

Our Ref: M210406

22 May 2024

Mr David Crofts
 Chair
 Northern Beaches Local Planning Panel
 c/- Northern Beaches Council
 PO Box 82
 MANLY NSW 1655

Dear Mr Crofts,

**Development Application – DA2023/0951
 Royal Motor Yacht Club – 46 Prince Alfred Parade, Newport**

We act on behalf of the applicant for this development application, the Royal Motor Yacht Club.

We have noted the minutes of the Northern Beaches Planning Panel (the Panel) held on 17 April 2024 where consideration of the above development application was deferred to enable the provision of additional information. This letter seeks to address that request and provides a response to all concerns raised by the Panel regarding the proposed development at the Site.

Table 1 below provides details of the applicant’s response to each issue that was raised by the Panel.

Table 1 RESPONSE TO LPP REQUEST FOR ADDITIONAL INFORMATION	
Issue	Response
A breakdown of the expected patron numbers and staff of each of the areas of the club of the proposed development over time (i.e. at specific times of the day and night).	A detailed breakdown of patron and staff numbers within the new and existing areas of the club premises is provided at Attachment A .
A breakdown of the expected patron numbers and staff of all areas of the site that are proposed to be retained.	As indicated above, a detailed breakdown of patron and staff numbers within all parts of the club premises, including the existing areas to be retained, is provided at Attachment A .
The maximum possible patron numbers and staff for each of the areas pursuant to the requirements of the BCA.	Attachment B provides a summary of the maximum possible patron numbers and staff for all of the areas of the club premises pursuant to the relevant provisions of the BCA.
A plan of the areas intended to be embraced by the liquor licence (including an annotation showing their floorspace in square metres).	A plan showing the areas of the club premises has been prepared and is provided with this response (Attachment C).
A description of how the increased floor space is going to be utilised and its contribution to patron numbers and staff.	Attachment D provided with this response outlines how the increased floor space that is proposed will be utilises and how it will contribute to overall patron and staffing numbers.

Table 1 RESPONSE TO LPP REQUEST FOR ADDITIONAL INFORMATION

<p>An updated parking survey over a wider span of hours (over the operational hours).</p>	<p>The traffic consultant for the proposal has carried out additional parking survey of the Club’s carparks on Friday and Saturday 3rd and 4th May 2024. Details of the parking survey are provided with this response (Attachment E).</p>
<p>An updated parking demand assessment based on the proposed development and informed by the updated parking survey.</p>	<p>An updated parking demand assessment has been prepared and is submitted with this response (Attachment F). The updated assessment has been informed by the results of the recent parking survey.</p>
<p>Confirmation that the development proposal does not include signage, or if it does, the provision of details of the proposed signage including whether it is illuminated, dynamic etc.</p>	<p>Details of the proposed signage to be erected at the premises is provided with this response (Attachment G). It is confirmed that the proposed signage will be illuminated.</p>
<p>An amended operational management plan which is more comprehensive and provides a relatively holistic guide for staff with minimal need to refer to other documents, including but not limited to:</p> <ul style="list-style-type: none"> i. The hours of operation of each area of the club ii. The patron numbers of each area of the club and the management of these numbers iii. Patron capacity of the entire club and management of these numbers iv. Expected staff numbers v. Car park management vi. Security vii. All operational recommendations from the acoustic report viii. Ongoing waste management ix. Temporary use of areas external to the club buildings for functions, events or the like x. Removal of inappropriate references such as the Industrial Noise Policy (which only refers to methodology and definitions). 	<p>An updated operational management plan for the club premises has been prepared and is provided with this response (Attachment H).</p>
<p>Clarify whether the fit-out details are indicative only or final.</p>	<p>As requested, it is confirmed that the proposed fitout details for the proposed development are indicative only. Further details will be indicated with a subsequent development application specifically for the fit out of the building.</p>
<p>Submit an adequate CPTED report that separately addresses the principles of:</p> <ul style="list-style-type: none"> i. Surveillance ii. Access control 	<p>A CPTED report informed by the Crime prevention and the assessment of development applications - Guidelines under section 79C of the Environmental Planning and Assessment Act issued by the former</p>

Table 1 RESPONSE TO LPP REQUEST FOR ADDITIONAL INFORMATION

iii. Territorial reinforcement	Department of Urban Affairs and Planning (dated April 2001) has been prepared and is submitted with this response (Attachment I).
iv. Space management	
An amended landscape plan showing trees to be retained and those to be removed.	A revised landscape plan, that shows which of the trees on the site are to be retained and those to be removed, has been prepared and is submitted with this response (Attachment J).
Amend the application to delete reference to a nominated integrated development approval (it has been confirmed that the proposed development does not fall into this category).	As requested, the development application is amended to remove reference to integrated development under section 4.47 of the Environmental Planning and Assessment Act 1979. It is understood that Council has received confirmation that an activity approval is not required under the <i>Water Management Act 2000</i> .

Conclusion

This submission and the related attachments provide a detailed and comprehensive response to each of the matters that were raised by the Panel when it considered the development application on 17 April 2024. We trust that this response has sufficiently addressed all of the concerns raised by the Panel and will enable it to issue a determination regarding the development application at its earliest convenience.

Should you require further clarification of any matter, do not hesitate to contact me on (02) 9531-2555.

Yours sincerely,
Planning Ingenuity Pty Ltd



Jeff Mead
MANAGING DIRECTOR

ATTACHMENT A

Expected Patron and Staff Numbers for the New Areas of Club



Table 1 Patron and Staff Numbers – New Areas			
Areas	Morning Number of patrons & staff	Afternoon Number of patrons & staff	Evening Number of patrons & staff
Ground Floor			
Wellness Centre (Yoga/Spa/Gym)	20 patrons 2 staff	10 patrons 2 staff	10 patrons 1 staff
Swimming Pool Area	10 patrons	46 patrons	n/a
Providore	16 patrons 3 staff	16 patrons 3 staff	n/a
Brokerage office	2 staff	2 staff	n/a
First Floor			
Dining Area	58 patrons 3 staff (weekend breakfast)	58 patrons 3 staff	58 patrons 4 staff
Kitchen	Between 1-3 staff	5 staff	5 staff
Lounge Area	n/a	45 patrons 3 staff	46 patrons 4 staff
Second Floor			
Roof top terrace	n/a	n/a	Operates in conjunction with the existing function room space

Table 2 Patron and Staff Numbers – Retained Areas			
Areas	Morning Number of patrons & staff	Afternoon Number of patrons & staff	Evening Number of patrons & staff
First Floor			
Club Lounge	n/a	5 patrons 1 staff	10 patrons 1 staff
Gaming Area	n/a	1 patron	2 patrons
Second Floor			
Function Room	n/a	n/a	120 patrons 6 staff
Administration Area	6 staff	6 staff	1 staff

ATTACHMENT B

Patron and Staff Numbers pursuant to Building Code of Australia

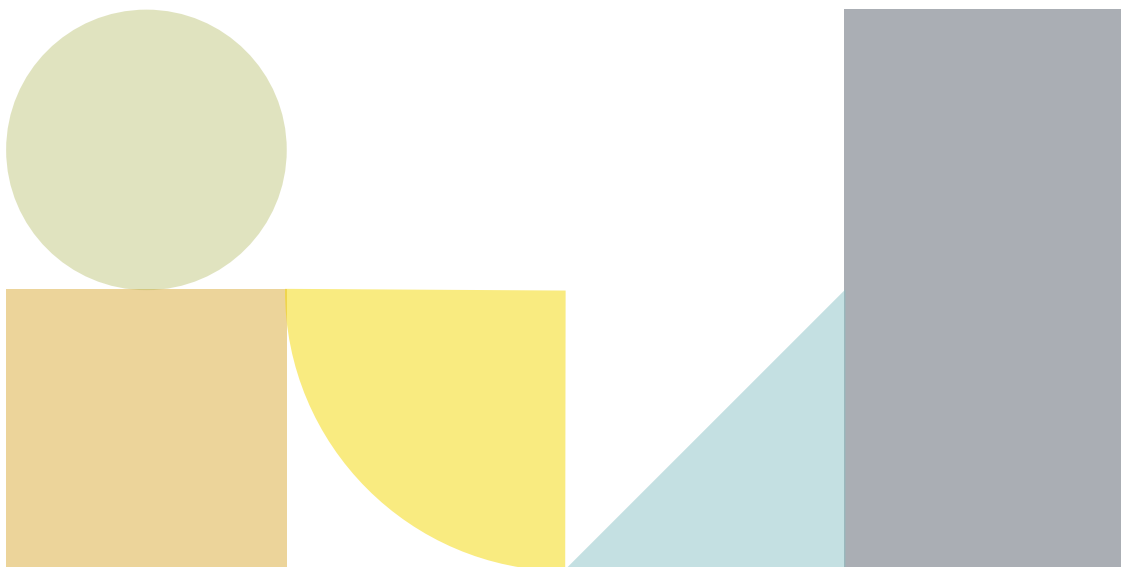


Table 3 Patron and Staff Numbers pursuant to NCC 2022 (BCA)

<i>Existing and Proposed Areas within Club Premises</i>	<i>Table D2D18 NCC 2022 Area (m²) per person</i>	<i>Hypothetical maximum capacity</i>	<i>RMYC suggested actual maximum capacity</i>	<i>Difference between NCC capacity and actual persons</i>
Ground Floor Level				
Bar – standing	0.5m ²	22 persons	6 persons	-16 persons
Bar – other	1m ²	56 persons	24 persons	-32 persons
Gymnasium	3m ²	22 persons	15 persons	-7 persons
Yoga studio	3m ²	10 persons	9 persons	-1 person
Gaming area	1m ²	18 persons	8 persons	-10 persons
Casual dining (ground level)	1m ²	125 persons	62 persons	-63 person
Swimming pool	1.5m ²	84 persons	57 persons	-27 persons
Brokerage office	10m ²	5 persons	5 persons	Nil
Deli/Providore (shop)	3m ²	32 persons	16 persons	-16 persons
Providore (Kitchen)	10m ²	3 persons	3 persons	Nil
Office Area	10m ²	7 persons	5 Persons	-2 person
Storage areas	30m ²	3 persons	0 persons	-3 persons
Workshop Area	30m ²	4 persons	4 persons	Nil
Storage Area	30m ²	1 person	0 persons	-1 persons
First Floor Level				
Dining Area /Restaurant	1m ²	136 persons	74 persons (plus 3 wait staff)	-62 persons
Kitchen (upper level)	10m ²	6 persons	5 persons	-1 persons
Kitchen (bar service)	10m ²	3 persons	3 persons	Nil
Bar (standing)	0.5m ²	48 persons	15 persons	-33 persons
Dining area (Lounge)	1m ²	90 persons	46 persons	-44 persons
Bar area	1m ²	158 persons	50 persons	-108 persons
Bar area (standing)	0.5m ²	40 persons	8 persons	-32 persons
Kitchen area (bar service)	10m ²	3 persons	2 persons	-1 persons
Bar area	1m ²	50 persons	12 persons	-38 persons
Bar area (standing)	0.5m ²	18 persons	5 persons	-13 persons
Meeting Room	1m ²	128 persons	40 persons	-88 persons
Offices	10m ²	3 persons	1 person	-2 persons
Gaming bar	1m ²	50 persons	15 persons	-35 persons
Office area	10m ²	1 person	1 person	Nil
Second Floor Level				

Table 3 Patron and Staff Numbers pursuant to NCC 2022 (BCA)

Administration offices	10m ²	9 persons	6 persons	-3 persons
Storage area	30m ²	0 person	0 person	Nil
Function Room	1m ²	468 persons	120 persons (plus 1 wait staff)	-348 persons
Kitchen area (bar service)	10m ²	1 person	1 person	Nil
Kitchen	10m ²	4 persons	4 persons	Nil

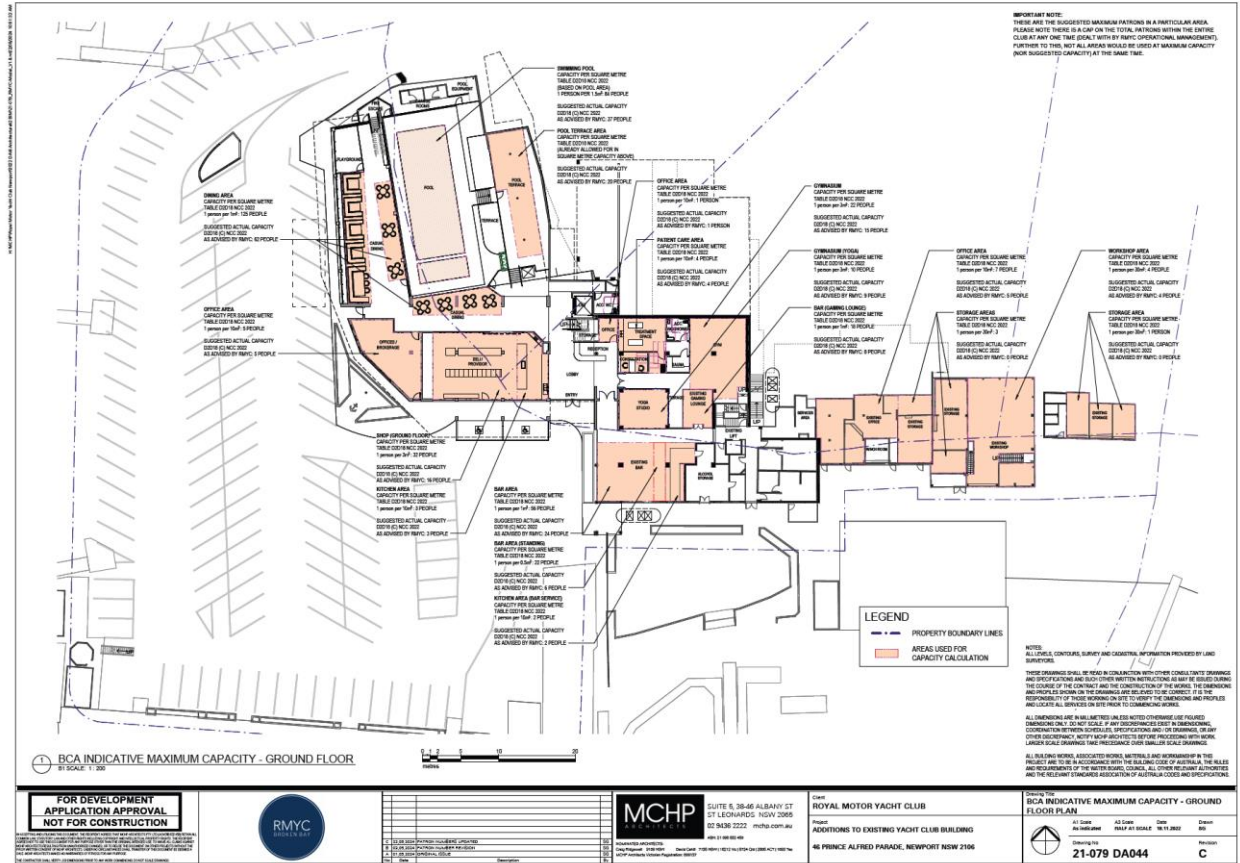


Figure 1: BCA Indicative Maximum Capacity – Ground Floor

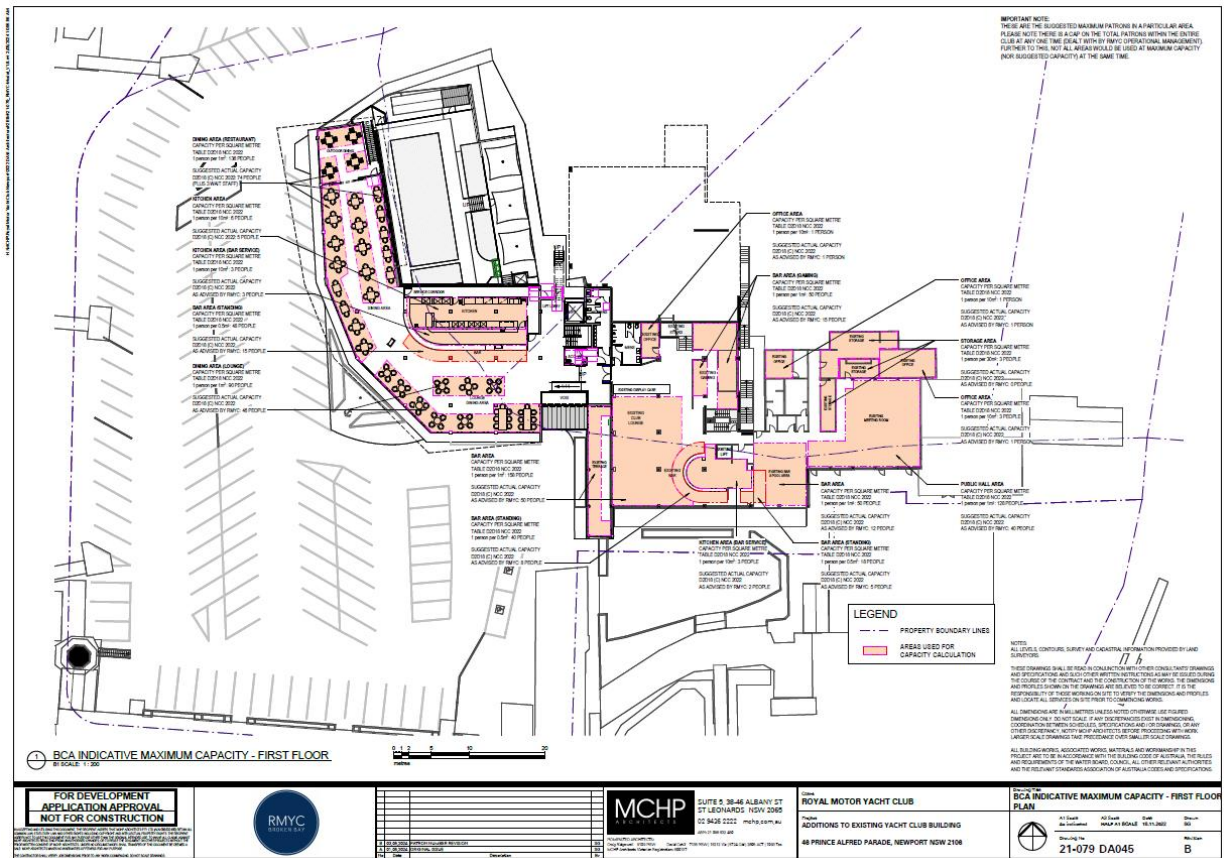


Figure 2: BCA Indicative Maximum Capacity – First Floor

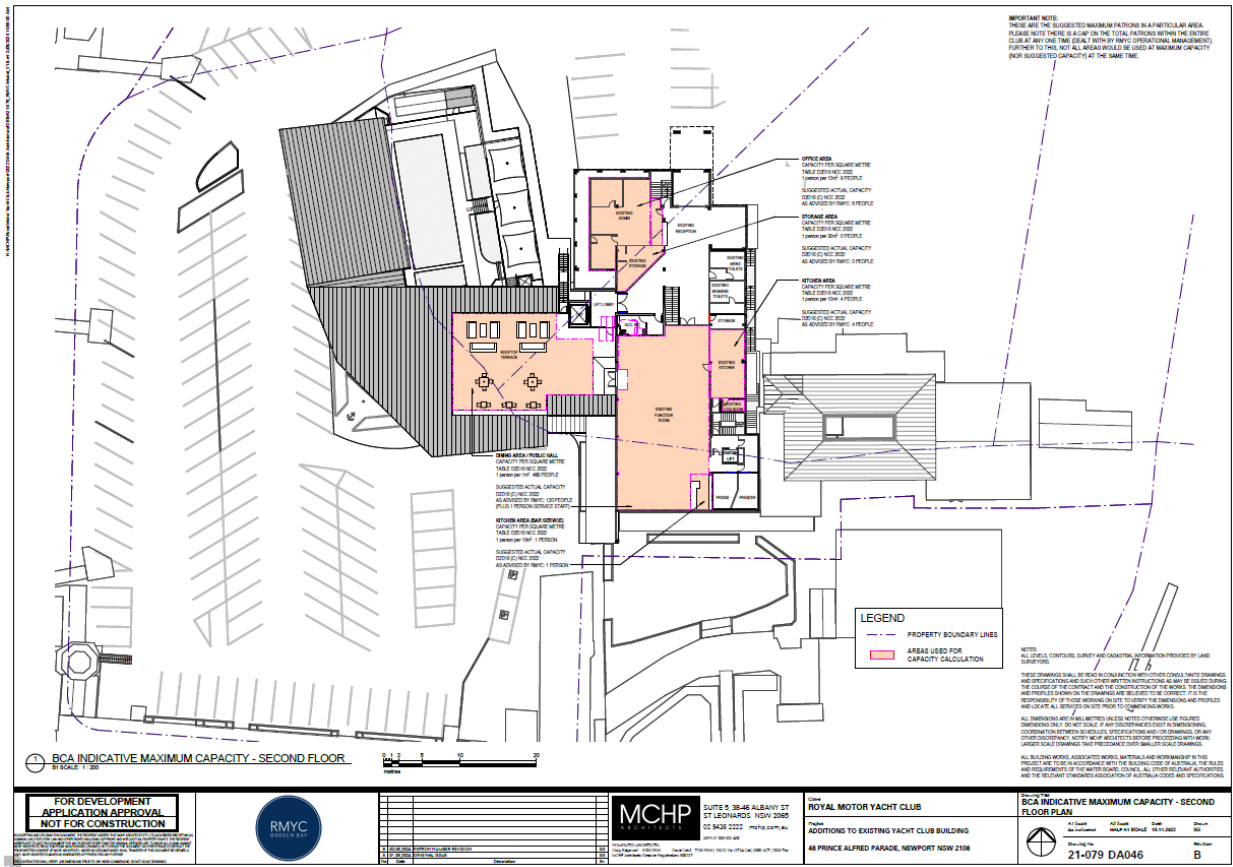
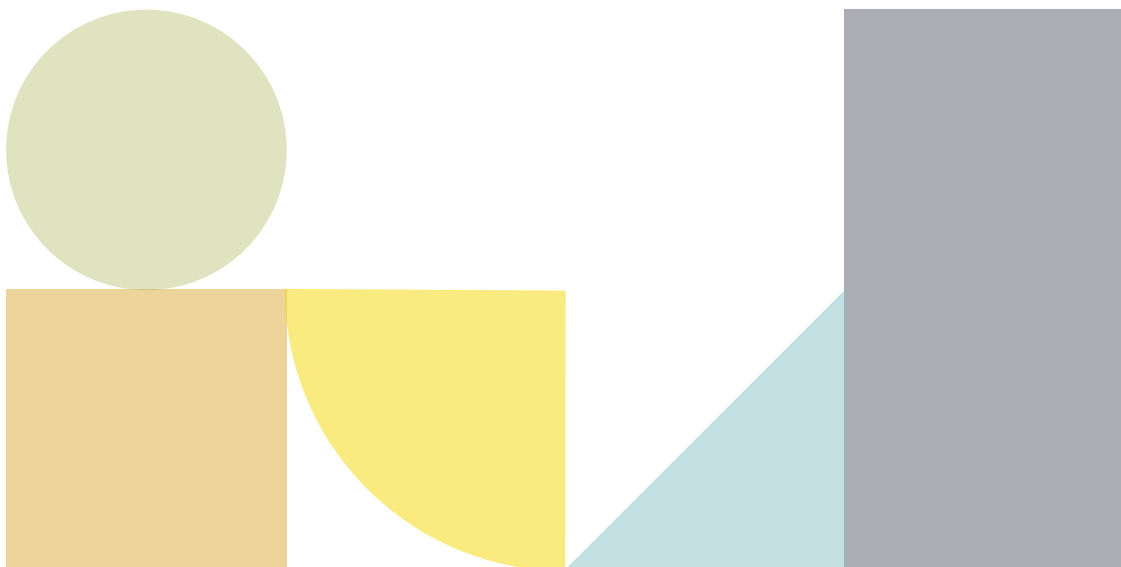


Figure 3: BCA Indicative Maximum Capacity – Second Floor

ATTACHMENT C

Areas of Club to be embraced by Liquor Licence



Below are floor plans for the premises that show the existing and new areas within the club premises that are and will be covered by the club's liquor licence that was issued by *Liquor and Gaming NSW*.

