming that the building will be capable of supporting a Base Building National Australian Built Environment Rating System (NABERS) Energy Commitment Agreement of 5.5 stars with the NSW Office and Environment Heritage. Such an agreement is to be entered into prior to any construction certificate being issued for the approved development.

Attachment B

Summary Table of Amendments

SUMMARY TABLE OF AMENDMENTS

DRAFT AMENDMENTS TO TEXT – SYDNEY DCP 2012

Reference to DCP Provisions	Proposed change and rationale
Ecologically Sustainable Development	
Section 3.6 <i>Ecologically Sustainable Development</i>	<p>Amendment to Section 3.6 to include new introductory text which identifies the purpose of the section, and rearranging of paragraph order for a more coherent logic.</p> <p>Amendment to the Australian Government's Commercial Building Disclosure Program's current mandatory disclosure threshold. The existing threshold reference is out of date.</p> <p>Deletion of references to Master Plans which are no longer applicable.</p>
Provision 3.6.1 <i>Energy efficiency in non residential developments</i>	<p>Insertion of new provision to meet the objectives of <i>Sustainable Sydney 2030</i> and <i>Environmental Action 2016-2021 Strategy & Action Plan</i>.</p> <p>The provision introduces a requirement for new commercial office buildings, and major commercial office refurbishments, of 1,000 square metres or more to enter into a Base Building National Australian Built Environment Rating Scheme (NABERS) Energy Commitment Agreement of 5.5 star.</p>
Transport and Parking	
Provision 3.11.13 <i>Design and location of waste collection points and loading areas</i>	<p>Amendment to provision (1) options for accommodating waste collection and loading within new development to refer specifically to the priority of reducing noise impacts on surrounding residents. This was previously implicit, and reinforced by provision (4).</p> <p>Deletion of provision (4), as the above amendment makes the provision redundant.</p> <p>Amendment of provision (3) to extend the minimum vertical clearance to 4.0 metres for all developments, not just residential</p>

	and remove 'for residential development or else 3.8m' from vertical minimum clearance.
Waste	
Section 3.14 <i>Waste</i>	<p>Amendment to introductory text to replace references to the <i>Policy for Waste Minimisation in New Developments 2005</i> with the <i>Guidelines for Waste Management in New Developments</i>.</p> <p>Amendment to text to explain in more detail the purpose of the controls and the role of Waste and Recycling Management Plans.</p> <p>Amendment to objectives to emphasise maximising the recovery of resources. Previously the objectives only referenced managing waste.</p>
Provision 3.14.1 <i>Waste management plans</i>	Amendment to heading and text to reference new 'Waste and Recycling Management Plans' as per the new <i>Guidelines for Waste Management in New Developments</i> .
Provision 3.14.2 <i>Construction and demolition waste</i>	<p>Deletion of (e) 'details of reusing or recycling methods for waste either on-site or off-site'.</p> <p>Removed as provision (i) is similar, clearer and more specific 'measures to reuse or recycle at least 80% of construction and demolition waste, either on-site or diverted for reuse and recycling with receipts sufficient to demonstrate the target will be achieved'.</p>
Provision 3.14.3 <i>Collection and minimisation of waste during occupation</i>	<p>Provision to include a separate space for bulky waste, problem waste and food waste storage is introduced to reinforce similar provisions in section 4.2.6.</p> <p>Provision to include a separate space for organics has been replaced with 'food waste for collection or compostable material for composting and worm farming'. The replacement reinforces similar provisions in section 4.2.6.</p>

Provision to include space in kitchens for waste separation is removed to avoid conflicts with provisions in section 4.2.6.

Residential Flat, Commercial and Mixed Use Developments

Provision 4.2.6 *Waste minimisation*

Amendment to heading to read 'Waste and recycling management' and updating the introduction to reference the new *Guidelines for Waste Management in New Developments* and Waste and Recycling Management Plans.

Amendment to objectives to emphasise recycling and recovery of resources. Previously the objectives only referenced managing waste. This reflects the role of design to facilitate improved source separation and resource recovery.

Provision 4.2.6.1 *General*

Updated to refer to the *Guidelines for Waste Management in New Developments*.

Provision 4.2.6.2 *Residential flat buildings and serviced apartments*

Amendment to volume of waste to be accommodated within each dwelling, from one day to two day's volume. This is to better reflect real world behaviour.

Minor amendment to provision (1) to replace the reference to compostable materials with compostable material to provide consistency with the Guidelines.

Amendment to bulky waste storage space. Removes eight square metre requirement which is replaced by a graduated space requirement starting at four square metres in the Guidelines. It is more appropriate for the high level of detail to be in the Guidelines rather than Sydney DCP 2012.

Clarification to how bulky waste storage space can be provided, and amendment to ensure the space is in, or attached to, a waste and recycling area. This is to prevent a bulky waste storage area being provided elsewhere in the building unrelated to the waste and recycling area.

	<p>Amendment to include textile waste and problem waste space requirements within bulky waste storage area.</p> <p>Amendment to requirements regarding chutes. Removes requirement to provide chutes in buildings with more than three storeys, changes distance between dwellings to collection point from 40 metres to 30 metres, clarifies that this distance does not include lift travel.</p> <p>Amendments to requirements regarding chutes, requiring a dual chute for separate general waste and recycling for buildings with more than nine storeys, and to provide a chute room on each floor.</p>
<p>Provision 4.2.6.3 <i>Additional provisions for mixed use developments</i></p>	<p>Minor amendment to reference non-residential premises rather than commercial. This is to provide consistency with provision 4.2.6.4 and to reduce confusion over what type of premises requires private waste collection.</p>
<p>Provision 4.2.6.4 <i>Additional provisions for non-residential developments</i></p>	<p>Amendment to the volume of waste and recycling storage on each floor of a building from one day's generation to two days'. This is to better reflect real world behaviour.</p> <p>Minor amendments to replace references to commercial premises with non-residential.</p> <p>Minor amendments to replace references to organic waste storage with food waste. This is to improve clarity and reinforce food waste separation and collection. This also provides more consistency with the Guidelines.</p> <p>Provision (4) to include minimum storage space size requirements for bulky and problem waste to ensure sufficient space is allocated based on size and type of development.</p> <p>Removal of provision (6) regarding recommendations about the waste contracts that non-residential premises should hold. This requirement is not</p>

enforceable by Council through the DCP or otherwise. The Guidelines provide more detail and guidance about the types of waste services available to non-residential premises.

Removal of provision (7a), regarding allocating space for storage of recyclable electronic goods, as this is captured by the new bulky and problem waste provision (4).

Amendment to move requirements in provision (9) regarding the storage of cardboard into provision (2). This makes the requirements more concise and easy to read.

Minor amendment to replace a reference to Sydney Water with state government authorities and agencies.

Provision to refer to the Guidelines for additional provisions for specific premises.

DRAFT AMENDMENTS TO TEXT – GREEN SQUARE TOWN CENTRE DCP 2012

Reference to DCP Provisions	Proposed change and rationale
Environmental Management	
Provision GSTC 8.2.1 <i>Energy efficiency in non residential developments</i>	Insertion of new provision to meet the objectives of <i>Sustainable Sydney 2030</i> and <i>Environmental Action 2016-2021 Strategy & Action Plan</i> . The provisions introduces a requirement for new commercial office buildings, and major commercial office refurbishments, of 1,000 square metres or more to enter into a Base Building National Australian Built Environment Rating Scheme (NABERS) Energy Commitment Agreement of 5.5 star.

Attachment C

**Proposed Guidelines for Waste
Management in New Developments**

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Sydney2030/Green/Global/Connected



Guidelines for Waste Management in new developments



Cover Image: Archibald Avenue, Waterloo / Image: Adam Hollingworth
Above Image: Garbage truck, City Operations Waste & Cleansing / Image: Brendan Read

01 Introduction	4
Purpose	4
Context	4
Where and when do the guidelines apply?	5
02 How to use the guidelines	6
Waste and Recycling Management Plan process	8
Sections	
A General requirements	10
B Multi-unit residential developments	16
C Residential single dwellings	19
D Non-residential developments	20
E Mixed use developments	24
F Construction and demolition waste requirements	26
Abbreviations	28
Glossary	29
References	
A Waste generation rates	32
B Council residential waste and recycling services	34
C Design requirements for collection vehicle access	36
D Waste and recycling storage area construction	39
E Waste chutes, compactors, balers and crushers	41
F Advanced waste collection systems	43
G Management and treatment of food waste	46
Appendix – Waste and Recycling Management Plan forms	
A Construction Waste and Recycling Management Plan	A-2
B Demolition Waste and Recycling Management Plan	A-4
C Operational Waste and Recycling Management Plan	A-6

01

Introduction

Purpose

The City of Sydney's *Guidelines for Waste Management in New Developments* (the Guidelines) promote the efficient storage, separation, collection and handling of waste to maximise resource recovery and provide safe and healthy spaces for people to live and work in.

The Guidelines provide the minimum waste management requirements for all development and for completing Waste and Recycling Management Plans for Development Applications (DAs).

All new developments that will generate demolition, construction and operational waste are required to submit a Waste and Recycling Management Plan. Operational waste is waste generated by occupants of developments as part of typical occupancy and use.

Context

The City of Sydney is committed to environmental leadership. The City's *Sustainable Sydney 2030 – Community Strategic Plan 2017–2021 and Environmental Action 2016–2021 – Strategy and Action Plan* set bold targets, including a long-term goal of zero waste to landfill.

The City's *Leave nothing to waste – Managing resources in the City of Sydney area: Waste strategy and action plan 2017–2030* focuses on managing Sydney's resources to 2030 by setting clear targets and recommendations to maximise diversion from landfill. It sets out priority areas that will integrate sustainable resource management within a dynamic and developing urban environment.

One priority area is sustainable design. The City is committed to focusing on sustainable waste management in new developments and these should provide safe and convenient facilities for residents and workers to store recyclables and unwanted waste items for collection and recovery.

The Guidelines are integral in ensuring the City's new buildings maximise resource recovery opportunities through smart, innovative and sustainable design.

Introduction



Our Targets

By June 2021

Targets for our residents

- To divert 70 per cent of waste (with a minimum of 35 per cent as source-separated recycling) away from landfill

Targets for our operations

- To divert 50 per cent of waste from City parks, streets, and public places away from landfill
- To divert 70 per cent of waste from City-managed properties away from landfill
- To divert 80 per cent of construction and demolition waste, generated and managed by City operations, away from landfill

Targets for our businesses

- To divert 70 per cent of waste from operating businesses in the local government area away from landfill
- To divert 80 per cent of waste from construction and demolition activities in the local government area away from landfill

By 2030

Targets for our residents

- To divert 90 per cent of waste (with a minimum of 35 per cent as source-separated recycling) from landfill

Targets for our operations

- To divert 90 per cent of waste from City parks, streets, and public places from landfill
- To divert 90 per cent of waste from City-managed properties from landfill
- To divert 90 per cent of waste from construction and demolition, generated and managed by City operations, from landfill

Targets for our businesses

- To divert 90 per cent of waste from operating businesses in the local government area from landfill
- To divert 90 per cent of waste from construction and demolition activities in the local government area from landfill

Where and when do the guidelines apply?

The Guidelines apply to all development within the City of Sydney local government area. The Guidelines were approved by the City of Sydney Council (the Council) on xxxx.

02

How to use the guidelines

The Guidelines should be used by architects, designers, developers, planners, waste consultants, builders, building managers and those involved with the construction, design, management and operation of a building's waste and recycling systems.

The Guidelines also assist with those developments required to prepare a Waste and Recycling Management Plan in accordance with the *Apartment Design Guide*.

The Guidelines are divided into general and individual sections based on development type. Individual sections set out the provisions specific to that type of development for operational waste management. The criteria in each section relevant to the development being proposed should be reviewed and applied as required.

Each section sets out provisions for waste management for development types in relation to:

Space – to allocate sufficient areas within developments for the efficient access, storage and collection of waste and recycling

Access – to ensure waste systems are easy to use and that collection vehicles are able to access buildings to remove waste safely and efficiently

Amenity – to maintain a visually appealing streetscape and minimise the impacts of noise and odour from waste and recycling handling on building occupants, near neighbours and the local area

Safety – to ensure safe practices for storage, handling and collection of waste and recycling

Services – to provide guidance on the Council's expectations for delivering effective waste services including bin handling and collection points, and managing bulky, problem waste and stripout waste

Management – to ensure clarity regarding the roles providing waste management systems for developments and to demarcate service provision

A final section specifies the requirements for managing demolition and construction waste from new and change-of-use developments.

How to use the guidelines



Reference section

The References section contains technical information that is to be used to inform the design, management and operation of a building's waste and recycling systems. It includes specific waste generation rates, Council's waste services, collection truck information, construction requirements, food waste recycling options, and comparative waste storage and collection systems.

Waste Generation Rates

The waste generation rates for specific premises should be used to calculate the waste and recycling storage space required where there is no existing or previous data on the operational waste data for the development. These calculations and other information as specified can be used in the completion of the Waste and Recycling Management Plans provided in the Appendix.

Waste management local approvals policy

The Guidelines are to be considered in conjunction with the City's [Waste Management Local Approvals Policy](#) which outlines how waste and recycling is to be managed, stored and collected in public places. Waste and Recycling Management Plans are to adhere to this policy, which can be found at www.cityofsydney.nsw.gov.au.

Supporting resources

Applicants may also make reference to the following documents that provide additional guidance for developments to achieve best practice in waste and recycling management. (Note: any future iterations of these documents will supersede older versions).

- NSW EPA, *Better Practice Guide for Waste Management in Multi-unit Dwellings*, 2008
- NSW EPA, *Better Practice Guidelines for Waste Management and Recycling in Commercial and Industrial Facilities*, 2013
- NSW, *State Environmental Planning Policy No 65—Design Quality of Residential Flat Development*, 2017



Waste and Recycling Management Plan process

A Waste and Recycling Management Plan is to be submitted with all development applications for new and change-of-use developments that will generate construction, demolition and operational waste.

Development applications for change-of-use are to address the adjustment of waste management requirements on the basis of these Guidelines to suit the proposed new development type.

Waste and Recycling Management Plan forms are provided at the end of this document.

Applicants need to complete these forms in accordance with the requirements included in these Guidelines and are to provide the following information in the Waste and Recycling Management Plan:

- 1 Plans and drawings of the proposed development that show the location and space allocated to the waste management systems and facilities and the nominated waste collection point for the site.
- 2 Details of the types and estimated quantities of waste streams.
- 3 Identification of the path of access for users and collection vehicles.
- 4 Details of ongoing management, storage and collection of waste, including responsibility for cleaning, transfer of bins between storage areas and collection points, implementation and maintenance of signage, and security of storage areas.

- 5 Where appropriate to the nature of the development, a summary document for tenants and residents to inform them of the building's waste management arrangements.
- 6 Details of the handling of construction, demolition and ongoing waste outputs of the development.

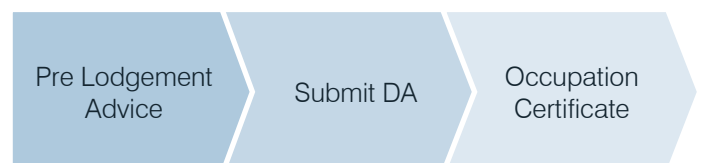
The completed Waste and Recycling Management Plans, including drawings submitted by the applicant, will be used in the Council assessment of the waste management provisions for the new development.

Please note that inaccurate or incomplete Waste and Recycling Management Plans can delay development approval decisions.

For all residential, non-residential and mixed use developments with a construction value greater than \$5 million, a Waste and Recycling Management Plan is to be prepared by a suitably qualified waste consultant experienced in the appropriate management of waste and recycling generated by new or upgraded developments.

Assessment and approval

The Guidelines are to be used when developing a Waste and Recycling Management Plan throughout the following planning approval stages:



How to use the guidelines



City of Sydney recycling in Town Hall House / Image: Jamie Williams

Pre-lodgement advice

You may contact Council's customer service, planners or waste staff prior to the lodgment of a plan with questions about the requirements contained in these Guidelines. For larger developments, a pre-lodgment meeting to discuss the proposed Waste and Recycling Management Plan is recommended.

Submission of development application

All physical elements of the Waste and Recycling Management Plan is to be detailed on the DA plans for assessment.

The Waste and Recycling Management Plan will form part of the DA application and will be assessed as part of the development assessment process. Key performance criteria for the assessment of Waste and Recycling Management Plans will include:

- Waste storage facilities are designed to minimise impacts on the streetscape, building entry and amenity of residents and tenants
- The recovery of waste is maximised by providing safe, convenient and appropriate space for source separation and recycling
- Waste is separated for maximum recycling

Occupation certificate

For all developments with a residential component, the Council needs to approve the constructed waste management facilities prior to issuing the occupation certificate, and a condition of consent will also be required.

For non-residential developments, the certifying authority is to certify that the constructed waste management facilities conforms to the approved waste management system as set out in the Waste and Recycling Management Plan.

Section A

General requirements

This section sets out the requirements for all development types excluding residential single dwellings. It is to be read in conjunction with the requirements for the specific development types that are set out in the sections that follow.

Waste and recycling storage areas

- 1.1 All waste and recycling is to be wholly located in a dedicated room or storage area. Provide adequate capacity for storing all the waste and recycling likely to be generated between collection cycles, based on expected waste generation and selected bin types.

Accommodate likely peak demand for waste storage capacity. Indicative waste and recycling generation rates for residential and various non-residential sector premises are listed in the *Waste and Recycling Generation Rates* reference section.
- 1.2 Storage areas should reflect the equipment, infrastructure, maneuvering space and potential future needs of the development.
- 1.3 The storage area(s) is to be detailed on DA plans and drawings submitted to Council.
- 1.4 More than one storage area may be required in order to provide sufficient storage or to meet criteria for the access and transfer of waste and recycling.
- 1.5 Waste and recycling areas are to be located in a position that is convenient for both users and waste collection staff and that promotes source separation and reduces contamination.

Section A



- 1.6 The layout of the storage area is to be designed to encourage easy recycling and separation of different waste types by all users.
- 1.7 Storage areas are to be provided within the premises in reasonable proximity to the vehicle entrance, and no lower than one level below street level.
- 1.8 Storage areas are not to be located adjacent to a habitable room.

Space for waste not suitable for bins

Many businesses and residents need to dispose of items that do not fit within standard collection bins. Allocation of space at the design stage for improved source-separated recycling adds flexibility in buildings to handle these items.

Refurbishment waste and other bulky items are a regular addition to the waste collected within the City and space to store these for collection is required. Mattresses and e-waste are a significant feature of residential waste that can be recycled if collected separately. Items such as batteries, mobile phones and fluorescent lights can be harmful to the environment if not collected separately for recovery.

Many business premises rely on transport packaging for products, such as kegs, pallets, crates and boxes. It is important to provide an opportunity for interim storage of these re-usable items to minimise breakage and loss, to reduce reliance on single-use packaging, and to minimise waste, litter and the use of natural resources.



Space for bulky, problem, food waste and compostable material

- 2.1 Separate dedicated space such as a room or screened area (in or attached to the waste and recycling storage area) is to also be provided for the storage and recycling of bulky waste and problem waste for collection (refer to relevant sections for specific size requirements according to development type.)
- 2.2 A caged section is to be provided for gas bottle disposal within this dedicated space.
- 2.3 Food waste and compostable material management options can include providing space for:
 - 2.4.1 Composting and worm farming, on an unpaved earth surface or within a bunded and drained area, for developments with external space or in private courtyards that is to be managed by the development.
 - 2.4.2 On-site food waste processing system (refer to reference section *Management and treatment of food waste*).

What is bulky and problem waste?

Bulky waste are those recyclable items too large to fit into bins and includes furniture, cardboard boxes, whitegoods, electronics and mattresses.

Problem wastes are hazardous items that are not permitted in the general waste bin. This include paints, chemicals, batteries, light bulbs, gas bottles, motor and cooking oils which can be recycled if separately collected and managed.



Waste and recycling collection points

A waste and recycling collection point is the designated position or area where waste or recyclables are loaded onto the collection vehicle.

- 3.1 The collection point is to be level, free of obstructions and with sufficient height clearance to enable the safe mechanical pick up and set down of bins.
- 3.2 The location of the proposed waste and recycling collection point(s) is to be detailed on the DA plans. Collection points for residential and non-residential loads may be shared.
- 3.3 Collection and vehicle access points are not to be located adjacent to a habitable room.
- 3.4 Residential developments are to provide on-site collection of waste, recycling and bulky items by Council vehicles. Waste collection and loading is to be accommodated within new developments in one of the following ways to reduce noise impacts on surrounding residents, in order of preference:
 - In the building's basement
 - At grade within the building in a dedicated collection or loading bay
 - At grade and off-street within a safe vehicular circulation system where, in all cases, vehicles will enter and exit the premises in a forward direction
- 3.5 Residential waste from developments with six residential units or less are permitted to have kerbside collection in the following circumstances:
 - Where the space required for presentation at kerb does not exceed one-third of the width of the property frontage
 - Where collection activity does not create an obstruction of the pathway or roadway or cause an illegal hazard
 - Where the collection point is to be located so as to minimise the impacts from noise and odour during collection
 - Where collection complies with the City's *Waste Management Local Approvals Policy*
- 3.6 All collection of non-residential waste is to be conducted on-site. Consideration will be given to smaller developments where this is not possible.
- 3.7 All externally located on-site collection points are to be constructed within 15 metres from the property boundary at which access is provided for collectors.
- 3.8 The following allowances are to be made for the nominated collection point:
 - Vehicle access for collection and loading will provide for a maximum grade of 1:20 for the first 6 metres from the street, then a maximum of 1:8 with a transition of 1:12 for 4 metres at the lower end
 - A minimum vertical clearance of 4 metres, including clearances of all ducts, pipes and other services
 - A minimum width of driveway of 3.6 metres
 - A minimum turning circle radius of 10.5 metres or provision for changing the facing direction of a waste or recycling collection vehicle.



Garbage truck, City Operations Waste & Cleansing / Image: Brendan Read

3.9 Each collection point is to be easily accessible from the nominated waste and recycling storage area. The access pathway for wheeling bins between a storage point and the collection point is to be level and free of steps or kerbs. The maximum manual handling distance between the storage point and the collection point for bins is:

- 10 metres for bins including 120L, 240L, 660L and 1,100L Mobile Garbage Bins (MGBs)
- 3 metres for 1,500L and 2,000L bulk bins

Any proposed variations require further assessment and discussion with relevant Council officers.

3.10 The path for wheeling bins between a storage point and the collection point is not to exceed a grade of 1:14 at any point.

3.11 The collection point is to be located where the waste or recycling collection vehicle(s) can stand safely.

3.12 Entry and exit of a collection vehicle from a site is to be in a forward direction. It is acceptable to use a vehicle turntable to accomplish this. If a vehicle turntable is used, it is to have a 30-tonne capacity.

3.13 Collection vehicles are to be able to service the development with minimal reversing. If a collection vehicle needs to reverse to complete a collection run, this needs to be detailed in the development's traffic management plan.

3.14 Waste and recycling storage containers are to be stored at all times within the boundary of the development.

Internal waste collection points

The City of Sydney has a population density of over 5,000 persons per square kilometre. To ensure the City's streets are safe, uncluttered and welcoming, it is not feasible for all bins to be presented on the street front for collection.

The Guidelines set out the required clearances for collection vehicle access to buildings, and the options for secure residential and non-residential internal waste and recycling storage rooms. These requirements will allow standard waste and recycling collection to proceed on-site without obstruction or loss of amenity, improving the quality of the City's public spaces.

