



## PLAN OF MANAGEMENT

Proposed Centre-Based Child Care Facility within  
Mixed Use Development – Broomfield Street,  
Cabramatta

# Plan of Management

Centre-Based Child Care Facility

76-84 Broomfield Street, 137 to 151 Cabramatta Road, East

Cabramatta NSW 2166

## Prepared for

Moon Investment Pty Ltd

## By



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## Document History and Status

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# 1 Introduction

## 1.1 Background

Moon Investment Pty Ltd is seeking to subdivide, demolish and construct a mixed-use development and public domain improvements over and adjacent to land opposite Cabramatta Train Station. The mixed-use development includes a total of 358 residential apartments, and a range of retail and commercial tenancies including a centre-based child care centre.

The development is located on a parcel of land at:

- Lot 7 Section E DP 4420m, 76 Broomfield Street,
- Lot 1 DP 205759 and Lot 10 DP255023, 84 Broomfield Street,
- Lot 2 DP 20759, 86 Broomfield Street,
- Lot 5, 6 and 7 DP 25618, 151 Cabramatta Road East,
- Lot 8 DP 25618, 147-149 Cabramatta Road East,
- Lot 2 DP 580587, 139 Cabramatta Road East, and
- A small section of lane cul-de-sac.

## 1.2 Project Description

The proposed mixed-use development includes 3 residential towers over a retail and commercial base at Cabramatta East. Two of the towers are located in Stage 1 and are located north (Building A) and west (Building B) of the Market Square, and one building located in Stage 2 (Building C) to the south of the Market Square.

The uses of these retail tenancies around the Market Square and along the pedestrian connections are intended to activate these spaces as well as the adjoining Broomfield Street and Cabramatta Road East streetscapes with small shops and food and drink premises where outdoor dining opportunities will help activate these spaces.

On the first level, the buildings incorporate either commercial, residential or a mixture of both. A centre based child care centre for 80 places and comprising 562m<sup>2</sup> of GFA together with the outdoor play area on a covered balcony is located in Building B on Broomfield Street. The tenancy will be accessed by an exclusive lift from the basement where there are designated pick up and drop off spaces.

### 1.2.1 Centre-Based Child Care Centre

The proposed development includes a centre-based child care centre located on Level 1 of Building B. The centre is designed to accommodate up to 80 children with supporting staff in accordance with:

- State Environmental Planning Policy (Transport and Infrastructure) 2021,
- NSW Child Care Planning Guideline 2021, and
- Cabramatta Town Centre Development Control Plan 2022.