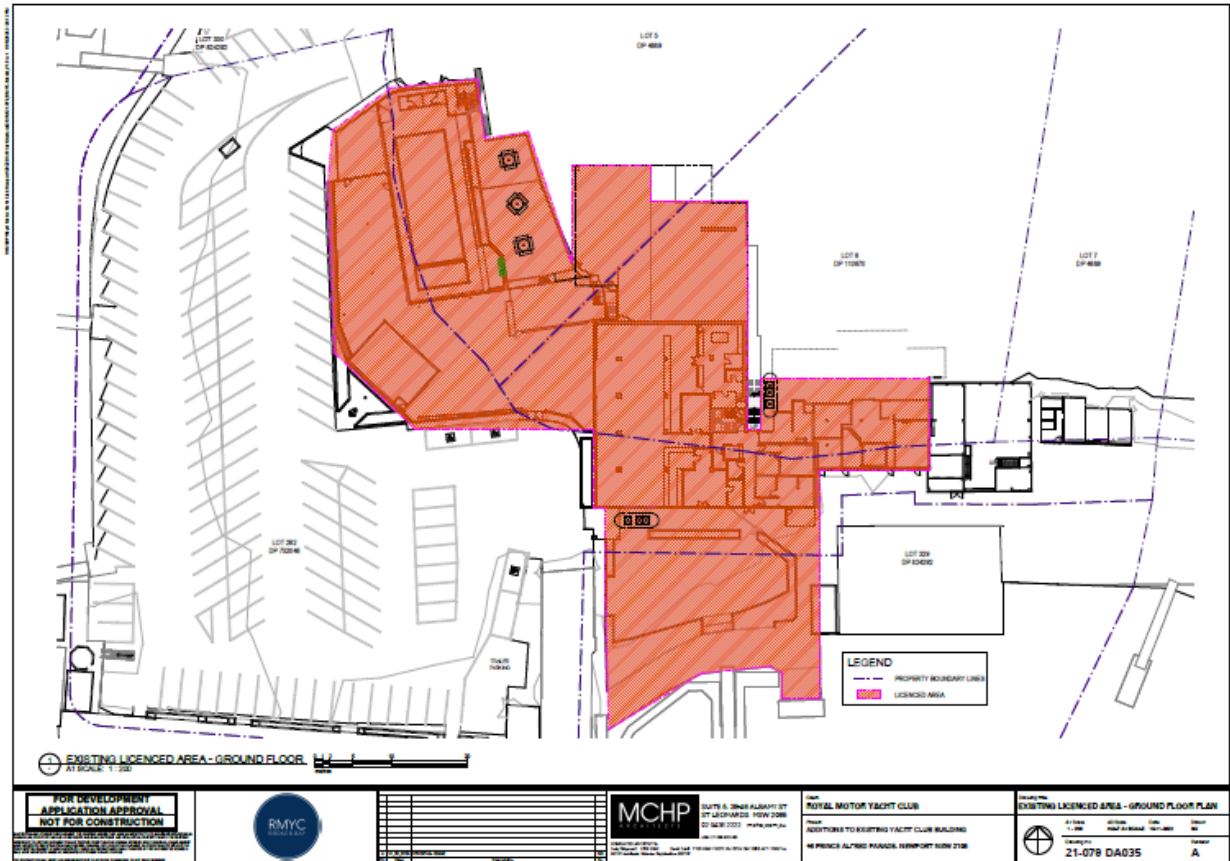


Figure 4: Existing Licensed Area - Ground Floor Level

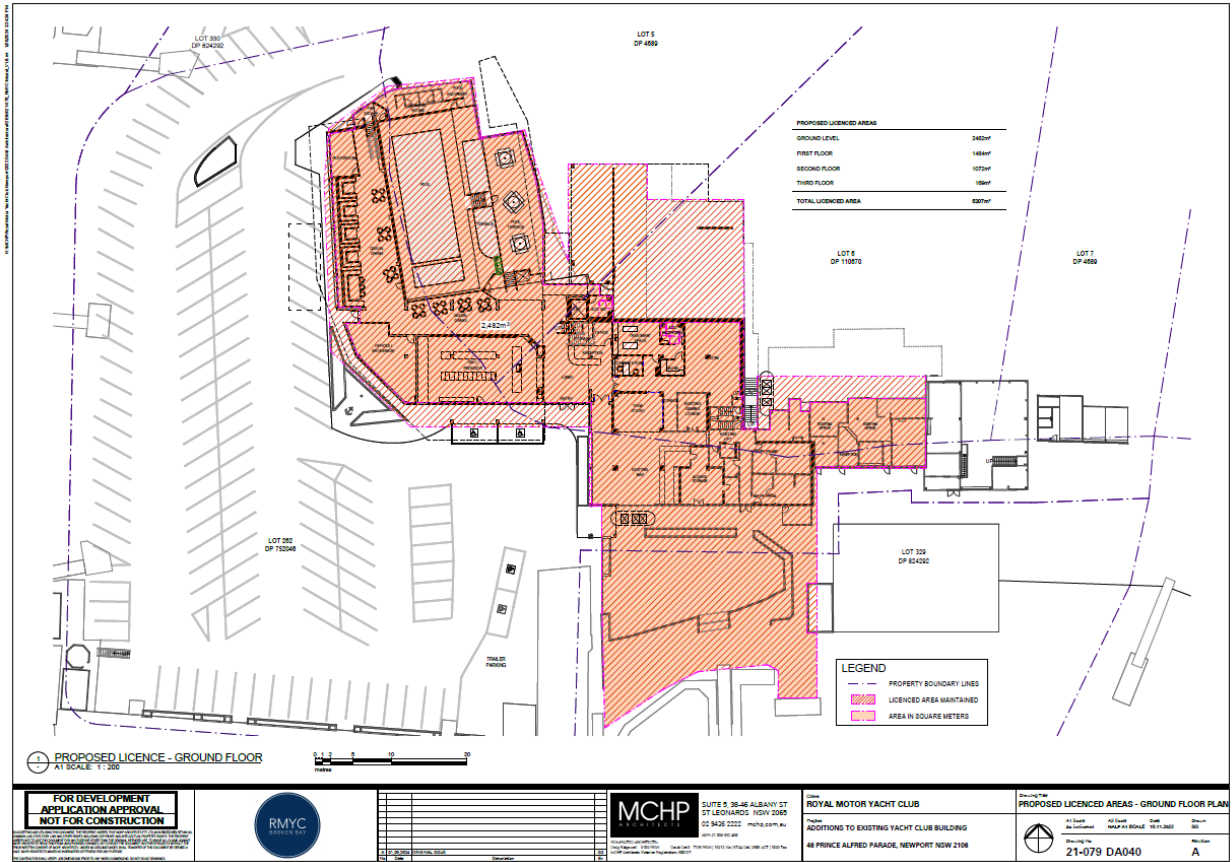


Figure 5: Proposed Licensed Area - Ground Floor Level

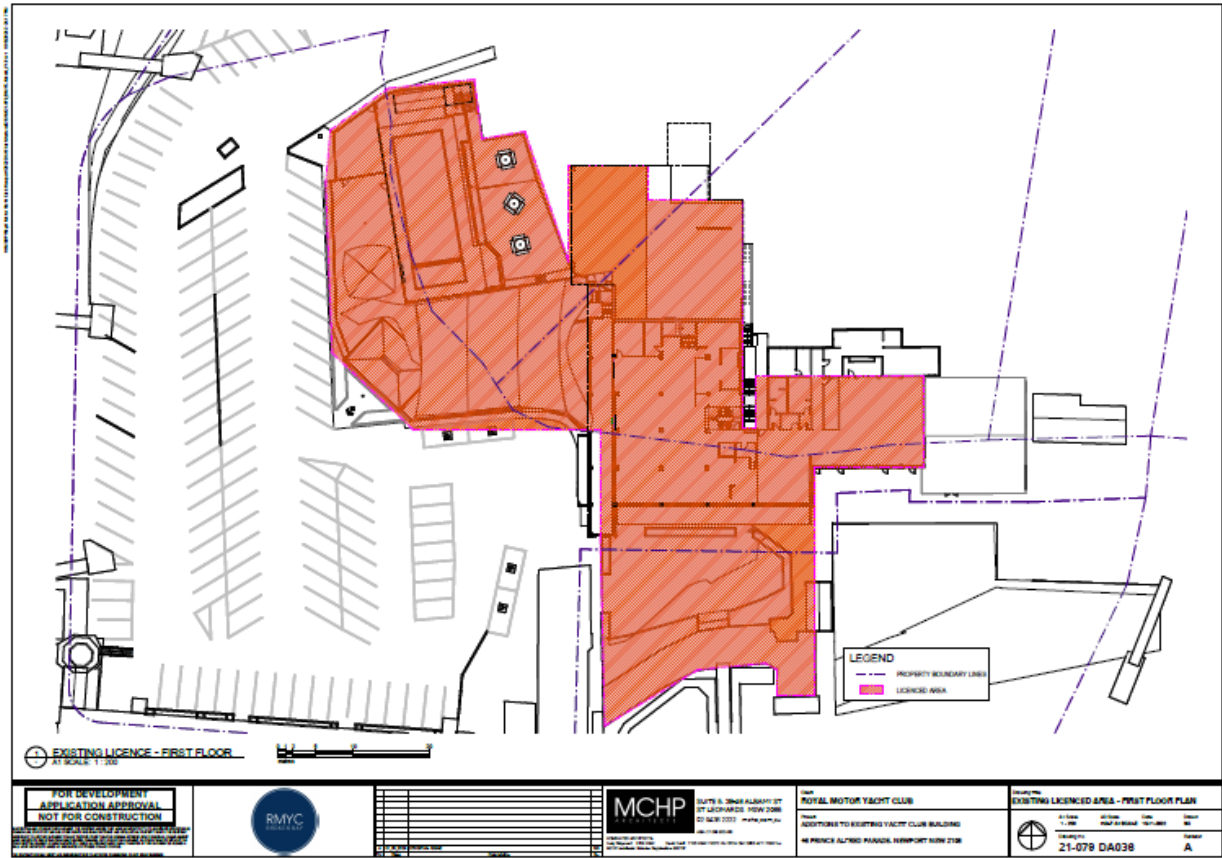


Figure 6: Existing Licensed Area – First Floor Level

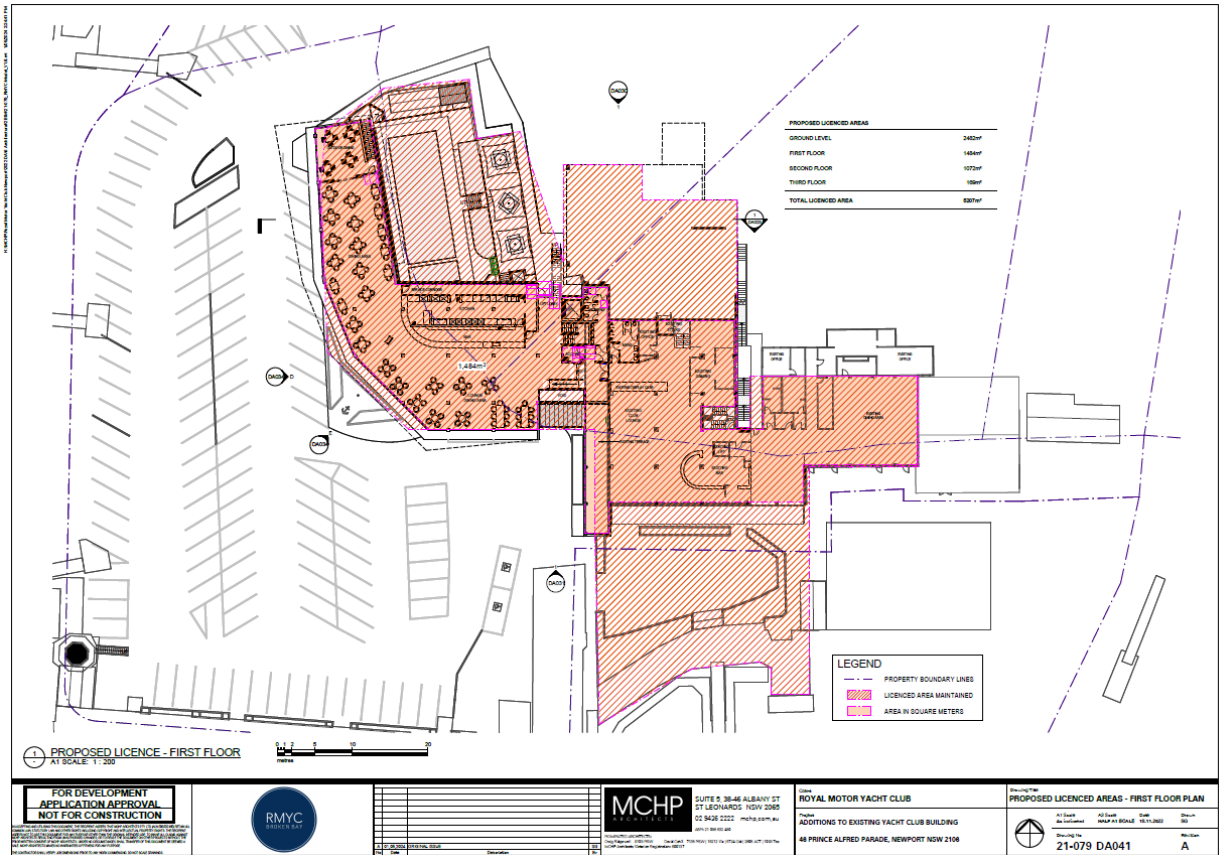


Figure 7: Proposed Licensed Area – First Floor Level

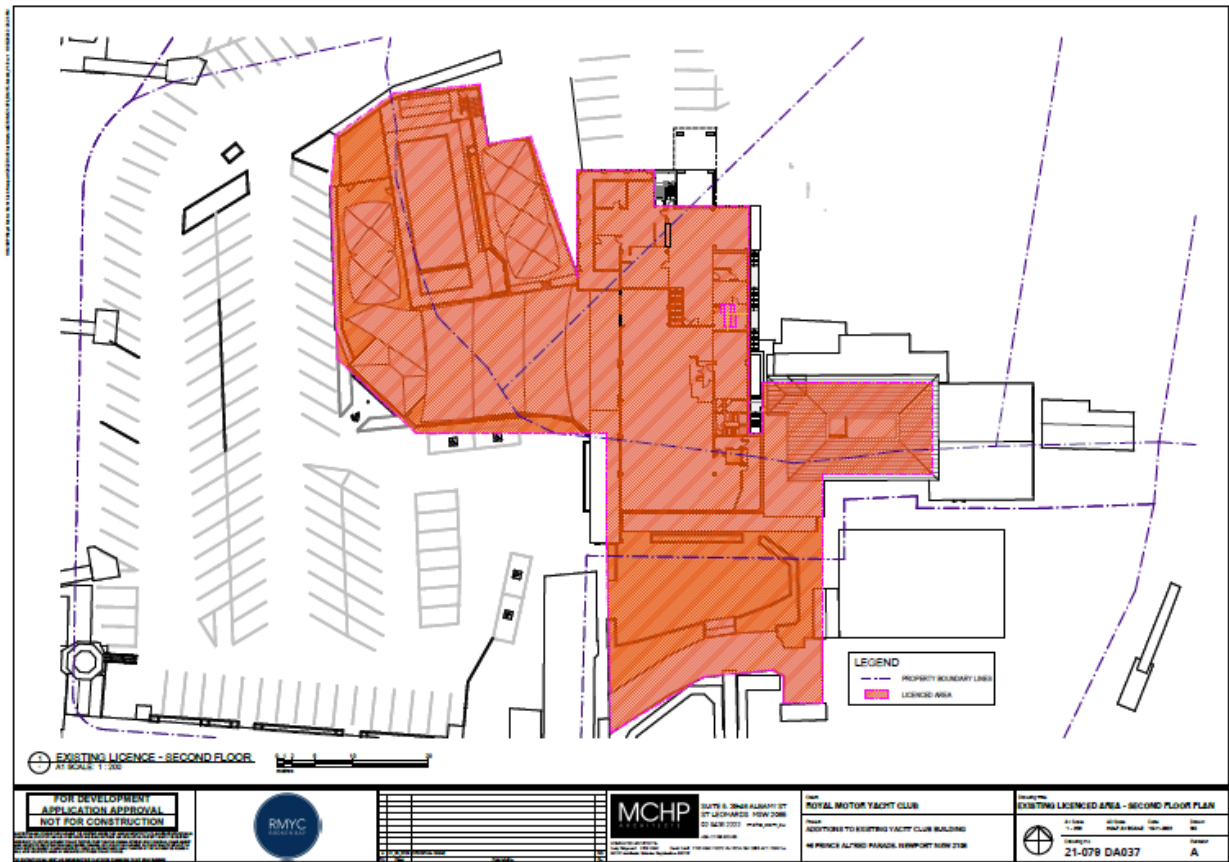


Figure 8: Existing Licensed Area – Second Floor Level

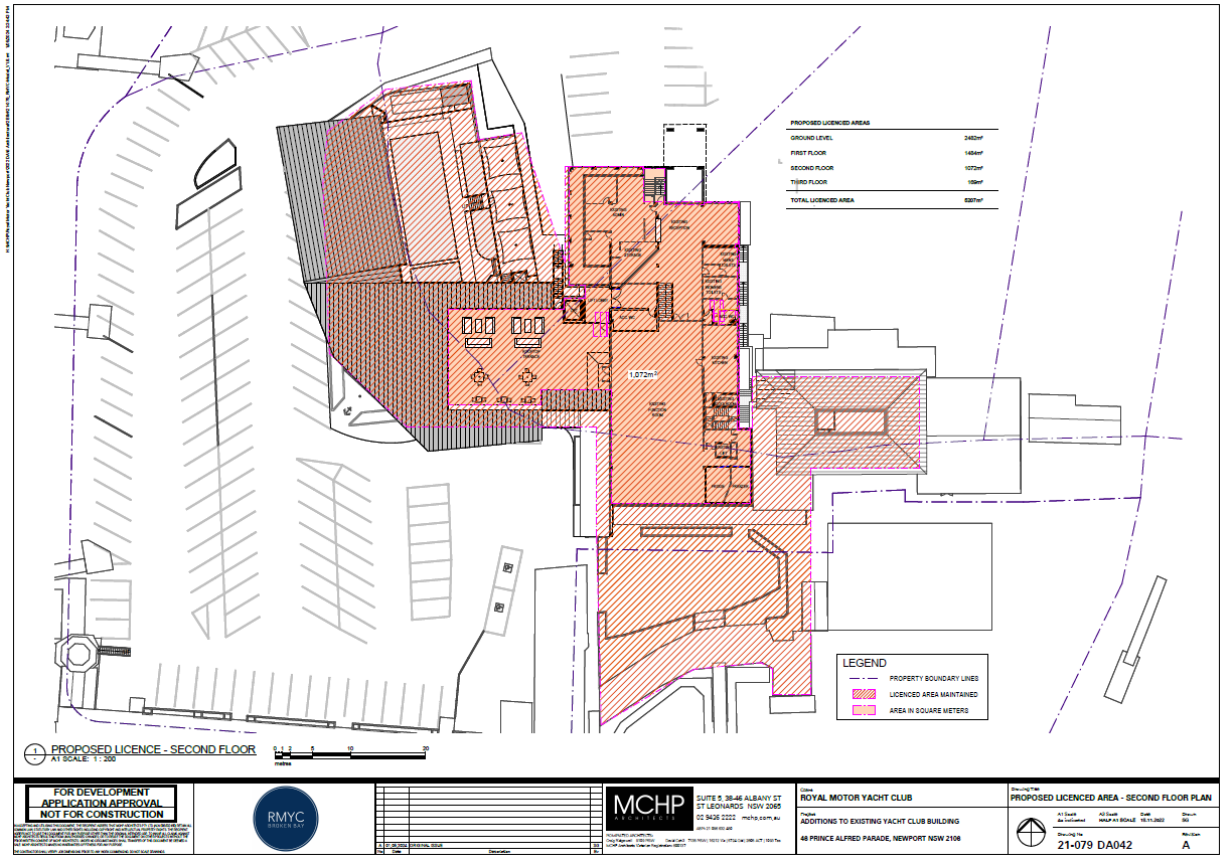


Figure 9: Proposed Licensed Area - Second Floor Level

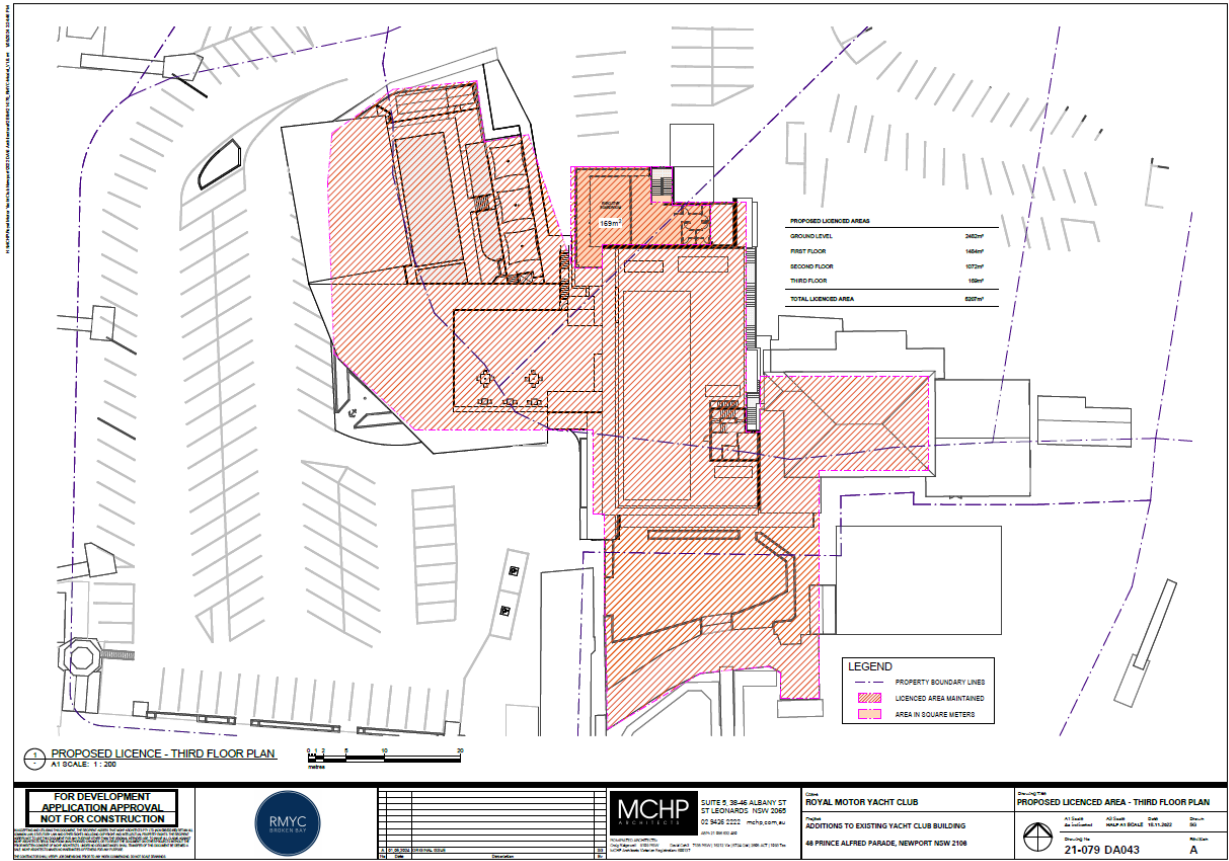
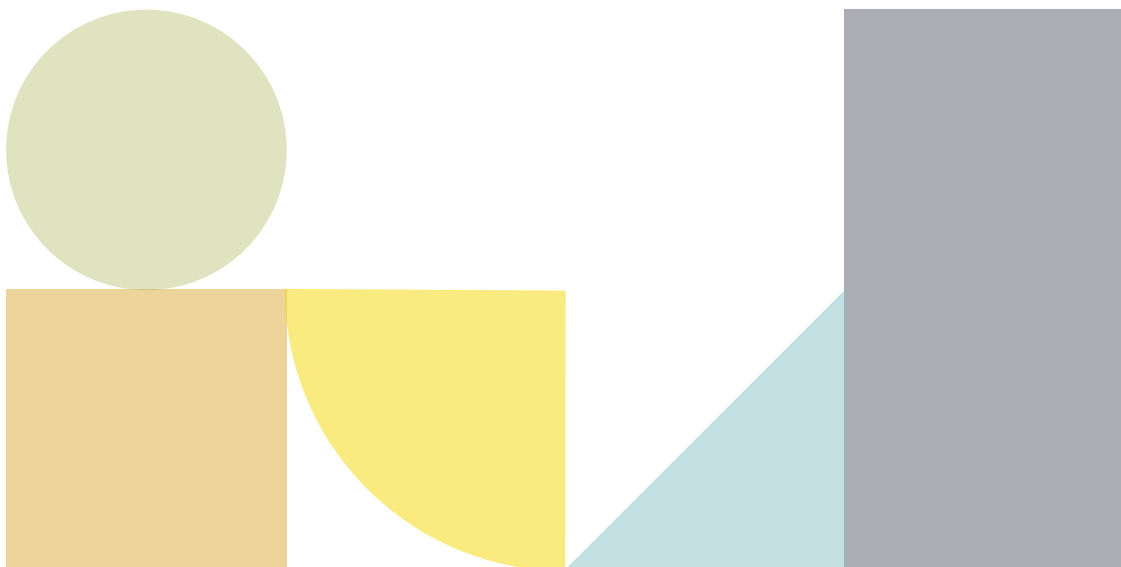


Figure 10: Proposed Licensed Area- Third Floor Level

ATTACHMENT D

Description of how the increased floor space will be utilised





This development application proposed by the RMYC is the first significant investment made by the club into its facilities in many decades. The proposal is not made as a means of increasing club membership or the number of overall patrons to the site. Instead the rejuvenation of the premises is being proposed to deliver an improvement to the standard of amenities available to existing club members.

The additional floor space to be created as part of the development application will provide RMYC with the opportunity to significantly improve the quality and amenity of the club's facilities without any significant change in patron numbers or intensity in the use of the site.

The current food and dining offering at the premises requires upgrade. The existing kitchen and restaurant facilities are dated and involve many areas of non-compliance regarding accessibility and the building code. This proposal will provide for an upgrade to the amenity of the club's dining facilities to cater for the existing membership. RMYC is seeking to provide an attractive place for members to relax and enjoy a range of dining opportunities within the premises. The existing ground floor dining area, which also functions as a café, will be replaced by the new restaurant area on the first floor.

The hours of operation of the dining area and kitchen are anticipated to be generally between 6:00pm and 9:00pm which is a reflection of the demographics of the local area and the majority of the club's membership.

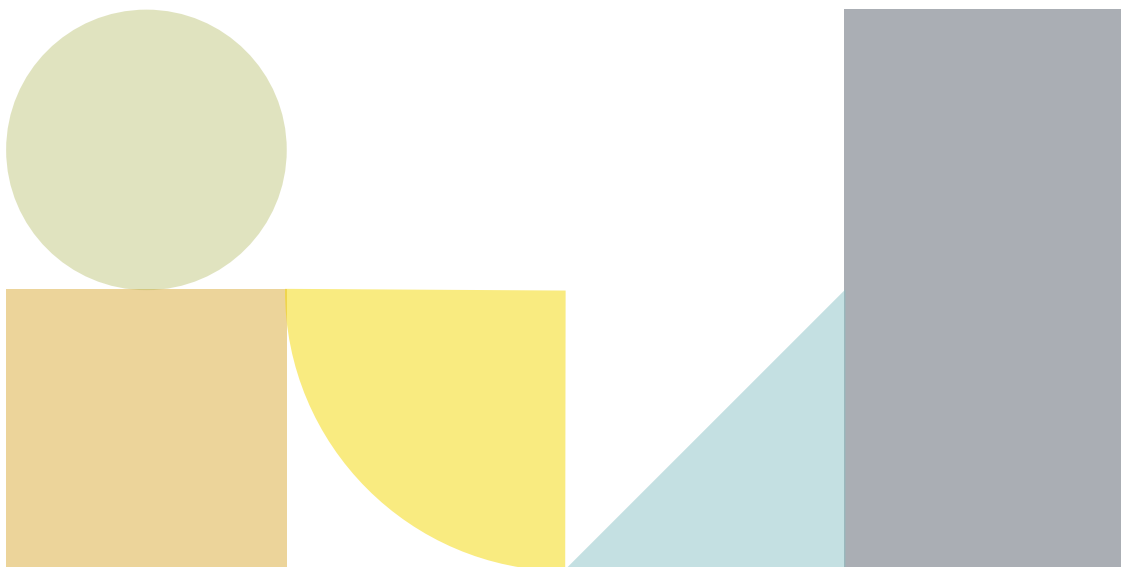
The function room and outdoor terrace areas will provide a more appropriate space for special events (such as wedding receptions, parties and other special occasions) that will be separate from the other dining and lounge facilities for members. Currently the function space area does not offer a high standard of amenity for club members.

The proposal involves the adaptive reuse of the former ground floor café/dining space for the purpose of a gymnasium and health spa which will be available to members of the club. These new facilities will involve the redeployment of existing staff from other areas of the club with the exception of one additional new staff member. It is anticipated that the majority of patrons to these areas will be existing members of the club who currently make use of the existing swimming pool facility. These facilities will not be available to the general public. It is intended that non-members of the club will only gain access if they are accompanied by a member.



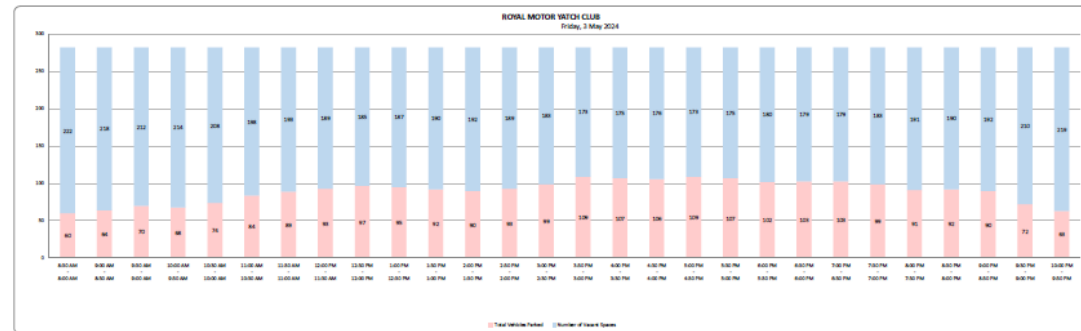
ATTACHMENT E

Updated Parking Survey – Prepared by Traffix Traffic Consultants.



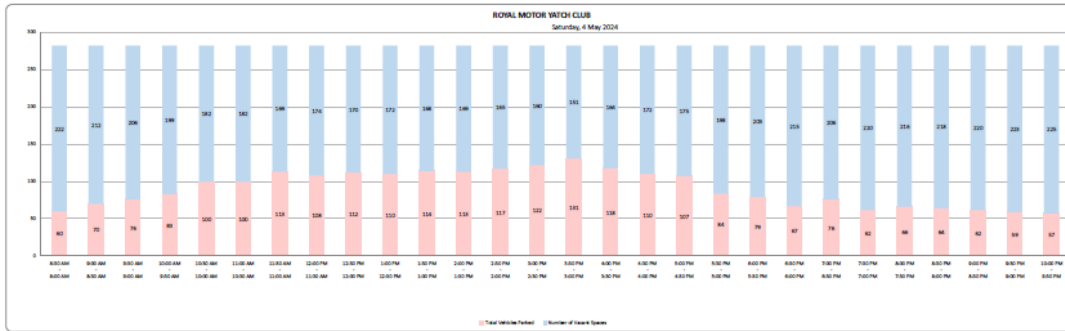
Location	ROYAL MOTOR WATCH CLUB
Address	140 GARDNER STREET
Client	Traffic
Job No/Version	20227
Survey Location	14
Site Date	Friday, 3 May 2024

Zone	Street Name	Parking Restriction	Capacity	8:00 AM	8:30 AM	9:00 AM	9:30 AM	10:00 AM	10:30 AM	11:00 AM	11:30 AM	12:00 PM	12:30 PM	1:00 PM	1:30 PM	2:00 PM	2:30 PM	3:00 PM	3:30 PM	4:00 PM	4:30 PM	5:00 PM	5:30 PM	6:00 PM	6:30 PM	7:00 PM	7:30 PM	8:00 PM	8:30 PM	9:00 PM		
A A1	Royal Motor Watch Club Carpark	No Restrictions	200	0	0	0	0	0	0	0	0	11	20	29	37	45	53	61	69	77	85	93	101	109	117	125	133	141	149	157	165	
A A2	Royal Motor Watch Club Carpark	On-Street Parking	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
A A3	Royal Motor Watch Club Carpark	On-Street Parking (M20)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
A A4	Royal Motor Watch Club Carpark	Off-Street Parking	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
