

**BYRON SHIRE COUNCIL**

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Office Use Only

Application No: 60-2018-1058-1
Application No: 51-2018-1030-1
Application No: 70-2018-1021-1
Parcel No(s): 111310/111300/85560
Date Received: 27/03/2018

E2017/663 Updated January 2017

RECEIPT: 1829635

Activity(s) Approval Application Form

Section 68 of the Local Government Act 1993 and Roads Act 1993

Description of Land you propose to Develop

Unit No.	House No. 4 & 6	Street Name Boronia	Street Type e.g. St, Rd Place
Suburb or Town Byron Bay			Postcode 2481
Lot No. 62 & 63	DP or SP No. 261292	Sec No.	Owner/s Name Stone & Wood
Owner/s Email sally@stoneandwood.com.au			

Details of the Applicant/s

Anyone can submit an application but if the applicant is not the owner of the land, then the Owner(s) written consent to lodge the application is required. All correspondence will be sent to the applicant. It is important to notify Council of any change of address and/or telephone number if this occurs during the processing of the application.

Name/ Company Name	Joe Davidson Town Planning		
Contact Name (in the case of a Company)	Joe Davidson		
Postal address	PO Box 238, Brunswick Heads NSW 2483		
Email	joe@jdtownplanning.com.au	Fax	
Mobile	0402 405 555	Alternative telephone	

Type of Activity requiring approval

The Activities listed below are the most common approvals, a full list of Activities covered by this form are included overleaf

<input checked="" type="checkbox"/> Road works / driveway (s138 RA)	<input type="checkbox"/> Footpath dining / Place goods on footpath (S125/126 RA)
<input type="checkbox"/> Traffic Management Plan (s138 RA)	<input type="checkbox"/> Water / Plumbing connection including Tradewaste fixtures (S68 LGA)
<input type="checkbox"/> Hoardings (Construction of footpath) (S138 RA)	Note: Tradewaste Agreements are applied for under a separate form
<input type="checkbox"/> Stormwater drainage works (S68 LGA)	<input checked="" type="checkbox"/> Other (Refer to full list of approvals overleaf and state below)

Description of activity being carried out:

Installation of 14 x portable WC's – Section 68 Part C5

Traffic management in accordance with attached document prepared by Greg Alderson & Associates

Related applications

Please indicate if consent has already been granted for your development (where applicable)

<input type="checkbox"/> Development Application approved: No. 10.	<input checked="" type="checkbox"/> Activity Application lodged with DA
<input type="checkbox"/> Complying Development Certificate approved: 16.	<input type="checkbox"/> No related application/s

Description of development

If your application for Activity Approval relates to a development proposal

Temporary event – Festival of the Stone

Section 68 Local Government Act – What Activities require approval	
Part A	Structures or places of public entertainment
1	Install a manufactured home, moveable dwelling or associated structure on land
Part B	Water supply, sewerage and stormwater drainage work
1	Carry out water supply work
2	Draw water from a council water supply or a standpipe or sell water so drawn
3	Install, alter, disconnect or remove a meter connected to a service pipe
4	Carry out sewerage work
5	Carry out stormwater drainage work
6	Connect a private drain or sewer with a public drain or sewer under the control of a council or with a drain or sewer which connects with such a public drain or sewer
Part C	Management of waste
1	For fee or reward, transport waste over or under a public place
2	Place waste in a public place
3	Place a waste storage container in a public place
4	Dispose of waste into a sewer of the council
5	Install, construct or alter a waste treatment device or a human waste storage facility or a drain connected to any such device or facility
6	Operate a system of sewage management (within the meaning of section 68A)
Part D	Community land
1	Engage in a trade or business
2	Direct or procure a theatrical, musical or other entertainment for the public
3	Construct a temporary enclosure for the purpose of entertainment
4	For fee or reward, play a musical instrument or sing
5	Set up, operate or use a loudspeaker or sound amplifying device
6	Deliver a public address or hold a religious service or public meeting
Part E	Public roads
1	Swing or hoist goods across or over any part of a public road by means of a lift, hoist or tackle projecting over the footway
2	Expose or allow to be exposed (whether for sale or otherwise) any article in or on or so as to overhang any part of the road or outside a shop window or doorway abutting the road, or hang an article beneath an awning over the road
Part F	Other activities
1	Operate a public car park
2	Operate a caravan park or camping ground
3	Operate a manufactured home estate
4	Install a domestic oil or solid fuel heating appliance, other than a portable appliance
5	Install or operate amusement devices
7	Use a standing vehicle or any article for the purpose of selling any article in a public place
10	Carry out an activity prescribed by the regulations or an activity of a class or description prescribed by the regulations

Detail required	
Road works / Driveway <i>Please indicate type of works within the road reserve</i>	
<input type="checkbox"/> Driveway – residential	<input type="checkbox"/> Works on the footpath
<input type="checkbox"/> Driveway – Commercial / Industrial	<input checked="" type="checkbox"/> Works within the road reserve (roadworks, kerb & gutter, drainage)
Stormwater drainage works <i>Refer overleaf for information required to be submitted</i>	
Type of development	Type of connection
<input type="checkbox"/> Domestic	<input type="checkbox"/> Onsite detention
<input type="checkbox"/> Commercial	<input type="checkbox"/> Connection to Council infrastructure
Footpath dining / Place goods on footpath <i>Provide the following information</i>	
Type of furniture to be placed on the footpath	No of pieces of furniture
<input type="checkbox"/> Chairs	
<input type="checkbox"/> Dining tables	
<input type="checkbox"/> Coffee tables	
<input type="checkbox"/> Other (please specify)	
Other details	
Area of footpath to be used?	m ²
Proposed hours of operation:	
Note: The following information is required to be submitted with your application for footpath dining	
<input type="checkbox"/> Three copies of a site plan indicating the proposed area and seating/furniture layout	
<input type="checkbox"/> Photographs / diagrams of furniture and structures	
<input type="checkbox"/> Photographs of the proposed area showing trees, ramps, etc.	
Water / Plumbing connection - Urban <i>Provide the following information</i>	
Type of connection?	
<input type="checkbox"/> Domestic connection	<input type="checkbox"/> Commercial connection
Type of works <i>Select all types of works you will be carrying out</i>	
<input type="checkbox"/> Carry out water supply work	
<input type="checkbox"/> Install,	<input type="checkbox"/> Alter <input type="checkbox"/> Disconnect <input type="checkbox"/> Remove a meter connected to a service pipework
<input type="checkbox"/> Carry out sewerage work	
<input type="checkbox"/> Carry out stormwater drainage work	
<input type="checkbox"/> Connect a private drain or sewer with a public drain or sewer under the control of a council or with a drain or sewer which connects with such a public drain or sewer	
How will your drains operate?	
<input type="checkbox"/> Gravity	<input type="checkbox"/> Pump <input type="checkbox"/> Gravity and Pump <input type="checkbox"/> Other (attach detail)
Information required for specific works	
Dwellings, dwelling additions, swimming pools	Office use – Received?
<input type="checkbox"/> House drainage plan (additions and alterations)	
<input type="checkbox"/> Sewer main location plan – Base plan	
Commercial, industrial or Trade Waste applications	
Water – Plans and Specifications for	Office use – Received?
<input type="checkbox"/> Hot water	<input type="checkbox"/> Elevations
<input type="checkbox"/> Cold water	<input type="checkbox"/> Basement
<input type="checkbox"/> Warm water	<input type="checkbox"/> Landscape
<input type="checkbox"/> Fire service	
Sewer – Plans and Specifications for	Office use – Received?
<input type="checkbox"/> Sanitary plumbing	<input type="checkbox"/> Sanitary drainage
<input type="checkbox"/> Trade waste	
Note: for works associated with subdivisions, boundary adjustments, sewer gravity or rising mains, pump stations and water mains – further information is available from Council's Water and Waste Services division. Please discuss your proposal with them before lodging an application.	

Plumbers details

Name	
Address	
Email	
Daytime telephone	

Information required for Engineering Road Works and Stormwater drainage works as required by Development Consent

The following information must accompany applications for Engineering works:

- ☐ 3 copies of detailed engineering plans in accordance with Council's adopted engineering standards, currently ['The Northern Rivers Local Government Design & Construction Manuals \(Version 3\) and Standard Drawings \(Version 1\)'](#). (detailed plans may include, but are not limited to the following: earthworks, roadworks, road pavement road furnishings stormwater drainage, landscaping works, erosion control works)
- ☐ A letter/report (with all relied upon certificates, reports and calculations) demonstrating compliance with the conditions of development consent.
- ☐ Each set of drawings shall be accompanied by a Certification report which must be signed by the Developers Engineer or Registered Surveyor. The Certification Report will comprise the certificate and checklists set out in Annexure DQS-A of Council's adopted engineering specification (as amended)
- ☐ Drawings shall be on A1 or A2 size sheets to appropriate engineering scales, suitable for black and white copying and photo reduction to A3 paper size without loss of clarity.

Note: where the proposed subdivision work involves a modification to previously approved plans, the plans must be coloured or otherwise marked to the satisfaction of the certifying authority to adequately distinguish the modification.

Privacy Policy

The information you provide in this application will enable your application to be assessed by Council and any relevant state agency. If the information is not provided, Council can refuse the application. Council will keep the application in a Register that can be viewed by the public at any time. Please contact Council if the information in your application is incorrect or if it changes. Information collected will be used in accordance with Council's Privacy and Personal Information Management Plan.

Payment Options

Council accepts payments by cash, cheque, money order, eftpos or credit card (Visa and Master only) at Council's Administration Office. All cheques are to be made payable to **Byron Shire Council**. Should you wish to mail your application package to Council and wish to use the credit card facility, please download an Authority to Charge Credit Card form which can be found at www.byron.nsw.gov.au/forms or alternatively enclose a cheque or money order.

Lodgement Checklist

Before submitting your application, please ensure that you have attached all the information Council requires to assess your application. Failure to submit all information may result in delays in determination your application.

- ☐ Three (3) copies of any plans and reports are to be submitted with this application.
- ☐ Fully completed detail as required on the application form (page 3)
- ☐ Additional information required for Engineering road works and stormwater drainage work
- ☐ Payment of required fees (see Council's Fees & Charges)

Signature of all Owner/s**All owners of the land to be developed must sign the application**

If you are not the owner of the land, you must have all the owner/s sign the application. You can only sign on behalf of the owner/s if you have power of attorney or a letter of authority. Refer to Council's **Factsheet regarding Owners Consent** for more information.

As the owner/s of the above property, I/we consent to this application and consent to the Council, its servants or agents entering upon the property without first having given notice, for the purpose of carrying out all or any inspections which the Council may deem appropriate in connection with the processing of this application.

Signature	SEE ATTACHED	Signature	
Name	CONSENTS	Name	
Date		Date	

Signature of all Applicant/s

By signing this application,

1. I confirm that the application form is completed and the information (e.g. Number and type of plans, etc) required by Council is attached.
2. I licence Council to make all documents lodged with this application of which I am the copyright owner publicly available on Council's website both during the assessment of this application and thereafter, and further licence Council to reproduce all such documents for any purpose associated with the exercise of its functions under the Environmental Planning & Assessment Act 1979 in respect of this application, and for the purpose of complying with its obligations under the Government Information (Public Access) Act 2009.
3. I warrant that to the extent that I do not own the copyright in any documents lodged with this application, the Council is licensed by the copyright owner to use the documents lodged with this application in accordance with paragraph 2 above.
4. I indemnify the Council against all claims and actions in respect of a breach of copyright arising from any unauthorised use of any documents lodged with this application."

Note: ALL correspondence will be forwarded to the applicant, including the determination.

