

Plan of Management

For the operation of a community rowing facility on Iron Cove

Leichhardt Park Lilyfield

COMMUNITY ROWING CLUB INC. INC.

3 February 2025

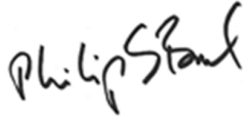
Version F



Certification

This Plan of Management (PoM) has been prepared to address the requirements of the Environmental Planning and Assessment Act and its Regulations.

This PoM is prepared in good faith to accurately assist the management of the proposed development, and its environmental effects and can be relied on.



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Date: 3/02/2025



Documents Control

Rev	Description	DATE	AUTHOR	CHECKED
A	Prepare pro-forma for client review	31/08/2023	PSB	PSB
B	Finalise for DA lodgement	04/10/2023	LJ	PSB
C	Update IWC RFIs	31/07/024	LJ	PSB
D	Panel, deferral issues of 11/11/2024		LJ	
E	Further Updates following meeting with Council in Dec 2024	16/12/2024	LJ	
F	Further Updates following meeting with Council in Jan 2025	03/02/2025	LJ	PSB

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1. SUMMARY

This Plan of Management (PoM) provides directions and controls on the use and management of a Community Rowing Club Inc. situated on the foreshore of Iron Cove within Leichhardt Park, near to the Maliyawul Street Entrance, to be operated by Community Rowing Club Inc. Inc.

These management measures are to be adhered to in the operation of the Community Rowing Club Inc. to ensure compliance with the conditions of the Development Consent and health and amenity requirements for both the occupants and surrounding neighbourhood.

The community rowing facility will operate in accordance with the terms of this PoM as well as the conditions of development consent **under DA No. DA/2023/1125 TBC.**

A copy of this PoM is to be retained on Council's Development Application (DA), Construction Certificate and Property File.

The premises will be covered by all relevant legislation, including:

NSW State Legislation

- *Associations Incorporation Act 2009*
- *Charitable Fundraising Act 1991*
- *Fair Trading Act 1987*
- *Occupational Health and Safety Act 2000*
- *Smoke-free Environment Act 2000*
- *Food Act 2003*
- *Anti-Discrimination Act 1977*

Commonwealth Legislation

- *Corporations Act 2001*
- *Privacy Act 1988*
- *Trade Practices Act 1974*
- *Income Tax Assessment Act 1997*
- *A New Tax System Act 1999*
- *Fair Work Act 2009*
- *Sex Discrimination Act 1984*
- *Disability Discrimination Act 1992*

Council will be provided with a copy of the modified PoM on approval of the DA.

2. MANAGEMENT OF USE

2.1 THE ROWING CLUB

The location of the proposed boatshed is on the foreshore of Leichhardt Park. The structure of the boatshed sits beyond the mean high water mark and is joined to the foreshore of Leichhardt Park by way of a public access staging platform, leading to boat pontoon. The pontoon is to be used by both club members and the public alike.

See site plan and pontoon plan below.

