

# Operational Management Plan

## Child Care Centre

Lot 1 (No.2c) Matheson Road, Applecross

prepared by



**STEWART** URBAN PLANNING

on behalf of

**Tonic Holdings Pty Ltd and Synergy WA Pty Ltd**

29 January 2020



## Introduction

This Operational Management Plan ('OMP') has been prepared in support of an Application for Development Approval for a proposed Child Care Centre at Lot 1 (No.2c) Matheson Road, Applecross ('site'). The purpose of the OMP is to document how the Child Care Centre will operate to minimise impacts on the locality.

## Site Description

Local Authority	City of Melville
Address	No.2c Matheson Road, Applecross
Cadastral	Lot 1 on Diagram 26845
Certificate of Title	Volume 36 Folio 165A
Land Area	1,017m <sup>2</sup>



Figure 1 - Site Location



## Operating Times

Business Days	Monday to Friday
Staff Arrival / Departure	6.30am to 7.00pm
Customer Arrival / Departure	7.00am to 6.30pm
External Play Areas ('EPA')	7.00am to 5.30pm Portion EPA 1 and EPA 3 fronting Canning Highway limited to non-peak hour traffic times (0930 to 1430 hours).

## Capacity

Activity Room	Age Group	Places	Supervisors	Indoor Area (m <sup>2</sup> )	External Area (m <sup>2</sup> )
1	3 to 5	20	2	76	EPA 1: 187
2	2 to 3	15	3	49	
3	1 to 2	16	4	58	EPA 2: 160
4	0 to 2	16	4	74	EPA 3: 126
<b>Total</b>		<b>67</b>	<b>13</b>	<b>257</b>	<b>473</b>
Required Indoor Area: 3.25m <sup>2</sup> per child					
Required Outdoor Area: 7m <sup>2</sup> per child					

## Staff

Educators	13
Kitchen	1
Administration	1
<b>Total</b>	<b>15</b>

The number of staff present on-site at any given time will vary commensurate with the number of children enrolled each day. The maximum number of staff present at will be 15, which is based on the premises operating at full capacity (67 places).

The minimum number of educators required to supervise children is:

- 0 to 2 age group: 1 supervisor per 4 children
- 2 to 3 age group: 1 supervisor per 5 children
- 3 to 5 age group: 1 supervisor per 10 children

Approximately 50% of the educators (6) will be rostered to arrive at the premises prior to 7.00am to meet minimum requirements at the start of the day. The remaining educators (subject to enrolments) will arrive during the course of the morning and remain at the premises during peak times (until approximately 4.00pm). The number of staff will decrease during the afternoon as children are collected from the premises.



## Traffic and Parking

### Car Parking

A total of 16 car bays (including 1 ACROD bay) will be provided for use by staff, parents / carers and other visitors.

The rear tandem bays (7) will be set aside for staff use only. During the morning drop-off (7.00am to 9.00am) and afternoon pick-up (4.00pm to 6.30pm), all other car bays (8 plus the ACROD bay if available) will be set aside for customer use only. Between 9.00am and 4.00pm, these car bays will be available for general use. Car Bay No.1, located near the car park entry / exit, will be set aside as a Loading Bay from 9.00am to 4.00pm.

