



## Agenda

### Ordinary Meeting

Notice is hereby given that a Ordinary Meeting of Council will be held at Council Chambers, 1 Belgrave Street, Manly, on:

**Monday 21 February 2005**

Commencing at 7:30 pm for the purpose of considering items included on the Agenda.

Persons in the gallery are advised that the proceedings of the meeting are being taped for the purpose of ensuring the accuracy of the Minutes. However, under the Local Government Act 1993, no other tape recording is permitted without the authority of the Council or Committee. Tape recording includes a video camera and any electronic device capable of recording speech.

*Copies of business papers are available at the Customer Services Counter at Manly Council, Manly Library and Seaforth Library and are available on Council's website:  
[www.manly.nsw.gov.au](http://www.manly.nsw.gov.au)*

# Seating Arrangements for Meetings

Staff      Staff      General  
                                 Manager      Chairperson      Staff      Minute  
   Taker



**Mayor** Dr Peter  
Macdonald

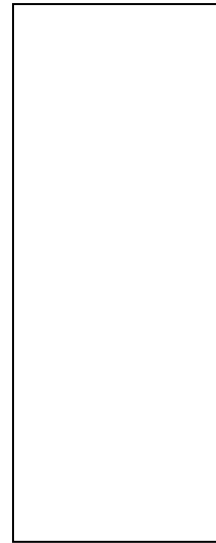
Clr Mark Norek

Clr Joanna Evans

Clr Barbara Aird

Clr Brad  
Pedersen

**Deputy Mayor**  
Clr Richard  
Morrison



Clr Jean Hay AM

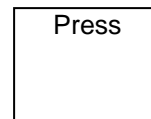
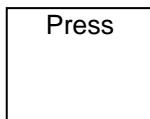
Clr Adele Heasman

Clr Dr Judy Lambert

Clr Simon Cant

Clr David Murphy

Clr Pat Daley



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Public  
Addresses

## Public Gallery

**Chairperson:** The Mayor, Dr Peter Macdonald  
**Deputy Chairperson:** Deputy Mayor Clr Richard Morrison

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## CLOSED SESSION

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| <b>Mayoral Minute Report No. 1</b><br>Staff Matter |  |
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*It is recommended that the Council resolve into closed session with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2) (a) of the*

*Local Government Act, 1993, on the grounds that the matter will involve the discussion of personnel matters concerning a particular individuals*

**QUESTIONS WITHOUT NOTICE**

**MATTERS OF URGENCY**

(In accordance with Clause 14 of the Local Government (Meetings) Regulations, 1993)

**\*\*\*\*\* END OF AGENDA \*\*\*\*\***

**TO: Ordinary Meeting - 21 February 2005**  
**REPORT: Mayoral Minute No. 2**  
**SUBJECT: Heritage Committee Request Regarding Development Applications**  
**FILE NO:**

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All councillors are aware of the work of the Manly Heritage Committee, which meets monthly to discuss heritage issues regarding the practices of Manly Council.

A resolution was passed at the October and November meetings of that committee recommending:

**“That all DAs submitted to Council should be supported with photographs illustrating the character of the house and of the street.”**

The Heritage Committee believes this practice would be of great assistance in assessing the heritage impact of a development application and would provide a valuable aid to planners, particularly with regard to the preservation of streetscapes.

The feeling of the committee is that with digital technology, such photographs would be easy to supply at little inconvenience to applicants.

#### **RECOMMENDATION**

That

(1) Council support the initiative in principle and staff proceed to draft a policy consistent with this resolution

(2) The Heritage Committee provide Council with a report outlining the benefits of having all DAs submitted to Council supported with photographs illustrating the character of the house and of the street concerned.

#### **ATTACHMENTS**

There are no attachments for this report.

OM210205MM\_2

\*\*\*\*\* End of Mayoral Minute No. 2 \*\*\*\*\*

**TO: Ordinary Meeting - 21 February 2005**  
**REPORT: Mayoral Minute No. 3**  
**SUBJECT: Discouraging Car Dependency and Reducing Greenhouse Gas Emissions**  
**FILE NO:**

---

With the Kyoto Protocol coming into force around the world last week, the issue of climate change has gained widespread public attention. It's generally accepted that combating climate change is not an option, but rather a necessity - Manly Council can and should play a role in this vital challenge. Discouraging car dependency and reducing Greenhouse gas emissions are one way for us as a Council to take positive action on the issue.

Any measure to discourage car dependency and reduce greenhouse gas emissions would be in keeping with Manly Council's Sustainability Plan. There are a number of relevant goals outlined in the plan aimed at reducing the impact of vehicles on air quality, (section 4):

- to promote the conservation and efficient use of energy in Manly;
- to significantly improve the air quality of Manly;
- to reduce the amount of greenhouse gases emitted from Manly and consider the possible impacts of climate change.

The Sustainability Plan has goals to encourage a reduction in the number of vehicles and to discourage unnecessary usage of motor vehicles and to promote other forms of transport.

North Sydney Council led the way last week, introducing a scheme where owners of cars deemed to have a high impact on the environment were charged higher costs for parking permits. I now encourage Manly Council to consider such a step but to also act more broadly on the issue:

#### **Possible Increased Costs of Parking Permits for "High Impact" Vehicles**

The fee charged for resident parking permits could be based on a sliding scale, which reflects the impact of the vehicle on the environment in terms of greenhouse gas emissions and air pollution.

The Australian Greenhouse Office has identified the following attributes of vehicles:

- Larger cars and those with bigger engines often consume more fuel, which increases the level of greenhouse gas emissions.
- Commercial style vehicles and large off road vehicles are usually built to less stringent emission standards than regular passenger cars, so produce more air pollutants.
- Air pollution is more of a concern in areas with larger populations and more traffic. This is particularly the case in our larger cities.
- Greenhouse gas emissions will have an impact regardless of where you live or are likely to drive.

The Resident Parking schemes and the associated charging regime may be an opportunity to influence "purchasing decisions". A variation in fees could help to discourage residents from owning vehicles which have a greater impact on the environment. This is entirely in keeping with Manly's Sustainability Plan and the widespread view of the community that motor vehicles are the most significant source of urban air pollution. Community consultation for the 2003/2004 State of Environment Report for Manly showed that our residents perceive "the increased usage of cars as transport" and "poor air quality" as issues of concern.

Further, the RTA Permit Parking guide states "it (the resident parking permit scheme) also needs to place the proposal in the context of transport management objectives for the area to establish that it supports those objectives..."

**Mayoral Minute No. 3 (Cont'd)**

The Australian Greenhouse Office has produced a database detailing fuel consumption, greenhouse ratings and air pollution ratings of nearly 1400 vehicles by make, model and year. This database is available on the Green Vehicle Guide website [www.greenvehicleguide.gov.au](http://www.greenvehicleguide.gov.au) (a copy of the document will be **tabled** at the meeting for the information of Councillors).

On the database, cars are given a final “star rating” incorporating both the vehicle’s Greenhouse Rating and Air Pollution Rating – 5 stars are given to vehicles that perform best on these environmental assessments; one star is given to vehicles that perform the worst.

Vehicles could be classified as follows:

| Star Rating of Vehicle               | Example   |
|--------------------------------------|---|
| Low Impact<br>3.5 stars – 5 stars    | Holden Barina, Volkswagon Golf,<br>Jeep Cherokee Sport (manual) |
| Medium Impact<br>2.5 stars - 3 stars | Toyota Camry, Mitsubishi Magna, Mitsubishi Outlander            |
| High Impact<br>1 star – 2 stars      | Holden VZ Commodore, Toyota Landcruiser, Volkswagon<br>Combi    |

Low impact vehicles could be charged a lower fee for resident parking permits than medium impact vehicles with high impact vehicles charged the most.

**The Resident Parking Scheme**

Residents are currently entitled to three permits; the first provided free, the second at a cost of \$20.00 and a third one available for \$40.00. This probably encourages car dependency and increased car usage.

Council’s Traffic Engineer has indicated that the existing number and type of permits issued as part of the Resident Parking Schemes are quite generous with a risk that the number of permits issued in each area may exceed the available parking spaces.

It is proposed that Council staff examine the feasibility of amending the scheme to reduce the number of available permits to two (2) only and to recommend a tiered charge for any subsequent permit(s).

**Tailoring salary packages to discourage car dependency and reduce greenhouse gas emissions**

Council should also take this opportunity to review its staff salary packages with the aim of discouraging car dependency and reducing greenhouse gas emissions. In particular, where vehicles are provided as part of a salary package, Council should be discouraging the use of “high impact” cars. Council should also offer packages that encourage the use of public transport. Once again, this would be in keeping with the Manly Sustainability Plan which states the following objectives (see pp.37-39):

AR 8.2 commits to: establishment of a car-pooling scheme for employees

AR8.3: bicycle storage facilities within Council

AR11: Investigate the feasibility of issuing a public transport pass in lieu of car allowance/fleet.



**Mayoral Minute No. 3 (Cont'd)****RTA to determine registration costs on Greenhouse Ratings**

Finally, Council should be encouraging the NSW State Government to pursue initiatives whereby owners of vehicles with a positive rating from the Australian Greenhouse Office are rewarded. This could be done through vehicle registration with the Roads and Traffic Authority of NSW. Currently, the cost of registration is determined on a vehicle's unladen weight; the more a vehicle weighs, the higher the cost.

Surely, a more environmentally friendly initiative would be to have registration costs determined by a vehicle's impact on the environment, as assessed by the Australian Greenhouse Office.

**RECOMMENDATION**

1. That Council call upon staff to prepare a report which reviews the Resident Parking Permit scheme, including the number of permits issued and their charges, based on the Australian Greenhouse Office star rating and to undertake the necessary community consultation.
2. That Council lobby the State Government to determine registration costs for cars on a more meaningful scale related to Australian Greenhouse Office ratings rather than weight which applies at the moment.
3. That Council review its staff salary packages to discourage the use of "high impact" cars and look at the possibility of offering packages that encourage the use of public transport or the use of "low impact" vehicles.
4. That Council lobby the Federal Government to remove the unfair tariff arrangements which favour some vehicles over others. There should be one standard tariff for all vehicles.

**ATTACHMENTS**

There are no attachments for this report.

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\*\*\*\*\* End of Mayoral Minute No. 3 \*\*\*\*\*

**TO: Ordinary Meeting - 21 February 2005**  
**REPORT: Notice of Rescission No. 1**  
**SUBJECT: 3 Cove Avenue, Manly**  
**FILE NO: DA486/04**

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Councillor Pederson, Councillor Macdonald, and Councillor Aird will move:

“That the Council’s decision of 7 February 2005 being Item Environmental Services Division Report No. 2 in respect of 3 Cove Avenue, Manly (DA486/04) be and is hereby rescinded.”

The resolution passed on 7 February 2005 was in the terms of:

- A. That subject to the applicant discontinuing the appeal in the Land and Environment Court proceedings:
- B. THAT Development Application 486/04 for demolition and construction of a 2 storey Residential Flat Building with basement parking at 3 Cove Avenue, Manly be approved subject to the conditions number 1-62.

#### **Alternate Motion**

That Development Application 486/04 for demolition and construction of a 2 storey Residential Flat Building with basement parking at 3 Cove Avenue, Manly be refused for the following reasons:

- 1. Gross overdevelopment of the site;
- 2. Non-compliant with the front and side setbacks and impact on adjacent buildings;
- 3. Loss of privacy to 1 Cove Avenue;
- 4. Significant portico encroachment into the front setback;
- 5. Encroachments on established Right of Way and impact on access to adjoining properties;
- 6. The overshadowing issues relating to 5 Cove Avenue.

#### **ATTACHMENTS**

There are no attachments for this report.