B B1	Royal Motor Watch Club Carpark	No Restrictions	70	10	10	21	21	24	28	29	31	31	31	30	28	27	26	25	24	23	22	21	20	19	18	17	16	15	14	13	12	11
C C1	Royal Motor Watch Club Carpark	No Restrictions	100	34	37	39	37	39	42	48	49	51	52	50	49	48	47	46	45	44	43	42	41	40	39	38	37	36	35	34	33	32
C C2	Royal Motor Watch Club Carpark	On-Street Parking	4	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
C C3	Royal Motor Watch Club Carpark	On-Street Parking (M20)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C C4	Royal Motor Watch Club Carpark	On-Street Parking	7	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	
D D1	Royal Motor Watch Club Carpark	No Restrictions	20	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Total Vehicles Parked				202	80	84	70	80	76	86	89	97	96	92	90	89	88	87	86	85	84	83	82	81	80	79	78	77	76	75	74	
Number of Vacant Spaces				222	218	213	214	208	208	204	200	199	197	196	195	194	193	192	191	190	189	188	187	186	185	184	183	182	181	180	179	
% of Capacity Used				91.0%	92.2%	90.5%	91.1%	90.5%	91.8%	91.8%	92.6%	92.0%	91.9%	91.4%	91.4%	91.3%	91.3%	91.2%	91.2%	91.1%	91.0%	90.9%	90.8%	90.7%	90.6%	90.5%	90.4%	90.3%	90.2%	90.1%	90.0%	



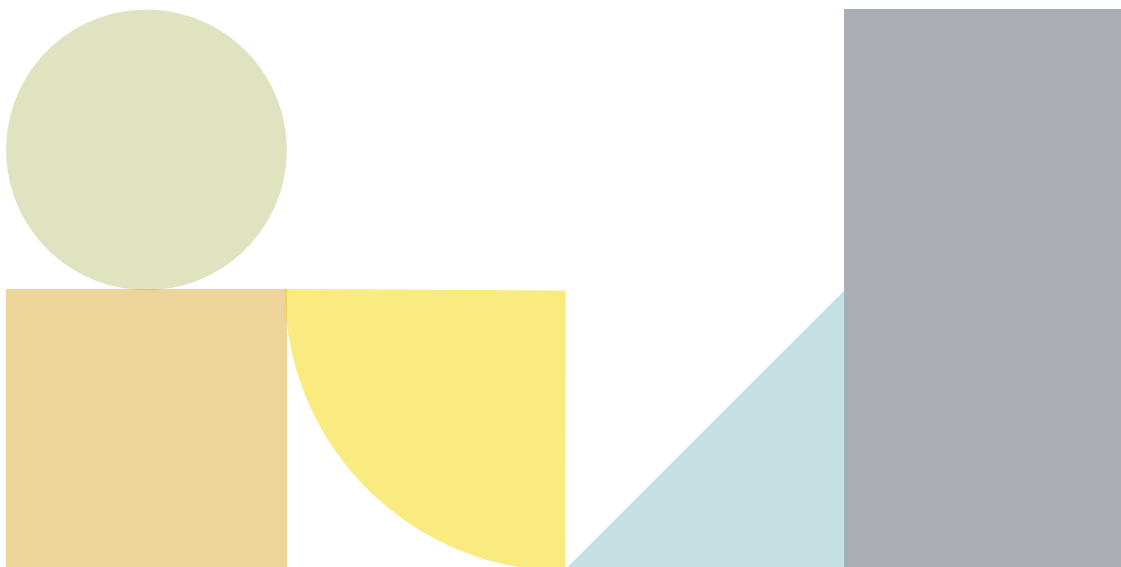
Location	ROYAL MOTOR WATCH CLUB
Address	160/161
Client	TICIS
Job No./Date	2024
Survey Duration	14 Hours
Day/Date	Saturday, 4 May 2024

Zone/LOC	Street Name	Parking Restriction	Capacity	8:00 AM	8:30 AM	9:00 AM	9:30 AM	10:00 AM	10:30 AM	11:00 AM	11:30 AM	12:00 PM	12:30 PM	1:00 PM	1:30 PM	2:00 PM	2:30 PM	3:00 PM	3:30 PM	4:00 PM	4:30 PM	5:00 PM	5:30 PM	6:00 PM	6:30 PM	7:00 PM	7:30 PM	8:00 PM	8:30 PM	9:00 PM	
A A1	Royal Motor Watch Club Carpark	No Restrictions	22	0	0	4	8	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	
A A2	Royal Motor Watch Club Carpark	Disable Parking	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
A A3	Royal Motor Watch Club Carpark	Local Parking (M75)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
A A4	Royal Motor Watch Club Carpark	Local Parking	19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
B B1	Royal Motor Watch Club Carpark	No Restrictions	19	13	13	14	15	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16
C C1	Royal Motor Watch Club Carpark	No Restrictions	190	39	43	52	54	54	54	71	80	82	87	84	82	82	80	83	83	84	86	86	84	86	82	89	89	89	89	89	87
C C2	Royal Motor Watch Club Carpark	Disable Parking	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
C C3	Royal Motor Watch Club Carpark	Local Parking (M75)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
C C4	Royal Motor Watch Club Carpark	Trailer Parking	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	
D D1	Royal Motor Watch Club Carpark	No Restrictions	29	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Vehicles Parked				202	80	79	76	86	100	100	110	108	112	110	114	115	117	122	121	119	119	127	126	126	124	122	124	124	122	124	122
Number of Absent Spaces																															
% of Capacity Used					21.8%	24.2%	27.0%	28.4%	33.8%	33.8%	40.1%	38.9%	38.7%	38.9%	40.4%	40.1%	41.8%	43.3%	40.8%	41.8%	40.0%	37.8%	38.8%	38.4%	38.8%	37.2%	38.4%	38.1%	38.4%	38.4%	



ATTACHMENT F

Updated Parking Demand Assessment – Prepared by Traffix
Traffic Consultants





TRAFFIX

TRAFFIC AND TRANSPORT PLANNERS

Suite 3.08, 50 Holt St | t: (02) 8334 8700
Surry Hills, NSW 2010 | w: www.traffix.com.au
PO Box 1124 | a/cn: 045132961
Strawberry Hills, NSW 2012 | a/bn: 66065132961

Reference: 22.628r05v01

8 May 2024

Royal Motor Yacht Club Broken Bay
c/- Planning Ingenuity
PO Box 715
MIRANDA NSW 1490

Attention: Jayson McDonald, CEO

Re: **46 Prince Alfred Parade, Newport**
Alterations and additions to the Royal Motor Club Broken Bay (DA2023/0951)
Updated Parking Assessment

Dear Jayson,

TRAFFIX has been commissioned by Royal Motor Yacht Club (RMYC) Broken Bay to undertake additional parking surveys over a wider span of hours (over the operational hours) along with an updated parking demand assessment based on the proposed development and informed by the updated parking survey as requested under item (f) and (g) in the 'Deferral for further consideration of development application' in the minutes of Northern Beaches Local Planning Panel Meeting on 17 April 2024.

The period of the updated parking survey was further confirmed with Council Officer in their email dated 29 April 2024 to cover Friday and Saturday consistent with the Court appeal in 2016.