Forward travel collection

Standard collection vehicles are almost 10 metres long and weigh over 20 tonnes when loaded. The width of these vehicles impedes rear vision. Such vehicles are not suited to maneuvers requiring major reversing or multiple-point turns. Such driving maneuvers are a common source of accidents involving large collection vehicles, and can be avoided through improved design of collection point access. These Guidelines set out practical solutions to allow forward movement of a vehicle to collect waste. Forward truck movement improves the safety and efficiency of waste and recycling collection.



Management

- 4.1 Responsibility for regular cleaning of waste and recycling storage areas (including MGBs) and transfer of bins rests with the managing body and is to be detailed in the Waste and Recycling Management Plan.
- 4.2 Standard signage on how to use the waste management system for residential dwellings and what materials are acceptable in the recycling is to be posted in all waste and recycling storage areas, including chute rooms. Signage indicating acceptable materials that are suitable for residential dwellings is available from Council.
- 4.3 All waste and recycling storage areas, chute rooms and access paths are to be kept clean and free of obstructions at all times.
- 4.4 All storage containers for waste and recycling are to be kept in serviceable condition and at the agreed bin numbers at all times. Bin cleaning will be conducted on a regular basis by the managing body.
- 4.5 'DANGER' warning signs and other appropriate Workplace Health and Safety (WHS) signage are to be prominently displayed at any point of entry to an area of waste chute discharge, or where balers, crushers or compactors operate.
- 4.6 A Domestic Waste Management Charge will be levied by Council on every residential rateable property. Current waste service charges are as listed on Council's Schedule of Fees and Charges at www.cityofsydney.nsw.gov.au.

Bin requirements

- 5.1 All waste and recycling containers are to be clearly and correctly labelled to identify which materials are to be placed into which container. Mobile Garbage Bins (MGBs) will be designed and colour-coded in accordance with the *Australian Standard 4123: Mobile Garbage Containers*.
- 5.2 Waste and recycling containers will have a fixed tight-fitting lid and a smooth, washable internal surface.
- 5.3 All residential waste and recycling awaiting collection is to be stored in the largest suitable Council-approved container (such as a MGB up to 1100L capacity), the details of which are outlined in the *Council Residential Waste and Recycling Services* reference section.
- 5.4 Non-residential waste collection containers are to display contractor information in accordance with the provisions in the Council's *Waste Management Local Approvals Policy*.

Other

- 6.1 No waste incineration devices are permitted.
- 6.2 All waste and recycling systems are to comply with the Building Code of Australia and all relevant Australian Standards.
- 6.3 Heritage conservation considerations may alter some requirements of the Guidelines for the refurbishment of an existing building on agreement with Council.

Section B

Multi-unit residential developments

This section details the waste and recycling requirements for residential developments with shared waste and recycling bins. Applicants should also apply the waste management criteria set out in the *Apartment Design Guide* [note: multi-unit residential developments are residential flat buildings].

The City's target is to divert 70 per cent of residential waste from landfill (with a minimum of 35 per cent as source-separated recycling) by June 2021

Space within each residence

- 1.1 Space is to be allocated inside each residence for the storage of at least two day's generation of waste and recycling (refer to reference section *Waste and Recycling Generation Rates*).

Waste and recycling storage area

- 2.1 The waste and recycling storage area is to provide space for waste and recycling Mobile Garbage Bins (MGBs), bulky waste, problem waste and textile waste.
- 2.2 A lockable cage, designated screened area or room in or attached to the storage area is to be dedicated for bulky waste and problem waste. The space should be appropriate with the minimum being:
 - 2.2.1 Between 6 and 20 units: a minimum of 4 m² total space.
 - 2.2.2 Between 21 and 40 units: a minimum size of 4 m² + 1 m² for every 10 additional units above 20 units (or part thereof).
 - 2.2.3 Between 41 and 100 units: a minimum size of 8 m² + 1 m² per 20 additional units (or part thereof) above 40 units.

- 2.2.4 Over 101 units: a minimum of 12 m² + 1 m² per 50 additional units above 100 units (or part thereof).
- 2.3 Additional space is required for recycling textile waste such as a clothes bin. The size required is 1 m² per 50 units to a maximum 2 m², with more frequent collections for developments with over 101 units. This space should be in or attached to the storage area.
- 2.4 Waste storage areas are to be easily accessible by the residents of the development, designed to be conveniently used by residents and are to provide access for all residents in accordance with the Council's *Access Policy*.
- 2.5 The maximum walking distance from any entrance of a residential dwelling to the storage area should not exceed 30 metres (lift travel distance not included) and should be located close to lifts and/or stairwells.
- 2.6 Waste storage areas are to be located so as to minimise odour and noise.
- 2.7 The design requirements of the waste storage area are found in the reference section *Waste and Recycling Storage Area construction*.
- 2.8 If the storage area is in a secure street-level holding area, a Council-approved key system will be required where necessary to allow access by collection staff. Liaison with Council's Cleansing and Waste Services Unit will be needed to install this system prior to an Occupation Certificate being issued. All costs for this are to be borne by the property management.

Chute systems

- 3.1 If a chute system is used, a dual-chute system (two separate chutes, one for waste and one for recycling) is to be constructed for buildings with more than nine storeys.
- 3.2 If a chute system is used in buildings with less than nine storeys, a waste chute is required plus space for recycling bins within chute rooms (at least one 240L MGB per six residences serviced by that chute). A recycling chute is not required.
- 3.3 Chutes are to be provided with an opening on each floor, designed to be used by all residents and enclosed within a chute room. Chutes are not to open onto any habitable space and chute openings are to have an effective self-sealing system.
- 3.4 Chutes are to terminate in a waste and recycling storage area and discharge directly into a waste or recycling container in a manner designed to avoid spillage and overflow. Protective skirting between chute and containers is permitted to prevent spillage and minimise dust or spray.
- 3.5 For safety reasons, residents are not to be able to access the area where the chute discharges.
- 3.6 The total maximum travel distance from any residential dwelling entry to a chute system on any given storey is not to exceed 30 metres. Additional chutes may be required for buildings in order not to exceed the maximum travel distance.
- 3.7 Please refer to the reference section *Waste chutes, compactors, balers and crushers* for technical requirements.

Chute rooms

- 4.1 A chute room is required on each habitable floor of a development that has a chute system.
- 4.2 The chute room will include (in addition to space for recycling MGBs as required):
- 4.2.1 The chute inlet hopper
 - 4.2.2 Space for spare MGBs (in case of chute failure) allowing for at least one 240L MGB for each six residences serviced by that chute.
 - 4.2.3 Space for large cardboard and/or bulky items to reduce the likelihood of blockages in chutes
- 4.3 Each chute room is to provide access for all persons in accordance with Council's *Access Policy*. Chute rooms are to allow sufficient space to permit easy opening of the chute and chute room door and the storage and maneuvering of MGBs.
- 4.4 A chute room is not to be located adjacent to a habitable room.
- 4.5 Chute rooms are to display instructions on the use of the waste and/or recycling chute including instructions not to dispose hazardous and bulky material into the chute, and what materials can be recycled using the container(s) provided.

Management

- 5.1 Responsibility for cleaning chute rooms rests with the managing body.

Acoustic considerations

- 6.1 Chutes should be certified in design to be constructed to meet the minimum performance requirements for both airborne and impact noise protection.

Performance requirements are given for both airborne and impact noise protection respectively in terms of a Weighted Sound Reduction Index with Spectrum Adaption Term ($RW + Ctr$) and a Normalised Impact Sound Pressure level with Spectrum Adaption Term ($Ln,W + CI$) as follows for waste chutes in residential premises.

- 6.2 Any chute, duct or service which carries only residential waste and is to be located in a building to serve, pass through or near a separate habitable area (non-residential or residential) is to be designed and built to be separated by a construction methodology that achieves the following minimum performance requirements:
- 6.2.1 Be of a discontinuous/vibration isolated construction methodology.
 - 6.2.2 Be certified in design by an appropriately qualified acoustic consultant to the satisfaction of a lawful certifying authority to achieve an $RW + Ctr$ of not less than 55 if the adjacent rooms are habitable rooms (includes a kitchen, laundry and hallway) and achieve a $DnT,w + Ctr$ of not less than 50 in verification prior to occupation.
 - 6.2.3 Be certified in design by an appropriately qualified acoustic consultant to the satisfaction of a lawful certifying authority to achieve an $Ln,W + CI$ of not more than 55 if the adjacent rooms are habitable rooms (includes a kitchen, laundry and hallway) and achieve a $LnT,w + CI$ of not more than 55 in verification prior to occupation.
- 6.3 Chutes are not to carry waste from non-residential developments unless permitted by development consent and have been appropriately considered by a qualified acoustic consultant.

An appropriately qualified acoustic consultant is a consultant who in the certifying authorities' view possesses the necessary skills to render them eligible at the grade of member in the capacity to practise acoustics with the Australian Acoustical Society or Engineers Australia or works for a firm that would be capable of obtaining membership with the Association of Australian Acoustical Consultants.

Case study

Improved recycling in apartments

More than 75% of the city's residents live in residential apartments. This can often present a number of challenges and opportunities for managing waste and recycling. Challenges can often include: minimal space for waste and recycling bins, uncertainty about what should go in the bins and lack of appropriate signage on or close to bins.

In response to some of these challenges the City has run or supported a number of programs aimed at creating easier access to recycling opportunities for residents and improving recycling outcomes.

The City's Smart Green Apartments program works with a group of 20 apartment buildings each year to reduce greenhouse gas emissions and water consumption and improve waste management. Each apartment building will receive a waste and recycling operational assessment with tailored solutions.

In one of the city's apartment buildings the owners corporation purchased a car space to create a dedicated recycling depot. In addition to the existing recycling and green waste collection services the apartment residents are now able to segregate batteries, light globes, mobile phones, e-waste, clothes and shoes.



Bauhaus Apartments, Pyrmont / Image: Katherine Griffiths

Section C

Residential single dwellings

This section details the waste and recycling requirements for residential dwellings with bins allocated to and managed at each individual dwelling. This includes single-dwelling houses, small-scale villas, townhouses and small-scale residential developments.



Residential worm farming / Image: John Dennis

- 1.1 Space is to be allocated inside each residence for the storage of at least two day's generation of waste and recycling.
- 1.2 Space (for a kitchen caddy or similar) should be allocated in the kitchen for the separation of food waste or compostable material.
- 1.3 Space is to be allocated within each property boundary for storing at least one each of Council-specified waste, recycling, food waste and garden organic bins awaiting collection (see reference section *Council Residential Waste and Recycling Services*). This space is to be detailed on DA plans and drawings.
- 1.4 There is to be an access path with sufficient clearance and of a suitable grade to wheel waste and recycling bins from the bin storage within the property boundary to the collection point. The collection point may be at a Council footpath in proximity to the residence or a nominated collection point within the development agreed to by Council. The access path is not to enter or traverse a dwelling.
- 1.5 The distance from a dwelling to the collection point is not to exceed 30 metres.
- 1.6 A location (within the development boundary) for bulky waste and problem waste collection is to be nominated for multiple villas, townhouses or similar developments.
- 1.7 The location of the proposed collection point is to be detailed on DA plans and drawings.

Section D

Non-residential developments

This section includes special provisions for waste and recycling management in industrial and commercial developments including food and drink premises, small-scale commercial premises, offices, accommodation and entertainment premises (e.g. hotels, restaurants and pubs) and retail outlets (e.g. supermarkets, groceries and convenience stores). This section also applies to community facilities.

The City's target is to divert 70 per cent of waste from operating businesses in the local government area away from landfill by June 2021

Space

- 1.1 There is to be space dedicated for storing bulky waste and problem waste for recycling of at least:
 - 1.1.1 2m² for developments under 100m²
 - 1.1.2 4m² for developments between 100m² and 2,000m²
 - 1.1.3 An additional 4m² is required for each retail, accommodation or entertainment development over 2,000 m² and for every 20,000 m² of office space.
- 1.2 Dedicated space (in or attached to the waste and recycling storage area) is to be provided for the storage and recycling of food waste for collection.
- 1.3 Space is to be provided on-site in reasonable proximity to retail or commercial premises to store re-usable commercial items such as crates, pallets, kegs, stripout waste and similar items so that storage in a public place is completely avoided.
- 1.4 Kitchens, office tearooms, and service and food preparation areas are to be designed with sufficient, dedicated space to collect and recycle food waste; this is to be indicated on plans.

- 1.5 Secure space is to be allocated for the separate storage of each waste stream including liquid wastes, commercial cleaning products, chemicals, paints, solvents, and motor and cooking oil. These areas for liquid waste storage are to be bunded, and drained to a grease trap, in accordance with legislation and the requirements of State government authorities and agencies.
- 1.6 The use of cardboard balers/compactors and glass crushers for developments with a high generation of cardboard and glass recyclable waste should be considered. The space allocation for storage of recycling in MGBs may be reduced if alternative systems demonstrate the need for less storage space.
- 1.7 Space should be provided for the separate collection of beverage containers suitable for redemption under the NSW Container Deposit Scheme.
- 1.8 Separate dedicated space such as a room or screened area should be provided for the separate interim storage and management of stripout waste for re-use or recycling. Alternatively, this space is not required if the removal of old furniture and material is conducted by a professional stripout service or by the company hired for installing new items. Refer to Better Buildings Partnership, *Stripout Waste Guidelines* at www.betterbuildingspartnership.com.au.

Access

- 2.1 Where collection takes place inside a building, appropriate clearances need to be allowed for the collection vehicle to enter the premises, clear the waste and recycling containers, and exit the premises. Note that some systems require the container to be lifted above the collection vehicle in order to be emptied (such as front-lifted bulk bins or hook lift bins).

Collection

- 3.1 The location of collection points for waste will be located wholly within the boundary of a development and in an area that minimises any noise or odour impacts on the amenity of nearby premises.
- 3.2 Commercial waste collection vehicle specifications should be matched to Council waste collection vehicle specifications as set out in *Design requirements for collection vehicle access*.

Management

- 4.1 Businesses, commercial building tenants and building managers should have written evidence of a valid and current contract (held on-site) with a collector for waste and recycling collection for disposal or processing.
- 4.2 All businesses should include provisions in their waste contracts that allow for the collection and recycling of high-grade and low-grade office paper, cardboard packaging, paper from secure document destruction, soft plastics, food waste and other recyclable resources from the waste stream.
- 4.3 Contracts with cleaners, building managers and tenants are to clearly outline the waste management and collection system, and are to clearly allocate responsibilities.
- 4.4 Waste management systems should preference on-site weighing of materials.
- 4.5 Where communal composting or worm farming is proposed, it is to be managed and well maintained by the building (preferably by a caretaker, gardener or facilities management) and located in an accessible and visible area to increase awareness and to ensure minimal impacts from any potential odours and that potential run-off is away from site drainage points.
- 4.6 Fittings should be deconstructed or demolished by methods that permit re-use or storage of items such as workstations, and allow for the separation of valuable resources such as metals for recycling.

Requirements for specific non-residential premises

Offices

- 5.1 Provision is to be made on each floor, and in the waste and recycling storage area or any interim holding area, for the separation and storage of all recyclable items (including mixed containers, cardboard, paper and paper products) likely to be produced from the premises.
- 5.2 Provision is to be made in cleaning contracts for this material to be transferred to a central waste and recycling storage area at least once daily. Refer to the *Better Buildings Partnership Best Practice Operational Waste Guidelines* at www.betterbuildingspartnership.com.au for examples of best practice waste management in commercial office.
- 5.3 Storage of paper and cardboard is to be in a dry, vermin-proof area. Paper and cardboard is not to be stored for more than two weeks to prevent breeding of vermin in the stored material.
- 5.4 Rooms or areas designated for printing or photocopying are to provide space for the interim storage of waste paper (in MGBs up to 240 litres) and used toner and/or printer cartridges for recycling.
- 5.5 Each tenancy and common areas should have centrally located bin stations for each stream to remove the need for individual waste bins under desks.
- 5.6 If the development includes more than 20,000 m² of office space, an area for a cardboard baler or compactor is to be provided within or in close proximity to the waste and recycling storage area.

Food retailers and producers

Food retailers and producers can include restaurants, cafes, grocery stores, supermarkets, pubs, clubs and commercial kitchens.

- 5.7 Food premises are to comply with the requirements of AS 4674-2004 Design, construction and fit-out of food premises, including the general waste and recyclable materials requirements. These Guidelines are not intended to alter obligations under that Standard, and in the event of any conflict between these Guidelines and the Australian Standard, the Standard prevails.
- 5.8 The following waste is to be collected daily or stored in a refrigerated waste room until collection (refer to reference section *Waste and Recycling Storage Area construction*):
 - 50 litres of seafood, poultry, and/or meat waste in total each day of operating
 - Waste that contains 20 per cent fish, poultry or meat by weight or volume
- 5.9 Premises preparing food for wholesale distribution or retail should include waste separation systems within or in close proximity to the preparation area to allow for plastic and cardboard waste to be collected and handled separately from food waste. If within the preparation area, all waste is to be removed daily.
- 5.10 Waste oils should be kept separate from food and other wastes.

Retail

- 5.11 For premises with high volumes of cardboard waste, consideration should be made to allocate space for a cardboard compactor, baler, shredder or other volume-reduction equipment.
- 5.12 If the development includes more than 2,000 m² of retail space, an area for a cardboard baler/compactor is to be provided within or in close proximity to the waste and recycling storage area.
- 5.13 Additional space or reduction systems for handling and storing plastic shrink-wrap should be allocated where applicable.

Pubs, clubs and hotels

- 5.14 Clubs and hotels should consider the use of glass crushers to minimise the noise impacts of recycling practices on neighbouring premises. Both glass crushers and cardboard balers/compactors reduce the dedicated space needed to manage recycling, and eliminate the unnecessary collection of bins filled to less than capacity. Use of glass crushers and the allocation of interim storage areas may reduce the space required for recycling storage bins.
- 5.15 If the internal serving area of a club or hotel is larger than 1,000 m², space for a glass crusher is to be allocated.

Accommodation

- 5.16 Hotel accommodation premises with a rise of more than three storeys is to provide on each habitable floor an interim waste storage room or area for separated waste and recycling sufficient for one day's generation of waste and recycling. Such storage room or handling system is to comply with the building's fire management system. Provision is to be made in cleaning contracts for this material to be transferred to a central waste and recycling storage area at least once daily.
- 5.17 Any waste and recycling storage area for Boarding Houses shall be located towards the rear of the property, and enclosed to minimise odour or noise disturbance for adjoining properties. If storage is proposed at the front of the site, it shall be screened from view from the streetscape to minimise any visual impact (refer to reference section *Waste and Recycling Storage Area Construction*).

Case study

Barangaroo South – Designing a place for zero waste

Lendlease is the developer for Barangaroo South which has 159 residential apartments and approximately 260,000 square metres of commercial space and 65 retailers. It has a target of net zero waste to landfill by 2020 and 80% diversion of waste from landfill from day one of operations.

In the first 2 ½ years of operation, Lendlease has prevented more than 4,000 tonnes of waste from going to landfill (almost 80% diversion). This success is due to many factors:

- The condition that tenants be plastic bag free, use only compostable packaging so that it can be processed with food waste into fertiliser and separate a minimum of five waste streams
- Waste diversion targets are reflected in all tenancy leases and contracts.
- Exceptional data – all waste bins are weighed and monitored. This allows us to identify issues and develop targeted education campaigns and interventions
- Resourcing – the precinct has an onsite waste manager, tenant engagement specialist and dedicated cleaning staff all focused on supporting tenants to achieve the best possible waste diversion rates.



Barangaroo South Precinct / Source: Lendlease

Section E

Mixed use developments

This section details the waste and recycling requirements for developments where residential and non-residential premises occupy the same overall site. Applicants should also apply the relevant criteria set out in the *Apartment Design Guide*.

The below requirements are to be met along with the residential and non-residential development requirements in Sections A, B and D.

- 1.1 Where a residential development and non-residential development occupy the same site, the waste and recycling handling and storage systems for residential waste and non-residential waste are to be separate and self-contained. Commercial and retail tenants are not to be able to access residential waste and recycling storage area(s) or interim storage containers or chutes used for residential waste and recycling.
- 1.2 Collection points for both residential and non-residential waste and recycling may be shared.
- 1.3 The Waste and Recycling Management Plan is to identify the storage areas, collection points and management systems for both residential and non-residential waste streams.
- 1.4 For non-residential spaces, interim waste storage containers for waste and recycling is to be located on each occupied floor sufficient for one day's generation of waste and recycling. Provision is to be made in cleaning contracts for this material to be transferred to a central waste and recycling storage area at least once daily.

Section E



- 1.5 The collection point is to be designed to accommodate collection vehicles wholly on-site.
- 1.6 Any chute located within the residential component of a mixed use development is not permitted to carry waste generated by non-residential premises.

Waste generation rates

The City has worked closely with businesses to improve its understanding of waste and recycling levels from non-residential developments. The waste and recycling generation rates included in the Guidelines were compiled from actual operations, audits and business surveys. Waste and recycling generation rates for various business premises are important for determining an appropriate storage space for waste collection. The City will continue to work with the commercial sector to update this data to reflect the changes in generation rates over time.

Waste and recycling generation rates for the residential sector are based on residential waste audits of the City's residential collection services. Sufficient storage area means improved recycling levels, and reduced vehicle movements throughout the City to service waste and recycling. These benefits improve the liveability and sustainability of the city.

Section F

Construction and demolition waste requirements

This section details the requirements for the management of waste from construction and demolition activities.

The City's target is to divert 80 percent of waste from construction and demolition activities away from landfill by June 2021

- 1.1 The management of waste from construction and demolition activities is to be minimised by avoidance and reduction practices, re-use on-site and the recycling of materials.
- 1.2 A Waste and Recycling Management Plan detailing these practices is to be completed and included with any new DA (this includes DAs for the change-of-use of a development). The plan should include a target for resource recovery that aims to achieve a minimum 80 per cent recovery rate.
- 1.3 Materials should be sorted on-site for separate recycling collection. If this is not possible, sorting and recycling after the collection of mixed materials from construction and demolition is required. If the ability to recycle a material is adversely affected by being mixed with other waste types, the material is to be stored and collected separately.
- 1.4 On-site or off-site re-use of materials is allowed for unscheduled waste materials not hazardous to human health or safety. Any use of waste materials off-site is subject to the provisions within the *Protection of the Environment Operations Act 1997* and associated regulations.

Section F



- 1.5 The Waste and Recycling Management Plan is to address construction and demolition waste and include:
- 1.5.1 Full disclosure of any asbestos-contaminated material known to be at the site, details of quantities, the licence details of any asbestos removalist, and the designated disposal site licensed to accept asbestos-related waste.
 - 1.5.2 Details regarding how all other waste is to be minimised within a development; and estimations of quantities and types of materials to be re-used or left over for removal from the site.
 - 1.5.3 Details regarding the types of waste and likely quantities of waste to be produced.
 - 1.5.4 Details to re-use or recycle at least 80 per cent of construction and demolition waste, either on-site or diverted for re-use and recycling, with receipts sufficient to demonstrate the target will be achieved.
 - 1.5.5 Details of the off-site recycler's primary destination for materials for multi-unit residential developments over three storeys and all non-residential developments.
 - 1.5.6 A site plan showing storage areas away from public access for re-usable materials and recyclables during demolition and construction, and the vehicle access to these areas.
 - 1.5.7 Nomination of the role/person responsible for ensuring targets are met and the person responsible for retaining waste dockets from facilities.
 - 1.5.8 Designation of appropriately licensed facilities to receive the development's construction and demolition waste.
 - 1.5.9 Confirmation that all waste going to landfill is not hazardous.