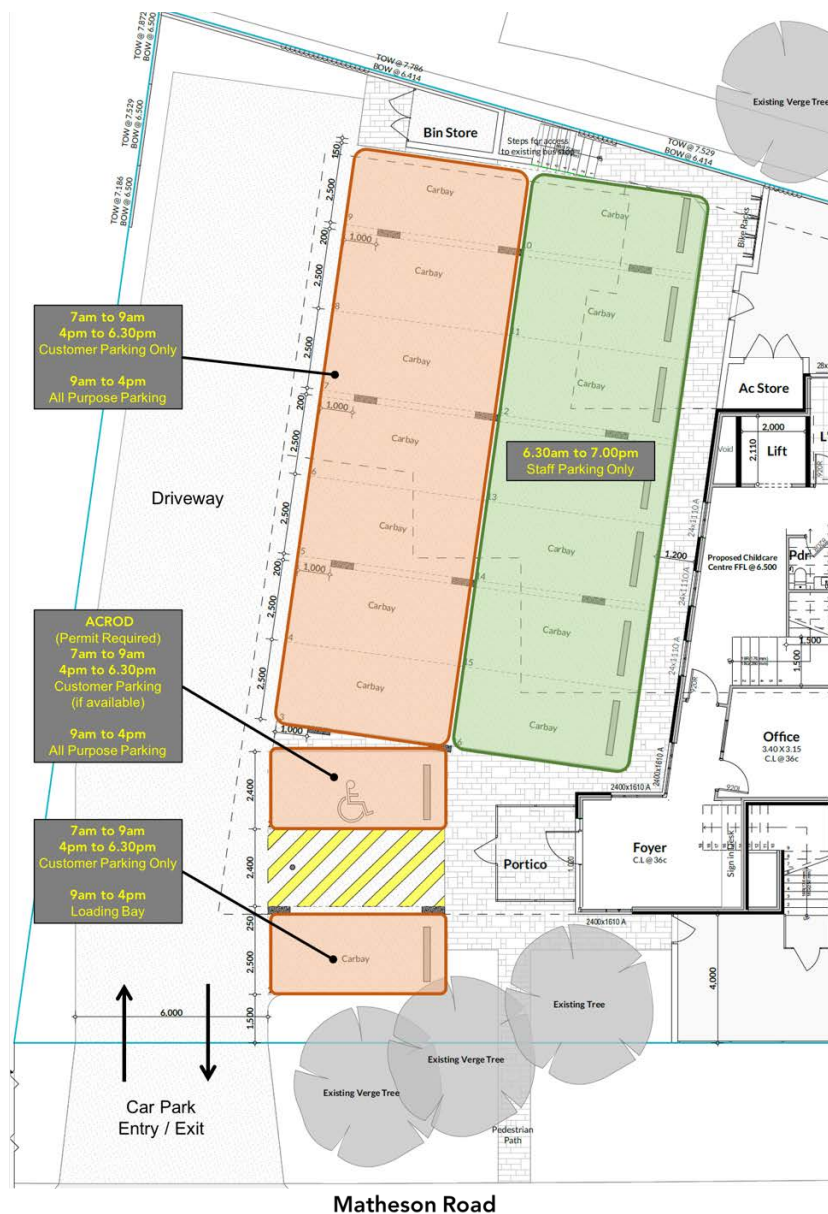


Figure 2 – Car Park

### Bike Parking

A total of 4 bike racks (8 bike capacity) will be provided for use by staff and visitors. The bike bays are located in the car park adjacent to Canning Highway.



## Traffic and Parking Management

Line-marking and signage will be provided to clearly depict the authorised use of each car bay throughout the day.

At the time of enrolment, customers will be provided with a plan of the car park showing the point of access and the designated customer car bays. Customers will be advised of the requirement to park in designated car bays only.

Staff and customers will be advised not to park or stand their vehicle in any of the roads surrounding the site, and to wait in the driveway in the unlikely event that access to a car bay is restricted.

Staff will be responsible for monitoring use of the car park and customers will be reminded of the car park operation procedures on an as-required / as-needed basis.

### Other Visitors / Deliveries

Management of the Child Care Centre will schedule visitors and deliveries during non-peak times.

All suppliers / contractors will be advised that access to the site during the morning drop-off (7.00am to 9.00am) and afternoon pick-up (4.00pm to 6.30pm) will not be permitted (except for emergency maintenance).

Management will encourage deliveries to occur between 11.00am and 2.00pm, as recommended by the Traffic Impact Statement.

Car Bay No.1 near the entry / exit to the car park will be marked as a Loading Bay for use between 9.00am and 4.00pm only.

