

SUTHERLAND SHIRE

LATE NIGHT TRADING

SUTHERLAND SHIRE ENVIRONMENTAL
SPECIFICATION 2020



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1. Introduction

This Environmental Specification outlines detailed requirements relating to the submission of Management Plans for Late Night Trading Premises.

Management Plans will be required for all late night trading premises as identified in SSDCP2015 Chapter 37 Late Night Trading, Section 7 Management Plans.

This specification outlines the requirements applicants can reasonably expect to have considered within their Management Plans, submitted as a separate attachment accompanying their development applications. It is expected that due to the varied nature of late night trading premises and their associated impacts, each Management Plan will differ in its content and matters to be addressed. At a minimum however, all Management Plans should include information about the operational and contextual aspects of trading (eg, locality, security and safety measures, noise emissions, trading hours etc) as well as details about what actions will be taken to ensure that premises will be responsibly managed.

It is at Council's discretion to request further information regarding the management of a premises if it is considered that the proposal may impact adversely on the amenity of the area.

This Specification should be read in conjunction with Sutherland Shire Local Environmental Plan 2015 (SSLEP2015) and the relevant provisions of the Sutherland Shire Development Control Plan 2015 (SSDCP2015), specifically Chapter 37 Late Night Trading.

2. Minimum Management Plan Requirements for Late Night Trading Premises

2.1 Site and Locality Details

- a) A description of the nature of the primary business use of the premises as well as any secondary/ancillary uses (eg. retail liquor sales, entertainment, outside operating areas, gaming areas etc). This may be in the form of a floor and/or site plan that indicates the use of all areas within the building or site;
- b) Identification of any 'active areas' adjacent to the boundaries of the site used in association with the use of premises (eg. outdoor seating, footway dining, queuing areas, parking etc);
- c) A floor plan that indicates the proximity of external doors, windows and other openings to residential and other sensitive land uses;
- d) Details of the maximum capacity of the premises and the maximum number of patrons that will be standing and/or sitting at any one time;
- e) A site context plan that provides details of on-site and any off-site car parking within a 50 metre radius of the site, as well as details of the location of public transport in the locality during the proposed trading hours. This should also include routes to taxi ranks or possible taxi pick-up and drop-off areas; and
- f) Identification of the most commonly used pedestrian routes to and from the premises, including any "safety corridors".*

Note:

* Safety corridors are pedestrian routes that offer a higher level of personal safety. This can be achieved either through the use of lighting, causal surveillance, location of CCTV or other security measures such as the presence of Police well as private security.

2.2 Operational Details

2.2.1 Organisational Overview

An overview of the organisation in the form of a brief statement that includes information regarding:

- a) the number and type of staff (including security) that will be employed on the premises at any one time;
- b) other similar premises within the company's portfolio (if relevant);
- c) any Liquor Licenses and entertainment to be held on the premises;

- d) membership of a Licensing Accord within the Sutherland Shire (if relevant);
- e) actions taken to liaise with the local community about premise management and activities (eg. meetings, letter drops); and
- f) actions taken to ensure the people the subject of the Management Plan (including staff and contractors) are aware of the requirements of the Management Plan.

2.2.2 Hours of Operation

- a) For existing premises seeking an extension of operating hours, a schedule of the current operating hours showing the range for each day. For example; this should be expressed in the following format:
 - 9am Friday to 2am Saturday
 - 9am Saturday to 2am Sunday
 - 9am Sunday to 1am Monday
 - 9am Monday to midnight Monday
 - 9am Tuesday to 11pm Tuesday
 - 9am Wednesday to 2am Thursday
- b) A schedule of the proposed operating hours for each day of the week for all areas of the premises (eg. courtyards, rooftop, balcony, footway, gaming room etc.) showing the range of hours proposed for each day in the format above; and
- c) A schedule of proposed entertainment hours for each day of the week in the format above;

2.2.3 Noise

- a) The identification of all likely noise and vibration sources associated with the operation of the premises. This may include such sources as:
 - entertainment;
 - external (outside) areas such as courtyards, rooftops, balconies etc;
 - patrons leaving and entering the premises;
 - the operation of mechanical plant and equipment;
 - waste disposal, sorting and collection of bottles etc.
- b) A description of the existing acoustic environment during hours proposed beyond midnight (eg. from vehicular traffic, noise from surrounding premises, pedestrian noise etc.);
- c) The identification of all noise sensitive areas of different occupancy in close proximity to the proposed use (eg. residential dwellings; boarding houses, tourist and backpacker accommodation, hostels etc.) and;
- d) A description of the nature/type of entertainment (eg. amplified or acoustic, solo or band, number of performers, pre-recorded, Disc Jockey etc);

2.2.4 Security and Safety

- a) A description of any arrangements that will be made for the provision of security staff. This is to include (but is not limited to) the following:
- any recommendations from Local Police regarding appropriate security provision and a statement outlining the extent of compliance with police recommendations;
 - the number of security personnel that will be patrolling inside and outside the premises including the frequency of security patrols;
 - identification of the physical extent of any patrolled areas outside the premises;
 - hours that security personnel will be on duty (including the period after closing time); and
 - staff security training, weapons detection, and other security response methods.
 - details of CCTV surveillance camera installation that identifies both indoor and outdoor areas monitored by cameras, and camera technical specifications (eg. recording capacity, frames per second etc.)
- b) Details of signage that is to be erected providing advice to patrons to maintain quiet and order when leaving and entering the premises;
- c) Details of any complaints associated with the operation of the premises must be recorded in a Complaints Register which includes:
- Complaint date and time;
 - Name, contact and address details of person(s) making the complaint;
 - Nature of complaint;
 - Name of staff on duty; and
 - Action taken by premises to resolve the complaint.