Abbreviations

City	the City of Sydney
Council	The Council of the City of Sydney
DA	Development Application
L	litres
m	metres
m ²	square metres
m ³	cubic metres
MGB	Mobile Garbage Bin

Glossary

Term	Meaning
baler	A device that compresses waste into a mould to form bales that may be self-supporting or retained in shape by wire ties and strapping
bulk bin	A moveable container for storing waste and having a capacity of 1.5 m ³ or 2 m ³ . Also known as a skip bin
bulky waste	Solid waste too large to fit into MGBs that typically includes household items, furniture, whitegoods, electronics, packaging and/or mattresses
bunded	To be enclosed by a low wall intended to contain any liquid spillage or inundation from extending beyond an area
chute	A ventilated, essentially vertical pipe for waste disposal, passing from floor to floor of a building with openings as required to connect with hoppers and normally terminating at the lower end within a waste and recycling storage area
chute room	A room located on each floor of a building to enclose waste and/or recycling chutes or the interim storage of recyclable materials
clean-up service	A booked, weekly collection service for large and bulky items such as furniture, whitegoods or garden waste offered by the Council to residents
collection point	The designated position or area where waste or recyclables are loaded onto the collection vehicle
commercial waste	All solid waste generated by a commercial building. Excludes any liquid, clinical, demolition and construction waste
compactor	A machine for compressing waste
compostable material	All vegetable and fruit peelings, coffee grinds, tea bags, egg shells and garden prunings
domestic recycling	Separated recyclable materials (such as cans, glass and plastic bottles, paper and cardboard) generated from households and collected in a marked container for processing
domestic waste	General waste generated from households, commonly termed 'garbage'
dual-chute system	A chute system consisting of two separate chutes, one for waste and one for recycling, each with their own chute opening and exit point
electronic waste or e-waste	Unwanted or broken electronic goods that can be recycled, including TVs, computers and peripherals, electric appliances, mobile phones, VCRs, stereos, photocopiers and fax machines
food waste	All waste from the preparation or consumption of food, including fruit and vegetables, dairy products, coffee grinds, tea bags, bread, rice, pasta, meat, chicken and fish. It does not include grease-trap waste or any packaging. It is often referred to as organic waste
general waste	All non-recyclable, non-hazardous and non-food waste that fits inside the red-lid bin, commonly termed 'garbage'
garden organics	Garden prunings and leaves
incineration device	Any device for the combustion of waste by fire

Guidelines for Waste Management in new developments

Term	Meaning
inlet hopper	A fitting into which waste is placed and from which it passes into a chute or directly into a waste container. It consists of a fixed frame and hood unit (the frame) and a hinged or pivoted combined door and receiving unit
habitable room	A bedroom, living room or kitchen, dining room, study, play room or sun room. This includes rooms in the subject development and neighbouring developments
liquid waste	Non-hazardous liquid waste generated by non-residential premises that is supposed to be connected to a sewer or collected for treatment and disposal by a liquid waste contractor (including grease trap waste)
Lock to lock time	Lock-to-lock time is the time that it takes the driver of the vehicle to turn the steering from full lock in one direction to full lock in the opposite direction in a single continuous movement.
Mobile Garbage Bin (MGB)	A waste container generally constructed of plastic with wheels with a capacity in litres of 120, 240, 660, 1,000, 1,100 or 1,500
multi-unit residential development	Also known as a multi-unit dwelling (MUD), residential flat building or apartment building. It is a residential development with multiple units that have shared waste and recycling bins. It includes low-rise, medium-rise and high-rise developments
non-residential developments	All developments excluding residential developments. Includes industrial, community and commercial developments including food and drink premises, small-scale commercial premises, offices, accommodation and entertainment premises (e.g. hotels, restaurants and pubs) and retail outlets (e.g. supermarkets, groceries and convenience stores)
on-site collection	Collection of all waste and recycling is conducted within the property (in the building's basement, at grade within the building in a dedicated collection bay or at grade and off-street within a safe vehicular circulation system where in all cases vehicles will enter and exit the premises in a forward direction) and not on kerbside
operational waste	Waste generated by occupants of developments as part of typical occupancy and use. This includes all waste streams and materials irrespective of how they are disposed or recovered
problem waste	Waste that cannot easily be managed by regular waste and recycling services and is often hazardous in nature. Problem waste includes paints, chemicals, batteries, light bulbs, gas bottles, and motor and cooking oils. The majority of these items can be recycled if separately collected and managed
refrigerated waste room	A waste room which is refrigerated by a cooling system which maintains the temperature below 5°C
storey	A space within a building that is situated between one floor level and the floor level next above, or if there is no floor above, the ceiling or roof above, but does not include a space that contains only a lift shaft, stairway or meter room, or a mezzanine or attic
stripout waste	Refurbishment waste from commercial buildings
textile waste	Clothing, sheets, linen and other household fabric and textiles
Waste and Recycling Management Plan	A written plan prepared by the applicant(s) setting out the volume and type of waste to be generated during demolition, excavation, construction and ongoing operation associated with a development. It nominates on-site re-use; processes and destinations for recycling and/or disposal of residue wastes; and the operational management of waste and recycling to meet best practice standards. Also known as a 'Waste Management Plan'
Waste and recycling storage area	A dedicated space (including a bin room or bin bay) for the storage of waste, recycling, food and/or garden organics bins, and bulky waste, problem waste and textile waste that is convenient for residents and occupiers to access and use

References

A	Waste generation rates	32
B	Council residential waste and recycling services	34
C	Design requirements for collection vehicle access	36
D	Waste and recycling storage area construction	39
E	Waste chutes, compactors, balers and crushers	41
F	Advanced waste collection systems	43
G	Management and treatment of food waste	46

Reference A

Waste generation rates

The waste and recycling generation rates in this section are provided as minimum requirements only. Industry information should be referred to for further details on waste generation rates where available and for specific building developments not covered in this section.

Residential developments	Litres per week			
	waste	recycling	garden organics	food waste
Multi-unit Residential Developments (per unit)	120	120	120**	N/A
Single-dwellings (houses, small-scale villas or townhouse-type developments)*	100	120	120	40

* Waste and recycling generation rates for single dwellings also depend upon the number of people residing in the dwelling.

** Only applies to multi-residential dwellings that generate garden organics (e.g. garden prunings and leaves).

Non-residential developments	Expected litres per 100m ² per day*		
	waste	recycling	food waste
Accommodation and entertainment			
Hotels	20	25	15
Backpackers	30	30	20
Boarding house / guest house / student accommodation	30	30	30
Serviced apartments	20	25	15
Convention/conference / event centres (no accommodation)	50	225	20
Entertainment venues	100	125	30
Restaurant / eating	100	500	100
Pubs / clubs	100	150	40
Commercial offices			
Commercial offices	15	25	5
Retail			
Supermarkets	75	450	25
Specialised grocery	150	300	50
Convenience stores	50	250	10
Bulky goods / department store	40	300	10
General retailing	25	200	5
Community			
General (including libraries)	20	50	5
Child care centres and facilities with kitchens	50	50	15

* Based on data from the Commercial Waste Data Review commissioned by the City of Sydney, document dated 22 Feb 2017. General waste (uncompacted putrescible) and co-mingled recycling waste density factors are applied according to Western Australia Waste Authority figures. Food waste generation is based on a 2016 analysis of the City of Sydney businesses.

Reference B

Council residential waste and recycling services

Australian standard sizes for mobile garbage bins (MGBs)

Standard measurements

Bin type	120L MGB	240L MGB	660L MGB	1100L MGB
Height	940 mm	1080 mm	1250 mm	1470 mm
Length	560 mm	735 mm	850 mm	1245 mm
Width	485 mm	580 mm	1370 mm	1370 mm



120 litre MGB



240 litre MGB



660 litre MGB

Standard colours

Stream	Bin body	Bin lid colour
General waste	Dark green	Red
Recycling	Dark green	Yellow
Garden organics waste	Dark green	Lime green

Collection Services

At the time of publication, Council's residential waste and recycling services are as outlined below. To check the current waste and recycling services, collection zones and waste service charges as listed on Council's current Schedule of Fees and Charges, visit the Council's website at www.cityofsydney.nsw.gov.au.

Council is planning to introduce regular e-waste collections, trial a separate food waste collection service and investigate providing regular textile and clothing collection for residents by 2021. Please check the Council's website for the latest information on new residential waste and recycling services.

A method for calculating the number of bins required is provided in the reference section *Waste and Recycling Generation Rates* for residential premises. Minimum collection frequency is once per week. Council will only consider more frequent collection services for approval where it is satisfied that all other options to deliver sufficient storage capacity have been exhausted.

Council does not provide waste and recycling services to non-residential properties.

For multi-unit residential developments

- Waste and recycling collected in 240, 660 or 1,100 litre MGBs
- The use of 1,500 or 2,000 litre bulk bins is allowed only in consultation with Council's Waste Services Unit
- Opt-in Garden Organics collected in 120 or 240 litre MGBs once per fortnight
- Weekly mattress recycling and clean-up service by booking only
- Regular e-waste recycling drop-off days and chemical cleanout events for problem waste.

For single dwellings such as houses and terraces:

- Waste collected in 120 or 240 litre MGBs weekly
- Recycling collected in 120 or 240 litre MGBs weekly
- Opt-in Garden Organics collected in 240 litre MGBs once per fortnight
- Weekly mattress recycling and clean-up service by booking only
- Regular e-waste recycling drop-off days and chemical cleanout events for problem waste.

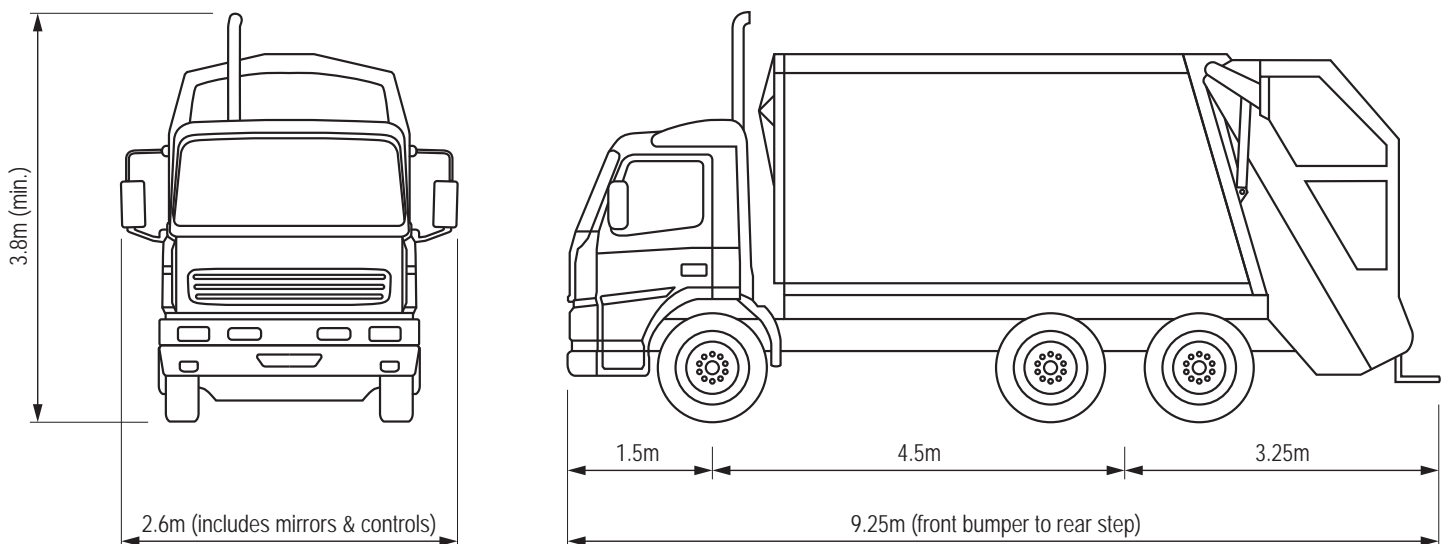
Reference C

Design requirements for collection vehicle access

Waste collection vehicles may be side loading, rear loading or front-end loading. The size of vehicle varies according to the collection service. Council and its waste contractors use rear-loading, compacting collection vehicles of various capacities to 20 m³ for collecting waste and recycling.

Council and its waste contractors use rear-loading, compacting collection vehicles of various capacities to 20 m³ for collecting waste and recycling.

The following characteristics represent the typical rear-end loading collection vehicle for guidance only.



Dimensions of typical collection vehicle (rear loader)

Vehicle dimensions and design parameters for swept path analysis

The following dimensions are of a typical rear loading collection vehicle and should be used as the design parameters for a swept path analysis.

Rear loading vehicle	dimensions
Length overall (m)	9.25
Width overall (m)	2.6
Travel height (m)	3.8
Minimum vertical clearance required (m)	4.0
Maximum weight (t)	26
Turning circle radius – wall to wall (m)	10.5
Lock to lock time (sec)	6
Minimum clearance on both sides of the wheel path (mm)	600
Vehicle turning speed (km/hr)	5-10

Vehicle access and turning requirements

A turning path analysis should be used to check that the paths of vehicles travelling in the forward direction when negotiating access driveways and circulation roadways, can be accommodated within the proposed location. Turning path analysis should also be used to check the movement out of a loading dock to establish that sufficient width is provided for the vehicle swept path, including maneuvering clearances. In providing turning path analysis, the following should be provided:

- Details of road geometry (details dimension of the driveway, width of the road (carriage way), footpath, kerb and gutter, median and on-street parking where applicable.)
- Dimension details of the design vehicle
- Turning radius and operable speed
- Lock to lock time. It is recommended that a value between three and six seconds is reasonable for most conventional vehicles. It should come through a vehicle data sheet, however, if not a six seconds should be chosen.
- Three clear swept paths line namely wheel path, vehicle body path and 0.6m clearance path

The parameter of the design vehicle for swept path analysis should be obtained from the manufacturer specification (with reference) or the parameters in the vehicle dimension table can be used.

Best design practice for access and egress from a development calls for a separate entrance and exit to allow the collection vehicle to travel in a forward direction at all times. Where there is a requirement for collection vehicles to turn at a cul-de-sac head within a development, the design is to incorporate either a bowl or 'T' or 'Y'-shaped arrangement.

The design aspects to be taken into account include:

- Placement of waste and recycling bins outside each home, or in a common collection area
- The presence of parked cars on access roads
- Trucks are to only be expected to make a three-point turn to complete a U-turn
- Allowing for collection vehicle overhang and possible interference with bins and road furniture.

Road geometry

The design parameters are to comply with the following road geometry:

- A maximum desirable gradient of 10 per cent for turning heads
- Vehicle access for collection and loading will provide for a maximum grade of 1:20 for the first 6 metres from the street, then a maximum of 1:8 with a transition of 1:12 for 4 metres at the lower end
- A maximum longitudinal road gradient of 15 per cent
- A minimum kerb radius of 8.5 metres at the outside of the turn where there is to be on-site collection
- A minimum kerb radius of 10 metres at the outside of the turn where there is to be kerbside collection
- A minimum pavement width of 6.5 metres if 25 or more parking spaces for cars are required (use of passing bays is acceptable)
- An industrial-type strength pavement designed for a maximum wheel loading of 7 tonnes per axle in order to accommodate waste and recycling collection trucks (the standard road pavement design specifications for an individual driveway entry on public land is 150 mm thick concrete, 20 MPa concrete with F82 mesh).

Collection from enclosures

Collection vehicles may enter building basements for the collection of waste and/or recyclables provided the following requirements are met:

- The gradient of the ramp access to basement is not to exceed 1:8
- The height of the structural members and upper floor ceiling are to allow for a typical collection vehicle travel height/operational height consistent with the type of vehicle employed
- The provision of space is to be adequate to allow the typical three-point turn of collection vehicles
- The basement floor is to be of industrial-type strength pavement and designed for a maximum wheel loading of 7 tonnes per axle in order to accommodate waste and recycling collection trucks (the standard road pavement design specifications for an industrial driveway entry on public land is 150 mm thick concrete, 20 MPa concrete with F82 mesh).

Reference D

Waste and recycling storage area construction

Construction

- 1.1 The floors, walls and ceilings of waste and recycling storage areas and chute room(s) are to be finished with a rigid, smooth-faced impermeable material capable of being easily cleaned.
- 1.2 The floors of waste and recycling storage areas are to be graded and drained to drainage fitting approved by Sydney Water located in the room(s). The floor is to be provided with a ramp to the doorway where necessary.
- 1.3 A close-fitting and self-closing door or gate operable from within the room is to be fitted to all waste and recycling storage areas.
- 1.4 Doors/gates to the waste and recycling storage rooms are to provide a minimum clearance width of 900 mm.
- 1.5 At least one door or gate to the waste and recycling storage area is to have sufficient dimensions to allow the entry and exit of waste containers of a capacity nominated for the development.
- 1.6 Lightweight roller shutter-type doors or grilles should be considered for access to waste and recycling storage areas, as these do not impact on the available storage space. If these types of doors or grilles are used, the requirement for a close-fitting and self-closing door remains, so that waste collectors can access the waste and recycling storage area other than through the roller door or grille.
- 1.7 The design shall restrict the entry of trespassers, vermin or other animals into the area.
- 1.8 The waste and recycling storage area is to be provided with an adequate supply of water for cleaning purposes with a hose cock. This does not include within chute rooms.
- 1.9 The waste and recycling storage area is to be adequately ventilated by either:
 - 1.9.1 Natural ventilation openings to external air. The dimension of the openings are not to be less than 5 per cent of the bin bay or bin room floor area.
 - 1.9.2 A mechanical exhaust ventilation system in accordance with relevant Australian standards.
- 1.10 Waste and recycling areas are to be provided with artificial light controlled by switches located both outside and inside the storage area.
- 1.11 Any compactors or mechanical devices, if permitted for the mechanical handling and storage of waste and recycling, are to be fitted with safety operating and cut-off systems.
- 1.12 Any facet of the waste and recycling management system that is visible from outside the building is to be in keeping with the dominant design of the remainder of the development.

Refrigerated waste storage

- 2.1 In some instances, Council may require that waste storage be refrigerated. This is likely if large quantities of food waste are generated on-site and waste removal from this site is difficult due to its location or long trading hours. Where a waste room is refrigerated, the temperature is to be maintained at or below 5°C with all refrigeration equipment installed with sufficient space for cleaning.
- 2.2 The floor, walls and ceiling of the refrigerated waste room are to be constructed of a rigid, smooth-faced impermeable material capable of being easily cleaned.
- 2.3 The floor of the refrigerated waste room is to be graded to the doorway.
- 2.4 An adequate supply of hot and cold water is to be provided through a centralised mixing valve with the hose cock located as close as practicable to the doorway.
- 2.5 The refrigerated waste room is to comply with Section G.1 of the Building Code of Australia as well as being provided with artificial light controllable from within the room.
- 2.6 Noise from the use of the refrigeration equipment associated with the waste room is not to give rise to “offensive noise”, as defined under the *Protection of the Environment Operations Act 1997*.

Reference E

Waste chutes, compactors, balers and crushers

Waste chutes

- 1.1 Chutes, service openings and inlet hoppers are to be constructed of metal or other smooth-faced, durable, fire-resistant and impervious material of a non-corrosive nature, capable of being easily cleaned.
- 1.2 Chutes are to be cylindrical in cross-section and the internal diameter is to be a minimum 500 mm and adequate for material being deposited.
- 1.3 Chutes are to be vertical without bends or 'off-sets' and not reduce in diameter over the fall.
- 1.4 Chutes are to be ventilated to ensure that air does not flow from the chute through any service opening.
- 1.5 A cut-off is to be provided at or near the base of the chute to effectively close off the chute while the storage container or compacting device is withdrawn.
- 1.6 Chute rooms are to be provided with an inlet hopper and be in a convenient, well-lit and ventilated positions.
- 1.7 The floor below each charging device and service opening is to be finished with a smooth impervious material with a minimum area of not less than one square metre (1 m²) situated centrally below the inlet hopper.
- 1.8 Inlet hoppers are to be designed to:
 - 1.8.1 Effectively close off the service opening in the chute when the device is opened for loading
 - 1.8.2 Automatically return to the closed position after use
 - 1.8.3 Permit free flow of waste into the chute
 - 1.8.4 Not project into the chute
 - 1.8.5 Permit easy cleaning of the device and connection between the service opening and the chute
 - 1.8.6 Be not less than one metre (1 m) or more than one and one-half metres (1.5 m) above the floor level.
- 1.9 Inlet hoppers are to be capable of delivering the waste to the chute without using force.

Compactors

Compactors are used to compress waste into collection containers to reduce the volume of waste, and are often used in conjunction with chute systems. There are many types of compaction systems. The compaction ratio is typically set at around 2:1.

Compactors are to be fitted with optical or visual sensors to provide warning to a nominated caretaker that a bin is to be replaced. A closed circuit camera may be used, providing it is frequently monitored, such as part of a building security system.

Compactors require regular ongoing maintenance. In particular, systems fed from a chute can be prone to blockages or failure of the 'electronic eye', which can result in waste overflowing or backing up the chute. They also require electricity for operation, which may not be an advantage in buildings seeking to reduce energy demand.

Residential use

Council does not encourage the use of compaction systems for residential general waste using 240 litre MGB systems, due to issues related to weight, handling and the reduction of bin life.

Compactors will only be permitted by Council as a development condition if other options to reduce waste storage issues, such as optimal bin sizes, have been thoroughly considered and have been proven unable to be used. Compactors are not to be used for recycling material with the exception of cardboard, as specially designed balers and crusher systems are more effective.

Balers

Balers compress bulky materials such as cardboard and plastic film, and tie them into bales so they remain compacted. They are advantageous in situations where large amounts of bulky materials are produced, space is limited and the materials can be compressed so as not to occupy valuable bin capacity.

Balers come in a wide variety of sizes and capacities and have a small footprint. Balers can be customised by size and use requirements. Although some balers operate automatically, someone is normally required to load and operate the baler, which is a disadvantage. The bales can also be large, heavy and difficult to move by hand. Sometimes equipment such as a forklift is required to move them.

Glass bottle crushers

Bottle crushers are designed to break glass into small but recyclable-sized fragments, known as 'cullet'. Most crushers are integrated with a small mobile bin (typically 60 litres) to keep the weight of the cullet within limits for ease of handling. Crushers allow for much larger weights of glass to be stored in smaller volumes, reducing the storage space required for glass recycling by well over 50 per cent.

In addition, the crushers minimise noise associated with handling glass recycling by reducing the need to tip bottles from a bar-sized bin to a larger storage bin, and also from reducing the noise at collection.

Glass bottle crushers are available in different sizes and configurations to suit venues ranging from small bars to larger clubs.

These crushers should be considered in areas of close proximity to residential dwellings to reduce the loss of amenity from recycling noise levels, and where bottle disposal is high and storage areas are limited.

Reference F

Advanced waste collection systems

Developers of precincts or large sites with multiple buildings are encouraged to consider options for advanced waste collection systems. These options are to be discussed and approved by Council before development.

Next-generation advanced waste collection systems which could be considered include automated waste collection systems and alternative bin or container systems.

Automated waste collection systems

Automated waste collection is an integrated network of underground pipes and chute inlets that transport both waste and recycling directly from residential or commercial buildings to a centralised collection point using a vacuum transport. These systems can collect all waste and recycling from an area up to 2.5 kilometres from the central station.