Signature	Joe Davidson	Signature	
Name	14 March 2018	Name	
Date		Date	

Office Use

Received by: HONOR	Date: 28/03/2018
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Is additional information required for lodgement of this application?

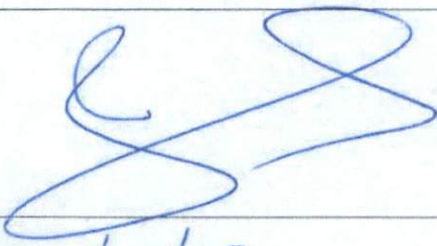
☐ Yes
☒ No

PER CAL ACCEPT WITHOUT CORRECT OWNER'S CONSENT.

LANDOWNER'S AUTHORISATION

JOE DAVIDSON TOWN PLANNING

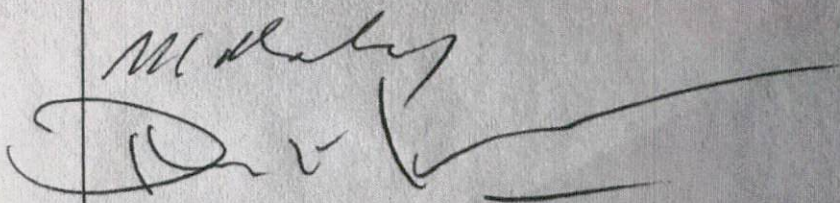
Please accept this document as provision of landowner's consent for Joe Davidson Town Planning to submit a Development Application and/or any Construction Certificate, Building Certificate, Subdivision Certificate, Roads Act or Local Government Act applications for the property outlined below:

Property Address:	6 Bowonia Place Byron Bay
Landowner/s:	JOE HENNING
Signature/s:	
Date:	14/3/18

LANDOWNER'S AUTHORISATION

JOE DAVIDSON TOWN PLANNING

Please accept this document as provision of landowner's consent for Joe Davidson Town Planning to submit a Development Application and/or any Construction Certificate, Building Certificate, Subdivision Certificate, Roads Act or Local Government Act applications for the property outlined below:

Property Address:	No.4 Boronia Place, Byron Bay, Lot 63, in Deposited Plan 261292
Landowner/s:	MICHELE MACKAY DONAL MACKAY
Signature/s:	
Date:	15.03.2018

As the owners of the property 4 Boronia Place, Byron Bay NSW 2481, we support Stone & Wood's Development Application (Issued under Section 78A of the Environmental Planning and Assessment Act 1979) to the Byron Shire Council for a one off event to be held on Saturday 9th June, 2018. We are happy to provide any additional information should they require it.

15.03.2018

O'Harae, Honor

From: Larkin, Chris
Sent: Tuesday, 27 March 2018 6:02 PM
To: O'Harae, Honor
Subject: RE: Owners Consent - Festival of the Stone

Yes – lodge it

Thanks

Chris

From: O'Harae, Honor
Sent: Tuesday, 27 March 2018 4:09 PM
To: Larkin, Chris
Cc: Viel, Vicki
Subject: FW: Owners Consent - Festival of the Stone

Chris
Please advise if ok to lodge as per Joe's email below.
Regards

Honor O'Harae | Development Support Officer | **BYRON SHIRE COUNCIL**
Days of work: Monday, Tuesday, Wednesday

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From: Joe Davidson [<mailto:joe@jdtownplanning.com.au>]
Sent: Tuesday, 27 March 2018 2:04 PM
To: council
Cc: O'Harae, Honor; Larkin, Chris; 'Sally Gilbert'
Subject: RE: Owners Consent - Festival of the Stone

Hi Honor,

I have copied this email to Chris Larkin to possibly help with the DA lodgement given the somewhat imminent change in land ownership.

Please note the email below from the CFO at Trip-a-Deal who have entered into a contract to purchase 18 Banksia Drive, which is to be used as a temporary car park. He has confirmed that this purchase will settle within the next 3 or so weeks.

Please note that the festival is scheduled to be held in June, which leaves little time for Council to notify and assess the DA. I understand that Council has accepted DA's in the past with a note from the purchasers solicitor to confirm that a contract has been entered into. This has been provided with this DA. I also note that the NSW Land & Environment Court allows land owners consent to be provided as late as the day of determination of a DA.

I would appreciate if you could confirm with Chris Larkin whether the landowners consent arrangements for the temporary car parking area is acceptable in this case. I will be happy to forward you confirmation that settlement has occurred in the coming weeks.

Regards
Joe Davidson

JOE DAVIDSON TOWN PLANNING

e. joe@jdtownplanning.com.au
w. www.jdtownplanning.com.au
p. PO Box 238, Brunswick Heads NSW 2483
t. 0402 405 555

Regards
Joe Davidson

JOE DAVIDSON TOWN PLANNING

e. joe@jdtownplanning.com.au
w. www.jdtownplanning.com.au
p. PO Box 238, Brunswick Heads NSW 2483
t. 0402 405 555

From: Chris Cowan [<mailto:chris.cowan@tripadeal.com.au>]
Sent: Tuesday, 27 March 2018 10:13 AM
To: Joe Davidson <joe@jdtownplanning.com.au>
Cc: Sally Gilbert <sally@stoneandwood.com.au>
Subject: Re: FW: Owners Consent - Festival of the Stone

Hi Joe,

I was told it is due to settle in early to mid April so before the festival.

To take a variable out, I would prefer to wait until settlement. Let me know what you think.

Regards,

Chris

Chris Cowan
Chief Financial Officer



WE MAKE
TRAVEL DREAMS
COME TRUE

15 Wollongbar Street, Byron Bay, NSW. Australia
t: 1300 00 TRIP (8747) | m: 0414 264 544
e: chris.cowan@tripadeal.com.au | w: www.tripadeal.com.au

[Email Disclaimer](#)

From: Development Support Officer [<mailto:dso@byron.nsw.gov.au>]
Sent: Tuesday, 27 March 2018 9:37 AM
To: Joe Davidson Town Planning <joe@jdtownplanning.com.au>
Subject: Owners Consent - Festival of the Stone

Morning Joe

On review of the Development Application it appears 18 Banksia Drive (LOT: 36 DP: 249401) is still in Council's system as being owned by a **Mr T G Cason**

The owners consent you have provided for this address is not adequate. Although the owners have entered in a contract of sale Council cannot accept applications without copies of appropriate transfer documentation, as indicated at the bottom of the **attached** fact sheet.

Prior to lodgement we would require the authority to be signed by the current owner of the property.

Kind regards

Honor O'Harae | Development Support Officer | **BYRON SHIRE COUNCIL**

Days of work: Monday, Tuesday, Wednesday

P: 02 6626 7061 | F: 02 6684 3018 | E: council@byron.nsw.gov.au


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LANDOWNER'S AUTHORISATION

JOE DAVIDSON TOWN PLANNING

Please accept this document as provision of landowner's consent for Joe Davidson Town Planning to submit a Development Application and/or any Construction Certificate, Building Certificate, Subdivision Certificate, Roads Act or Local Government Act applications for the property outlined below:

Property Address:	18 BANKSIA DRIVE, BYRON BAY
Landowner/s:	TRIADREAL INVESTMENTS PTY LIMITED (UNDER CONTRACT TO PURCHASE)
Signature/s:	 TRIADREAL INVESTMENTS P/L
Date:	22 MARCH 2018

Joe Davidson

From: Chris Cowan <chris.cowan@tripadeal.com.au>
Sent: Thursday, 22 March 2018 3:46 PM
To: Sally Gilbert; Joe Davidson
Subject: authorisation
Attachments: DA consent 18 Banskia 220318.pdf

Hi Sally and Joe,

Please see below and attached authority in respect to the Festival of Stone taking place in June 2018.

Many thanks,

Chris

Chris Cowan
Chief Financial Officer



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COME TRUE

15 Wollongbar Street, Byron Bay, NSW. Australia
t: 1300 00 TRIP (8747) | m: 0414 264 544
e: chris.cowan@tripadeal.com.au | w: www.tripadeal.com.au

[Email Disclaimer](#)

----- Forwarded message -----

From: **Michelle McCartney** <michelle@my-lawyers.com.au>
Date: Thu, Mar 22, 2018 at 1:23 PM
Subject: Trip A Deal Investments Pty Ltd from Cason
To: "chris.cowan@tripadeal.com.au" <chris.cowan@tripadeal.com.au>

Dear Chris

I confirm that we act for Trip a Deal Investments Pty Ltd. We confirm that our client has entered into a contract to purchase a property at 18 Banksia Drive, Byron Bay.

I enclose a copy of the licence agreement and contract for sale.

Regards

Michelle McCartney

Solicitor/Director

McCartney Young Lawyers

Direct line: 02 6683 5580

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Greg Alderson & Associates

Chartered Professional Engineers and Scientists

Traffic Impact Assessment Traffic Management Plan *"Festival of the Stone"* Stone & Wood Brewery, Boronia Place, Byron Bay 2018

Author: Hayden Kress
Date: 05/03/2018

Greg Alderson & Associates

Chartered Professional Engineers and Scientists

Contact Information

43 Main Street
Clunes NSW 2480

Telephone: 02 6629 1552

office@aldersonassociates.com.au
www.aldersonassociates.com.au

Document Information

Document title	Traffic Impact Assessment for Festival of the Stone 2018 at Stone & Wood Brewery, Byron Bay NSW
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Reference Job number	18264 TIA FOTS 2018 RevA 18264
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Revision summary	A – Issued for information
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Personnel

Hayden Kress, BE Hons (Civil)
RMS Prepare a Work Zone Traffic Management Plan
Card No.: 0041737523
Expiry: 30/05/2020

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1.0 Introduction

Greg Alderson & Associates have been engaged by Stone & Wood to undertake a Traffic Impact Assessment (TIA) and associated Traffic Control Plan (TCP) for a proposed event - 'Festival of the Stone', at the Stone & Wood Brewery, 4 Boronia Place, Byron Bay.

This traffic impact assessment forms part of an application to Byron Shire Council for the use of the brewery and adjacent carpark at 6 Boronia Place for the Event to be held on Saturday 9th June 2018 (Queens Birthday long weekend), with gates open from 3 pm to 10 pm.

In 2017 the event was held on the Sunday of the long weekend. GAA provided the TIA and TCP last year. We did not carry out traffic and parking monitoring during the 2017 event, so we are providing similar recommendations to last years documents on the basis that we understand that the event traffic and parking was a success.

The scope of this TIA includes the traffic impacts that will be generated during the event day, by event patrons and staff entering and exiting the site. The TIA does not include assessment of the minor impacts associated with setting up/ packing up the event (bump in and bump out) and implementing any traffic control measures.

1.1 Relevant standards, specifications and guidelines

This TIA will be prepared generally in accordance with the following standards, specifications and guidelines:

- Guide to Traffic and Transport Management for Special Events Version 3.4
- RMS Traffic Control at Worksites manual
- Australian Standards (in particular AS1742)
- Quality Assurance specifications
- Austroads Guide to Traffic Management

Definitions

AADT	Average Annual Daily Traffic; average traffic volume per day after application of correction factors
ADT	Average Daily Traffic; average traffic volume per day, based on a limited survey period, typically 1 week.
Peak Flow Rate	Hourly volume of vehicles during busiest part of assessment period
Background Traffic	Traffic composition as would typically exist without superposition of event traffic
Heavy Vehicle	For the purposes of this report; anything other than a pedestrian, cyclist, motorbike or car

1.2 Site location

The event site is located in Boronia Place (a short cul-de-sac), in the Byron Bay Industrial Estate, approximately 2.8 kilometres west of Byron Bay town centre.