### Alternative Transport

The site is well serviced with public transport, with a bus stop on Canning Highway abutting the site. The following Transperth bus routes service the site on weekdays:

Bus No.	Description	Bus Stop No.
910	High Frequency Bus Route Perth – Fremantle via Canning Highway	10315 / 10253
111	Perth – Fremantle via Canning Highway	10315 / 10253
148	Canning Bridge – Perth via Matheson Road and Canning Highway	19917 / 10253
158	Perth – Fremantle via Matheson Road and Canning Highway	19917 / 10253

Staff will be advised of available bus services and encouraged to use public transport to access the premises. Staff will also be advised of the provision of bike parking and end-of-trip facilities. The uni-sex facility on the First Floor will be available as a staff change room / shower facility and lockers will be provided in the Staff Room.



## Noise

Noise from the Child Care Centre is required to satisfy the Environmental Protection (Noise) Regulations. The Child Care Centre is also required to satisfy State Planning Policy 5.4 – Road and Rail Noise due to the site’s proximity to Canning Highway.

The Child Care Centre is therefore required to incorporate measures to mitigate the impacts of noise from the Child Care Centre on nearby residential properties as well as the impacts of traffic noise on the premises.

## Noise Management

ND Engineering has prepared an Acoustic Assessment (Revision 1) that recommends a range of noise mitigation measures relating to the construction and operation of the premises. The construction measures will be implemented prior to occupation of the premises. The operational measures will be implemented on an on-going basis by Child Care Centre management.

The following operational noise mitigation measures will be implemented.

Operational Measures - Noise Mitigation
<p><b>Hours of Operation</b></p> <ol style="list-style-type: none"> <li>The Child Care Centre is to be operational for customer use, excluding public holidays, between 0700 - 1830 hours Monday to Friday.</li> <li>Staff will be instructed not to arrive prior to 0630 hours and to be off site by 1900 hours.</li> </ol> <p><b>External Play Areas</b></p> <ol style="list-style-type: none"> <li>Children are not permitted outdoors for play purposes, car park excluded, prior to 0700 hours or after 1730 hours.</li> <li>External Play Area 1 and External Play Area 3 fronting Canning Highway should only be used during non-peak hour traffic times between 0930 to 1430 hours.</li> <li>Fixed play equipment should be non-metallic. If metal fixed play equipment is used then hollow metal sections shall be filled with expanding foam or sand.</li> <li>Concrete or brick paved areas, if any, should be minimised and where practicable covered with synthetic grass to minimise noise of play equipment on hard surfaces.</li> </ol> <p><b>Music</b></p> <ol style="list-style-type: none"> <li>Keep external windows and doors closed when playing music indoors.</li> <li>Do not play music outdoors (except light children’s music if authorised by the Local Authority).</li> <li>Avoid playing games requiring hand clapping.</li> </ol> <p><b>Car Park</b></p> <ol style="list-style-type: none"> <li>Staff will be instructed not to arrive prior to 0630 hours and to be off site by 1900 hours.</li> <li>Staff will be instructed to park in the designated staff parking bays only.</li> <li>Signage is to be placed within the car park asking parents / staff not to slam car doors / boots;</li> <li>Signage is to be placed within the car park asking parents/ staff not to play music.</li> </ol>
<p><b>Note</b></p> <p>Items 2 &amp; 10: The Acoustic Assessment recommends staff arrive after 6.00am however the proponent has adjusted this time to 6.30am to further reduce any potential impacts.</p> <p>Item 3. The Acoustic Assessment recommends that the external play areas not be used after 6.00pm however the proponent has adjusted this time to 5.30pm to further reduce any potential impacts.</p>



## Review of Operational Management Plan

Management of the Child Care Centre will review the OMP on an annual basis to ensure it remains effective and consistent with regulatory requirements. Any modified version of the OMP shall be submitted to the City of Melville for approval.

### Contact Details

Complaints relating to the operation of the Child Care Centre should be directed to the Centre Manager, who will endeavour to respond in a timely manner.

The contact details of the Child Care Centre shall be included in this OMP prior to the Child Care Centre commencing operations, as per the details below.

Contact Details	
Trading Name of Centre	
Name of Centre Manager	
Telephone Number – Business Hours	
Telephone Number – After Hours	
Email Address	