This assessment has been prepared to supplement and read in conjunction with the Traffic Impact Assessment (TIA) report, which accompanied the Development Application (TRAFFIX Ref: 22.628r01v01 dated 1 February 2023) as well as two subsequent RFI responses (TRAFFIX Ref: 22.628r03v02 and 22.628r04v02).

The findings of our assessment are documented below.

2 Survey Methodology

The additional parking surveys were undertaken on Friday, 3 May 2024 and Saturday, 4 May 2024 between the hours of 8:00am (opening time) to 10:00pm (closing time) to satisfy Council's request. At the time of the surveys, a total supply of 282 parking spaces were reported by the surveyor which are provided for club members, marina members and visitors, consistent with the previous parking surveys in the TIA.

1
traffic impact studies | development feasibility studies | planning proposals | construction traffic management plans | certification design statements |
traffic management studies | parking studies | transport modelling | sustainable transport | government liaison

➤ Existing Parking Utilisation

The results of the survey are summarised in Figure 1 and Figure 2. The following data trends were observed for each day:

- Friday – parking demand increases gradually from the opening time of the club at 8:00 before levelling off at 109 occupied parking spaces from 15:00 to 19:00, and then gradually tapers off to the closing time of the club at 22:00.
- Saturday – parking demand increases gradually from the opening time of the club at 8:00 before levelling off at 113 occupied parking spaces from 11:00 and peaking at 131 occupied parking spaces at 15:00, and then gradually tapers off to the closing time of the club at 22:00.

In summary, the results indicate that:

- On the Friday, parking availability was at its lowest at 15:00 with 109 occupied spaces representing 39% occupancy which corresponds to 173 vacant spaces.
- On the Saturday, parking availability was also at its lowest at 15:00 with 131 occupied spaces representing 46% occupancy which corresponds to 151 vacant spaces.
- The updated parking surveys covering the full operational period of the club to satisfy Council's request reaffirms that the surveys undertaken as part of the TIA is well-planned and targeted being conscious of the financial and resource intensity when we budget for these types of surveys, which had already captured the peak parking demand of the club.

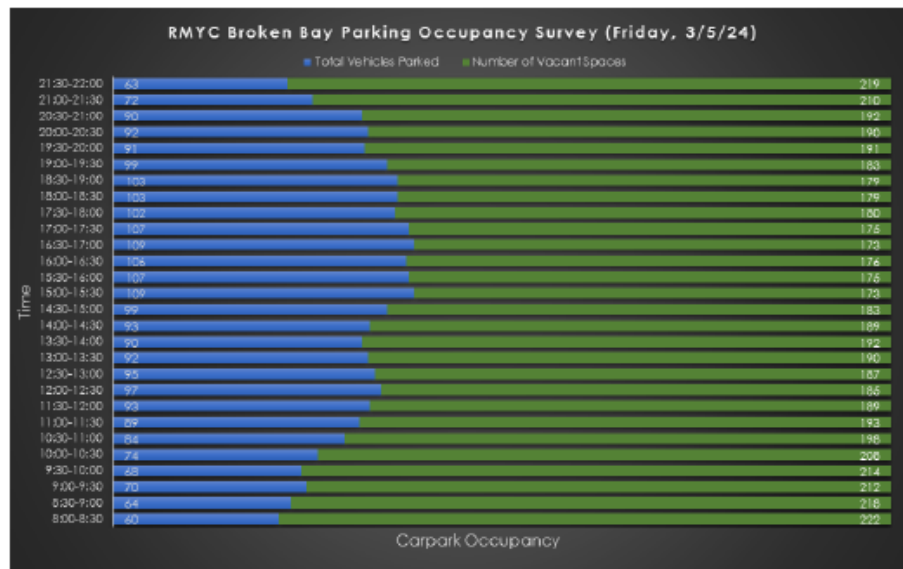


Figure 1: Parking Occupancy Survey Results – Friday 3rd May 2024

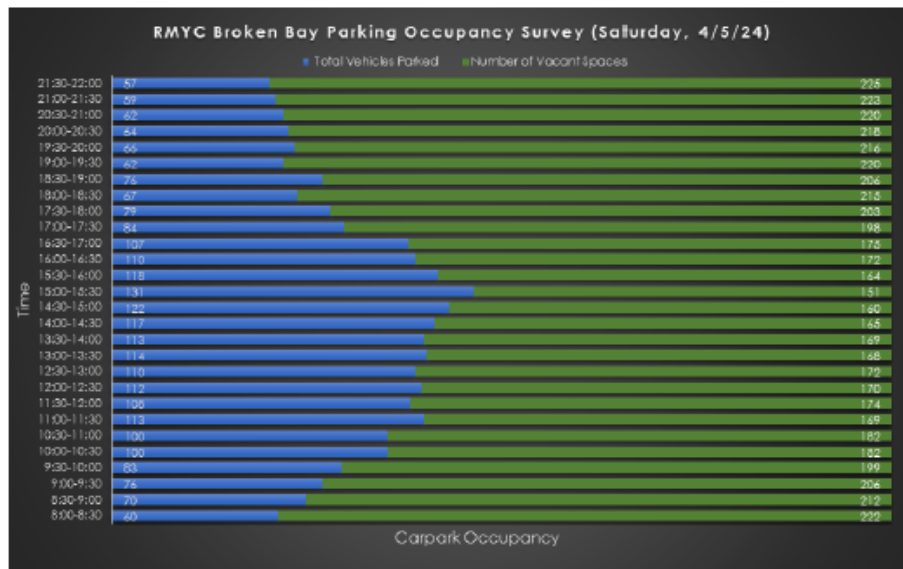


Figure 2: Parking Occupancy Survey Results – Saturday 4th May 2024

➤ Seasonal Factors

The parking occupancy surveys undertaken as part of the TIA in the warmer month of January 2023 revealed an average maximum parking demand of 68% over two days, compared to the recent May 2024 surveys which revealed a maximum parking demand of 43%. This is generally consistent with the findings in the traffic study prepared by Ason Group dated February 2016 that accompanied the former development approval.

Having regard for the above and appreciating that average occupancy is higher during the summer months, it is conservatively assumed that the parking demand during the summer periods would be 25% higher than that recorded during the additional parking surveys.

Accordingly, Figure 3 and Figure 4 present the forecasted parking occupancy during summer months for the respective surveyed periods based on the application of seasonal factors.

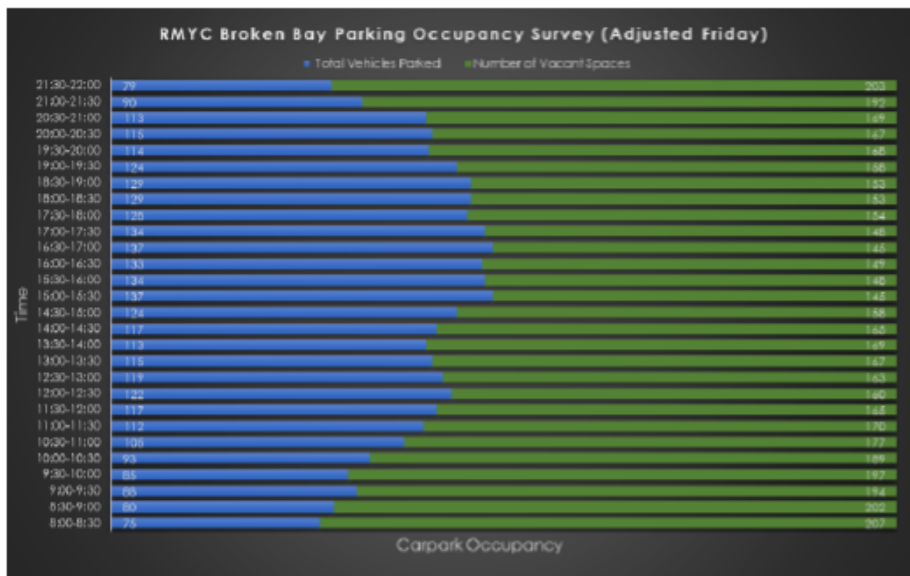


Figure 3: Parking Occupancy Survey Results – Friday (Seasonally Adjusted)

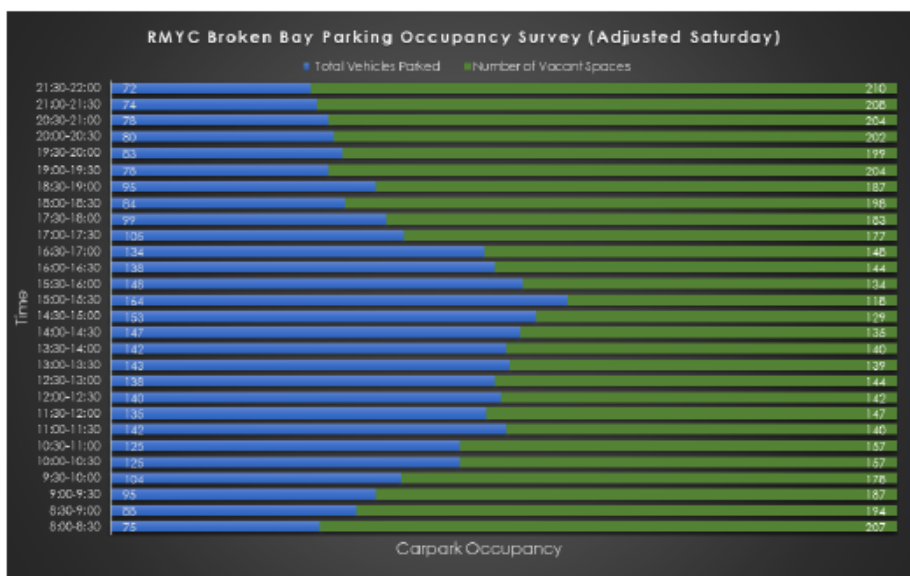


Figure 4: Parking Occupancy Survey Results – Saturday (Seasonally Adjusted)

The seasonally adjusted parking demands indicate that:

- On the Friday, forecast parking availability would be at its lowest at 15:00 with 124 occupied spaces representing 44% occupancy which corresponds to 158 vacant spaces.
- On the Saturday, forecast parking availability would be at its lowest at 15:00 with 153 occupied spaces representing 54% occupancy which corresponds to 129 vacant spaces.

➤ **Summary**

It is again noted that the proposed works are intended to improve the experience and assist with the retention of existing RMYC members and club patrons. It is emphasised that the proposal does not seek to change the maximum permissible patronage limit stipulated under RMYC Broken Bay's existing development consent.

In addition, RMYC Broken Bay will commit to update the car park management plan on an annual basis and commit staff to monitor and guide cars to appropriate parking areas during major events.

Accordingly, the updated parking assessment continues to demonstrate that even under a 'worst case' scenario – whereby the updated car parking surveys are seasonally adjusted to represent the busier summer months – the existing car park is more than sufficient to satisfactorily accommodate RMYC Broken Bay's operational car parking demands.

In the circumstances, the existing off-street car parking provision will continue to satisfy RMYC's operational requirements and will be satisfactorily managed by RMYC.

I trust the advice provided in this letter satisfies your requirements and request that you contact the undersigned should you have any queries or require any further information. In the event that any concerns remain, we request an opportunity to discuss these with the consent authorities prior to any determination being made.

Yours faithfully,

Traffix



Thomas Yang
Executive Engineer

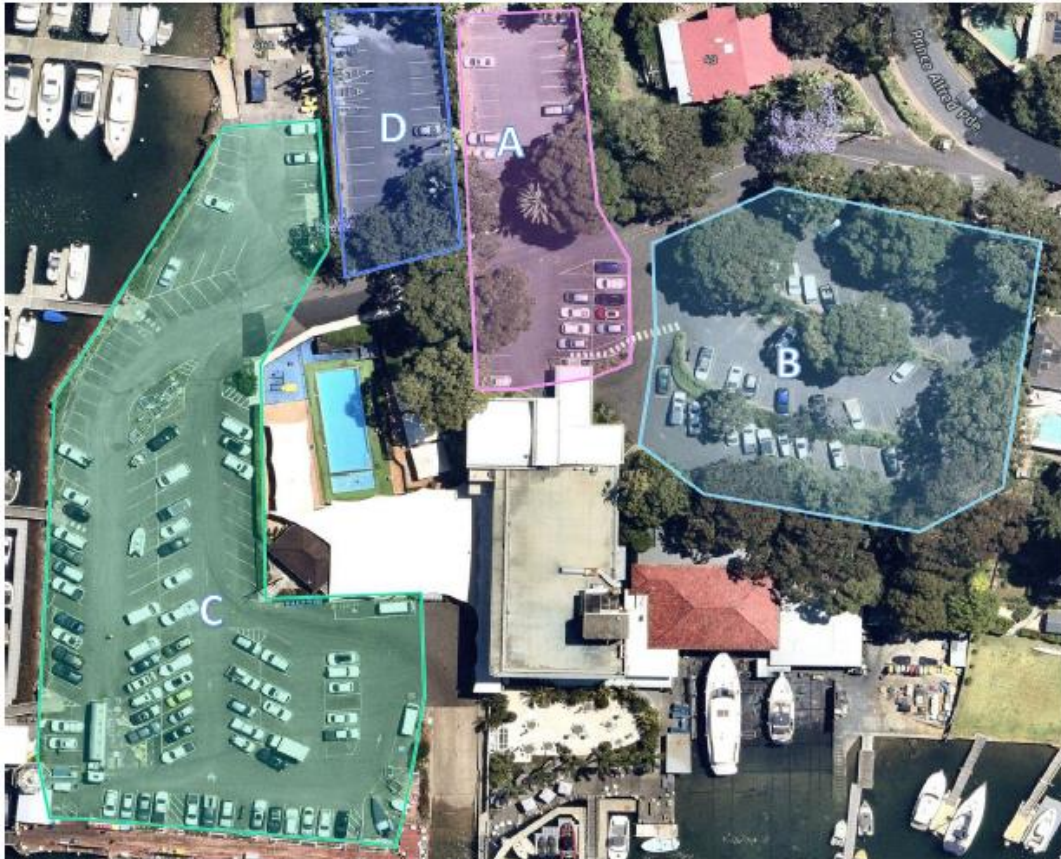
Encl: Attachment 1 – Updated Car Park Occupancy Surveys May 2024



ATTACHMENT 1

Updated Car Park Occupancy Surveys May 2024





ROYAL YATCH CLUB

ZONE	UID	Street Name	Parking Restrictions	No. of Spaces			
A	A1	Royal Motor Yatch Club Carpark	No Restriction	25	Bays	8.87%	of Total Capacity
A	A2	Royal Motor Yatch Club Carpark	Disable Parking	2	Bays	0.71%	of Total Capacity
A	A3	Royal Motor Yatch Club Carpark	Valet Parking (BUS)	1	Bays	0.35%	of Total Capacity
A	A4	Royal Motor Yatch Club Carpark	Staff Parking	13	Bays	4.61%	of Total Capacity
B	B1	Royal Motor Yatch Club Carpark	No Restriction	70	Bays	24.82%	of Total Capacity
C	C1	Royal Motor Yatch Club Carpark	No Restriction	130	Bays	46.10%	of Total Capacity
C	C2	Royal Motor Yatch Club Carpark	Disable Parking	4	Bays	1.42%	of Total Capacity
C	C3	Royal Motor Yatch Club Carpark	Valet Parking (BUS)	1	Bays	0.35%	of Total Capacity
C	C4	Royal Motor Yatch Club Carpark	Trailer Parking	7	Bays	2.48%	of Total Capacity
D	D1	Royal Motor Yatch Club Carpark	No Restriction	29	Bays	10.28%	of Total Capacity
Total Capacity				282	Bays	100.00%	of Total Capacity

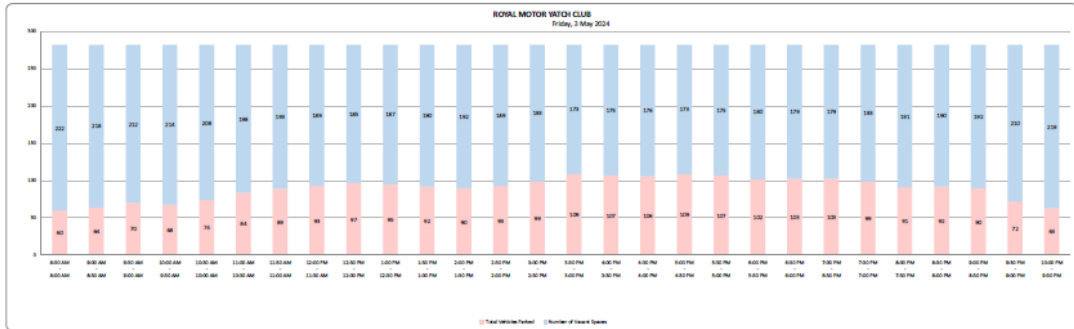
Traffic Information Specialist

ABN: 42 613 389 923

Email info@tistraffic.com.au

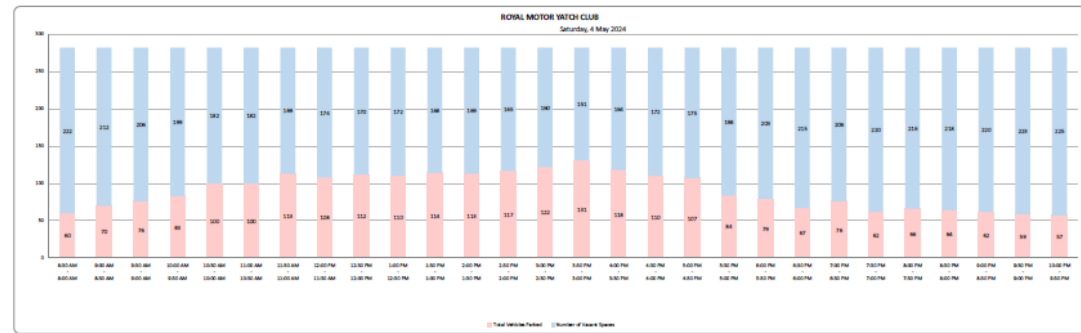
Location	ROYAL MOTOR YACHT CLUB
Nearest Client	ROYAL MOTOR YACHT CLUB
Job No/Phase	20227
Scheme Description	PA
Site Date	Friday, 3 May 2024

Zone/LOC	Street Name	Parking Restriction	Capacity	8:00 AM		9:00 AM		10:00 AM		11:00 AM		12:00 PM		1:00 PM		2:00 PM		3:00 PM		4:00 PM		5:00 PM		6:00 PM		7:00 PM		8:00 PM		9:00 PM			
				00-15	15-30	00-15	15-30	00-15	15-30	00-15	15-30	00-15	15-30	00-15	15-30	00-15	15-30	00-15	15-30	00-15	15-30	00-15	15-30	00-15	15-30	00-15	15-30	00-15	15-30	00-15	15-30		
A A1	Royal Motor Yacht Club Carpark	No Restrictions	200	0	0	0	0	0	0	0	0	171	19	19	192	192	192	192	192	192	192	192	192	192	192	192	192	192	192	192	192		
A A2	Royal Motor Yacht Club Carpark	Permit Parking	27	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
A A3	Royal Motor Yacht Club Carpark	Visitor Parking (M20)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
A A4	Royal Motor Yacht Club Carpark	Staff Parking	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
B B1	Royal Motor Yacht Club Carpark	No Restrictions	70	10	10	21	21	24	28	29	31	31	31	30	28	27	26	22	27	28	28	28	28	28	28	28	28	28	28	28	28	28	
C C1	Royal Motor Yacht Club Carpark	No Restrictions	130	34	37	38	37	38	42	48	49	51	52	50	49	48	50	50	50	48	48	48	41	40	40	42	42	40	40	42	41		
C C2	Royal Motor Yacht Club Carpark	Disabled Parking	4	1	1	1	1	1	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
C C3	Royal Motor Yacht Club Carpark	Visitor Parking (M20)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
C C4	Royal Motor Yacht Club Carpark	Taxi Parking	7	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	
D D1	Royal Motor Yacht Club Carpark	No Restrictions	20	0	1	1	1	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total Vehicles Parked				202	80	86	79	88	76	88	89	97	96	92	90	89	88	100	107	108	109	107	100	109	108	98	91	82	80	72	69		
Number of Visited Spaces				227	228	212	214	208	208	208	208	208	208	207	207	208	207	207	207	207	207	207	207	207	207	207	207	207	207	207	207	207	
% of Capacity Used				91.2%	83.3%	84.8%	84.1%	88.7%	89.9%	91.8%	93.3%	93.7%	92.7%	92.8%	91.8%	93.2%	93.2%	96.1%	96.1%	97.6%	97.6%	97.6%	97.6%	97.6%	97.6%	97.6%	97.6%	97.6%	97.6%	97.6%	97.6%	97.6%	97.6%