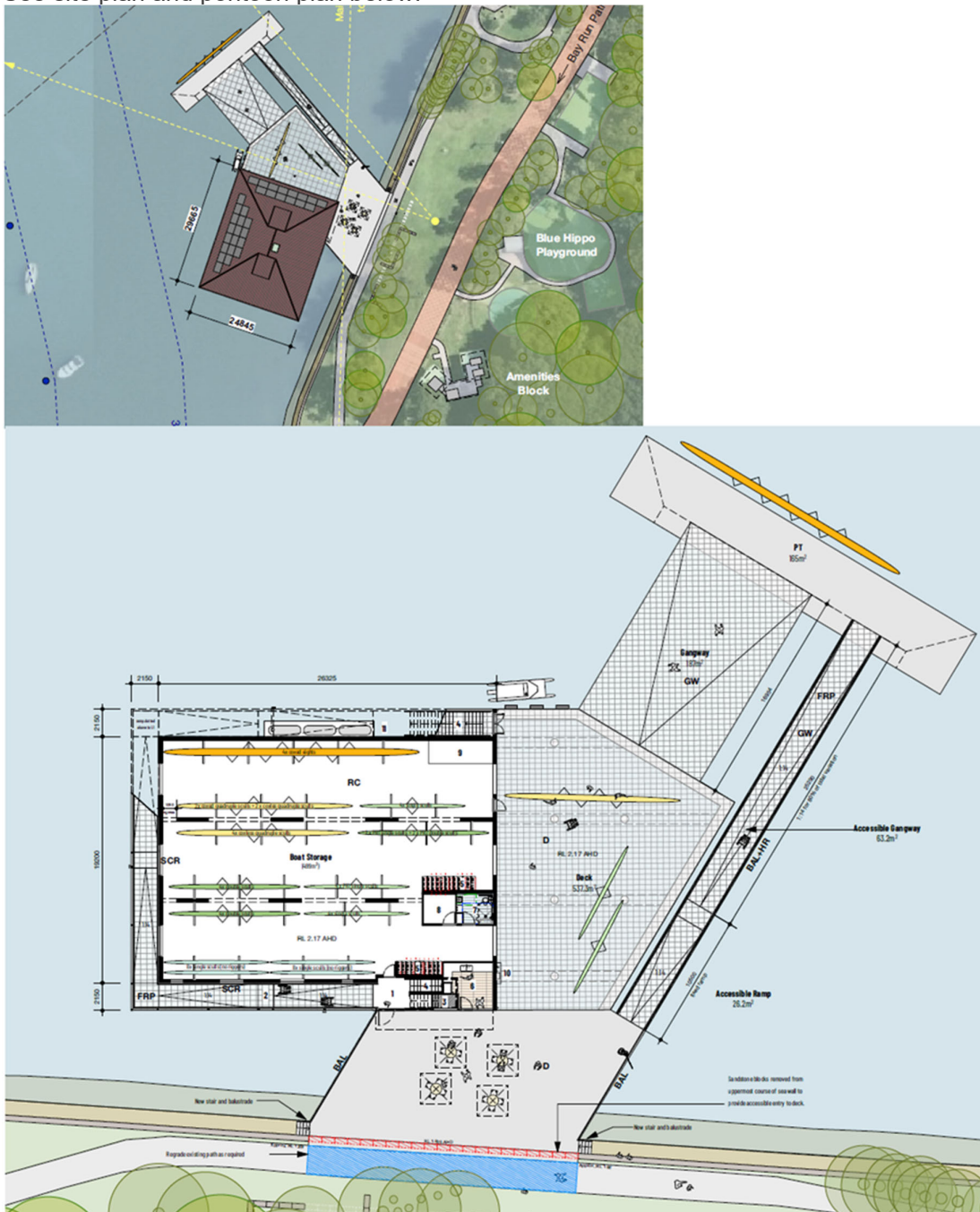


Figure 1: Site, pontoon and ground floor boat shed plan, Hill Thalys

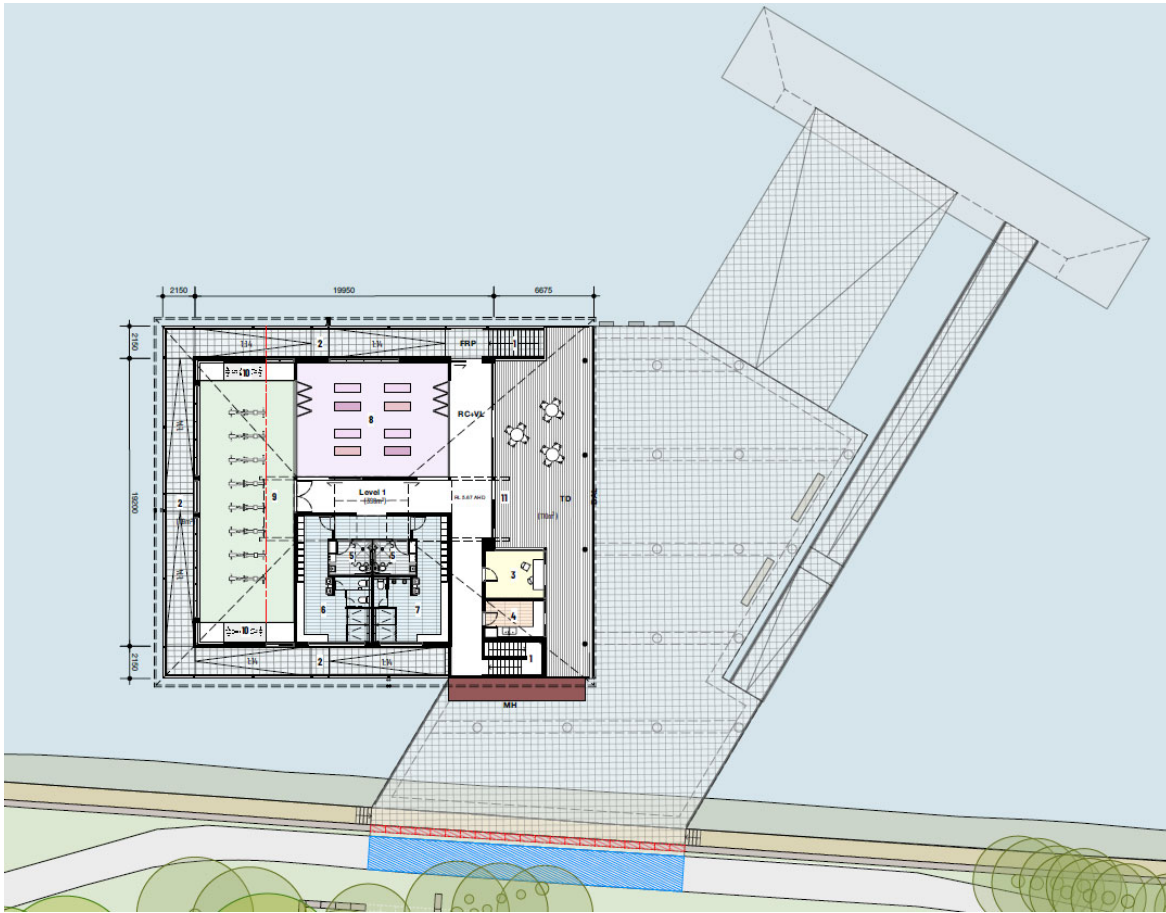


Figure 2: First floor boat shed plan, Hill Thalys

Membership categories: The Club shall offer diverse and inclusive membership categories to cater to various age groups and demographics. The Club will maintain a membership registration process with clear documentation and renewal procedures as set out in the Club Constitution. The maximum capacity of the club is 200 active members (rowing members).

The club is an association incorporated under the *Associations Incorporation Act 2009* (NSW) and is governed by a constitution which relevantly provides that its objects include to conduct, encourage, promote, advance and administer the Sport throughout the Local area with a particular emphasis on promoting opportunities and accessibility of the Sport for:

- (i) persons with disabilities, including physical disabilities, intellectual, or other disabilities; and
- (ii) persons identifying as First Nations, Indigenous, or of Aboriginal or Torres Strait Islander descent; and
- (iii) persons who are recognised as having 'refugee' status; and
- (iv) children and young people, with an emphasis on those who do not have sufficient opportunities to participate in the Sport at present; and
- (v) returned service men and women, veterans, and family members of those persons; and
- (vi) other members of the Local area who have an interest in supporting those persons mentioned above;

at all levels of the Sport.

The club is a “not for profit” association, in that its Constitution prohibits the distribution of its assets among its Members.

The club is governed by a Board of Directors, who are empowered by the Constitution to allocate portfolios or titles amongst the members of the Board. At present, those positions include:

- President;
- Patron;
- Treasurer;
- Secretary;
- Boatmaster (Boatman);
- Club Captain; and
- Head Coach.

However, such positions vary from time to time on an operational basis, and may in future include roles such as vice-captain, vice-president, etc.

The roles of each of the Directors is determined by the Board, and the board is empowered to appoint up to two additional directors and to delegate its functions where suitable.

Rowing is ultimately a team sport, where even individual single scullers compete on behalf of a club and a part of a broader community within their chosen club. This team-based focus is present in the structure of the club, which will be used to manage the Club’s broader operations.

Description of Rowing Use

The Regular / Ordinary use of the boatshed is for training for the sport of rowing; however, the design of the boatshed has consciously included the goal of increasing accessibility to Sydney Harbour for members of the public (whether or not members of the club).