Land use in the immediate vicinity is the Byron Bay Industrial Estate, with the Sunrise housing estate and Sunrise Boulevard approximately 50 metres from the site. Direct vehicle and pedestrian access is not available from Sunrise Boulevard.

The vehicular entrance/s to the event site are via the existing driveways at No.4 and No.6 Boronia Place. It is proposed that service vehicles, artist and stall holders would use these existing entrances during bump-in and bump out.

During the event, patrons will enter on foot via 'Front Gate B' which will be set up at the driveway to the Stone & Wood Brewery at No.4 Boronia Place. Emergency access is proposed to be provided at both driveway gates (Gate A and Gate B – refer site plan Appendix B).

The driveways are sealed surfaces and there is an unsealed footpath area fronting the site which will be used by patrons as the entry to the event. The footpath area is a large enough area to safely provide for any minor queuing of patrons waiting to enter the site.

Figure 1 below depicts the location of the site with respect to its locality.



Figure 1 - Site locality, Source of map: Six Maps 2017



Figure 2 - Site location, Source of map: Google Maps 2017



Event Gate B



Event Gate A

Figure 3 - Site entry locations

1.3 Event description

The event is for a single day, with gates open between the hours of 3 pm and 10 pm. This Traffic Impact Assessment (TIA) estimates a capacity based on traffic impact of 1000 patrons.

Set up of the internal event site (bump in) will be carried out during the morning of the event (Saturday). Generally entry to and from the site during this time would be by normal turning movements into and out of the existing driveways on Boronia Place (nominated as Gate A and Gate B for the event).

Saturday may not be a working/trading day for many businesses in the area, hence the traffic impact of the bump in is considered minor and site movements would be managed by the events staff or contractors as required. Bump out will commence after the event on the night (subject to noise recommendations), and be completed on Sunday 10 June. Sunday would not be a normal working/trading day for most businesses in the area.

It is recommended that businesses in the immediate area are notified of the proposed event bump-in and patron arrival times as there may be an impact on their local travel times and on-street parking availability during these hours. This would include (but may not be limited to), Bells Pure Ice, Spanline, Byron Steel and premises on Banksia Drive that may be operating nearby.

In addition it is recommended that access to off-street parking is restricted to business premises that will be operating during these times (for example, parking area at Spanline).

Events staff would manage workplace safety and vehicle movements during bump-in and bump-out to reduce the risk of pedestrian and vehicle conflict. The bump-in and bump-out vehicle movements are not included in this traffic impact assessment and the traffic management plan. The traffic impact of bump-in and bump-out on Saturday and Sunday at this location is expected to be minimal, subject to undertaking notifications as indicated above.

2.1 Existing Traffic Conditions

The development site is accessed from Boronia Place which is a short (80 metres) and low traffic cul-de-sac within the Byron Bay Industrial Estate. Boronia Place is a local road under the control of Byron Shire Council.

Boronia Place is a 2 way street with a sealed width of approximately 9 metres and a cul-de-sac turning area width of approximately 19 metres. Other connecting streets within the industrial estate, including Banksia Drive, Acacia Street and Tea Tree Place also have sealed widths of approximately 9 metres.

Parallel parking is generally permissible in the streets of the industrial estate on both sides. There are some areas however that have No Stopping zones and some time limited parking on Bayshore Drive.

We carried out a site inspection at 8:30am on Thursday April 20th 2017. Along Banksia Drive where vehicles were parked along both sides at the time of inspection, there was between 5m to 6m trafficable width between parked vehicles. This width allows for slow speed passing of vehicles, with some drivers electing to give way to oncoming vehicles over short segments. Figure 4 shows an example of the existing parking conditions during the inspection.

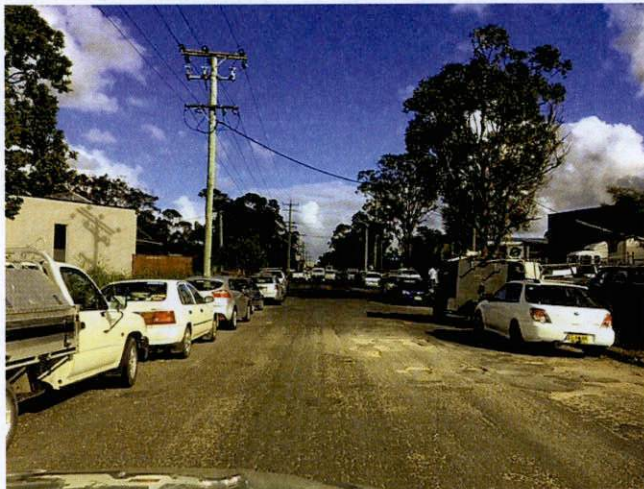


Figure 4 – Banksia Drive Parallel Parking

The speed limit in the industrial area is 50km/h. The actual speed of vehicles using Boronia Place is generally low due to the short length of road and cul-de-sac. It is estimated that vehicles are generally travelling at 20km/h or less. Similarly when vehicles are parked on both sides of Banksia Drive vehicle speed is estimated at less than 40 km/h.

2.2 Traffic Flows

We have not undertaken an analysis of existing (background) traffic count data for the roads impacted by the proposed event. For the following reasons, it is anticipated that the proposed development would have minimal impact on existing levels of service:

- Peak event traffic in the industrial area will be on Saturday 9 June (after 3pm) which is non-working/trading times for most businesses in the area hence the background traffic would be low. The peak event traffic would not likely coincide with daily peak hour traffic;

2.3 Parking Supply

Parking for event patrons and staff will be available in the industrial estate both on-street and off-street. It is estimated that approximately 200 car spaces would be required.

We carried out a parking sign inspection on 31 January 2018 (east of Bayshore Drive) with the following findings:

- A majority of the industrial streets observed, including Banksia Drive, Acacia Street, Ti-Tree place and Fern Place do not have parking signs in place to restrict parking at any time;
- There are significant areas of "No Stopping" on Bayshore Drive, and along Grevillia Street;
- Normal parking rules apply at intersections and driveways;
- There is a section of Bayshore Drive near the Grevillia Street intersection that has "No Parking" from 9am to 6pm;
- There is a section of Bayshore Drive opposite Banksia Drive that has 1 hour parking from 9am to 12 noon on Saturday.

With the above parking restrictions included, there is sufficient capacity of on-street parking in the industrial area to the east of Bayshore Drive for 200 spaces. Any patrons and staff that use available off-street parking would reduce the impact to the on-street parking in the industrial area.

It is proposed to provide off-street parking for the 2018 event at the vacant area of land at 18 Banksia Drive. The land area available has a road frontage of approximately 60m and depth of approximately 70m. Although not required for this small event, this area could provide over 100 parking spaces. To minimise risk of queuing on Banksia Drive, no parking fees should be collected from vehicles at the site entry.

2.4 Public Transport

A shuttle system is being arranged with local bus operators to provide transport for patrons from Byron Bay township to the site. Patrons from other areas including Suffolk Park to the south will need to arrange transport by other means.

The shuttle buses will set-down and pick-up at a nominated location in Boronia Place.

2.5 Pedestrian Network

The main pedestrian flow in the vicinity of the subject site will be in Boronia Place itself where patrons will congregate at Event Gate B upon entry. It will be critical that event staff process the entry of patrons efficiently in order to manage the external queue length on the footpath. Event security may be required to control and manage the queueing if necessary.

It is estimated that approximately 90% of patrons would arrive between 3pm and 5:30pm, or approximately 360 persons/hour. The entry of patrons will need to be approximately 6 persons per minute to minimise the queueing at Gate B. The footpath area available for queueing of pedestrians has sufficient capacity to queue at least 100 patrons.

Patrons parking on-street and then arriving by foot would use the existing unsealed footpath areas as do workers and customers during normal work days in the area (See Figure 6). Due to the low speed environment of the streets during the event no formal temporary pedestrian facilities or traffic controllers are proposed. A contingency TCP would be implemented if queueing of traffic is more than expected.



Footpath east side of Boronia Place
(looking north from Banksia Dr)



Footpath east side of Boronia Place
(looking south from event Gate B)



Footpath north side of Banksia Drive
(looking east from Boronia Place)

Figure 6 – Footpath Area Boronia Place

3. PROPOSED DEVELOPMENT

3.1 Description

The proposed development, 'Festival of the Stone' event, will be held on Saturday, 9 June 2018. Gates are proposed to open at 3 pm and close at 10 pm.

The maximum estimated patronage is 1000 patrons. The event staff on site, including performers and security, is estimated at 50.

The entertainment area incorporates a single performance stage.

Event patron vehicle access to/ and from the off-street parking site at 18 Banksia Drive, will be under the management of the traffic control plan (directional signage) and parking attendants.

3.2 Access

Vehicle access to the event shuttle bus and taxi drop off area at the site will be in Boronia Place. Event security staff will be provided to assist with managing pedestrians and vehicle drop-offs. It is proposed to include temporary 'no parking' (r5-40) signs at the Boronia Place cul-de-sac to allow efficient turning and movements for drop-off vehicles.

There is a need for service vehicles, performer's vehicles, food stall operators, and officials to enter and exit the site. These movements are planned to be undertaken before and after gates are open/shut for the event and all patrons have left the site. Emergency vehicles will be able to access the site by Gate A and Gate B. Opening of these gates would be under the control of event staff.

3.3 External and Internal Circulation at the Site

No vehicles (other than in an emergency) will be permitted to enter the site during the event. Refer to the Emergency Response and Evacuation Procedure for further details.

Unlike other larger events that are generally adjacent to arterial roads, it is not proposed to implement 'no stopping' areas along roadsides to prevent drop-off and pick-up of patrons on roadsides. Due to the scale of the proposed event, its timing and the type of roads surrounding the site, it is considered that patrons can be dropped off safely in the area and make their way by foot to the gate.

The largest vehicles, which will access the site, are small trucks and towed food vans, which will be used to transport equipment for the bands performing at the Event, deliver site toilets and set up food vendors. Equipment and food vans will be set up prior to the Event and removed after the conclusion of the Event.

3.4 Parking

The event is proposed to include up to 1000 patrons and approximately 50 staff and others. There is sufficient on-street parking spaces available in the industrial estate east of Bayshore Drive. The use of any available off-street parking, and arrival of patrons by shuttle bus, taxi and other drop-off will reduce the impact of on-street parking.

It is estimated that up to 600 patrons (or approximately 200 vehicles) will arrive by car and park in the on-street parking, and any available off-street parking. This estimate is based on vehicle occupancy rates of up to 3 persons per vehicle. Staff (approximately 50 persons) would also generally arrive by car.

The remaining 400 patrons are expected to arrive by the shuttle services provided, by taxi/uber, drop-off by private vehicles and some would walk.

Parking spaces available for patrons include over 200 spaces on-street parking in the industrial area, and at least 50 spaces (and potentially more available) at the nominated off-street parking area.

It is acknowledged that patrons may try and park in Boronia Place and this will be controlled by 'no parking' signage and event security staff.

Disabled access is proposed to be provided by the shuttle bus drop-off. Disabled patrons would be set-down on the existing driveway at Gate B.

4. Impact of proposed development

4.1 Traffic Generation of Proposed Development

Due to the small scale of the proposed event, its location and timing the traffic impact is expected to be no greater than any normal weekday in the industrial area, including:

- Traffic impact at the intersection of Bayshore Drive and Ewingsdale Road;
- Traffic impact at the intersection of Banksia Drive and Ewingsdale Road;
- Traffic Impact at the intersection of Sunrise Boulevard and Ewingsdale Road.