The use of automated waste collection is widespread internationally. Some systems have operated continuously for 50 years. Over 100 cities around the world operate at least one area with automated collection systems, and over one million households are currently connected to an automated waste collection system.

Automated waste is most effectively installed if included at the design stage for new developments. This allows for optimum conveyance pipe layout across the precinct and the incorporation of waste and recycling chutes in multiple buildings integrated with the system.

The key requirements for bins, collection points, access and waste collection for service rooms referred to in these Guidelines may be open to amendment if an automated waste collection system is considered.

Developers interested in installing these systems within a new development should contact Council waste and planning staff at the earliest stage possible.

Benefits

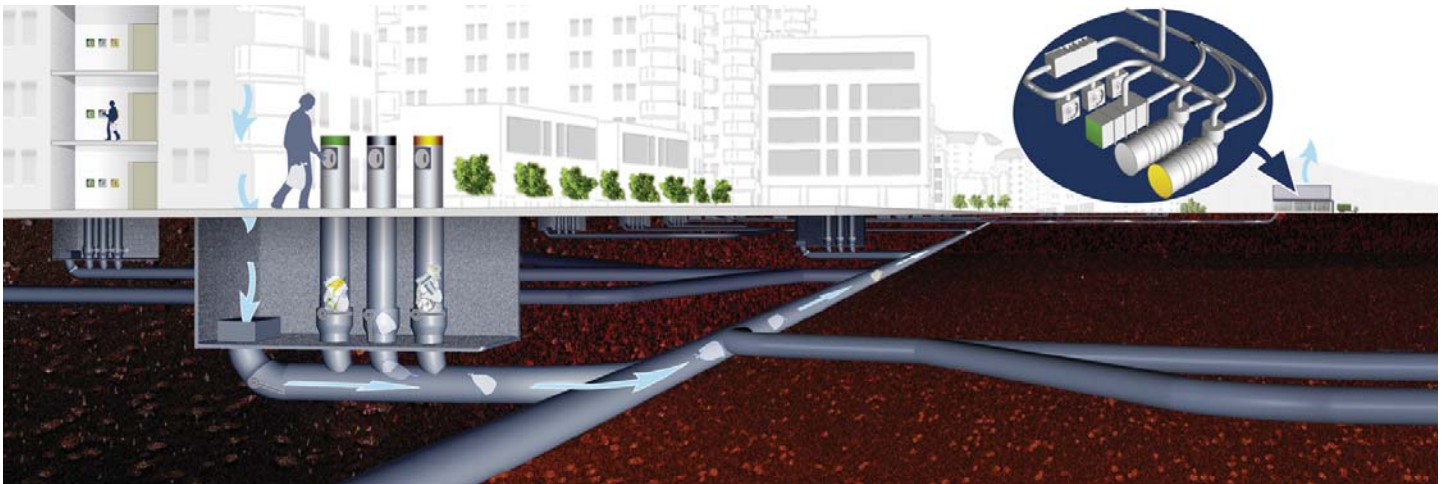
Benefits of automated waste collection include:

- Improved amenity for residents and businesses (reduced odour, noise, spillage and vermin)
- Reduced need for space allocated to waste handling and waste storage in buildings
- Reduced or eliminated need for waste management equipment and bins
- 24/7 access to waste removal (offering reduced commercial waste storage allocation)
- Reduced or eliminated vehicle collection and access at individual buildings, as waste collection would be at a central location rather than scattered throughout a precinct

Requirements

If an automated waste collection system is included in a DA, the following requirements will need to be taken into account:

- The ventilation, air intake and air outlet units shall be located to minimise nuisance to neighbouring premises
- The waste and recycling storage capacity within a building shall be at least one day's waste or recycling output of the building
- Waste and recycling collection points and storage stations shall be accessible to Council collection vehicles, and be located to minimise nuisance to neighbouring premises
- Space for bulky and problem waste storage will still be required
- Adequate measures shall be taken to minimise noise resulting from the operation of the system
- Adequate measures shall be provided to remove dust and smell from the air used for waste conveyance before it is discharged into the atmosphere. The discharge point shall be located away from neighbouring premises



Schematic of automated waste collection system within a development / Source: Envac

Alternative bin systems

Underground bins

Underground bins use hidden capacity by installing large collection containers below ground level. The general user does not see the container but simply a small portion of the container or a small bin above ground. Underground bins are available in a range of sizes including over 5,000 litres. These bins offer the advantage of having a large storage capacity that can be used to effectively manage the waste from many dwellings, while only requiring a small above-ground footprint.

Below-ground storage of waste is an advantage, particularly in summer as the waste is kept cool. The frequency of bin collection may also be reduced significantly, subject to appropriate control of odour and liquids from decay.

Waste collection from underground bin systems can be made by a vehicle that has been modified with a hook-arm or crane. In some systems, the underground bin can be hydraulically lifted for collection from more standard-sized bins.

Both an appropriate location for underground bins and access for collection vehicles are therefore very important due to the servicing method.

Reference F



Shared compaction bins

A number of designs are now available for externally located compaction systems. These systems are typically suited for high-density retail areas. Access is secure, usually by a card identification system. Waste is deposited through an inlet hopper suitable for regular smaller loads arising from retail outlets or some commercial premises. The compactor storage container is typically collected by a hook-lift-type vehicle. When considering these systems, noise impacts and collection access should be taken into account.

Reference G Management and treatment of food waste and compostable material

Composting

Compost bins and piles are a way of processing compostable material and garden organics on-site. This not only reduces the volume of waste but also creates a useful soil enhancer (compost).

Composting can be more versatile than worm farms but needs to be placed directly on the ground so the compostable material are in contact with the earth. Compost bins operate in a very similar way to worm farms but can generally process a wider range of materials including garden organics and citrus. Meat can also be placed in compost bins provided the bins are well managed.

There are a variety of compost bin arrangements and systems that are commercially available.

The footprint area requirement for a typical compost bin is about 1 square metre.



Example compost bin type / Image: Jamie Williams



Compost bin on residential apartment roof top in Sydney / Image: Richard Payne



Worm Farms

Worm farms can be a cheap and effective method of managing compostable material except for citrus fruit, garlic and onions. Worm farms or vermiculture systems transform compostable material into vermicast (worm compost) and vermi-liquid (liquid extract from the worm farm). These outputs can be used in gardens to promote plant growth. Worm farms can occupy a small footprint and can be located on balconies or in gardens.

Space requirements for a typical worm farm for an average household are (indicative only):

- Height – 300 mm per level
- Width – 600 mm
- Length – 900 mm

There are a number of commercially available worm farms of different designs. They are sold through hardware stores and some specialist suppliers.

On-site food waste systems

The on-site food waste systems summarised here are presented as options only. Further investigation is required by the developer to assess their feasibility. Any on-site food waste system is to be purchased, maintained and managed by the development.

The factors below need to be considered when assessing the viability of separated food waste systems for any development:

- Size of the development and quantities of waste
- Presence of retailers and commercial occupants and quantities and types of waste generated
- Availability of trained staff to manage and operate systems
- Space available for their location
- Ability to separate waste streams or some of their components
- Treatment options required to process any residual food waste
- Commercial collection arrangements needed to collect food waste
- Purchasing of systems and all ongoing maintenance and cleaning is the responsibility of the development.

Developers interested in installing the following systems within a new development should contact Council waste and planning officers at the earliest stage possible.

Food macerators

These systems pulp food and store it in a tank at the source. They are commonly found in commercial premises and have the potential for use in residential buildings. When the tank is full, the contents are collected by truck and taken to a treatment facility, such as an anaerobic digester.

Decomposers and dehydraters

These systems are scalable and rapidly decompose or dehydrate food waste by heating and agitating the waste over 24 hours. This can occur with or without the addition of bacterial starter cultures. They reduce the volume of food waste by removing most of the water it holds. They do not produce compost but only dehydrate waste. Generally these containers need a sewer connection to dispose of the waste water and/or a filter for the vapours vented to the air. This may require additional Council approval. The outputs from these containers can be sent to a lawful facility such as a commercial composting facility.

The organic matter captured from these containers cannot be directly applied to land without an environment protection licence or a Resource Recovery Order and Resource Recovery Exemption.

Anaerobic digester

On-site anaerobic digesters are systems that use bacteria to break down food waste in an oxygen-free environment. The resulting biogas that is produced during this process can be used as an on-site energy source.

Although anaerobic digester technology isn't new, an on-site closed loop system to treat a building's food waste is a relatively new development in Australia. Some trials are currently underway across the country and viable systems will become more commonplace in the future.

Food waste disposal units

A kitchen food waste disposal (FWD) unit (also known as an in-sink macerator) is a mechanical appliance that is installed under the kitchen sink and connects to the drain. Householders feed food waste into the unit which grinds it and, diluted with tap water, sends it into the sewer system or into a septic tank.

Council generally does not support the use of this technology, due to the increased load it puts on the sewage system and because of its relatively low resource recovery rates. However, some FWD systems which may be considered have on-site collection and containment which do not need attachment to the sewer system but instead require periodic pumping.

Sydney Water does not generally encourage the use of FWDs in residential households due to the issues below. However, it is recommended that developers contact Sydney Water if considering FWDs to seek the latest advice.

The disadvantages of FWD units include:

- Increase in wastewater services costs to customers due to additional organic load on the sewer system
- Increased disposal of fats and oils in sewers, which can harm the environment around sewerage outlets and contribute to pipe blockages
- Increased water use for flushing the food waste
- Increased energy use to run the appliance

Appendix

Waste and Recycling Management Plan forms

- A Construction Waste and Recycling Management Plan A-2**
- B Demolition Waste and Recycling Management Plan A-4**
- C Operational Waste and Recycling Management Plan A-6**

A. Construction Waste and Recycling Management Plan



Refer to the Construction and Demolition Waste Requirements.

Site Address:	<input type="text"/>	DA Number:	<input type="text"/>
Will you use Site Cleaners?	<input type="checkbox"/> Yes, for some work <input type="checkbox"/> Yes, for all work <input type="checkbox"/> No	Estimated total volume or weight	<input type="text"/>
Please supply details of site cleaners used	ABN Number <input type="text"/> Name <input type="text"/> Phone <input type="text"/>	Mobile	<input type="text"/>
All Excavation Material (including from Swimming Pool excavations)	<input type="checkbox"/> Less than 10 m ³ <input type="checkbox"/> More than 10 m ³ (if more than 10 m ³ , specify estimated volume below)	<input type="checkbox"/> Re-use on-site <input type="checkbox"/> Re-use off site <input type="checkbox"/> Landfill Disposal	<input type="text"/>
Address if re-used off site	<input type="text"/>		
Name and Address of licensed landfill	<input type="text"/>		

Type of Material	Less than 10 m ³	Please specify estimated volumes if more than 10 m ³	How will you manage this waste?				% of material diverted from landfill
			Re-use on-site	Recycle (separate collection from site)	Recycle (off-site separation)	Landfill	
Bricks	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Concrete	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Tiles	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Timber (clean)	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Timber (treated)	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Plasterboard	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Glass	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Ceiling tiles	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Metals (ferrous)	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Metals (non-ferrous)	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Carpet	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Electronic waste	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Total diversion of waste from landfill (needs to be minimum 80% diversion):							<input type="text"/> %

Principal Off-Site Recycler/s	Off-Site Recycler's Primary Markets for Materials (for residential developments over three storeys and all non-residential developments)	Principal Licensed Landfill Site

Declaration

Name of applicant (please print):

Signature of applicant:

Date:

B. Demolition Waste and Recycling Management Plan



Refer to the Construction and Demolition Waste Requirements.

Site Address:	<input type="text"/>	DA Number:	<input type="text"/>
Does demolition contain asbestos?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
All asbestos waste is to be managed in accordance with provisions of the NSW Work Health and Safety Regulation 2011 and the City of Sydney Asbestos Policy.	<input type="checkbox"/> Tick <input checked="" type="checkbox"/> if under 10 m ² <input type="checkbox"/> Tick <input checked="" type="checkbox"/> if over 10 m ²		
WorkCover Licence No. and Class	<input type="text"/>		
Demolition contractor details	<input type="text"/>		
Licensed landfill	<input type="text"/>		

General demolition waste

Type of Material	Less than 10 m ³	Please specify estimated volumes if more than 10 m ³	How will you manage this waste?				% of material diverted from landfill
			Re-use on-site	Recycle (separate collection from site)	Recycle (off-site separation)	Landfill	
Bricks	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Concrete	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Tiles	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Timber (clean)	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Timber (treated)	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Plasterboard	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Metals (ferrous)	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Metals (non-ferrous)	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Mixed recycling	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/> %
Total diversion of waste from landfill (needs to be minimum 80% diversion):							<input type="text"/> %

Principal Off-Site Recycler/s	Off-Site Recycler's Primary Markets for Materials (for residential developments over three storeys and all non-residential developments)	Principal Licensed Landfill Site

Declaration

Name of applicant (please print):

Signature of applicant:

Date:

C. Operational Waste and Recycling Management Plan

Site Address:

DA Number:

Residential Only Development

Mixed Residential/Non-Residential Development

Generation of waste

Refer to the [Waste Generation rates in Guidelines](#).

RESIDENTIAL MULTI-UNIT Number of dwellings	Waste generation/ week (100L/dwelling)	Nominated waste bin size (L)	Total number of bins estimated	Recycling generation/ week (120L/dwelling)	Nominated recycling bin size (L)	Total number of bins estimated
e.g. 6	600	240	3	720	240	3
e.g. 20	2000	240	9	2400	240	10
94						

RESIDENTIAL SINGLE DWELLINGS Number of dwellings	Waste generation/ week (100L/dwelling)	Nominated waste bin size (L)	Total number of bins estimated	Recycling generation/ week (120L/dwelling)	Nominated recycling bin size (L)	Total number of bins estimated	Food waste generation/ week (for single unit dwellings only)	Nominated food waste bin size (L) (for single unit dwellings only)	Total number of bins estimated
e.g. 6	600	240	3	720	240	3	240	240	1
e.g. 20	2000	240	9	2400	240	10	800	240	4

Waste generation/ L/day	Nominated waste bin size (L)	Total number of bins estimated	Recycling generation/ L/day	Nominated recycling storage bin size (L)	Total number of bins estimated	Food waste generation/ L/day	Nominated food waste bin size (L)	Total number of bins estimated
e.g Hotel (11,000 m ²)	660	4	2800	660	5	1700	660	3
e.g Restaurant (250 m ²)	660	1	1200	660	2	250	240	2
95								

NON-RESIDENTIAL
Calculate generation
based on premises
type and area

General requirements

All multi-unit residential and non-residential development is to address the following.

Refer to the [General Requirements section in Guidelines](#).

1	Have the Guidelines been considered in conjunction with the City's <i>Waste Management Local Approvals Policy</i> (found at www.cityofsydney.nsw.gov.au)?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Is there a waste and recycling storage area provided?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Is the waste and recycling areas located in a position that is convenient for both users and waste collection staff?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Location of waste and recycling storage areas: (e.g. level 2)	Distance (m) from the waste and recycling storage area to the collection point	Size of waste and recycling storage areas (m ²)	
	<input type="text"/>	<input type="text"/>	<input type="text"/>	
	What is the total area of bin storage provided?		<input type="text"/>	(m ²)
	Is the layout of the waste and recycling storage area designed to encourage easy recycling and separation of different waste types by all users?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
	What is the ceiling height of the waste and recycling storage area?		<input type="text"/>	m
	Have you submitted a detailed plan of the waste and recycling storage area, together with the nominated collection point and access pathway marked? Please include name and location of relevant drawings:		<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="text"/>			
Is there sufficient space provided for the estimated general waste and recycling bins PLUS handling?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
2	How much separate space is dedicated for storing bulky waste and problem waste?		<input type="text"/>	m ²
	What type of storage space for bulky and problem waste has been allocated? (e.g. designated area, lockable cage, within waste and recycling storage room or other)		<input type="text"/>	
	Is food waste or compostable material managed in any way? (tick the applicable management system/s below)		<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<ul style="list-style-type: none"> <input type="checkbox"/> Suitable space available for composting and worm farming <input type="checkbox"/> On-site food waste processing system 		<input type="checkbox"/>	<input type="checkbox"/> System type:
		<input type="text"/>		
<ul style="list-style-type: none"> <input type="checkbox"/> Other (please specify) 		<input type="text"/>		

3	Is the collection point sufficiently accessible by collection operators?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	What is the maximum manual handling distance between the storage point and the collection point for bins?	<input type="text"/> m
	Are any collection and vehicle access points located adjacent to a habitable room?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	What is the maximum grade of the path for wheeling bins between a storage point and the collection point?	<input type="text"/> : <input type="text"/>
	Are all externally located on-site collection points constructed within 15 metres from the property boundary?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	What is the clearance height allowed for collection vehicles to enter the site for collection?	<input type="text"/> m
	Is entry and exit of a collection vehicle from the site in a forward direction?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Can collection vehicles service the development with minimal reversing?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have the following allowances been made for all collection points?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> • Vehicle access for collection and loading will provide for a maximum grade of 1:20 for the first 6 metres from the street, then a maximum of 1:8 with a transition of 1:12 for 4 metres at the lower • A minimum width of driveway of 3.6 metres • A minimum radius turning circle of 10.5 metres or provision for changing the facing direction 		
Who will be responsible for waste management (waste storage area management, cleaning, bin transfer, etc.) for the development?		
<input style="width: 100%;" type="text"/>		
4	Will appropriate signage for waste storage areas and equipment (including bins) for effective waste management and safe handling be implemented where necessary?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Please provide a summary of the development's waste management system and arrangements, i.e. how a resident, tenant and/or cleaner will use the waste management system within this development. (This is to be consistent with the drawings attached.)	
	<input style="width: 100%; height: 100%;" type="text"/>	

Multi-unit residential developments dwellings

All residential developments which shared waste and recycling bins are to address the following.

Refer to Multi-Unit Residential Developments Dwellings section in Guidelines.

1	Has space for at least two day's generation of waste and recycling been provided per unit?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Is the waste and recycling storage area(s) easily accessible by all residents of the development?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	How far is the waste and recycling storage area from the farthest residential dwelling?	<input type="text"/> m
	Are you requesting any additional infrastructure in the waste and recycling storage room (carousel, optic sensors, number of bins, automatic bin exchange, size)? <i>If yes, fill in the section below</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Please detail the type of additional infrastructure:	<input type="text"/>
	If a compactor is included, what is the proposed compaction ratio (it is not to exceed 2:1)?	<input type="text"/>
	Will the development elect to have kerbside collection? (only applies to developments with less than 6 units that satisfy the requirements outlined in the General Requirements section)	<input type="checkbox"/> Yes <input type="checkbox"/> No
	What type of problem waste will be dealt with in this development? (e.g. electronic waste, batteries, fluorescent tubes and mobile phones)	<input type="text"/>
	How much space in the waste and recycling storage area has been allocated for textile waste?	<input type="text"/> m ²
3	Will a chute system be utilised in the new development? If yes, will the chute system be a single (general waste) or dual system (two separate chutes for waste and recycling)? <i>If no, move onto question 5.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> single or <input type="checkbox"/> dual <input type="checkbox"/> No
	Has the chute system been designed according to the relevant minimum manufacturing standard?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	What is the total maximum travel distance from any residential dwelling entry to a chute system on any given storey? (It is not to exceed 30 metres)	<input type="text"/> m
	Has the chute system been designed and certified according to the relevant acoustic standards?	<input type="checkbox"/> Yes <input type="checkbox"/> No

4	Is there a chute room on each habitable floor of a development with a chute system?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Does the chute room include space for: <ul style="list-style-type: none"> recycling MGBs (if a single chute system is used) the chute inlet hopper spare MGBs large cardboard and/or bulky items to reduce the likelihood of blockages in chutes. 	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5	In which of the following ways will on-site collection of waste, recycling , textile waste and bulky items take place?		
	1 In the building's basement	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	2 At grade within the building in a dedicated collection or loading bay	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	3 At grade and off-street within a safe vehicular circulation system where, in all cases, vehicles will enter and exit the premises in a forward direction	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Residential single dwellings

All single-dwelling houses, small-scale villas or townhouse-type developments with bins allocated to and managed at each individual dwelling is to address the following.

[Refer to Residential Single Dwellings section in Guidelines.](#)

1	Has space for at least two day's generation of waste, recycling and food waste been provided per dwelling?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Has storage area for one each of council's specified waste bins been allocated per unit? (including general waste, recycling, food waste and garden organics)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Has appropriate access between the waste and recycling storage area and kerbside collection point been allocated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Has sufficient space for the storage of bulky waste, textile waste and problem waste been allocated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Non-residential developments

All new non-residential developments are to address the following.

[Refer to Non-Residential Developments section in Guidelines.](#)

1	How much space is dedicated for storing bulky waste and problem waste for recycling?	<input type="text"/> m ²
	Dedicated space (in or attached to the waste and recycling storage area) is provided for the storage and recycling of food waste for collection	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	How much space has been allocated for management of re-usable items (such as crates, pallets, kegs and fit-out waste)?	<input type="text"/> m
	Have kitchens, office tearooms, service and food preparation areas been designed with dedicated space to collect and recycle food waste?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Has secure space for the storage of liquid wastes been allocated (such as chemicals, paints, solvents, and motor and cooking oil)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3	Will collection of non-residential waste take place inside the new development?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4	Will the site employ the use of a waste caretaker or cleaner for managing non-residential waste?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Will the development employ on-site weighing of waste materials?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5	Has the 'Non-Residential Developments' section of the Guidelines been consulted for specific requirements of different non-residential occupancies at the site?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Mixed use developments

All developments containing both residential and non-residential units are to address the following.

[Refer to Mixed Use Developments section in Guidelines.](#)

1	Has separate waste and recycling storage been allocated for residential and non-residential aspects of the site?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Will the collection point be shared for residential and non-residential waste?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Have relevant site plans identified the storage areas, collection points and management systems for both residential and non-residential waste streams?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Declaration

Name of applicant (please print):

Signature of applicant:

Date:



CHARITY
OPERATED

E-waste recycling

Try to sell, give away or donate your old electronics before recycling them.

Yes ✓	No X
<ul style="list-style-type: none"> Desktop computers Laptops Printers Scanners Mobile phones Smartphones Tablets Smart TVs LED TVs Refrigerators Air conditioning units Washing machines Dishwashers Freezers Stoves Electric kettles Blenders Hand blenders Electric lawnmowers Power tools Electric lawnmowers Power tools Electric lawnmowers Power tools 	<ul style="list-style-type: none"> Refrigerators Air conditioning units Washing machines Dishwashers Freezers Stoves Electric kettles Blenders Hand blenders Electric lawnmowers Power tools Electric lawnmowers Power tools Electric lawnmowers Power tools

WARRIOR CITY CENTRE



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Item 4.

Fire Safety Reports

File No: S105001.002

Summary

The City has received inspection reports with recommendations from Fire and Rescue NSW in relation to inspections carried out on buildings located within the City's local government area.

Fire and Rescue NSW has powers under the Environmental Planning and Assessment Act 1979 (the "Act") to carry out inspections of buildings and it is required to forward its findings to the City.

Fire and Rescue NSW reports received by Council are required to be tabled before the Council.

Council is then required to determine whether or not to exercise its power to give a fire safety order under Division 9.3 and Schedule 5 of the Act (previously s 121B of the Act).

This determination may be made at the next meeting of the Council held after the tabling of the Fire and Rescue NSW reports.