Prior to the commencement of training sessions, volunteers (either coaches or crew / squad leaders) open and unlock the shed, manage the launching of small coaching boats, and assist to remove equipment from the shed and place it onto the staging.

When crews are ready to commence training, the boats are carried down to the water and launched from the pontoon. Training on Iron cove is governed by the Marine safety rules and regulations set down by Transport for New South Wales (**TfNSW**), and relevant training guidelines and navigation maps published by Rowing NSW (**RNSW**) in consultation with TfNSW and the local affiliated rowing clubs.

Such regulations include the use of navigation safety aids such as navigation lights, restricts the use of loudhailers prior to 7:00am, and requires vessels to comply with safety standards in the maintenance of equipment and availability of safety kits within coaching launches, together with the use of life jackets.

All training sessions conducted on water from the club will comply with all relevant regulations and policies set by both TfNSW and RNSW, together with any safety standards set by the club in addition to these requirements.

Off-water training is facilitated through the use of the “Rowing Machine Room” on level one of the clubhouse, with such room enclosed through both the ‘wraparound’ access ramp and internal enclosures. Additional stretching sessions, club meetings and community use is provided through the inclusion of a multi-purpose space, which allows small community gatherings. Such space is predominantly for club use but may be leased to community organisations for active use (such as yoga, pilates, aerobics, or circuit training) or passive use (such as meetings of organisations including Rotary, Scouts, or other community groups).

It is anticipated that the shed would be open for on and off water training seven days per week.

The multi-purpose space will be offered for use for community classes, meetings and courses, including for fitness sessions (such as pilates, yoga, aerobics etc) and for meetings such as for community groups (Rotary, Scouts, Lions, etc).

The boatshed further includes a small kiosk on the ground level. The kiosk is designed to provide basic food and drink to the public, with a focus on users of the nearby Blue Hippo Park and the Bay Run. An area of the staging area to be constructed provides additional public space including for patrons of the kiosk.

2.2 CONSISTENCY WITH PLAN OF MANAGEMENT +MASTERPLAN FOR LEICHHARDT PARK

The Leichhardt Park Plan of Management identifies the relevant land adjacent to the proposed boatshed as “General Community Use”. The core objectives for management of community land categorised as general community use are to promote, encourage and provide for the use of the land, and to provide facilities on the land, to meet the current and future needs of the local community and of the wider public—

- (a) in relation to public recreation and the physical, cultural, social and intellectual welfare or development of individual members of the public, and
- (b) in relation to purposes for which a lease, licence or other estate may be granted in respect of the land (other than the provision of public utilities and works associated with or ancillary to public utilities)

The boatshed, being built beyond the mean high-water mark, occupies space that is presently unable to be utilised by patrons of Leichhardt Park for any purpose, let alone the purposes set out above. However, the proposed use of both the boatshed and the publicly accessible staging are fully consistent with the facilitation of public recreation, and the provision of facilities for the physical, cultural, and social welfare and development of members of the public. The use of the multi-purpose community space will also provide facilities to assist in the intellectual welfare and development of individual members of the public.

The provision of a Community Rowing Club Inc. facility is further consistent with the masterplan for Leichhardt Park, which provides for the creation of such a facility in the area indicated by the location of the proposed boat shed, and meeting the objective and performance target set by Council to Provide facilities which cater for a range of ages, abilities and interests, and to ensure that the park and its assets are accessible for all visitors.

Consistent with the Means of Achievement of these Objectives, the facility provides fully accessible facilities and accessible ingress and egress to Iron Cove for passive water recreation users, including rowing members. The facility is available for public use both through the fully accessible public access pontoon, and through the provision of a multi-purpose community space, which the club will ensure is available for use by the wider community, as well as through a kiosk (in a similar manner to the ‘canteens’ commonly seen in other sporting grounds). By locating the structure of the building beyond the mean high-water mark, and constructing the large staging area, the club enhances the use of this area of Leichhardt Park, by increasing the amount of public space available and providing additional facilities for public use.

2.3 MANAGER RESPONSIBILITIES

The Board and Club Captain shall be familiar with and aware of his or her responsibilities under relevant legislation including health and safety legislation. The Committee will manage the property in accordance with the club constitution as well as any and all legislation governing rowing clubs, and will make himself/herself available to members. The Club Captain shall be responsible for the management and keeping of all common areas clean and shall delegate such responsibility to those she/he sees fit. The Committee will deal with complaints appropriately.