OM210205NR\_1

\*\*\*\*\* End of Notice of Rescission No. 1 \*\*\*\*\*

**TO: Ordinary Meeting - 21 February 2005**  
**REPORT: Notice of Motion No. 2**  
**SUBJECT: Little Penguin Colony under serious threat of extinction**  
**FILE NO:**

---

Councillor Pedersen will move:

- a) That Council believes that the Little Penguin colony is under serious threat of extinction.
- b) That Council notes that the Environment Committee resolved unanimously as follows; "The committee believes there is no justification for National Park's (DEC) obvious misuse of the PVA and press release which appear to be in support of the pending agreement to lease the Quarantine Station. It is absurd that the PVA has ignored the three major developments i.e. Quarantine Station, AIPM and Lend Lease, as well as the continuation of commercial hauling, infestation of Caluerpa, Taxifolia, etc. "
- c) That, in light of the 2002 determination by the joint determining authorities considering the adaptive re-use of the quarantine station that "...there is still the potential that the activity is likely to significantly affect the endangered long-nosed bandicoot population and endangered little penguin population", and ministerial correspondence acknowledging "threats to the little penguin colony" as a result of ferry operations at rafting times, council expresses its disappointment in the DEC using the release of the PVA to support the development plans for the quarantine station. In particular, council strongly objects to the DEC press release stating;  
  
"We will be working hard to get better data, but we can say that the proposed leasing of the quarantine station will not necessarily lead to increased mortality or decreased fertility, and therefore would have little or no impact on the colony."  
  
d) Council sees a conflict of interest in that DEC is a proponent of the quarantine station development whilst also judging the impacts of the development on the penguin colony.
- e) Council objects to the lack of transparency and lack of consultation in the preparation of the PVA and the refusal by NPWS to publicly release the Monitoring Reports until last week.
- f) That Council write to the Minister;
  - 1) Expressing its concern that neither the State Government nor the NPWS have accepted the precautionary principle when it comes to threats to the penguin colony.
  - 2) Council expressing its concern about the lack of genuine commitment by the State Government in protecting Manly's endangered population of penguins.
  - 3) Council again requesting the state government to stop commercial net hauling in the critical habitat.
  - 4) Council asking the Minister to immediately initiate a comprehensive PVA or other appropriate analysis that addresses all the major threats to the penguin population; That is, the separate and cumulative impacts of the; -proposed Quarantine Station developments - Lend Lease St Patrick's Estate developments -proposed Police College developments - commercial net hauling in the penguin critical habitat -climate change -the invasive seaweed Caluerpa Taxifolia
  - 5) That the comprehensive analysis be done with full transparency and in consultation

**Notice of Motion No. 2 (Cont'd)**

with Manly Council and local environmental advocates.

- g) That Council write to DEC urging them to take a stronger a more precautionary approach in protecting the penguins, in particular by reconsidering their support for commercial net hauling in the penguin's critical habitat.
- h) That the General Manager ensure that any DA's that may directly impact on penguin habitat be brought to the full Council and not dealt with under delegated authority.
- i) That Council fully cooperate with the DEC proposal to create "Penguin Wardens" and that this proposal be addressed in the forthcoming General Manager's report on Honorary Rangers.

**ATTACHMENTS**

There are no attachments for this report.

OM210205NM\_2

\*\*\*\*\* End of Notice of Motion No. 2 \*\*\*\*\*

**TO: Ordinary Meeting - 21 February 2005**  
**REPORT: Notice of Motion No. 3**  
**SUBJECT: Additional No Stopping Zone at North Steyne**  
**FILE NO:**

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Councillor Lambert will move:

That the narrow area on the western side of North Steyne, between the Corso taxi rank and No. 49 North Steyne, be made a No Stopping zone.

### **Background**

The area in question adjoins a number of coffee shops and restaurants, some of which have outdoor eating space. Experience on South Steyne shows that removal of parking adjoining the outdoor eating areas has greatly enhanced the ambience of this area, with good feedback being received from community members and visitors.

By contrast, the initial section of North Steyne, beyond the Corso taxi rank at present has several 1P Parking spaces adjacent to the eating areas.

The section of North Steyne under consideration is narrow enough that cars parked at meters opposite have difficulty reversing out of their parking spaces, creating safety concerns. Requests by the Bicycle Committee to have car stoppers installed in the area have not been actioned, the committee having been advised that if the cars parked on the ocean side of the road were pushed back, the remaining width of North Steyne would not be sufficient to enable 2-way traffic and the parking spaces on the west side of the road. The narrowness of the roadway, and the absence of a bike path along this section also create safety issue for cyclists using this area.

Furthermore, the unpaid 1P parking spaces under consideration are now the only free parking areas on the beachfront, and if Rangers do not have the capacity to regularly police the time restrictions, then the area results in significant inequities as those using the parking spaces overstay the time limits.

In the interests of amenity, safety and equity, and given plentiful 2-hour free parking nearby, this short section of the western side of North Steyne should therefore become a No Stopping area.

### **ATTACHMENTS**

There are no attachments for this report.

OM210205NM\_3

\*\*\*\*\* End of Notice of Motion No. 3 \*\*\*\*\*

**TO:** Ordinary Meeting - 21 February 2005

**REPORT:** Notice of Motion No. 4

**SUBJECT:** Applications from Telecommunications or Radiocommunications Providers for infrastructure

**FILE NO:**

---

Councillor Morrison will move:

That Manly Council as a matter of policy notify without delay all Councillors and Precinct forums upon receipt of an Application or Notification from a Telecommunication or Radiocommunication provider to install additional or new infrastructure to an existing transmitter facility (Base Station) or a new site.

**ATTACHMENTS**

There are no attachments for this report.

OM210205NM\_4

\*\*\*\*\* End of Notice of Motion No. 4 \*\*\*\*\*

**TO:** Ordinary Meeting - 21 February 2005  
**REPORT:** Notice of Motion No. 5  
**SUBJECT:** Amendment to the Aims and Objectives of the Manly LEP (1988)  
**FILE NO:**

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Councillor Aird will move:

That Manly Council, in line with it's Corporate Plan, Sustainability Strategy and Ethical Standards Policy, prepares an amendment to the 'Aims and Objectives' of the Manly L.E.P. (1988) to add a specific statement of objective to the effect that development considered under the provisions of the L.E.P. proceeds in accordance with the principles of Environmentally Sustainable Development.

In particular, a clause be inserted into the L.E.P. and relevant D.C.P.s to flag to both staff and applicants that Council will consider the issues of the use of disposable products, the materials they are made of and their impacts relative to the principles of Environmentally Sustainable Development.

**ATTACHMENTS**

There are no attachments for this report.

OM210205NM\_5

\*\*\*\*\* End of Notice of Motion No. 5 \*\*\*\*\*

**TO:** Ordinary Meeting - 21 February 2005  
**REPORT:** Notice of Motion No. 6  
**SUBJECT:** Unresolved Matter  
**FILE NO:**

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Councillor Evans will move:

1. That following an article in the Manly Daily of Friday, 17 December 2004 and in the public interest, clarification be sought whether at the time of Council elections, one or more companies which Clr Norek was a Director of was in liquidation and had this liquidation action been completed by the election.
2. That written notification be provided by the Liquidators, if this liquidation process was completed prior to the election of Clr Norek.
3. That if Clr Norek is unable to respond to these questions immediately then a report be provided by Clr Norek to the General Manager within 28 days.

**General Manager's Note:**

Clr Norek has formally advised me that he was at all relevant times not disqualified from managing a Corporation as a director within the meaning of the *Corporations Act* (Commonwealth), and as such, to the extent that that was relevant under the *Local Government Act 1993* (NSW), he was not disqualified to hold Civic Office as a Councillor of Manly Council.

**ATTACHMENTS**

There are no attachments for this report.

OM210205NM\_6

\*\*\*\*\* End of Notice of Motion No. 6 \*\*\*\*\*



**TO:** Ordinary Meeting - 21 February 2005  
**REPORT:** Notice of Motion No. 7  
**SUBJECT:** Manly Residents first on waiting lists for Manly Council run Child Care Centres  
**FILE NO:**

---

Councillor Norek will move:

That the General Manager provide a report to Council on Manly Residents first on waiting lists for Manly Council run Child Care Centres.

### **Background**

Manly Council has five Child Care centres in its municipality with over 500 children on waiting lists for some of these centres.

I have received numerous complaints from Manly residents that there is no preference given on waiting list to residents of Manly. Currently first priority is given to children from Aboriginal decent, abused children or children with other special circumstances, then places are decided on a first come first, best dressed basis. As Manly residents are paying rates towards our local government run child care centres it would seem appropriate that Manly residents are given first preference.

Part of the problem is due to Manly's close proximity to major transportation and interchange centres. Our Childcare services are extremely attractive to residents from other council areas as they provide easy access when catching public transport to the city. We should support Manly's mothers and fathers who child care close to home - a maximum of 10 - 15 minutes to be able to use our facilities.

As all residents of Manly pay rates towards our Childcare centres, residents of the municipality should be higher on the waiting list. For example in the United Kingdom schools, medical services, dentists, child Care centres are all based on a catchment area system and is a fairer system for their residents.

### **ATTACHMENTS**

There are no attachments for this report.

OM210205NM\_7

\*\*\*\*\* End of Notice of Motion No. 7 \*\*\*\*\*

**TO:** Ordinary Meeting - 21 February 2005

**REPORT:** Item For Brief Mention No. 1

**SUBJECT:** Items for Brief Mention

**FILE NO:**

---

**1. Reports:**

1. Sydney Water Corporation Operational Audit 2003/2004 has been published by the Independent Pricing and Regulatory Tribunal of New South Wales and is tabled for information.

**2. Minutes Of Meetings:**

1. COMMUNITY SAFETY COMMITTEE MINUTES OF MEETING HELD ON 16 DECEMBER 2004
2. MANLY YOUTH COUNCIL MINUTES OF MEETING HELD ON 13 DECEMBER 2004
3. MANLY YOUTH COUNCIL MINUTES OF MEETING HELD ON 17 JANUARY 2005
4. MANLY VISITOR AND COMMUNITY BOARD COMMITTEE MINUTES OF MEETING HELD ON 9 DECEMBER 2004

**RECOMMENDATION**

1. That the Sydney Water Corporation Operational Audit 2003/2004 is tabled for Councillors information.
2. That the recommendations of **Minutes of Meetings, as listed in item 2**, being **1-4**, as listed above, be **adopted**.

**ATTACHMENTS**

There are no attachments for this report.

OM210205IBM\_1

\*\*\*\*\* End of Item For Brief Mention No. 1 \*\*\*\*\*

**TO: Ordinary Meeting of Manly Council - 21 February 2005**

**REPORT: General Manager's Office Report No. 2**

**SUBJECT: Independent Assessment Panel (IAP)**

**Ordinary Meeting of Manly Council at its meeting on 20 December 2004 resolved that the matter be deferred to the meeting to be held on 21 February 2005.**

**FILE NO:**

---

## REPORT

Council when considering my report on IHAP at its meeting of 16 August 2004, resolved to workshop the proposal. That workshop was conducted on 11 September 2004.

Agreement reached at the workshop is as follows:

- IAP be established under the auspice of the General Manager;
- Members of the IAP will be drawn from a list of accredited persons by the General Manager;
- An accredited person is someone preselected by the General Manager from a public Expressions of Interest process, and who, apart from their professional skills and experience in development matters, must not otherwise have a conflict of interest, perceived or real, between their private interest and the public duty that they are required to perform as a member of the IAP;
- Only matters that meet the criteria for referral to IAP may be considered by the General Manager for referral to IAP;

These criteria are:

- \* Any application in which the applicant is a financial donor to any councillor or their political party; or
- \* Any application in which any councillor or family member has a direct interest; or
- \* Any application in which the applicant is a financial donor to Council, or
- \* Any applicant that places undue influence on council.
- Matters for referral to the IAP must be submitted in writing to the General Manager and signed by at least 3 councillors who must give reasons for the referral;
  - \* The composition of an IAP panel may range from 1 to 3 depending on the complexity of the matter, and the General Manager has the sole discretion on its composition.
  - \* The composition of the IAP shall be kept confidential and councillors must not attempt to make contacts with any empanelled members;
  - \* The General Manager may prior to referring an application to the IAP, request the DAU to provide an assessment and recommendations on the application to the IAP for their further assessment and recommendation;
  - \* IAP shall independently assess applications referred to it and shall make its recommendations to the General Manager in due course;
  - \* If the General Manager concurs with the IAP recommendations on an application, then the matter is determined by the General Manager as recommended by the IAP;

**General Manager's Office Report No. 2 (Cont'd)**

- \* If the General Manager disagrees with the IAP's recommendations, then the application is referred to the DAU for a determination whereupon the council may exercise the option to call that matter to LUM for a determination.

**RECOMMENDATION**

That Council adopts the recommendations of the Workshop as follows:

- IAP be established under the auspice of the General Manager;
- Members of the IAP will be drawn from a list of accredited persons by the General Manager;
- An accredited person is someone preselected by the General Manager from a public Expressions of Interest process, and who, apart from their professional skills and experience in development matters, must not otherwise have a conflict of interest, perceived or real, between their private interest and the public duty that they are required to perform as a member of the IAP;
- Only matters that meet the criteria for referral to IAP may be considered by the General Manager for referral to IAP;

These criteria are:

- \* Any application in which the applicant is a financial donor to any councillor or their political party; or
- \* Any application in which any councillor or family member has a direct interest; or
- \* Any application in which the applicant is a financial donor to Council, or
- \* Any applicant that places undue influence on council.
- Matters for referral to the IAP must be submitted in writing to the General Manager and signed by at least 3 councillors who must give reasons for the referral;
  - \* The composition of an IAP panel may range from 1 to 3 depending on the complexity of the matter, and the General Manager has the sole discretion on its composition.
  - \* The composition of the IAP shall be kept confidential and councillors must not attempt to make contacts with any empanelled members;
  - \* The General Manager may prior to referring an application to the IAP, request the DAU to provide an assessment and recommendations on the application to the IAP for their further assessment and recommendation;
  - \* IAP shall independently assess applications referred to it and shall make its recommendations to the General Manager in due course;
  - \* If the General Manager concurs with the IAP recommendations on an application, then the matter is determined by the General Manager as recommended by the IAP, and
  - \* If the General Manager disagrees with the IAP's recommendations, then the application is referred to the DAU for a determination whereupon the council may exercise the option to call that matter to LUM for a determination.