Attached are details of the reports received by the City from Fire and Rescue NSW that are required to be tabled. As these reports were received prior to the renumbering of the Act on 1 March 2018 they refer to the section numbering in effect at that time. Any compliance action taken after 1 March 2018 refers to the new section numbering and terminology.

The attachments deal with a specific property and include the Fire and Rescue NSW report and the findings (preliminary or final) by Council's Investigation Officer, along with other documentation relevant to that property.

A recommendation is made in the attachment setting out the action that is recommended to be the most appropriate to take in the circumstances.

Recommendation

It is resolved that Council:

- (A) note the contents of the Fire Safety Report Summary Sheet, as shown at Attachment A to the subject report;
- (B) note the inspection reports by Fire and Rescue NSW, as shown at Attachments B to F to the subject report;

- (C) exercise its power to issue a Fire Safety Order as recommended by Council's Investigation Officer to address the identified fire safety deficiencies in 591 George Street, Sydney, as detailed in Attachment B;
- (D) exercise its power to issue a Fire Safety Order as recommended by Council's Investigation Officer to address the identified fire safety deficiencies in 53, 53A and 53B Bourke Road, Alexandria, as detailed in Attachment C;
- (E) not exercise its power to issue a Fire Safety Order at this time but note the compliance action taken and as recommended by Council's Investigation Officer in 51 Bourke Road, Alexandria, as detailed in Attachment C;
- (F) exercise its power to issue a Fire Safety Order as recommended by Council's Investigation Officer to address the identified fire safety deficiencies in 200 Pitt Street, Waterloo, as detailed in Attachment D;
- (G) exercise its power to issue a Fire Safety Order as recommended by Council's Investigation Officer to address the identified fire safety deficiencies in 2A Forsyth Street, Glebe, as detailed in Attachment E; and
- (H) exercise its power to issue a Fire Safety Order as recommended by Council's Investigation Officer to address the identified fire safety deficiencies in 42 Morehead Street, Redfern, as detailed in Attachment F.

Attachments

- Attachment A.** Fire Safety Report Summary Sheet
- Attachment B.** Council Officer Inspection Report, 591 George Street, Sydney
- Attachment C.** Council Officer Inspection Report, 51-53 Bourke Road, Alexandria
- Attachment D.** Council Officer Inspection Report, 200 Pitt Street, Waterloo
- Attachment E.** Council Officer Inspection Report, 2A Forsyth Street, Glebe
- Attachment F.** Council Officer Inspection Report, 42 Morehead Street, Redfern

Background

1. The City receives inspection reports and recommendations from Fire and Rescue NSW in relation to inspections carried out on buildings located within the City's local government area.
2. Under the Environmental Planning and Assessment Act 1979 (the "Act"), Fire and Rescue NSW has the power to carry out inspections of certain buildings to determine if the building has adequate provision for fire safety and/or is compliant with legislation.
3. On average, the City receives approximately 50 such reports each year. They can be prompted by reports from the Police or other people who have a concern relating to fire safety in a building.
4. When Fire and Rescue NSW carries out such an inspection, a report and any recommendations must be provided to the City.
5. Under the Act, Council is then required to table the report and make a determination as to whether it will exercise its power to issue a Fire Safety Order 1 or 2 in Schedule 5, Part 2 of the Act. Fire Safety Order 1 requires a person to do, or stop doing, certain specified things to improve fire safety; Fire Safety Order 2 requires a person to cease conducting an activity on premises where that activity constitutes, or is likely to constitute, a life-threatening hazard or a threat to public health or public safety.
6. Attached are the details of the reports received from Fire and Rescue NSW, including recommendations for further action. The properties have also been reviewed by a City Building Officer.
7. Personal information has been redacted from these reports in accordance with the Privacy and Personal Information Protection Act 1998.

Relevant Legislation

8. Environmental Planning and Assessment Act 1979.

GRAHAM JAHN, AM

Director City Planning, Development and Transport

(Craig Hann, Acting Fire Safety and Essential Services Specialist)

Attachment A

Fire Safety Report Summary Sheet

Fire Safety Report Summary Sheet
CI.17, Schedule 5 of the Environmental Planning and Assessment Act 1979, reports to Council, S105001.002

Total number of properties tabled: 5

Report- April 2018

Summary table

Att. (A-F)	Premises Specifics (predominate building use)	Actions/ Recommendation
A	Not applicable.	Summary of clause 17, Schedule 5 matters tabled at Council meeting.
B	591 George Street, Sydney, Residential Apartments	Premises inspected, Council investigation officer has determined that a notice of intention to issue a fire safety order is required to be issued to remedy identified fire safety deficiencies
C	51-53 Bourke Road Alexandria, Commercial Premises	Premises 53, 53A and 53B Bourke Road inspected, Council investigation officer has determined that a notice of intention to issue a fire safety order is required to be issued to remedy identified fire safety deficiencies
D	200 Pitt Street, Waterloo, Residential Apartments	Premises 51 Bourke Road inspected, owners to be issued with corrective action correspondence; follow up compliance site inspections are to be undertaken to ensure fire safety works are satisfactorily completed
E	2A Forsyth Street, Glebe, Residential Apartments	Premises inspected, Council investigation officer has determined that a notice of intention to issue a fire safety order is required to be issued to remedy identified fire safety deficiencies
F	42 Morehead Street, Redfern, Residential Apartments	Premises inspected, Council investigation officer has determined that a notice of intention to issue a fire safety order is required to be issued to remedy identified fire safety deficiencies

Attachment B

**Council Officer Inspection Report,
591 George Street, Sydney**

591 George Street, Sydney



Douglass Lane

Eagar Street

Eagar Lane

George Street

Goulburn Street

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1:500 at A4
02/03/2018



**Council officer Inspection and Recommendation Report
Schedule 5, clause 17 of the Environmental Planning and Assessment Act 1979 (the Act)**

File: Fire/2018/10

Officer: J. Kalgovas

Date: 1 March 2018

Premises: 591 George Street, Sydney

Executive Summary:

Council received correspondence from the Commissioner of Fire and Rescue NSW (FRNSW) in relation to the subject premises at 591 George Street, Sydney, with respect to matters of fire safety.

The building is a high rise twin tower mixed use office and apartment building including ground floor retail and basement car parking.

Observation of the external features of the building did not identify metallic sheet cladding.

The annual fire safety certification for the building is current and compliant. The annual fire safety certification was on display within the building in accordance with the requirements of the Environmental Planning and Assessment Regulation 2000.

The premises are equipped with numerous (28) fire safety systems (both active and passive) that would provide adequate provision for fire safety for occupants in the event of a fire.

A joint inspection by Council and FRNSW officers revealed that whilst there remains several fire safety "maintenance and management" works to attend to, the overall fire safety systems provided within the subject premises are considered adequate in the circumstances. The required works include maintenance of the fire alarm system, keeping exit ways clear of obstructions, sealing penetrations in fire resisting construction and rectification of the closing operation of fire doors.

It is considered that the scope of the above fire safety works are of a degree which require a fire safety order be addressed to the owner of the building.

Council investigations have revealed that the premises are deficient in the provisions for fire safety and that an order under Section 9.34 and Schedule 5, Part 2 of the Environmental Planning and Assessment Act 1979 is required to be issued so as to ensure and promote adequate facilities for fire safety/fire safety awareness.

Chronology:

Date	Event
29/11/2017	<p>Joint inspection by Council officer carried out with Authorised Fire Officers at the request of FRNSW noting certain fire safety measures had not been adequately maintained.</p> <p>The inspection identified several items relating to maintenance of the fire alarm system, obstruction of exit ways, inadequate sealing of service penetrations and the non-compliant operation of self-closing doors.</p> <p>Façade check was also undertaken in relation to external wall cladding.</p> <p>As a result of the inspection FRNSW issued an emergency order on 29 November 2017 to address maintenance of the fire alarm system and obstruction of exit ways.</p>

	FRNSW reinspected the building on 30 January 2018 and found the order to be complied with.
13/02/2018	Received FRNSW correspondence concerning fire safety at premises referred to as 589-593 George Street, Sydney. Council knows the building by address 591 George Street Sydney.
14/02/2018	Desktop review undertaken.

FIRE AND RESCUE NSW REPORT:

References: [FRNSW - D18/8074, 2018/075798-03]

FRNSW conducted a joint inspection of the subject premises under S. 119T (4) of the Environmental Planning and Assessment Act 1979, after receiving correspondence in relation to the adequacy of the provision of fire safety.

Issues

The report from FRNSW detailed a number of issues, in particular noting:

1. maintenance works required rectify faults and isolations to the fire alarm system;
2. some exit ways were obstructed by a variety of miscellaneous items;
3. pipes pass through fire resisting wall construction without adequate sealing being installed;
4. several doors had non-compliant self-closing operation.

FRNSW issued an emergency order dated 29 November 2017 to have items 1 and 2 above rectified.

On 30 January 2018 FRNSW carried out a reinspection and found that the terms of the emergency order were compliant.

Items 3 and 4 above have been referred to Council for investigation.

FRNSW Recommendations

FRNSW have made recommendations within their report. In general FRNSW have requested that Council.

1. Inspect the subject premises and take action to have the identified fire safety issues appropriately addressed;

FRNSW has referred the matter to Council as the regulatory authority and have also requested that as soon as practical after the above recommendations have been tabled and considered that notice of any determination in respect of the recommendations is forwarded to them in accordance with Section 121ZD (4) of the Environmental Planning and Assessment Act 1979.

COUNCIL OFFICER RECOMMENDATIONS:

Issue Order (NOI)	Emergency Order	Compliance letter of instruction	Cited Matters found to be compliant	Other

As a result of a site inspection undertaken by a Council investigation officer it is recommended that Council exercise its powers to give a notice of intention (NOI) for a Fire Safety Order under Section 9.34 and Schedule 5, Part 2 of the Environmental Planning and Assessment Act, 1979 to address the fire safety deficiencies identified by FRNSW and Council's building officer.

The issue of a fire safety order will ensure that suitable fire safety systems are in position throughout the building to provide improved and adequate provisions for fire safety.

That the commissioner of FRNSW be advised of Council's actions and outcomes.

Referenced documents:

No#	Document type	Trim reference
A1.	Fire and Rescue NSW report	2018/075798-03
A2.	Locality Plan	2018/075798-02
A3	Attachment cover sheet	2018/075798-01

Trim Reference: 2018/075798

CSM reference No#: 1848693



File Ref. No: BFS17/2597 (1866)
TRIM Ref. No: D18/8074
Contact: Station Officer [REDACTED]

12 February 2018

General Manager
City of Sydney
GPO Box 1591
SYDNEY NSW 2001

Email: council@cityofsydney.nsw.gov.au

Attention: Manager Compliance/Fire Safety

Dear Sir/Madam,

**Re: INSPECTION REPORT
SUNLORD TOWER AND CASSIA GARDEN
589-593 GEORGE STREET SYDNEY ("the premises")**

Fire & Rescue NSW (FRNSW) received correspondence on 1 November 2017, in relation to the adequacy of the provision for fire safety in or in connection with 'the premises'.

The correspondence stated that:

- *It appears when speaking with [REDACTED] the building management are not paying bills so they are hesitant to attend and remedy faults and service the installations properly. We attended this premises 6 times this last shift alone and that was after isolating up to 25 faulty alarms and having the servicing company attend and attempt to resolve issues with no result.*

The FIP itself appears to have electrical or wiring issues are alarms multiply in different levels and areas of the building for no apparent reason or cause.

The fire stairs are in a disgraceful state - absolutely covered from top to bottom with cigarette butts, refuse and other materials . The smell of urine in the stairs by itself is bad enough ...

The sprinkler installation for the premises appears to have an issue that is possibly with alarm valves not reseating once activated as in particular installation 4 just constantly attempts to re-pressurise itself whilst at the same time water is running out numerous drain valves from the same system.



Due to this we had to isolate jacking pumps and the installation itself.

BGA alarms in the isolated fire stairs are (manual call points) have been cracked and are too numerous to list here.

Pursuant to the provisions of Section 119T (1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 29 November 2017 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW along with Council Officer, [REDACTED]

The inspection was limited to the following:

- A visual inspection of the essential Fire Safety Measures as identified in this report only.

On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 119T (4) and Section 121ZD (1) of the EP&A Act. Please be advised that Section 121ZD (2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.

COMMENTS

The following items were identified as concerns at the time of the inspection:

1. The Fire Indicator Panel (FIP) displayed 46 faults and 11 isolations, contrary to the requirements of Clause 182 of the Environmental Planning and Assessment Regulation 2000 (EP&A Regulation);
2. Smoke detectors in the carpark were found to have dust caps installed, contrary to the requirements of Clause 182 of the EP&A Regulation;
3. The Alarm Signalling Equipment (ASE) displayed a fault which indicated that one of the communication lines to a Third-Party Provider was disconnected, contrary to the requirements of Clause 182 of the EP&A Regulation;
4. The free passage of persons to a final exit door in fire isolated passageways and stairwells were obstructed by building material, furniture and general rubbish, contrary to the requirements of Clause 184 of the EP&A Regulation and Clause D1.6 of the National Construction Code 2016 Volume One, Building Code of Australia (NCC);
5. Garbage bins were stored in the path of travel to egress doors in the B1 carpark, contrary to the requirements of Clause 186 of the EP&A Regulation;



Compartmentation

6. Multiple PVC pipe pass through fire walls into fire isolated corridors without adequate means to prevent the spread of fire and smoke to other areas of the building, contrary to the requirements of Clause C3.9 of the NCC;
7. The sliding fire door in the B1 carpark was isolated from automatic operation due to the placement of building material against the door, contrary to the requirements of Clause C3.6 of the NCC;
8. The doors in the B1 garbage room did not return to a fully closed position automatically, contrary to the requirements of Clause C3.5 of the NCC.

FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

FIRE SAFETY ORDER NO. 6

The inspecting Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW issued an Order No. 6, dated 29 November 2017, in accordance with the provisions of Section 121B of the EP&A Act, to have item no. 1 through to item no. 5 of this report rectified.

In accordance with the provisions of Section 121ZE of the EP&A Act, a copy of the Order is attached for your information. FRNSW has conducted further inspections of the building to assess compliance with the terms of this Order.

In this regard, FRNSW does not consider Council is required to take action in relation to item no. 1 through to item no. 5 of this report.

RE-INSPECTION

Pursuant to the provisions of Section 119T(1)(b) of the EP&A Act and Clause 189(a) of the EP&A Regulation, multiple inspections of the premises were conducted between the 8 December 2017 and 30 January 2018 by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

At the time of an inspection on 30 January 2018, the terms of 'the order' issued on 'the premises' were compliant. Please be advised that 'the order' is not an exhaustive list of non-compliances, it is at Council's discretion to inspect and address any other deficiencies identified on 'the premises'.



RECOMMENDATIONS

FRNSW recommends that Council:

- a. Inspect and address item no. 6 through to item no. 8 of this report and any other deficiencies identified on 'the premises'.

This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore awaits Council's advice regarding its determination in accordance with Section 121ZD (4) of the EP&A Act.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact Station Officer [REDACTED] of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference BFS17/2597 (1866) for any future correspondence in relation to this matter.

Yours faithfully



Building Surveyor
Fire Safety Compliance Unit

Attachment: [Appendix 1, Emergency Fire Safety Order – Two - pages]

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Fire & Rescue NSW

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Page 4 of 7

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Emergency Fire Safety Order

Under the *Environmental Planning and Assessment Act 1979*
 Part 6 - Implementation and Enforcement: Division 2A - Orders
 Tables to Section 121B: Emergency Order No. 6 - Fire Safety Order

Please note

- Pursuant to Section 121ZC (2) of the Act, this Order has been given as an Emergency Order as the issuing officer believes activity or deficiencies identified constitute an emergency or a serious risk to safety.
- Pursuant to Section 121ZK (2) of the Act, there is no right of appeal against this Order
- Failure to comply with this Order may result in further Orders and/or fines being issued.
- Substantial penalties may be imposed under Section 125 of the Act for failure to comply with an Order.

I, [REDACTED] (name) **Station Officer** [REDACTED] (rank) [REDACTED] (number)

being an authorised Fire Officer within the meaning of Section 121ZC of the *Environmental Planning and Assessment Act 1979*, and duly authorised for the purpose, hereby order:

The Proprietors of Strata Plan 75686 (name of person whom Order is served) **Owner** (position i.e. owner, building manager)

with respect to the premise

'SUNLORD TOWER & CASSIA GARDEN'
589-593 GEORGE STREET, SYDNEY ("the premises")
(name/address of premises to which Order is served)

to do, or refrain from doing, the following things:

1. Ensure the Automatic Smoke Detection and Alarm System installed in 'the premises' is fully operational, by:
 - a. Removing all faults and isolations displayed on the Fire Indicator Panel (FIP).
 - b. Removing the dust cap covering the smoke detector located adjacent to the sliding fire door on the B1 carpark level.
2. Ensure the Alarm Signalling Equipment (ASE) continually monitors 'the premise' by:
 - a. Repairing or re-instating the secondary/backup telecommunications link

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3. Clear all building material, rubbish and other items from the fire-isolated stairways, passageways and corridors throughout 'the premises'.
4. Remove all garbage bins stored in the path of travel to the exit on the B1 carpark level.

The terms of the Order are to be complied with:

By no later than 1200 hours on the 8 December 2017

The reasons for the issue of this Order are:

- a. At the time of the inspection, the Fire Indicator Panel (FIP) was displaying forty-six (46) faults and eleven (11) isolations.
- b. At the time of the inspection, the smoke detector located adjacent to the sliding fire door on the B1 carpark level, was covered with a plastic cap.
- c. At the time of the inspection, the Alarm Signalling Equipment (ASE) was displaying a primary link failure, indicating a secondary/backup telecommunications link error.
- d. A conversation with the nominated Automatic Fire Alarm Service Provider (AFASP), at the time of the inspection, revealed that the secondary/backup PSTN landline telephone link for the ASE was disconnected.
- e. The disconnection of the secondary communications link for the ASE means that in the event of a fire there is only one link to the emergency services. A single link is likely to compromise the life and safety of the occupants in an emergency as there is no backup link.
- f. At the time of the inspection, materials were stored/located within the fire-isolated stairways, passageways and corridors, throughout 'the premises'. The material included, but are not limited to, building material and products, garbage bins, furniture and general rubbish.
- g. At the time of the inspection, garbage bins were stored in the dedicated/marked path of travel to the exit on the B1 carpark level, hindering access to the fire-isolated stairway.
- h. Clearing all items within the fire-isolated stairways, passageways and corridors safeguard the occupants from illness or injury while evacuating in an emergency.
- i. To ensure that the Automatic Smoke Detection and Alarm System is capable to operating in accordance with the standard of performance it was designed and installed to.

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- j. To ensure that the ASE is capable to operating in accordance with the standard of performance it was designed and installed to.
- k. To ensure compliance with the requirements of Clause 182 of the Environmental Planning and Assessment Regulation 2000
- l. The storage of items within the fire stairs, is contrary to the requirements of Clause 184, Clause 185 and Clause 186 of the Environment Planning and Assessment Regulations 2000.
- m. To ensure that fire safety measures installed throughout the premises are maintained and operating to their standard of performance.

This Order No. 6 was sent by mail on 29 November 2017



Fire Safety Officer
Fire Safety Compliance Unit

Fire & Rescue NSW
Community Safety Directorate
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firesafety@fire.nsw.gov.au

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Page 3

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Page 7 of 7

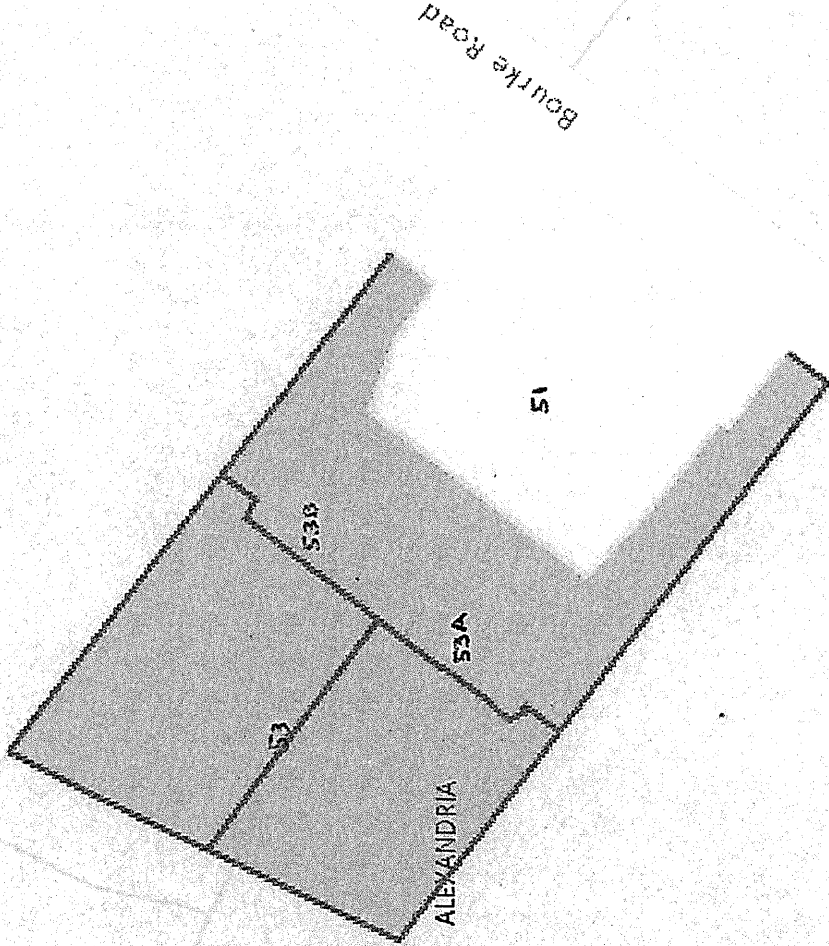
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Attachment C

**Council Officer Inspection Report,
51-53 Bourke Road, Alexandria**

51 Bourke Road, 53 Bourke Road, 53A Bourke Road, 53B Bourke Road, Alexandria



1:1,500 at A4
08/02/2018

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**Council investigation officer Inspection and Recommendation Report
Schedule 5, clause 17 of the Environmental Planning and Assessment Act 1979 (the
Act)**

File: CSM 1840156

Officer: Luke Jeffree

Date: 13 March 2018

Premises: 51 & 53 Bourke Road, Alexandria - Unitex

Executive Summary:

Council at its meeting to be held on 19 March 2018 will consider a report (Attachment E) dated 8 February 2018 (2018/048173) and determine a proposed resolution *not to exercise its powers to issue an Order 6 at this time and as recommended by Council's Investigation Officer* so the building could be inspected to determine the appropriate action to take in the circumstances.

Council's Investigation Officer inspected the building on 1 March 2018 and this is the subsequent report for Council's consideration.

Council received correspondence from the Commissioner of Fire and Rescue NSW (FRNSW) on 29 January 2018 and 9 March 2018 in relation to the subject premises with respect to matters of fire safety.

The site contains three (3) industrial/commercial buildings of varying sizes which are interconnected by means of one way vehicular circulation systems and a central raised carpark/docking platform within the site.

The site has an area of 10,442 square metres, located approximately 180 metres south of Huntley Street and has been subdivided several times since December 2005 creating four separate property addresses including; 51; 53; 53A and 53B Bourke Road Alexandria.

The buildings the subject of FRNSW enquiry include 'Unitex tenancy' (53A and 53B Bourke Road) and 53 Bourke Road (self-storage facility) comprising a four storey warehouse building situated at the rear of the site (rear building) and 51 Bourke Road, which is a two and four storey commercial/warehouse facing Bourke Road.