2.4 SIGNAGE

Signage, including for fire safety, shall be placed in the property as required by legislation and regulations including the *Environmental Planning and Assessment Regulation 2000* (NSW). Clearly marked signage will be placed to direct members and visitors indicating boat storage areas, caution zones, bathrooms, exits,

2.5 SAFETY AND SECURITY

The Club Captain will ensure legislative safety requirements are adhered to.

Any cases of serious misconduct will be dealt with by the Executive Committee who may require a visitor and/or a member to leave the premises. Examples of serious misconduct include, but are not limited to, drug or alcohol abuse, sexual, racial or religious harassment, theft or violence. Members are to advise the Club Captain and/or a Committee member if another member or visitor is performing illegal acts on the property.

A CCTV system will be installed that covers the area of the staging and pontoon, and external entry points to the clubhouse. Signage will be included to inform visitors that a CCTV system is in use.

2.6 FIRE SAFETY/CERTIFICATION

Fire safety will be maintained with legislation including the *Environmental Planning and Assessment Regulation 2000* (NSW).

2.7 OCCUPATIONAL HEALTH AND SAFETY REQUIREMENTS

The President, Club Captain, and Committee must be aware of their responsibilities under such legislation as the OHS Act 2000, OHS Regulation 2001, Regular OH&S meetings will be conducted on at least a monthly basis by the designated Safety Officer or the Boat Master who will - keep a log of these inspections as well as a record of all maintenance conducted in relation to the building.

3. MANAGEMENT PROCEDURES

3.1 WASTE MANAGEMENT

All waste will be disposed of in accordance with relevant regulations for the management of waste, including for any waste requiring specialised disposal, such as chemicals or materials unsuitable for ordinary rubbish collection.

The club will arrange for collection of bins on allocated days outside of any peak use of Maliyawul Street, during weekdays or prior to 8am on Saturdays.

The club will conduct regular litter patrols (at least weekly) on the pontoon, staging, and in the immediate vicinity of the clubhouse, and will arrange for the disposal of waste found.

Garbage Bins: Clearly marked garbage bins and recycling containers will be strategically placed throughout the club premises. There is an identified garbage waste storage area marked on the boat shed plan where the larger bins that these smaller bins will be emptied into in readiness for the bins to be collected.

Where required, designated contractors, staff or volunteers of the Club will manually walk council bins along the access path, giving way to bay run users, to be emptied and returned immediately to the designated bin storage area.

The responsibility of the collection of these bins will be managed by the Boat Captain and the Vice Captain.

When operational the boat shed will be serviced by a waste contractor.

Hazardous Waste: The club will store all hazardous materials such as petrol for motors in compliance with the relevant regulations for the storage of hazardous materials, and will arrange of disposal of such in accordance with usual Council protocols either for arranging pickups of such material during designated 'clean-up' days or activities, or by transporting such material safely to the nearest waste management plant suitable to receive such materials.

Waste Reduction: The club will promote waste reduction through recycling programs and encourage members to use reusable materials.

A waste store is provided see extract from DA plans below.