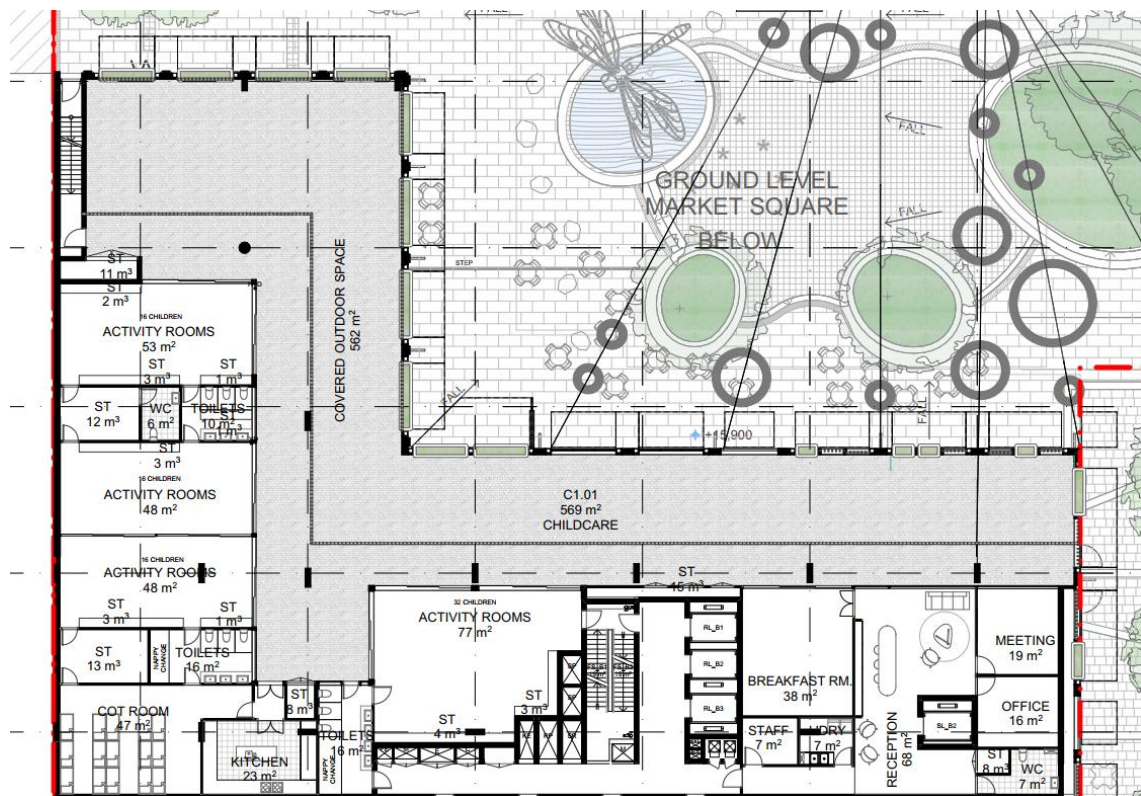
## Plan of Management

Proposed Centre-Based Child  
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The child care centre will have a total GFA of 569m<sup>2</sup> and has been designed with 4 activity rooms. The activity rooms will be divided by age groups 0-2 (16 babies) and up to 64 in the 2-3 years and 3-5 years. Each activity room will have direct access to the outdoor play area, bathroom facilities, nappy changes room, cot room and storage rooms.

The operational parts of the child care centre includes a reception, office, staff room, meeting rooms, kitchen, staff amenities and laundry room. Garbage collection will occur from a shared waste room for retail uses within the basement car parking area.

The overall development provides an unencumbered indoor area of 262m<sup>2</sup> and unencumbered outdoor area of 560m<sup>2</sup> in accordance with the *Education and Care Services National Regulation 2011* refer to the Architectural Plans.



Source: Plus Architecture

Figure 1. Floor Plan of Proposed Child Care Centre

## 2 Child Care Centre Operations

### 2.1 Children

The aims of the centre in relation to children include:

- To provide a safe, secure and functional space for children to grow and learn,
- To provide a variety of areas including active, quiet, sensory, learning and imaginative,
- To provide amenity and facilities with required access, connection and provision to cater for the volume of children and their needs,
- To provide access to a variety of indoor and outdoor play areas with the inclusion of natural surfaces and landscaping elements,
- To provide a program based on the Early Years Learning Framework, and
- To create a safe environment that supports children's relationships and healthy development.

### 2.2 Parents and Families

The aims of the centre in relation to parents and families include:

- Provide a facility that is accessible to parents, families and carers for drop off and pickup of children,
- Provide a facility meeting the current regulations code and recommendations for the care of children,
- Provide suitable amenity for carers/parents to provide and store goods for the care of their children,
- Provide suitable amenity for the storage of equipment, and
- Creation of a safe environment that supports children's relationships and healthy development.

### 2.3 Community and Society

The aims of the centre in relation to the broader community include:

- Provide access to child care to meet the demand of volume and location for childcare in the proposed location,
- Provide a facility that allows for the best possible care and education of children highlighting elements of sustainability and supporting best practice childcare requirements,
- Provide a program based on the Early Years Learning Framework,
- Create a safe environment that supports children's relationships and healthy development, and
- Operations that do not impact of the locality in terms of noise and traffic impacts.

