



COMMUNITY PROPERTY NEWSLETTER

July 2024

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Reminder to tenants

New contact for your club or organization?

It is important that you keep us informed of any changes to your club/organizations contacts. If you have changed

Presidents or staff please email us the new name, contact number and email at property@ssc.nsw.gov.au

Have you had new keys cut or changed alarm codes for your property?

Make sure you provide a copy of these keys and alarm codes to us. We only use these in a case of an emergency and will let you know if we need to access the building.

Owners Consent

You can apply for owners consent to upgrade your Council building or a letter of support for grant funding on the Council website [here](#). Depending on the complexity of works and the Planning Pathway the turn around for letters of support can take 28 days.

We ask that you apply early for any letters of support for grant funding as we cannot guarantee support will be given in time for grant closures.

Some grants now ask for a letter from Council saying a DA is not required. Property **cannot** provide a DA exemption letter. Your options are:

1. Put in a Pre DA application and Planning & Growth staff will provide confirmation and advice via the Planning Pathway (this will take a number of months)
2. Engage a private planner to provide advice
3. Undertake your own investigations of planning pathways as complying or exempt
 - a. Works will require planning approval as [Complying Development under the State Environmental Planning Policy \(Exempt and complying Development Codes\) 2008](#)
 - b. Works do not require planning approval and are considered [Exempt Development under the State environmental Planning Policy \(Exempt and complying Development Codes\) 2008](#)

Improvement works by tenants can often be found in Part 2 Exempt Development Codes/ Division 1 General Exempt Development Code.

You can find more information on our website here [Do I need a DA? | Sutherland Shire Council \(nsw.gov.au\)](#)



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How to Report Repairs and Maintenance Issues

Report it Online

Maintenance and repair requests for the building structure or public areas are to be reported online. This allows for both tenants and Council to keep a record of the requests being made and to track the progress.

[Contact us online | Sutherland Shire Council \(nsw.gov.au\)](https://www.sutherlandshire.nsw.gov.au)

After hours emergencies

Council have an after hours emergency team, that you can contact in the event of an emergency that occurs after hours to arrange for emergency repairs to be completed. You can contact this team by calling Council's phone line, 02 9710 0333.

Examples of these emergencies include:

- Burst pipes in your building/sporting field
- Collapsed roof
- Power failure

Tenants are reminded that this phone number is only to be used as a last resort for emergency repairs of your leased site to occur and this should not replace the need to call 000 in the event of an emergency.

Gas Bottle Storage

Tenants are reminded of the importance of using and storage gas bottles and cylinders safely.

- Keep cylinders away from heat and direct sunlight.
- Cylinders should be stored outside in a well ventilated area, be carried and stored upright at all times.
- Do not store or use petrol, flammable liquids or aerosols near LPG cylinders.
- Check valves are tightly turned off when not in use.
- Don't use out of date or damaged cylinders
- When transporting cylinders, secure them upright in the vehicle, preferably in the boot, with a plug firmly fitted in the POL valve.

You can read more information on the [Fire NSW](#) and [Fair Trading websites](#).