Council investigations have revealed that the premises 53, 53A and 53B Bourke Road, Alexandria are deficient in fire safety and egress provisions in the following areas:

- (i) Inadequate facilities for firefighting (non-compliant fire hydrant block plans/FRNSW operational concerns regarding fire hydrant system);
- (ii) Provision to prevent fire spread, to such extent to allow occupants to evacuate safely is deficient as an automatic suppression (sprinkler) system coverage does not extend to office levels;
- (iii) Internal exit stairways are not fire isolated to protect persons evacuating during a fire emergency;
- (iv) Lack of suitable fire resisting construction to the prevent the spread of fire (walls between office/ warehouse parts & defective fire shutters);
- (v) Non-compliant exit travel distances within self-storage facility;

Council investigations have revealed that premises 53, 53A and 53B Bourke Road, Alexandria are deficient in the provisions for fire safety and that an order under Section 9.34 and Schedule 5, Part 2 of the Environmental Planning and Assessment Act 1979 (the Act) is required to be issued so as to ensure and promote adequate facilities for fire safety/fire safety awareness.

Further, the investigations at premises 51 Bourke Road Alexandria revealed that whilst there remains several minor fire safety “maintenance and management” works to attend to concerning system block plans and valves, the overall fire safety systems provided within this premises are considered adequate in the circumstances.

It is considered that the above fire safety works at 51 Bourke Road Alexandria are of a degree which can be addressed by routine preventative and corrective maintenance actions undertaken by the owner’s fire service contractor(s) through written instruction from Council.

Observation of the external features of the buildings identified the existence of what appears to be metallic sheet cladding on the façades of the buildings at 51; 53A and 53B Bourke Road Alexandria. However it was unknown whether the cladding consisted of inner composite synthetic material. Therefore, it is recommended that Council write to the owners of properties 51; 53A and 53B Bourke Road Alexandria to undertake a review of the external wall cladding.

Chronology:

Date	Event
29/01/2018	FRNSW correspondence received regarding premises Unitex, 51-53 Bourke Street, Alexandria [known under council records as 51, 53, 53A and 53B Bourke Road Alexandria]
08/02/2018	Report prepared, to table FRNSW report to Council meeting to be held on 27 March 2018.
01/03/2018	<p>A joint inspection of the subject premises was undertaken by Council officer with FRNSW officers. Also present during the inspection were the owners, strata managers and owner’s fire services contractors.</p> <p>Council’s officer found the current annual fire certification was on display within the main foyer of the buildings.</p> <p>The inspection revealed that fire exits within workspace as mentioned in FRNSW correspondence dated 29 January 2018 were no longer blocked. However the majority of FRNSW concerns regarding egress, essential fire safety measures and lack of fire separation & protection as stated their letter were non-compliant with the building regulations and applicable Australian Standards.</p> <p>FRNSW officer clarified their concerns regarding the inadequacies of the fire hydrant block plans displayed on site and advised that they are hampering FRNSW operations.</p> <p>It was observed by the Council officer that an exit door situated between the self-storage facility & Unitex carpark within the ground floor of the rear building was closed off by a concrete block wall. Council’s investigation revealed the door is a required exit way to serve that part of the building. A fire safety order will require suitable compliant exit arrangements be provided.</p> <p>It was noted that a fire hydrant pump isn’t installed to serve the rear building (53; 53A and 53B Bourke Road) and considered that the fire hydrant system may not achieve adequate pressure & flow at hydrant outlets. An audit of the fire safety measures including the fire hydrant system serving the rear building will be required as part of the intended Council fire safety order to ensure compliance with the relevant Australian Standards and completion of remedial works, as necessary.</p> <p>Observation of the external features of the buildings at 51, 53A and 53B Bourke Road Alexandria identified the existence of metallic sheet cladding on the façades of buildings. However it was unknown whether the cladding consists of inner composite synthetic material.</p>

	<p>Also the inspection revealed a number of additional fire safety deficiencies at premises 53, 53A and 53B Bourke Road including;</p> <ol style="list-style-type: none"> 1. Lack of automatic sprinkler system coverage provided throughout office parts of rear building to control early fire development, fire and smoke spread; 2. Lack of fire separation in rear building between the warehouse and office areas; 3. Internal exit stairways serving office parts of rear building are not fire isolated; 4. Sprinkler system compliance concerning exhaust not being lagged, valve set not being housed in an enclosure and the pumphouse door lock not provided with a FRNSW compatible lock;
09/03/2018	FRNSW correspondence received regarding premises Unitex, 51 and 53 Bourke Road, Alexandria [known under Council records as 51, 53, 53A and 53B Bourke Road Alexandria]
13/03/2018	<p>Report prepared, to table FRNSW report to Council meeting to be held on 16 April 2018.</p> <p>It is considered by Council investigation officer that matters (1 & 2) raised in FRNSW correspondence dated 9 March 2018 relating to inadequate fire hydrant block plan and missing label to drencher isolation valves at premises 51 Bourke Road Alexandria are of a maintenance nature and can be remedied through the issue of a compliance letter. Follow-up compliance inspections will be undertaken by Council investigation officer to ensure the remedial works are complied with.</p>

FIRE AND RESCUE NSW REPORT:

References: [D18/4618; 2018/037682, D18/14880; 2018/110447]

Fire and Rescue NSW conducted an inspection of the subject premises after receiving an enquiry in relation to the adequacy of the provision for fire safety in or in connection with the premises.

Issues

The reports from FRNSW detailed a number of issues, in particular noting:

1. Concern regarding lack of fire separating construction between warehouse and office parts of building;
2. A lack of fire protection to service penetrations within certain parts of building;
3. Lack of automatic sprinkler system coverage provided throughout office parts of building;
4. Fire hydrant block plans unclear/ not in accordance applicable standard and concerns about inadequate pressure and flow in fire hydrant installation ;
5. A concern regarding a blocked off exit and whether this has made exit travel distance non-compliant with NCC ;
6. Fire shutters not operating and concerns regarding the fire resistance level of shutters;
7. Obstructions within paths of egress travel to open space and exits;

FRNSW Recommendations

FRNSW have made one recommendation within their reports. In general FRNSW have requested that Council;

1. Inspect the subject premises and take action to have the identified fire safety issues appropriately addressed;

FRNSW have also requested that as soon as practical after the above recommendations have been tabled and considered that notice of any determination in respect of the recommendations is forwarded to them in accordance with Schedule 5, Part 8, clause 17(4) of the Environmental Planning and Assessment Act 1979.

COUNCIL INVESTIGATION OFFICER RECOMMENDATIONS:

Issue Order(NOI)	Emergency Order	Compliance letter of instruction –	Cited Matters rectified	Other (to specify)
53, 53A and 53B Bourke Road		51 Bourke Road		

As a result of a site inspection undertaken by Council investigation officers it is recommended that Council exercise its powers to give a notice of intention (NOI) for a Fire Safety Order under Section 9.34 and Schedule 5, Part 2 of the Environmental Planning and Assessment Act, 1979 to address the fire safety deficiencies at 53, 53A and 53B Bourke Road, Alexandria identified by FRNSW and Council's building officer.

The issue of a fire safety order will ensure that suitable fire safety systems are in position throughout the identified buildings to provide improved and adequate provisions for fire safety

Further, as a result of site inspection undertaken by Council investigation officers it is recommended that the owner of the building at premises 51 Bourke Road Alexandria be issued with written instructions to rectify the identified fire safety deficiencies noted by FRNSW.

It is recommended that Council not exercise its powers to give a Fire Safety Order in relation to premises 51 Bourke Road Alexandria at this time.

Follow-up compliance inspections will be undertaken by a Council investigation officer to ensure already identified fire safety matters are suitably addressed and that compliance with the terms of Councils correspondence and the recommendations of FRNSW occur.

The owners of properties 51, 53A and 53B Bourke Road Alexandria will also be advised to engage an appropriately qualified person to undertake a detailed review of the external wall cladding to ensure that the product installed complies with the relevant requirements of the National Construction Code (Volume One).

That the Commissioner of FRNSW be advised of Council's actions and outcomes.

Referenced documents:

No#	Document type	Trim reference
A1.	Fire and Rescue NSW report	2018/080893-01
A2.	Fire and Rescue NSW report	2018/080893-02
A3.	Locality Plan (cadastre)	2018/080893-03
A4	Attachment cover sheet	2018/080893-04

Trim Reference: 2018/080893

CSM reference No#: 1840156

File Ref. No: BFS17/2873 (2125)

TRIM Ref. No: D18/4618

Contact: Station Officer [REDACTED]

29 January 2018

General Manager
City of Sydney
GPO Box 1591
SYDNEY NSW 2001

Email: council@cityofsydney.nsw.gov.au

Attention: Manager Compliance/Fire Safety

Dear Sir / Madam

Re: INSPECTION REPORT 'UNITEX' 51-53 BOURKE STREET
ALEXANDRIA ("the premises")

Fire & Rescue NSW (FRNSW) received correspondence in relation to the adequacy of the provision for fire safety in connection with 'the premises'.

The correspondence stated that:

- Fire exits within the workspace are constantly blocked.

Pursuant to the provisions of Section 119T (1) of the Environmental Planning and Assessment Act 1979 (EP&A Act), an inspection of 'the premises' on 16 January 2018 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

The inspection was limited to the following:

- A visual inspection of the essential Fire Safety Measures as identified in this report only.
- A conceptual overview of the building, where an inspection had been conducted without copies of the development consent or copies of the approved floor plans.



On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 119T (4) and Section 121ZD (1) of the EP&A Act. Please be advised that Section 121ZD (2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.

COMMENTS

This report is limited to observations and sections of the building accessed at the time of the inspection. As such, this report lists potential deviations from the National Construction Code 2016, Volume 1 Building Code of Australia (NCC). Please be advised that whilst the report is not an exhaustive list of non-compliances, the items as listed outline concerns that may contradict development consent approval or relate to the building's age. In this regard, it is council's discretion as the appropriate regulatory authority to conduct its own investigation and consider the most appropriate action.

The following items were identified as concerns during the inspection:

1. Essential Fire Safety Measures

- 1A. Annual Fire Safety Statement (AFSS) and a Fire Safety Schedule (FSS) – An AFSS and FSS could not be located. As such may not be considered prominently displayed at the premises contrary to the requirements of Clause 177 of the Environmental Planning and Assessment Regulation 2000 (EP&A Reg).
- 1B. Fire Shutter – It is unclear whether the fire sprinkler system and the roller shutters achieved the required fire resistance level required for separation between the two warehouses in accordance with Clause C3.5 of the NCC. In addition, the following were present at the time of the inspection.
 - A. Two of the three automatic closing fire shutters were prohibited from operation as a screwdriver had been inserted in the lowering mechanism preventing operation.
 - B. Display racks were installed under the fire shutter tracks which would interfere with the fire shutter operation.
- 1C. Fire Hose Reel (FHR) – The FHR cabinet on level two, outside On Trend Fashion, has PVC pipework connecting floors without adequate protection to prevent fire spread between floors contrary to the requirements of Clause C3.12 of the NCC.
- 1D. Fire Hydrant System – The two fire hydrant installations installed at the premises and appear to have different flow rate requirements. The block plans identified as 51-53 Bourke Road and 53 Bourke Road would typically require:
 - A. The depiction of the other fire hydrant booster assembly installed at the site;



- B. The display of the hydrant installation connected to the Unitex warehouse, the carpark or the commercial storage warehouse at the rear of the premises;
 - C. Consistent statements regarding the installations, relating to the number of attack hydrants and the flow rate characteristics within each installation;
 - D. The location of the drencher isolation valves to be displayed in accordance with Clause 7.11 (ix) of AS2419.1-2005;
 - 1E. Block Plan – The block plan on the southern side of the premises depicts that there is potential for the hydrant installation when boosted by a firefighting appliance will circulate around the hydrant booster assembly and may not provide pressure and flow to the attack hydrants in the installation;
 - 1F. Drenchers – It appears that the fire sprinkler drenchers are integrated in the fire hydrant installation to protect the opening at the roller shutter in the east building carpark. At the time of the inspection, the isolation valve or signage for the drenchers contrary to the requirements of Clause 3.3.2 of Australian Standard (AS) 2118.2-2010 could not be located.
2. Egress
- 2A. Trip Hazard – The path of travel to open space on the northern side of the building was impeded by a sewerage inspection plate that was raised approximately 150mm above the finished path level.
 - 2B. Floor to Ceiling Height – The north-western fire stair of the warehouse (adjacent to Rack No. W2-20-M2) incorporates a concrete member which is installed at a height of approximately 1700mm which appears contrary to the requirements of Clause D1.6 of the NCC.
 - 2C. Egress Generally:
 - A. Of the two doors located adjacent to the eastern fire roller shutter in the warehouse:
 - i. One was not capable of being opened as the handle did not appear to be installed in accordance with Clause D2.21 of the NCC.
 - ii. The path of travel from the second door appears to be obstructed by a 100mm steel pipe.
 - B. Multiple fire isolated tunnels did not appear to be provided with:
 - i. Adequate artificial lighting contrary to the requirements of Clause F4.4 of the NCC.
 - ii. Emergency lights contrary to the requirements of Clause E4.2 of the NCC.
 - iii. Safe passage for evacuating occupants as there appears to be a trip hazards in the form of PVC pipes and broken pallet.



3. Compartmentation

- 3A. Fire Isolated Compartment – The electrical cables passing through the floor of the electrical cabinet on level two, outside On Trend Fashion, are not adequately protected, due to unfilled gaps in the fire pillows contrary to the requirements of Clause C3.12 of the NCC;
- 3B. Compartmentation Generally – It appears that the office and warehouse parts are not provided with adequate safeguards resulting from fire contrary to the requirements of Clause C2.8 of the NCC.

4. Generally

- 4A. Hydrant Audit – Given the anomalies observed of the hydrant system, it may be in council's interest to conduct an audit of the fire hydrant installation to determine:
 - A. Pressure and flow requirements, based on the largest fire compartment at the building in accordance with Table 2.1 of AS2419.1-2005;
 - B. Coverage to all portions of the premises can be achieved in accordance with Clause 3.2 of AS2419.1-2005;
 - C. The Unitex warehouse and basement parts are connected to a fire hydrant installation in accordance with Clause E1.3 of the NCC.

FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

RECOMMENDATIONS

FRNSW recommends that Council:

- a. Inspect and address any other deficiencies identified on 'the premises', and require item no. 1 through to item no. 4 of this report be addressed appropriately.

This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore awaits Council's advice regarding its determination in accordance with Section 121ZD (4) of the EP&A Act.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact Station Officer [REDACTED] of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference BFS17/2873 (2125) for any future correspondence in relation to this matter.

Yours faithfully

[REDACTED]
Building Surveyor
Fire Safety Compliance Unit

Unclassified





File Ref. No: BFS18/529 (2874)
TRIM Ref. No: D18/14880
Contact: Station Officer [REDACTED]

9 March 2018

General Manager
City of Sydney
GPO Box 1591
SYDNEY NSW 2001

Email: council@cityofsydney.nsw.gov.au

Attention: Manager Compliance/Fire Safety

Dear General Manager

Re: INSPECTION REPORT 'UNITEX' 51 BOURKE ROAD ALEXANDRIA &
53 BOURKE ROAD ALEXANDRIA

Pursuant to the provisions of Section 9.32 (1) of the Environmental Planning and Assessment Act 1979 (EP&A Act), an inspection of 'the premises' on 1 March 2018 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of Fire and Rescue NSW (FRNSW). The inspection was conducted in the company of City of Sydney Council officer [REDACTED] following a request for a joint inspection. Also present were the owners of 51 Bourke Road Alexandria and 53 Bourke Road Alexandria.

The inspection was limited to the following:

- A visual inspection of the essential Fire Safety Measures as identified in this report only.
- A conceptual overview of the building, where an inspection had been conducted without copies of the development consent or copies of the approved floor plans.

On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 9.32 (4) and Schedule 5, Part 8, Section 17 (1) of the EP&A Act. Please be advised that Schedule 5, Part 8, Section 17 (2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.



COMMENTS

At council's request, the joint inspection was conducted to clarify a number of items listed in FRNSW's Inspection Report, dated 24 January 2018 [D18/4617] (attached). As requested, FRNSW's report was discussed including the additional items that are now identified in this report:

51 Bourke Road

1. Fire Hydrant Block Plan.

1A. Fire Hydrant Block Plan – The block plan identified the fire hydrant booster installation as serving 51-53 Bourke Road. This appears to cause confusion as 51 Bourke Road and 53 Bourke Road are distinctly separate properties, as such there is insufficient information that explains this on the block plan.

A. The location of the 'Fire Hydrant Block Plan' may need to:

- a. Be located directly behind the fire hydrant booster assembly;
- b. Be a minimum size of A3;
- c. In addition to the identifying the location of the drencher isolation valve in accordance with Clause 7.11 of AS2419.1-2005, it is suggested the following is also included:

i. The site identifier lettering be 15mm in height; e.g.

51 BOURKE ROAD ALEXANDRIA

ii. Include a precinct plan highlighting the area of coverage.

1B. Isolation Valve – Did not identify the location of the drencher isolation valve in accordance with Clause 7.11 of Australian Standard (AS) 2419.12005;

2. Sprinkler System – The drencher isolation valve installed adjacent to the car park fire shutter was not labelled. Typically, isolation valves are labelled in accordance with Figure 3.3 of AS2118.2-2010.

53 Bourke Road

3. Fire hydrant installation,

3A. Fire Hydrant Block Plan – As discussed in item 1(1A), the block plan at 53 Bourke Road was similar to 51 Bourke Road, in that the plan did not provide adequate information to differentiate the buildings at the precinct.

A. it may be beneficial for the owners to consider the following in relation to the Fire Hydrant Block Plan:

Unclassified



- a. Locate the fire hydrant block plan directly behind the fire hydrant booster assembly;
- b. Amend the size of the plan to be a minimum size of A3;
- c. In addition to the identifying the location of the drencher isolation valve in accordance with Clause 7.11 of AS2419.1-2005, it is suggested the following is also included:
 - i. The site identifier lettering be 15mm in height; e.g.

53 BOURKE ROAD ALEXANDRIA
 - ii. Include a precinct plan highlighting the area of coverage.

3B. Pressure & Flow – Based on observations at the time, it is unclear if there is adequate pressure and flow in the fire hydrant installation. Typically, pressures and flows for hydrants are installed to comply with the requirements of Clause 2.3.3 of AS2419.1-2005. In this regard, it may be beneficial for council to compel the owners to confirm the pressure and flow for the hydrant installation. Moreover, that the pressure and flow comply with the relevant standard of performance of AS2419.1 to assist firefighting operations and to protect life and property.

4. Sprinkler Installation

4A. Sprinkler Coverage – Observations of the sprinkler installation indicated that it did not extend to the office portion of the building. At first glance, it appears that there was no separation provided between the warehouse and office areas. Given this observation, it may be beneficial for council to review its records and confirm whether the sprinkler installation should extend to the office portions of the building in accordance with Clause E1.5
– Occupancies with Excessive Hazard;

4B. Fire Service Key – Forced entry may be required in an emergency as the fire sprinkler pumproom door is not fitted with a fire service ‘003’ key;

4C. Sprinkler Valve Set – Typically, sprinkler valve sets are installed to comply with Specification E1.5-6 of the National Construction Code 2016 Volume One, Building Code of Australia (NCC). At the time of the inspection, the sprinkler valve set was not housed in an enclosure.

4D. Lagging – Typically, exhaust systems are lagged to protect persons from injury in accordance with Clause 9.3.5 of AS1941-2013. Observations at the time revealed that both fire sprinkler pumpsets have not been lagged. 5. Egress

5A. Travel Distances – At first glance, it appears that a required exit between the Unitex Carpark and the storage facility has been closed off by a lesser block wall. This



appears to create extended travel distances. Council may need to review it's development consents to confirm whether the travel distances in the basement storage area is contrary to the requirements of Clause D1.4 of the NCC.

6. Protection of Openings

6A. Roller Shutters – All roller shutters between the two warehouses do not appear to be capable of manual operation or automatic operation. Typically rollers shutters are to comply with the requirements of Clause C3.5 of the NCC.

FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

RECOMMENDATIONS

FRNSW recommends that Council:

- a. Inspect and address any other deficiencies identified on 'the precinct' and require item no. 1 through to item no. 6 of this report be addressed appropriately.

This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore awaits Council's advice regarding its determination in accordance with Schedule 5, Part 8, Section 17(4) of the EP&A Act.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact Station Officer [REDACTED] of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference BFS18/529 (2874) for any future correspondence in relation to this matter.

Yours faithfully

[REDACTED]
Building Surveyor
Fire Safety Compliance Unit





Attachment D

**Council Officer Inspection Report,
200 Pitt Street, Waterloo**

200 Pitt Street, Waterloo

209-209A

211-213

Nels.

215

217

219

221



Raglan Street

223-247

Pitt Street

200

George Street

218-246

Wellington Street

110

West Street

230

201

248-254

331-337



**Council investigation officer Inspection and Recommendation Report
Schedule 5, clause 17 of the Environmental Planning and Assessment Act 1979 (the
Act)**

File: CSM 1850739

Officer: Luke Jeffree

Date: 6 March 2018

Premises: 200 Pitt Street, Waterloo – James Cook Building

Executive Summary:

Council received correspondence from the Commissioner of Fire and Rescue NSW (FRNSW) in relation to the subject premises with respect to matters of fire safety.

The site contains two high rise residential apartment towers within a public housing estate owned by New South Wales Land and Housing Corporation (NSW L&HC).

The site has an area of 19646m² bounded by Ragland Street to the north, Wellington Street to the south, George Street to the west and Pitt Street to the east.

The building, the subject of the FRNSW enquiry is located adjacent to the Pitt Street property frontage and is known as 'James Cook' (200 Pitt Street, Waterloo). It comprises of a seventeen storey residential apartment building.

Council investigations have revealed that the premises are deficient in fire safety and egress provisions in the following areas:

- (i) Inadequate fire detection and alarm communication system to alert people and assist coordination during an emergency;
- (ii) Provision of adequate fire safety measures and systems, in relation to the building's height, to restrict the spread of fire/smoke to such an extent to allow occupants to safely evacuate the building during a fire emergency;
- (iii) Internal exit stairways have balustrades too low, with excessive gaps in them posing a risk to the likelihood of a person falling from the stairways;
- (iv) Inadequate fire resisting construction to prevent the spread of fire (defective exit doors & lack of smoke seals to electrical cupboards);

Council investigations have revealed that the premises are deficient in the provisions for fire safety and that an order under Section 9.34 and Schedule 5 of the Environmental Planning and Assessment Act 1979 is required to be issued so as to ensure and promote adequate facilities for fire safety/fire safety awareness.

Observation of the external features of the building did not identify the existence of metallic sheet cladding on the façade of the building.