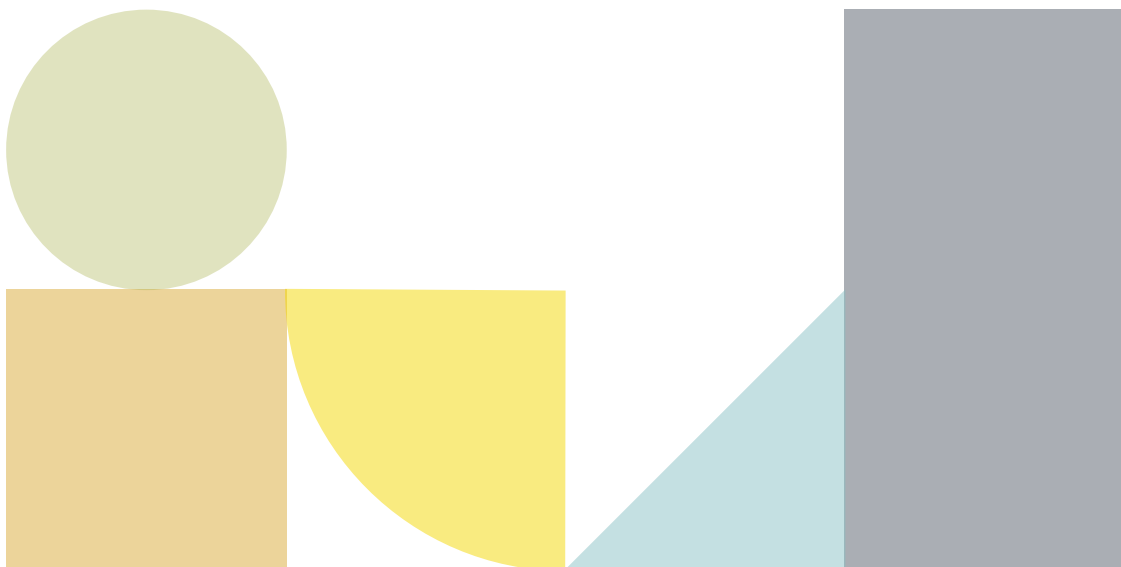
Location	ROYAL MOTOR WATCH CLUB
Address	160/161
Client	TICIS
Job No./Date	2024
Survey Duration	14 Hours
Day/Date	Saturday, 4 May 2024

Zone/LOC	Street Name	Parking Restriction	Capacity	8:00 AM	8:30 AM	9:00 AM	9:30 AM	10:00 AM	10:30 AM	11:00 AM	11:30 AM	12:00 PM	12:30 PM	1:00 PM	1:30 PM	2:00 PM	2:30 PM	3:00 PM	3:30 PM	4:00 PM	4:30 PM	5:00 PM	5:30 PM	6:00 PM	6:30 PM	7:00 PM	7:30 PM	8:00 PM	8:30 PM	9:00 PM		
A A1	Royal Motor Watch Club Carpark	No Restriction	20	0	0	4	8	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	
A A2	Royal Motor Watch Club Carpark	Disable Parking	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
A A3	Royal Motor Watch Club Carpark	Visit Parking (M/F)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
A A4	Royal Motor Watch Club Carpark	Visit Parking	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
B B1	Royal Motor Watch Club Carpark	No Restriction	10	10	13	14	15	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16
C C1	Royal Motor Watch Club Carpark	No Restriction	100	30	40	50	54	54	54	54	54	54	54	54	54	54	54	54	54	54	54	54	54	54	54	54	54	54	54	54	54	54
C C2	Royal Motor Watch Club Carpark	Disable Parking	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
C C3	Royal Motor Watch Club Carpark	Visit Parking (M/F)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
C C4	Royal Motor Watch Club Carpark	Visit Parking	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
D D1	Royal Motor Watch Club Carpark	No Restriction	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Vehicles Parked				202	80	79	76	86	100	100	110	108	112	110	114	115	117	122	121	116	110	107	96	79	67	76	62	66	62	60	67	
Number of Hours Spent					222	212	206	199	182	182	169	174	170	173	168	167	160	152	144	172	175	168	203	215	204	210	216	218	220	223	225	
% of Capacity Used					21.0%	20.4%	19.7%	20.4%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%	20.0%



ATTACHMENT G

Details of External Building Identification Signage





This attachment provides details of the new external signage proposed to be installed on the extension of the club premises.

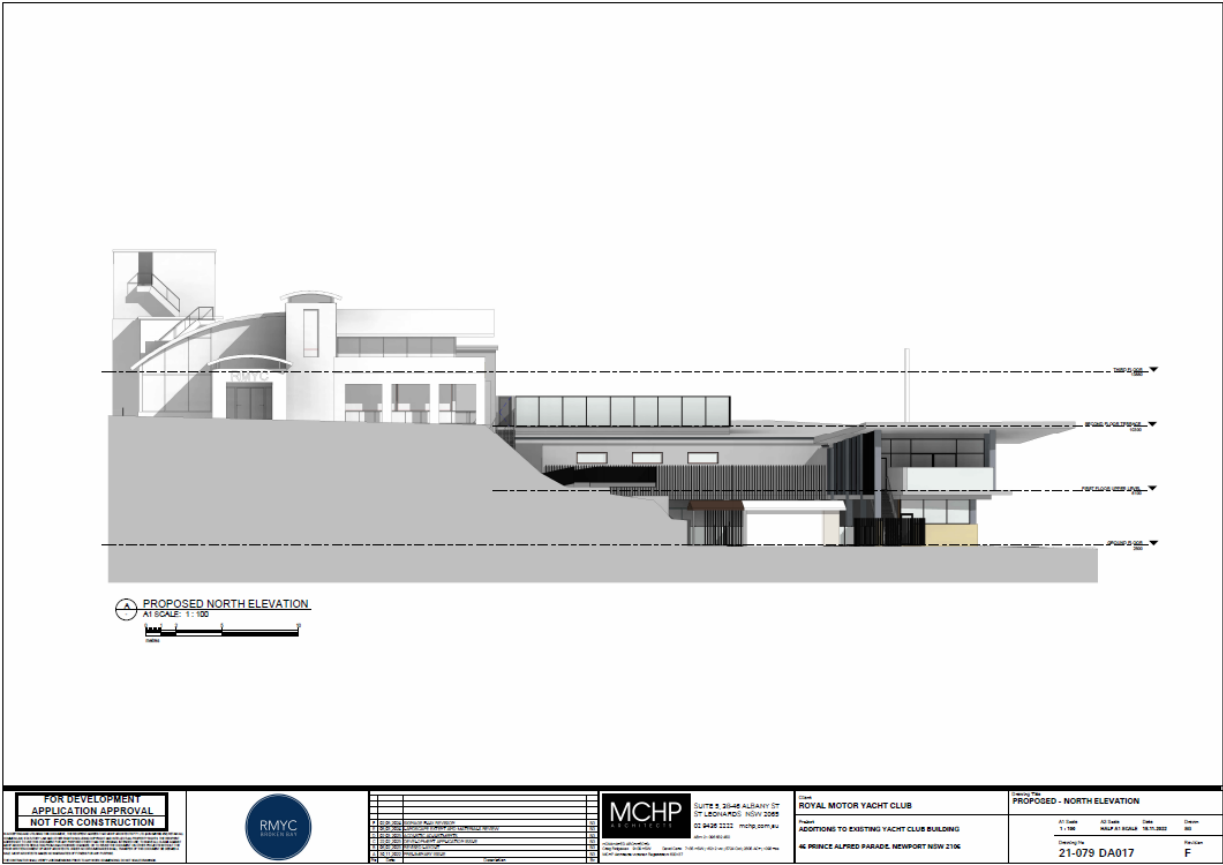


Figure 11: Proposed Signage – North Elevation



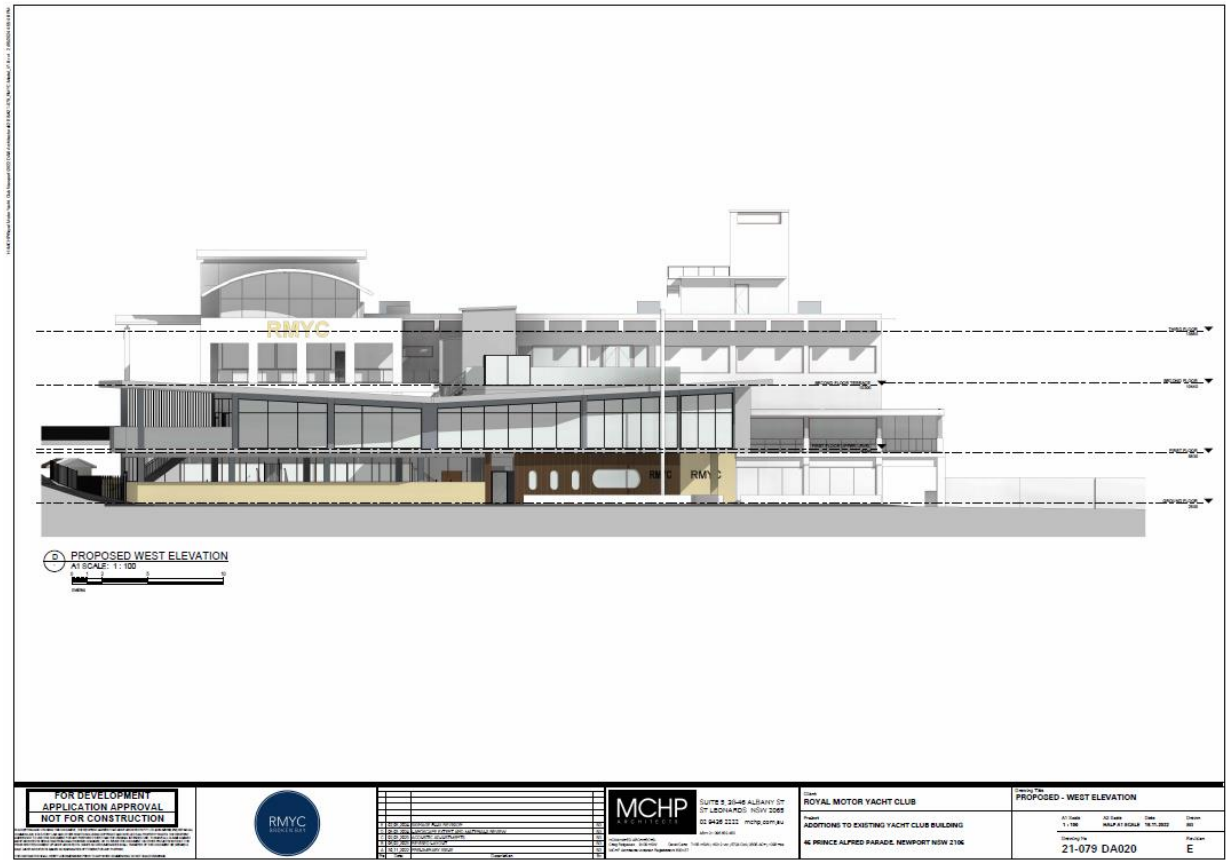


Figure 12: Proposed Signage West Elevation

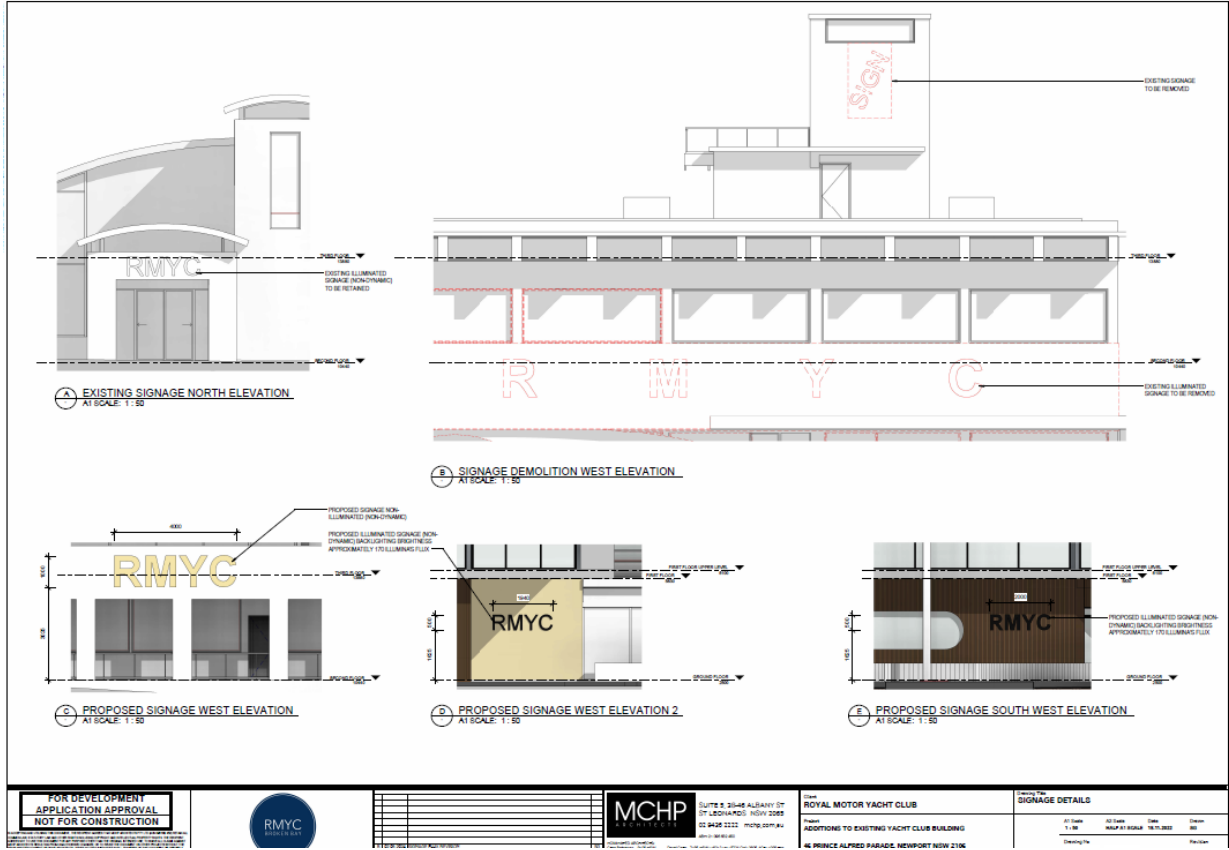
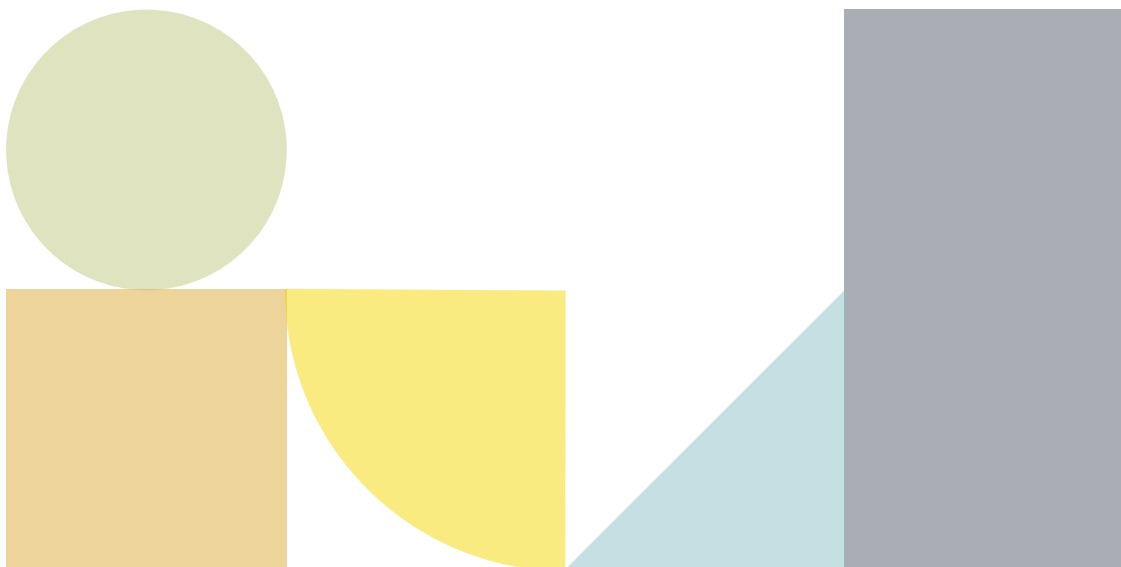


Figure 13: Signage Details

ATTACHMENT H

Amended Operational Plan of Management – Prepared by
Planning Ingenuity



OPERATIONAL PLAN OF MANAGEMENT

46 Prince Alfred Parade,
Newport

REF: M220260
DATE: 22 May 2024





Contents

1.	INTRODUCTION	3
1.1	Overview of The Proposal.....	3
1.2	Purpose of The Plan of Management.....	3
1.3	Dissemination of The Plan of Management.....	3
1.4	Contents of Plan of Management.....	4
2.	HOURS OF OPERATION	5
2.1	Aim of Policy.....	5
2.2	Implementation	5
3.	OPERATION AND ACTIVITIES.....	6
3.1	Aim of Policy.....	6
3.2	Implementation	6
	3.2.1 General Operation.....	6
4.	COMMUNICATION.....	8
4.1	Aim of Policy.....	8
4.2	Implementation	8
5.	NOISE MANAGEMENT	9
5.1	Aim of Policy.....	9
5.2	Implementation	9
6.	CAR PARKING AND TRAFFIC MANAGEMENT	10
6.1	Aim of Policy.....	10
6.2	Implementation	10
7.	SECURITY AND MANAGEMENT.....	11
7.1	Aim of Policy.....	11
7.2	Implementation	11
8.	LIGHTING AND SIGNAGE	12
8.1	Aim of Policy.....	12
8.2	Implementation	12
9.	MEMBER AND VISITOR BEHAVIOUR	13
9.1	Aim of Policy.....	13
9.2	Implementation	13





10. WASTE MANAGEMENT	14
10.1 Aim of Policy.....	14
10.2 Implementation	14
11. EMERGENCY PROCEDURES.....	15
11.1 Aim of Policy.....	15
11.2 Implementation	15
12. COMPLAINTS PROCEDURE	16
12.1 Aim of Policy.....	16
12.2 Implementation	16
13. CONSIDERATION OF THE LAND AND ENVIRONMENT COURT PLANNING PRINCIPLE	17
14. ANNUAL REVIEW OF PLAN OF MANAGEMENT.....	18
14.1 Aim of Policy.....	18
14.2 Implementation	18

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1. Introduction

1.1 OVERVIEW OF THE PROPOSAL

The Royal Motor Yacht Club Broken Bay (the Facility) is located at 46 Prince Alfred Parade, Newport and a registered club under the *Registered Clubs Act 1976* and a licensed premises under the *Liquor Act 2007*.

The Facility will operate between the hours of 8:00am to midnight, seven days a week. Operating times for specific uses will vary with different hours for the restaurant, bar, marina, swimming pool.

The Facility has operated from the shores of Pittwater since the 1920s and has transformed its facilities to meet the changing needs of its membership and the local community.

1.2 PURPOSE OF THE PLAN OF MANAGEMENT

This Plan of Management (the Plan) provides guidelines and controls for the operation and management of the Facility. It has been prepared to ensure the Facility will run consistently with good management practices, and in a way that minimises any potential impacts on neighbouring properties and the locality as far as practicable.

The objectives of this Plan are to:

1. Ensure that the Facility is managed to provide an acceptable level of amenity and services to meet the reasonable needs of its members and other visitors;
2. Ensure that the operation of the Facility and its activities do not generate unreasonable levels of noise transfer to surrounding residential properties;
3. Provide operational guidelines with regards to use of the Facility by staff and other visitors to the site;
4. Provide a mechanism by which the management practices and procedures can be assessed, reviewed and improved on an ongoing basis to provide an acceptable outcome to all stakeholders; and
5. Put in place suitable procedures to deal with emergencies and complaints.

Where there is any conflict between the provisions of this Plan and the objectives, the conflict will be resolved in a way which best gives effect to the objectives.

The operation of the Facility is to be undertaken in accordance with the procedures and requirements set out in this Plan.

1.3 DISSEMINATION OF THE PLAN OF MANAGEMENT

A copy of this Plan will be kept in a readily accessible place on the premises at all times.

A copy of this Plan will be provided to all persons involved in the operation and management of the Facility.

A copy of this Plan will be displayed in a location that is accessible to all attendees of the Facility so as to achieve compliance with its terms.

The contents of this Plan shall be discussed frequently with staff and management so as to explain its contents and convey the importance of compliance with its terms.



1.4 CONTENTS OF PLAN OF MANAGEMENT

The remainder of this Plan sets out controls for:

- Hours of Operation;
- Operation and Activities;
- Communications;
- Noise Management;
- Car Parking and Traffic Management;
- Security and Management;
- Lighting and Signage;
- Member and Guest Behaviour;
- Waste Management;
- Emergency Procedures;
- Complaints Procedure;
- Annual Review of Plan of Management; and
- Operational Rules.



2. Hours of Operation

2.1 AIM OF POLICY

To ensure the Facility operates during the approved hours of operation and in accordance with the relevant Council provisions and conditions of consent to minimise potential impacts on neighbouring properties and the locality.

2.2 IMPLEMENTATION

- a. The hours of operation of the facility are generally between the hours of 8:00am to midnight daily.
- b. The facility may operate until midnight on Friday and Saturday evenings for functions and booked events.
- c. The operation of the premises must adhere to any relevant conditions of consent imposed by Northern Beaches Council.

The specific hours of operation of the designated parts of the Facility are as follows:

Area of Site	Hours of operation
Lounge and Bar	Midday to Midnight
Restaurant and Dining	Midday to 10pm
Function Room	6pm to Midnight
Gaming Area	Midday to Midnight
Providore	8am to 7pm
Health and wellness centre / Gym	7am to 7pm
Outdoor Pool	7am to 7pm
Brokerage	9am to 5pm

3. Operation and Activities

3.1 AIM OF POLICY

To ensure the Facility and its activities run successfully for day-to-day operations, in order to maximise benefit for its users whilst minimising potential impacts on neighbouring properties and the locality.