It is acknowledged that there will be more than normal traffic and pedestrians in the area of Boronia Place, however due to the timing of the event and the mitigation measures recommended, the impact to surrounding properties would be minimal and traffic is expected to be self managed without formal controls required. A contingency TCP (with traffic controllers) will be provided and would be implemented as required if queuing of vehicles is greater than expected and/or if traffic flow in and out of Boronia Place is worse than expected.

Patron peak exit flows after the event would be after 9:30pm on the Saturday Night. The traffic generated by the patrons leaving the event would not coincide with any significant background traffic hence the impact would be minimal.

4.2 Impact on Traffic Safety

The main potential safety issues (and movement conflicts) are:

- Queueing of drop-off vehicles in Boronia Place;
- Vehicles turning into the Industrial area from Ewingsdale Road;
- Vehicles from the event car parking areas, set-down and pick-up areas leaving the event;
- Pedestrians crossing roads in the industrial area and queuing at Gate B;
- Service and emergency vehicles entering and leaving the Event site;

These are proposed to be addressed with the following mitigation measures:

- **Event security staff or traffic controllers** controlling the site drop-off area and Gate B pedestrian queueing in Boronia Place;
- **Temporary** no parking signage being provided in the Boronia Place cul-de-sac;
- **Directional signage** be provided on Ewingsdale Road to assist vehicles finding the event;
- Short queuing delays can be expected for non-event traffic on Banksia Drive;
- **Event parking attendants** managing the parking of vehicles at the off-street parking site;
- **Contingency TCP including traffic controllers** be available to be implemented as required.
- It is anticipated that the speed environment of the streets in the industrial area during the event would reduce the general speed of vehicles allowing pedestrians to manage crossing of roads and footpaths safely without provision of formal temporary crossing facilities;

4.3 Impact of Generated Traffic

This proposed 'Festival of the Stone' event is of a small scale, and is unlikely to cause any significant traffic delays.

Implementation of safety mitigation measures indicated in Section 4.2 would also assist in minimising traffic delays.

No formal intersection analysis or modelling has been undertaken for this low scale event

4.4 Recommended Works

It is recommended that the Event, while having a small impact on the traffic in the local road network surrounding the site, can proceed with the following mitigation works:

- A formal Traffic Control Plan be prepared for the temporary traffic works in accordance with the works described in this report. The Traffic Control Plan is to be complied with at all times as nominated in the plan. Due to the small scale nature of the proposed traffic controls, it is anticipated that the TCP would not require Local Traffic Committee approval (in accordance with the *RTA Guide to Traffic and Transport Management for Special Events*).
- That businesses in the immediate area are notified of the proposed event bump-in and patron arrival times as there may be an impact on their local travel times and on-street parking availability during these hours. This would include (but may not be limited to), Bells Pure Ice, Spanline, Byron Steel and premises on Banksia Drive that may be operating nearby.
- That access to off-street parking is restricted at businesses that will be operating during bump-in and patron arrival times to prevent nuisance event parking.

Recommended works include:

- Temporary 'no parking' signage in Boronia Place cul-de-sac;
- Event car parking to be permissible on-street in the industrial area, and off-street parking be provided at 18 Banksia Drive;
- Disabled access be provided by shuttle bus drop-off at Gate B driveway;
- Parking at 18 Banksia Drive to be controlled by event parking attendants;
- Shuttle Bus and taxi set down and pick up of patrons is to occur in Boronia Place;
- Temporary signage to be erected as shown in the Traffic Control Plan to assist traffic flows.
- Event security staff/ traffic controllers to be provided to assist in controlling the site drop-off point and queueing of pedestrians;
- A contingency Traffic Control Plan is to be developed with traffic controllers (and implemented if required) for managing excessive queueing and/or poor traffic flow at Boronia Place if the situation arises;
- Traffic and parking monitoring be undertaken during the event by a suitably qualified civil engineer to evaluate the traffic performance of the event (if future events are proposed at the site).

5.0 Risk assessment

An example risk assessment for the traffic operation of this event is described in this chapter. The risk assessment is set up such to identify potential risks to public health as a result of the event traffic operations.

It is noted that it is the combined responsibility of event management and government authorities to ensure that there is sufficient funding available and personnel in place for adequate implementation of the traffic control plans, infrastructure and risk mitigation measures.

The example risk assessment proposed in this report is provided as a guide.

We recommend that after all relevant staff, consultants and contractors have been engaged by the Event Manager, that a risk management meeting is held prior to the event. During this risk

management meeting a final risk assessment shall be established which would be included in the event management manual.

The classification of risks for the purpose of this risk assessment is depicted in Figure 9 and associated definitions are provided in Table 1.

Figure 9 - Risk classification matrix

		LIKELIHOOD OF OCCURANCE			
		1. Very likely (could happen anytime)	2. Likely (could happen sometime)	3. Unlikely (could happen, but only rarely)	4. Very Unlikely (could happen but probably never will)
CONSEQUENCE	A. Death or permanent disability	1	1	2	3
	B. Long term illness or serious injury	1	2	3	4
	C. Medical attention or several days off work	2	3	4	5
	D. First aid needed	3	4	5	6

Table 1 - Risk definitions

Risk Class	Time Frame for Corrective Action	Role/Responsibility
Class 1 – Extreme risk	Immediate action required	Senior management – Executive
Class 2 – Very high risk	Immediate action required	Senior management
Class 3 – High risk	Immediate action required	Senior management
Class 4 – Medium risk	Close-of-business of current day	Management responsibility must be specified
Class 5 – Low risk	Within 24 hours	Manage by routine procedures
Class 6 – Very low risk	Within 48 hours	Manage by routine procedures

The risk assessment is provided below.



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RISK ASSESSMENT												
Activity	Hazard description	Direct consequence	Potential indirect consequence	Initial Risk Rating			Method for risk mitigation	Responsible person for mitigation implementation	Person responsible for ensuring sufficient funding to enact mitigation	Residual Risk Rating		
				L	C	Risk Class				L	C	Risk Class
Traffic control on public road	Traffic controller hit by car	Injury or death	Traffic congestion and queue growth	3	A	2	Ensure proper implementation of traffic control plan Ensure TC staff compliance with WHS regulations and other relevant legislation	Traffic control manager Supervisors and overseers	Festival General Manager Festival General Manager	4	A	3
On-site vehicle processing	Insufficient rate at which vehicles are processed	Traffic congestion and queue growth	Collision on public road	2	A	1	Ensure sufficient staff for vehicle processing	Parking manager	Festival General Manager	4	A	3
							Ensure adequate equipment to enable staff to process vehicles safely and efficiently	Parking manager	Festival General Manager			
							Enactment of snake in southern car park to create additional vehicle storage	Event traffic manager	Festival General Manager			
							Traffic controllers on public road to control back of queue	Traffic control manager	Festival General Manager			
Patron arrival, departure and additional festival traffic generation throughout event	Higher patron arrival flow than anticipated	Traffic congestion	Collision on public road	2	A	1	Traffic management plan to allow for sufficient contingency Contingency plans available for enactment if needed Queue warning vehicle implementation	Traffic Engineer Traffic Engineer and traffic control manager Traffic control manager	Festival General Manager Festival General Manager Festival General Manager	4	A	3
	More concentrated arrival peak than anticipated	Traffic congestion	Collision on public road	2	A	1	Traffic management plan to allow for sufficient contingency Contingency plans available for enactment if needed Queue warning vehicle implementation	Traffic Engineer Traffic Engineer and traffic control manager Traffic control manager	Festival General Manager Festival General Manager Festival General Manager			
	Crash on critical intersection or traffic lane	Injury or death	Traffic congestion and queue growth	3	A	2	Secure crash site Provide required aid to persons involved Manage traffic at crash site Manage back of queue	Police Emergency services Police Traffic control manager	NSW Police Force NSW Ambulance Service NSW Police Force Festival General Manager	4	A	3
	On-site crash	Injury or death	Traffic congestion and queue growth	2	A	1	Ensure adequate on-site road network	NBP General Manager	NBP shareholders			4
							Ensure sufficient visibility through corners	NBP General Manager and Event Traffic Manager	NBP shareholders and Festival General Manager			
							Ensure low speed environment	Event traffic manager	Festival General Manager			
							Prevent occurrence of sudden stopping	Event traffic manager	Festival General Manager			
							Secure crash site	Police	NSW Police Force			
							Provide required aid to persons involved	Emergency services	NSW Ambulance Service			
							Manage traffic at crash site	Police	NSW Police Force			
							Manage back of queue	Traffic control manager	Festival General Manager			
	On-site vehicle break down	Traffic congestion and queue growth	Collision on public road	2	A	1	Remove vehicle from traffic lane	Event traffic manager	Festival General Manager	4	B	4
							Enactment of snake in southern car park to create additional vehicle storage	Event traffic manager	Festival General Manager			
							Traffic Management Plan to include low speed zones in high risk areas	Traffic Engineer	Festival General Manager			
	Queue on motorway, motorway off ramp or arterial road	Traffic congestion and queue growth	Potential back of queue crash	3	A	2	Contingency plans available for enactment if needed Queue warning vehicle implementation	Traffic Engineer and traffic control manager Traffic control manager	Festival General Manager Festival General Manager	4	A	3
	On-site fire or bush fire	Panic by drivers	Potential collisions on site and public road	2	A	1	Fire prevention by site planning, vegetation maintenance and crowd control Fire identification and fighting	NBP General Manager and Event Manager RFS and Event manager	NBP shareholders and Festival General Manager RFS and Festival General Manager			4
	Severe wind, rain and/or hail	Sudden stop of traffic flow and uncontrolled placing of vehicles on traffic lane and road shoulder	Collision	2	A	1	Monitor weather and issue severe weather warnings to staff, contractors and patrons Queue warning vehicle implementation VMS text to be changed to warn drivers of severe weather and traffic congestion	Event manager Traffic control manager Traffic control manager	Festival General Manager Festival General Manager Festival General Manager	3	B	3



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6.0 Copies of the traffic management plan

Copies of the Traffic Management Plan, after signature by the relevant persons nominated in the plan, shall be forwarded to the following authorities as a reference should there be any need for contact, such as in the case of an emergency.

- Byron Bay Police Force,
- The Byron Bay Ambulance Service,
- The Rural Fire Service & Fire and Rescue NSW, and
- Byron Shire Council.

7.0 Audit checklist

Any Traffic Controllers shall complete the TCP Audit Check list as included in this report, before the start of the Event and immediately prior to the closure of the Event. The aim of this audit is to ensure that all the requirements of the TCP have been in place for the full duration of the event.

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AUDIT CHECKLIST				
Date:		Time:		Auditor:
Office/Company:			Site Supervisor:	
Location:				
Nature of Activity:				
Duration of Activity:				
Road Configuration:				
1	Provision for Activity	YES	NO	N/A
1.1	Has an approved TCP been provided			
2	Implementation			
2.1	Are all signs & devices installed in accordance with TCP?			
2.2	Are there any contradictory, distracting or superfluous signs or markings?			
2.3	Are signs suitably placed with regard to:			
2.3.1	Sight distance			
2.3.2	Motorists approaching at high speed			
2.3.3	Queue lengths			
2.3.4	Visibility, shade, light glare?			
2.4	Are all signs displayed appropriate for the current conditions?			
2.5	Are there any damaged or defective signs?			
2.6	Have the needs of pedestrians been considered?			
2.7	Have the needs of cyclists been considered?			
2.8	Are safety barriers required?			
2.9	Are safety barriers installed correctly?			
2.10	Has access to the site been provided?			
3	Documentation Sighted			
3.1	TCP, including details & modifications			
3.2	Direction to Restrict (DTR)			
3.3	Traffic controllers certification			
4	Has the Signage been covered for non RTA Controllers operation as specified on the TC Plan			
Comments/Findings				
Recommendations/Corrective Action				
Auditor (signed)		Site Supervisor:		

8.0 Responsible organisations contact persons and signatures

The following persons have read and understand this Traffic Management Plan prepared for '*Festival of the Stone*' event June 2017, to be conducted at Stone and Wood Brewery, Boronia Place, Byron Bay, and will implement this plan.