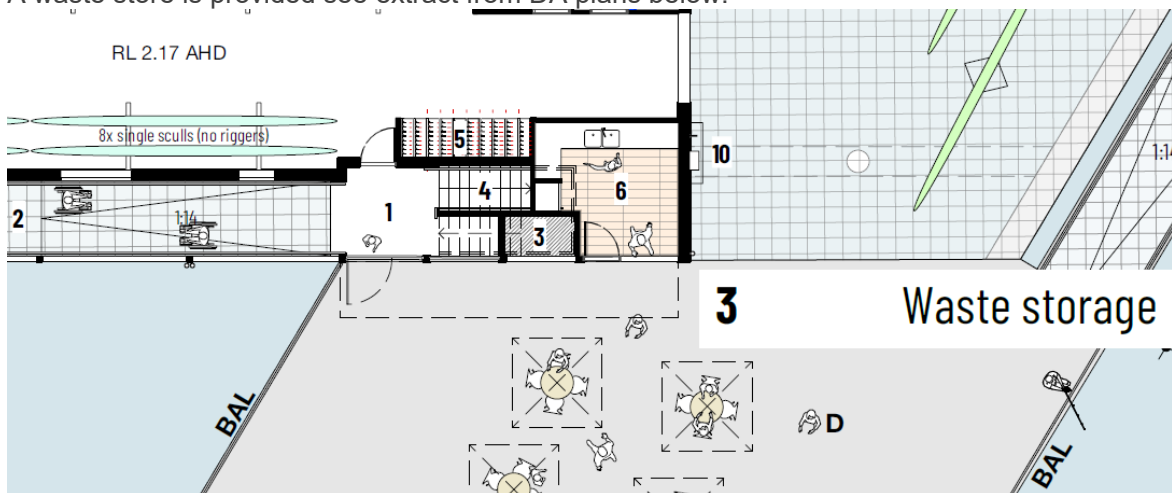


Figure 3: Waste Store, Hill Thalys

3.2 OPENING AND CLOSING

The opening and closing procedures of the clubhouse will be overseen by the volunteer coaches, crew and squad leaders. Only adult members of sufficient standing who are approved by the Board and properly inducted into the safety protocols of the shed will be given the ability to open and close access to the shed. All such members shall have a valid working with children check and comply with all relevant child safeguarding policies of RNSW and Rowing Australia, as set down by Sport Integrity Australia.

The opening and closing process will involve the internal lights within the shed being turned on, the boatshed doors opened, and the club's security system being deactivated. This is anticipated to occur shortly prior to the commencement of training sessions, up to 15 – 20 minutes prior to those sessions commencing. Closing will occur approximately 15 – 20 minutes after the completion of all training sessions. Members of the public utilising the multipurpose room are able to do so without accessing the boat storage and rowing machine rooms through the design of the floorplan.

3.3 HOURS OF OPERATION

Summary – Hours of Operation

- Rowing Use (Downstairs Area, Staging and Deck): 4:45am – 9:00pm
- Off-Water Training, events and purposes related to operation of the rowing club: 5:00am – 11:00pm
- Multi-Purpose Space (other non-training uses): 7:00am – 10:00pm
- Kiosk: 6:00am – 4:00pm

Rowing Use (Downstairs Area, Staging and Deck)

Rowing training would extend in the early morning, daylight hours, and during twilight (seasonal). Those hours of operation would be from 4:45am (boats on the water from 5:00am) to 9:00pm (boats off the water by 8:30pm).

Off-Water Training, events and purposes directly related to operation of the rowing club

Off-water training may commence at the same time as on-water training (given that off-water training may occur at short notice on days of inclement weather) from 5:00am. Other use of the Rowing Machine Room and multi-purpose space is anticipated to occur from 7:00am – 10:00pm.

Some evening events and purposes related directly to the operation of the rowing club and training tasks will take place inside the boatshed and on the second level generally later than 10:00pm, finishing by 11:00pm.

Multipurpose Space (other non-training uses)

It is not anticipated that the multipurpose space would be utilised more than 2-3 times per week after 7:00pm, at times suitable for its adaptive use. Use of the multipurpose space would not exceed 70 – 75 persons but would be more likely to average 20 – 30 persons.

Use of the Multipurpose space for events and purposes not directly related to operation of the rowing club may occur from 7:00am – 10:00pm.

Kiosk

The intended opening hours of the kiosk would be subject to the club's training times but would not exceed 6:00am to 4:00pm each day.

3.4 TIMING OF DELIVERIES TO THE CLUB

Deliveries to the Club and boat loading / unloading activities are to occur outside of peak hours of use of the Bay Run (i.e. prior to 8:00am on a Saturday or Sunday or between 5:00am – 8:00am, or 5:00am – 7:00am or 9:00am – 4:00pm on Monday – Friday).

All delivery vans are to use the trailer loading/unloading zone and are to walk any deliveries along the access pathway to the club unless impossible / impractical to do so. All deliveries are to give way to the bay run users and to exercise caution when crossing the bay run.

All boat loading and unloading operations are to follow the boat transportation processes outlined below.