Chronology:

Date	Event
16/02/2018	<p>FRNSW correspondence received regarding premises James Cook, 200 Pitt Street, Waterloo.</p> <p>FRNSW conducted an inspection 13 February 2018. As a result of their inspection an Emergency Fire Safety Order 6 was issued on 14 February 2018, under s.121B of the Act. The order required remedial works to the building's fire alarm system.</p> <p>A desktop review by Council officer found that the building has been subject to several fire safety upgrading works during the last 20 years that were considered to be suitable measures at the time to provide adequate provision for fire safety of occupants in the event of a fire.</p>
19/02/2018	<p>An initial inspection of the subject premises was undertaken by a Council officer. The inspection revealed that the works listed in FRNSW's emergency order had not been completed. However, it was noted the compliance period of the order does not expire until 1 March 2018.</p> <p>Also, the inspection revealed a number of additional fire safety deficiencies in the premises including;</p> <ol style="list-style-type: none"> 1. Whether adequate fire safety measures and systems were installed to restrict the spread of fire/smoke relative to the building's height; 2. Internal exit stairways have balustrades too low, with excessive gaps in them; 3. Whether an adequate alarm communication system was installed to assist coordination during an emergency; 4. Defective exit doors & lack of smoke seals to electrical cupboards;
28/02/2018	<p>A further inspection of the subject building was undertaken by Council officer with the building managers and their fire contractors.</p> <p>The inspection revealed that the works listed in the emergency order had not been completed as there were still several faults (approx. 8 faults) on the building's fire panel. At this time the building managers and their fire contractors were taking necessary actions to clear the faults and comply with emergency order. The building managers and fire contractors were unable to explain why the fire panel had accumulated the faults and isolations identified by FRNSW.</p> <p>Council's officer explained the various fire safety deficiencies identified during the inspection carried out on 19 February 2018.</p> <p>A short test was performed on the building's fire alarm system (at the fire panel) by the fire contractor to sound the alarm briefly. The Council officer found that the alarm activated correctly, but considered that a further test of the warning system's sound pressure level is required to ensure compliance with current regulatory requirements.</p> <p>An audit of the fire safety measures including the smoke detection and alarm system will be required as part of the intended Council fire safety order. The audit will ensure any deficiencies in the smoke detection and alarm are rectified including the installation of suitable detectors & warning speakers, as required.</p>

02/03/2018	<p>Advice given by the owner's representative to Council & FRNSW confirming all faults and isolations identified in FRNSW's emergency order had been rectified.</p> <p>Follow-up compliance inspections will be undertaken by a Council investigation officer as part of the fire safety order compliance process to ensure that the requirements of the orders are complied with.</p>

FIRE AND RESCUE NSW REPORT:

References: [D18/9339; 2018/068185]

Fire and Rescue NSW conducted an inspection of the subject premises on 13 February 2018.

Issues

The report from FRNSW detailed there were fire safety matters that were identified as a significant concern to FRNSW, specifically a series of faults and isolations to the automatic fire detection and alarm system. These matters were identified as constituting a serious risk to safety.

An Emergency Order was issued by FRNSW and a copy of this order was attached to FRNSW's correspondence. The correspondence also advised that a supplementary report will be provided to Council in due course.

FRNSW Recommendations

FRNSW have provided the above order under sections 119T, 121ZC, 121ZD and 121ZE of the Act with no specific recommendations.

COUNCIL INVESTIGATION OFFICER RECOMMENDATIONS:

Issue Order(NOI)	Emergency Order	Compliance letter of instruction	Cited Matters rectified	Other (to specify)
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As a result of a site inspection undertaken by Council investigation officers it is recommended that Council exercise its powers to give a notice of intention (NOI) for a Fire Safety Order under Section 9.34 & Schedule 5, Part 2 of the Environmental Planning and Assessment Act, 1979 to address the fire safety deficiencies identified by FRNSW and Council's building officer.

The issue of a fire safety order will ensure that suitable fire safety systems are in position throughout the building to provide improved and adequate provisions for fire safety

That the Commissioner of FRNSW be advised of Council's actions and outcomes.

Referenced documents:

No#	Document type	Trim reference
A1.	Fire and Rescue NSW Report dated 14 February 2018	2018/078074-01
A2.	Locality Plan (cadastre)	2018/078074-02
A3	Attachment cover sheet	2018/078074-03

Trim Reference: 2018/078074

CSM reference No#: 1850739



Fire & Rescue NSW

Unclassified

File Ref. No: BFS18/356 (2714)
TRIM Ref. No: D18/9339
Contact: [REDACTED]

14 February 2018

New South Wales Land and Housing Corporation
223-239 Liverpool Road
ASHFIELD NSW 2131

CC Email: facsinfo@facns.nsw.gov.au

Dear Sir / Madam

**RE: EMERGENCY ORDER
'JAMES COOK'
200 PITT STREET, WATERLOO("the premises")**

Pursuant to the provisions of Section 119T(1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 13 February 2018 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of Fire and Rescue NSW (FRNSW).

At the time of the inspection there were fire safety matters that were identified as a significant concern to FRNSW, as the activity or deficiencies identified constitute an emergency or a serious risk to safety. As a result an Emergency Fire Safety Order (Order No. 6) is issued in accordance with the provisions of Section 121B of the EP&A Act (copy attached).

A report of the inspection and a copy of the Order will also be forwarded to City of Sydney Council in accordance with the requirements of Sections 119T, 121ZC, 121ZD and 121ZE of the EP&A Act. Further inspections will be conducted by FRNSW to assess compliance with the terms of the Order.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact [REDACTED] of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference BFS18/356 (2714) for any future correspondence in relation to this matter.

Yours faithfully

[REDACTED]

Building Surveyor
Fire Safety Compliance Unit

CC/- [REDACTED]
Department of Family and Community Services

[REDACTED]
Department of Family and Community Services

Fire & Rescue NSW
Community Safety Directorate
Fire Safety Compliance Unit
firesafety@fire.nsw.gov.au

Unclassified
ABN 12 593 473 110
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Greenacre NSW 2190

www.fire.nsw.gov.au
T (02) 9742 7434
F (02) 9742 7483



Emergency Fire Safety Order

**Under the *Environmental Planning and Assessment Act 1979*
Part 6 - Implementation and Enforcement: Division 2A – Orders
Tables to Section 121B: Emergency Order No. 6 – Fire Safety Order**

Please note:

- Pursuant to Section 121ZC (2) of the Act, this Order has been given as an Emergency Order as the issuing officer believes activity or deficiencies identified constitute an emergency or a serious risk to safety.
- Pursuant to Section 121ZK (2) of the Act, there is no right of appeal against this Order.
- Failure to comply with this Order may result in further Orders and/or fines being issued.
- Substantial penalties may be imposed under Section 125 of the Act for failure to comply with an Order.

I,

██████████
(name)

Building Surveyor
(rank)

██████████

being an authorised Fire Officer within the meaning of Section 121ZC of the *Environmental Planning and Assessment Act 1979*, and duly authorised for the purpose, hereby order:

New South Wales Land and Housing Corporation
(name of person whom Order is served)

Owner
(position i.e. owner, building manager)

with respect to the premise

'JAMES COOK'
200 PITT STREET, WATERLOO ("the premises")
(name/address of premises to which Order is served)

to do, or refrain from doing, the following things:

1. Ensure the Automatic Fire Detection and Alarm System installed in 'the premises' is fully operational, by:
 - a. Removing all faults and isolations, displayed on the Fire Indicator Panel (FIP).

The terms of the Order are to be complied with:

By no later than Close of Business on the **1 March 2018**.

Unclassified

Fire & Rescue NSW

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Fire Safety Compliance Unit

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Page 1

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The reasons for the issue of this Order are:

- a. At the time of the inspection on Tuesday 13 February 2017 the FIP:
 - i. displayed forty-two (42) faults on the system.
 - ii. displayed seven (7) isolations on the system.
- b. To ensure that the Automatic Fire Detection and Alarm System is capable to operating in accordance with the standard of performance it was designed and installed to.
- c. To ensure that fire safety measures installed throughout the premises are maintained and operating to their standard of performance.
- d. Isolations and faults to the Automatic Fire Detection and Alarm System may leave occupants unaware of an emergency to allow timely evacuation. This may leave occupants trapped, as safe evacuation routes may be compromised.
- e. To ensure the Automatic Fire Detection and Alarm System is fully operational so that occupants are provided with early notification of a fire within the premises so that they may safely evacuate the premises in the event of a fire.

This Order No. 6 was sent by mail on **14 February 2018**.

[REDACTED]
[REDACTED]
Building Surveyor
Fire Safety Compliance Unit

Unclassified

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Page 2

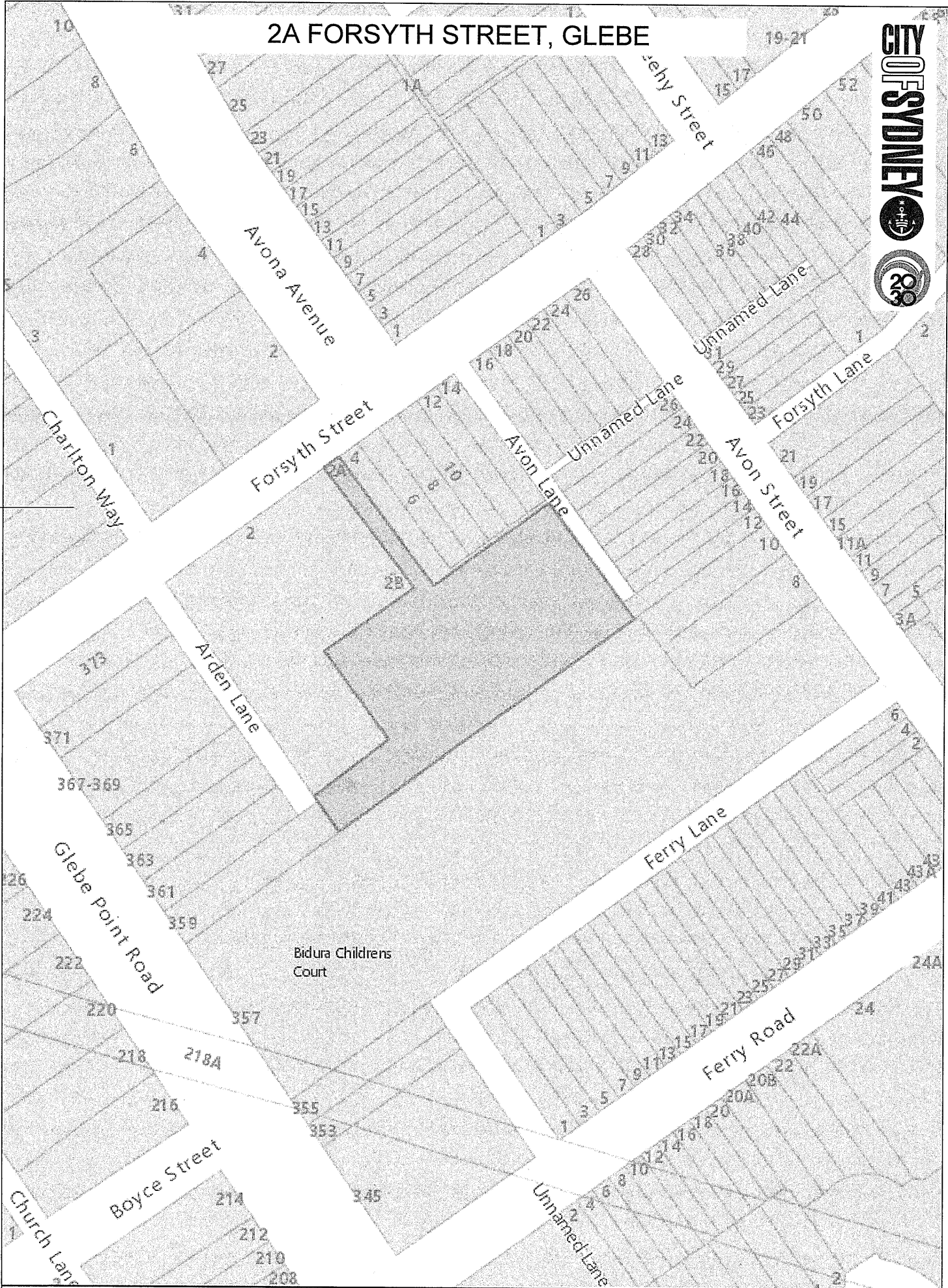
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Attachment E

**Council Officer Inspection Report,
2A Forsyth Street, Glebe**

2A FORSYTH STREET, GLEBE



**Council officer Inspection and Recommendation Report
Schedule 5, clause 17 of the Environmental Planning and Assessment Act 1979 (the Act)**

File: CSM 1852048

Officer: Hieu Van Luu

Date: 5 March 2018

Premises: 2A Forsyth Street, Glebe – Avon Tower

Executive Summary:

Council received correspondence from the Commissioner of Fire and Rescue NSW (FRNSW) in relation to the subject premises with respect to matters of fire safety.

Avon Tower is an 8 storey (plus lower ground carpark) residential apartment building, located on the eastern side of Forsyth Street Glebe between Avon Lane to the north, Arden Lane to the south and set back to the rear of 2 Forsyth Street.

The building was built in around 1973 and is constructed of masonry walls and concrete floors.

An inspection of the premises undertaken by a Council officer in the presence of an owner's representative revealed that the premises are deficient in fire safety and egress provisions in the following areas:

- (i) System design aspects relative to the fire hydrant booster assembly and associated fire hydrant system;
- (ii) System design and maintenance aspects of exit sign and other building system installations in the exit way;
- (iii) Safe and dignified emergency egress for occupants to safely evacuate the building in the event of a fire.

Observation of the external features of the building did not identify the existence of metallic sheet cladding on the façade of the building.

It is recommended that a fire safety order under Section 9.34 and Schedule 5, Part 2 of the Environmental Planning and Assessment Act, 1979 is to be issued so as to ensure and promote adequate facilities for fire safety/fire safety awareness.

Chronology:

Date	Event
19/02/2018	FRNSW correspondence received regarding premises 2A Forsyth Street, Glebe – Avon Towers.
06/03/2018	<p>An inspection was undertaken by Council's building officer in company with an owner's representative to review the fire safety issues raised by FRNSW.</p> <p>In relation to the matters cited within the FRNSW report it is recommended that a fire safety order under Section 9.34 and Schedule 5, Part 2 of the Environmental Planning and Assessment Act, 1979 is required to be issued so as to address the following fire safety issues:-</p> <ul style="list-style-type: none"> a) The compliance aspects of fire hydrant system provided for the building; b) The adequacy and maintenance of fire exit signs; c) The display of annual Fire Safety Statement; d) Unprotected path of travel for occupants to safely evacuate the building in the

	<p>event of a fire;</p> <p>e) Service cupboards in the required exit are not suitably sealed;</p> <p>f) Non-compliant latching/locking devices fitted to exit doors and doors in path of travel to exit doors; and</p> <p>g) The configuration/operation of apartment entry fire doors/screen security doors.</p> <p>FRNSW issued an emergency order on 6 December 2017 to the building owner. The order required remedial works be carried out to the fire hydrant system pump and associated controls. A reinspection by FRNSW on 14 December 2017 revealed the order had been complied with. The fire hydrant pump system was compliant during Council's inspection.</p>
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FIRE AND RESCUE NSW REPORT:

References: BFS17/2232(1514); D18/9576; 2018/100549

Fire and Rescue NSW conducted an inspection of the subject premises on 5 December 2017 in accordance with the provisions of Section 119T (1) of the Act in response to an enquiry concerning the adequacy of a unit entry door.

Issues

The report from FRNSW detailed a number of issues, in particular noting:

1. The compliance aspects of the installed fire hydrant system provided for the building;
2. The adequacy and maintenance of illuminated exit signs;
3. The display of annual Fire Safety Statement;
4. Unprotected path of travel for occupants to safely evacuate the building in the event of a fire;
5. Service cupboards in the required exit are not suitably sealed;
6. Non-compliant latching/locking devices fitted to exit doors and doors in path of travel to exit doors; and
7. The configuration/operation of apartment entry fire doors/screen security doors.

FRNSW issued an emergency order on 6 December 2017 to the building owner. The order required remedial works be carried out to the fire hydrant system pump and associated controls. A reinspection by FRNSW on 14 December 2017 revealed the order had been complied with.

FRNSW Recommendations

FRNSW has recommended that Council inspect the premises and require identified items and any other deficiency identified by Council to be appropriately addressed.

FRNSW have also requested that as soon as practical after the above recommendations have been tabled and considered that notice of any determination in respect of the recommendations is forwarded to them in accordance with Section 121ZD (4) of the Environmental Planning and Assessment Act 1979.

COUNCIL OFFICER RECOMMENDATIONS:

Issue Order(NOI)	Emergency Order	Issue compliance letter of instruction	Cited Matters rectified-	Other
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As a result of a site inspection undertaken by Council investigation officers it is recommended that Council exercise its powers to give a notice of intention (NOI) for a Fire Safety Order under Section 9.34 and Schedule 5, Part 2 of the Environmental Planning and Assessment Act, 1979 to address the fire safety deficiencies identified by FRNSW and Council's building officer.

The issue of a fire safety order will ensure that suitable fire safety systems are in position throughout the building to provide improved and adequate provisions for fire safety.

That the Commissioner of FRNSW be advised of Council's actions and outcomes.

Referenced documents:

No#	Document type	Trim reference
A1.	Attachment cover sheet	2018/100549-01
A2.	Fire and Rescue NSW correspondence	2018/100549-02
A3.	Locality Plan	2018/100549-03

Trim Reference: 2018/100549

CSM reference No#: 1852048



File Ref. No: BFS17/2232 (1514)
TRIM Ref. No: D18/9576
Contact: [REDACTED]

16 February 2018

General Manager
City of Sydney
GPO Box 1591
SYDNEY NSW 2001

Email: council@cityofsydney.nsw.gov.au

Attention: Manager Compliance/Fire Safety

Dear Sir / Madam

**Re: INSPECTION REPORT
"AVON TOWERS"
2A FORSYTH STREET, GLEBE ("the premises")**

Fire & Rescue NSW (FRNSW) received correspondence on 20 September 2017, in relation to the adequacy of the provision for fire safety in or in connection with 'the premises'.

The correspondence stated that:

- *2 years ago during the annual smoke alarm testing, the tester and chair of the building were concerned about my front door not being properly fire proofed. They said that the door needed to be replaced, but nothing was done. I have contacted the strata manager, however, without looking at the door, he insists that the door is fine, because it has a yellow safety tag on it. Recently there was a fire in one of the apartments above me, and we needed to be evacuated. I am concerned that my front door is not to the standard required for fire safety.*

Pursuant to the provisions of Section 119T(1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 5 December 2017 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.



The inspection was limited to the following:

- A visual inspection of the essential Fire Safety Measures as identified in this report only.
- A conceptual overview of the building, where an inspection had been conducted without copies of the development consent or copies of the approved floor plans.

On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 119T(4) and Section 121ZD(1) of the EP&A Act. Please be advised that Section 121ZD(2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.

COMMENTS

The following items were identified as concerns at the time of the inspection:

Essential Services

1. Fire Hydrant System: The fire hydrant system appears to be installed in accordance with Ordinance 70 and Ministerial Specification No.10. Notwithstanding this, the following deviations from AS2419.1-2005 have been identified along with other items of concern:
 - a. The fire hydrant booster assembly
 - i. The hydrant booster assembly is not located in a position where it is operable by a fire brigade pumping appliance located with 8m, contrary to the requirements of Clause 7.3(b) of AS2419.1-2005.
 - ii. The hydrant booster assembly is not provided with feed fire hydrants within 5m of the booster inlets, contrary to the requirements of Clause 7.4 of AS2419.1-2005. In this regard, the nearest feed hydrant available is located more than 30 metres away in Forsyth Street.
 - iii. The hydrant booster assembly is located with 10m from a high voltage electrical substation, contrary to the requirements of Clause 7.3(f) of AS2419.21-2005.
 - iv. Boost pressure and test pressure signage was not provided at the hydrant booster assembly, contrary to the requirements of Clause 7.10.1 of AS2419.1-2005.



- b. Block Plan – The hydrant booster assembly and the pump room are not provided with a block plan, contrary to the requirements of Clause 7.11 of AS2419.1-2005.
 - c. The required system performance of each internal fire hydrant outlet, would likely fail to achieve the required flow rates and pressures stipulated in Clause 2.3 of AS2419.1-2005, with the current pump configuration.
 - d. Storz aluminium alloy delivery couplings, which are compatible with FRNSW appliances and equipment, are not provided to all hydrant valves throughout the premises, contrary to the requirements of Clauses 7.1 and 8.5.11.1 of AS2419.1-2005.
 - e. Hydrant Pumpset – The fire hydrant pump did not appear to be maintained and capable of operating to the standard of performance from when it was first designed and installed, contrary to the requirements of Clause 4.2 of AS 1851-2012 and Clause 182 of the Environmental Planning and Assessment Regulation 2000 (EP&A Regulation). The following issues were identified as concerns at the time of inspection:
 - i. The “Main Isolator” function for the diesel pump was switched off / isolated.
 - ii. The following faults were displayed on the diesel pump control panel:
 - “Auto Start Battery Fail”
 - “Auto Start Charger Fail”
 - “Manual Start Charger Fail”
 - iii. The Fire Indicator Panel (FIP) was displaying a “pump fail”.
2. Exit signs – The exit sign above the exit door on the carpark level (adjacent to the roller shutter) had not been maintained and was not illuminated, contrary to the requirements of Clause 182 of the EP&A Regulation.
 3. Annual Fire Safety Statement (AFSS) and Fire Safety Schedule (FSS) – A copy of the current AFSS and FSS were not prominently displayed within the building in accordance with Clause 177 of the EP&A Regulation.

Access and Egress

4. Travel via fire isolated exits – The path of travel from the point of discharge of the fire-isolated stairway necessitates passing within 6m of unprotected openings in the southern elevation on the ground floor, contrary to the requirements of Clause D1.7(c) of the National Construction Code Volume One Building Code of Australia (NCC).

Unclassified

Fire & Rescue NSW

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Page 3 of 7

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5. The communication cupboards located in the public corridors contain doorways which are not suitably sealed against smoke spreading from the enclosure, contrary to the requirements of Clause D2.7(d) of the NCC.
6. Operation of latch – Doors in the required exits or forming part of the required exits throughout 'the premises', contain round tulip style handles in lieu of a lever handle, contrary to the requirements of Clause D2.21 of the NCC.
7. Operation of latch – The security gate in the carpark level, adjacent to the lift lobby, is located in the path of travel to the second exit door and is not readily operable without a key from the side that faces a person seeking egress, contrary to Clause D2.21 of the NCC.

Compartmentation and Separation

8. Bounding construction – Screen security doors have been installed on the outside of multiple Sole Occupancy Unit (SOU) entry doors throughout 'the premises'. FRNSW are of the opinion that screen doors promote the occupants to 'chock open' the SOU entry door, contrary to the requirements of Clause C3.11 of the NCC, which requires a doorway in a Class 2 SOU be protected by a door which is equipped with a device which returns the door to the fully closed position immediately after each opening.

FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

FIRE SAFETY ORDER NO. 6

The inspecting Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW issued an Order No. 6, dated 6 December 2017, in accordance with the provisions of Section 121B of the EP&A Act, to have item no. 1(e) of this report rectified.

In accordance with the provisions of Section 121ZE of the EP&A Act, a copy of the Order is attached for your information. FRNSW has conducted further inspections of the building to assess compliance with the terms of this Order.

In this regard, FRNSW does not consider Council is required to take action in relation to item no. 1(e) of this report.

RE-INSPECTION

Pursuant to the provisions of Section 119T(1)(b) of the EP&A Act and Clause 189(a) of the EP&A Regulation, an inspection of 'the premises' on 14 December 2017 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

Unclassified

Fire & Rescue NSW

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Community Safety Directorate
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At the time of the inspection, the terms of 'the order' issued on 'the premises' were compliant. Please be advised that 'the order' is not an exhaustive list of non-compliances, it is at Council's discretion to inspect and address any other deficiencies identified on 'the premises'.