OM210205GMO\_1

\*\*\*\*\* End of General Manager's Office Report No. 2 \*\*\*\*\*

**TO:** Ordinary Meeting - 21 February 2005  
**REPORT:** General Manager's Office Report No. 3  
**SUBJECT:** Amendment to the Code of Meeting Practice and Meeting Schedule  
**FILE NO:**

---

## SUMMARY

In late 2004 Council resolved to amend its "Code of Meeting Practice" and "Code of Conduct", following notification of the proposed changes.

This report seeks the formalisation of these Codes.

## REPORT

### Code of Meeting Practice

Council at the Ordinary Meeting of 15 November 2004, considered a report containing proposed amendments to Council's "Code of Meeting Practice". Council resolved to give public notice of its intention to amend its Code of Meeting Practice, as follows:

*"2. Limitations on number of Notices of Motion.*

*Councillors be limited to 12 notices of motion per councillor, per calendar year with a maximum of two (2) at any given meeting."*

The draft amendments were placed on exhibition as required under Section 361 of the *Local Government Act, 1993*. Public Notice of this exhibition was given in the Manly Daily on Saturday 18 December 2004. The closing date for submissions was Friday 4 February 2005. No submissions were received.

### Code of Conduct:

Council at the Extraordinary Meeting of 23 August 2004, considered a Notice of Motion containing proposed amendments to Council's "Code of Conduct". Council resolved to give public notice of its intention to amend its Code of Conduct, as follows:

Part 4, Clause 8 - Breaches:

- *"Where the General Manager is of the opinion that there is evidence to suggest that a Councillor may have committed a breach of the Code, the General Manager shall, unless it involves a report that is subject of the Protected Disclosures Act, 1994, report the matter to the Council at its next meeting."*

The draft amendments were placed on exhibition as required under Section 361 (3) of the *Local Government Act, 1993*. Public Notice of this exhibition was given in the Manly Daily on Saturday 4 September 2004, Tuesday 19 October 2004 & Saturday 23 October 2004. The closing date for submissions was Friday 5 November 2004. No submissions were received.

## RECOMMENDATION

1. That Council amend its Code of Meeting Practice as follows:
  2. **Limitations on number of Notices of Motion.**

**General Manager's Office Report No. 3 (Cont'd)**

Councillors be limited to 12 notices of motion per councillor, per calendar year with a maximum of two (2) at any given meeting.

2. That Council amend it's Code of Conduct as follows:

**Part 4, Clause 8 - Breaches:**

- *Where the General Manager is of the opinion that there is evidence to suggest that a Councillor may have committed a breach of the Code, the General Manager shall, unless it involves a report that is subject of the Protected Disclosures Act, 1994, report the matter to the Council at it's next meeting.*

3. That all Precincts be advised of the outcome of this report..

**ATTACHMENTS**

There are no attachments for this report.

OM210205GMO\_2

\*\*\*\*\* End of General Manager's Office Report No. 3 \*\*\*\*\*

**TO:** Ordinary Meeting - 21 February 2005  
**REPORT:** General Manager's Office Report No. 4  
**SUBJECT:** Safety of Balconies  
**FILE NO:**

## REPORT

Council at its EOM resolved that a report be prepared on the relevant circumstances relating to the failure of a balcony structure at 10 Phillip St Seaforth. The issues raised and their corresponding responses are as follows:

|    | <b>Issue</b>  | <b>Response</b>   |
|----|---|---|
| 1  | Did Council issue a Development Consent for the deck?   | Yes under DA364/00 on 5 October 2000.   |
| 2  | Was there a condition of approval that required that a Construction Certificate (CC) be obtained?   | Yes   |
| 3  | Was a Construction Certificate issued (prior to work commenced)?  | No - work commenced and progressed without a CC. A Stop Work Order was issued.<br>Council subsequently issued the CC.   |
| 4  | Who issued it?  | Council – on 23 Jan 2001  |
| 5  | Were any inspections called for?  | Yes.  |
| 6  | Were any inspections carried out?   | No record of inspections – Council was not the PCA for this job.  |
| 7  | Who carried out the inspections?  | No one did as there was no PCA appointed for this work. However, the design was certified by a structural engineer  |
| 8  | What were the results of those inspections?   | N/A   |
| 9  | What process, if any, does Council have to follow up on Development Consents once they have been issued?  | Council respond to compliance complaints only and does not have a statutory duty to carry out routine compliance inspections<br><br>Further, Council does not inspect works that it is not the PCA for. |
| 10 | Are there resources in place for this purpose?  | Council had sufficient resources to deal with works that it was the PCA for.  |
| 11 | Have the resources previously available for Building Control, been diverted over time to pursuing amenity issues, objections, and related matters, in the Development Approval process? | The level of staffing had not changed as far as I am aware.<br><br>There will always be a need to balance all complimentary factors involved in any DA such as those raised in point 11.                |

**General Manager's Office Report No. 4 (Cont'd)**

On 27 March 2001, Council undertook an inspection of the site for the purpose of releasing the footpath deposit held by Council on this project.

**RECOMMENDATION**

That the report be received and noted.

**ATTACHMENTS**

There are no attachments for this report.

OM210205GMO\_3

\*\*\*\*\* End of General Manager's Office Report No. 4 \*\*\*\*\*



**TO:** Ordinary Meeting - 21 February 2005  
**REPORT:** General Manager's Office Report No. False^DIV  
**SUBJECT:** Revised Section 94 Plan - Draft for Exhibition  
**FILE NO:**

---

## REPORT

At its meeting of 20 December 2004, Council adopted my report on the review of the Section 94 Plan (the Plan). In summary, the approach I took to that review was as follows:

1. The revised Plan will recognise the investments already made by the existing population in relation to insitu infrastructure.
2. In recognising 1 above, the existing population will be removed from the burden of infrastructure provision contained in the Schedule of Works.
3. The quantum on per capita contribution under the reviewed Plan for incoming population will be set at a level up to the investment value each member of the existing population had contributed in the gross asset value of the Council.
4. The burden for the provision of new or embellishment of existing infrastructure will be fully funded by the contribution received under the revised Plan.

The purpose of the report is to seek Council's authority to place the reviewed Draft Plan on public exhibition.

Summary of contributions proposed:

|                            |                                |
|----------------------------|--------------------------------|
| Residential:               | \$12,674.48 per person         |
| Retail/Commercial (Manly): | \$20,708.90 per 100m2 GFA      |
| Retail/Commercial (Other): | \$11,252.14 per 100m2 GFA      |
| Parking (Manly):           | \$27,620.00 per parking space  |
| Parking (Balgowlah):       | \$13,962.00 per parking space  |
| Tourist Developments:      | \$ 3,027.77 per guest proposed |

## RECOMMENDATION

That the Revised Section 94 Plan as tabled, be placed on exhibition as prescribed under the Environmental Planning and Assessment Act.

## ATTACHMENTS

There are no attachments for this report.

OM210205GMO\_4

\*\*\*\*\* End of General Manager's Office Report No. False^DIV \*\*\*\*\*

**TO: Ordinary Meeting - 21 February 2005**  
**REPORT: Corporate Services Division Report No. 1**  
**SUBJECT: Report on Council Investment as at 31 December, 2004 and 31 January 2005**  
**FILE NO: A2/12**

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## SUMMARY

Latest accounting statements for the period to 31 December, 2004 and 31 January, 2005.

1. Statement showing general fund bank account balance as at 31 December, 2004 and 31 January, 2005.
2. Cash investments as at 31 December, 2004 and 31 January, 2005.

## REPORT

1. **Statement Showing General Fund Bank Account Balance as at 31 December, 2004 and 31 January, 2005.**

|                                       |                        |
|---------------------------------------|------------------------|
| Limit of overdraft arranged with bank | <b>\$400,000.00 Dr</b> |
| Bank Balance as at 31 December, 2004  | <b>\$200,722.68 Cr</b> |
| Bank Balance as at 31 January, 2005   | <b>\$302,636.33 Cr</b> |

- 2a. **Details of Council Investments Pursuant to the Financial Regulation as at 31 December, 2004.**

For the information of Councillors, the following cash investments were held by Council as at 31 December, 2004.

| Invest Date | Maturity/ Call date | Institution             | Term (Days) | Rate | Amount               | Interest                  |
|-------------|---------------------|-------------------------|-------------|------|----------------------|---------------------------|
| 11/10/01    | 02/08/05            | WBC                     | 1391        | 6.06 | 1,005,003.08         | 15,149.99 <sup>(1)</sup>  |
| 15/07/02    | 15/07/07            | HSBC                    | 1826        | 6.12 | 1,000,000.00         | 15,291.75 <sup>(2)</sup>  |
| 15/08/02    | 15/07/07            | HSBC                    | 1795        | 6.12 | 2,008,481.93         | 30,583.50 <sup>(2)</sup>  |
| 30/07/02    | 12/12/06            | Bendigo Bank            | 1596        | 7.42 | 510,200.00           | 9,275.87 <sup>(3)</sup>   |
| 14/10/02    | 12/12/06            | Bendigo Bank            | 1520        | 7.42 | 504,476.45           | 9,275.87 <sup>(3)</sup>   |
| 08/08/02    | 08/08/07            | Bank of Qld             | 1826        | 6.75 | 1,000,000.00         | 16,874.99 <sup>(4)</sup>  |
| 02/09/02    | 28/09/06            | Suncorp Metway          | 1487        | 6.75 | 1,005,210.00         | 33,750.00 <sup>(5)</sup>  |
| 23/01/04    | 23/01/05            | Heritage Bld Soc        | 365         | 5.69 | 1,000,000.00         | 14,229.25 <sup>(6)</sup>  |
| 12/09/02    | 31/03/05            | Adelaide Bank           | 931         | 6.83 | 506,635.00           | 8,537.50 <sup>(7)</sup>   |
| 18/02/03    | 18/02/08            | Macquarie Bank          | 1826        | 5.75 | 1,000,000.00         | 28,750.00 <sup>(8)</sup>  |
| 02/04/04    | 02/04/09            | Adelaide Bank           | 1826        | 6.37 | 500,000.00           | 7,937.49 <sup>(9)</sup>   |
| 03/12/04    | 03/12/09            | NM R'child & Son (Aust) | 1826        | 6.45 | 700,000.00           | 11,132.88 <sup>(10)</sup> |
| 15/12/04    | 15/12/09            | ACCU                    | 1826        | 6.61 | 1,000,000.00         | 16,516.75 <sup>(11)</sup> |
| 21/05/04    | 21/05/07            | CBA                     | 1095        | 6.20 | 719,877.16           | 44,632.38 <sup>(12)</sup> |
| 12/10/04    | 10/01/05            | Adelaide Bank           | 90          | 5.49 | 1,000,000.00         | 13,536.99                 |
| 12/10/04    | 10/01/05            | Aust Central C/U        | 90          | 5.71 | 1,000,000.00         | 14,079.45                 |
| 26/10/04    | 24/01/05            | Aust Central C/U        | 90          | 5.72 | 1,000,000.00         | 14,104.11                 |
| 12/10/04    | 10/01/05            | IMB                     | 90          | 5.56 | 1,250,000.00         | 17,136.99                 |
| 26/10/04    | 24/10/05            | IMB                     | 90          | 5.56 | 1,000,000.00         | 13,709.59                 |
| 13/10/04    | 10/01/05            | Bank West               | 89          | 5.46 | 2,000,000.00         | 26,626.85                 |
|             |                     | IMB                     | @CALL       | 5.20 | 600,000.00           |                           |
|             |                     | CBA                     | @CALL       | 5.20 | 1,637,618.25         |                           |
|             |                     |                         |             |      | <b>21,947,501.87</b> |                           |

- (1) Interest to 02 February, 2005 only
- (2) Interest to 15 January, 2005 only
- (3) Interest to 12 March, 2005 only
- (4) Interest to 8 February, 2005 only
- (5) Interest to 28 March, 2005 only
- (6) Interest to 23 January, 2005 only

## Corporate Services Division Report No. 1 (Cont'd)

- (7) Interest to March, 2005 only  
 (8) Interest to 18 February, 2005 only  
 (9) Interest to 2 January, 2005 only  
 (10) Interest to 3 March, 2005 only  
 (11) Interest to 15 March, 2005 only  
 (12) Interest to 21 May, 2005 only

Except for (5), (8) and (10) interest is calculated at a floating rate, fixed for the duration of each subsequent quarter, based on the prevailing interest rates at the quarterly reset date(s).