Traffic Control Supervisor:

Name of responsible person who can be contacted on the following phone numbers:

Name:

Signature:

Phone:

Mobile Phone:

Event Site Manager:

Name of responsible person who can be contacted on the following phone numbers:

Name:

Signature:

Phone:

Mobile Phone:

Event Promoter:

Name of responsible person who can be contacted on the following phone numbers:

Name:

Signature:

Phone:

Mobile Phone:

REFERENCES

Traffic Control at Worksites, Roads and Traffic Authority NSW, version 4.0, June 2010

Guide to Traffic and Transport Management for Special Events, RTA Transport Management Centre, August 2006

APPENDIX A – Traffic Control Plan

Traffic Control Plans to be provided by qualified person prior to event, including a contingency TCP.

The site plan illustrates the layout of the 2019 WorldSkills Competition Venue. Key features include:

- Entrances and Gates:** FRONT GATE A, FRONT GATE B, and GATE A (EMERGENCY EXIT).
- Internal Areas:** ADJACENT FACTORY (30m x 30m), 2 STOREY FACTORY (660m²), BREWERY, FIRST AID & EVENT OFFICE, BAR 2, KIDS ZONE, MERCH AREA, and various numbered zones (1-18).
- Facilities:** TOILETS, ATM, and a 10x18m area.
- External Features:** SHUTTLE BUS & TAXI DROP OFF POINT, BANKSIA DRIVE CARPARK, BORONIA PLACE, and a 10m unit area.
- Security and Control:** TICKET PURCHASE, GUEST LIST, PREPAID TICKETS, and various search points (BAG SEARCH, TICKET SCAN, ID CHECK, WRIST BAND).
- Orientation:** NORTH arrow pointing right.
- Dimensions:** 45m, 30m, 12.0m, 6.0m, 4.8m.
- Muster Points:** MUSTER POINT 1 and MUSTER POINT 2 are marked with red circles and arrows.

SITE PLAN PROPOSED LAYOUT

18264 TIA FOTS 2018 RevA

CONTINUATION OF ADVANCE
SIGNS SEE SHEET TCP02

NOTES:

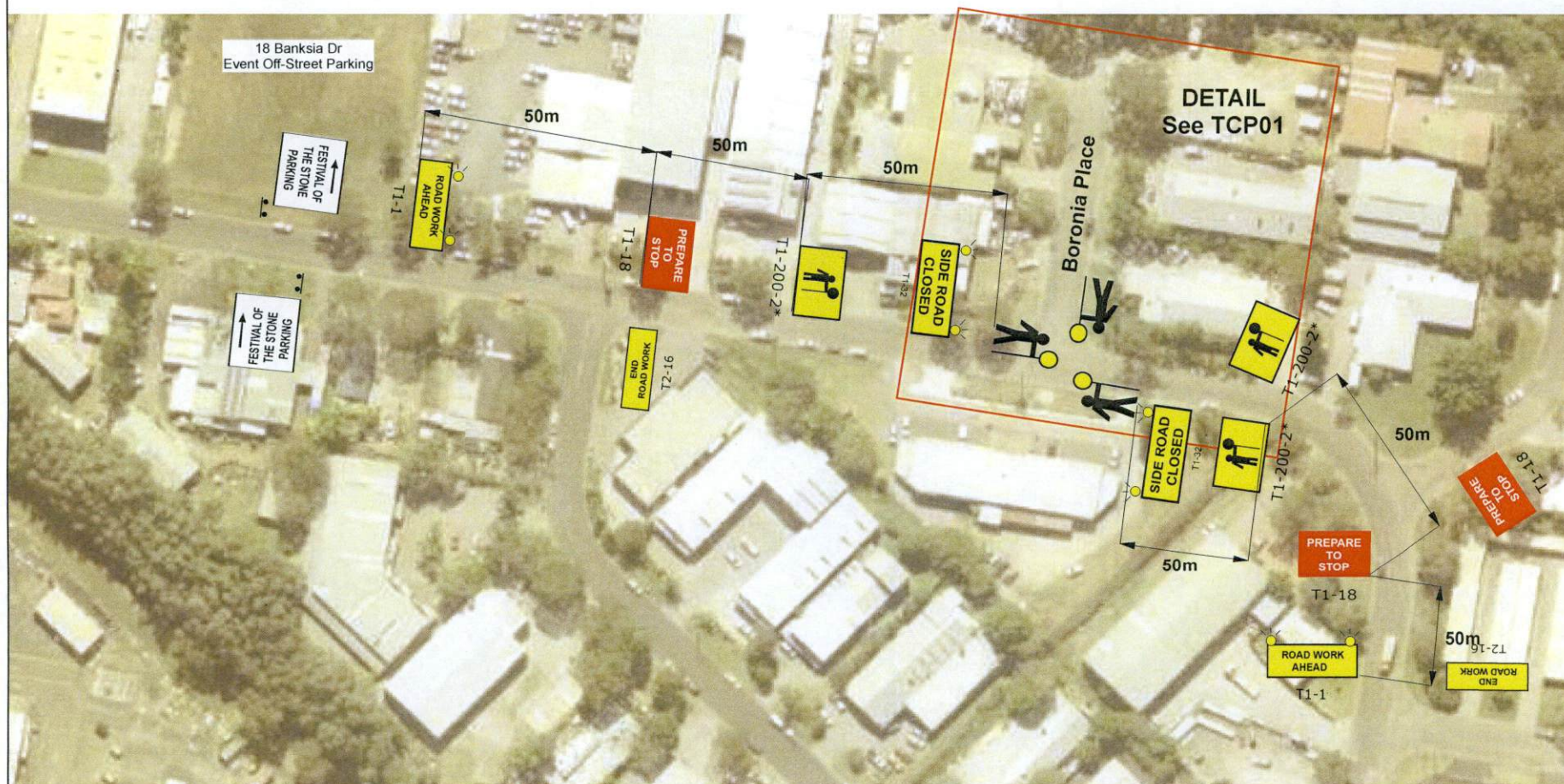
1. This TCP will require 3 traffic controllers to be available on-site at all times to be implemented when required
2. When Traffic Controllers are absent T1-200-2* and T1-18 Signs shall be covered
3. Spacing of Advance Warning Signs in Boronia Place can be reduced in accordance with Table 4.2 AS1742.3
4. TCP shall be implemented by RMS qualified traffic controllers
5. This TCP is a "Partial Road Closure", with access available to all Boronia Place properties

TABLE 4.2
VALUE OF DIMENSION D

Speed of traffic km/h	Dimension D m
45 or less	0 to 5
46 to 55	15
56 to 65	45
Greater than 65	Equal to speed of traffic, in km/h



Rev	Revision Description	BY	DATE	THIS DRAWING IS CONFIDENTIAL AND IS THE PROPERTY OF GREG ALDERSON AND ASSOCIATES. IT MUST NOT BE DISCLOSED TO A THIRD PARTY, REPRODUCED, COPIED, OR LENT WITHOUT THE WRITTEN CONSENT OF THE PROPRIETOR.	GREG ALDERSON & ASSOCIATES ABN 58 594 160 789 43 Main Street Clunes NSW 2480 Ph: 02 6629 1552 Email: office@aldersonassociates.com.au www.aldersonassociates.com.au	Client STONE WOOD	Title DURING EVENT - INCLUDING CONTINGENCY T.C.'S Project FESTIVAL OF THE STONE 2018	ISSUE FOR APPROVAL			
0	ISSUE FOR APPROVAL	HK	05/03/18					Drawn HK	Scale NTS	Issued Hayden Kress, BE (Civil) RMS Prepare a Work Zone TMP Card No. 004/1731523 Expiry: 30/05/2020	Revision 0
				DO NOT SCALE DRAWINGS				Job Number: 18264	Drawing Number: 18264-TCP01		



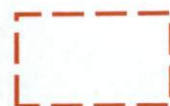
NOTES:

1. This TCP to be implemented by RMS qualified traffic controllers
2. This TCP will require 3 traffic controllers to be available on-site at all times

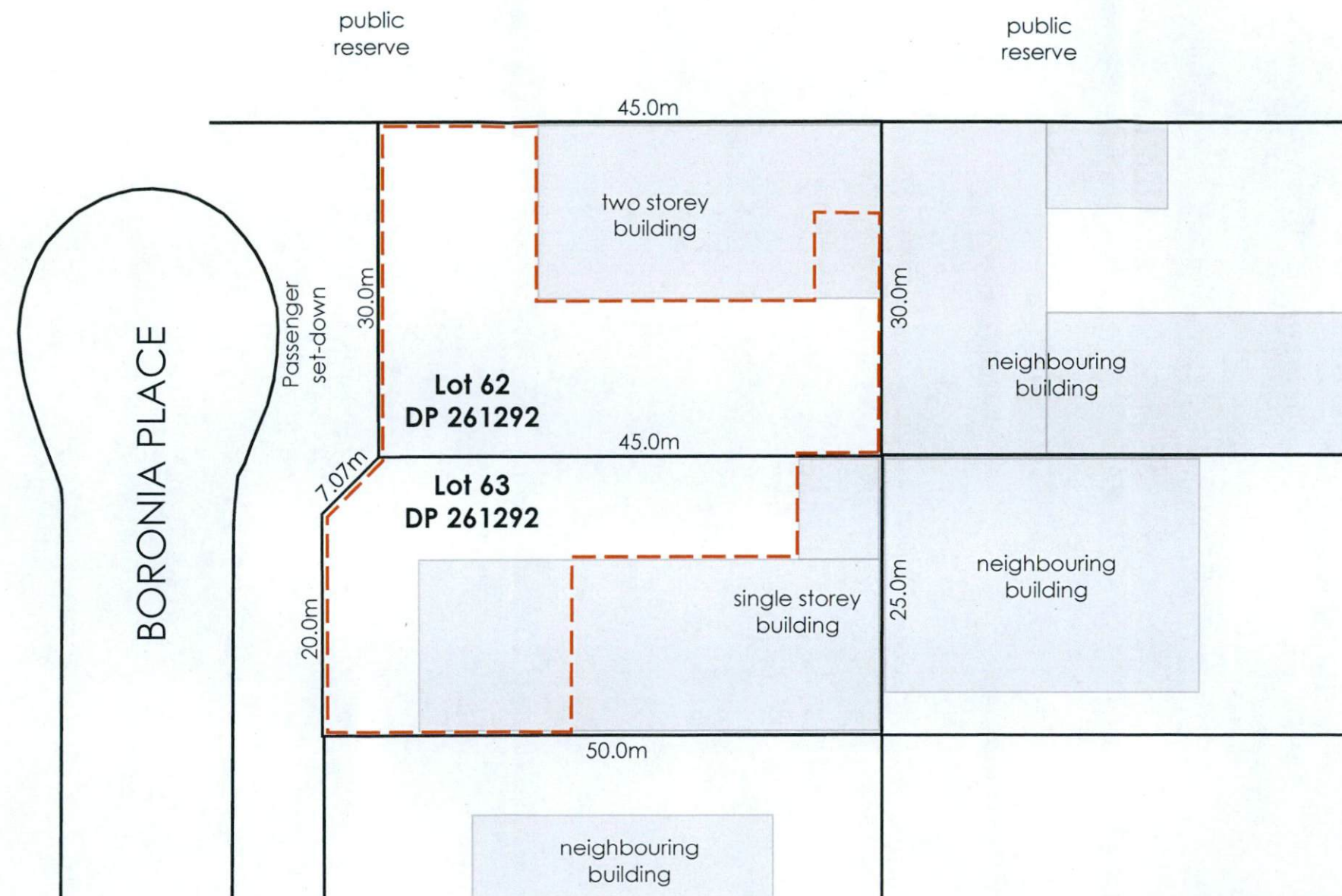


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0	ISSUE FOR APPROVAL	HK	05/03/18					Drawn	Scale	Issued		
								HK	NTS			
									Original Size	Hayden Kress, BE (Civil)		
									A3	RMS Prepare a Work Zone IMP		
				DO NOT SCALE DRAWINGS				Card No. 0041737523	0			
							Job Number:	Drawing Number:	Expiry: 30/05/2020			
							18264	18264 - TCP02				