RECOMMENDATIONS

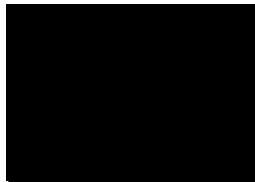
FRNSW recommends that Council:

- a. Inspect and address any other deficiencies identified on 'the premises', and require item no. 1(a) through to item 1 (d) and item 2 through to item no. 8 of this report be addressed appropriately.
- b. Compel the owners to upgrade the fire hydrant system to comply with AS2419.1-2005, to address item no. 1(a) to item no. 1(d) of this report.

This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore awaits Council's advice regarding its determination in accordance with Section 121ZD (4) of the EP&A Act.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact [REDACTED] of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference BFS17/2232 (1514) for any future correspondence in relation to this matter.

Yours faithfully



Building Surveyor
Fire Safety Compliance Unit

Attachment: [Appendix 1 – Emergency Fire Safety Order 6, dated 6 December 2017 – 2 pages]



Appendix 1 – Emergency Fire Safety Order

Unclassified



Fire & Rescue NSW

Emergency Fire Safety Order

Under the Environmental Planning and Assessment Act 1979
Part 6 - Implementation and Enforcement: Division 2A - Orders
Tables to Section 121B: Emergency Order No. 6 - Fire Safety Order

Please note:

- Pursuant to Section 121ZC (2) of the Act, this Order has been given as an Emergency Order as the issuing officer believes activity or deficiencies identified constitute an emergency or a serious risk to safety.
Pursuant to Section 121ZK (2) of the Act, there is no right of appeal against this Order.
Failure to comply with this Order may result in further Orders and/or fines being issued.
Substantial penalties may be imposed under Section 125 of the Act for failure to comply with an Order.

I, [redacted] Building Surveyor [redacted]

being an authorised Fire Officer within the meaning of Section 121ZC of the Environmental Planning and Assessment Act 1979, and duly authorised for the purpose, hereby order.

The Owners of Strata Plan No. 7765 Owner
(name of person whom Order is served) (position i.e. owner, building manager)

with respect to the premise

'AVON TOWERS'
2A FORSYTH STREET, GLEBE ('the premises')
(name/address of premises to which Order is served)

to do, or refrain from doing, the following things:

- 1 Ensure the fire hydrant system installed in 'the premises' is capable of operating in accordance with the relevant standard of performance it was designed and installed, by:
a. Rectifying the faults and isolations displayed on the diesel pump control panel.
b. Maintaining the hydrant pump system so that it continually operates without any isolations, faults or failures.

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The terms of the Order are to be complied with:

By no later than 12:00 hours on Thursday 14 December 2017.

The reasons for the issue of this Order are:

- a. At the time of the inspection the 'Main Isolator' function for the diesel pump was switched off / isolated.
- b. At the time of the inspection the following faults were displayed on the diesel pump control panel:
 - i. "Auto Start Battery Fail"
 - ii. "Auto Start Charger Fail"
 - iii. "Manual Start Charger Fail"
- c. The Fire Indicator Panel (FIP) was displaying a "pump fail".
- d. To ensure that the fire hydrant system is capable of operating in accordance with the standard of performance it was designed and installed to.
- e. To ensure that the fire hydrant system is capable of providing the operational requirements of the attending fire brigade
- f. To ensure that fire safety measures installed throughout the premises are maintained and operating to their standard of performance.
- g. To ensure compliance with the requirements of Clause 182 of the Environmental Planning and Assessment Regulation 2000.

This Order No. 6 was sent by mail on 6 December 2017.



Building Surveyor
Fire Safety Compliance Unit

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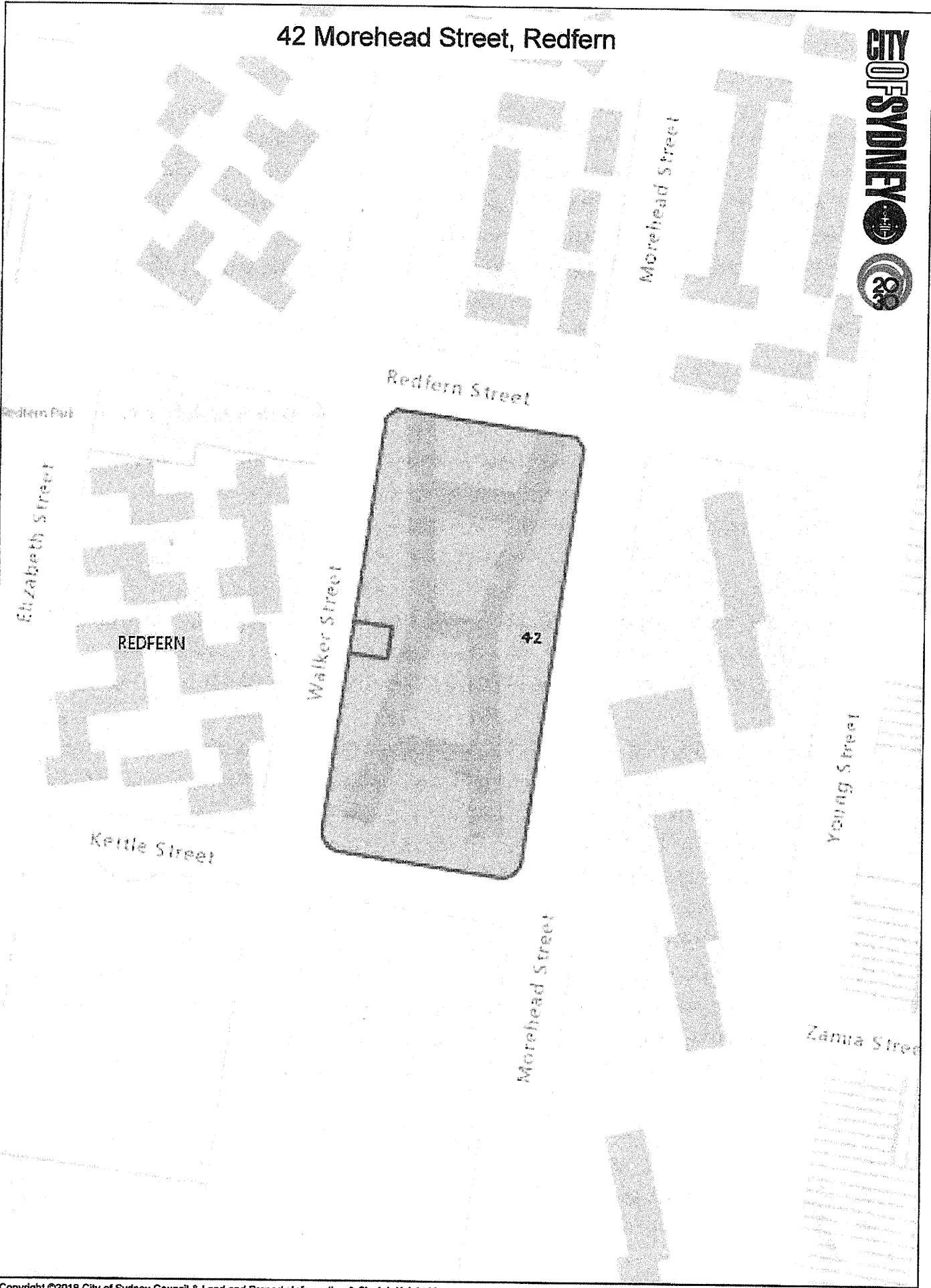
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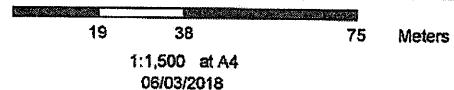
Attachment F

**Council Officer Inspection Report,
42 Morehead Street, Redfern**

42 Morehead Street, Redfern



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**Council investigation officer Inspection and Recommendation Report
Schedule 5, clause17 of the Environmental Planning and Assessment Act 1979 (the Act)**

File: CSM 1854239

Officer: Luke Jeffree

Date: 6 March 2018

Premises: 42 Morehead Street, Redfern - McKell Building (55 Walker Street)

Executive Summary:

Council received correspondence from the Commissioner of Fire and Rescue NSW (FRNSW) in relation to the subject premises with respect to matters of fire safety.

The premises consists of a 10 storey residential apartment building known as 'McKell Building' owned by New South Wales Land and Housing Corporation (NSW L&HC). The site is bounded by Redfern Street to the north, Kettle Street to the south, Morehead Street to the east and Walker Street to the west.

Council investigations have revealed that the premises are deficient in fire safety and egress provisions in the following areas:

- (i) Inadequate fire detection and alarm communication system to alert people and assist coordination during an emergency;
- (ii) Internal exit stairways are not fire isolated to protect evacuating persons so as to safely egress in a fire scenario and assist FRNSW carry out search and rescue and fire-fighting;
- (iii) Provision of adequate fire safety measures and systems, in relation to the building's height, to restrict the spread of fire/smoke to such an extent to allow occupants to safely evacuate the building during a fire emergency;
- (iv) Inadequate fire resisting construction to prevent the spread of fire at services riser shafts;
- (v) Poor fire safety management systems (no fire hydrant block plan) to assist FRNSW operations;

Council investigations have revealed that the premises are deficient in the provisions for fire safety and that an Order under Section 9.34 and Schedule 5, Part 2 of the Environmental Planning and Assessment Act 1979 (the Act) is required to be issued so as to ensure and promote adequate facilities for fire safety/fire safety awareness.

Observation of the external features of the building did not identify the existence of metallic sheet cladding on the façade of the building.

Chronology:

Date	Event
21/02/2018	<p>FRNSW correspondence received regarding premises McKell Building, 55 Walker Street, Redfern [known under Council records as 42 Morehead Street, Redfern]</p> <p>This correspondence contained an Emergency Fire Safety Order 6, which was issued by FRNSW under s.121B of the Act.</p> <p>The Order was issued on 28 August 2017 and was sent to Council on 21 February 2018 pursuant to s.121ZE of the Act.</p> <p>The Order was partially complied with on 18 October 2017 with the battery and bell</p>

	<p>faults having been rectified on fire panel.</p> <p>FRNSW advise that in their opinion that compliance with their order won't be achieved and have recommended Council take action to address the deficiencies with the smoke detection and alarm system.</p> <p>A desktop review by a Council officer found that the building has been subject to several fire safety upgrading works at various times during the last 15 years that were considered to be suitable measures at the time to provide adequate provision for fire safety of occupants in the event of a fire.</p>
28/02/2018	<p>An inspection of the subject premises was undertaken by a Council officer. The inspection revealed that the works listed in the emergency order had not been completed.</p> <p>The Council officer observed that the effective height of building appeared to be more than 25 m as considered by FRNSW in their correspondence.</p> <p>The inspection verified the lack of signage (block plan) at the fire hydrant booster assembly and discrepancies mentioned in FRNSW correspondence regarding fire hydrant system standard of performance.</p> <p>Also the inspection revealed a number of additional fire safety deficiencies in the premises;</p> <ol style="list-style-type: none"> 1. Internal exit stairways not adequately fire isolated so as to provide for the safe evacuation of occupants; 2. Lack of fire resisting construction at services riser shafts; <p>It is noted that the building has been subject to several fire safety upgrading works at various times during the last 15 years that were considered to be suitable measures at the time to provide adequate provision for fire safety of occupants in the event of a fire. Notwithstanding this, given the number of fire alarm notifications and apparent interference with the fire alarm system it is considered further fire safety upgrading works are required. An order would provide an opportunity for an audit and suitable fire alarm system works to be designed and implemented to address the identified deficiencies.</p> <p>The fire safety order would require an audit of all the existing fire safety measures so as to ensure current deficiencies are rectified.</p>
06/03/2018	<p>Report prepared, to table FRNSW report to Council meeting to be held on 16 April 2018.</p> <p>Council's officer is in contact with FRNSW concerning arrangements for a joint inspection.</p>

FIRE AND RESCUE NSW REPORT:

References: [D18/9620; 2018/079520]

Fire and Rescue NSW conducted an inspection of the subject premises after receiving an enquiry in relation to the adequacy of provision for fire safety within the premises.

Issues The report from FRNSW detailed a number of issues, in particular noting;

Schedule 5, clause 17 C:\Users\chann\TRIM\Offline Records (CS)\CSM - Documents - CUSTOMER SERVICE - REGISTRATION(2)\Internal Correspondence - Council investigation officer Inspection and Recommendation Report.DOCX/April 2018 -CM

1. They consider the building to exceed 25 metres in effective height and therefore request a review of the adequacy of fire safety measures installed in the building;
2. A number of faults to the automatic smoke detection and alarm system and concerns regarding ineffective and excessive alarm operation;
3. Fire hydrant system missing signage (block plan) and discrepancies regarding its standard of performance;

FRNSW Recommendations

FRNSW have made five recommendations within their report. In general FRNSW have requested that Council;

1. Inspect the subject premises and take action to have the identified fire safety issues appropriately addressed;
2. Upgrade the fire hydrant system at the subject premises to comply with AS2419.1-2005;
3. Upgrade the smoke detection and alarm system at the subject premises to comply with AS1670.1-2015;
4. Determine the effective height of the building and if found over 25 metres in effective height, consider a fire safety upgrade to the subject premises;
5. Arrange a mutually convenient time to conduct joint inspection with FRNSW;

FRNSW have also requested that as soon as practical after the above report has been tabled and considered, that notice of any determination in relation to the report and recommendations is forwarded to them in accordance with Section 121ZD (4) of the Environmental Planning and Assessment Act 1979.

COUNCIL INVESTIGATION OFFICER RECOMMENDATIONS:

Issue Order(NOI)	Issue-emergency Order	Issue-a compliance letter-of instruction	Cited Matters rectified	Other (to-specify)
------------------	-----------------------	--	-------------------------	--------------------

As a result of a site inspection undertaken by Council investigation officers it is recommended that Council exercise its powers to give a notice of intention (NOI) for an Order 6 under Section 9.34 and Schedule 5, Part 2 of the Environmental Planning and Assessment Act, 1979 to address the fire safety deficiencies identified by FRNSW and Council's building officer.

The issue of a fire safety order will ensure that suitable fire safety systems are in position throughout the building to provide improved and adequate provisions for fire safety.

That the Commissioner of FRNSW be advised of Council's actions and outcomes.

Referenced documents:

No#	Document type	Trim reference
A1.	Fire and Rescue NSW report	2018/085938-01
A2.	Locality Plan (cadastre)	2018/085938-02
A3	Attachment cover sheet	2018/085938-03

Trim Reference: 2018/085938

CSM reference No#: 1854239



Fire & Rescue NSW

Unclassified

File Ref. No: BFS16/2934 (0511)
TRIM Ref. No: D18/9620
Contact: Station Officer [REDACTED]

21 February 2018

General Manager
City of Sydney
GPO Box 1591
SYDNEY NSW 2001

Email: council@cityofsydney.nsw.gov.au

Attention: Manager Compliance/Fire Safety

Dear Sir/Madam,

**Re: INSPECTION REPORT and REQUEST FOR ASSISTANCE
MCKELL BUILDING
55 WALKER STREET REDFERN ("the premises")**

Fire & Rescue NSW (FRNSW) received correspondence in relation to the adequacy of the provision for fire safety in or in connection with 'the premises'.

The correspondence stated that:

- *Alarm Signalling Equipment (ASE) not notifying FRNSW to alarm of fire, security had to ring station via local exchange and only that they happened to notice Fire Indicator Panel (FIP) in alarm, no audible warnings/ ext. bells to building.*

Pursuant to the provisions of Section 119T (1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 3 August 2017 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

The inspection was limited to the following:

- A conceptual overview of the building, where an inspection had been conducted without copies of the development consent or copies of the approved floor plans.

On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 119T (4) and Section 121ZD (1) of the EP&A Act. Please be advised that Section 121ZD (2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.

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COMMENTS

The following items were identified as concerns at the time of the inspection:

1. 23 faults were present on the fire indicator panel (FIP) at the building, contrary to the requirements of Clause 182 of the Environmental Planning and Assessment Regulation 2000 (EP&A Regulation).

21 of the faults, indicated that a smoke/heat detector or sounder bases had been disconnected from the smoke detection and alarm system in Sole Occupancy Units (SOUs), common areas and service shafts.

2. A battery and bell fault were present on the control and indicating equipment (CIE) associated with the FIP, contrary to the requirements of Clause 182 of the EP&A Regulation.

Certification

3. Effective Height – FRNSW considers that the building has an effective height of more than 25m.

The Annual Fire Safety Statement (AFSS) displayed at the building describes the building as:

- *BCA, Class 2 residential, rise in stories 9-10, with an effective height on or about 25 metres, Type A construction.*

The inspection revealed that the essential fire safety measures required in a building more than 25m in effective height, in accordance with the National Construction Code 2016 Volume One, Building Code of Australia (NCC), have not been provided to the premises.

4. The fire hydrant installation listed on the AFSS states that it is installed to the standard of performance of **"Ministerial Spec' No. 10 Ord 70, AS2419.1."** FRNSW were unable to determine how the fire hydrant system is set up to be served by each standard and/or which portion of the building is served by each Standard.

A lack of signage at the fire hydrant booster assembly does not assist firefighters in determining pressure and flows requirements at the premises.

FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

Unclassified

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FIRE SAFETY ORDER NO. 6

The inspecting Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW issued an Order No. 6, dated 28 August 2017, in accordance with the provisions of Section 121B of the EP&A Act, to have item no. 1 and item no. 2 of this report rectified.

In accordance with the provisions of Section 121ZE of the EP&A Act, a copy of the Order is attached for your information. FRNSW has conducted further inspections of the building to assess compliance with the terms of this Order.

RE-INSPECTION

Pursuant to the provisions of Section 119T(1)(b) of the EP&A Act and Clause 189(a) of the EP&A Regulation, inspections of 'the premises' on 19 September, 18 October 2017, 13 December 2017 and 6 February 2018 were conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

At the time of the inspection on 18 October 2017, FRNSW found that Item 2 of 'the order' issued on 'the premises' was compliant.

At the time of the inspection of 6 February 2018, Item 1 of the Order was still not compliant.

FRNSW are of the opinion that compliance with the Emergency Fire Safety Order will not be achieved whilst the smoke detection and alarm system is in its current configuration.

Information gathered during re-inspections and investigations relating to the building, allowed FRNSW to deduce the following:

- a. An alarm delay is programmed into the CIE. An activated smoke detector within a SOU sends a signal to the FIP and sounds the local sounder at the panel but does not automatically elevate the alarm to a fire brigade response should the activated detector not be reset/acknowledged.

FRNSW were unable to determine the standard to which this facility complies.

- b. The onsite security advised FRNSW that upon hearing the sounder, if the Fire Brigades have not arrived at the premises within fifteen minutes, a triple zero call is made to the fire brigades.
- c. FRNSW were advised that up to six (6) smoke/heat detectors are installed in each SOU. The representative from the servicing company indicated that that detectors may be removed to prevent FRNSW from responding to the building.

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- d. FRNSW records show that the Fire Brigades have responded to the premises on multiple occasions over the last four (4) years for fire and non-fire incidents.

The table below represents Brigades responses during that period:

YEAR	TOTAL RESPONSES	AFA	FIRES
2014	112	97	15
2015	75	70	5
2016	100	95	5
2017	65	64	1

An excessive incident rate at the premises, resulting from faults, detector and sounder disconnections and a potential delay of up to fifteen-minute for a FRNSW response, may adversely impact on the life safety of occupants at the premises.

ASSISTANCE FOR AUTHORISED FIRE OFFICERS – REQUEST FOR JOINT INSPECTION

In accordance with Section 119T of the EP&A Act, the Commissioner of Fire and Rescue NSW (FRNSW) requests Council make available a Council Investigation Officer for the purposes of an inspection.

Pursuant to Section 119T (3) of the EP&A Act, FRNSW requests Council organize a mutually convenient time to conduct a joint inspection.

Please respond to FRNSW by no later than 7 March 2018 with a suitable date and time when a council investigation officer will be present for an inspection.

RECOMMENDATIONS

FRNSW recommends that Council:

- Inspect and address item no. 1 through to item no. 4 of this report and any other deficiencies identified on 'the premises'.
- Upgrade the fire hydrant system at the premises to comply with AS2419.1-2005.
- Upgrade the smoke detection and alarm system at the premises to the standard of performance of AS1670.1-2015, to incorporate an alarm acknowledgment facility in each SOU.



- d. Determine if the building has an effective height more than 25m. Based on the determination, consider a fire safety upgrade to the essential fire safety measures in the premises.
- e. Pursuant to FRNSW's Request For A Joint Inspection, under Section 119T (3) of the EP&A Act, organize a mutually convenient time to conduct a joint inspection.

Please respond to FRNSW with a suitable date and time when a Council Investigation Officer will be present for an inspection.

This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore awaits Council's advice regarding its determination in accordance with Section 121ZD (4) of the EP&A Act.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact Station Officer [REDACTED] of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference BFS16/2934 (0511) for any future correspondence in relation to this matter.

Yours faithfully



Building Surveyor
Fire Safety Compliance Unit

Attachment: [Appendix 1 – Emergency Fire Safety Order – Two pages]



Appendix 1 – Emergency Fire Safety Order



Fire & Rescue NSW

Unclassified

Emergency Fire Safety Order

Under the Environmental Planning and Assessment Act 1979
Part 6 - Implementation and Enforcement: Division 2A - Orders
Tables to Section 121B: Emergency Order No. 6 - Fire Safety Order

Please note.

- Pursuant to Section 121ZC (2) of the Act, this Order has been given as an Emergency Order as the issuing officer believes activity or deficiencies identified constitute an emergency or a serious risk to safety.
Pursuant to Section 121ZK (2) of the Act, there is no right of appeal against this Order.
Failure to comply with this Order may result in further Orders and/or fines being issued.
Substantial penalties may be imposed under Section 125 of the Act for failure to comply with an Order.

I, [redacted] Station Officer [redacted]
(rank) (rank) (number)

being an authorised Fire Officer within the meaning of Section 121ZC of the Environmental Planning and Assessment Act 1979, and duly authorised for the purpose, hereby order.

NSW Land and Housing Corporation Owner
(name of person whom Order is served) (position i.e. owner, building manager)

with respect to the premise

MCKELL BUILDING
55 WALKER STREET REDFERN ("the premises")
(name/address of premises to which Order is served)

to do, or refrain from doing, the following things:

- 1. Ensure the Automatic Smoke Detection and Alarm System installed in 'the premises' is fully operational, by removing all faults displayed on the Fire Indicator Panel.

The terms of the Order are to be complied with:

By no later than 1200 hours on the 5 September 2017

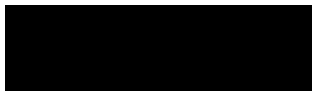
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The reasons for the issue of this Order are:

- a. At the time of the inspections:
 - i. The building was occupied;
 - ii. 23 faults relating to zones throughout the building were displayed on the FIP;
 - iii. A Battery Fault and a Bell Fault were displayed on the FIP
- b. Isolations and faults to the Automatic Smoke Detection and Alarm System may leave occupants unaware of an emergency.
- c. To ensure that the Automatic Smoke Detection and Alarm System is capable of operating in accordance with the designed standard of performance and when first installed.
- d. To ensure that the Automatic Smoke Detection and Alarm System are fully operational, so occupants are provided with early notification of a fire within the premises so that they may safely evacuate the premises.
- e. To comply with the maintenance requirements of Clause 182 of the Environmental Planning and Assessment Regulation 2000.

This Order No. 6 was sent by mail on 28 August 2017



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Fire Safety Compliance Unit

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