### 2.4 Number of Children

The centre will cater for a total 80 children across 4 playrooms. Cot rooms and bottle preparation facilities are available for the younger children.

Children's bathrooms facilities are easily accessible from indoor playrooms and the outdoor play areas.

## 2.5 Hours of Operation & Daily Routine

The child care centre will operate from 7am-6pm Monday to Friday. The daily routine includes:

- Staff opening the building, de-activate alarm and do a general inspection of the building. This may occur up to 30 minutes before opening.
- Switch on electrical equipment and mechanical services.
- General landscaping inspection and removal of sandpit covers.
- Staff briefing before centre opens for business.
- Welcome parents and children into play rooms and ensure children are signed in.
- General consumable check.
- Food prep for morning tea, lunch and afternoon tea.
- Children education and wellbeing activities.
- Rest/nap time.
- Administration and reporting.
- Cleaning and waste disposal throughout the day.
- Ensure children sign out when leaving.
- General tidy up and switch off electrical and mechanical services.
- Lock up and activate security alarm.

## 2.6 Staffing

Other staff members besides from the 11 child minding staff includes a cook, centre manager and administrator.

Based on the proposed layout of the child care centre, the following staff and children ratio are anticipated:

- 53m<sup>2</sup> Activity Room – 2 Staff : 16 Children
- 48m<sup>2</sup> Activity Room – 2 Staff : 16 Children
- 48m<sup>2</sup> Activity Room – 2 Staff : 16 Children
- 77m<sup>2</sup> Activity Room – 5 Staff : 32 Children

## 2.7 Access, Traffic and Parking

Pedestrian access is provided from the basement car parking and ground floor via a designated exclusive lift from Building B.

Allocated child care centre car parking is available on site from the basement level parking close to the lift in the basement to Level 1. The allocation of parking has been carefully considered to ensure safety and convenience of child care patrons and visitors. There are no parking rates for child care centre outlined in the Cabramatta Town Centre Development Control Plan, as such the Fairfield



Development Control Plan parking rates applies with 1 space per employee and 1 space per 10 children.

A total of 20 spaces have been allocated in the basement for pick up and drop off of children.

## 2.1 Egress

Egress in case of emergency will be in accordance with BCA requirements via the nominated exit doors and fire stairs. An emergency evacuation plan for the centre considering specific site conditions will be prepared and installed as a condition of the Occupancy Certificate.

## 2.2 Indoor Areas

Indoor areas are provided so that there is a minimum 3.25m<sup>2</sup> of unencumbered indoor play space per child. All children will be fully supervised at any given time and viewing glass panels and openings in walls and glass insets in all doors leading into the playroom, cot room and bathroom ensure high quality surveillance. Indoor play areas will include the following:

- Learning space,
- Bottle preparation sink and bench,
- Storage,
- Children's amenities and changing areas,
- Separate play areas for babies and toddlers,
- Learning space which supports small groups experiences with an educator,
- Connection to outdoor play area,
- Natural lighting,
- Resilient flooring, and
- Air conditioning.

## 2.3 Outdoor Play Areas

Play areas are provided so there is the minimum required 7m<sup>2</sup> of unencumbered outdoor play space per child. Children shall be supervised fully at all times with clear lines of sight to ensure full supervision is enabled. Features of the outdoor play areas include:

- Planting beds,
- Shade and shelter from the sun,
- Play equipment's,
- Soft fall areas, and
- Fencing.

The play area environment will be spacious and comfortable areas that allow children to explore their environment at their own pace. The environment will boast many types of natural resources such as sand pits, natural woods, leaves and shaded areas.

## 2.4 Kitchen Facilities

The centre includes a kitchen area. The childcare operator will employ a cook to manage the kitchen and prepare meals for the children. The kitchen will meet commercial grade standards fitted out in accordance with AS 4674 requirements.