## 2b. Details of Council Investments Pursuant to the Financial Regulation as at 31 January, 2005.

For the information of Councillors, the following cash investments were held by Council as at 31 January, 2005.

| Invest Date | Maturity/ Call date | Institution             | Term (Days) | Rate | Amount               | Interest                  |
|-------------|---------------------|-------------------------|-------------|------|----------------------|---------------------------|
| 11/10/01    | 02/08/05            | WBC                     | 1391        | 6.06 | 1,005,003.08         | 15,149.99 <sup>(1)</sup>  |
| 15/07/02    | 15/07/07            | HSBC                    | 1826        | 6.11 | 1,000,000.00         | 15,274.99 <sup>(2)</sup>  |
| 15/08/02    | 15/07/07            | HSBC                    | 1795        | 6.11 | 2,008,481.93         | 30,549.99 <sup>(2)</sup>  |
| 30/07/02    | 12/12/06            | Bendigo Bank            | 1596        | 7.42 | 510,200.00           | 9,275.87 <sup>(3)</sup>   |
| 14/10/02    | 12/12/06            | Bendigo Bank            | 1520        | 7.42 | 504,476.45           | 9,275.87 <sup>(3)</sup>   |
| 08/08/02    | 08/08/07            | Bank of Qld             | 1826        | 6.75 | 1,000,000.00         | 16,874.99 <sup>(4)</sup>  |
| 02/09/02    | 28/09/06            | Suncorp Metway          | 1487        | 6.75 | 1,005,210.00         | 33,750.00 <sup>(5)</sup>  |
| 12/09/02    | 31/03/05            | Adelaide Bank           | 931         | 6.83 | 506,635.00           | 8,537.50 <sup>(6)</sup>   |
| 18/02/03    | 18/02/08            | Macquarie Bank          | 1826        | 5.75 | 1,000,000.00         | 28,750.00 <sup>(7)</sup>  |
| 02/04/04    | 02/04/09            | Adelaide Bank           | 1826        | 6.38 | 500,000.00           | 7,937.49 <sup>(8)</sup>   |
| 03/12/04    | 03/12/09            | NM R'child & Son (Aust) | 1826        | 6.45 | 700,000.00           | 11,132.88 <sup>(9)</sup>  |
| 15/12/04    | 15/12/09            | ACCU                    | 1826        | 6.61 | 1,000,000.00         | 16,516.75 <sup>(10)</sup> |
| 21/05/04    | 21/05/07            | CBA                     | 1095        | 6.20 | 719,877.16           | 44,632.38 <sup>(11)</sup> |
| 10/01/05    | 12/04/05            | Aust Central C/U        | 92          | 5.73 | 1,000,000.00         | 14,442.74                 |
| 24/01/05    | 26/04/05            | Aust Central C/U        | 92          | 5.72 | 1,000,000.00         | 14,417.53                 |
| 10/01/05    | 08/02/05            | IMB                     | 29          | 5.50 | 1,250,000.00         | 5,462.33                  |
| 24/01/05    | 24/02/05            | IMB                     | 31          | 5.50 | 1,000,000.00         | 4,671.23                  |
| 10/01/05    | 12/04/05            | Bank West               | 92          | 5.48 | 2,000,000.00         | 27,625.71                 |
|             |                     | IMB                     | @CALL       | 5.20 | 600,000.00           |                           |
|             |                     | CBA                     | @CALL       | 5.20 | 2,660,311.68         |                           |
|             |                     |                         |             |      | <b>20,970,195.30</b> |                           |

- 1) Interest to 02 February, 2005 only  
 2) Interest to 15 April, 2005 only  
 3) Interest to 12 March, 2005 only  
 4) Interest to 8 February, 2005 only  
 5) Interest to 28 March, 2005 only  
 6) Interest to 31 March, 2005 only  
 7) Interest to 18 February, 2005 only  
 8) Interest to 2 April, 2005 only  
 9) Interest to 3 March, 2005 only  
 10) Interest to 15 March, 2005 only  
 11) Interest to 21 May, 2005.

Except for (5), (7) and (11) interest is calculated at a floating rate, fixed for the duration of each subsequent quarter, based on the prevailing interest rates at the quarterly reset date(s).

| Investment Performance         | Council     | Benchmark*  | 90 day BBSW** |
|--------------------------------|-------------|-------------|---------------|
| Returns - December 2004 [%pa]: | <b>5.98</b> | <b>5.66</b> | 5.4135        |
| Returns - January 2005 [%pa]:  | <b>5.97</b> | <b>5.67</b> | 5.4238        |

\* benchmark is 90day BBSW plus 0.25%pa

\*\* 90 day BBSW is the average 90 day bank bill rate for the month.

**Corporate Services Division Report No. 1 (Cont'd)**

The Chief Financial Officer has certified that the above investments have been made in accordance with the requirements of the Local Government Act 1993 and Regulations and in accordance with Council's policies.

**RECOMMENDATION**

1. That the statement of General Fund Bank Account balance as at 31 December, 2004 and 31 January, 2005 be received and noted.
2. That details of Council's cash investments as at 31 December, 2004 and 31 January, 2005 be received and noted.

**ATTACHMENTS**

There are no attachments for this report.

OM210205CSD\_1

\*\*\*\*\* End of Corporate Services Division Report No. 1 \*\*\*\*\*

**TO: Ordinary Meeting - 21 February 2005**  
**REPORT: Corporate Services Division Report No. 2**  
**SUBJECT: Financial Review for the period ending 31 December 2005**  
**FILE NO: A5/15**

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## SUMMARY

Council's Income and Expenditure for the quarter 1 July 2004 to 31 December 2004 has been reviewed, together with a projection of Council's Budget as at 30 June 2005, and a Statement of Variations which have occurred is submitted.

After adoption of the recommended adjustments the result for the quarter is a deficit of \$43,300, and a forecast deficit at 30 June 2005 of \$60,100..

## REPORT

Council is required to prepare a budget review statement each quarter, in accordance with Clause 7 of the Local Government (Financial Management) Regulation 1999. This report is prepared in accordance with the clause for the period ended 30 September 2004.

The purpose of these reviews is to ensure that the impact of financial variation, which should only be of a minor nature, is reflected in the forecast of Council's global budgetary position to 30 June 2005, and the adopted Budget adjusted accordingly.

## Discussion

The following is a summary of Council's adopted Budget for 2004/2005 and revised estimates of Income and Expenditure to 30 June 2005, following the adjustments included in this report.:

|                         | <b>Original Budget</b> | <b>Revised Budget at<br/>31/12/2004</b> |
|-------------------------|------------------------|---|
| Operating Income        | -\$44,588,734          | -\$44,017,600                           |
| Capital Income          | -\$12,011,056          | -\$14,515,914                           |
| Total Income            | <u>-\$56,599,790</u>   | <u>-\$58,533,514</u>                    |
| Operating Expenditure   | \$44,300,851           | \$44,426,035                            |
| Capital Expenditure     | \$12,298,939           | \$14,167,579                            |
| Total Expenditure       | <u>\$56,599,790</u>    | <u>\$58,593,614</u>                     |
| Net Surplus / (Deficit) | <u><b>\$0</b></u>      | <u><b>(\$60,100)</b></u>                |

Net Program adjustments for the September quarter are summarized in the following table which outlines the aggregate changes to program areas in the Budget for the Quarter ended 31 December 2004.

## Corporate Services Division Report No. 2 (Cont'd)

| Prog No.                              | Program                             | Variation       |
|---------------------------------------|-------------------------------------|-----------------|
| 1.0                                   | Corporate Services                  | -\$158,500      |
| 2.0                                   | Planning & Strategy                 | \$0             |
| 4.0                                   | Human Services & Facilities         | \$30,000        |
| 5.0                                   | Recreation & Culture                | -\$5,900        |
| 6.0                                   | Environmental Services              | -\$2,100        |
| 7.0                                   | Public Order & Safety               | \$6,800         |
| 8.0                                   | Urban & Infrastructural Services    | \$78,000        |
| 9.0                                   | Environmental & Community Amenities | \$95,000        |
| 10.0                                  | General Purpose Revenues            | \$0             |
| <b>Net Budget Variation – Deficit</b> |                                     | <b>\$43,300</b> |

This summary shows a net deficit for the quarter and a forecast deficit at 30 June 2005 of \$16,800.

Major items included in the variances (excluding internal transfers) are summarized below.

Note: Grants received for specific programs will have a matching expenditure:

| Details   | \$        |
|---|-----------|
| New public toilets at Seaforth (funded from contribution by Energy Australia)   | \$95,000  |
| Streetscape improvements at Seaforth (funded from contribution by Energy Australia)   | \$90,000  |
| State Emergency Services - Grant for new SES vehicle-   | \$30,000  |
| State Emergency Services - Grant for new SES headquarters   | \$50,000  |
| Donation from Manly Swim Club for new stopclocks  | \$5,626   |
| Manly Swim Centre – new pool cleaner  | \$10,500  |
| NSW Fire Brigade Levy – increase in levy  | \$6,      |
| Library Special Projects Grant  | \$7,156   |
| Disaster Relief Grant   | \$14,498  |
| Shelly Beach Improvements – Funded from Reserves  | \$28,000  |
| Facilities maintenance  | \$30,000  |
| Ocean Beach Promenade Improvements, Wishing Well Shelter, South Steyne Footpath Widening Projects carried forward – funded from Reserves. | \$702,746 |

## Corporate Services Division Report No. 2 (Cont'd)

## Statement as to position of Council Reserves

| RESERVE  | <b>SCHEDULE OF CASH RESERVES (PROJECTIONS)</b> |  |  |
|--|--|--|--|
|  | Actual<br>Balances<br>30/06/2004               | Transfers to<br>Reserve<br>(Budget/<br>Actual) | Transfers from<br>Reserve<br>(Budget/<br>Actual) |
| <b>EXTERNALLY RESTRICTED:</b>                                |  |  |  |
| S.94 Contributions   | 1,019,717                                      | 285,000  | 502,800  |
| Specific Purpose Unexpended Grants                           | 169,030  |  |  |
| DWM. Reserves  | 1,219,325                                      | 250,000  |  |
| <b>TOTAL EXTERNALLY RESTRICTED</b>                           | <b>2,408,072</b>                               | <b>535,000</b>                                 | <b>502,800</b>                                   |
| <b>INTERNALLY RESTRICTED:</b>                                |  |  |  |
| Employee Leave Entitlements                                  | 1,440,655                                      | 200,000  | 0  |
| Security / Performance Deposits & Bonds                      | 4,432,431                                      |  | 0  |
| Unexpended Loan Funds  | 958,060  | 560,000  | 909,545  |
| Incomplete Capital or Contracted Works                       | 56,535   |  | 56,535   |
| Premature Liability Reserve                                  | 275,000  |  | 0  |
| Infrastructure Capital Reserve                               | 1,116,689                                      |  | 981,642  |
| Depot Redevelopment Reserve                                  | 5,415,660                                      |  | 2,159,495  |
| Kangaroo Rock Damages Reserve                                | 500,000  |  | 100,000  |
| Ross Street Occasional Care Centre                           | 0  |  | 0  |
| Plant Replacement Reserve                                    | 59,144   | 550,000  | 435,000  |
| Vehicle Replacement Reserve                                  | 0  | 50,000   | 50,000   |
| Office Equipment Replacement Reserve                         | 1,842  | 67,229   | 0  |
| CBD & Ocean Beach Improvements Reserve                       | 711,680  | 433,225  | 1,144,905  |
| Art Gallery/Museum Extensions Reserve                        | 4,909  |  | 0  |
| Shelly Beach Improvements Reserve                            | 54,695   |  | 28,000   |
| Balgowlah Area Improvements Reserve                          | 84,749   | 43,600   | 68,000   |
| Environment Levy Reserve                                     | 431,495  | 1,000,000                                      | 1,431,495  |
| Oceanworld Sponsorship                                       | 1,531  |  | 1,531  |
| Unexpended Footpath Restoration Contributions                | 22,271   |  | 0  |
| Unexpended Specific Purpose Contributions                    | 33,820   |  | 17,049   |
| Manly Wharf Forecourt Reserve                                | 50,000   |  | 0  |
| Manly Town Centre Improvements Reserve                       | 60,000   |  | 0  |
| Contribution To Works - Park Embellishment – (Fromelles Ave) | 200,000  |  | 0  |
| Manly Art Gallery (Theo Batton Bequest)                      | 719,877  |  | 0  |
| <b>TOTAL INTERNALLY RESTRICTED</b>                           | <b>16,631,043</b>                              | <b>2,904,054</b>                               | <b>7,383,197</b>                                 |
|  | <b>19,039,115</b>                              | <b>3,439,054</b>                               | <b>7,885,997</b>                                 |

**Corporate Services Division Report No. 2 (Cont'd)**

**Statutory Report**

In accordance with Clause 7(2) of the Local Government (Financial Management) Regulation 1999, Council's Chief Financial Officer hereby certifies that the Council's financial position is satisfactory having regard to the original estimates of income and expenditure.

