

**NARROMINE SHIRE COUNCIL**  
**ORDINARY MEETING BUSINESS PAPER – 10 DECEMBER 2024**  
**REPORTS TO COUNCIL – COMMUNITY AND ECONOMIC DEVELOPMENT**

**1. DEVELOPMENT APPROVALS**

**Author** Director Community and Economic Development  
**Responsible Officer** Director Community and Economic Development  
**Link to Strategic Plans** CSP – 3.1.6 – Encourage developers to consider energy efficiency and sustainable building design options in new developments  
 DP – 3.1.6.1 - Ensure compliance with relevant building codes and regulations

**Executive Summary**

This report provides information to the Council on the approved Development Applications for November 2024.

**Report**

Six development applications were determined for the monthly period.

DA No	Date	Location	Title Desc	Development	Value	Assessment time (days)	CPP*
2024/48	21/11/2024	2477 Dubbo-Burroway Rd, Burroway	2/-/239516 & 1/-/1094243	Rural Subdivision	\$5,500	42	INT
2024/58	13/11/2024	3096 Mitchell Hwy, Narromine	9,11,12,14/-/755119	Manufactured Dwelling	\$355,449	4	IN
2024/64	13/11/2024	47-49 Manildra St, Narromine	107/-/833097	Residential Subdivision	\$5,000	5	IN
2024/66	29/11/2024	334 Belowrie Rd, Tomingley	6/-/718920	Farm Sheds (x 2)	\$60,000	10	IN
2024/67	19/11/2024	110-112 Murgah St, Narromine	10/1/2928	Inground Swimming pool	\$37,268	8	IN
2024/68	29/11/2024	2 Wright Rd, Narromine	1/-/251750	Farm Shed	\$73,490	16	IN

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## 1. DEVELOPMENT APPROVALS (Cont'd)

The following modifications to development applications have been determined by the granting of consent, approved by Council under delegated authority (unless noted). The reasons for the decision (having regard to any statutory requirements applying to the decision), are documented in the assessment reports.

<b>MOD DA No</b>	<b>Date</b>	<b>Location</b>	<b>Title Desc</b>	<b>MODIFICATION Development</b>	<b>Value</b>	<b>Assess-ment time (days)</b>	<b>CPP*</b>
2021/102	21/11/2024	2-6 Dandaloo St, Trangie	101/- /832919	MOD – Shop/Retail premise at Service station	\$250,250	19	NN

\*Community Participation Plan level of engagement – (Low impact: IN-Inform; Higher Impact (Consult): NN – Neighbour notification; AD – Advertised development; DES- Designated Development; INT – Integrated Development).

The approvals for the month of November 2024 bring the total approved Development Applications for the financial year to 24 with a total value of \$4,067,362. At this time last year there were 24 applications approved with a value of \$5,897,395.

There are currently 11 applications under assessment.

### **Legal and Regulatory Compliance**

Environmental Planning and Assessment Act 1979  
Environmental Planning and Assessment Regulation 2021

### **Risk Management Issues**

Nil

### **Internal/ external Consultation**

Public notification of decisions for determinations of development consent (and modifications) in accordance with EP&A Act under Schedule 1, section 20(2) is required.

### Attachments

Nil

## **RECOMMENDATION**

That the information be noted.

## **2. FUTURE MANAGEMENT OF NARROMINE DOLLY FESTIVAL**

<b>Author</b>	Director Community and Economic Development
<b>Responsible Officer</b>	Director Community and Economic Development
<b>Link to Strategic Plans</b>	CSP – 1.2.1 Share and celebrate our cultural and social diversity through local events, programs and projects CSP – 2.2.4 Create and support a strong tourism industry that maximises benefits from visitors to the Shire

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### **Executive Summary**

The Narromine Dolly Parton Festival Committee has requested that Narromine Shire Council takes over the role and management of future Narromine Dolly Parton Festivals.

This report further considers the request made.

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### **Report**

The Narromine Dolly Parton Festival Committee in a letter to Council on the 22<sup>nd</sup> of November 2024 has put forward a proposal for Council to consider taking over the management of the Narromine Dolly Parton Festival. The committee highlights that the financial highs and lows of not knowing if funding will be available and expenses be met makes it difficult for a volunteer committee to run the festival.

While the committee has made efforts to seek sponsorship it is difficult for businesses to commit year after year and relying on income from ticket sales alone will not cover the costs of the festival.

The festival has been held on three occasions now in Narromine with each Festival drawing up to two thousand people into the main street area for the Dolly Festival Street Party which is free to attend. The evening function which offers up to 5-6 hours of live music in the Dolly Parton theme has drawn between 1200-1500 people each year. The evening concert during each of the three years has had entry fees for general admission ranging from \$60 per head to a free event in 2024 (due to government funding criteria).

In each of the three years the festival has been very well received, drawing crowds from outside of the region as well as the local community and raising the profile of Narromine in a very positive way. This increased profile in 2022 was evident with live crosses to breakfast TV across New South Wales and in 2024 evident with the inclusion of the Dolly Express being added, bringing visitors to Narromine for the Festival from Sydney.

### **Economic and community impact**

It is difficult to estimate the economic impact of the festival on the community. While event numbers for the evening function are known it is not possible with certainty to estimate the number of day visitors.

## **2. FUTURE MANAGEMENT OF NARROMINE DOLLY FESTIVAL (Cont'd)**

If we assume that the number of visitors to Narromine is in the order of 1200 people (for the 2024 event), then an analysis using the 2023 Tourism Visitor Profile model would suggest the direct economic benefit to the community is in the order of \$204,000.

The increased tourism and economic profile provide additional benefits.

Perhaps the largest impact is the community benefit enjoyed in bringing the community together to share in the event. The street event brings all groups within our community together including through the various market stalls hosted in the street, through the community entertainment provided and performance by the schools.

In 2024 lead up events hosted in the towns pubs and clubs have added an additional positive element to the festival and this level of involvement should increase in time.

At the end of the 2024 event the Dolly Parton Festival Committee has confirmed that they have \$25,000 at bank (made up of sponsorship funding, bar sales and merchandise sales) and an inventory of items utilised in the running of the festival (tents, tables, chairs and the like). This inventory and the cash at bank would be gifted to enable the 2025 event.

There has been some discussion by the festival committee that the event could be held every second year. While this does have some merit regarding the workload placed on volunteers involved with the committee, it is desirable in terms of Festival planning, branding and visitors planning their trip for the festival to remain a yearly event.

While many details will need to be firmed up should Council accept the offer made by the Dolly Parton Festival Committee, it is suggested that this commitment be made for at least the 2025 event to allow certainty in planning. Festivals beyond 2025 would be considered along with other items during the budgeting process in May 2025.

Committing to the 2025 event would also allow Council to pursue grant funding for the event in the medium term.

### ***Financial Implications***

There are a number of financial implications for Council to consider. These include:

Direct cost of holding the event: Assume the net cost of hosting the event is in the order of between \$110,000 to \$150,000 depending on the availability of grant funding and ticket sales.

Additional staff time: A Festival of this nature will require some additional staff time to be made available as the hours required to organise the event would not be able to be wholly 'absorbed' as additional workload by Staff.

If total Council event expenditure was capped at \$150,000 then this would allow for \$15,000 to \$20,000 in additional staff time to manage the festival.

## **2. FUTURE MANAGEMENT OF NARROMINE DOLLY FESTIVAL (Cont'd)**

An ongoing financial contribution of this size needs to be made in the context of the overall budget and four-year delivery plan.

### ***Legal and Regulatory Compliance***

Local Government Act

### ***Risk Management Issues***

The Dolly Parton Festival has proven popular within the community and for visitors to the region. There is a likelihood that if Council do not undertake the further management of the festival that the festival may not continue. This would be a loss to the Community.

Should Council resolve to take over the management of the festival there will be a financial cost up to \$150,000 per year.

### ***Internal/External Consultation***

Nil

### **Attachments**

- Dolly Parton Festival Committee letter to Council - 22 November 2024.  
**(Attachment No. 1)**

## **RECOMMENDATION**

For Council's consideration.

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## **3. LEASE OF PROPERTY BY NARROMINE SHIRE COUNCIL**

Author	Director Community & Economic Development
Responsible Officer	General Manager
Link to Strategic Plans	CSP – 2.2.5 Planning mechanisms that support the provision of suitable and serviceable land that will support infrastructure that allows for localised employment opportunities Narromine Shire Property Strategy – Objective two- Maximise the service potential of assets.

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### **Executive Summary**

This report is presented to Council to determine if the property and house at 36 Jones Circuit should be made available for lease and if so at what fee should it be offered for lease.

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### **3. LEASE OF PROPERTY BY NARROMINE SHIRE COUNCIL (Cont'd)**

#### **Report**

The property at 36 Jones Circuit will be available for large lot residential development and planning for this is expected to begin in 2025 and take several years to complete. The property at Jones Circuit has a small residence available for lease along with 68 HA of land and associated yards.



While the property at Jones Circuit is being developed for future use it would be prudent for Council to make the property and land available for leasing. To allow flexibility to Council for future use, it is recommended that it be leased for a fixed term of 12 months, and thereafter continue as a periodic agreement as required.

Leasing the Jones Circuit property would be beneficial to Council and the community with benefits including:

- Allowing for a rental return on these assets;
- Allowing for the property to be actively managed by a tenant;
- Occupation would minimise the chance of vandalism and destruction of property;
- The tenant would be responsible to maintain the fencing to a suitable standard for use;
- If grazed or cropped the vegetation would continue to be managed.

The property at Jones Circuit has a single electricity supply and sheds/yards close to the house. The property also has a single bore supply of water.

In order to minimise any capital works that would be required to make the property ready for lease it is recommended that in the first instance the property is offered for lease as house and land to a single tenant.

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**3. LEASE OF PROPERTY BY NARROMINE SHIRE COUNCIL (Cont'd)**

A summary of the lease offering is seen below.

<b>36 Jones Circuit</b>
Residence and approx. 68HA land
Portion R5 and Ru1 zone
Stock and domestic bore, rainwater tank
Fencing generally sound
Garage, storage shed, stables
Stock yards

**Price expectation**

It is difficult to attribute a single method of calculation in recommending a lease price for the property. The property is relatively small with the residences of an average standard. We have received pricing recommendations from local real estate agents which is shown below.

<b>Property</b>	<b>Residence only</b>	<b>Combined</b>	<b>Recommended price</b>
36 Jones Circuit	\$300-\$450 per week \$15,600- \$23,400 per year	Value is based on future use as residential property rather than as farmland.  If Direct method was used a guide for the value of leased agricultural land would be approx. \$200 per HA per year:  \$200 per HA by 68 HA= \$13,600 per year  \$260 per week  Percentage method 5% of \$1.1M (lower value attributed in valuation) is \$55,000 per year  \$1050 per week	Given the property is small and best suited to run a small amount of stock/ horses and the residence is small and of an average standard only.  Recommend:  \$550 per week (\$350 for residence and \$200 land)  Resident to look after own power and water costs and any fencing improvement required.

### **3. LEASE OF PROPERTY BY NARROMINE SHIRE COUNCIL (Cont'd)**

#### **Agency**

Council staff will engage with local real estate agents to secure tenants for the property. A fee of between 5-8% will be paid to the agent to manage the tenancy.

As the agent's fee is expected to be in the order of \$1K-\$2K per year this can be undertaken under the General Manager's existing delegation.

#### **Narromine Shire Property Strategy 2022**

The following policy statement in regard to leasing is outlined in the Narromine Shire Property Strategy.

*"Where Council proposes to enter into a Commercial lease as the lessor it will ensure that the lease is for a period and purpose which does not conflict with an identified and approved current service to be provided by or on behalf of Council; the proposed lease is tested to demonstrate that at a minimum market rental is achieved; and the lease can demonstrate the highest return to Council rather than other options such as disposal".*

#### **Improvements to the property prior to lease**

To prepare the house for lease Council staff have started to undertake some routine maintenance of the house. This is to ensure the house is kept to a minimum standard.

This work has included improvements to the kitchen, painting, installation of fire alarms, repair of some termite damage and cleaning. At this stage the expenditure for the repairs is budgeted at \$20,000. This work has been funded from Council's capital contingency fund.

#### **Legal and Regulatory Compliance**

- Narromine Shire Council Procurement Policy
- Narromine Shire Council Property Strategy
- Part 2, s 31 *Local Government Act 1993*

#### **Risk Management Issues**

There are risks associated with owning a property that is to be leased. These include, suitability of tenant, ability to pay and damage to property. These risks will be mitigated through the engagement of an experienced agent to manage the property and liaise with the tenant.

There is a reputational risk to Council if the property is left untenanted for a period of time where there is no financial return to Council, or the property is damaged in the meantime.

Active management of the property in the interim period is an appropriate use of the property for the short to medium term.



### **3. LEASE OF PROPERTY BY NARROMINE SHIRE COUNCIL (Cont'd)**

#### ***Internal/External Consultation***

Executive Leadership Team  
Narromine Real Estate Agencies

#### **Attachments**

Nil

#### **RECOMMENDATION**

1. That a commencing lease fee for 36 Jones Circuit be set at \$550 (Inc. GST) per week, with annual CPI increments to be applied thereafter.
2. That the lease be for a fixed term of 12 months, and thereafter continuation of tenancy as a periodic agreement as required.
3. That the tenant pay for their own water usage from the bore and electricity charges and be responsible to maintain any fencing, yards or sheds that are required.
4. That the General Manager is delegated authority to determine the conditions of the lease agreement.

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### **4. COMMUNITY ENGAGEMENT STRATEGY 2024**

<b>Author</b>	Director Community and Economic Development
<b>Responsible Officer</b>	General Manager
<b>Link to Strategic Plans</b>	CSP – 4.1.1 Enhance open and interactive communication between Council and the community guided by a Community Engagement Strategy which is monitored and reviewed. CSP – 4.1.3 Provide opportunities for community members to participate in Council's decision-making processes.

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#### **Executive Summary**

A draft Community Engagement Strategy (2024) was provided for review and adoption for community consultation at the Council Meeting on the 9<sup>th</sup> October 2024.

The community Engagement Strategy outlines how Council will engage with the community when developing its plans, policies and programs.

In 2024 the Community Participation Plan which outlines how Council will engage with the community regarding the Planning function that Council performs under the Environmental Planning and Assessment Act (1979) is incorporated into the Community Engagement Strategy.

The report highlights that no submissions have been received as a result of the community consultation. The draft strategy is recommended for adoption.

#### **4. COMMUNITY ENGAGEMENT STRATEGY 2024 (Cont'd)**

##### **Report**

Section 402 (A) of the Local Government Act 1993 states that, a Council must establish a strategy (its Community Engagement Strategy) for engagement with the local community when developing its plans, policies and programs and for the purpose of determining its activities (other than routine administrative matters).

The Strategy describes how Council will inform, consult, involve, collaborate and empower the Shire community. This strategy is used by Council officers when determining specific engagement activities, planning for these activities and evaluating the effectiveness of the engagement.

At the Council Meeting on the 9<sup>th</sup> of October 2024 the draft Community engagement Strategy was considered for community consultation. The following was resolved:

**It was moved** Crs Lambert/Davies that the draft Community Engagement Strategy 2024 be placed on public exhibition for a period of 28 days, with submissions received by Council to be considered prior to adoption by Council.