The kitchen will facilitate hot and cold food preparation with ample storage, both refrigerated and dry store, as well as quick dishwashing facilities. The key features include:

- Commercial kitchen space to include fridge, freezer, sink, dishwasher, cooktop and oven.
- Hot and cold food preparation areas, bench space, servery.
- Dedicated hand wash basins.
- Recycling and rubbish disposal facilities.
- First aid lockable cupboard.
- Pantry with shelving.

## 2.5 Laundry Facilities

The centre includes a laundry room that will be operated by the centre's staff. The laundry is not accessible to children and is remained securely locked. The laundry will always maintain to the highest standard of cleanliness in relation to the WHS guidelines.

## 2.6 Staff Room

A staff room is located away from the activity room to the east. The staff room will be used for staff while on lunch breaks as well as to provide a quiet area for staff to work on documentation such as children's portfolios.

## 2.7 Security

Security measures are integrated into the design of the building. These include the following:

- Access to the centre is only provided via the lift located to the east of Building B. This lift will gain access to the centre via the basement car parking level 1 and ground floor level via the double doors from the main pedestrian thoroughfare from Broomfield Street.
- The centre will be controlled via automated access control system and only disarmed with a swipe card issued to staff and parents to gain access to the reception only. All child drop off and pick will be via the reception only.
- At the beginning of a new child's enrolment to the centre, staff must advise and provide in the information package that access to the child care centre is only via the lift to the east of Building B to reduce conflict with residents on the same level.
- A intercom system for use by visitors, who are new to the centre will be available from the ground floor.
- The reception will have access to the CCTV footage that is filming the premises 24 hours, 7 days a week.
- Sufficient lighting surrounding the site in an out of operation hours to deter intruders.
- Single entry and exit points for drop off and pick up.

- Emergency excavation and lockdown procedures will be in place for the site.
- The proposed activity rooms can all be monitored from the outdoor area by staff to ensure the safety of children.

### 2.8 Noise Management

The centre’s operational hours will be in accordance with the hours noted in section 2.5 of the Plan of Management. The operation of building services, equipment, vehicles and ancillary fittings will not emit ‘offensive’ noise as defined in the *NSW Noise Policy for Industry (2017)*. The operation of the centre will not exceed the noise criteria outlined in the NSW Industrial Noise Policy.

As per the Noise Assessment prepared for this DA, the number of children playing in the outdoor area at one time should be limited to 20 children.

The construction and use of the premises will be carried out in accordance with the Child Care Centre recommendations of the Acoustic Report prepared by Northrop dated 8 February 2024 as follows:

- The number of children playing in the outdoor area at one time should be limited to 20 children
- The roof directly above the outdoor play area should be solid with no gaps.
- A one metre high barrier shall be installed above the finished floor level of the outdoor play area. There shall be no gaps in the fence or between the fence and the playground floor. The extent of the barrier is shown in Figure below.
- Acoustic barriers and the roof directly above the outdoor play area shall be constructed using a material that has a minimum mass of 8kg/m2. This can include: treated timber (lapped and capped), glass, precast concrete panels, lightweight aerated concrete, transparent acrylic panels, metal sheet cladding or fibre cement sheeting.