**RECOMMENDATION**

That the 2004/2005 Adopted Budget be varied in terms of this Report.

**ATTACHMENTS**

There are no attachments for this report.

OM210205CSD\_2

\*\*\*\*\* End of Corporate Services Division Report No. 2 \*\*\*\*\*



**TO: Ordinary Meeting - 21 February 2005**  
**REPORT: Corporate Services Division Report No. 3**  
**SUBJECT: Review of Management Plan - December 2004-2007**  
**FILE NO:**

---

## **SUMMARY**

The purpose of this report is to provide the review of the Management Plan for the September and December 2004 quarters, in accordance with the requirements of the *Local Government Act 1993*.

## **REPORT**

Section 407 of the *Local Government Act, 1993*, requires the General Manager to report periodically "as to the extent to which the performance targets set by the Council's current management plan have been achieved during each quarter."

The Management Plan 2004 / 2007 provides for the achievement of six Key Objectives as follows:

**Local Development  
Community Services  
Environment**

**Management  
Asset Management  
Government**

In June 2004, Council adopted the 2004 / 2007 Management Plan. The Corporate Plan, as contained within the Management Plan, contains key activities to achieve the key objectives of Council.

A matrix indicating the Key Activities for each program and the progress made on each activity is **attached**. This matrix reviews and reports on the performance for the period 1<sup>st</sup> July 2004 to 30<sup>th</sup> September and from 1<sup>st</sup> October 2004 to 31<sup>st</sup> December 2004.

Performance indicators from the Customer Service Survey administered in November 2004 are listed in the tables after each key activity. This information provides the Council, the Community and staff with a benchmark at the time of the survey, the results for each of the key activities, and also provides indicators for future service levels.

Significant achievements during the September and December 2004 quarters are summarised below:

- Neighbourhood Renewal program introduced to the community
- Manly Futures Forum commenced
- The Corso cleaning regime for efficient workplace practices, OH & S requirements and new staff uniform presentation implemented
- Introduction of Mobile Garbage bins (MGB's) to replace the recycling crates
- Completion of Scenic Walkway works
- Manly Art Gallery and Museum air conditioning improvements installed
- Development Application for new Community Centre in Seaforth lodged
- Senior Citizens Centre refurbishment to include a new location for the operation of Meal on Wheels service

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- Launch of the Active Transport program
- Refurbishment of the Wishing Well Shelter on Ocean Beach
- Lift installed, staff office accommodation, foyer and staff training facilities completed
- Development Application for the rebuilding of the Council's Depot at Balgowlah determined and these works have substantially commenced.

**RECOMMENDATION**

That the report on the quarterly reviews 1<sup>st</sup> July to 31<sup>st</sup> December 2004 of the Management Plan 2004/2007 be received and noted.

**ATTACHMENTS**

**AT-1** Review of Management Plan December 2004-2007 89 page(s)

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\*\*\*\*\* End of Corporate Services Division Report No. 3 \*\*\*\*\*

## 8. Principal Activities

Manly Council exists to provide the following principal activities in accordance with NSW Local Government Act 1993, within the framework of Council's Management Plan.

### Local Development

Statement of overall objectives

*Manage local services and development to facilitate economic activity based on Ecologically Sustainable Development Principles that improves the lifestyle and employment opportunities for residents.*

### Program Activities

- 1.1 Economic Development Program
- 1.2 Housing and Accommodation Program
- 1.3 Urban Planning Program
- 1.4 Transport (Movement) Program
- 1.5 Visitor and Community Program

### Management

Statement of overall objectives

*To provide leadership and establish priorities and directions to enable the organisation to achieve its mission.*

### Program Activities

- 2.1 Finance and Funding Program
- 2.2 Management Support Program

## Community Services

Statement of overall objectives

*To provide and facilitate a quality range of accessible and equitable social, leisure, recreation and cultural opportunities to maintain the quality of life for the community whilst conserving our diminishing natural resources and reducing our environmental impact.*

### Program Activities

- 3.1 Support and Care Program
- 3.2 Information, Leisure and Culture Program
- 3.3 Community Infrastructure Program

## Asset Management

Statement of overall objectives

*To create, maintain and dispose assets within a life cycle manner that optimises Council affordability and meets community expectations. This takes into account the principle of sustainability and total value management.*

### Program Activities

- 4.1 Infrastructure Management Program
- 4.2 Property Management Program
- 4.3 Inventory, Modelling and Contracts Program
- 4.4 Open Spaces Program

## **Environment – Sustainability Program**

Statement of overall objectives

*Through the Manly Sustainability Strategy, to protect, manage and enhance the natural and built environment through the integration of Ecologically Sustainability development and total catchment management principles.*

### **Program Activities**

- 5.1 Environmental Protection Program
- 5.2 Built Environment Program
- 5.3 Waste and Cleansing Program

## **Government**

Statement of overall objectives

*To provide open, accountable and democratic government to the community.*

### **Program Activities**

- 6.1 Council and Committees Support Program
- 6.2 Consultation Program Community

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**9. The Corporate Plan - Operational Framework**

| <b>Key Objectives</b>  | <b>Programme</b>  | <b>Strategies</b>   |
|--|---|---|
| <p><b>1. Local Development</b><br/>                     Manage local services and development to facilitate economic activity based on Ecologically Sustainable Development Principles that improves the lifestyle and employment opportunities for residents.</p> | <p>1.1 Economic Development Programme<br/>                     1.2 Housing &amp; Accommodation Programme<br/>                     1.3 Urban Planning Programme<br/>                     1.4 Transport (Movement) Programme<br/>                     1.5 Visitor &amp; Community Programme</p> | <p>1.1.1 Employment and Development Opportunities<br/>                     1.2.1 Housing Choice and Accommodation<br/>                     1.3.1 Planning<br/>                     1.3.2 Streetscape<br/>                     1.3.3 Urban Design<br/>                     1.3.4 Manly Town Centre Strategy<br/>                     1.4.1 Traffic Management and Road Safety<br/>                     1.4.2 Improved Local Public Transport<br/>                     1.4.3 Transport Planning<br/>                     1.5.1 Information Service<br/>                     1.5.2 Events Management<br/>                     1.5.3 Market Development<br/>                     1.5.4 Product Revitalisation<br/>                     1.5.5 Tourism Management</p> |
| <p><b>2. Management</b><br/>                     To provide leadership and establish priorities and directions to enable the organisation to achieve its mission.</p>  | <p>2.1 Finance and Funding Programme<br/>                     2.2 Management Support Programme</p>  | <p>2.1.1 Rates<br/>                     2.1.2 Financial Management<br/>                     2.1.3 Budget<br/>                     2.2.1 Employee Support<br/>                     2.2.2 Corporate Development<br/>                     2.2.3 Customer Service<br/>                     2.2.4 Records Management<br/>                     2.2.5 Information Technology Services<br/>                     2.2.6 Risk Management<br/>                     2.2.7 Payroll Management</p>   |

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| <b>Key Objectives</b> | <b>Programme</b> | <b>Strategies</b>     |
|-----------------------|------------------|-----------------------|
|                       |                  | 2.2.8 Council Offices |

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The Corporate Plan cont...

| Key Objectives  | Programme  | Strategies   |
|---|--|--|
| <b>3. Community Services</b><br>To provide and facilitate a quality range of accessible and equitable social, leisure, recreation and cultural opportunities to maintain the quality of life for the community whilst conserving our diminishing natural resources and reducing our environmental impact. | 3.1 Support and Care Programme<br>3.2 Information, Leisure and Culture Programme<br>3.3 Community Infrastructure Programme | 3.1.1 Children's Services<br>3.1.2 Youth Services<br>3.1.3 Aged Services<br>3.2.1 Library and Information Services<br>3.2.2 Recreation & Leisure<br>3.2.3 Culture<br>3.3.1 Community Development<br><br>3.3.2 Community Safety |



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**The Corporate Plan cont...**

| <b>Key Objectives</b>   | <b>Programme</b>                               | <b>Strategies</b>   |
|---|--|---|
| <p><b>4. Asset Management</b></p> <p>To create, maintain and dispose assets within a life cycle manner that optimises Council affordability and meets community expectations. This takes into account the principle of sustainability and total value management.</p> | 4.1 Infrastructure Management Programme        | 4.1.1 Roads, Cycleways and Footways<br>4.1.2 Drainage/Flooding<br>4.1.3 Manly Lagoon Management<br>4.1.4 Beach Front Management<br>4.1.5 Emergency Services<br>4.1.6 Depot, Store, Plant and Equipment and Fleet Management |
|   | 4.2 Property Management Programme              | 4.2.1 Buildings & Facilities<br>4.2.2 Licenses and Leases<br>4.2.3 Parking<br>4.2.4 Property Land Management  |
|   | 4.3 Inventory, Modelling & Contracts Programme | 4.2.5 Land Information & Ownership  |
|   | 4.4 Open Spaces Programme                      | 4.3.1 Total Assets Management System (TAMS)<br>4.4.1 Bushland & Diversity<br>4.4.2 Parks & Reserves<br>4.4.3 Urban Amenity<br>4.4.4 Sports Fields & Ovals<br>4.4.5 Cemetery<br>4.4.6 Special Environmental Projects         |

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**The Corporate Plan cont...**

| <b>Key Objectives</b>   | <b>Programme</b>   | <b>Strategies</b>  |
|---|--|--|
| <p><b>5. Environment</b><br/>                     To protect, manage and enhance the natural and built environment through the integration of Ecologically Sustainable development and total catchment management principles.</p> | <p>5.1. Environmental Protection Programme</p> <p>5.2 Built Environment Programme</p> <p>5.3 Waste &amp; Cleansing Programme</p> | <p>5.1.1 Manly Sustainability Strategy and State of the Environment Reports</p> <p>5.1.2 Beaches &amp; Waterways</p> <p>5.1.3 Pollution Control Monitoring</p> <p>5.1.4 Conservation of Natural Resources</p> <p>5.1.5 Regulation</p> <p>5.1.6 Education for Sustainability</p> <p>5.1.7 Manly Environment Centre</p> <p>5.2.1 Development &amp; Building Control</p> <p>5.2.2 Heritage Conservation</p> <p>5.3.1 Waste</p> <p>5.3.2 Recycling</p> <p>5.3.3 Waste Avoidance Education</p> <p>5.3.4 Cleansing</p> |
| <p><b>6. Government</b><br/>                     To provide open, accountable and democratic government to the community.</p>   | <p>6.1. Council and Committee Support Programme</p> <p>6.2 Consultation Programme Community</p>                                  | <p>6.1.1 Information Support</p> <p>6.1.2 Council Chambers &amp; Meeting Areas Facilities and Maintenance</p> <p>6.1.3 Executive Support</p> <p>6.1.4 Council Support</p> <p>6.2.1 Precinct Community Forums</p> <p>6.2.2 Communications and Public Relations</p> <p>6.2.3 Public Information</p>  |

## 1. Local Development

### Activity Description

#### 1.1 Employment Development Program

| Key Strategies   | Target Date | Division                                 | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|--|-------------|--|--|
| <b>1.1.1 Employment and Development Opportunities</b><br>Identify development opportunities to optimise local employment and a vibrant local economy having regard to the principles of ecologically sustainable development | June 2005   | <b>Corporate Planning &amp; Strategy</b> | Grant obtained to pursue feasibility analysis of a more Eco Tourism Focused economy.<br>Positive employment statistics |

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**Local Development cont...**

| <b>Performance Targets</b>            | <b>Measure</b> | <b>2004/05</b>  | <b>2005/06</b>  | <b>2006/07</b>  | <b>Comments</b>         |
|---------------------------------------|----------------|-----------------|-----------------|-----------------|-------------------------|
| Customer Satisfaction Index 1 -10     | Survey         | 5.56            | 6.50            | 6.50            | Program Average is 6.04 |
| Decrease local implementation figures | Statistics     | Negative Growth | Negative Growth | Negative Growth |                         |

| <b>To achieve Objectives: means and resources</b> | <b>Current</b> | <b>Comments</b>                                  |
|---|----------------|--|
| In-house Corporate Planning & Strategy            | 18             | Promotion of Local Employment at any opportunity |
|   |                |  |
|   |                |  |
|   |                |  |
|   |                |  |

| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b> |
|------------------------------|----------------|----------------|----------------|---------------------------------|
| <i>Income</i>                | 12,312         | 5,210          | 5,310          | 1.1.1                           |
| <i>Expenditure</i>           | 125,746        | 121,640        | 124,080        |                                 |
| <i>Capital</i>               | 1,000          | 1,020          | 1,040          |                                 |

Local Development cont...