The motion was put to the vote and **CARRIED. 2024/178**

The draft was placed on Exhibition from the 14<sup>th</sup> October 2024 to the 15<sup>th</sup> November 2024. The Exhibition notification was made in the Narromine Star, on Council's website, in Council's newspaper column and notification provided via social media. No submissions were received in regard to the draft document.

It is recommended that the document be adopted as presented to the October Council meeting.

##### ***Financial Implications***

Any consultation or notification to be undertaken as a result of the strategy being adopted is allowed for within Council's operational budget or fees to be charged per Council's fees and charges policy.

##### ***Legal and Regulatory Compliance***

Local Government Act 1993, Sections 402 & 402 (A).

Environmental Planning and Assessment Act 1979, Sections 2.23 & 2.24

Note: Section 2.24(1) requires that Community participation plans are to be published on the NSW planning portal.

##### ***Risk Management Issues***

There are no risks identified at this stage.

#### **4. COMMUNITY ENGAGEMENT STRATEGY 2024 (Cont'd)**

##### ***Internal/External Consultation***

Executive Leadership Team  
Public Exhibition

##### **Attachments**

- Community Engagement Strategy 2024 (**Attachment No. 2**)

#### **RECOMMENDATION**

That the Community Engagement Strategy 2024 incorporating the Community Participation Plan 2024 be adopted.

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#### **5. DEVELOPMENT APPLICATION DA2024/45 PROPOSED DWELLING HOUSE – 1 BOWDEN FLETCHER DRIVE NARROMINE**

<b>Author</b>	Manager Planning
<b>Responsible Officer</b>	Director Community and Economic Development
<b>Link to Strategic Plans</b>	CSP – 3.1.6 – Encourage developers to consider energy efficiency and sustainable building design options in new developments DP – 3.1.6.1 - Ensure compliance with relevant building codes and regulations

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##### **Executive Summary**

A Development Application has been received for a single dwelling. The application is not able to be determined under the staff delegations due to the following matters:

- 1) The development is seeking use of an alternative building choice below the flood planning level. The design proposes use of Hebel (with waterproofing measures) which is an alternative material to those listed as 'flood compatible' in the Narromine Flood Policy 2011.
- 2) A covenant affecting the SkyPark first stage requires the approval of Narromine Shire Council for the alternative modern building materials chosen (Hebel, Weathertex, and Enseam cladding).

Narromine Shire Council as the developer of SkyPark, through the terms of restriction on the land, required approval of Council for use of alternative building materials. Use of brick, brick veneer, glass, timber, and fibrolite would not require any further consideration. For this development the majority of walls will be a rendered look with the use of Hebel panel, with other featured use of Weathertex in roof gable, and garage constructed of Enseam cladding.

**5. DEVELOPMENT APPLICATION DA2024/45 PROPOSED DWELLING HOUSE –  
1 BOWDEN FLETCHER DRIVE NARROMINE (Cont'd)**

The dwelling will be prominently located at the entry to the SkyPark's Bowden Fletcher Drive. The design is a quality architectural design. Overall, the architectural features and use of materials is considered to create a functional and aesthetically pleasing structure, that will be consistent with other quality designs and buildings in the SkyPark subdivision. The details of the proposed dwelling otherwise are consistent with the Narromine Development Control Plan 2011 and can be approved with standard conditions. It is recommended that with appropriate waterproofing, that the use of Hebel is appropriate. Details at the Construction Certificate stage will ensure suitable installation to address the land's flooding potential.

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**Report**

Description of Development: Dwelling House (BCA Class: 1a)

Landowners consent provided: Yes No

The 'Narromine Shire Council Flood Policy for Developments in Urban Floodplains' (2011) Annexure 3 provides a table of building components and recommended flood compatible material. The applicant has provided evidence and specification of the use of Hebel with a further application of waterproofing. This is to ensure the structure has flood compatible building components below the Flood Planning Level (i.e. 1% AEP flood level plus 500 mm freeboard).

This report also provides Council with the opportunity to consider the s88B instrument established under the Conveyancing Act 1919 as a restriction on the use of the land applicable to the original staged release of SkyPark residential estate (DP1003835).

A development application has been submitted which requires approval of Council with reference to the terms of the restriction on the land:

*"2. Any building materials shall be approved by Narromine Shire Council but such approval shall not be required if such materials consist of brick or brick veneer, glass, timber, fibrolite or any combination thereof provided that no building shall be constructed wholly or substantially from fibrolite and provided that the roof and ceiling of any dwelling house are insulated and the windows of any bedrooms with a south-west or north-west aspect are double glazed and all walls are sound insulated".*

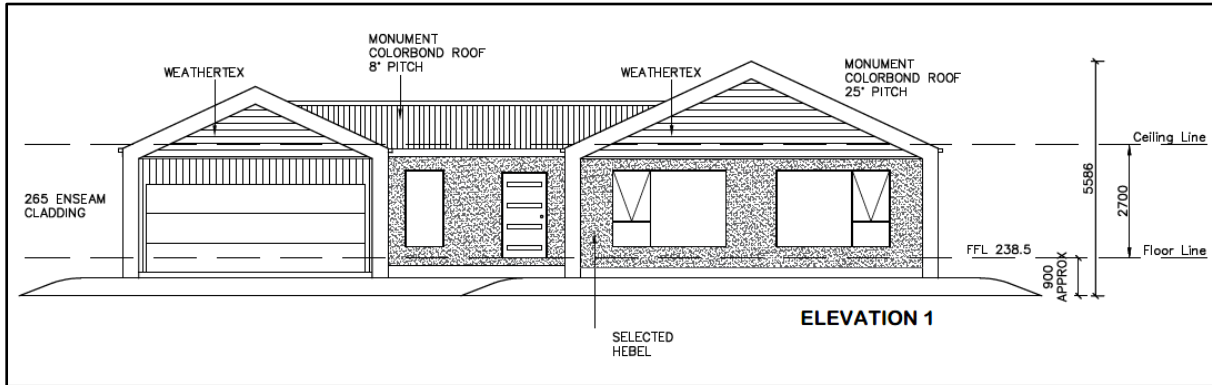
Council has received a Development Application which is proposing to build a new home with a colorbond roof (in colour of monument), and use of alternative wall building materials, being:

- Hebel panel to most dwelling walls – a product made from steel reinforced panel made of autoclaved aerated concrete.
- Vertical installation of Enseam colorbond cladding to the proposed garage;
  - The Enseam colorbond cladding features brad flat pans and substantial rib, which is a different profile to standard corrugated sheeting).
- Weathertex cladding to the gable roof.
  - Weathertex is a weatherboard cladding product.

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**5. DEVELOPMENT APPLICATION DA2024/45 PROPOSED DWELLING HOUSE – 1 BOWDEN FLETCHER DRIVE NARROMINE (Cont'd)**

The architectural plans demonstrate that the dwelling will comply with AS2021-Dwellings erected near aerodromes (for consideration of acoustics) and notes that any windows of bedrooms with a south-west or north-west aspect are double glazed and all walls are sound insulated.



**Proposed Front Elevation – view towards Bowden Fletcher Drive**

**Property Description:**

Legal Description: Lot: 1 DP: 1003835, 1 Bowden Fletcher Dr NARROMINE 2821  
 Existing Improvements: vacant land  
 Current land-use: R1 - General Residential

**Site Location:**

Has the subject land been correctly identified on DA Plans and SEE? Yes No N/A  
 Is the land freehold title with all owners consent? Yes No N/A  
 Is the site vacant of buildings? Yes No N/A  
 Are there other buildings / structures located on the subject land? Yes No N/A  
 Has the proposed building location been confirmed on the subject land? Yes No N/A  
 Do the provided plans, specifications and supporting documents accurately depict the site conditions? Yes No N/A

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**5. DEVELOPMENT APPLICATION DA2024/45 PROPOSED DWELLING HOUSE –  
1 BOWDEN FLETCHER DRIVE NARROMINE (Cont'd)**

**Locality and Site Context Map:**



(Google earth imagery 27 Sept 2023)

*Lot: 1 DP: 1003835, 1 Bowden Fletcher Dr NARROMINE 2821*

**Comments:**

The site is with the first developed stage of a Council residential subdivision with connection to the Narromine aerodrome. Lots affected by the s88B restriction on use of land in the first stage of SkyPark are able to build a hangar prior to the dwelling. However, in this proposed development the nominated future hangar site is shown only and the hangar would be subject to a future development approval. Due to this association with the Aerodrome, large shedding is dominant in the streetscape. The proposed plans show a nominated location for a future hangar of adequate size and dimension and a future pool.

**Site Inspection:**

Date: 1 November 2024  
Was the Applicant present? Yes No  
Was the owner present? Yes No

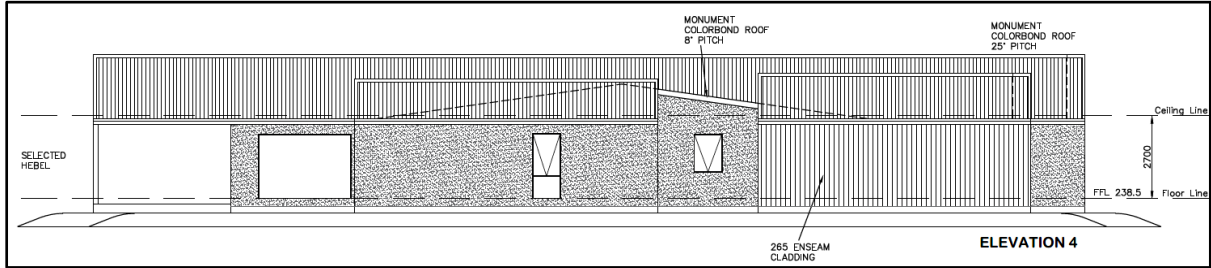
**Comments:**

Council have approved dwellings in the most recent stage of SkyPark estate with a combination of materials, where brick, render, stone or similar materials are used with a feature component of cladding.

The land is currently vacant. It is noted that the Narromine Flood Study has been updated since the original approval of the SkyPark subdivision and first dwellings established. This proposed dwelling will be subject to compliance with the most recent flood study and modelled FPL. Surrounding houses will have different applicable finished floor heights in this regard.

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**5. DEVELOPMENT APPLICATION DA2024/45 PROPOSED DWELLING HOUSE –  
1 BOWDEN FLETCHER DRIVE NARROMINE (Cont'd)**



**Proposed eastern elevation - View of dwelling as enter SkyPark, adjoining the Narromine Golf Club**

**Internal Referral Advice:**

Has an Internal Engineering Referral been received?       Yes       No       N/A  
 Has an Internal Heritage Advice Referral been received?       Yes       No       N/A

**Comments:**

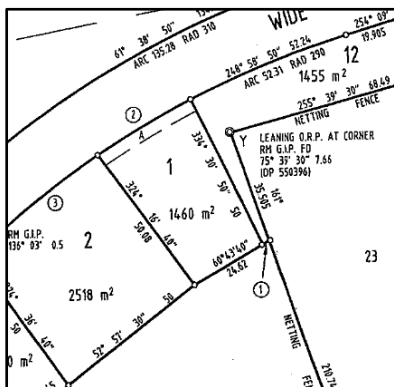
The standard conditions for a dwelling to be applied with additional conditions for building in a flood zone and within the vicinity of the aerodrome.

**Easement(s):**

Are there any easements applying to the subject land?       Yes       No       N/A  
 Is the proposed development clear of easements?       Yes       No       N/A  
 Are there any proposed easements?       Yes       No       N/A  
 Are easements required?       Yes       No       N/A

**Comments:**

The parcel is affected by a sewer easement across the frontage to Bowden Fletcher Drive.



**(excerpt DP1003835 – sewer labelled 'A')**

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**5. DEVELOPMENT APPLICATION DA2024/45 PROPOSED DWELLING HOUSE –  
1 BOWDEN FLETCHER DRIVE NARROMINE (Cont'd)**

**Consolidation of Lots:**

Are there more than one lot owned by the landowner in same holding? Yes No N/A  
Is there a need to consolidate lots? Yes No N/A

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**Section 4.14 Consultation and development consent—certain bush fire prone land**

Is the site identified on the Bushfire Prone Land Map? Yes No N/A

Does the development comply with "Planning for Bushfire Protection" or a certificate provided by a person who is recognised by the NSW Rural Fire Service as a qualified consultant in bush fire risk assessment stating that the development conforms to the relevant specifications and requirement? Yes No N/A

If no, has consultation been done Commissioner for Rural Fire Service? Yes No N/A

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**Contributions:**

Does the Section 7.11 Contributions Plan apply? Yes No N/A  
Does the Section 7.12 Contributions Plan apply? Yes No N/A  
Does the Developer Services Plan (DSP) apply? Yes No N/A

**Comments:** The proposed development is valued over \$100,000.00 (nominated \$1,235,600 for DA fee calculation) and therefore will be subject to the Contributions Plan. Standard condition to be applied from Plan – **1% Payment of \$12,356.**

Charges under the DSP were applied at the subdivision stage.

Long service Levy required to be paid - **\$3089**

The NSW Government charges a levy on all building and construction works of \$250,000 or more. The levy is paid into a fund administered by the Long Service Corporation (LSC). This fund pays long service to eligible building and construction workers.

The levy rate is 0.25% of the cost of building and construction works of \$250,000 and or more (including GST). Cost Estimate to be provided and LSL paid prior to CC. Noted in proposed conditions.

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**Section 4.15(1) Assessment**

**S4.15 (1) (a) (i) The provisions of any environmental planning instrument**

**Local Environmental Plans**

The Narromine Local Environmental Plan 2011 applies to all land within the Narromine Local Government Area. The Land Use Table for the R1 zone includes Dwelling Houses as development permitted with consent.



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**5. DEVELOPMENT APPLICATION DA2024/45 PROPOSED DWELLING HOUSE –  
1 BOWDEN FLETCHER DRIVE NARROMINE (Cont'd)**

Clause 2.3(2) of Narromine Local Environmental Plan 2011 provides that the Council shall have regard to the objectives for development in a zone when determining a development application in respect of land within the zone. The objectives of the R1 zone are:

**1 Objectives of zone**

- To provide for the housing needs of the community.
- To provide for a variety of housing types and densities.
- To enable other land uses that provide facilities or services to meet the day to day needs of residents.

The development is in support of the objectives and proposes housing in a developing residential area intended for such development.