3.2 IMPLEMENTATION

3.2.1 General Operation

- a. The overall management of the Facility will be the responsibility of the Club Chief Executive Officer.
- b. The Facility will be managed in accordance with this Operational Plan of Management, any Development consent issued by Northern Beaches Council and associated reports associated with the development consent (ie acoustic report, traffic report, lighting impact report, etc).
- c. The Facility will adhere to any conditions contained within a Development Consent and Occupation Certificate issued under the Environmental Planning and Assessment Act 1979.
- d. The Facility will provide car parking for 290 vehicles and will adhere to any approval issued by Northern Beaches Council or Transport for NSW under the Roads Act 1993.
- e. The facility will operate strictly in accordance with any licence issued by Liquor and Gaming NSW under the Liquor Act 2007.
- f. In accordance with the Land and Environment Court’s approval of DA 379/15, the function room (including the Executive Board Room, Top Deck Function Room, Horseshoe Cove Room and Lounge Bar) shall be limited to a total capacity of 270 people at any one time.
- g. In accordance with the Land and Environment Court’s approval of DA 379/15, no additional events will be held in any of the function rooms at the same time as any of the following events: (a) Opening of the sailing season, (b) Timber Boat Show, (c) New Years Eve (evening functions) and (d) Christmas Day.
- h. In accordance with the Land and Environment Court’s approval of DA 379/15 no vessels offering entertaining or recreational tours are permitted at the marina to pick up or drop off passengers.
- i. The maximum patron numbers for the Facility are indicated in Table 2 below. Management will ensure that these numbers are not exceeded.

Table 2 Maximum Patron Numbers

<i>Area of Facility</i>	<i>Maximum permitted patrons</i>
Lounge and bar	50 persons
Dining and kitchen	40 persons

Table 2 Maximum Patron Numbers

Function Rooms	120 persons
Roof Terrace	Refer to above
Outdoor Swimming Pool area	62 persons
Providore	10 persons

- j. The staffing numbers for the Facility are indicated in Table 2 below.

Table 3 Staffing Numbers

<i>Area of Facility</i>	<i>Indicative Staffing Numbers</i>
Lounge and bar	3 staff
Dining and kitchen	6 staff
Function Rooms	6 staff
Roof Terrace	Refer to above
Outdoor Swimming Pool area	1 staff
Providore	3 staff
Brokerage	2 staff



4. Communication

4.1 AIM OF POLICY

To ensure the patrons of the Facility are well informed on the operations of the Facility and its activities.

To ensure successful day-to-day operations, in order to maximise benefit for its users whilst minimising potential impacts on neighbouring properties and the locality.

4.2 IMPLEMENTATION

- a. Rules of the RMYC will be made available to members both at the club premises and on its website.
- b. Specific rules for the use of the swimming pool will be displayed in the swimming pool area and upon request in the club reception area. Club staff will be required to enforce these rules.
- c. Specific rules for the use of the gymnasium will be displayed in the gymnasium area and upon request in the club reception area. Club staff will be required to enforce these rules.
- d. Specific rules for the use of the marina facility will be displayed at the marina building and upon request in the club reception area. Marina staff will be required to enforce these rules,





5. Noise Management

5.1 AIM OF POLICY

To implement strategies in order to limit noise emitted from the operation of the Facility.

5.2 IMPLEMENTATION

- a. The Facility is only to operate during the approved hours specified in the Development Consent issued by Northern Beaches Council and reflect within this Plan of Management in order to reduce noise impact to surrounding neighbours.
- b. Signage shall be erected at all Facility exits and car park areas to remind attendees/visitors to minimise noise when departing the premises, especially before 8.00am and after 10:00pm.
- c. Offensive noise is to be kept to a minimum whilst entering and leaving.
- d. The use of amplified speakers at the Facility must only be in accordance with the requirements of the applicable noise criteria.
- e. All amplified music played at the Facility must adhere to relevant noise criteria set out in the development consent issued by Northern Beaches Council and the acoustic report submitted with the development application.
- f. Any cleaning of the premises, and internal or external maintenance, shall take place between 8:00am and 6:00pm daily to minimise noise impact.
- g. The following operational measures identified in the acoustic report prepared by *Acoustic Directions* and dated 1 March 2023 form part of the consent of DA2023/0951 and are to be complied with at all times:
 - The ground floor outdoor casual dining area shall not operate after 10:00pm.
 - Amplification for music on the rooftop terrace will be provided by a small portable system and will cease at 10:00 pm. The musical content shall be background accompaniment rather than foreground i.e. music levels must not exceed 77 dB (LAeq) when measured at 10 m on axis to the loudspeaker.
 - When the second-floor function room is being utilised, we recommend that the doors are closed to minimise noise egress to the outdoor terrace, particularly if there is a live musician situated inside the function area.
 - The doors between the internal area of the club and the outdoor and semi-outdoor areas should remain closed except for ingress and egress of customers and staff. Staff shall be reminded to ensure that this door remains closed wherever possible.
 - Staff should be reminded that after close each evening, they should pack away any outdoor furniture in a quiet and prompt manner.
 - Rubbish, especially glass, shall not be disposed externally between 10:00 pm and 7:00 am (8:00 am on Sundays and public holidays).



6. Car Parking and Traffic Management

6.1 AIM OF POLICY

To minimise impacts of traffic movements and car parking associated with the Facility on the surrounding neighbourhood and road network.

6.2 IMPLEMENTATION

- a. In accordance with the Land and Environment Court's approval of DA 379/15, a total of 290 car parking spaces are to be provided on the site at all times.
- b. The use of the car parking areas at the Facility are to be in accordance with any conditions set out in the development consent issued by Northern Beaches Council.
- c. Some access to the car park will be limited to Licence Plate Recognition (LPR) for members and a full time security guard will be present overnight during the hours of 9:00pm to 5:00am 7 days per week. It is intended to continue the use of LPR technology for the whole carpark in the future.
- d. Loading areas are to be solely for the purpose of loading and unloading of goods.
- e. Disabled parking spaces are to be provided and signposted in accordance with any requirements of Northern Beaches Council.
- f. Traffic control and the club's bus will be provided during peak periods to ensure that all attendees arrive and exit the premises in a safe, quick and quiet manner, as follows:
 - Vehicles will be directed to available spaces; and
 - Additional Carparking will be made available at other locations with a shuttle bus provided. This has been implemented and successful on certain events days at the club.
- g. Loitering by members and visitors within the carpark will be discouraged and reported to management where required.
- h. Signage shall be erected at all Facility exits and car park areas to remind attendees/visitors to minimise noise when departing the premises, especially before 6:00am and after 10:00pm.
- i. When large events are being held at the Facility and on peak trading days, special arrangements for car parking will be put into effect. These arrangements include opening the boom gate to the lower parking level and the placement of signage to direct patrons and visitors to the parking area at the lower part of the site.



7. Security and Management

7.1 AIM OF POLICY

To ensure the day to day operations of the Facility are carried out in an organised manner and in accordance with this Plan of Management (including the Rules of Operation) and any conditions of consent so as to minimise impacts of noise, traffic movements and car parking associated with the club on the surrounding neighbourhood and road network.

7.2 IMPLEMENTATION

- a. The security of the site is to be managed in accordance with this Operational Plan of Management and the recommended CPTED measures identified in the CPTED report prepared by Planning Ingenuity.
- b. All Facility staff will be provided with security training and awareness of the club's operating procedures.
- c. The Facility (public areas and car park) is to be provided with a CCTV system to monitor activity on the site.
- d. Facility staff will be trained to respond to and deal with anti-social behaviour.
- e. No alcohol is to be consumed on the grounds except in certain designated areas included in the venue's liquor licence.
- f. All security issues are to be reported to the Club's management or security guard when on duty.



8. Lighting and Signage

8.1 AIM OF POLICY

To ensure the operation of the facility does not result in unnecessary light spill and adverse impacts to occupants of surrounding properties.

8.2 IMPLEMENTATION

- a. The operation of building and carpark lighting shall be managed in accordance with the DA conditions and approved site plans.
- b. The use of lighting in the external areas of the site is limited to the operation of security lighting and carpark/footpath lighting to ensure the safety and security of members, guests and staff.
- c. Any complaints regarding nuisance lighting shall be referred to the club management for investigation and a response to the complainant.
- d. Lighting of all external illuminated signage on the site is to be managed (timing and density of illumination) so as to avoid adverse light spill impacts on occupants of neighbouring properties.





9. Member and Visitor Behaviour

9.1 AIM OF POLICY

To inform members and visitors on the expected standard of behaviour and manage any incidents of anti-social behaviour.

9.2 IMPLEMENTATION

- a. All members and visitors to the Facility are to behave in an appropriate manner.
- b. Members and visitors are to follow and obey the directions of the Club's management.
- c. Participants and spectators who fail to obey directions of the Club's management will be asked to leave the Facility.
- d. Anti-social behaviour such as inappropriate language, violence, damage to the Facility's property, other criminal acts or by members and visitors will not be tolerated and may result in a report to NSW Police.
- e. Incidents of threatening behaviour, verbal abuse and inappropriate language will result in members and visitors being removed from the facility.
- f. Any racist, sexist, or other discriminatory language will result in removal from the facility.





10. Waste Management

10.1 AIM OF POLICY

To ensure the facility is adequately serviced and high health and hygiene levels are maintained.

10.2 IMPLEMENTATION

- a. The Facility will adhere to the approved Waste Management Plan.
- b. Professional companies will be engaged to do regular cleaning and maintenance of the premises and surrounds.
- c. All waste and reuse areas, and waste and recycling bins, will be clearly differentiated through appropriate signage and colour coding to Australian Standards to reflect the materials contained. Each stream will be located in a designated area.
- d. Cleaners will monitor the bin storage area and will attend to all spills immediately, as they occur.
- e. Any waste water discharge from bin washing must be drained to sewer in accordance with the relevant water board.
- f. All facility staff will be provided with information on the proper use of the waste management system and all will be encouraged to maximise the separation of general waste and mixed recyclables to aid the proper disposal of all materials.
- g. A private contractor will provide waste/recycling collection services at a frequency to be determined in consultation with the waste contractor and depending on actual waste generation.
- h. The appointed contraction will service the bins directly from the waste storage area.



11. Emergency Procedures

11.1 AIM OF POLICY

To reduce the possibility of harm to employees and visitors of the Facility in the event of an emergency.

11.2 IMPLEMENTATION

- a. Care will be taken to ensure that all staff, facility management and volunteers are aware of the Emergency Plan and Evacuation Diagram which will be prominently displayed in the following locations near each exit:
 - At the main entrance to the Facility;
 - In each primary internal area; and
 - In any other area accessed by members of the public.
- b. The Facility will maintain an up-to-date and portable register of emergency services telephone numbers that employees must take with them in an emergency or evacuation. This list will be stored in the office.
- c. Emergency telephone numbers will be displayed throughout the facility in the following locations:
 - At the main entrance to the Facility;
 - In each primary internal area; and
 - In any other area accessed by members of the public.
- d. Staff, management and volunteers will be provided with training on how to use fire extinguishers, fire blankets and other emergency equipment that must be kept throughout the building as required.
- e. Fire extinguishers, fire blankets, and other emergency equipment will be tested by recognised authorities, as recommended by the manufacturer. All tests will be documented.



12. Complaints Procedure

12.1 AIM OF POLICY

To ensure there are adequate systems in place to handle and respond to complaints.

12.2 IMPLEMENTATION

- a. A “Complaints Book” must be maintained to record the details of any complaint received, including the date and time the complaints was made, a description of the complaint and any actions taken by the administration of the Facility in response to the complaint. All complaints must include the details of the person reporting the incident including a contact phone number so that administration may follow up any complaint. The option will be given to a complainant as to whether a complaint is confidential or non-confidential.
- b. The Complaints Book must be made available to Council officers for inspection upon request.
- c. Complaints must remain in the Complaints Book for a minimum period of 2 years from the date of reporting.
- d. The Facility manager will investigate any incident within 1 working day and the complainant will receive a response within 2 working days detailing what action has been taken (if any action is deemed required) addressing the complaint or concern.
- e. The Facility Manager must review the Complaints Book regularly and where appropriate amend this Plan so as to eliminate the possibility of the incident recurring or to minimise the impacts of the incident should it recur.
- f. If a complaint relates to noise, the owner/operator must:
 - Attempt to rectify the situation immediately;
 - Take all reasonable steps to stop or reduce the source of the noise to prevent future occurrences; and
 - Contact the individual who reported the incident to verify that the issue has been addressed.



13. Consideration of the Land and Environment Court Planning Principle

The Land and Environment Court has developed a series of “Planning Principles” that are a statement of desired outcome from a chain of reasoning or list of appropriate matters to be considered in making a planning decision. The Court has developed a Planning Principle for the use of Plans of Management in the planning process and the Planning Principle is provided in *Renaldo Plus 3 Pty Limited v Hurstville City Council* [2005] NSWLEC 315.

The Planning Principle indicates that Plans of Management provide further details on the operation of a particular use that may not necessarily be appropriate as conditions of consent. The content of management plans can be critical to the decision of whether a development application should be approved or refused.

The Land and Environment Court indicated that in considering whether a Management Plan is appropriate for a particular use and situation, the following questions should be considered:

1. Do the requirements in the Management Plan relate to the proposed use and complement any condition of consent?
2. Do the requirements in the Management Plan require people to act in a manner that would be unlikely or unreasonable in the circumstances of the case?
3. Can the source of any breaches of the Management Plan be readily identified to allow for any enforcement action?
4. Do the requirements of the Management Plan require absolute compliance to achieve an acceptable outcome?
5. Can the people the subject of the Management Plan be reasonably expected to achieve an acceptable outcome?
6. Is the Management Plan to be enforced as a condition of consent?
7. Does the Management Plan contain complaint management procedures?
8. Is there a procedure for updating and changing the Management Plan, including advertising of any changes?

The proposed Plan of Management Plan is consistent with the relevant part of the Planning Principle.



14. Annual Review of Plan of Management

14.1 AIM OF POLICY

To ensure the Plan of Management is comprehensive and up-to-date.

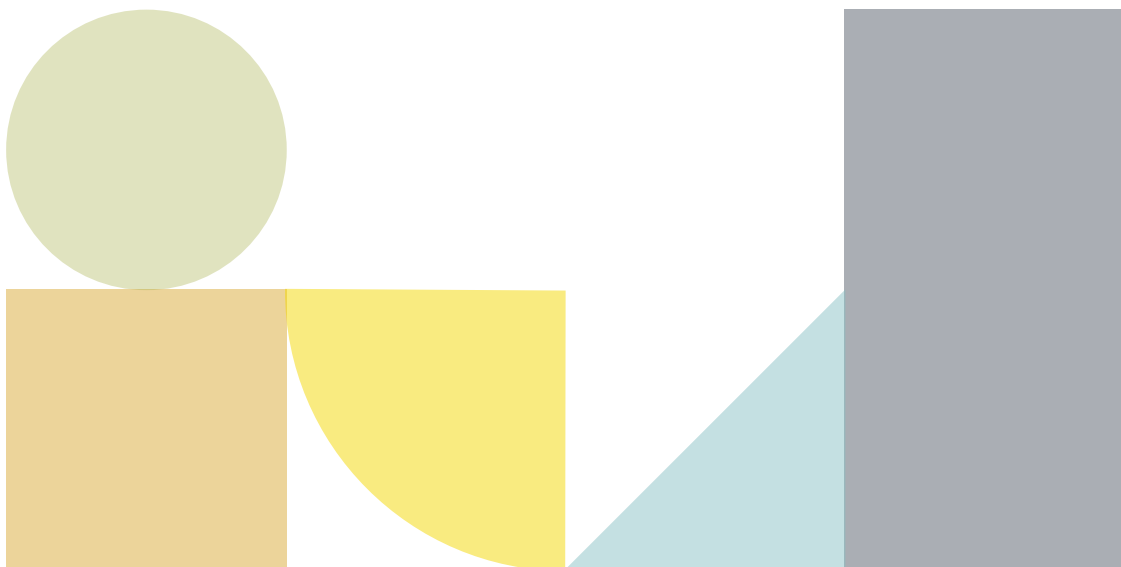
14.2 IMPLEMENTATION

- a. Management of the Facility will ensure that this Plan of Management is reviewed on an annual basis in consideration of feedback from all interested parties.
- b. If any additional uses that are not outlined in this Plan are proposed on the premises in the future, Council will be informed of the full details (including type of activity, frequency, times, duration and occupancy rates). This Plan of Management will be updated accordingly.



ATTACHMENT I

CPTED Report – Prepared by Planning Ingenuity



CRIME RISK ASSESSMENT REPORT

Alterations and additions to Royal Motor Yacht Club
Broken Bay.

46 Prince Alfred Parade
Newport

Prepared for: Royal Motor Yacht Club Broken Bay

REF. M220260

15 May 2024





Contents

1.	INTRODUCTION	1
2.	SITE ANALYSIS AND CONTEXT	2
2.1	The Site	2
3.	DESCRIPTION OF THE PROPOSAL.....	5
4.	CRIME PROFILE OF NEWPORT	6
4.1	Crime Profile of Newport Suburb.....	6
4.2	Analysis of The Incidence of Offences and Crime Trends	7
5.	CPTED PRINCIPLES.....	11
6.	SAFETY AUDIT	13
7.	RECOMMENDATIONS	17
8.	CONCLUSION	18

FIGURES

Figure 1	Aerial image of the subject site and surrounds (source: <i>Nearmap</i>).....	2
Figure 2	Main vehicular entrance to RMYC from Prince Alfred Parade	3
Figure 3	RMYC building viewed from upper carparking area.....	4
Figure 4	Swimming pool area viewed from upper floor of RMYC.....	4
Figure 5	RMYC swimming pool and outdoor recreation facilities.....	4
Figure 6	Undercover seating area adjacent to swimming pool	4
Figure 7	Malicious damage Hotspot Map.....	7
Figure 8	Theft from motor vehicle Hotspot Map	8
Figure 9	Motor vehicle theft Hotspot Map	8
Figure 10	Domestic assault Hotspot Map.....	9
Figure 11	Non-domestic assault Hotspot Map.....	9
Figure 12	Break and enter non-dwellings Hotspot Map.....	10
Figure 13	Break and enter dwelling Hotspot Map	10





TABLES

Table 1 Site Description	2
Table 2 Newport and Northern Beaches LGA Crime Profile	6
Table 3 CPTED Principles	11
Table 4 CPTED & NSW Police Safer By Design – Safety Audit	13

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2. Introduction

This Report has been prepared for the applicant of the subject application and has been prepared to directly respond to a request from the Northern Beaches Local Planning Panel dated 17 April 2024.

It undertakes a Crime Risk Assessment and Safety Audit in relation to the proposed construction of alterations and additions to the Royal Motor Yacht Club Broken Bay's facilities at No. 46 Prince Alfred Parade, Newport.

The purpose of this Report is to undertake an assessment of the crime profile of the area and the likely crime risks associated with the development to ensure that the proposal adequately minimises crime opportunity through implementation of the CPTED Principles. This report is provided as a five-part assessment instrument designed to identify situational crime opportunities and risk and treatment (crime mitigation) options.

Accordingly, this CPTED Report addresses the design features of the proposed development to determine whether it is suitable with regards to the requirements and principles of the *Crime Prevention through Environmental Design* and the *NSW Local Police*.



3. Site Analysis and Context

3.1 THE SITE

The subject site is large and has a principal frontage to Prince Alfred Parade with direct access to the foreshore areas of Pittwater. The site has been used for the purpose of a registered club since approximately 1927.

The site is known as No. 46 Prince Alfred Parade, Newport and is legally described as the seven parcels that are indicated in **Table 1** below:

Table 4 Site Description		
Lot / DP	Land Owner	Approximate Site Area
Lot 3 DP 225339	Royal Motor Yacht Club Broken Bay	1,152m ²
Lot 7 Sec 1 DP 4689	Royal Motor Yacht Club Broken Bay	1,410m ²
Lot 262 DP 752046	Royal Motor Yacht Club Broken Bay	5,640m ²
Lot 5 Sec 1 DP 4689	Royal Motor Yacht Club Broken Bay	2,770m ²
Lot 6 DP 110670	Royal Motor Yacht Club Broken Bay	3,111m ²
Lot 3 DP 791314	Royal Motor Yacht Club Broken Bay	954m ²
Lot 329 DP 824292	The State of New South Wales (leased to Royal Motor Yacht Club until 9 January 2044).	35,330m ²
Lot 330 DP 824292	The State of New South Wales (leased to Royal Motor Yacht Club until 9 January 2044).	870.6m ²

The location of the site is illustrated in **Figure 1** below, where the site is outlined in red.



Figure 14 Aerial image of the subject site and surrounds (source: *Nearmap*)



The site is irregular shaped lot and has a total area of 5.1 hectares. It has a street frontage to Prince Alfred Parade of approximately 49.5m. The site has a southern boundary length of 77.05m and a western boundary length of 83.58m. The site includes a 3.533 hectare area of Pittwater leased from NSW Government until 2044 for the purpose of a marina and boat berthing facilities.

The existing development on the site comprises a part three/four storey building occupied by the club facilities including recreational areas, dining areas and a kitchen, function rooms, bar and administration offices. External areas include a swimming pool, marina facilities and an at-grade carparking area for 290 cars.

The site has an area of 51,754m² and slopes significantly from the roadway towards the foreshore. The vehicular driveway provides access to an upper car parking area located adjacent to the main club entrance. The driveway descends to a main lower carpark for boat owners and the marina part of the site including boat storage areas, berths and boat repair facilities.