Activity Description

**1.2 Housing and Accommodation Program**

| Key Strategies  | Target Date | Division  | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004  |
|---|-------------|---|---|
| <p><b>1.2.1 Housing Choice and Accommodation</b><br/>           Facilitate the provision of an adequate and a full range of housing stock and accommodation (to be provided by the private sector, State Government and others) to meet the social needs of all sectors of the Manly community with particular regard to equity of access and affordability so as to promote and maintain a good social mix and provide a labour pool to sustain local (service) industries</p> | June 2005   | <p><b>Corporate Planning &amp; Strategy</b></p> | <p>Some key decisions taken on development applications involving low cost accommodation. TAFE site re-development identified as potential opportunity.</p> <p>Social Planner recruitment has proved difficult.</p> |

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**Local Development cont...**

| <b>Performance Targets</b>        | <b>Measure</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b>         |
|-----------------------------------|----------------|----------------|----------------|----------------|-------------------------|
| Customer Satisfaction Index 1 -10 | Survey         | 5.25           | 6.00           | 6.00           | Program Average is 6.04 |
| Maintain                          | Survey         |                |                |                |                         |
| Housing Diversity                 | Survey         |                |                |                |                         |
|                                   |                |                |                |                |                         |

| <b>To achieve Objectives: means and resources</b> | <b>Current</b>            | <b>Comments</b> |
|---|---------------------------|-----------------|
| Engage Housing Officer                            | commenced in 2003 to 2004 | 2 Year Contract |
|   |                           |                 |
|   |                           |                 |
|   |                           |                 |
|   |                           |                 |

| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b> |
|------------------------------|----------------|----------------|----------------|---------------------------------|
| <i>Income</i>                | -              | -              | -              | 1.2.1                           |
| <i>Expenditure</i>           | 47,792         | 46,761         | 47,697         |                                 |
| <i>Capital</i>               | -              | -              | -              |                                 |

Local Development cont...

Activity Description

**1.3 Urban Planning Program**

| Key Strategies |   | Target Date | Division                                 | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|----------------|---|-------------|--|--|
| <b>1.3.1</b>   | <b>Planning</b><br>Initiate planning projects and action plans consistent with broad community and stakeholders needs/expectations and demands, to promote a liveable city and sustainability environment                                 | June 2005   | <b>Corporate Planning &amp; Strategy</b> | Development Control Plan and Local Environmental Plan reviews are continuing. Metro Strategy impacts are being monitored. Specific matters under review - Ocean Beach re-development, The Corso Development Control Plan review. |
| <b>1.3.2</b>   | <b>Streetscape</b><br>Protect and further enhance the high quality streetscape that exists throughout Manly and encourage pedestrian opportunities i.e. "Active Transport" (walking, cycling, public transport) or a combination thereof. | June 2005   | <b>Corporate Planning &amp; Strategy</b> | Ocean Beach promenade widening commenced. Active Transport Programme launched. Cycle Plan review conducted. Increased expenditure on all streetscape issues, paths, cycleways, etc.  |
| <b>1.3.3</b>   | <b>Urban Design</b><br>To promote design excellence in public places (spaces), buildings and landscape taking into account the unique qualities of Manly's existing situation and the Council's Sustainability Plan.                      | June 2005   | <b>Corporate Planning &amp; Strategy</b> | Seaforth Centre and Balgowlah (Totem Centre) and Fairlight Shop strips have been targeted for improved Urban Design upgrades.  |

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Local Development cont...

| Key Strategies  | Target Date | Division              | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004 |
|---|-------------|-----------------------|--|
| 1.3.4 <b>Manly Town Centre Strategy</b><br>Maintain and enhance the vitality, presentation and cosmopolitan atmosphere of the Manly Town Centre having regard to Council's Sustainability Plan. | June 2005   | <b>Civic Services</b> | Ocean Beach realignment completed and working well.                |



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**Local Development cont...**

| <b>Performance Targets</b>   | <b>Measure</b>                               | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b>         |
|--|--|----------------|----------------|----------------|-------------------------|
| Built environment in harmony with aesthetic EDS, heritage and social amenity principles    | Community and peer satisfaction              |                |                |                |                         |
| Street Tree Replacement Ratio  | Tree planted;<br>Trees removed               | >110%          |                |                |                         |
| Quality streetscape encouraging pedestrian usage   | Customer Satisfaction, less insurance claims |                |                |                |                         |
| Public place outcomes consistent with the unique Manly qualities and budgetary constraints | Community and visitor satisfaction           |                |                |                |                         |
| Vibrant, safe and commercially viable Town Centre  | Community and Visitor Satisfaction           |                |                |                |                         |
| Customer Satisfaction Index 1-10   | Survey                                       | 5.95           | 6.50           | 7.00           | Program Average is 6.04 |

| <b>To achieve Objectives: means and resources</b>                             | <b>Current</b> | <b>Comments</b>  |
|---|----------------|--|
| Town Centre, Ocean Beach, Urban Design, Town Centre DCP are all well advanced |                | Implementation as funds permit then ongoing evaluation |
|   |                |  |

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**Local Development cont...**

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| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b> |
|------------------------------|----------------|----------------|----------------|---------------------------------|
| <i>Income</i>                | 105,798        | 43,010         | 43,840         | 1.3.1, 1.3.2, 1.3.3, 1.3.4      |
| <i>Expenditure</i>           | 707,439        | 679,580        | 693,190        |                                 |
| <i>Capital</i>               | 8,000          | 8,160          | 8,320          |                                 |

Local Development cont...

Activity Description

**1.4 Transport (Movement) Program**

| Key Strategies |  | Target Date | Division                                 | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004  |
|----------------|--|-------------|--|---|
| 1.4.1          | <b>Traffic Management and Road Safety</b><br>To develop traffic management and road safety programmes taking account of traffic volume and area specific flow and safety requirements to ensure smooth traffic flow and pedestrian safety and convenience. | June 2005   | <b>Corporate Planning &amp; Strategy</b> | Work progressed - Seaforth and Fairlight Local Area Traffic Management Plans. Road Safety Officer has initiated many campaigns on road safety issues.   |
| 1.4.2          | <b>Improved Local Public Transport</b><br>Improve local public transport to be much more convenient for local residents.   | June 2005   | <b>Corporate Planning &amp; Strategy</b> | SHOROC and Staff/Mayor have engaged in Metropolitan Strategies. Submission on Ferry Fares done. Representations made on Eastern Hill issues. Development/re-development/future development. As per 1.4.2. |
| 1.4.3          | <b>Transport Planning</b><br>To provide for the safe movement of all transport modes within existing constraints of the built environment.   | June 2005   | <b>Corporate Planning &amp; Strategy</b> |   |

**Local Development cont...**

| Key Strategies   | Target Date | Division                                 | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004  |
|--|-------------|--|---|
| <p><b>1.4.4 Active Transport</b><br/>                     To develop and promote "Active Transport" (walking, cycling, public transport), or combinations of the above in lieu of motor vehicles, particularly for short trips to promote the:</p> <ul style="list-style-type: none"> <li>• Healthy benefits - emission &amp; healthy exercise;</li> <li>• Environmental benefits - reduced greenhouse gas emissions;</li> <li>• Economic - cheaper modes of transport, less indirect costs i.e. motor vehicle accidents / personal injury etc.</li> </ul> | June 2005   | <b>Corporate Planning &amp; Strategy</b> | Plan launched and built into other initiatives, i.e. Cycleway Plans, Walk to Work and Pedestrian Plans, Foreshore Paths, etc. |

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**Local Development cont...**

| <b>Performance Targets</b>  | <b>Measure</b>   | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b>         |
|---|--|----------------|----------------|----------------|-------------------------|
| Effective traffic management  | Stakeholder & community expectations met.<br>Black spots eliminated.<br>Accident reduction |                |                |                |                         |
| Enhance and improve transport linkages through lobbying STA and Sydney Ferries                    | Increased public transport usage, reduction in car ownership                               |                |                |                |                         |
| Initiate and implement Local Area Traffic Management (LATM) and Pedestrian Access Mobility (PAMP) | Accident reduction, increased public transport usage and decreasing car ownership          |                |                |                |                         |
| Customer Satisfaction Index 1 - 10  | Survey   | 5.45           | 6.00           | 6.50           | Program Average is 6.04 |

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**Local Development cont...**

| <b>To achieve Objectives:<br/>means and resources</b> | <b>Current</b> | <b>Comments</b> |
|---|----------------|-----------------|
| Fairlight LATM still unfunded                         |                |                 |
| Seaforth LATM and Manly PAMP underway                 |                |                 |

| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b> |
|------------------------------|----------------|----------------|----------------|---------------------------------|
| <i>Income</i>                | 1,506,985      | 1,081,048      | 1,102,689      | 1.4.1, 1.4.2, 1.4.3             |
| <i>Expenditure</i>           | 814,388        | 829,407        | 845,934        |                                 |
| <i>Capital</i>               | 3,128,700      | 1,423,766      | 1,013,550      |                                 |

**Local Development cont...**

**Activity Description**

**1.5 Visitor and Community Program**

| <b>Key Strategies</b> |  | <b>Target Date</b> | <b>Division</b>                        | <b>Progress</b><br><b>1<sup>st</sup> July to 31<sup>st</sup> December 2004</b>   |
|-----------------------|--|--------------------|--|--|
| <b>1.5.1</b>          | <b>Information Service</b><br>To provide an accessible and customer focussed information centre that provides information to visitors on relevant programs, services and facilities available in the local area. | June 2005          | <b>Human Services &amp; Facilities</b> | Continued to provide information about the local area to visitors and residents. The Community Information Database recorded 3660 hits for local service information to December 2005.   |
| <b>1.5.2</b>          | <b>Events Management</b><br>To conduct an annual festival and events program which celebrates the sense of local community, contributes to economic development and promotes and showcases cultural excellence.  | June 2005          | <b>Human Services &amp; Facilities</b> | Successful Jazz and Manly Arts Festival organised. Other highlights; include 5 Neighbourhood Renewal Project "Meet your Street" events; Initiation of 150 <sup>th</sup> Anniversary of the Wharf and The Corso Committee. Planning underway to review format of the Food and Wine Festival to format that will endeavour to minimise waste generated by the event. |

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Local Development cont...

| Key Strategies |  | Target Date | Division  | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|----------------|--|-------------|---|--|
| 1.5.3          | <p><b>Market Development</b><br/>           To work in partnership with local business and Tourism NSW to promote Manly as a visitor destination to “high spend / low impact” target markets.</p>  | June 2005   | <p><b>Corporate Planning &amp; Strategy</b><br/> <b>Human Services and Facilities</b></p> | <p>The Eco Tourism focus is being pursued. Events Management is promoting Manly as a clean, green friendly pedestrian precinct. Good Christmas/New Years celebrations - family friendly. Council attended two destination shows to showcase Manly during this period as well as continuing to contribute to the Manly Tourism Website. Conference was held at the International School Of Tourism and Hospitality to discuss ways of developing more sustainable Tourism strategies, participation by Mayor and Council staff.</p> |
| 1.5.4          | <p><b>Tourism Management</b><br/>           Develop a sustainable Tourism Strategy for Manly following consultation with local community, environment, and business interests together with State and Federal Government stakeholders.</p> | June 2005   | <p><b>Corporate Planning &amp; Strategy</b></p>   | <p>Two meetings held with Chambers of Commerce. Representatives to plan joint planning strategy for Manly central business district. Could/should be invited to Manly Futures Forum early 2005.</p>  |



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Local Development cont...

| Key Strategies  | Target Date | Division                                 | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|---|-------------|--|--|
| 1.5.5 <b>Information Service</b><br>To provide an accessible and customer focused information centre that provides information to visitors on relevant programs, services and facilities available in the local area. | June 2005   | <b>Corporate Planning &amp; Strategy</b> | Still seeking funding for the "Way Finder" package to be rolled out in Manly. Also looking at possible extension to Visitors Information Centre. |

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**Local Development cont...**

| <b>Performance Targets</b>                                   | <b>Measure</b>                 | <b>2004/05</b>                 | <b>2005/06</b>          | <b>2006/07</b>          | <b>Comments</b>   |
|--|--------------------------------|--------------------------------|-------------------------|-------------------------|---|
| Numbers utilising Visitor Information Centre                 | Visitations                    | 850 visitations per day        | 900 visitations per day | 950 visitations per day | Ongoing service   |
| Delivery of Councils festival and events program             | Attendance figures             | As per previous years          | As per previous years   | As per previous years   | Ongoing program – resources allocated determine scope and attendances of each event |
| Sustainable Tourism Plan and Cost benefit Research completed | Actions arising from this work | Council endorsement of actions | Actions implemented     | Actions Implemented     | One off Project   |
| Customer Satisfaction Index 1-10                             | Survey                         | 7.31                           | 8.00                    | 8.00                    | Program Average is 6.04   |
| Numbers utilising Visitor Information Centre                 | Visitations                    | 850 visitations per day        | 900 visitations per day | 950 visitations per day | Ongoing service   |

| <b>To achieve Objectives: means and resources</b> | <b>Current</b> | <b>Comments</b> |
|---|----------------|-----------------|
| Staff   | 7              |                 |
| Facility - Visitor Information Centre             | 1              |                 |
| Plant - Vehicle                                   | 1              |                 |
|   |                |                 |