**State Environmental Planning Policies**

The following State Environmental Planning Instruments (SEPPs) apply to the Narromine Local Government Area:

SEPP Name	COMMENTS
<b>Transport and Infrastructure SEPP</b>	<p><b>2.48 Determination of development applications—other development</b></p> <p>(1) This section applies to a development application (or an application for modification of a consent) for development comprising or involving any of the following—</p> <p>(a) the penetration of ground within 2m of an underground electricity power line or an electricity distribution pole or within 10m of any part of an electricity tower,</p> <p>(b) development carried out—</p> <p style="padding-left: 20px;">(i) within or immediately adjacent to an easement for electricity purposes (whether or not the electricity infrastructure exists), or</p> <p style="padding-left: 20px;">(ii) immediately adjacent to an electricity substation, or</p> <p style="padding-left: 20px;">(iii) within 5m of an exposed overhead electricity power line,</p> <p>(c) installation of a swimming pool any part of which is—</p> <p style="padding-left: 20px;">(i) within 30m of a structure supporting an overhead electricity transmission line, measured horizontally from the top of the pool to the bottom of the structure at ground level, or</p> <p style="padding-left: 20px;">(ii) within 5m of an overhead electricity power line, measured vertically upwards from the top of the pool,</p> <p>(d) development involving or requiring the placement of power lines underground, unless an agreement with respect to the placement underground of power lines is in force between the electricity supply authority and the council for the land concerned.</p> <p>(2) Before determining a development application (or an application for modification of a consent) for development to which this section applies, the consent authority must—</p> <p style="padding-left: 20px;">(a) give written notice to the electricity supply authority for the area in which the development is to be carried out, inviting comments about potential safety risks, and</p> <p style="padding-left: 20px;">(b) take into consideration any response to the notice that is received within 21 days after the notice is given.</p> <p><b>COMMENT:</b> No need to refer to Essential Energy – std conditions for construction and searches with 'Dial before your dig'.</p>
<b>SEPP (Biodiversity and Conservation) 2021</b>	No clearing of native vegetation is sought that requires approval pursuant to the SEPP.

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<p><b>SEPP (Resilience and Hazards) 2021</b></p>	<p><b>4.6 Contamination and remediation to be considered in determining development application</b></p> <p>(1) A consent authority must not consent to the carrying out of any development on land unless—</p> <p>(a) it has considered whether the land is contaminated, and</p> <p>(b) if the land is contaminated, it is satisfied that the land is suitable in its contaminated state (or will be suitable, after remediation) for the purpose for which the development is proposed to be carried out, and</p> <p>(c) if the land requires remediation to be made suitable for the purpose for which the development is proposed to be carried out, it is satisfied that the land will be remediated before the land is used for that purpose.</p> <p>(2) Before determining an application for consent to carry out development that would involve a change of use on any of the land specified in subsection (4), the consent authority must consider a report specifying the findings of a preliminary investigation of the land concerned carried out in accordance with the contaminated land planning guidelines.</p> <p>(3) The applicant for development consent must carry out the investigation required by subsection (2) and must provide a report on it to the consent authority. The consent authority may require the applicant to carry out, and provide a report on, a detailed investigation (as referred to in the contaminated land planning guidelines) if it considers that the findings of the preliminary investigation warrant such an investigation.</p> <p>(4) The land concerned is—</p> <p>(a) land that is within an investigation area,</p> <p>(b) land on which development for a purpose referred to in Table 1 to the contaminated land planning guidelines is being, or is known to have been, carried out,</p> <p>(c) to the extent to which it is proposed to carry out development on it for residential, educational, recreational or child care purposes, or for the purposes of a hospital—land—</p> <p>(i) in relation to which there is no knowledge (or incomplete knowledge) as to whether development for a purpose referred to in Table 1 to the contaminated land planning guidelines has been carried out, and</p> <p>(ii) on which it would have been lawful to carry out such development during any period in respect of which there is no knowledge (or incomplete knowledge).</p> <p><b>COMMENT:</b>  The land use category is not changing. The land does not have any recorded contamination history associated with planning attributes recorded.</p>
<p><b>SEPP (Planning Systems) 2021</b></p>	<p>N/A</p>
<p><b>SEPP (Industry and Employment) 2021</b></p>	<p>N/A</p>
<p><b>SEPP (Resources and Energy) 2021</b></p>	<p>N/A</p>
<p><b>SEPP Exempt &amp; Complying Development 2008</b></p>	<p>Not exempt development and DA required.</p>
<p><b>SEPP (Primary Production) 2021</b></p>	<p>N/A</p>
<p><b>SEPP Housing 2021</b></p>	<p>N/A</p>
<p><b>SEPP (Sustainable Buildings) 2022</b></p>	<p>SEE BELOW – certificate lodged for the dwelling in this case.</p>

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**5. DEVELOPMENT APPLICATION DA2024/45 PROPOSED DWELLING HOUSE – 1 BOWDEN FLETCHER DRIVE NARROMINE (Cont'd)**

The following SEPPs are specifically relevant to the assessment of the proposed development:

- **SEPP (Sustainable Buildings) 2022**

BASIX Certificate and details shown on plans included with DA submission. Relevant conditions to be included in the determination.

(BASIX Cert had a valid date when lodged – 09 October 2024).

To be valid, the certificate must be submitted with a development application or lodged with a complying development certificate application within 3 months of the date of issue. The DA was lodged 30 October 2024.

The plans did not align with the NSC Flood Policy and further detail was requested of the applicant using 'Stop Clock' provisions. The plans were updated however the amendments did not trigger any change or updated to the BASIX certificate.

**S4.15 (1) (a) (ii) The provisions of any proposed environmental planning instrument**

There are no draft LEPs or draft SEPPs that apply to the subject land.

**S4.15 (1) (a) (iii) The provisions of any development control plan**

Narromine Shire Council Development Control Plan 2011 applies to the land. No departures identified. The following DCP clauses are specifically relevant to the assessment of the proposed development:

Chapter 5(a) Residential development is applicable.

<b>Development Standards</b>	<b>Comment</b>	<b>COMPLIES – Y/N</b>
<b>Building Siting and Design</b> The same distance as on or the other adjoining buildings, provided the difference between the setbacks is less than or equal to 2m ELSE the average of the setbacks of the adjoining buildings.	DCP requires 7.5m setback	Y
<b>Building Height</b> Building heights are to be similar to those in the public streetscape.	Single-storey – No issue with OLS near aerodrome.	Y
<b>Fencing</b>	Fence between the adjacent taxiway and residence will be required as per AS1926.1-1993.	Y to be conditioned
<b>Private Open Space</b> 20% of the lot area with min depth 5m	POS is located the rear of the dwelling and connects with the family room with patio	Y
<b>Landscaping</b>	BASIX details provided on the BASIX commitments plan	Y - To be conditioned
<b>Privacy</b>	No Bedroom windows are on the west facing elevation.	Y

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Habitable windows not to align with adjoining development.	Neighbouring lot to east is private golf course land reserve. Landscaping and fencing will aid with privacy and security.	
<p><b>Building Design</b></p> <ul style="list-style-type: none"> <li>• Building materials are naturally textured and coloured and are sympathetic to the natural environment and are not reflective;</li> <li>• Windowless facades are avoided on street frontages;</li> <li>• Building design facilitates surveillance of streets and open spaces;</li> <li>• Habitable areas (lounge, family rooms) should be designed and positioned within the dwelling to have a northerly or north-easterly aspect. This should be through a north - south or east-west building orientation.</li> </ul>	<p>The alternative building materials chosen in the design are to be considered by Council (in terms of s88B covenant).</p> <p>The chosen materials will be non-reflective.</p> <p>No windowless facades are proposed.</p> <p>The lot has a north/south orientation. The building has provided the living areas to the south with connection to the POS.</p>	Y
<b>Domestic Outbuildings</b>	<p>No separate out buildings proposed.</p> <p>The plans show the location of a future hangar area.</p> <p>(Also, a future pool is shown to ensure future service installation avoids this area- pool subject to a separate application).</p>	Y
<p><b>Flooding</b></p> <p>Located in the Intermediate Flood plain area –</p> <p>Habitable floor level to be above FPL;</p> <p>Building components below the FPL are constructed with flood compatible materials.</p>	<p>FPL – 238.5mAHD</p> <p>Min FFL is shown on the plans and complies with the FPL requirement. To be subject to conditions for survey certificate to verify FPL has been met.</p> <p>Fencing and flood compatible materials to be conditioned.</p>	Y- subject to conditions
<b>Access and Car Parking</b>	<p>Attached double garage proposed.</p> <p>Roll kerb exists in the street.</p> <p>S138 application received with DA for the driveway works.</p>	Y

**S4.15 (1) (a) (iia) any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4.**

There are no planning agreements relating to the site. The applicant has not requested Council to enter into any form of planning agreement.

**5. DEVELOPMENT APPLICATION DA2024/45 PROPOSED DWELLING HOUSE –  
1 BOWDEN FLETCHER DRIVE NARROMINE (Cont'd)**

**S4.15 (1) (a) (iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph)**

Part 4 of the Environmental Planning and Assessment Regulation 2021 specifies additional matters that must be taken into consideration by a consent authority in determining a development application. Consideration of these matters is included below:

- **Clause 61 - Additional matters that consent authority must consider -**  
(1) In determining a development application for the demolition of a building, the consent authority must consider the Australian Standard AS 2601—2001: The Demolition of Structures.....etc

Comment: - no demolition works – vacant land to be developed.

- **Clause 62 - Consideration of fire safety**  
(1) *This section applies to the determination of a development application for a change of building use for an existing building if the applicant does not seek the rebuilding or alteration of the building.*  
(2) *The consent authority must—*  
(a) *consider .....etc*

Comment: - No change of use proposed as part of this application.

- **Clause 63- Temporary Structures** - not relevant to the proposal.
- **Clause 76 - Deferred Commencement** - not relevant to the proposal.
- **Clause 77 – Ancillary aspects of development** - not relevant to the proposal.
- **Clause 67 - Modification or surrender of development consent or existing use** - not relevant to the proposal.
- **Clause 75 - Fulfilment of BASIX commitments** – YES - relevant to the proposal –

**Clause 75 Fulfilment of BASIX commitments**

*It is a condition of a development consent for the following that each commitment listed in a relevant BASIX certificate is fulfilled—*

- (a) *BASIX development,*
- (b) *BASIX optional development, if the development application was accompanied by a BASIX certificate.*

Comment – Certificate accompanies the application - conditions to be applied to ensure the BASIX commitments are upheld.

**S4.15 (1) (b) the likely impact on the natural and built environment(s) and the likely social and/or economic impact on the locality**

- **Context and Setting** – Vacant and serviced residential land in urban area of Narromine - development is appropriate in the setting for detached dwelling and future outbuildings. Applicable covenant for SkyPark development taken into consideration - condition required to ensure compliance with AS2021 Acoustics – Aircraft intrusion – Building siting and construction – with notation shown on the approved plans.

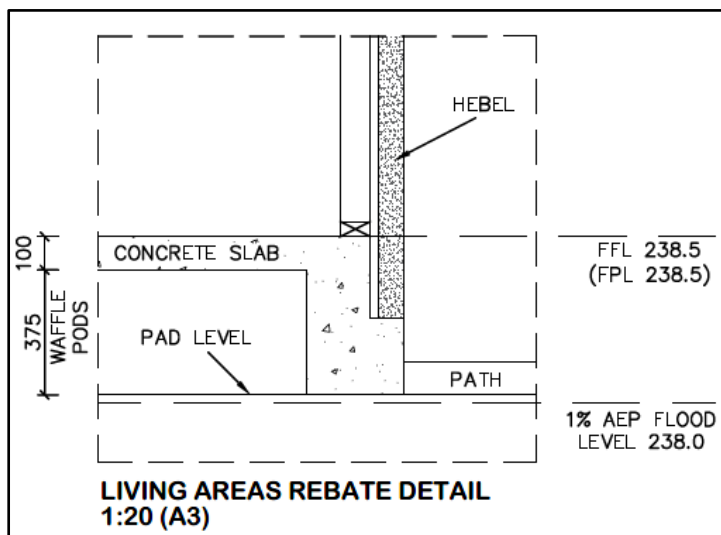
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- **Land Use Conflict** – No adverse impact identified – surrounding lots similarly developed for single residential dwellings.
  - **Access and Traffic** - No adverse impact identified. S138 required for driveway works. Not applied with this DA- to be conditioned.
  - **Public Domain** – no adverse impacts identified.
  - **Utilities** – standard conditions applied to ensure services are avoided.
  - **Heritage** – N/A – Aerodrome nearest item - not likely to be impacted.
  - **Other land resources** – N/A.
  - **Bushfire** – N/A.
  - **Surface Water and Groundwater** – Standard conditions for connection to street for drainage included; separate S68 approval required.
  - **Soils** – no issues with standard conditions applied.
  - **Air & Microclimate** - No adverse impact identified.
  - **Noise and Vibration** - No adverse impact identified. The design is to be compliant with AS2021 Acoustics-Aircraft noise intrusion – Building siting and construction. The proposed use of Hebel is acceptable as a good insulated building material and also suitable for the noise attenuation.
  - **Flora and Fauna** - No adverse impact identified. Condition for BASIX commitments to be met and proper landscaping plan required prior to CC.
  - **Waste** - No adverse impact identified.
  - **Natural Hazards** – FLOODING –
- Compliance with Council's Flood Policy is required and updated Flood Study - mapped as flood prone land.

The plans of the proposed development have demonstrated the following building materials are proposed below the Flood Planning Level (FPL):

- Concrete slab;
- Hebel wall cladding.



Excerpt proposed plan

Barnson, (consulting engineers) on behalf of the applicant provided information:

“Hebel is a strong, versatile, high performance building product made from Autoclaved Aerated Concrete (AAC). It is noted that the Narromine Shire Flood Policy 2011, specifically,

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1 BOWDEN FLETCHER DRIVE NARROMINE (Cont'd)**

Annexure 3 (Flood Compatible Materials) did not specifically identify Hebel as a flood compatible material when the documentation was created. Nonetheless, the following information has been provided to argue the case that the proposal should be considered suitable:

- Flood Resilient building materials for QLD Homes:

As per the above-mentioned report, rendered autoclaved aerated concrete panels are listed under the flood resilient materials table within external cladding and structure (section 3 of Flood Resilient Materials Table). The advantages listed include durable and water resistant (only with waterproof render); minimal maintenance; no cavity to hold moisture and/or silt; minimal clean-up; and can be constructed relatively quickly. The only disadvantage provided is that it should be waterproof rendered. In this instance, the proposal should ensure that the hebel proposed below the FPL is waterproofed.

- Houses and Low Rise Multi Residential PowerPanel External Walls (Design and Installation Guide)

Section 2.1 Durability notes the following for Hebel Cladding Where Installed in Flood Affected Areas:

*Hebel panels are an autoclaved aerated concrete (AAC) material containing macropores (i.e. the air voids in the Hebel material structure) that create a porous structure. The panels are coated with an acrylic coating system generally comprising a base skim coat, texture coat and final coat layer to prevent the ingress of water from inclement weather. Should Hebel external walls be subject to inundation by flood waters, this will likely affect and possibly breach the integrity of the external coatings and sealants causing the panels to absorb moisture. For these reasons, best building practice would be to ensure that the base of panels remain within the freeboard region of the determined and site-specific flood level to avoid inundation, as Hebel AAC panel product warranties following exposure to a flood event are not guaranteed and are subject to the discretion of CSR Hebel.*

Taking the above into consideration, the proposed development proposes the base of the Hebel Panels will not be below the freeboard region of the FPL, thus ensuring protection from over inundation in water during major flooding events. Therefore, the Hebel material below the FPL should be considered 'flood compatible' in the Bowden Fletcher locality."

The detail provided above shows that the Hebel is limited to the freeboard height and consistent with the engineering advice.

Clause 5.21 of the Narromine Local Environmental Plan 2011 is applicable.