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										Original Size	BMS Prepare a Work Zone TMP		
										A3	Card No: 004733523		
									Job Number	Drawing Number	Expiry: 30/05/2020		
				18764	18764 - T.CP03				0				



PROPOSED EVENT AREA
REFER TO DETAILED PLAN



Scale 1:500 @ A3

SITE PLAN OF PROPOSED TEMPORARY EVENT

PLAN No. DA-01
Lots 62 & 63 DP 261292
Nos. 4-6 Boronia Place, Byron Bay

JOE DAVIDSON
TOWN PLANNING

20 April 2017

P - Power
 SO - Staff Only
 W - Water
 DA - Disable Access
 WS - Water Service Point
 ST - Staff Toilets

FIRE SAFETY

F - A:B (E) Class
 B - Fire Blanket
 FH - Fire Hose Reel
 FA - Fire Alarm
 Co2 - Carbon Dioxide

AREA & FOOTPRINT SIZE

- 1 - Cool Room
- 2 - BONNIE 5m x 3m
- 3 - Food Truck 3.5m x 3.5m
- 4 - Non Alc Drinks 2m x 2m
- 5 - Food Truck 2m x 3m
- 6 - Covered Stage 8m x 6m
- 7 - Food Truck 4m x 4m
- 8 - Clyde 5m x 5m
- 9 - Food Truck 9 x 6m
- 10 - Front of House
- 11 - BAY FM 5m x 3m
- 12 - Pop Up 4m x 3m
- 13 - Food Truck 6m x 4m
- 14 - Cool Room
- 15 - Toilets 14 stalls 10m x 6m
- 16 - Artist Green Room
- 17 - Production office
- 18 - Smoking Area

FESTOON
 LIGHTS

STAFF WASTE

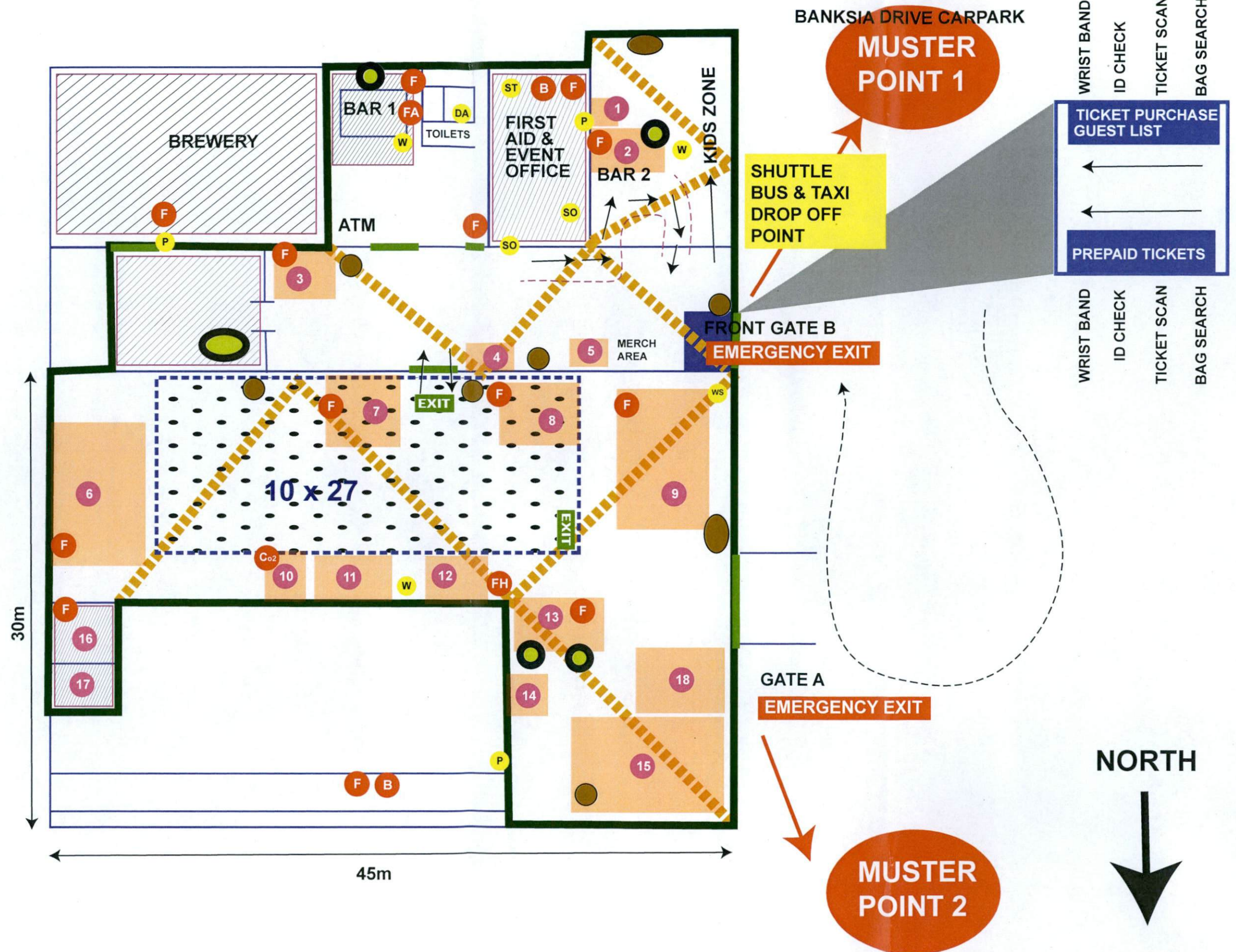
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WET
 WEATHER
 MARQUEE

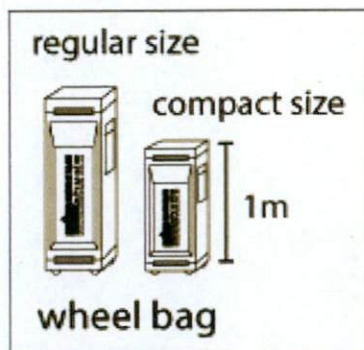
DOORS / GATES

TEMP FENCE

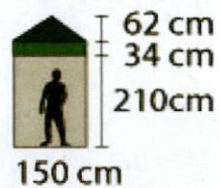
STAFF
 ONLY



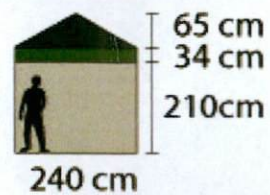
SITE PLAN PROPOSED LAYOUT



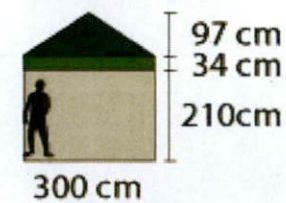
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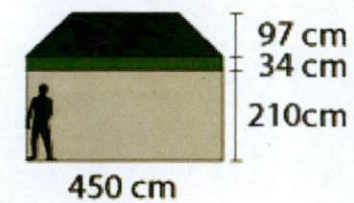
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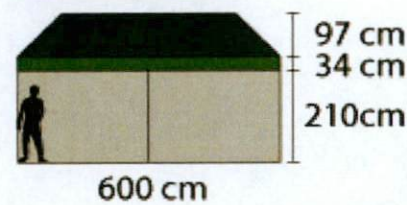
3 x 3 m



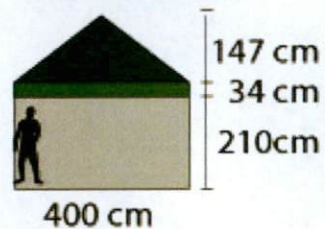
3 x 4.5 m



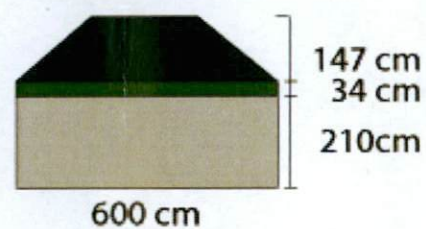
3 x 6 m



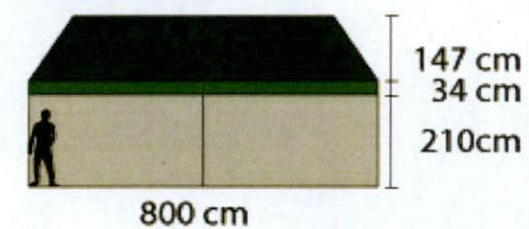
4 x 4 m



4 x 6 m



4 x 8 m



INDICATIVE TEMPORARY STRUCTURES DETAILS FOR PROPOSED EVENT



EVENT WASTE MANAGEMENT PLAN

Guidelines for event organisers

Byron Shire Council

70-90 Station Street
Mullumbimby NSW 2482
PO Box 219
Mullumbimby NSW 2482
council@byron.nsw.gov.au
02 6626 7000

INTRODUCTION

Your event waste management plan helps to identify what kinds and how much waste your event will generate and how you plan to collect and remove that waste.

Waste should be avoided and reusable materials used where possible. Where waste is unavoidable, recyclable materials should be utilised along with appropriate collection systems and waste services.

An event waste management plan is required by Council where:

- ♦ A Development Application is required for the event
- ♦ It is requested by Council
- ♦ 100 patrons or more are expected and food and/or alcohol are served.

The event waste management plan must be submitted to the Events and Grants Officer prior to an event permit or licence being issued. Council strongly encourages event organisers to contact Solo Resource Recovery on (02) 6687 0455 to aid in the development of this event waste management plan.

The waste management plan will be assessed by Council's Resource Recovery division, in conjunction with Council's collection contractor, Solo Resource Recovery. This may result in approval, recommendations to alter the plan and/or the insertion of conditions into the event permit or licence.

EVENT WASTE COLLECTION CHARGES

Council arranges provision of 240L waste, organics and recycling bins and services as set out below.

Delivery of bin, one collection service/pickup and removal of landfill (red) bin	\$35.00 per bin
Delivery of bin, one collection service/pickup and removal of recycle (yellow) bin	\$25.00 per bin
Delivery of bin, one collection service/pickup and removal of food & organics (green) bin	\$25.00 per bin
Additional service/pickup of waste, recycling or food & organics bin (per service)	\$10.00 per bin

All prices include daytime delivery, pickup and servicing. If your event requires services outside the hours of 7 a.m. to 4.30 p.m., extra charges will apply and can be quoted before the event.

Event organisers can also arrange waste and recycling services through an external provider who will invoice the event organisers directly for bins and skips. They will generally be able to provide information to assist in the completion of the event waste management plan.

HOW DO I SUBMIT THE EVENT WASTE MANAGEMENT PLAN?

Where required, an event waste management plan must be submitted to the Events and Grants Officer prior to an event permit or licence being issued.

The event waste management plan can be emailed to council@byron.nsw.gov.au or faxed to 02 6684 3018, Attention Events and Grants Officer.



HOW DO I CALCULATE HOW MANY BINS ARE REQUIRED?