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Local Development cont...

| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b>   |
|------------------------------|----------------|----------------|----------------|-----------------------------------|
| <i>Income</i>                | 445,550        | 454,500        | 463,500        | 1.5.1, 1.5.2, 1.5.3, 1.5.4, 1.5.6 |
| <i>Expenditure</i>           | 702,488        | 716,800        | 731,100        |                                   |
| <i>Capital</i>               | 10,000         | -              | -              |                                   |

## 2. Management

### Activity Description

#### 2.1 Funding and Finance Program

| Key Strategies   | Target Date | Division                  | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|--|-------------|---------------------------|--|
| <b>2.1.1 Rates</b><br>To levy and collect rates to enable the Council to fund the provision of services and facilities to the community (residents & visitors)   | Annually    | <b>Corporate Services</b> | Rate notices and the second instalment notice were issued on time.   |
| <b>2.1.2 Financial Management</b><br>To ensure the effective running of the day to day activities and long term financial viability of Council by utilising Best Practices for all aspects of Council's financial activities.                | Annually    | <b>Corporate Services</b> | Investments reported monthly to council within 21 days of the end of the month.                            |
| <b>2.1.3 Budget</b><br>To develop and maintain an effective budget system that meets the requirements of Councillors, the Local Government Act, Accounting Standards, Community Information and Budget Control for all responsible managers. | Annually    | <b>Corporate Services</b> | The budget is reviewed each quarter at 30 <sup>th</sup> September 2004 and 31 <sup>st</sup> December 2004. |

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**Management cont...**

| <b>Performance Targets</b> | <b>Measure</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b>         |
|----------------------------|----------------|----------------|----------------|----------------|-------------------------|
| Unrestricted current ratio | %              | 3.0            | 3.0            | 3.0            | 1.88:1 in 2002/03       |
| Debt Service ratio         | %              | <1.5           | <1.5           | <1.5           | 2.5% in 2002/03         |
| Revote                     | %              | <2             | <2             | <2             | 3.8% in 2003/04         |
| Customer Survey            | 1 - 10         | 6.02           | 6.50           | 7.00           | Program Average is 5.84 |
|                            |                |                |                |                |                         |

| <b>To achieve Objectives: means and resources</b> | <b>Current</b> | <b>Comments</b> |
|---|----------------|-----------------|
| Staff   | 8              |                 |
|   |                |                 |
|   |                |                 |
|   |                |                 |
|   |                |                 |
|   |                |                 |

| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b> |
|------------------------------|----------------|----------------|----------------|---------------------------------|
| <i>Income</i>                | 29,480,239     | 29,649,448     | 30,242,025     | 2.1.1, 2.1.2, 2.1.3             |
| <i>Expenditure</i>           | 5,120,775      | 5,214,639      | 5,318,703      | 2.1.1, 2.1.2, 2.1.3             |
| <i>Capital</i>               | 2,881,877      | 2,613,305      | 2,679,310      | 2.1.1, 2.1.2, 2.1.3             |

Management cont...

Activity Description

**2.2 Management Support Program**

| Key Strategies |   | Target Date | Division                     | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004  |
|----------------|---|-------------|------------------------------|---|
| <b>2.2.1</b>   | <b>Employee Support Program</b><br>To ensure Council's workforce is recruited, trained, managed and rewarded fairly and equitably to promote the highest level of service to the community.   | June 2005   | <b>General Managers Unit</b> | Positions requirements are reviewed in the recruitment process, staff are rewarded in accordance with Council's salary system and market analysis. Significant training programs have been undertaken during the period.                        |
| <b>2.2.2</b>   | <b>Corporate Governance</b><br>To provide ongoing Corporate Planning and prepare and review Council's five year Management Plan, to ensure the Council's objectives are met and to promote "Best Practice" standards or organisational performance. | June 2005   | <b>General Managers Unit</b> | Initial planning for the 2005-2006 Corporate Plan has commenced. All precincts have been invited to identify their 3 top issues to be addressed by the Council. Budgetary planning commenced, and fees and charges are being reviewed by staff. |

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**Management cont...**

| <b>Key Strategies</b> |   | <b>Target Date</b> | <b>Division</b>               | <b>Progress<br/>1<sup>st</sup> July to 31<sup>st</sup> December 2004</b>  |
|-----------------------|---|--------------------|-------------------------------|---|
| <b>2.2.3</b>          | <p><b>Customer Service</b><br/>To provide an interface between customers and staff which provides, promotes and develops Quality Customer Service to meet Council and Community expectations.</p> | June 2005          | <b>General Manager's Unit</b> | <p>Customer Service Centre serviced an average of 2500 customers per month face to face.<br/>Procedures continually reviewed to provide a high standard of service.<br/>New type of Resident Parking Permits introduced. Ocean Beach North and South Permit areas combined. Fairy Bower and Little Manly areas commenced.<br/>Trailer permits introduced for Residential Parking Areas.</p> |
| <b>2.2.4</b>          | <p><b>Records Management</b><br/>To provide an efficient EDMS system which enhances decision making through having accurate and easily accessible information.</p>                                | June 2005          | <b>Corporate Services</b>     | <p>All incoming and outgoing correspondence is registered into the electronic data management system. This system enables tracking and monitoring of response times and outstanding matters.<br/>Acknowledgement letters produced and sent out for all correspondence.<br/>EDMS operating satisfactory.</p>   |

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**Management cont...**

| Key Strategies  | Target Date | Division                      | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|---|-------------|-------------------------------|--|
| <p><b>2.2.5 Information Technology Services</b><br/>                     To maintain, support and develop the Information Technology Infrastructure to ensure that Council's information systems are secure. That timely information is accessible and helps maximise the organisation's efficiency and productivity and enhances communication and dissemination of knowledge.</p> | June 2005   | <b>General Manager's Unit</b> | <p>IT focused on adopting a balanced approach and evolving to a centrally managed, optimised, and fully modular environment. Security has been upgrade with the implementation of radius and certificate authentication servers managing both the wired, wireless and remote connections.</p> <p>The strategic goals to move to infrastructure consolidation has been busy this quarter with the removal of the WANG system and migration away from an Informix database running on AIX to an alternative high availability Intel based environment.</p> <p>Focus for the next quarter for the IT department is to enable business continuity, where critical business processes are always available to meet the Council's goals despite any eventuality.</p> |



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**Management cont...**

| <b>Key Strategies</b>  | <b>Target Date</b> | <b>Division</b>   | <b>Progress<br/>1<sup>st</sup> July to 31<sup>st</sup> December 2004</b>   |
|--|--------------------|---|--|
| <b>2.2.6 Risk Management</b><br>To implement effective Risk Management and Rehabilitation programs and practices throughout Council for the protection and benefit of the community and staff  |                    | <b>Corporate Services</b>   | Fire Wardens appointed and trained.<br>Trial evacuation exercises being conducted.<br>Mitigated various identified risks.  |
| <b>2.2.7 Payroll</b><br>Provide a payroll service to the organisation, which ensures accuracy, timeliness and compliance with Award and Agreement Provisions.  | June 2005          | <b>General Manager's Unit</b>   | Payrolls processed during the period have been efficiently processed in accordance with Award and Agreement requirements.  |
| <b>2.2.8 Council Office Accommodation</b><br>To ensure the adequate provision of office accommodation to meet OH&S standards and provide resources required for the provision of quality service by Councillor's, staff and its customers. | September 2004     | <b>General Manager's Unit &amp; Corporate Planning &amp; Strategy</b> | Building of new Depot is underway and will result in some redeployment of staff from Town Hall, providing an improvement in staff accommodation around mid year. 1 <sup>st</sup> stage of office accommodation completed. Lift and customer service areas, as well as training and staff rooms functioning and equipped for staff use and meeting convenience. |

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**Management cont...**

| <b>Performance Targets</b>   | <b>Measure</b>   | <b>2004/05</b>             | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b> |
|--|--|----------------------------|----------------|----------------|-----------------|
| Employee support   |  |                            |                |                |                 |
| Corporate Governance   | Quarterly reviews reported, Management Plan - exhibition May 2004        |                            |                |                |                 |
| Customer Service and Foyer area functioning to provide quality service<br>Lift to be operational                   | CS area functioning May 2003.<br><br>Lift for Foyer area to be completed | Completed<br><br>Completed |                |                |                 |
| Records Management<br>Implement & train staff in EDMS  | Implementation and training completed                                    | Completed                  |                |                |                 |
| Risk Management<br>Renewal of insurances<br><br>Conduct a risk audit<br><br>Manage all internal and external risks | Annual Audit completed<br>Audit completed<br>Ongoing Management of risks |                            |                |                |                 |
| Payroll Management   |  |                            |                |                |                 |

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**Management cont...**

| <b>Performance Targets</b>       | <b>Measure</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b>         |
|----------------------------------|----------------|----------------|----------------|----------------|-------------------------|
| Council office accommodation     |                |                |                |                |                         |
| e-Business                       | Implement      |                |                |                |                         |
| PC upgrade                       | % of total     | 33%            | 33%            |                |                         |
| Office 2000                      | Implement      |                |                |                |                         |
| Customer Satisfaction Index 1-10 | Survey         | 5.73           | 6.00           | 6.50           | Program Average is 5.84 |

| <b>To achieve Objectives: means and resources</b> | <b>Current</b> | <b>Comments</b> |
|---|----------------|-----------------|
| Staff IT  | 4              |                 |
| Staff Customer Service area                       | 3              |                 |
|   |                |                 |

| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b>                 |
|------------------------------|----------------|----------------|----------------|---|
| <i>Income</i>                | 1,026,491      | 1,019,263      | 1,039,605      | 2.2.1, 2.2.2, 2.2.3, 2.2.4, 2.2.5, 2.2.6, 2.2.7 |
| <i>Expenditure</i>           | 7,526,049      | 7,634,428      | 7,786,655      |   |
| <i>Capital</i>               | 308,668        | 312,096        | 318,272        |   |

### 3. Community Services

#### Activity Description

#### 3.1 Support and Care Program

| Key Strategies  | Target Date | Division                               | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004  |
|---|-------------|--|---|
| <b>3.1.1 Children's Services</b><br>To provide and facilitate the current level, quality and range of children's programs, services and facilities. | June 2005   | <b>Human Services &amp; Facilities</b> | As at December 2004:<br><b>Family Day Care</b><br>Operated at 75 equivalent full time (EFT) children cared for by 15 registered Carers<br><b>Preschools</b> (Ivanhoe Park and Kangaroo street)<br>Both pre-schools operated at full capacity being 60 children per day and have a waiting list of 141.<br><b>Roundhouse - Long Day Care Centre</b><br>Operated at full capacity for the month of December i.e. 39 Children.<br><b>Harbour View – Occasional Care and Long Day Care</b><br>15 Long Day Care Fully Utilised<br>15 Occasional Care Fully Utilised<br><b>Out of School Hours Services (OOSH)</b><br>Before and After School Care operated at 8 per day for Before School Care and 30 per day for After School Care.<br><b>Immunisation</b><br>245 children were immunized year to date. |

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**Community Services cont...**

| <b>Key Strategies</b>   | <b>Target Date</b> | <b>Division</b>                        | <b>Progress<br/>1<sup>st</sup> July to 31<sup>st</sup> December 2004</b>  |
|---|--------------------|--|---|
| <p><b>3.1.2 Youth Services</b><br/>To plan and facilitate the provision of a quality range of accessible and equitable youth programs, services and facilities.</p> | June 2005          | <b>Human Services &amp; Facilities</b> | <p>Highlights year to date:</p> <ul style="list-style-type: none"> <li>Drug Safety Camp</li> <li>Ongoing Family Counselling services</li> <li>Councillors have met youth Council</li> <li>Decks after Dark Skate Bowl Event</li> <li>Local Band Nights continue to be popular</li> <li>Vocal Performance Nights and grant received to produce CD.</li> <li>Manly Wharf Big Busking Competition</li> <li>24/7 Youth Film festival</li> <li>Youth Electoral forum</li> <li>Involvement in Youth at Risk Forum</li> <li>Submission lodged to Manly After Midnight working party by Youth Council</li> <li>Youth Council assist in implementing Safe Summer project</li> <li>Launch "Safe Place" Project</li> <li>Club Friday Ball and Camp.</li> </ul> |

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Community Services cont...