**cl. 5.21 Flood planning**

(1) The objectives of this clause are as follows—

- (a) to minimise the flood risk to life and property associated with the use of land,
- (b) to allow development on land that is compatible with the flood function and behaviour on the land, taking into account projected changes as a result of climate change,
- (c) to avoid adverse or cumulative impacts on flood behaviour and the environment,
- (d) to enable the safe occupation and efficient evacuation of people in the event of a flood.

(2) Development consent must not be granted to development on land the consent authority considers to be within the flood planning area unless the consent authority is satisfied the development—

- (a) is compatible with the flood function and behaviour on the land, and
- (b) will not adversely affect flood behaviour in a way that results in detrimental increases in the potential flood affectation of other development or properties, and
- (c) will not adversely affect the safe occupation and efficient evacuation of people or exceed the capacity of existing evacuation routes for the surrounding area in the event of a flood, and
- (d) incorporates appropriate measures to manage risk to life in the event of a flood, and

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(e) will not adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses.

(3) In deciding whether to grant development consent on land to which this clause applies, the consent authority must consider the following matters—

(a) the impact of the development on projected changes to flood behaviour as a result of climate change,

(b) the intended design and scale of buildings resulting from the development,

(c) whether the development incorporates measures to minimise the risk to life and ensure the safe evacuation of people in the event of a flood,

(d) the potential to modify, relocate or remove buildings resulting from development if the surrounding area is impacted by flooding or coastal erosion.

(4) A word or expression used in this clause has the same meaning as it has in the Considering Flooding in Land Use Planning Guideline unless it is otherwise defined in this clause.

(5) In this clause—

**Considering Flooding in Land Use Planning Guideline** means the Considering Flooding in Land Use Planning Guideline published on the Department's website on 14 July 2021.

**flood planning area** has the same meaning as it has in the Flood Risk Management Manual.

**Flood Risk Management Manual** means the Flood Risk Management Manual, ISBN 978-1-923076-17-4, published by the NSW Government in June 2023.

#### **Comments:**

The residential area intended to be developed for the proposed purpose. Flood potential was identified at the subdivision stage. The plans provided by the applicant note that the proposed building has been designed with a minimum floor height of RL 238.5m AHD being the flood planning level. The development is able to be structurally designed to withstand the forces of floodwater up to the flood planning level. Similar to other developments in the locality, the proposal is a single-storey dwelling, with direct access to Bowden Fletcher Drive, emergency evacuation can occur without any additional site-specific requirement.

- **Technological Hazards** – N/A.
- **Safety Security and Crime Prevention** – Good sight is available from the entry to the street Bowden Fletcher Drive.
- **Social Impact in the Locality** – Additional dwelling in the street is expected for the location.
- **Economic Impact in the Locality** – positive impact for construction period.
- **Site Design and Internal Design** – the compliance with the DCP and design requirements of the flood policy are acceptable. The request to use the alternative building materials is to be considered by Council as per the s88B instrument. The proposed design is considered acceptable and the use of modern building products is supported in this case.
- **Cumulative Impacts** – Servicing assumed to be acceptable. (New water service/meter required). No issues raised.

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#### **S4.15 (1) (c) The suitability of the site for the development,**

The site has the capacity to support the proposal without creating adverse impacts on the site and adjoining land. The **Dwelling** will be wholly located on the subject allotment and is of a design that is acceptable for the location (and known restrictions).

It is considered that the alternative building materials are acceptable in consideration of the unique building design and that the development application is recommended for approval subject to condition(s) detailed in Annexure 'A' attached.

#### **S4.15 (1) (d) Any submissions made in accordance with this Act or the regulations,**

No submissions. (No requirement to advertise or carry our neighbour notification as per Policy). Council to consider the terms of the restriction and request to use modern building materials in the new dwelling proposed.



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1 BOWDEN FLETCHER DRIVE NARROMINE (Cont'd)**

**S4.15 (1) (e) the public interest**

The proposal is assessed to pose no significant impacts on the public interest.

***Legal and Regulatory Compliance***

Environmental Planning and Assessment Act 1979  
Environmental Planning and Assessment Regulation 2021

***Risk Management Issues***

Nil

***Internal/ external Consultation***

Nil

**Attachments**

- Elevations and site plan (***Attachment No. 3***)

**As this is a planning decision made in the exercise of a function of Council under the EPA Act 1979, a division is required to be called for the motion (section 375A, Local Government Act 1993).**

**RECOMMENDATION**

That Council:

1. Approve the proposed building materials for use with consideration of the terms of restriction on the use of the land (DP1003835) pursuant to s88B Conveyancing Act 1919, and
2. Grant development consent for the application subject to condition(s) detailed in Annexure 'A' attached.

**Annexure A**

**Terms and Reasons for Conditions**

Under section 88(1)(c) of the EP&A Regulation, the consent authority must provide the terms of all conditions and reasons for imposing the conditions other than the conditions prescribed under section 4.17(11) of the EP&A Act. The terms of the conditions and reasons are set out below.

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**GENERAL CONDITIONS**

Condition					
<b>1</b>	<b>Approved plans and supporting documentation</b>				
Development of the <b>Dwelling house</b> is approved and must be carried out in accordance with the following approved plans and supporting documentation (stamped by Council), except where the conditions of this consent expressly require otherwise.					
	<b>Plan No.</b>	<b>Ref No.</b>	<b>Plan Title.</b>	<b>Drawn By.</b>	<b>Dated.</b>
	Sheet 1/9 Issue K	Job 24109	Floor Plan Lot 1 (DP1003835) Bowden Fletcher Dr, Narromine Handsaker Prepared by Avalon Drafting	NT	12.11.24
	Sheet 2/9 Issue K	Job 24109	Floor Plan Lot 1 (DP1003835) Bowden Fletcher Dr, Narromine Handsaker Prepared by Avalon Drafting	NT	12.11.24
	Sheet 3/9 Issue K	Job 24109	Floor Plan Lot 1 (DP1003835) Bowden Fletcher Dr, Narromine Handsaker Prepared by Avalon Drafting	NT	12.11.24
	Sheet 4/9 Issue K	Job 24109	Elevations Lot 1 (DP1003835) Bowden Fletcher Dr, Narromine Handsaker Prepared by Avalon Drafting	NT	12.11.24
	Sheet 5/9 Issue K	Job 24109	Elevations Lot 1 (DP1003835) Bowden Fletcher Dr, Narromine Handsaker Prepared by Avalon Drafting	NT	12.11.24
	Sheet 6/9 Issue K	Job 24109	Site Plan Lot 1 (DP1003835) Bowden Fletcher Dr, Narromine Handsaker Prepared by Avalon Drafting	NT	12.11.24
	Sheet 7/9 Issue K	Job 24109	Erosion & Sediment Control Plan Lot 1 (DP1003835) Bowden Fletcher Dr, Narromine Handsaker Prepared by Avalon Drafting	NT	12.11.24

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Condition				
Sheet 8/9 Issue K	Job 24109	BASIX Commitments Plan Lot 1 (DP1003835) Bowden Fletcher Dr, Narromine Handsaker Prepared by Avalon Drafting	NT	12.11.24
Sheet 9/9 Issue K	Job 24109	BASIX Commitments & Typ Section Lot 1 (DP1003835) Bowden Fletcher Dr, Narromine Handsaker Prepared by Avalon Drafting	NT	12.11.24
<b>Document Title.</b>		<b>Certificate No.</b>	<b>Prepared By.</b>	<b>Dated.</b>
BASIX Certificate		1767863S	Avalon Drafting	09 October 2024
<p>In the event of any inconsistency between the approved plans and the supporting documentation, the approved plans prevail. In the event of any inconsistency between the approved plans and a condition of this consent, the condition prevails.</p> <p><b>NOTES:</b></p> <ol style="list-style-type: none"> <li>1. An inconsistency occurs between an approved plan and supporting documentation or between an approved plan and a condition when it is not possible to comply with both at the relevant time.</li> <li>2. The proposed pool and hangar shown on the site plan are not approved and separate development application is required for these structures.</li> </ol>				
<p>Condition Reason: To ensure all parties are aware of the approved plans and supporting documentation that applies to the development.</p>				

**BUILDING WORK  
BEFORE ISSUE OF A CONSTRUCTION CERTIFICATE**

Condition	
<b>2</b>	<p><b>Design Commitments</b></p> <p>Before the issue of a construction certificate, the certifier must ensure the approved construction certificate plans (and specifications) detail the following: required BASIX commitments, and are in accordance with the approval conditions of other associated approvals:</p> <ol style="list-style-type: none"> <li>a. Plans are to detail waterproofing to wall materials (Hebel) for any part of the dwelling below the Flood Planning Level (being 238.5mAHD at the time of determination). Hebel is only permitted above the 1%AEP flood level (238.0m AHD).</li> </ol>

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Condition	
	<p>b. Plans are to demonstrate compliance with Australian Standard AS2021 Acoustics – Aircraft noise intrusion – Building Siting and construction) for dwellings erected on or near aerodromes.</p> <p>c. A landscaping plan is to be provided to demonstrate new fencing in compliance with flood policy, and driveway work.</p> <p>d. Separate applications are required to be submitted pursuant to s68 Local Government Act and s138 Roads Act, any design commitments should be detailed on plans prior to issue of construction certificate.</p>
	<p>Condition Reason: To require minor amendments to the approved plans and supporting documentation following assessment of the development &amp; to ensure the amenity for occupants has been addressed through appropriate design.</p>
<b>3</b>	<p><b>Payment of building and construction industry long service levy</b></p> <p>Before the issue of a construction certificate, the applicant is to ensure that the person liable pays the long service levy to be calculated based on a cost estimate prepared by a suitably qualified person to the Long Service Corporation or Council under section 34 of the Building and Construction Industry Long Service Payments Act 1986 and provides proof of this payment to the certifier. The cost estimate and proof of payment is required to be provided to the certifier prior to issue of construction certificate.</p> <p>From 1 January 2023 the levy rate will be 0.25% of the cost of building and construction works and will only be payable if the cost of works is \$250,000 and above (inclusive of GST). This payment can be made directly to the Long Service Levy Corporation. All benefits and requirements are determined by the <i>Building and Construction Industry Long Service Payments Act 1986</i>.</p> <p>Based on the supplied value (\$1,235,600) the current levy payable is <b>\$3,089</b> (An updated Cost Estimate maybe required prior payment). This payment can be made directly to the Long Service Corporation. All benefits and requirements are determined by the Building and Construction Industry Long Service Payments Act 1986. Refer to the website for information on where to pay <a href="https://www.longservice.nsw.gov.au/bci/levy/paying-the-levy/where-to-pay-the-levy">https://www.longservice.nsw.gov.au/bci/levy/paying-the-levy/where-to-pay-the-levy</a></p>
	<p>Condition Reason: To ensure the long service levy is paid.</p>
<b>4</b>	<p><b>Payment of section 7.12 contributions</b></p> <p>Pursuant to section 7.12 of the Environmental Planning and Assessment Act 1979, the monetary contribution set out in the following table is to be paid to Council prior to the issue of a Construction Certificate. The contribution is to be levied in accordance with the Narromine Shire Council Section 7.12 Contributions Plan 2019, adopted on 29 January 2020.</p>

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Condition														
<p>Contribution amounts are to be calculated by Council upon the receipt of a cost estimate prepared by a suitably qualified person. The contribution payable will be calculated in accordance with the contributions plan current at the time of payment, and will be adjusted at the time of payment in accordance with the Consumer Price Index (CPI) (All Groups Index for Sydney) published by the Australian Bureau of Statistic (ABS).</p> <p><b>NOTE:</b> Contribution amounts will be adjusted by Council each quarter. The current amount payable based</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Contribution Type</th> <th style="width: 10%;"></th> <th style="width: 25%;">Proposed Cost of Development</th> <th style="width: 15%;">Levy Payable (%)</th> <th style="width: 20%;">Total Payable</th> </tr> </thead> <tbody> <tr> <td>Section Contribution</td> <td style="text-align: center;">7.12</td> <td style="text-align: right;">\$1,235,600</td> <td style="text-align: center;">1%</td> <td style="text-align: right;"><b>\$12,356</b></td> </tr> </tbody> </table>					Contribution Type		Proposed Cost of Development	Levy Payable (%)	Total Payable	Section Contribution	7.12	\$1,235,600	1%	<b>\$12,356</b>
Contribution Type		Proposed Cost of Development	Levy Payable (%)	Total Payable										
Section Contribution	7.12	\$1,235,600	1%	<b>\$12,356</b>										
<p>Condition Reason: To ensure development contributions are paid to address the increased demand for public amenities and services resulting from the approved development.</p>														
<b>5</b>	<b>Location of Switchboards/meters</b>													
Switchboards for gas, electricity, etc must not be attached to the front or street facing elevations of the building.														
Condition Reason: Visual amenity has been addressed through appropriate design.														
<b>6</b>	<b>Erosion and sediment control plan</b>													
<p>Before the issue of a construction certificate the applicant is to ensure that an erosion and sediment control plan is prepared in reference to the following documents:</p> <ul style="list-style-type: none"> <li>• Council's development control plan, and</li> <li>• The guidelines set out in the NSW Department of Housing manual 'Managing Urban Stormwater: Soils and Construction Certificate' (the Blue Book).</li> </ul> <p>The applicant must ensure the erosion and sediment control plan is kept on-site at all times during site works and construction.</p>														
Condition Reason: To ensure no substance other than rainwater enters the stormwater system and waterways.														
<b>7</b>	<b>Other approvals pursuant to LG Act</b>													
<p>Prior to the issue of a construction certificate, an approval pursuant to Section 68 of the Local Government Act 1993 is required to be issued by Council for all plumbing and drainage work, and stormwater discharge point to the street system.</p>														
Condition Reason: To ensure all drainage, house sewer and plumbing work is carried out in accordance with the relevant requirements and the Local Government Act, 1993.														