3.5 ACOUSTIC MANAGEMENT

Noise associated with the Rowing Club includes early morning day rowers attending to rowing and other non-rowing activities such as kayak, paddleboard, canoe, or other boating activities on the waterside of the Rowing Club and includes people talking.

The ground and first floors of the Rowing Club provide for an erg room, multipurpose space, coaches' room, amenities, kitchen, kiosk, and outdoor terraces.

During day/evening/night periods, noise from these areas may include include people talking, ambient background amplified music and entertainment in the form of recorded or streamed music.

To service the building mechanical plant/equipment in the form of exhaust fans, refrigeration and air-conditioning may be present.

The boat storage area would be a low noise generating facility. Activities within the building include the lifting and lowering of boats into and out of the fixed racking system and transfer to and from the waterway.

To minimise noise during early mornings and evenings, coaching implements such as loudhailers or megaphones would not be used prior to 7am, in line with existing regulations. Amplification systems would not be used on the terrace area after 10:30pm.

3.6 RELATIONSHIP WITH PARK

The size and configuration of the staging means there is no need for storage of boats or equipment, or cleaning of boats or equipment, within Leichhardt Park. All training and ordinary use of the boatshed is contained within the footprint of the boatshed and the staging, such that there is no impact on the current open space within the Park. The kiosk and staging further provide a destination for park users, and additional open space and access to Iron Cove through the accessible ramp and staging ramps.

Any request for use of park facilities for separate events, such as for an annual regatta would be made in accordance with Council's existing policies for the use of its recreation facilities, and subject to a separate plan of management or plan as required by Council.

3.7 SITE MANAGEMENT

The Board will provide for appropriate security to the building either via a member's protocol and/or a security contractor.

The rowing club are to be operated in accordance with the:

- NSW Environment Protection Authority's Noise Policy for Industry.
- Protection of Environmental Operation Act 1997.

3.8 COMPLAINTS HANDLING

The club will abide by the policies and procedures relating to member-protection and complaints handling as set down by Rowing NSW and Rowing Australia, including the National Integrity Framework as managed by Sport Integrity Australia.

Where in compliance with the National Integrity Framework (including as to confidentiality), the Club shall maintain a Complaints Register which relates to the operation of the whole premises, which shall contain full details of any disturbance complaints made by a person to management or staff in respect to the operation of the premises and/or the behaviour of persons associated with the premises. Such recording will include time, date, nature of the complaints and any complainant details if provided. The register is to be made available to Council or the Police on request (subject to any appropriate redactions to preserve the confidentiality of persons who request that confidentiality be maintained, but in all circumstances in full compliance with any compulsion under the law). Management shall respond to any disturbance complaints in a timely and effective manner. All actions undertaken by management / staff to resolve such complaints shall be recorded in the Register. A non-illuminated A4 sized sign providing contact details of the person nominated as the emergency site contact is to be located on the building.

3.9 EVENTS

It is not anticipated that the Club would hold more than one annual regatta each season, and arrangements for such regatta would be similar to those of established rowing facilities on the foreshore of Leichhardt Park. The date for any such proposed event would be set in consultation with Council, RNSW, TfNSW, local rowing clubs and other park users.

3.10 KIOSK

To the extent not already covered above:

The Kiosk shall operate to provide light meals and refreshments to club members, visitors and members of the public and shall operate between the hours of 6:00am – 4:00pm, seven days per week.

Deliveries shall occur in accordance with this plan of management, under the heading "timing of deliveries to the club".

Waste shall be collected and managed in accordance with the "waste management" section of this plan of management.

3.11 PUBLIC ACCESS

The staging and pontoon areas are to be accessible by club members, visitors, and members of the public. Public access is to be maintained at all times; however the Club shall maintain the right to manage the safe and efficient use of these spaces to ensure that they remain available for rowing use during any periods where those spaces are to be utilised for rowing or rowing-related activities.

These areas are primarily for the use of the Rowing Club but will remain publicly accessible at all times subject to any use by the Club.