2.3 Management Measures

2.3.1 General Amenity

- a) Details of all actions that will be taken to respond to complaints made about the operation of the premises (eg. consultations with residents, discussions with Council Officers, liaison with Police, public access to Management Plans, review of existing Management Plans etc.);
- b) A waste management plan that outlines the procedures for minimising and managing waste that is generated by the premises. This should address such matters as disposal of bottles, how and when waste will be removed, details of waste management facilities, waste collection and storage areas etc;
- c) If the premises has gaming machines, details of where gaming areas will be located in order to not be viewable from the street (eg. away from the street frontage, not at ground level if multiple floors, appropriate screening); and how these areas will be patrolled;

- d) A statement that addresses how the premises/use will impact/ contribute on the mix of uses in the area/locality during both day and night trading hours shall be incorporated into the Management Plan;
- e) Owners and operators of late night trading premises must ensure that the behaviour of patrons entering and leaving the premises does not detrimentally affect the amenity of the neighbourhood. In this regard, the owner and/or operator shall detail its responsibilities for the control of noise and litter generated by patrons of the premises and how it will ensure that patrons leave the vicinity of the premises in an orderly manner to the satisfaction of Council.
- f) Details of methods that will increase patron awareness of public transport availability (eg. signage, availability of timetables) as well as a description of any other measures that will assist patrons in using public transport (eg. provision of a shuttle service, taxi assistance etc.);
- g) Details of methods to be used that will increase patron awareness of responsible disposal of cigarette butts;
- h) Details of how owners and/or operators will ensure that the public areas immediately abutting the premise are kept clean and tidy.
- i) A statement detailing the maximum capacity of the premises and the maximum number of patrons that will be standing and/or sitting at any one time.

2.3.2 Noise

- a) Details of all on-site and off-site noise and vibration attenuation measures;
- b) Details of all actions that will be taken to ensure that the operation of the premises will not give rise to any “offensive noise” as defined under the *Protection of the Environment (Operation Act), 1997*;
- c) Details of how management will address complaints relating to noise, and any noise control strategies that will be implemented to minimise the potential for complaints (eg. liaison with neighbours and local police, maintaining a complaint register etc);
- d) Details of any measures that will be taken to minimise noise from internal and outdoor areas such as rooftops, courtyards, balconies etc; and
- e) Details of any noise limiting devices to be installed.

2.3.3 Security and Safety

- a) Describe any arrangements that have been made for on-site security (if relevant). This is to include specific information on the number of licensed security staff, including details of any electronic surveillance systems within the premises;

- b) Describe any methods that will be implemented for controlling and managing crowds within and outside the premises, including measures that will be taken by security personnel (if relevant) to ensure that the behaviour of staff and patrons when entering and leaving the premises will minimise disturbance to the neighbourhood;
- c) Any provisions that will be made to increase security in times where higher than average patronage is expected (eg. during public entertainment, peak periods on weekends, New Years Eve, following large sporting events in the locality, during special events and functions etc.);
- d) Liaison that will be undertaken with other licensees or operators of late night trading premises in the locality/area to improve security at night;
- e) Details of measures that will be implemented to ensure that neighbourhood amenity and safety is protected, including:
- emergency procedures;
 - crowd control;
 - search procedures;
 - maintenance of an incident register;
 - monitoring of patron behaviour;
 - monitoring of numbers of patrons within the premises;
 - recording of complaints and reporting of incidents to Police;
 - membership of the proprietor/licensee to a Licensing Accord (please refer to Council's website for details of Licensing Accords operating within the Sutherland Shire) and a demonstrated commitment to the strategies and principles of the Accord;
 - dress codes;
 - staff security training;
 - distinctive security attire;
 - availability of cloak rooms;
 - internal and external security patrols;
 - the location, design and type of footpath and external lighting that will be installed;
 - measures to prevent glass drinking receptacles being carried from the premises by patrons;
 - measures to ensure safe capacities (eg. electronic counting of patrons, occupancy limits, signage); and
 - actions to be taken during "wind down" periods prior to closing time.
- f) If queuing outside the premises is to occur, a description of the measures to be taken in ensuring that queuing is in accordance with clause 6.2.2 Part 6 Safety and Security, Chapter 37 Late Night Trading is required. This description shall also detail how queuing is to be controlled in a manner that will not adversely impact the amenity of the neighbourhood and that the footpath will not be unreasonably impeded. In doing so, this description may address such matters as:
- the use of temporary ropes and bollards;
 - maximum queue numbers;
 - actions taken to minimise loitering; and
 - actions ensuring the fast and efficient movement of a queue.