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Condition	
<b>8</b>	<p><b>Flood Planning Level</b></p> <p>The dwellings are to be constructed so that the finished floor level of the habitable rooms is at the Flood Planning Level (FPL). This level should be determined in accordance with Council's Flood Policy and the Narromine Floodplain Risk Management Study &amp; Plan 2021. The structure is to have flood compatible building components below this level i.e. the 1% AEP flood level plus 500mm freeboard (FPL). At the time of this consent a FPL of <b>238.5 metres AHD</b> is applicable to the land. The FPL at the time of construction should be confirmed in writing by Council prior to any works starting to account for any updates to the Flood Study and apply updated data to determine the relevant FPL.</p> <p>Condition Reason: The land falls within a known flood affected area and design is to be compatible with the flood behaviour and hazard for the location.</p>

**BEFORE BUILDING WORKS COMMENCE**

Condition	
<b>9</b>	<p><b>Water Meter</b></p> <p>Prior to the commencement of works the developer is to provide a water service and meter to the Lot. This can be achieved by lodgement of the Water Service Application form and payment to Council in accordance with Council's fees and charges.</p> <p>Condition Reason: To ensure a legal water supply is available for construction.</p>
<b>10</b>	<p><b>Erosion and sediment controls in place</b></p> <p>Before the commencement of any site or building work, the principal certifier must be satisfied the erosion and sediment controls in the erosion and sediment control plan, are in place, and remain until the site is rectified (at least 70% ground cover achieved over any bare ground on site).</p> <p>Condition Reason: To ensure runoff and site debris do not impact local stormwater systems and waterways.</p>
<b>11</b>	<p><b>Signs on site</b></p> <p>A sign must be erected in a prominent position on any site on which building work or demolition work is being carried out:</p> <ol style="list-style-type: none"> <li>a) showing the name, address and telephone number of the principal certifier for the work, and</li> <li>b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and</li> <li>c) stating that unauthorised entry to the work site is prohibited.</li> </ol> <p>Any such sign is to be maintained while the building work or demolition work is being carried out, but must be removed when the work has been completed.</p>

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Condition	
	<p><b>NOTE:</b> This does not apply in relation to building work or demolition work that is carried out inside an existing building that does not affect the external walls of the building.</p> <p>Condition Reason: Prescribed condition EP&amp;A Regulation, clause 70.</p>
<b>12</b>	<p><b>Compliance with Home Building Act</b></p> <p>In the case of residential building work for which the <i>Home Building Act 1989</i> requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance is in force before any building work authorised to be carried out by the consent commences.</p> <p>Condition Reason: Prescribed condition EP&amp;A Regulation, clause 69.</p>
<b>13</b>	<p><b>Home Building Act requirements</b></p> <p>Residential building work within the meaning of the Home Building Act 1989 must not be carried out unless the principal certifier for the development to which the work relates (not being the council) has given the council written notice of the following information –</p> <p>a) In the case of work for which a principal contractor is required to be appointed—</p> <ol style="list-style-type: none"> <li>1. the name and licence number of the principal contractor, and</li> <li>2. the name of the insurer by which the work is insured under Part 6 of that Act,</li> </ol> <p>b) In the case of work to be done by an owner-builder—</p> <ol style="list-style-type: none"> <li>1. the name of the owner-builder, and</li> <li>2. if the owner-builder is required to hold an owner-builder permit under that Act, the number of the owner-builder permit.</li> </ol> <p>If arrangements for doing the residential building work are changed while the work is in progress so that the information notified becomes out of date, further work must not be carried out unless the principal certifier for the development to which the work relates (not being the Council) has given the Council written notice of the updated information.</p> <p>Condition Reason: Prescribed condition EP&amp;A Regulation, clause 71.</p>
<b>14</b>	<p><b>Damage to Public Assets</b></p> <p>The developer or his agent must undertake a site inspection of the adjacent kerbs, gutters, footpaths, walkways, carriageway, reserves and the like, prior to commencement of work and document evidence of any damage to existing assets.</p> <p>Failure to identify existing damage will result in all damage detected after completion of the building work being repaired at the applicant's expense. Any damage to Council's infrastructure that occurs as a result of the development must be repaired immediately to Council's satisfaction and at no cost to Council.</p> <p>Condition Reason: To establish and document the conditions of property and public land for comparison as building work progresses and is completed.</p>

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Condition	
<b>15</b>	<b>Existing Services</b>
	Costs associated with all development works including any necessary alteration, relocation of services, public utility mains or installations must be met by the developer. The developer is responsible to accurately locate all existing services before any development works commence to satisfy this condition.
	Condition Reason: To ensure relevant utility service providers requirements can be met.
<b>16</b>	<b>Avoid Services</b>
	Structures are to be located at least 1500mm away from the centre line of any sewer or stormwater pipe and such, that they do not encroach into any existing or required easement.
	Condition Reason: To protect Council infrastructure.

**DURING BUILDING WORK**

Condition	
<b>17</b>	<b>Surveys by a registered surveyor</b>
	While building work is being carried out, a registered surveyor survey is required to measure and mark the positions of the following and provide them to the principal certifier — <ul style="list-style-type: none"> <li>a) A Survey Certificate building set out survey must be submitted at the completion of the building work certifying the location of the building in relation to boundaries of the allotment.</li> <li>b) At other stages of construction – any marks that are required by the principal certifier.</li> </ul>
	Condition reason: To ensure buildings are sited and positioned in the approved location.
<b>18</b>	<b>Flood Policy – Survey Certificate Required</b>
	The developer is to submit to the principal certifier, a survey certificate signed by a Registered Surveyor certifying the floor level of the dwelling has been constructed to the Flood Planning Level (FPL). The survey certificate is to be submitted to the principal certifier at the following constructions stages: <ul style="list-style-type: none"> <li>i. Prior to the pouring of any concrete slabs once form work is completed;</li> <li>ii. Prior to the placement of any timber type floor on bearers / joist type construction</li> </ul>
	Condition reason: To ensure the Flood Planning Level as adopted will met by the finished floor level.
<b>19</b>	<b>Surveys by a registered surveyor</b>
	While building work is being carried out, a registered surveyor survey is required to measure and mark the positions of the following and provide them to the principal certifier — <ul style="list-style-type: none"> <li>a) A Survey Certificate building set out survey must be submitted at the completion of the building work certifying the location of the building in relation to boundaries of the allotment.</li> </ul>



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Condition	
	<p>b) At other stages of construction – any marks that are required by the principal certifier (incl. for flood considerations).</p> <p>Condition reason: To ensure buildings are sited and positioned in the approved location.</p>
<b>20</b>	<p><b>Hours of work</b></p> <p>The principal certifier must ensure that building work, demolition or vegetation removal is only carried out between: 7:00am to 6:00pm on Monday to Friday 8:00 am to 1pm on Saturday</p> <p>The principal certifier must ensure building work, demolition or vegetation removal is not carried out on Sundays and public holidays, except where there is an emergency. Unless otherwise approved within a construction site management plan, construction vehicles, machinery, goods or materials must not be delivered to the site outside the approved hours of site works.</p> <p><b>NOTE:</b> Any variation to the hours of work requires Council's approval.</p> <p>Condition Reason: To protect the amenity of the surrounding area.</p>
<b>21</b>	<p><b>Section 138 Roads Act</b></p> <p>Under Section 138 of the Roads Act 1993, should any work on the verge, footpath, or public road reserve be required, a separate Section 138 Roads Act Approval will need to be obtained from Council. The conditions of a s138 approved by Council are to be complied with prior to works commencing in the road reserve.</p> <p>Condition Reason: To ensure compliance with the Roads Act and Council policy.</p>
<b>22</b>	<p><b>Driveway Locations</b></p> <p>The location of the proposed driveways and crossovers are not to conflict with public utilities services such as water infrastructure, drainage pits and structures, services inspection pits, power or light poles, traffic medians and street trees.</p> <p>Condition Reason: To ensure new driveway works do not impede public utility services.</p>
<b>23</b>	<p><b>Stormwater Disposal</b></p> <p>The guttering, downpipes and stormwater system is to be installed and connected to a rainwater tank and/or the approved disposal point in consultation with Council, as soon as the roof sheeting is positioned to prevent erosion of the site from roof water. Proposed stormwater work is to be subject to an approval pursuant to s68 of the Local Government Act. Drainage works are to be designed and constructed in accordance with AS/NZS 3500.3.2 – Stormwater drainage and the Building Code of Australia.</p> <p>Condition reason: To assist in the prevention of erosion of the site from storm water.</p>

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Condition	
<b>24</b>	<p><b>Compliance with the Building Code of Australia</b></p> <p>Building work must be carried out in accordance with the requirements of the BCA.</p> <p>Condition reason: Prescribed condition - EP&amp;A Regulation clause 69.</p>
<b>25</b>	<p><b>Procedure for critical stage inspections</b></p> <p>While building work is being carried out, any such work must not continue after each critical stage inspection unless the principal certifier is satisfied the work may proceed in accordance with this consent and the relevant construction certificate</p> <p>Condition reason: To require approval to proceed with building work following each critical stage inspection.</p>
<b>26</b>	<p><b>Implementation of the site management measures</b></p> <p>While vegetation removal, demolition and/or building work is being carried out, the applicant must ensure the measures required by site management conditions and the erosion and sediment control plan are implemented at all times. The applicant must ensure a copy of this plan is kept on site at all times and made available to Council officers upon request.</p> <p>Condition reason: To ensure the required site management measures are implemented during construction.</p>
<b>27</b>	<p><b>Implementation of BASIX commitments</b></p> <p>While building work is being carried out, the applicant must undertake the development strictly in accordance with the commitments listed in the BASIX certificate(s) approved by this consent, for the development to which the consent applies</p> <p>Condition reason: To ensure BASIX commitments are fulfilled in accordance with the BASIX certificate (prescribed condition under clause 75 EP&amp;A Regulation).</p>
<b>28</b>	<p><b>Construction noise</b></p> <p>While building work is being carried out and where no noise and vibration management plan is approved under this consent, the applicant is to ensure that any noise caused by demolition, vegetation removal or construction does not exceed an LAeq (15 min) of 5dB(A) above background noise, when measured at any lot boundary of the property where the construction is being carried out.</p> <p>Condition reason: To protect the amenity of the neighbourhood.</p>
<b>29</b>	<p><b>Responsibility for changes to public infrastructure</b></p> <p>While building work is being carried out, the applicant must pay any costs incurred as a result of the approved removal, relocation or reconstruction of infrastructure (including ramps, footpaths, kerb and gutter, light poles, kerb inlet pits, service provider pits, street trees or any other infrastructure in the street footpath area).</p> <p>Condition reason: To ensure payment of approved changes to public infrastructure.</p>

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Condition	
<b>30</b>	<p><b>Shoring and adequacy of adjoining property</b></p> <p>If the development involves an excavation that extends below the level of the base of the footings of a building, structure or work on adjoining land (including any structure or work within a road or rail corridor), the person having the benefit of the development consent must, at the person's own expense —</p> <ul style="list-style-type: none"> <li>a) Protect and support the building, structure or work from possible damage from the excavation, and</li> <li>b) Where necessary, underpin the building, structure or work to prevent any such damage.</li> </ul> <p>This condition does not apply if the person having the benefit of the development consent owns the adjoining land or the owner of the adjoining land has given consent in writing to that condition not applying.</p> <p>Condition reason: Prescribed condition - EP&amp;A Regulation clause 74.</p>
<b>31</b>	<p><b>Uncovering relics or Aboriginal objects</b></p> <p>While demolition or building work is being carried out, all such works must cease immediately if a relic or Aboriginal object is unexpectedly discovered. The applicant must notify the Heritage Council of NSW in respect of a relic and notify the Secretary of the Department of Planning, Industry and Environment and the Heritage Council of NSW in respect of an Aboriginal object. Building work may recommence at a time confirmed by either the Heritage Council of NSW or the Secretary of the Department of Planning, Industry and Environment.</p> <p>In this condition:</p> <ul style="list-style-type: none"> <li>• “relic” means any deposit, artefact, object or material evidence that: <ul style="list-style-type: none"> <li>(a) relates to the settlement of the area that comprises New South Wales, not being Aboriginal settlement, and</li> <li>(b) is of State or local heritage significance; and</li> </ul> </li> <li>• “Aboriginal object” means any deposit, object or material evidence (not being a handicraft made for sale) relating to the Aboriginal habitation of the area that comprises New South Wales, being habitation before or concurrent with (or both) the occupation of that area by persons of non-Aboriginal extraction and includes Aboriginal remains</li> </ul> <p>Condition reason: To ensure the protection of objects of potential significance during works.</p>
<b>32</b>	<p><b>Cut and fill</b></p> <p>While building work is being carried out, the principal certifier must be satisfied all soil removed from or imported to the site is managed in accordance with the following requirements:</p> <ul style="list-style-type: none"> <li>a) All excavated material removed from the site must be classified in accordance with the EPA's Waste Classification Guidelines before it is disposed of at an approved waste management facility and the classification and the volume of material removed must be reported to the principal certifier.</li> </ul>

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Condition	
	<p>b) All fill material imported to the site must be Virgin Excavated Natural Material as defined in Schedule 1 of the Protection of the Environment Operations Act 1997 or a material identified as being subject to a resource recovery exemption by the NSW EPA.</p>
	<p>Condition reason: To ensure soil removed from the site is appropriately disposed of and soil imported to the site is safe for future occupants.</p>
<b>33</b>	<p><b>Ground Levels</b></p> <p>Finished ground levels are to be graded away from the buildings and adjoining properties must achieve natural drainage. The concentrated flows are to be dispersed down slope or collected and discharged to the stormwater drainage system.</p>
	<p>Condition reason: To ensure runoff does not impact neighbouring properties and buildings.</p>

**BEFORE ISSUE OF AN OCCUPATION CERTIFICATE**

Condition	
<b>34</b>	<p><b>Works-as-executed plans (drainage diagram)</b></p> <p>Before the issue of the relevant occupation certificate, the applicant must submit, to the satisfaction of the principal certifier, works-as-executed plans, any compliance certificates and any other evidence confirming the following completed works:</p> <ul style="list-style-type: none"> <li>a) All stormwater drainage systems and storage systems;</li> <li>b) The following matters that Council requires to be documented: <ul style="list-style-type: none"> <li>1. Work as executed plans as per s68 approval.</li> </ul> </li> </ul> <p>The principal certifier must provide a copy of the plans to Council with the occupation certificate.</p>
	<p>Condition reason: To confirm the location of works once constructed that will become council assets, and provide drainage diagram records.</p>
<b>35</b>	<p><b>Driveways and Car Parking</b></p> <p>Construction of access driveways and crossovers must be undertaken in accordance with the s138 Approval prior to issue of an Occupation Certificate for the proposed dwelling. Two (2) off street car spaces are to be provided for the dwelling.</p>
	<p>Condition reason: To ensure approved works are completed.</p>
<b>36</b>	<p><b>Fencing</b></p> <p>Fencing is to be provided between the residence and the adjacent taxiway to restrain children from exiting the boundary of any lot; such fence is to include self-closing gates to comply with the Australian Standard AS 1926.1-2012. Fencing should be of an open design to permit the flow of flood water.</p> <ul style="list-style-type: none"> <li>a. Any solid fencing panel designs should have provision to allow the passage of water in the event of a flood.</li> </ul>

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Condition	
	<p>b. Colorbond or other solid fencing should be stepped down towards the driveway crossover with Bowden Fletcher Dr to avoid obstruction to drivers' views.</p> <p>Condition reason: New fences should provide for the movement of flood water and incorporate safety measures as a barrier between the aerodrome and residential area.</p>
<b>36</b>	<p><b>Completion of public utility services</b></p> <p>Before the issue of the relevant occupation certificate, the principal certifier must ensure any adjustment or augmentation of any public utility services including gas, water, sewer, electricity, street lighting and telecommunications, required as a result of the development, is completed to the satisfaction of the relevant authority.</p> <p>Before the issue of the occupation certificate, the certifier may request written confirmation from the relevant authority that the relevant services have been completed.</p> <p>Condition reason: To ensure required changes to public utility services are completed, in accordance with the relevant agency requirements, before occupation.</p>
<b>37</b>	<p><b>Preservation of survey marks</b></p> <p>Before the issue of an occupation certificate, a registered surveyor must submit documentation to the principal certifier which demonstrates that:</p> <ul style="list-style-type: none"> <li>a) no existing survey mark(s) have been removed, damaged, destroyed, obliterated or defaced, or</li> <li>b) the applicant has re-established any survey mark(s) that were damaged, destroyed, obliterated or defaced in accordance with the Surveyor General's Direction No. 11 – Preservation of Survey Infrastructure.</li> </ul> <p>Condition reason: To protect the State's survey infrastructure.</p>
<b>38</b>	<p><b>Repair of infrastructure</b></p> <p>Before the issue of an occupation certificate, the applicant must ensure any public infrastructure damaged as a result of the carrying out of building works (including damage caused by, but not limited to, delivery vehicles, waste collection, contractors, sub-contractors, concreting vehicles) is fully repaired to the written satisfaction of Council, and at no cost to Council.</p> <p><b>NOTE:</b> If the Council is not satisfied, the whole or part of any bond submitted will be used to cover the rectification work.</p> <p>Condition reason: To ensure any damage to public infrastructure is rectified.</p>

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Condition	
<b>39</b>	<b>Completion of landscape and tree works</b>
	Before the issue of an occupation certificate, the principal certifier must be satisfied that all landscape works, have been completed in accordance with the approved plans and any relevant conditions of this consent.
	Condition reason: To ensure the approved landscaping works have been completed before occupation, in accordance with the approved BASIX commitments and any landscaping plan(s).