In general, expect a minimum of one litre of waste per person per meal. However, this may vary depending on catering, alcohol availability, number of profile of attendees as well as the waste management minimisation strategies utilised.

As an example:

- ♦ 1,000 people x 2 meal times = 2,000 litres of estimated waste
- ♦ Divide 2,000 by 240 litres (a standard bin) = 8 bins = 4 bin stations of 1 waste and 1 recycle bin each
- ♦ Less bin stations may be utilised if bins are emptied often, especially those bins near food and beverages.

FOOD & ORGANICS (GREEN BIN)	RECYCLING (YELLOW BIN)	LANDFILL (RED BIN)
All food scraps including: <ul style="list-style-type: none"> ♦ Bread ♦ Citrus ♦ Dairy ♦ Fruit ♦ Meat ♦ Seafood ♦ Vegetables Cardboard (soiled) Coffee grounds Compostable coffee cups Compostable cutlery Flowers Garden cuttings Paper (soiled) Paper towel (soiled) Pizza boxes Teabags Tissues (soiled)	Aluminium foil wrap (clean) Aluminium foil trays (clean) Biscuit trays Bottles (milk) Bottles (drink) Cans (aerosol) Cans (food) Cans (drink) Cardboard boxes Cartons (milk) Cartons (juice) Coffee cup lids Coffee tins Cups (plastic) Cutlery (plastic) Jars (with lids) Magazines Mirror glass Newspapers Paper cups Plastic milk bottles Plastic wine glasses Pyrex Tetra packs Yoghurt Containers	Baby food pouches Broken toys Ceramics Cigarette butts Cling wrap Coffee pods Drinking straws Foil food bags Laminated paper and stickers Plastic bags Light bulbs Nappies Polystyrene food containers Polystyrene coffee and drink cups Soft plastics Soiled foil wrap Soiled foil trays String or twine Wipes



WHAT WASTE MANAGEMENT STRATEGIES MUST BE IN PLACE FOR EVENTS?

When hosting an event, these are the minimum requirements you must meet:

- ♦ Avoid packaging.
- ♦ Minimise giveaways.
- ♦ Utilise reusable or recyclable items for food and beverages.
- ♦ Provide highly visible, clearly labelled waste and recycling bins.
- ♦ Empty bins before they are full.
- ♦ Safely store, use and dispose of potentially polluting substances.
- ♦ Store used wastewater in a sealed container and remove for off-site disposal. Wastewater is not permitted to be disposed of via the stormwater drain.
- ♦ Arrange bins consistently throughout the site, with a recycling bin always next to a waste bin.
- ♦ Locate bin stations near to where food and beverages will be consumed, at entry/exit points, close to toilets/facilities and at the intersection of pathways. Consider the access needs of children, people with disabilities, service providers and contractors.
- ♦ Position bins at a maximum of 14 metres apart and make them visible.
- ♦ Identify a bin collection point and bin transfer routes to the collection point.
- ♦ Utilise bin monitors to encourage appropriate bin use.
- ♦ Provide food & organics bins for the use of food stallholders to be used back of house.
- ♦ Decide on your contamination management plan for ensuring waste is sorted into the correct bins.

HOW DO I CALCULATE HOW MANY BINS ARE REQUIRED?

In general, expect a minimum of one litre of waste per person per meal. However, this may vary depending on catering, alcohol availability, number of profile of attendees as well as the waste management minimisation strategies utilised.

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- ♦ Less bin stations may be utilised if bins are emptied often, especially those bins near food and beverages.

WHAT INFORMATION NEEDS TO BE INCLUDED IN THE EVENT WASTE MANAGEMENT PLAN?

To complete the event waste management plan you need to:

1. Provide the event's name, date(s), time and anticipated number of attendees.
2. Provide the names, roles/positions and phone numbers of key event contacts for waste management.
3. Note whether the event will have on-site or off-site food preparation, alcohol or other beverages available. Outline the mealtimes covered by the event.
4. List the activities that will occur at the event and any waste that will be generated, e.g. balloon giveaways.
5. List the activities or stalls onsite at the event that will generate any type of waste. Include the products they will sell and the waste materials generated; an indication of what is recyclable, how much will be generated and when.
6. Provide details of the number of bin stations (waste plus recycle bin) required for the public and for back of house, including food & organics bins for stallholders, etc.
Provide the name of the proposed waste service provider for the event and attach your agreement with the service provider; where and when the bins will be delivered, and when they will be removed off site; any other waste facilities required and provided for.
7. Attach an event site map to the waste management plan highlighting the location of bin stations and bin transfer routes to a collection point.
8. List what actions will be carried out to promote appropriate disposal of waste and recycling before and during the event, such as PA announcements that bins are available.
9. List the actions to be completed before the event, indicating who is responsible for this task.
10. List the actions to be completed during the event, indicating who is responsible for this task.
11. List items requiring action after the event with the name of the person responsible.



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EVENT WASTE MANAGEMENT PLAN

1	EVENT DETAILS
Name of event	Festival of the Stone, Byron Bay
Event Date(s) and time	Sat 9 June, 2018
Anticipated crowd size	1000 pax

2	CONTACTS FOR WASTE MANAGEMENT	
NAME	ROLE/POSITION	PHONE/MOBILE
Sally Gilbert	Events Manager, Stone & Wood	0420 719 849

3	CATERING AND MEAL TIMES						
TYPE OF CATERING	<input checked="" type="checkbox"/> ON-SITE <input type="checkbox"/> OFF-SITE						
ALCOHOL AVAILABLE	<input checked="" type="checkbox"/> ON-SITE <input type="checkbox"/> OFF-SITE						
BEVERAGES AVAILABLE	<input checked="" type="checkbox"/> ON-SITE <input type="checkbox"/> OFF-SITE						
MEAL TIMES DURING EVENT	<table><tr><td>DAY 1</td><td><input type="checkbox"/> BREAKFAST <input type="checkbox"/> LUNCH <input type="checkbox"/> DINNER <input type="checkbox"/> MORNING TEA <input checked="" type="checkbox"/> AFTERNOON TEA <input checked="" type="checkbox"/> PRE-DINNER DRINKS</td></tr><tr><td>DAY 2</td><td><input type="checkbox"/> BREAKFAST <input type="checkbox"/> LUNCH <input type="checkbox"/> DINNER <input type="checkbox"/> MORNING TEA <input type="checkbox"/> AFTERNOON TEA <input type="checkbox"/> PRE-DINNER DRINKS</td></tr><tr><td>DAY 3</td><td><input type="checkbox"/> BREAKFAST <input type="checkbox"/> LUNCH <input type="checkbox"/> DINNER <input type="checkbox"/> MORNING TEA <input type="checkbox"/> AFTERNOON TEA <input type="checkbox"/> PRE-DINNER DRINKS</td></tr></table>	DAY 1	<input type="checkbox"/> BREAKFAST <input type="checkbox"/> LUNCH <input type="checkbox"/> DINNER <input type="checkbox"/> MORNING TEA <input checked="" type="checkbox"/> AFTERNOON TEA <input checked="" type="checkbox"/> PRE-DINNER DRINKS	DAY 2	<input type="checkbox"/> BREAKFAST <input type="checkbox"/> LUNCH <input type="checkbox"/> DINNER <input type="checkbox"/> MORNING TEA <input type="checkbox"/> AFTERNOON TEA <input type="checkbox"/> PRE-DINNER DRINKS	DAY 3	<input type="checkbox"/> BREAKFAST <input type="checkbox"/> LUNCH <input type="checkbox"/> DINNER <input type="checkbox"/> MORNING TEA <input type="checkbox"/> AFTERNOON TEA <input type="checkbox"/> PRE-DINNER DRINKS
DAY 1	<input type="checkbox"/> BREAKFAST <input type="checkbox"/> LUNCH <input type="checkbox"/> DINNER <input type="checkbox"/> MORNING TEA <input checked="" type="checkbox"/> AFTERNOON TEA <input checked="" type="checkbox"/> PRE-DINNER DRINKS						
DAY 2	<input type="checkbox"/> BREAKFAST <input type="checkbox"/> LUNCH <input type="checkbox"/> DINNER <input type="checkbox"/> MORNING TEA <input type="checkbox"/> AFTERNOON TEA <input type="checkbox"/> PRE-DINNER DRINKS						
DAY 3	<input type="checkbox"/> BREAKFAST <input type="checkbox"/> LUNCH <input type="checkbox"/> DINNER <input type="checkbox"/> MORNING TEA <input type="checkbox"/> AFTERNOON TEA <input type="checkbox"/> PRE-DINNER DRINKS						

4	WASTE GENERATED BY ACTIVITIES
e.g. novelty stores	Cardboard boxes
Food Trucks	Cardboard boxes, napkins, bio knives & forks
Bars	Biocups



EVENT WASTE MANAGEMENT PLAN

5 STALLHOLDER OR BACK OF HOUSE WASTE					
ACTIVITY/ STALL	PRODUCT: FOOD OR DRINK TYPE	MATERIALS GENERATED	RECYCLABLE?	HOW MUCH?	WHEN?
Hamburger stall	Hamburgers, hot chips	Cardboard Oil Plastic wrap	Yes No No	6m ³ 60L	Before During

6 BIN STATIONS	
How many bin stations are required for the public (front of house)?	
What bins are required back of house?	
Name of event waste services provider (attach agreement)	
When bins will be delivered and where to	
Frequency of services (i.e. number of times per day/night)	
When bins will be taken away	
Other waste facilities required (liquids)	
Bin Contamination Plan	Attach plan for reducing contamination of recycling bins and food & organics bins



EVENT WASTE MANAGEMENT PLAN

7 BIN STATION LOCATIONS

Attach map(s) of bin station locations

8 PROMOTION OF WASTE SYSTEM & HANDLING

ACTION	WHO	DONE
e.g. educate stallholders of waste system		

9 BEFORE THE EVENT

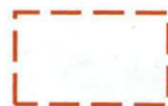
ACTION	WHO	DONE
e.g. set up bin stations at pre-determined locations	Contractor	