Sydney Water's Newport sewerage pumping station is located adjacent to the site's north-eastern boundary on Lot 1 DP 791314. Adjacent to the site's south-eastern boundary is an Ausgrid electricity substation that stands on Lot 7 DP 4689. Both of these infrastructure assets involve registered easements that affect part of the subject site.

Photographs of the subject site are provided at **Figures 2 to 6**.



Figure 15 Main vehicular entrance to RMYC from Prince Alfred Parade





Figure 16 RMYC building viewed from upper carparking area



Figure 17 Swimming pool area viewed from upper floor of RMYC



Figure 18 RMYC swimming pool and outdoor recreation facilities



Figure 19 Undercover seating area adjacent to swimming pool

Figures 5 and 6 show the existing development located around the swimming pool which includes several large fixed umbrellas, children's playground, an amenities block and a small food outlet (pizzeria).



4. Description of the Proposal

The development application involves both internal and external alterations and additions to the Royal Motor Yacht Club Broken Bay (RMYC) facilities located at 46 Prince Alfred Parade, Newport.

Specifically, the proposal seeks to enlarge the footprint of the club premises with a two-storey extension located on the western side of the existing building that will wrap around the swimming pool and outdoor recreation area. The extension involves new dining facilities and lounge/bar area as well as a roof top terrace.

A detailed description of the key aspects of the proposal are provided below:

Ground Floor (RL 2.5m)

- Casual dining area – approximately 12 tables
- Café and deli
- Playground
- Yacht brokerage
- Entry lobby and club reception
- Refurbishment of existing area for new spa and gymnasium
- Installation of new lift

First Floor (RL 5.83m)

- Dining area – approximately 20 tables
- Outdoor terrace – approximately 4 tables
- Lounge area – approximately 14 tables
- Bar
- Kitchen
- Refurbishment of existing amenities
- Installation of new lift

Second Floor (RL 10.440m)

- Outdoor roof terrace
- Installation of new lift



5. Crime Profile of Newport

5.1 CRIME PROFILE OF NEWPORT SUBURB

Information published by the NSW Bureau of Crime Statistics (BOSCAR) between January 2023 and December 2023 have been gathered to provide a crime profile of the suburb of Newport and the Northern Beaches Local Government Area (LGA). **Table 2** below identifies a range of offences, their incidence in the LGA of Northern Beaches (per 100,000 persons) as well as the local (Newport) and statewide trends in the occurrence of each offence. This data is relied on to determine the crime profile of the area.

Table 5 Newport and Northern Beaches LGA Crime Profile						
Offence	Rate of Incidence per 100,000 in Newport	Two-year Trend - Newport	Rate of Incidence per 100,000 in Northern Beaches LGA	Two-year trend - Northern Beaches LGA	Rate of incidence per 100,000 in NSW	Two-year trend - NSW
	January 2023 to December 2023		January 2023 to December 2023		January 2023 to December 2023	
Assault (Domestic)	113.8	Stable	104.8	Stable	441.7	Up 6.7%
Sexual Assault	93.1	Stable	59.6	Stable	115.8	Stable
Motor Vehicle Theft	41.4	Up 16.1%	64.9	Stable	174.9	Up 16.1%
Steal from Motor Vehicle	72.4	Stable	155.7	Stable	355.5	Stable
Steal from Retail Store	51.7	Stable	271.2	Up 40%	333.7	Up 21.8%
Steal from Dwelling	10.3	Stable	119.3	Up 26.1%	194.6	Stable
Fraud	517.2	Stable	407.5	Stable	573.3	Stable
Malicious Damage to Property	258.6	Stable	329.7	Stable	603.7	Stable
Drug Offences	93.1	Stable	85.5	Stable	179.3	Stable

5.2 ANALYSIS OF THE INCIDENCE OF OFFENCES AND CRIME TRENDS

As indicated in **Table 2**, the suburb of Newport experiences rates of crime which are generally lower than the NSW statewide and Northern Beaches LGA statistics. That is, specific crimes are lower or higher within the Newport area when compared to Northern Beaches LGA and wider NSW. According to statistics from BOSCAR, Newport experiences lower rates of theft involving motor vehicles, including theft from motor vehicles, when compared to the Northern Beaches and state-wide average, however motor vehicle theft in Newport is up 16.1% over the last 2 years.

Crimes including domestic assault and sexual assault are experienced more commonly in Newport than the wider Northern Beaches LGA (generally a stable figure). The rate of occurrence of drug use incidents in Newport has been stable over a 2-year period, however, is generally higher than the Northern Beaches LGA statistics.

Crime hotspot mapping sourced from BOSCAR shows where the specific offences are regularly occurring. What we find is that certain offences are clustered in particular areas to the east of the subject site. A review of Crime Hotspot Maps provided by the Bureau of Crime Statistics and Research (BOSCAR) indicates that the site is not located within any crime hotspot areas.

Figures 7-13 illustrate these hotspots.