Phil Johnston  
**Director Community and Economic Development**



Jane Redden  
General Manager  
PO Box 115  
Narromine NSW 2821

For the attention of Narromine Shire Councillors

22 November 2024

**Re: Management Proposal**

Dear Mayor Jones and Councillors,

We are writing to you, after careful consideration, to put forward a proposal that the Narromine Shire Council considers taking over the management of the future Narromine Dolly Parton Festival.

With the financial highs and lows that the committee have experienced, we feel that Council will have greater capacity to manage and financially support the running of this already successful event. We are all so passionate and proud of what we have created over the last three years and come to you out of necessity as we have discovered from year to year there is no certainty in government funding. We have tirelessly approached business sponsors but have found little support due to economic pressures. The stress to the committee with this uncertainty has meant that we are financially bound if the festival runs at a loss.

It costs approximately \$150 000 to successfully run the festival and provide free entry to patrons. Free entry makes it extremely attractive to tourists to come and stay in the Narromine shire and spend more with our local businesses as they are not out of pocket for festival ticket costs.

As you are well aware, the festival brings so much more than just fun to our shire. It gives us the opportunity to showcase our exceptionally picturesque and highly productive region. We feel the festival has made Narromine shine in the entertainment industry and step away

**NARROMINE DOLLY PARTON FESTIVAL**

ABN 22 560 941 054

PO BOX 35, Narromine NSW 2821

E. [NarromineDollyPartonFest@gmail.com](mailto:NarromineDollyPartonFest@gmail.com)

**[www.dollyfestivallnarromine.com](http://www.dollyfestivallnarromine.com)**



from the shadow of Dubbo. It's a little shire that can firmly stand on its own two sparkly feet.

When we started this festival we envisaged that we would be adding another point in the star of the amazing western festival circuit of David Bowie in Carinda, ABBA in Trundle, Elvis in Parkes and Under the Gums in Gilgandra.

The support from Council and Council staff over the last three years has been beyond exceptional and we thank them for sharing our vision. Due to this support they have experienced first hand how our festival works and we feel more than confident that they share the same vision and will enjoy partaking in the success as the festival continues to gather momentum in the coming years.

As a committee we will continue to offer our support and labour in the week leading up to the festival. Throughout the planning of the festival we will also be available to provide ideas and to meet as required.

We are all volunteers who are passionate about giving back to our community to ensure it thrives. We all acknowledge that, while this event was never a part of council's vision, we hope that they will see the value in its continuation.

We appreciate your time and look forward to the outcome of your decision.

Kind regards,

The Narromine Dolly Parton Committee

**NARROMINE DOLLY PARTON FESTIVAL**

ABN 22 560 941 054

PO BOX 35, Narromine NSW 2821

**E. [NarromineDollyPartonFest@gmail.com](mailto:NarromineDollyPartonFest@gmail.com)**

**[www.dollyfestiválnarromine.com](http://www.dollyfestiválnarromine.com)**



# COMMUNITY ENGAGEMENT STRATEGY 2024

incorporating Community Participation Plan



## ACKNOWLEDGEMENT OF COUNTRY

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We acknowledge the traditional custodians of the land and pay respect to the elders, past, present and future, for they hold the memories, traditions and culture of the land.



**INTRODUCTION**

Narromine Shire Council acknowledges the importance of local government in building strong relationships with the community by operating in a transparent accountable way.

Section 402(A) of the Local Government Act 1993 states:

**A council must establish and implement a strategy (its community engagement strategy) for engagement with the local community when developing its plans, policies and programs and for the purpose of determining its activities (other than routine administrative matters).**

This Engagement Strategy sits within Council's suite of engagement documents:



**WHAT IS A COMMUNITY ENGAGEMENT STRATEGY?**

‘Community engagement’ in a Local Government context describes all the ways in which the Council will inform, consult, involve, collaborate and empower the community. Our community includes ratepayers, residents, service providers, business owners, employees and visitors

Community engagement is not a substitute for decision making. It is part of the democratic process which informs the community of Council’s decision making and vice versa.

**PURPOSE**

This strategy outlines how Council will involve the community in Council decision-making and ensure the community can have their say.

The strategy will be used by Council officers when determining specific engagement activities, planning for these activities and evaluating their effectiveness.

**DEFINITIONS**

**COMMUNITY ENGAGEMENT:** A planned process for working with the community to shape the decisions or actions of Council in relation to a problem, opportunity or outcome.

**ENGAGEMENT:** All activities undertaken to get community feedback on Council projects, initiatives, and services for decision-making purposes.

**COMMUNITY:** All stakeholders, audiences, community groups, businesses.

**STAKEHOLDER:** Anyone with an interest in or who is impacted by a project.



## WHY ENGAGE?

Community Engagement provides a valuable link between Councillors, the Council organisation and the community they serve by:

- Enabling Council to gain a better understanding of local needs
- Enabling the community to be better informed
- Reducing the level of misconception or misinformation
- Ensuring commitment and greater ownership of the final decision by the community
- Encouraging the community to put forward ideas
- To make decisions with the well-being of the whole community in mind
- Helping to identify issues which may not otherwise have been considered – others outside of Council may well be the experts
- Acknowledging the basic human need for people to be involved in decisions that impact them
- Enabling Council to make sustainable decisions.

**“Community engagement is at the heart of local government and the Integrated Planning and Reporting Process.**

**It helps communities to shape their own futures and informs the vision and direction of Council**

**Councils have a vital role to play in opening opportunities for community members to be involved in the strategic planning process”**

Integrated Planning and Reporting,  
Handbook for Local Government September  
2021



# OUR COMMUNITY

The Narromine Shire is located 40 kilometres west of Dubbo, in the Orana region of New South Wales, Australia. Covering 5224 square kilometres, the area includes the major rural centre of Narromine, as well as Trangie and Tomingley.

Narromine Shire has nearly 6,500 residents, the Narromine Shire has a proud heritage, history and towns that is shared with its residents, businesses and visitors. The residents choose to live in the Narromine Shire Council area because of its location with access to a regional centre, its picturesque setting and the close community connections.

The Wiradjuri people are the original inhabitants of this area and the traditional owners of this land. Today Narromine Shire has an indigenous population of over one thousand residents (20.5%).

The agricultural sector has long been the mainstay and the Narromine region is well known for its sheep, cattle and wool, cotton production as well as broadacre cereal crops. Alkane Resources Limited provide significant employment opportunities at Tomingley Gold Operations.

Narromine Shire Council provides a range of services for the community. Narromine Shire Council's assets are valued at \$445 million and include roads, water and sewer infrastructure, footpaths, community amenities such as libraries, parks and playgrounds and sporting and recreation facilities.

It is the Council's intention to continue to focus on improving the community for residents, businesses and visitors to the Shire.



**6360**

TOTAL POPULATION

**2468**

EMPLOYED

**\$528M**

GRP (2023)

AGRICULTURE  
30.7% of workforce



# COMMUNITY ENGAGEMENT BEST PRACTICE

The **Community Engagement Strategy** is a document which is based on social justice principles and outlines the plan for engagement with the local community in developing plans, policies and programs including Council's Community Strategic Plan (CSP). The social justice principles are equity, access, participation and rights.

The CSP forms the basis of all Council's programs, projects and strategies for its term of office. This includes the four year Delivery Program, one year Operational Plan and resourcing strategies including Long Term Financial Plan, Asset Management Strategy and Plan and Workforce Management Strategy.

**Strong engagement** with the community will mean that Council can be confident the outcomes reached not only meet the needs of the community but that Council has broad community support.

Council's approach to community engagement is broadly informed by the internationally recognised **Public Participation Spectrum** developed by the International Association for Public Participation which outlines five levels of public participation.

## INCREASING IMPACT ON THE DECISION



PUBLIC PARTICIPATION GOALS	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
Commitment to the Community	We will keep you informed.	We will listen to and acknowledge your concerns and aspirations and provide feedback on how your input influenced the decisions.	We will work with you to ensure what we've heard is directly reflected in the alternatives developed and provide feedback on how your input influenced the decision.	We will work together in formulating solutions and incorporate your advice and recommendations into the decisions.	We will work alongside you to realise your decisions and aspirations.

IAP2 Public Participation Spectrum.

FOR NOTE:

- For public exhibition, notification and advertising requirements as they apply to Council's planning instruments such as Development Applications (DAs) and Planning Proposals please refer to Council's Community Participation Plan (from page 14).
- The IAP2 outlines Council's intention for engagement. If a planned communications avenue is not available staff will endeavor to find alternate avenues to reach out to stakeholders.

# METHODS OF COMMUNITY ENGAGEMENT

Community engagement is the ongoing process of fostering purposeful relationships between Council and the community. Engagement is delivered through a range of activities providing the opportunity for the community to participate in the future direction of Narromine Shire Council

The following list are methods that provide a range of opportunities for participation by the community and stakeholders. Activities will be formulated and assessed against applied measures (but not limited to these activities).

## INFORM



- Training – Councillors
- Website
- Posters/flyers
- Media releases and advertising
- Emails
- Social networking (Facebook and Twitter)
- Staff networks
- Local committees
- Pop-up shops
- Community noticeboards
- Target stakeholder letters
- Direct mail

## CONSULT



- Suggestion boxes
- Focus groups/workshops/public meetings
- Surveys
- Pop-up shops
- Face-to face
- Social networking
- Direct mail
- Public submissions
- Business conversations.

## INVOLVE & COLLABORATE



- Open meetings
- Forums
- Public participation
- Networks and community group co-ordination
- Partnerships
- Delegated decisions through committees and groups
- Launch event.

## EMPOWER



- Involve community in final decision making
- Use the community's ideas and solutions.



## METHODS OF COMMUNITY ENGAGEMENT (CONTINUED)

Matters which require community consultation vary in size and impact. Many activities will have very little impact on the community and are small in scale while other activities may have an impact on everyone in the community. For this reason, the engagement levels are split into higher impact and lower impact.

### **Definition of higher impact**

Matters that have a higher impact across the entire Narromine Shire local government area or on a particular community group, or that have the potential for high level of interest or controversy, will be considered 'higher impact'. The consultation will be more substantial. Examples of higher impact activities may include special rate variations, annual budgets, long term planning policies.

### **Definition of lower impact**

Matters that involve smaller changes or improvements at a local level, which are deemed low risk and likely to have limited controversy, will be considered 'lower impact'. The council will employ an appropriate level of consultation to communicate this lower impact. Examples may include an upgrade to a local park, streetscape changes and local traffic matters.

It is also worth noting that there will be circumstances where Council may not consult with the community, these circumstances may include:

- The proposal does not require exhibition or notification according to legislation
- The community has already had input through a prior engagement
- The replacement item is like for like, in the same location and needs to be replaced quickly
- Council is responding to an emergency and immediate action is required.
- Where the issue is considered to be an operational matter where public input is not able to influence an activity or where the Council is legally or contractually obligated to take certain actions.



# COMMUNITY ENGAGEMENT MATRIX

The following tables outline the suggested engagement activities for more common plan and strategy updates and project.

## Council Plans and Strategies

Project type	Impact	Suggested engagement level	Min. engagement period	Suggested communication	Suggested engagement activities
Council plans and strategies  This includes non-legislated plans, external policies, strategies such as plans of management, studies and informing strategies	Higher impact	Consult  Involve  Collaborate	28 days	Online engagement Written notice Site notice Notification of impacted stakeholders Exhibition of documents	Written submissions Online survey Workshops Pop up stalls Drop in sessions Webinar Q and A
	Lower impact	Inform  Consult	14 days  28 days	Online engagement Notification of impacted stakeholders Exhibition of documents	Written submissions Oline surveys Social media

## Infrastructure Projects

Project type	Impact	Suggested engagement level	Min. engagement period	Suggested communication	Suggested engagement activities
Infrastructure projects  This includes Council construction or renewal of community facilities, parks and playgrounds	Higher impact	Consult  Involve  Collaborate	28 days	Online engagement  Site notice  Notification of impacted stakeholders	Written submissions Online survey Workshops Pop up stalls Drop in sessions Specific precinct presentation
	Lower impact	Inform	7 days	Online engagement  Notification of impacted stakeholders	Social media Council column

**Legislation plans and other matters**

<b>Project type</b>	<b>Impact</b>	<b>Suggested engagement level</b>	<b>Min. engagement period</b>	<b>Suggested communication</b>	<b>Suggested engagement activities</b>
Legislated plans and other matters  For example: community engagement strategy, Integrated Planning and Reporting documents, legislated Council policies, Community land, Plans of Management.	Higher impact (new documents)	Consult  Involve  Collaborate	As legislated generally 28 days	Online engagement  Written notice	Written submissions Online survey Workshops Drop in session Pop up stalls Specific precinct presentation
	Lower impact (review and amendments to existing documents)	Inform  Consult	28 days	Online engagement  Notification of impacted stakeholders	Written submission

**Community Services**

<b>Project type</b>	<b>Impact</b>	<b>Suggested engagement level</b>	<b>Min. engagement period</b>	<b>Suggested communication</b>	<b>Suggested engagement activities</b>
Community services  This includes Council projects relating to Council service levels, change of use of a location or introduction or modification to a Council supplied community service. For example, a change to waste collection times or a satisfaction survey.	Higher impact	Consult  Involve  Collaborate	28 days	Online engagement  Notification of impacted stakeholders	Written submissions Online survey Workshops Pop up stalls Specific precinct presentation
	Lower impact	Inform	14 days	Online engagement  Notification of impacted stakeholders  Exhibition of documents in Council venues	Precinct presentation Social media Council column

# TARGET AUDIENCE & STAKEHOLDERS

While 'the local community' is the Council's key audience group, it has many different dimensions, and these must be considered when planning communication and engagement. There is no 'one size fits all' approach to communicating with the Narromine Shire population.

The Narromine Shire area comprises the townships of Narromine, Trangie and Tomingley, and rural area surrounding these centres. Other factors that segment the community include general interests, sporting associations, socio-economic groups and education.

Whilst the community are the most important audience for Council, there are other audiences that need to be considered for different messages. These include:

- Non-residential ratepayers – they have an interest in how Council decisions affect the value of their assets.
- Businesses – have an interest in economic development and business growth opportunities.
- Visitors – attracted to Narromine Shire for events and general tourism.
- Future staff – opportunities to promote Narromine Shire as an employer of choice.
- Government agencies / Members of Parliament – stakeholders in Council decision making and services provision.
- Suppliers – interest in any information that may affect their business with the Council or offer new opportunities.