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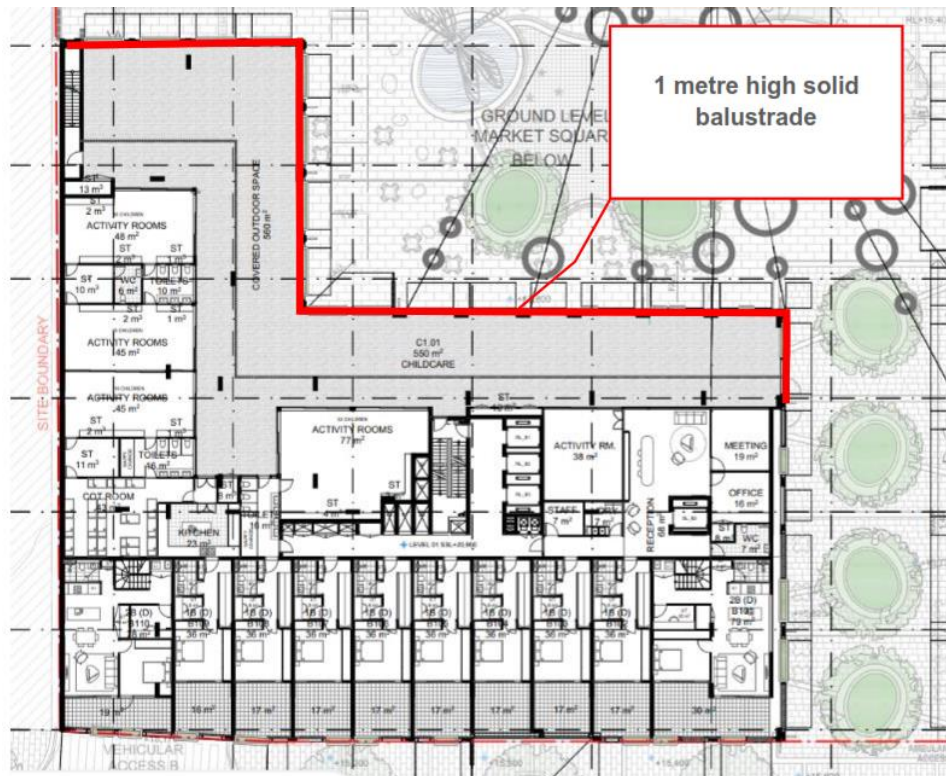


Figure - Childcare Centre Acoustic Barrier

### 3 Maintenance

The building, equipment and finishes shall be maintained in a safe and hygienic condition at all times and kept in good condition at all times.

Staff will report any maintenance issues to the nominated supervisors so action can be taken to fix the problem.

## 4 Waste Management

Protective and preventative measures to maintain a high level of hygiene and safety in the centres environment shall be implemented by the centre operator.

The following table represents an approximation of the waste removal service that will be required for the child care centre that share a waste storage room with the rest of the buildings retail uses at the basement car park. These recommendations are provided based on an attendance of 80 children.

Waste will be collected by an external waste service contractor. The waste truck will enter the basement in a forward direction and do a three point turn within the car park to leave in a forward direction. Collection of waste will be restricted to off peak times.

**Table 1            Waste Generated**

Waste Type	Generation Rate (L/day)	Total Daily Generation (L)	Total Weekly Generation (L)
General Waste	2.5	100	700
Food Waste	2.5	100	700
Commingled Recycling	2.5	100	700
Paper and Cardboard	2.5	100	700

The waste storage room includes 28 x 1,100L bin and will be service four times a week, as per the waste generation and storage capacity from the Waste Management Plan submitted with this DA.

## 5 Complaint Management

A Complaints Register is to be kept on premises and all complaints made to the premises by any means shall be recorded.

- All complaints regarding the operation of the premises are to be directed to and responded to by management. A response by management shall be made within 48 hours of the complaint being made should a response not be able to be provided at the time of the complaint. The details of the complaint and resolution shall be recorded within the Complaints Register.
- Any recurring complaints should be dealt with, if attributable to the premises, through new management procedures and incorporated into this Plan.
- The Centre Manager shall make the Complaints Register available to Council and the Police at all reasonable times and within 48 hours of receipt of a written request from the Council to do so.

Any resident or those in surrounding premises having a complaint about the operation must be referred immediately to the Centre Manager, who is to respond as soon as practicable and sympathetically to such complaints.

All complaints are to be recorded within a Complaints Register for future reference noting the details of the complaint, the complainer and the response taken.

Neither the Centre Manager nor his/her staff is to advise patrons, or any other person not directly involved in these proceedings of the name and/or address of any person complaining about the manner of operation of the licensed premises.

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