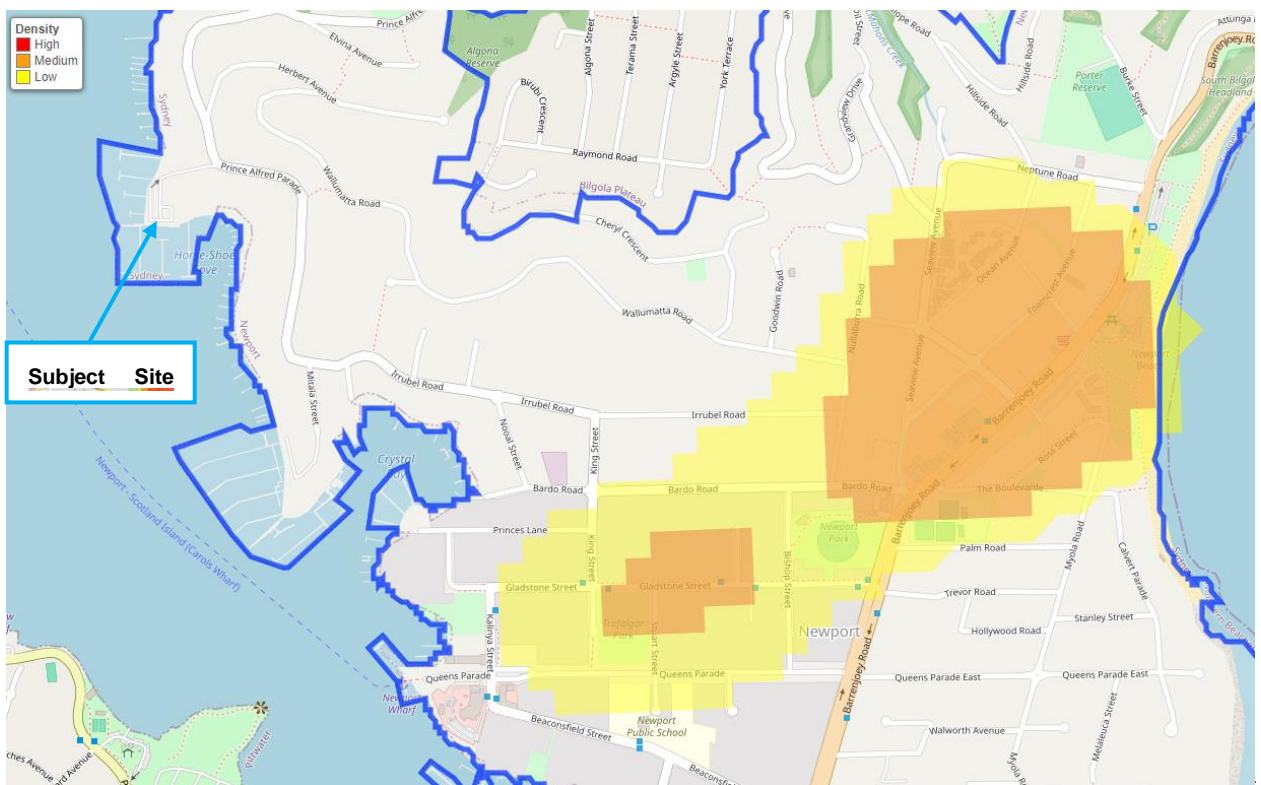


Figure 20 Malicious damage Hotspot Map

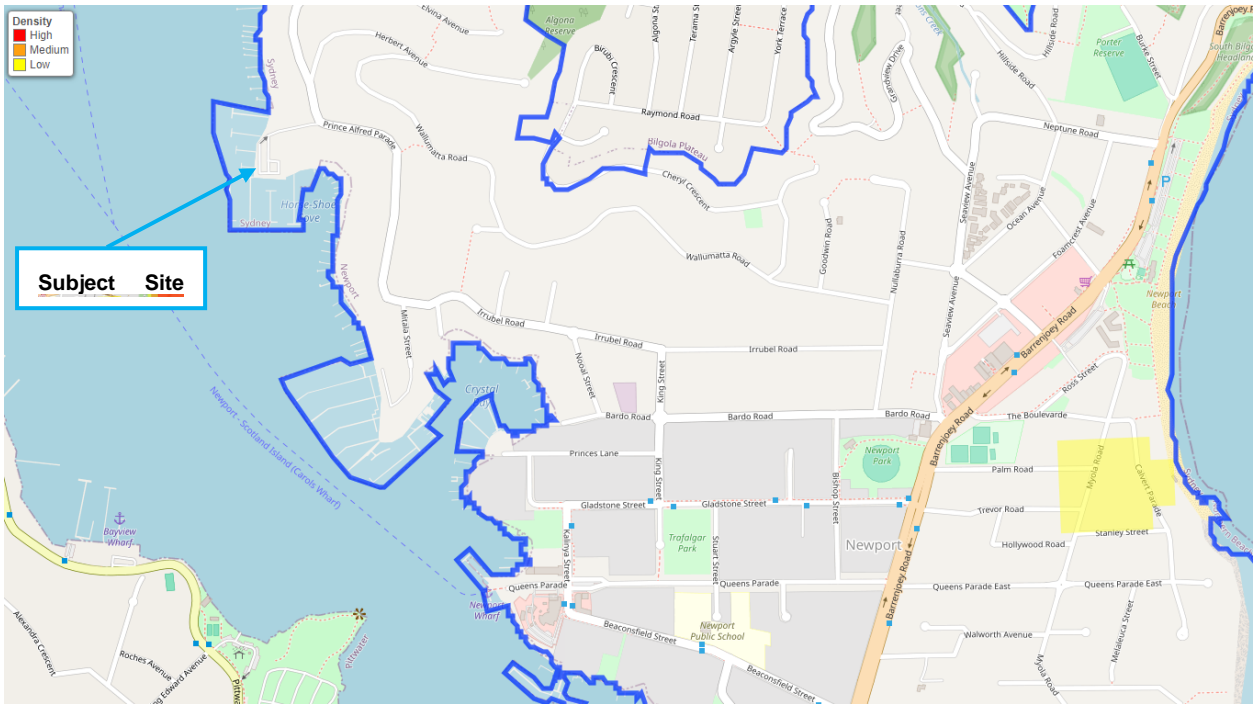


Figure 21 Theft from motor vehicle Hotspot Map

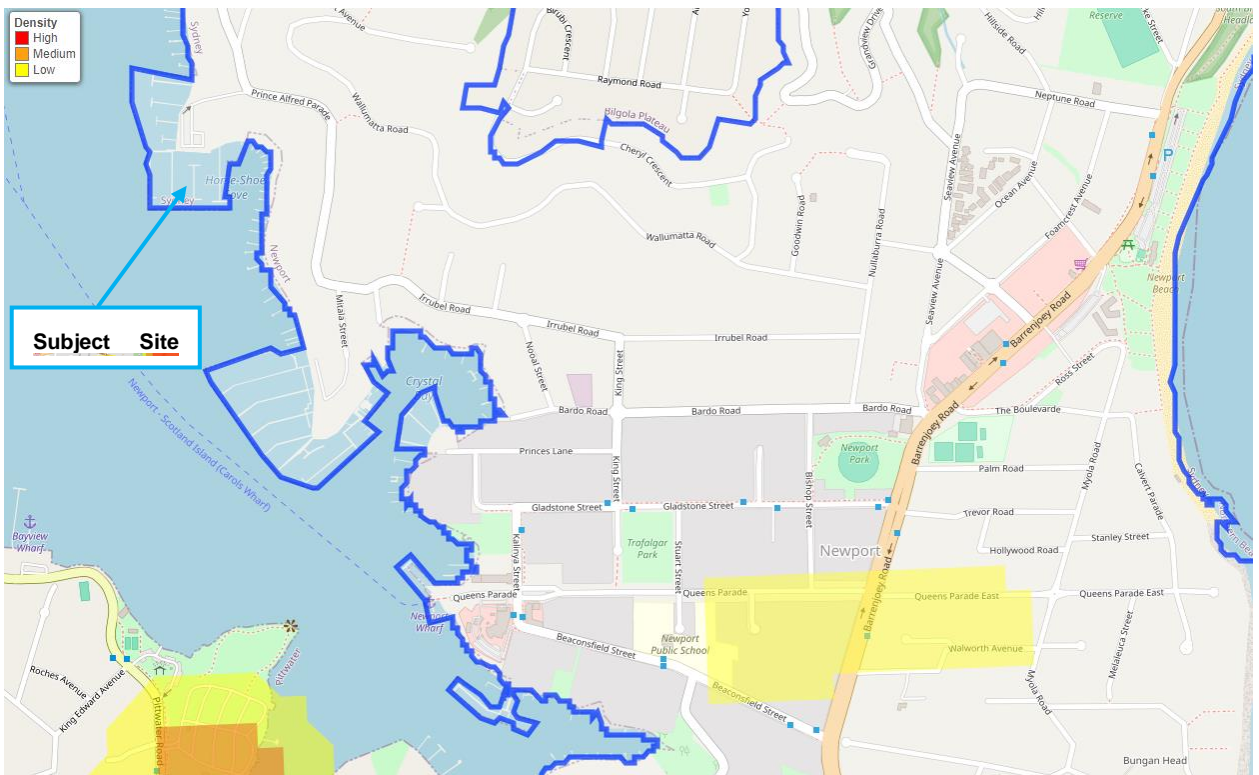


Figure 22 Motor vehicle theft Hotspot Map

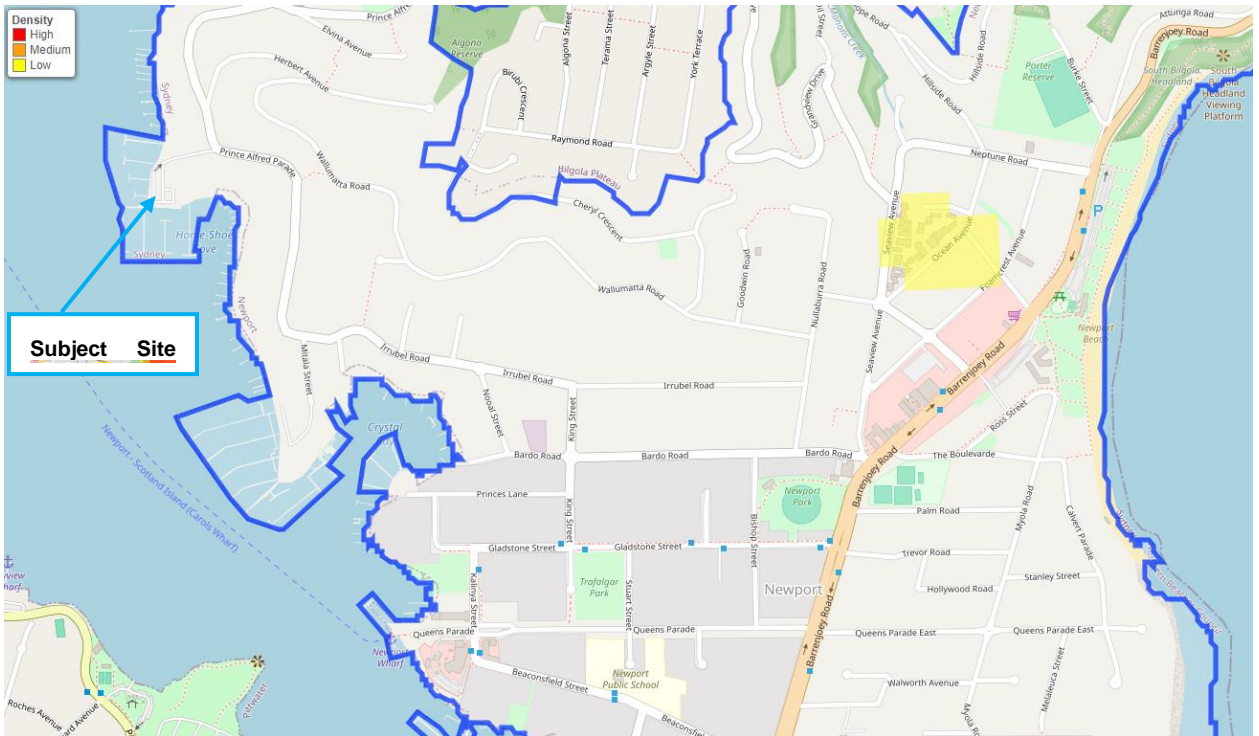


Figure 23 Domestic assault Hotspot Map

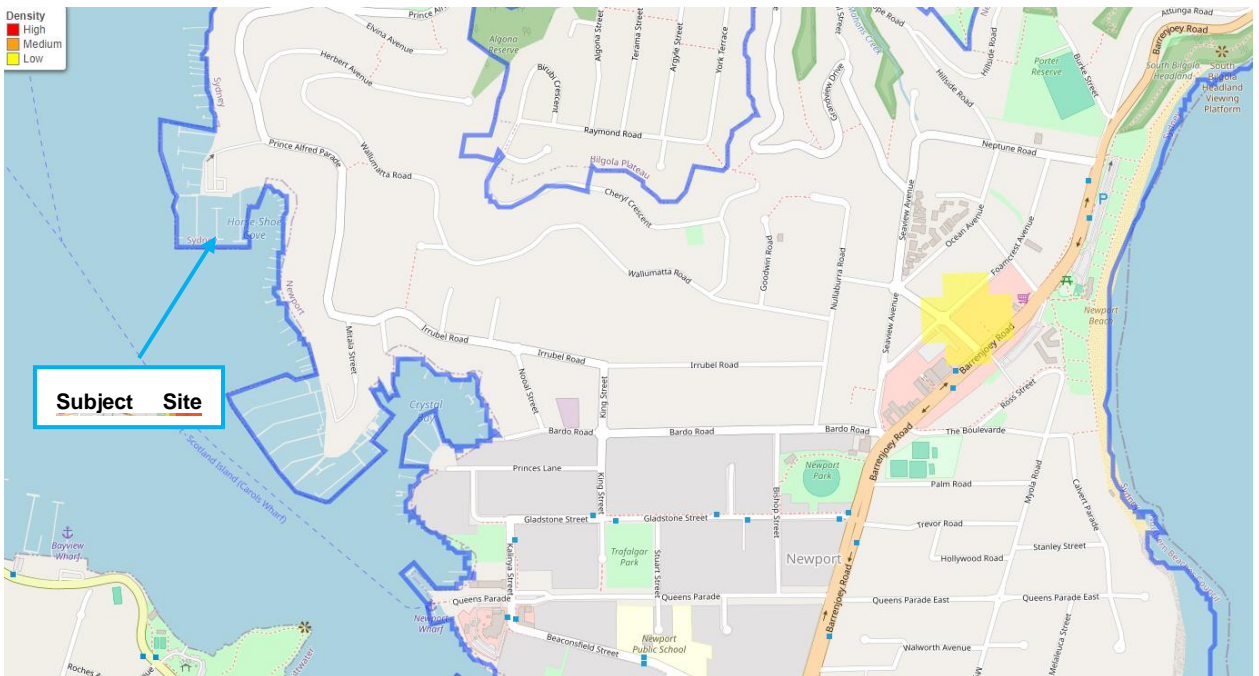


Figure 24 Non-domestic assault Hotspot Map

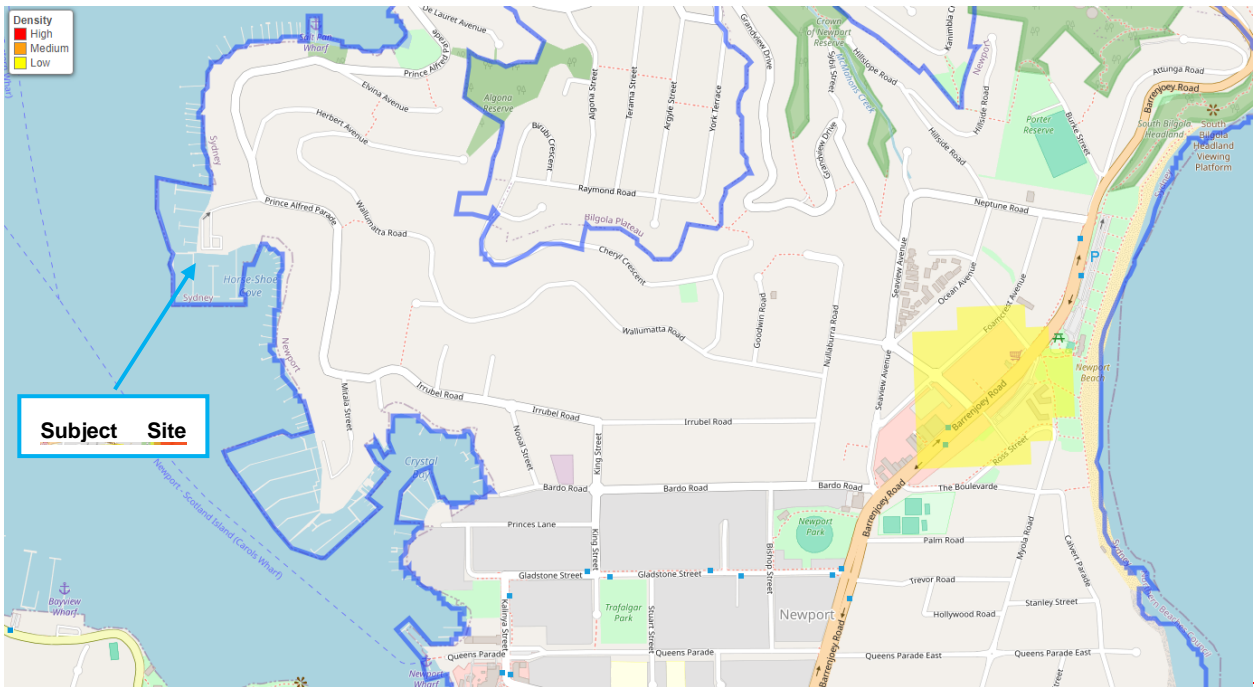


Figure 25 Break and enter non-dwellings Hotspot Map

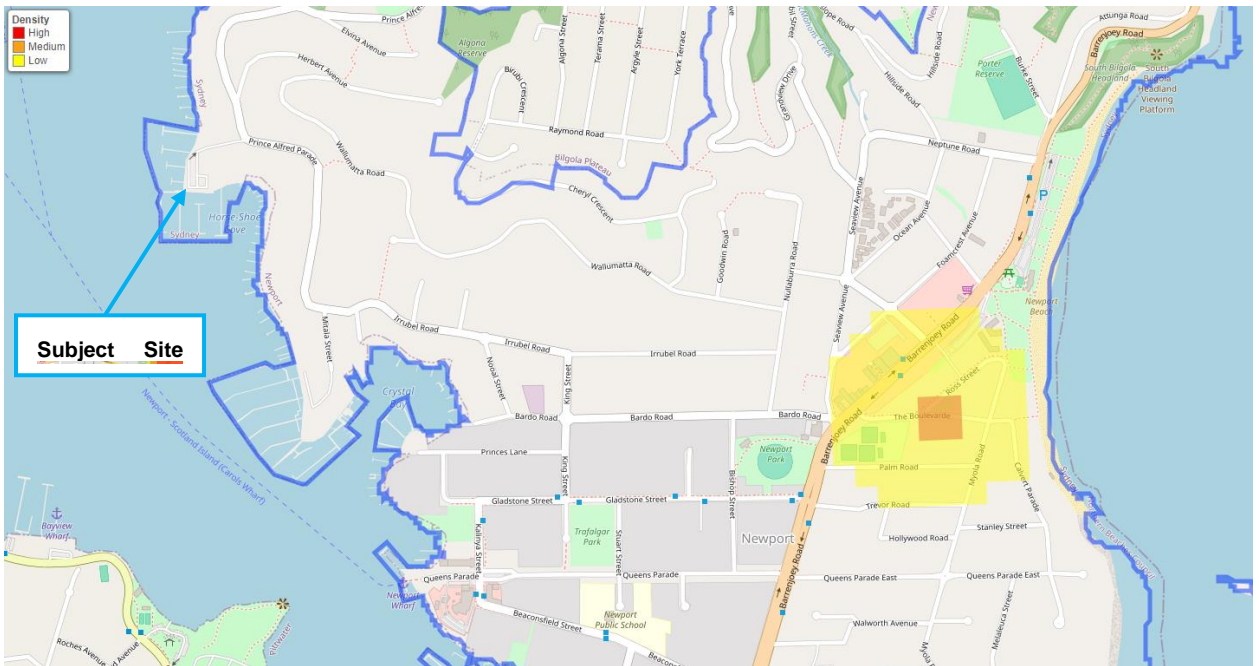


Figure 26 Break and enter dwelling Hotspot Map

6. CPTED Principles

Part B of the Department of Urban Affairs and Planning's (now the Department of Planning, Housing and Infrastructure) *Crime Prevention and the Assessment of Development Applications: Guidelines* identifies four Crime Prevention through Environmental Design (CPTED) principles: surveillance, access control, territorial reinforcement and space management, each of which are addressed separately below.

CPTED is an integral element of the design process, to holistically account for the best environmental, physical and cultural influences in order to manage the risk of criminal activity, thus keeping the public safer. CPTED guidelines centre on minimising opportunistic crimes by applying design and management principles as early as possible in the design phase.

Four Crime Prevention through Environmental Design (CPTED) principles are identified below in **Table 3**. Each of the principles seeks to reduce opportunities for crime and have been used to inform the *NSW Police Safer by Design Guidelines for Crime Prevention*.

Table 6 CPTED Principles

Surveillance

The attractiveness of crime targets can be reduced by providing opportunities for effective surveillance, both natural and technical. Good surveillance means that people can see what others are doing. People feel safe in public areas when they can easily see and interact with others. Would be offenders are often deterred from committing crime in areas with high levels of surveillance. From a design perspective, 'deterrence' can be achieved by:

- clear sightlines between public and private places;
- effective lighting of public places; and
- landscaping that makes places attractive, but does not provide offenders with a place to hide or entrap victims.

Access Control

Physical and symbolic barriers can be used to attract, channel or restrict the movement of people. They minimise opportunities for crime and increase the effort required to commit crime.

By making it clear where people are permitted to go or not go, it becomes difficult for potential offenders to reach and victimise people and their property. Illegible boundary markers and confusing spatial definition make it easy for criminals to make excuses for being in restricted areas. However, care needs to be taken to ensure that the barriers are not tall or hostile, creating the effect of a compound.

Effective access control can be achieved by creating:

- landscapes and physical locations that channel and group pedestrians into target areas
- public spaces which attract, rather than discourage people from gathering

Restricted access to internal areas or high-risk areas (like car parks or other rarely visited areas). This is often achieved through the use of physical barriers.

Territorial Reinforcement

Community ownership of public space sends positive signals. People often feel comfortable in, and are more likely to visit, places which feel owned and cared for. Well used places also reduce opportunities for crime and increase risk to criminals.

If people feel that they have some ownership of public space, they are more likely to gather and to enjoy that space. Community ownership also increases the likelihood that people who witness crime will respond by quickly reporting it or by attempting to prevent it. Territorial reinforcement can be achieved through:

Table 6 CPTED Principles

- design that encourages people to gather in public space and to feel some responsibility for its use and condition
- design with clear transitions and boundaries between public and private space

Clear design cues on who is to use space and what it is to be used for. Care is needed to ensure that territorial reinforcement is not achieved by making public spaces private spaces, through gates and enclosures.

Space management

Popular public space is often attractive, well maintained and well used space. Linked to the principle of territorial reinforcement, space management ensures that space is appropriately utilised and well cared for.

Space management strategies include activity coordination, site cleanliness, rapid repair of vandalism and graffiti, the replacement of burned out pedestrian and car park lighting and the removal or refurbishment of decayed physical elements.

7. Safety Audit

A safety audit of the proposed development against the *Crime Prevention Through Environmental Design* and *NSW Police Safer by Design Guidelines for Crime Prevention* is provided in **Table 4** below:

Table 7 CPTED & NSW Police Safer By Design – Safety Audit			
Requirement		Comments	Performance
Natural Surveillance	Building openings should be designed to overlook public places to maximise casual surveillance.	The proposal includes multiple outlooks which will provide casual surveillance of the public domain as well as the Marina and the carpark.	Safe
	The main entry to a building should face the street.	The proposal provides its main pedestrian entrance Accessed via the carpark and Prince Alfred Parade.	Safe
	An external entry path and the foyer to a building must be direct to avoid potential hiding places.	The built form is designed with direct sights lines and lack of concealed corners which ensures potential hiding places are eliminated. Further, landscaping incorporates pathways which allow for direct travel and good levels of surveillance across the site and to building entrances.	Safe
	Entry lobby areas to and from car parking areas should be transparent allowing viewing into and from these areas.	Entrance and carparking areas are clearly identifiable and transparent to allow viewing to and from these areas.	Safe
	Landscaping must not conceal the front door to a building when viewed from the street	Low level screen planting is proposed throughout the site and entrances are carefully placed to ensure hiding spaces are avoided. Landscaping will not obstruct the pedestrian pathway and will be designed to provide clear and legible access to the building's entry and will be enhanced with security lighting.	Safe
	Pedestrian access should be well lit and maximise sightlines	Pedestrian access via Prince Alfred Parade and the carpark will be well lit and highly visible to reduce potential areas of concealment and provide clear sight lines to and from the club.	Safe

Table 7 CPTED & NSW Police Safer By Design – Safety Audit

	Landscaping should not inhibit sight lines	The proposed landscaping design avoids obscuring sight lines. The importance of natural surveillance will be reflected in the selection of species for landscape planting.	Safe
	The street number of a building must be visible from the street and made of a reflective material to allow visitors and emergency vehicles to easily identify the location of the building.	Street numbering and signage is anticipated to be installed and maintained to enable easy identification and way-finding.	Safe
	Landscaping should be designed to maximise sight lines.	Landscaping is not anticipated to affect sight lines as demonstrated in the proposed landscape plan submitted with the development application.	Safe
Active Surveillance Measures – Security Devices	A security alarm system must be installed in a building.	A security alarm will be provided for the premises. The management of the centre will be responsible for ensuring the alarm is utilised.	Safe
	All windows and doors on the ground floor must be made of toughened glass to reduce the opportunities for ‘smash and grab’ and ‘break and enter’ offences.	All windows and doors on the ground floor are to be made of toughened glass to protect the patrons and staff	Safe
	Unless impractical, access to an outdoor car park must be closed to the public outside of business hours via a lockable gate.	An existing boom gate will continue to be utilised limiting access to the carpark outside of business hours.	Safe
	CCTV system must cover all high risk areas and including all entry areas and the laneway.	CCTV will be installed within the premises and external areas such as car park, playground and street entry.	Safe
Access Control	Access to a loading dock or other restricted areas in a building must only be available to tenants via a large security door with an intercom, code, or card lock system	All areas of the building that are not accessible to the public will be secured with an appropriate door and locking mechanism.	Safe

Table 7 CPTED & NSW Police Safer By Design – Safety Audit

	Clear signage should be erected indicating loading docks should not be accessed by the general public.	Signs provided to ensure the loading/delivery dock is accessed only via staff and with no general public access	Safe
	Site planning provides a clear definition of territory and ownership of all private, semi-public and public places	The site planning clearly defines the private and public areas to ensure the protection of club patrons and the general public. Design clearly distinguishes areas that can be accessed only by staff within the venue.	Safe
Territoriality /Ownership	Both natural and artificial lighting is used to reduce poorly lit or dark areas and therefore deterring crime and vandalism.	The building is provided with appropriate natural and artificial lighting to provide a safe space for patrons. As is detailed below, artificial lighting is provided throughout the development as to deter crime and vandalism.	Safe
Lighting	Both natural and artificial lighting is used to reduce poorly lit or dark areas and therefore deterring crime and vandalism.	Parking areas, internal and external areas and entrance areas are to be suitably illuminated and will be secured to prevent unauthorised access. Lighting will ensure appropriate standards of illumination at the entrances. Lighting will be provided across the car park entry and exit. All lighting will comply with AS/NZS 1158 (2010) Lighting for public spaces. A detailed lighting plan should be prepared.	Safe
Lighting	Lighting must be provided to the following areas of a building to promote safety and security at night: A) An external entry path, foyer, driveway and car park to a building. B) The shop front. This may be in the form of motion sensitive lighting or timer lighting. C) The underside of an awning.	Lighting is to be provided at the car park entry and driveway, along the pedestrian pathways, outdoor areas, and building entrance. Lighting will be continuous after daylight hours.	Safe
	A pedestrian entry path and driveway to a car park that are intended for night use must be well lit using a vandal	The driveway access and pedestrian entry and exits along all street frontages are to be illuminated to <i>AS/NZS 1158 (2010) Lighting for roads and public spaces.</i>	Safe

Table 7 CPTED & NSW Police Safer By Design – Safety Audit

	resistant, high mounted light fixture.	Lighting to the exterior and interior of the building will be activated during non-daylight hours subject to a lighting plan. Vandal resistant light fittings will be used.	
	The lighting in a car park must conform to Australian Standards 1158.1, 1680, 2890.1.	Lighting is to comply with the relevant standards.	Safe
	Car parking areas should be painted in light colours which will increase levels of illumination.	Car park areas make use of light colours which increase illumination.	Safe
	Development minimises blank walls along all street frontages	The proposal avoids the use of blank walls to all frontages that will be visible from a public place.	Safe
Vandalism and Graffiti	The exterior to a building wall on the ground floor must be painted in a graffiti resistant coating.	External walls will be finished with a graffiti resistant coating.	Safe
	Maintenance regimes should be implemented which ensure all public areas are well maintained.	External and internal areas are to be regularly inspected and kept well maintained. A manager should take responsibility for ensuring the landscaping surrounding the building is well maintained.	Safe
	Cleaning regimes should be implemented which ensure all main public areas are free of rubbish.	A club manager or contractor should take steps to ensure public and semi-public spaces are free of rubbish.	Safe
	Graffiti removal regimes should be implemented which ensure graffiti is promptly removed.	The club should ensure that graffiti is removed if found anywhere on the premises.	Safe



8. Recommendations

As indicated in **Table 4**, the proposed development performs well in terms of achieving the safer by design guidelines for crime prevention. The building is deemed to be either safe or safe subject to the implementation of the following recommendations:

- Vegetation at all entrances are to be maintained to ensure that vegetation does not obstruct sight lines from the adjoining public roadways;
- Vegetation must be strategically placed so as not to obstruct throughway and entrances or create hiding spots;
- The main pedestrian access points to the facades of the building are to be illuminated after daylight hours to a level that allows clear lines of sight from the street frontages and spaces immediately surrounding the building;
- The club entry is to be a security door with an activated alarm system.
- Street number and way-finding signage of the building is to be readily identifiable from all street frontages including Prince Alfred Parade
- A security alarm is to be provided in the building;
- Windows and doors on the ground floor are to be made of toughened glass;
- All painted surfaces on the external parts of the building are to be treated with a graffiti resistant coating;
- Graffiti is to be removed as quickly as possible to minimise potential for cumulative graffiti and vandalism actions; and
- The club manager or a registered contractor is to be responsible for the removal of any litter or graffiti on the premises. Graffiti should be removed as quickly as possible as to reduce accumulative graffiti.

In addition to the above, it is noted that the site is within low to medium crime instances on the Crime Hotspots maps as shown in this Report. The proposed crime protection measures recommended for the site are considered appropriate to ensure the safety of patrons, staff and the general public.



9. Conclusion

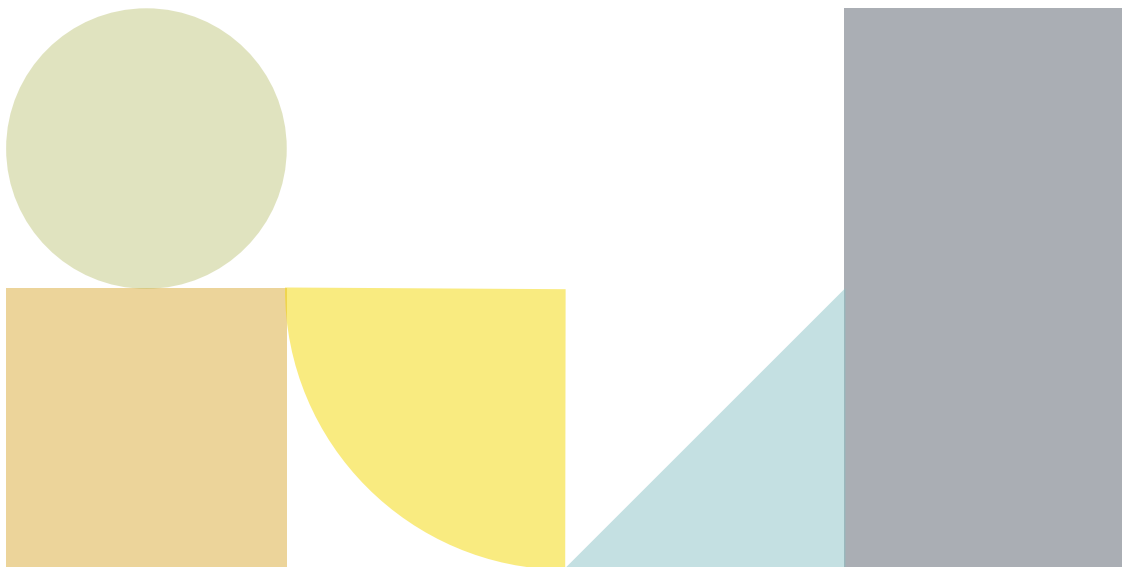
It is apparent from the data published by the *NSW Bureau of Crime Statistics and Research* for Newport that the suburb generally has consistent instances of most offences considered with most offences occurring close to the suburb's retail centre. This indicates a crime profile for suburban parts of Newport is of a low to medium concern. The crime hotspot maps illustrate that these offences are adequately separated from the subject site. The fact that offences such as these can occur in a generally safe area underpins the need for environmental design that can mitigate crime and ensure the safety of the building's patrons, staff and the general public.

The Newport area is subject to development with some renewal occurring close to the town centre and population growth. As such, the proposed development will need to incorporate the recommended advice regarding the CPTED principles as detailed in the recommendation section above in order to provide and maintain a safe and secured registered licensed premises.

The safety audit assessment evaluates the proposal against the *Crime Prevention Through Environmental Design Principles and the NSW Police Safer by Design Guidelines for Crime Prevention*. The proposal satisfies the relevant principles and guidelines achieving the desired levels of safety in all aspects subject to the implementation of the recommendations of this CPTED Report.

ATTACHMENT J

Amended Landscape Plan – Prepared by MCHP Architects



Below is a plan indicating the existing trees on the site that are proposed to be removed and those trees that are to be retained. This plan consolidates the information previously provided within the Arboricultural Impact Assessment report and the Landscape Plan.

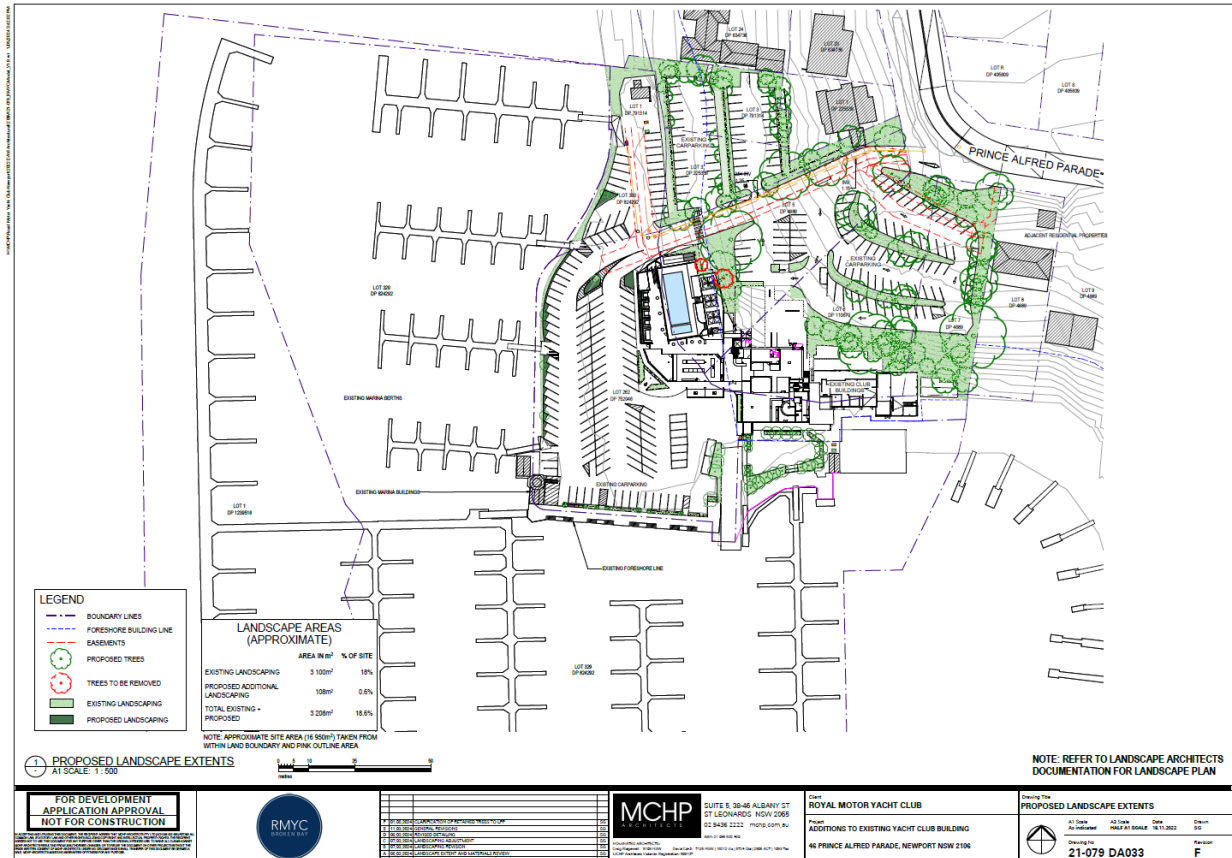


Figure 27: Proposed Extent of Landscaping and Tree Retention/Removal