Within the target audience there may be stakeholders identified where communication may be specifically directed. For example sporting clubs in regard to changes to sporting fields or shop owners in regard to main street improvements. Various stakeholder groups are identified for each project type below.

Project type examples

<b>Council plans and strategies</b>	Infrastructure projects	Community services	Legislated plans and other matters
<b>355 Committees</b>	355 Committees	Service users	User groups
<b>Precinct user groups</b>	Precinct user groups	Neighbors	Interest groups
<b>Local business</b>	Neighbours	Interest groups	
	Interest groups	Community groups	

# COMMUNITY PARTICIPATION PLANNING

Council's responsibility is to deliver the objectives of the *Environmental Planning & Assessment Act 1979* (EP&A Act) including the promotion of the orderly and economic use of the land, facilitating ecologically sustainable development and promoting social and economic wellbeing.

The NSW Government requires Council to prepare a Community Participation Plan (CPP), to set out how and when we will engage with our community on the planning functions that Council performs under the EP&A Act.

Community Participation, concerning this CPP, is an overarching term covering how we engage the community in our work under the EP&A Act, including legislative reform, plan making and decision making on proposed developments.

## NARROMINE SHIRE COUNCIL'S COMMUNITY PARTICIPATION PLAN

Community participation is a crucial part of good planning and seeks to gather local knowledge, ideas and expertise to create better urban environments while protecting our natural environment and preserving local character.

Community participation is an overarching term, covering how we engage the community in our work under the Environmental Planning and Assessment Act 1979, including plan making and making decisions on proposed developments.

The level and extent of community participation will vary depending on the community, the scale of the proposal under consideration and the potential impacts of the decision.

Our Participation plan is designed to make participation in planning clearer for the community. It does by setting out, in one place, how and when the community can participate in the planning system, our functions and different types of proposals.

This plan does not outline engagement strategies for the delivery of other Council services, functions or infrastructure. Community engagement of these activities is developed considering the requirements of Council's Community Engagement Strategy.

Narromine Shire Council's Community Participation Plan now forms part of the Community Engagement Strategy as per best practice outlined by the Office of Local Government.

# PRINCIPLES OF THE COMMUNITY PARTICIPATION PLAN

The EP&A Act guides Council to ensure that it will be clearer and easier for the community to understand how it can participate in planning decisions. The EP&A Act outlines the principles that underpin Council's Community Participation Plan. These principles are:

- The community has a right to be informed about planning matters that affect it.
- Council will encourage effective and ongoing partnerships with the community to provide meaningful opportunities for community participation in planning.
- Planning information will be in plain language, easily accessible and in a form that facilitates community participation in planning.
- The community will be given opportunities to participate in strategic planning as early as possible to enable community views to be genuinely considered.
- Community participation will be inclusive, and Council will actively seek views that are representative of the community.
- Members of the community who are affected by proposed major development will be consulted by the proponent before an application for planning approval is made.
- Planning decisions will be made in an open and transparent way and the community will be provided with reasons for those decisions, including how community views have been considered.
- Community participation methods and the reasons given for planning decisions will be appropriate, having regard to the significance of likely impact of the proposed development.

## OUR COMMUNITY PARTICIPATION OBJECTIVES

The table below illustrates the types of activity we will undertake to deliver our community participation objectives. These objectives have been developed having regard to the community participation objectives set out in Section 2.23(2) of the EP&A Act. These objectives will be supported by measurable actions that we will use to develop, implement and evaluate community engagement.

- We ensure engagement accurately captures the relevant views of the community
- We communicate matters in plain English and make it as concise as practicable
- To meet the statutory notification, exhibition and decisions of Council on relevant planning materials.
- To ensure engagement accurately captures the relevant views of the community
- To build community confidence in the planning system.
- We provide access to community knowledge, ideas and expertise.

## HOW WE WILL SEEK COMMUNITY PARTICIPATION

Project Type	Impact	Suggested engagement level	Min. engagement period	Suggested communication	Engagement activity
Development Application	Lower impact	Inform	0-14 days	Website notice Written notice	Newspaper notification, Council website
Local and regional development applications, modifications	Higher impact	Consult			Planning portal
Application for designated development	Higher impact	Inform Consult	28 days	Website notice Written notice	Newspaper notification, Council website, Planning portal
Application for Nominated Integrated development or threatened species development	Higher impact	Inform Consult	28 days	Website notice Written notice	Newspaper notification, Council website, Planning portal
Category one remediation work. State Environmental Planning Policy (Resilience and Hazards)	Higher impact	Inform Consult	28 days	Website notice Written notice	Newspaper notification, Council website, Planning portal
Council related development	Higher impact	Inform Consult	28 days	Website notice Written notice	Newspaper notification, Council website, Planning portal
Environmental Impact Statement Division 5.1	Higher impact	Inform Consult	28 days	Website notice Written notice	Newspaper notification, Council website, Planning portal
Re exhibition of any amended application or matter referred to above required by or under this Schedule	Lower impact Higher impact	Inform Consult	The period (if any) determined by the person or body responsible for publicly exhibiting the application or matter.	Website notice Written notice	Newspaper notification, Council website, Planning portal

Note and clarifications on the matrix:

- Timeframes are in calendar days and include weekends
- Where an act or regulation mandates a longer minimum exhibition period than listed in this policy, then the Act or Regulation will take precedence.
- Council will consider all submissions received within the exhibition period. Late submissions will only be considered in extenuating circumstances, and at the discretion of the Council officer assessing the proposal.

- Exempt and complying development is separately defined under the Act and does not currently provide for community input. Neighbours may be required to be notified of certain complying developments under Clause 134 of the EP & A Regulation 2021.

## EXHIBITION IN THE PLANNING SYSTEM

Opportunities to participate in the planning system will respond to the nature, scale and likely impact of the proposal being considered or assessed. A regular or valuable way for communities to participate in the planning system is by making a submission on a proposal during the exhibition period.

A key technique used by Council to encourage community participation is formal exhibitions. During an exhibition period, we make available relevant documents that may include a draft policy, plan or proposed development that we are seeking feedback on.

In reaching a decision on proposals that have been exhibited, Council balances a wide range of factors to ensure that decisions are in the public interest. This includes considering the objectives of the EP&A Act, the strategic priorities of Council, community input, land use priorities identified in our strategic plan and applicable policies and guidelines.

## EXHIBITION TIMEFRAMES

Section 2.21(2) of the EP&A Act details the types of proposals that must be considered in the Community Participation Plan and Schedule 1 sets out a minimum exhibition timeframe for most of these proposals. We will always exhibit a proposal for the minimum timeframe (except where the participation plan specifies a different period) and will consider extended timeframes for an exhibition based on the scale and nature of the proposal.

## PLAN MAKING

Plan Types	Minimum Community Participation Requirements	The minimum community participation
<b>Draft Community Participation Plan</b>	28 days	
<b>Draft Development Control Plan (DCP)</b>	28 days	
<b>Draft Contribution Plans</b>	28 days	
<b>Draft Local Strategic Planning Statements (LSPS)</b>	28 days	
<b>Planning Proposals for Local Environmental Plans (LEPs)</b>	28 days for exhibition or as specified by the gateway determination	

requirements for *plan making* are shown in the table below:

## DEVELOPMENT APPLICATIONS

The minimum community participation requirements for *development applications* are shown in the table below:

<b>Development Application Types</b>	<b>Minimum Community Participation Requirements</b>
<b>Advertised development</b>	14 days
<b>Neighbour notified development</b>	14 days
<b>Designated development</b>	28 days
<b>Nominated integrated development</b>	28 days
<b>Threatened species development</b>	28 days
<b>Modification of Development Application, made under s4.55(2) or s4.56 of the EP&amp;A Act</b>	As long as the original development application was exhibited for
<b>Re-exhibition of any of the above, which is required due to substantial changes being put forward in revised plans/documents received during the assessment phase</b>	14 days

Key points to note about public exhibition

- Time frames are in calendar days and include weekends.
- Development Applications may be notified for longer than the minimum days if deemed necessary.
- If the exhibition is due to close on a weekend or a public holiday, we may extend the exhibition to finish on the first available workday.
- The period between 20 December and 10 January (inclusive) is excluded from the calculation of a public exhibition period. A public exhibition period will not commence during these dates.
- Council is not required to make available for public inspection, any part of an EIS whose publication would, in the opinion of Council, be contrary to the public interest because of its confidential nature or for any other reasons i.e. for commercial reasons.



## NOTIFICATION AND EXHIBITION OF DEVELOPMENT APPLICATIONS

The notification and public exhibition provisions in this Plan will apply to all development applications lodged in relation to land that is located within the Narromine Shire LGA where Council is of the opinion that the enjoyment or use of the land may be detrimentally affected by the development proposal.

**Neighbour Notification:** where Council writes to owners of properties identified as requiring notification, advising of the proposed development. Notification is for a minimum period of 14 days unless otherwise specified.

**Advertising:** in addition to writing to owners of properties identified as requiring notification, a newspaper notice is placed in the local newspaper advising of the proposed development. Advertising is for a minimum period of 14 days unless otherwise specified.

### Persons to be Notified – Neighbour Notification

For Development Applications requiring neighbour notification under this Plan, written notification of the proposed development will be provided to:

- The owner(s) of land immediately adjoining the side and rear boundaries of the subject land.
- The owner(s) of any other land adjacent to the subject land including land that is separated by a road, pathway, driveway, railway or similar thoroughfare.
- The owner(s) of any other land, which may, in the opinion of Council or its delegated officers be affected by the proposed development.

Development that will be neighbor notified is listed below:

- Dual occupancy
- Remedial works for contamination
- Innominate use
- Pub
- Recreation area
- Major alterations or additions
- Service Station
- Intensive plant agriculture
- Multi dwelling housing
- Major commercial and industrial works
- Temporary use of land, if the use would ordinarily be prohibited on the land
- Other Integrated development
- Other than nominated integrated development or threatened species development

## ADVERTISED DEVELOPMENT

Advertised Development is development that is also subject to neighbour notification requirements of this Plan. If a Development Application is lodged for a land use listed below, an advertisement is required to be placed in the local newspaper.

The following development is advertised development for the purposes of this Plan:

- Caravan Parks
- Correctional Centres
- Demolition of a heritage item
- Extractive industries
- Freight or Transport Facilities
- Hazardous or offensive industries
- Heavy industrial storage establishments
- Highway service centres

*Note: Other types of development applications could be neighbour notified or advertised, depending on the assessing officer's initial view as to the potential impacts of the development.*

### *Information to be publicly exhibited*

During the public exhibition period, Council must make available, upon request extracts of the Development Application to any interested persons. The information shall include:

- Details of the applicant and the land to which the Development Application relates
- Plans of the development proposal
- Where relevant, a copy of the Statement of Environmental Effects accompanying the Development Application
- Where relevant, a copy of the Environmental Impact Statement (EIS) accompanying the Development Application.



## DEVELOPMENT APPLICATIONS WHERE NOTIFICATION IS NOT REQUIRED

Some minor development is of a scale and nature that does not require formal notification of neighbouring properties. Provided the proposal complies with all applicable development controls (LEP, DCP & other relevant policies) and is considered unlikely to detrimentally impact neighbouring properties, no formal notification period applies. This applies to development such as:

- Landscaping
- Minor alterations and additions
- Residential dwellings
- Residential sheds and garages, fences, pools and other minor ancillary development
- Rural buildings
- Modifications made under S4.55(1), S4.55 (1A)
- Strata subdivisions of existing developments.

### Submissions

The submission process is outlined as follows:

- Submission is made to Council and assigned to corresponding DA
- Submission is formally acknowledged by Council
- Submission is considered in the assessment of the DA
- Submitter is formally notified of the outcome

### Making a submission

Development Applications will be exhibited on the NSW Planning Portal. The exhibition period is also the submissions period for a proposal. Any submissions received before or after this period may not necessarily be considered in the making of a decision. If early/late submissions are considered, they may not be explicitly mentioned in an assessment report. Submissions can be addressed to:

Postal address  
PO Box 115  
Narromine NSW 2821

Emailed  
mail@narromine.nsw.gov.au

Delivered  
118 Dandaloo Street  
Narromine NSW 2821

Submissions are able to be received via the NSW Planning Portal online.

## WHAT DOES MY SUBMISSION NEED TO INCLUDE?

To qualify as a submission, the submission must:

1. Be in writing by email or letter and addressed to the General Manager or other Council officers as nominated.
2. Be submitted within the nominated exhibition period.
3. Clearly identify the matter to which the submission relates; and
4. Include appropriate contact details.

## CONSIDERATION OF SUBMISSIONS

Where a submission is received concerning a Development Application that has been notified or advertised under this Plan and the submission has been received in the time period allowed for making submissions, Council or its delegated officer must consider that submission prior to the Development Application being determined.

Nothing in this Plan prevents Council or its delegated officers from considering a submission that is received outside of the period allowed for making submissions under this Plan provided that the development application has not already been determined by Council.

All submissions will be reviewed on merit. When submissions raise legitimate town planning considerations, the development application may be reported to Council for determination, as decided by Council staff.

## DISCLOSURE OF SUBMISSIONS

Submissions may be accessed by the public by way of a request to Council under the Government Information (Public Access) Act. Also, if the proposal is reported to a Council meeting the issues raised in that submission will be summarised in the Council report and the redacted submission may be attached to the report. The council's notification correspondence will indicate that all submissions are public documents unless privacy is specifically requested by the submitter.

## NOTIFICATION OF PLANNING DECISIONS

Provide a written notice to submitters within 14 days of a planning decision where a written submission has been provided.

## WHAT ARE NOT PLANNING MATTERS

- Speculation on devaluation of property or private market fluctuations
- Character assessments of the developer, future neighbours, or anyone else
- Heresay as to what other neighbours would or would not be concerned about
- Assumed bad faith or non-compliance with road rules or other laws
- Commercial competition

## WHAT ARE PLANNING MATTERS

- Air odour impacts
- Biodiversity/ ecological impacts
- Infrastructure impacts
- Land/ soil impacts
- Noise and vibration impacts
- Solar access impacts
- Traffic impacts
- Visual amenity/ streetscape impacts
- Waste impacts
- Water (surface and Groundwater) impacts



# GLOSSARY

**Contribution plans.** Plans developed by councils for the purpose of gaining financial contributions from new development towards the cost of new and upgraded public amenities and/or services required to accommodate the new development.

**Designated development.** A proposed development that due to its scale, nature, or likely impacts – will require a higher standard of reporting to be undertaken by a proponent, in accordance with Secretarial requirements of the NSW Department of Planning, Industry & Environment (see 'Environmental Impact Statement' below).

**Development Application.** When a land-use or development requires consent under the Act (and its associated environmental planning instruments), one way to obtain this consent is through lodging a Development Application. The Development Application is assessed on its merits and considered against any statutory assessment requirements.

**Development control plans ('DCP').** These are plans that provide detailed planning and design guidelines to support the planning controls and objectives in a Local Environmental Plan.

**Environmental Impact Statement.** A statement prepared for a proposal where the statement must meet Secretarial requirements of the NSW Department of Planning, Industry & Environment.

**Environmental Planning and Assessment Act 1979.** The principal piece of legislation within which all planning functions exist. Referred to as 'the Act' throughout this Plan.