The Club shall provide signage identifying the space as being publicly accessible, and managed by the Club (including with any appropriate conditions of use to preserve the safety of users and ensure the area is available for use by the public, visitors and club-members, including (but not limited to):

- No climbing on the balustrades or edges of the staging or pontoon;
- No open glass containers to be taken onto or used on the staging or pontoon;
- No alcohol to be brought onto the staging or pontoon;
- No fishing hooks, lines, or other sharp materials are to be left on the pontoon or staging areas;
- Nothing is to be drilled, screwed, nailed, fixed or otherwise attached to the pontoon or staging without the express permission of the Club;
- No motor boats are to be moored or docked on the pontoon or staging area without the express permission of the Club;
- The pontoon and staging area is for passive recreational water use only. No motor boats are to drop-off or pick up passengers other than coaching or safety boats without the express permission of the Club;
- The Club reserves the right to exclude persons from the pontoon or staging area to preserve the safety of the public, visitors and/or club members;
- The pontoon and staging area include sloping areas, moving parts, and areas where persons may be able to fall into the harbour – visitors use and access such spaces strictly at their own risk;

Other rules of a similar kind may be proposed by the Club for the purpose of ensuring the safety and responsible use of the pontoon and staging area by club members, visitors and members of the public, provided that they do not unreasonably impact the publicly accessible character of the staging and pontoon as consistent with this plan of management.

3.12 BOAT TRANSPORTATION AND REGATTAS

Timing

The Club Captain will ensure that all loading and unloading is to take place at the least busy time for other park users and will give way to bay run users when any crossing of the bay run is required. Where possible, loading and unloading activities are to occur on weekdays, or if required on weekends. Timing of loading and unloading activities is to comply with the timing for deliveries set out in item 3.4 above.

Process

The loading and unloading of boats onto a Boat Transportation Trailer will require the temporary parking of the Boat Transportation Trailer at the northern end of Maliyawul Street, to decouple the trailer from the towing vehicle, and to affix any electronic or motorised trailer dolly to assist with manual movement or manipulation of the trailer. Such trailer shall be stored long-term outside of any Leichhardt Park carparks and will be brought into Maliyawul Street for the purposes of loading and unloading boats when being transported only.

Transport Team: The Club Captain shall assign a team responsible for co-ordinating the safe loading, transportation, and unloading of boats for regattas.

That team shall be trained in the use of any mechanical aids for the manoeuvring of the trailer including electronic trailer dollies, or trailer jockey wheels, and at least one member of the team at all times shall hold a driver's licence suitable for towing a trailer of the size and capacity of the Boat Transportation Trailer.

Equipment Check: Conduct thorough inspections of boats and trailer to ensure they are boat-worthy and roadworthy, while those boats are located within the boundaries of the boatshed and the staging.

After being decoupled from the tow vehicle, the trailer is to be moved either by hand or by use of a trailer moving apparatus along the access pathway to the forecourt of the club, giving way to bay run users, where all loading and unloading activities are to occur in accordance with the attached plan.

When any trailer or equipment is to cross the bay run path, the Transport Team shall assign a volunteer to monitor the pedestrian traffic along the bay run path to the north of Maliyawul Street and will ensure that any trailer or equipment is only transported through the entrance of Leichhardt Park when other users of the bay run are not within the vicinity of this section of path. In all other areas, the club shall avoid use of the Bay Run path for transportation of boats.

Frequency

The Club will minimise the number of loading and unloading events by utilising other options where available, including rowing boats to and from regattas held in the local area. The Club expects that such loading and unloading events would not exceed an average of once per fortnight during the main Summer Season (from 1 October to 31 March), and on an 'as-needs' basis to transport boats for repair in the event of accident or damage.

The club estimates that approximately 15 – 20 transportation movements (ie removal of boats from the shed, attendance at a regatta, and return to the shed) would occur each year. The club will review its trailer usage annually to consider methods of minimising impacts on users of the Bay Run and Leichhardt Park.

Secure transportation: The Club Captain shall ensure appropriate equipment tie-downs and safety measures to secure boats during transport are used.

4. AMENDMENTS TO THIS PLAN

If, in circumstances where experience shows that it is reasonable or desirable to modify any provision of this plan for the better management of the Rowing Club, that modification shall be made to the plan and amendment provided to Council.

The Club shall display a non-illuminated sign at the entrance to the building advising that a copy of the current Plan of Management is available to be viewed on-site by any person who wishes to do so. A copy (physical or digital) will also be made available to all staff, visitors or contractors.

Referenced / Related Documents

End of PoM