10 DURING THE EVENT

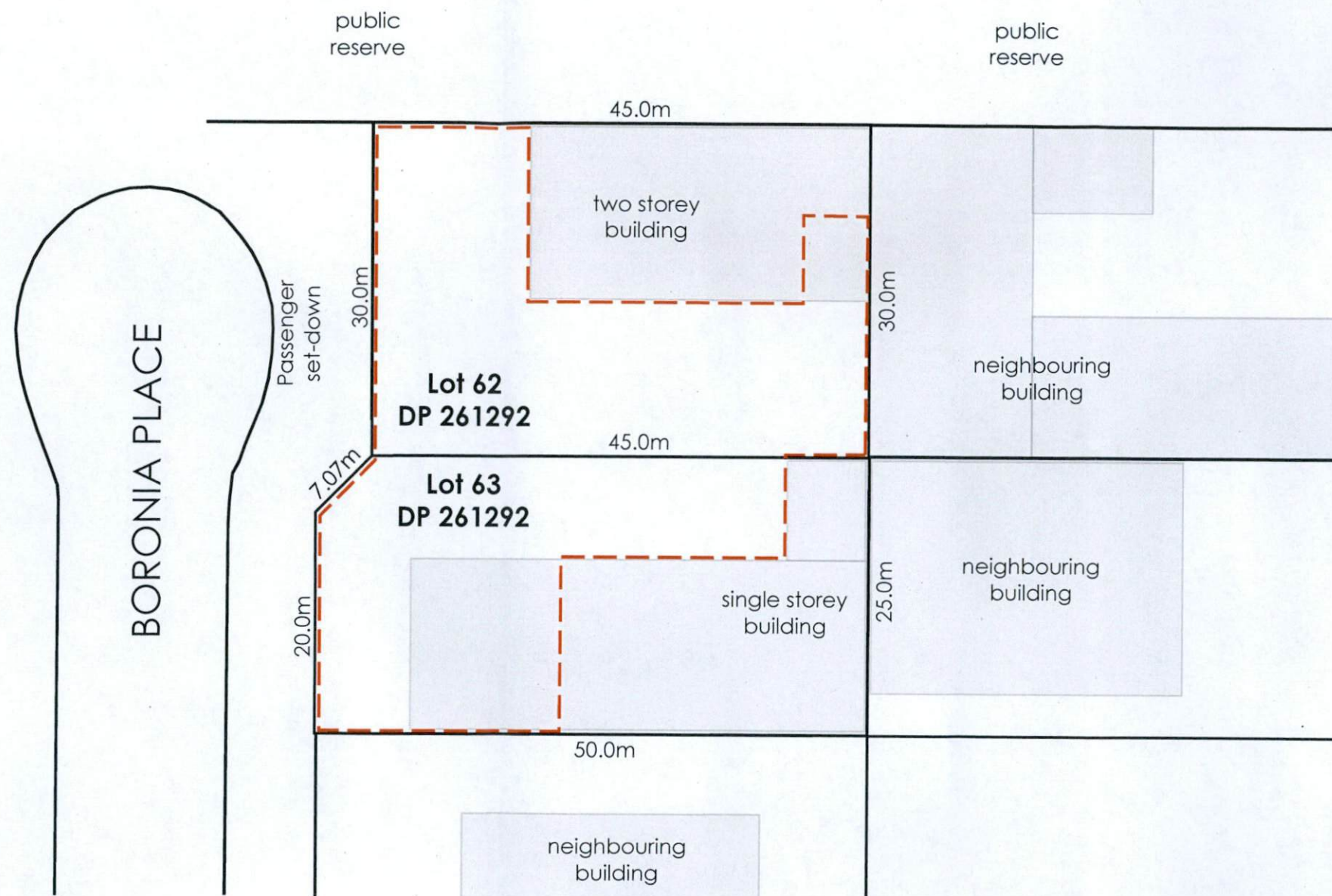
ACTION	WHO	DONE
e.g. monitor bin set up and capacity	Committee member	

11 AFTER THE EVENT

ACTION	WHO	DONE
e.g. picking up litter, cleaning up site	Event personnel	



PROPOSED EVENT AREA
REFER TO DETAILED PLAN



Scale 1:500 @ A3

SITE PLAN OF PROPOSED TEMPORARY EVENT

PLAN No. DA-01
Lots 62 & 63 DP 261292
Nos. 4-6 Boronia Place, Byron Bay

JOE DAVIDSON
TOWN PLANNING

20 April 2017

P - Power
 SO - Staff Only
 W - Water
 DA - Disable Access
 WS - Water Service Point
 ST - Staff Toilets

FIRE SAFETY

F - A:B (E) Class
 B - Fire Blanket
 FH - Fire Hose Reel
 FA - Fire Alarm
 Co2 - Carbon Dioxide

AREA & FOOTPRINT SIZE

- 1 - Cool Room
- 2 - BONNIE 5m x 3m
- 3 - Food Truck 3.5m x 3.5m
- 4 - Non Alc Drinks 2m x 2m
- 5 - Food Truck 2m x 3m
- 6 - Covered Stage 8m x 6m
- 7 - Food Truck 4m x 4m
- 8 - Clyde 5m x 5m
- 9 - Food Truck 9 x 6m
- 10 - Front of House
- 11 - BAY FM 5m x 3m
- 12 - Pop Up 4m x 3m
- 13 - Food Truck 6m x 4m
- 14 - Cool Room
- 15 - Toilets 14 stalls 10m x 6m
- 16 - Artist Green Room
- 17 - Production office
- 18 - Smoking Area

FESTOON
 LIGHTS

STAFF WASTE

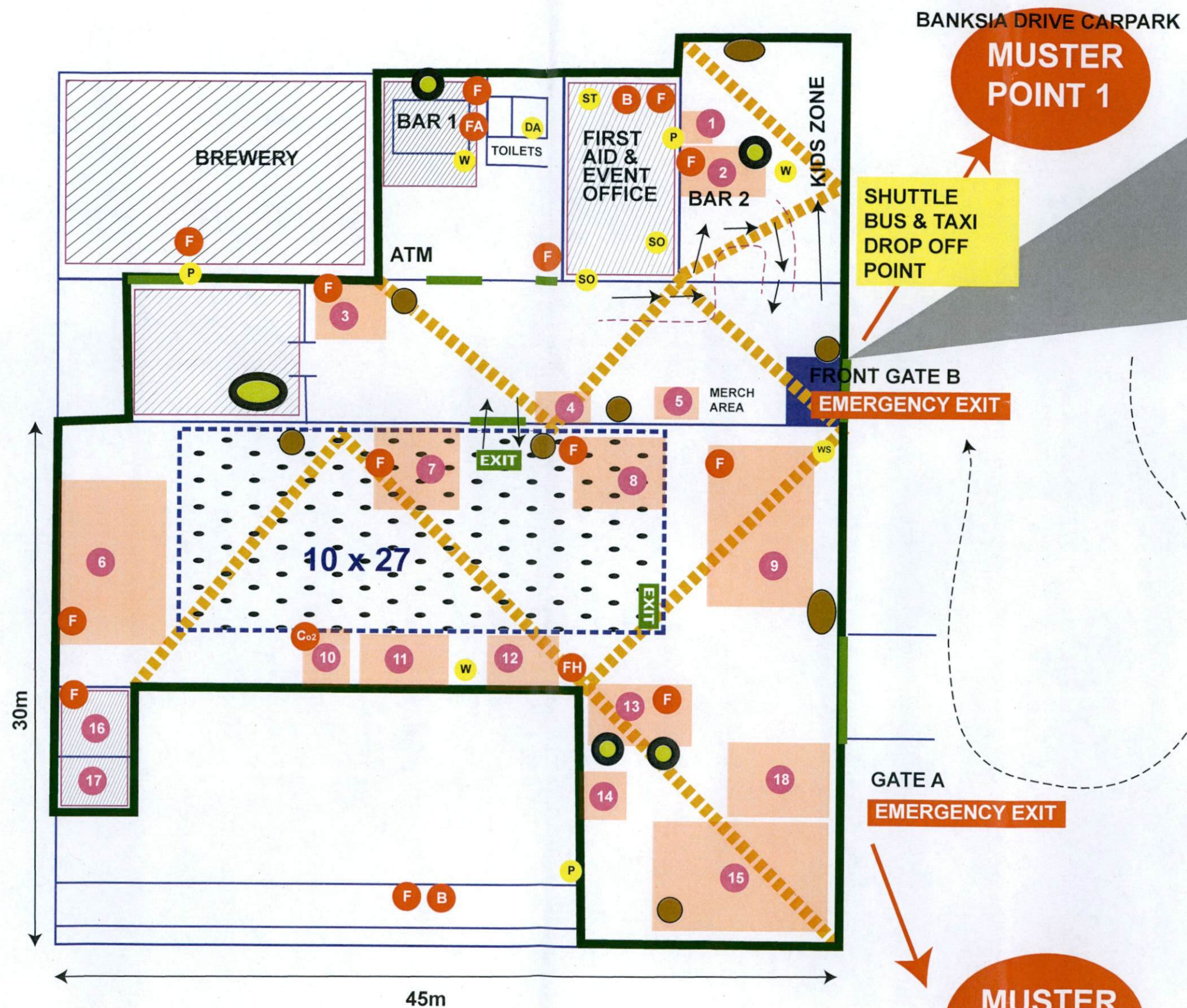
BIN STATION

WET
WEATHER
MARQUEE

DOORS / GATES

TEMP FENCE

STAFF
ONLY



SITE PLAN PROPOSED LAYOUT

BANKSIA DRIVE CARPARK

MUSTER
POINT 1

SHUTTLE
BUS & TAXI
DROP OFF
POINT

FRONT GATE B
EMERGENCY EXIT

GATE A
EMERGENCY EXIT

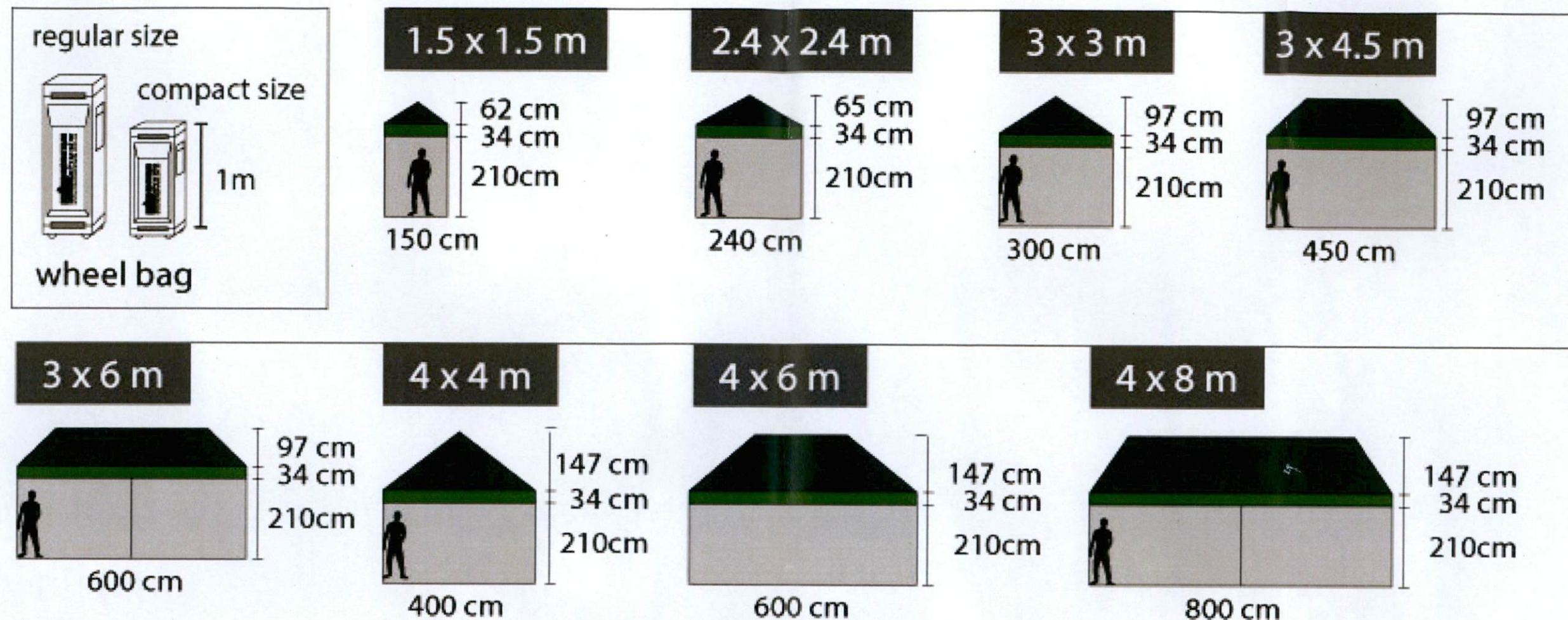
MUSTER
POINT 2

WRIST BAND
 ID CHECK
 TICKET SCAN
 BAG SEARCH

TICKET PURCHASE
GUEST LIST

PREPAID TICKETS

WRIST BAND
 ID CHECK
 TICKET SCAN
 BAG SEARCH



INDICATIVE TEMPORARY STRUCTURES DETAILS FOR PROPOSED EVENT