**Gateway determination.** A gateway determination is issued by the Department of Planning, Industry and Environment following an assessment of the strategic merit of a proposal to amend or create an LEP and allows for the proposal to proceed to public exhibition.

**Local Environmental Plan ('LEP').** An environmental planning instrument developed by the Department, that relates to planning matters that are state significant or are applicable across the state.

# THE ROLES OF COUNCILLORS AND COUNCIL STAFF IN COMMUNITY ENGAGEMENT

## **Community engagement is about ensuring that the community has an opportunity to participate in the decisions made by Council.**

A Councillor's role in community engagement is to participate as an elected member, listen to the views of the community and consider these views when making decisions at Council. Community engagement provides valuable opportunities for Councillors to hear and understand the voice of the community and ensure that this voice is properly represented when Council meet and make resolutions which impact the future of our community.

A Council staff member's role in community engagement is to organise and facilitate the discussion, record, provide feedback, evaluate the engagement and consider the community's views when making recommendations to Council.

Both Councillors and Council staff are encouraged not to dominate or direct community discussions, nor are to dismiss the community input. Instead, Councillors and Staff should allow discussions to move forward in an open, respectful and inclusive way.

The role of the community, business, government and other stakeholders is to support the engagement process by seeking information, actively participating in engagement activities, putting forward ideas and promoting consultation opportunities to other stakeholders.

## KEY OBJECTIVES

Council's communications objectives are:

- Share and celebrate our cultural and social diversity through local events, programs and projects and create greater awareness of activities and projects Council is undertaking.
- Promote the benefits of living and working in our Shire while promoting a safe, active and health community.
- Enhance open and interactive communication between Council and the Community and ensure the community is well informed of Council's role and services.
- Facilitate a positive and professional image for the Narromine Shire Community and Council.
- Maintain up-to-date information about the Shire on both Council and Tourism webpages and promote both websites as a key source of information for residents and visitors alike. The effective implementation of these objectives requires a commitment to communication by both elected members and staff at all levels and across all departments. Managers and Directors in particular hold a high degree of responsibility to communicate openly and actively, and to guide their teams in developing an effective communication culture. The above objectives can be met through utilising the methods listed in community engagement whilst always understanding the target audience and ensuring the message is distributed in a timely and appropriate manner

# THE ROLES OF COUNCILLORS AND COUNCIL STAFF IN COMMUNITY ENGAGEMENT (CONTINUED)

## ONGOING OPPORTUNITIES TO 'HAVE YOUR SAY'

Community engagement is a continuous ongoing process, and it is important that Council has an ongoing dialogue with its community.

Whilst Council will provide specific engagement opportunities for specific projects, the community is always welcome to 'have your say' and provide feedback about Council services or make a suggestion:

### TELEPHONING COUNCIL:

(02) 6889 9999

### FAXING COUNCIL:

(02) 6889 9998

### EMAILING COUNCIL:

mail@narromine.nsw.gov.au

### WRITING TO COUNCIL:

The General  
Manager  
Narromine Shire  
Council PO Box  
115  
NARROMINE NSW 2821

### VISITING COUNCIL'S WEBSITE:

**www.narromine.nsw.gov.au**

Submit comments by selecting "Have your say" under the Contact Us option.

## EVALUATING COUNCIL'S COMMUNITY ENGAGEMENT ACTIVITIES

The main outcome of the Community Engagement Strategy is to:

**Enhance open and interactive communication between Council and the community guided by a Community Engagement Strategy which is monitored and reviewed.**

This to be achieved through:

- Gathering feedback regarding community engagement strategies
- Promote the positive aspects of Narromine Shire Council.
- Provide important information to the community.
- Prepare council columns and media releases for local media.
- Information available on Council's website.
- Prepare a Communications Strategy.

### ACKNOWLEDGEMENTS

International Association for Public Participations 'Foundations of Public Participation'

Integrated Planning and Reporting, Guidelines for Local Government in NSW 2021

Local Government Act 1993 – section 402(A), Chapter 3 section 8B & 8C

### PRIVACY DURING CONSULTATION

All written submissions to the Council must contain your name and address and are subject to a request for access to information under the Government Information (Public Access) Act 2009. Due to the nature of the community consultation, it is likely that personal information may be collected during the course of any community engagement. Council's Privacy Management Plan can be found at the link below.

[www.narromine.nsw.gov.au/council/plans](http://www.narromine.nsw.gov.au/council/plans)





## CONTACT US

118 Dandaloo St  
PO Box 115 Narromine  
NSW 2821

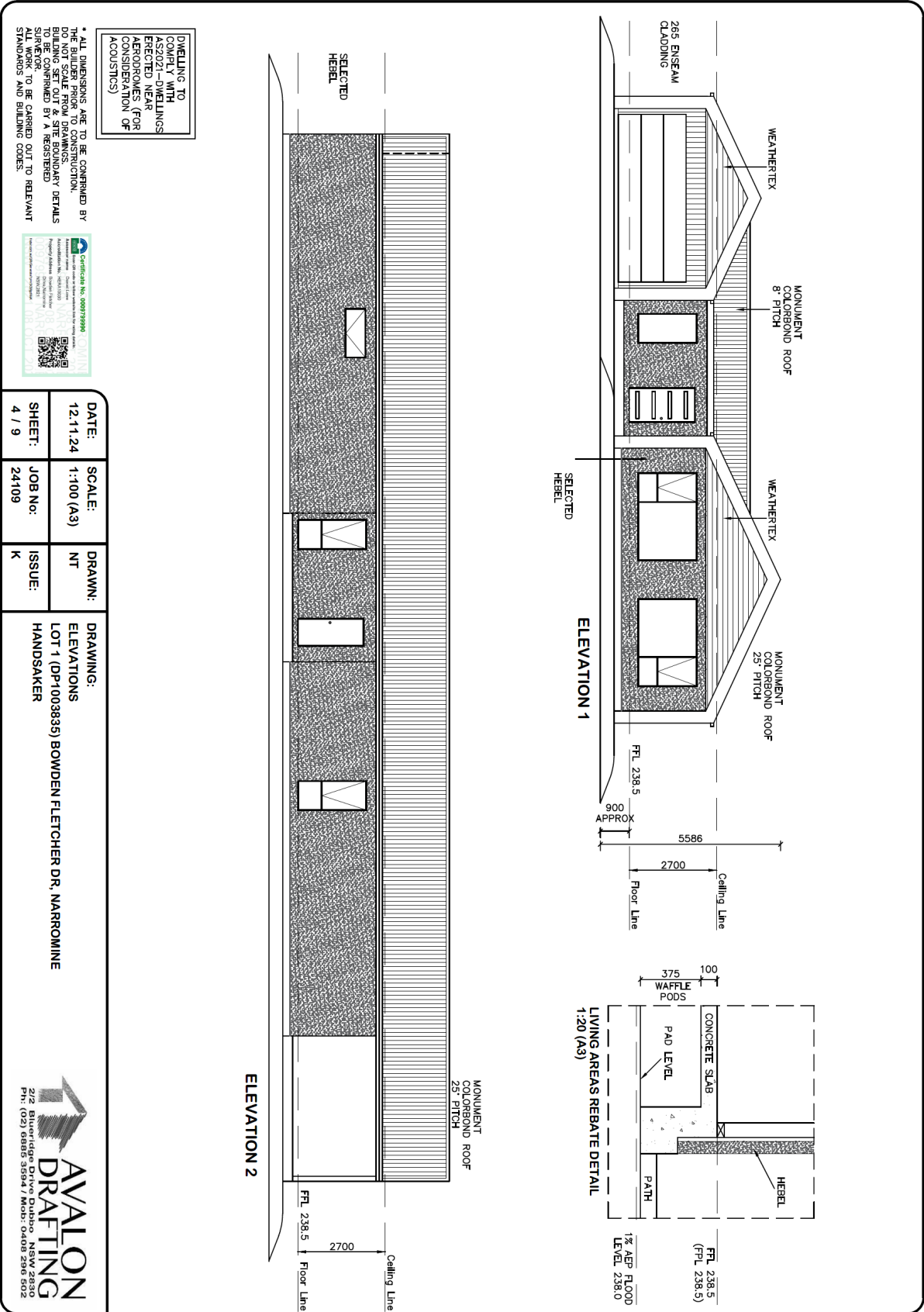
T. 02 6889 9999

E. [mail@narromine.nsw.gov.au](mailto:mail@narromine.nsw.gov.au)

[www.narromine.nsw.gov.au](http://www.narromine.nsw.gov.au)



**DEVELOPMENT APPLICATION DA2024/45 PROPOSED DWELLING HOUSE  
1 BOWDEN FLETCHER DRIVE NARROMINE - Elevations and site plan**



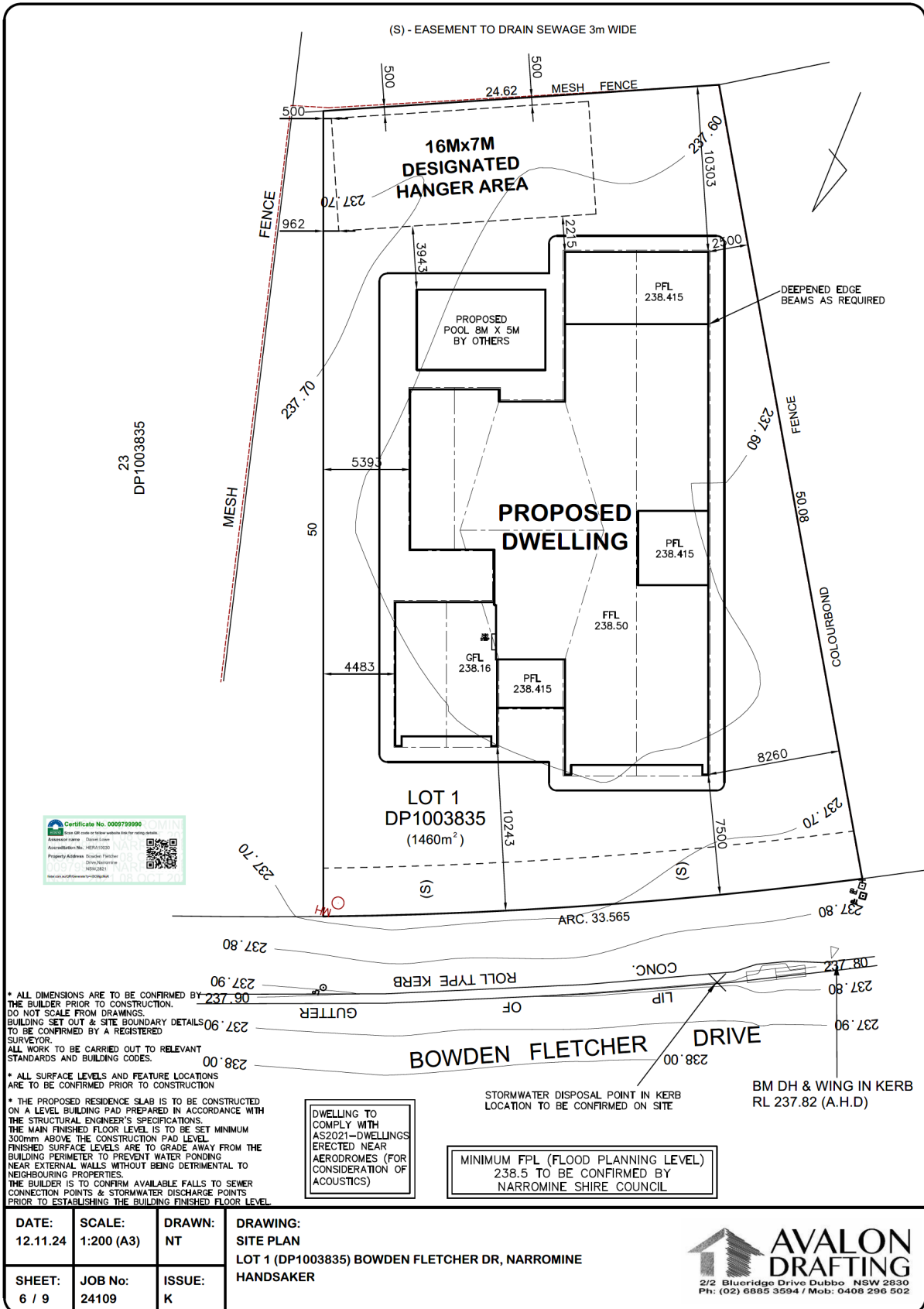
**DWELLING TO COMPLY WITH AS2021—DWELLINGS ERECTED NEAR AERODROMES (FOR CONSIDERATION OF ACOUSTICS)**

\* ALL DIMENSIONS ARE TO BE CONFIRMED BY THE BUILDER PRIOR TO CONSTRUCTION. THE BUILDER SHALL BE RESPONSIBLE FOR THE BUILDING SET OUT & SITE BOUNDARY DETAILS TO BE CONFIRMED BY A REGISTERED SURVEYOR TO BE CARRIED OUT TO RELEVANT STANDARDS AND BUILDING CODES.

DATE:	12.11.24	SCALE:	1:100 (A3)
SHEET:	5 / 9	JOB No.:	24109
DRAWN:	NT	ISSUE:	K

**DRAWING:**  
ELEVATIONS  
LOT 1 (DP1-003835) BOWDEN FLETCHER DR, NARROMINE  
HANDSAKER

**AVALON DRAFTING**  
2/2 Blueridge Drive Dubbo NSW 2830  
Ph: (02) 8885 3594 / Mob: 0408 296 502



\* ALL DIMENSIONS ARE TO BE CONFIRMED BY THE BUILDER PRIOR TO CONSTRUCTION. DO NOT SCALE FROM DRAWINGS. BUILDING SET OUT & SITE BOUNDARY DETAILS TO BE CONFIRMED BY A REGISTERED SURVEYOR. ALL WORK TO BE CARRIED OUT TO RELEVANT STANDARDS AND BUILDING CODES.

\* ALL SURFACE LEVELS AND FEATURE LOCATIONS ARE TO BE CONFIRMED PRIOR TO CONSTRUCTION

\* THE PROPOSED RESIDENCE SLAB IS TO BE CONSTRUCTED ON A LEVEL BUILDING PAD PREPARED IN ACCORDANCE WITH THE STRUCTURAL ENGINEER'S SPECIFICATIONS. THE MAIN FINISHED FLOOR LEVEL IS TO BE SET MINIMUM 300mm ABOVE THE CONSTRUCTION PAD LEVEL. FINISHED SURFACE LEVELS ARE TO GRADE AWAY FROM THE BUILDING PERIMETER TO PREVENT WATER PONDING NEAR EXTERNAL WALLS WITHOUT BEING DETRIMENTAL TO NEIGHBOURING PROPERTIES. THE BUILDER IS TO CONFIRM AVAILABLE FALLS TO SEWER CONNECTION POINTS & STORMWATER DISCHARGE POINTS PRIOR TO ESTABLISHING THE BUILDING FINISHED FLOOR LEVEL.

DATE: 12.11.24	SCALE: 1:200 (A3)	DRAWN: NT
SHEET: 6 / 9	JOB No: 24109	ISSUE: K

DRAWING: SITE PLAN LOT 1 (DP1003835) BOWDEN FLETCHER DR, NARROMINE HANDSAKER
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