| Key Strategies  | Target Date | Division                               | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004  |
|---|-------------|--|---|
| <b>3.1.3 Aged and Disability Services</b><br>To plan, facilitate and provide a quality range of accessible and equitable aged and disability programs, services and facilities (including Meals on Wheels). | June 2005   | <b>Human Services &amp; Facilities</b> | Provision of approximately 3000 meals per month via Meals on Wheels service.<br>The redeveloped, upgraded and enlarged Seniors Centre re-opened to the public in December 2005. National Day of Disabilities was successfully held on the outside the Manly Art Gallery and Museum. 2005 seniors Safety Calendar and services guide for older residents distributed. Access Committee continues to meet |

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| <b>Performance Targets</b>            | <b>Measure</b>        | <b>2004/05</b>         | <b>2005/06</b>         | <b>2006/07</b> | <b>Comments</b>         |
|---------------------------------------|-----------------------|------------------------|------------------------|----------------|-------------------------|
| Children's Services Quality Assurance | Accreditation by NCAC | Accreditation Obtained | Accreditation Obtained |                |                         |
| Demand all services                   | Utilisation Rates     | Over 70 %              | Over 75%               |                |                         |
| Customer Satisfaction Index 1-10      | Survey                | 5.90                   | 6.50                   | 7.00           | Program Average is 6.67 |

| <b>To achieve Objectives: means and resources</b> | <b>Current</b> | <b>Comments</b>   |
|---|----------------|---|
| Staff   | 47.5           |   |
| Facilities  | 6              | Kangaroo Street Community Centre, Seaforth Community Centre, The Roundhouse Childcare Centre, Ivanhoe Park Pre School, Harbourview Childcare Centre, Meals on Wheels Facility - facility from Sept 2004). |
| Plant: Vehicle                                    | 4              |   |
|   |                |   |
|   |                |   |

| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b> |
|------------------------------|----------------|----------------|----------------|---------------------------------|
| <i>Income</i>                | 2,612,593      | 2,511,890      | 2,561,990      | 3.1.1, 3.1.2, 3.1.3             |
| <i>Expenditure</i>           | 1,162,307      | 1,185,238      | 1,208,622      |                                 |
| <i>Capital</i>               | 25,500         | 25,710         | 25,920         |                                 |

Community Services cont...

Activity Description

**3.2 Information, Leisure and Culture Program**

| Key Strategies   | Target Date | Division                                      | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|--|-------------|---|--|
| <p><b>3.2.1 Library and Information Services</b><br/>                     Library and information Services with global access serving the recreational, educational and information needs of the community through the provision of books, toys, reference, local studies, special needs and AV collections. Provision of reference and information services including interlibrary loans, internet, public access PCs, community information and programs and events. Participate in Shorelink Library Network.</p> | June 2005   | <p><b>Human Services &amp; Facilities</b></p> | <p>197,813 people visited Manly Public Library loaning a total of 189,108 items. Highlights year to date include the introduction of the Corporate Library. Launched graphic novels collection. Introduced book discussion groups, very popular.</p> |



**Community Services cont...**

| Key Strategies   | Target Date | Division                               | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|--|-------------|--|--|
| <p><b>3.2.2 Recreation &amp; Leisure</b><br/>                     To provide and facilitate access to a diverse range of accessible, safe, enjoyable and equitable recreational opportunities:</p> <ul style="list-style-type: none"> <li>- Operation of Manly Swim Centre</li> <li>- Beach Management Services</li> <li>- Servicing of Manly Playground</li> <li>- Committee and Sports Facility Committee</li> <li>- Liaison with local sporting and recreational groups and clubs.</li> </ul> | June 2005   | <b>Human Services &amp; Facilities</b> | <p>Manly Swim Centre continues to cater for all facets of aquatic activities. 114,031 users year to date with the peak season still to come.</p> <p>Year to date Beach services undertook 3 resuscitations, 164 rescues, 9885 Preventative Actions and 186 First aid Treatments.</p> <p>Manly Playground and Sports Facility Committees continued to meet.</p> |
| <p><b>3.2.3 Culture</b><br/>                     Operate the Manly Art Gallery and Museum providing regular exhibitions, a local artist program, management and conservation of art collection, public art projects and promotions. Contribute to events such as the Manly Arts Festival and Heritage week.</p>  | June 2005   | <b>Human Services &amp; Facilities</b> | <p>Continued to provide regular exhibitions, local artist program, public art projects and promotions as well as conservation of the art collection. Successful Manly Arts Festival during this period.</p>  |

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| <b>Performance Targets</b>                | <b>Measure</b>  | <b>2004/05</b>   | <b>2005/06</b>   | <b>2006/07</b>   | <b>Comments</b>         |
|---|---|------------------|------------------|------------------|-------------------------|
| Usage of programs services and facilities | Library – Circulation Figures, Door Count and Website hits, attendance at programs and % of same day satisfaction of reference enquiries. Hours of public pc / internet use | Trends over time | Trends over time | Trends over time |                         |
| Usage of programs services and facilities | Beach services – Report number of preventative actions  | Trends over time |                  |                  |                         |
| Usage of programs services and facilities | Swim Centre – attendance figures  | Trends over time |                  |                  |                         |
| Customer Satisfaction Index 1-10          | survey  | 7.55             | 8.00             | 8.00             | Program Average is 6.76 |

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**Community Services cont...**

| <b>To achieve Objectives: means and resources</b> | <b>Current</b>        | <b>Comments</b>   |
|---|-----------------------|---|
| Staff   | 42                    |   |
| Facilities  | 7                     | Manly Library, Balgowlah / Seaforth Library, Art Gallery and Museum, Swim Centre, Surf Clubs,.        |
| Plant: Vehicles / Aquatic Craft / Radios          | 3/12/8                | Vehicles includes two cars and one quadbike. Aquatic Craft includes Jet Ski and rescue paddle boards. |
| Library Collection                                | 105,000               |   |
| Art Collection                                    | Over<br>3790<br>items | Value of collection \$6,000,000   |
| Public Access PCs / OPACs                         | 9 / 7                 |   |

| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b> |
|------------------------------|----------------|----------------|----------------|---------------------------------|
| <i>Income</i>                | 1,449,094      | 1,290,700      | 1,316,300      | 3.2.1, 3.2.2, 3.2.3             |
| <i>Expenditure</i>           | 8,423,794      | 8,566,064      | 8,736,250      |                                 |
| <i>Capital</i>               | 1,210,119      | 664,018        | 675,036        |                                 |

**Community Services cont...**

**Activity Description**

**3.3 Community Infrastructure Program**

| Key Strategies |   | Target Date | Division                               | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|----------------|---|-------------|--|--|
| 3.3.1          | <p><b>Community Development</b><br/>           To facilitate increased involvement of non-government and community organisations in the delivery of high priority social services to the Manly Community.</p> | June 2005   | <b>Human Services &amp; Facilities</b> | <p>Councils continues to fund the delivery of Social Welfare related services from the Manly Community Centre in association with The Department of Community Services as well as participate on the committee of Management.</p> <p>New -2009 Social Plan was adopted by Council in November 2004. the plan highlights arrange of actions to address access and equity issues in the local community for council and non Council service providers to follow up on.</p> |

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| <b>Key Strategies</b> |  | <b>Target Date</b> | <b>Division</b>  | <b>Progress</b><br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|-----------------------|--|--------------------|--|---|
| <b>3.3.2</b>          | <b>Community Safety</b><br>Ongoing implementation of Community Safety Strategy   | June 2005          | <b>Corporate Planning &amp; Strategy</b><br><b>Human Services &amp; Facilities</b> | Community Safety Officer is working in the area of "safer by design" aspects of urban infrastructure. Safe Summer Campaign Launched including Late night "Pumpkin Bus", Beach Safety Theatre project, Postcard Safety Awareness project aimed at Visitors to Manly, Beach Lockers program, Spiked Drinks awareness program and re-establishment of Alcohol Free Zones includes Ocean beach areas and related signage. Council continued to be represented on the Manly Liquor Licensing Accord and its various initiatives as well. |
| <b>3.3.3</b>          | <b>Develop ( and / or assist in facilitating the development of) Childcare Facilities, services and programs within the Local area:</b><br><ul style="list-style-type: none"> <li>- Council operated</li> <li>- Privately operated</li> <li>- Address facility provision issues for early childhood health centres</li> </ul> Develop plan to update existing Council facilities (Focus on Ivanhoe Park and Kangaroo Street Pre School Centres). | June 2005          | <b>Human Services &amp; Facilities</b>   | <p>Council adopted a new DCP in relation to Childcare Facilities an initiative of the SHOROC Community Portfolio Group. This will assist potential private Childcare operates with accessing the information they require to assist in planning the establishment of new services in Manly.</p> <p>Childcare facilities incorporated into the new Section 94 plans adopted by Council in December 2004</p>  |

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| Key Strategies  | Target Date   | Division  | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004  |
|---|---------------|---|---|
| <b>3.3.4 Complete Relocation of Meals on Wheels Facility</b> incorporating the redevelopment of Manly Senior Citizens centre.<br>Construction and fit out completed, MOW service relocated and operational, Senior Citizens Centre fully operational for all user groups.<br>Implement updated user group agreements. | December 2004 | <b>Human Services &amp; Facilities &amp; Civic Services</b> | Meals on Wheels was relocated to new Senior Citizens Centre. Manly Senior Citizens refurbishment completed and operating as intended. |

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| <b>Performance Targets</b>  | <b>Measure</b>    | <b>2004/05</b>                     | <b>2005/06</b>                     | <b>2006/07</b>                     | <b>Comments</b>         |
|---|-------------------|------------------------------------|------------------------------------|------------------------------------|-------------------------|
| Community Development initiative achieved consistent with Social Plan | No of targets met | As per social plan recommendations | As per social plan recommendations | As per social plan recommendations |                         |
| Reduction in identified crime instances                               | No of incidents   | As per Crime Prevention Plan       | As per Crime Prevention Plan       | As per Crime Prevention Plan       |                         |
| Facilities Operational  | Timeline met      | N/A                                |                                    |                                    |                         |
| Customer Satisfaction Index 1-10                                      |                   | 6.21                               | 6.50                               | 7.00                               | Program Average is 6.76 |

| <b>To achieve Objectives: means and resources</b> | <b>Current</b> | <b>Comments</b> |
|---|----------------|-----------------|
| Staff   | 2 (EFT)        |                 |
|   |                |                 |
|   |                |                 |
|   |                |                 |
|   |                |                 |

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| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b> |
|------------------------------|----------------|----------------|----------------|---------------------------------|
| <i>Income</i>                | 130,000        | -              | -              | 3.3.1, 3.3.2                    |
| <i>Expenditure</i>           | 1,116,804      | 1,138,900      | 1,161,100      |                                 |
| <i>Capital</i>               | 135,000        | 5,100          | 5,200          |                                 |



## 4. Asset Management

### Activity Description

#### 4.1 Infrastructure Management Program

| Key Strategies  | Target Date | Division                                 | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|---|-------------|--|--|
| <b>4.1.1 Roads, Cycleways and Footways</b><br>To provide and maintain an efficient and safe transportation network integrating pedestrians, motorists and cyclists within a safe functioning environment and to encourage the use of "Active Transport" options (i.e. other than private motor vehicle).  | June 2005   | <b>Corporate Planning &amp; Strategy</b> | Cycleway Plan has been reviewed and documented. Funding has been increased to \$200,000 per annum - considerable progress achieved as a result. Pathways on Ocean Beach Promenade widened for both pedestrians and cyclists. |
| <b>4.1.2 Drainage / Flooding</b><br>To provide and maintain an efficient network of drainage systems which ensure the safety of property and person from the impacts of stormwater run off and floods while taking into account total catchment management and ecologically sustainable development principles. Manage in order to avoid detrimental impact on the environment of stormwater discharging from Council's system. | June 2005   | <b>Corporate Planning &amp; Strategy</b> | Flooding in the Art Gallery catchment has been identified and remedial measures are designed and being put in place.   |

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| <b>Key Strategies</b> |  | <b>Target Date</b> | <b>Division</b>                          | <b>Progress<br/>1<sup>st</sup> July to 31<sup>st</sup> December 2004</b>   |
|-----------------------|--|--------------------|--|--|
| <b>4.1.3</b>          | <p><b>Manly Lagoon Management</b><br/>To manage the lagoon as a natural asset for the benefit of the community, with the objective of returning the water quality to a standard consistent with primary contact and to establish and sustain ecosystems health. Monitor and manage lagoon entrance conditions and flow pipes to open a flood channel across the beach as required.</p> | June 2005          | <b>Corporate Planning &amp; Strategy</b> | The Lagoon Management Committee is active in pursuing this objective and physical works to improve flushing of the lagoon by sediment removal are now documented and submitted for sign off by all relevant authorities. |
| <b>4.1.4</b>          | <p><b>Emergency Services</b><br/>To protect the community's assets where possible from the impact of natural or man-made disasters. In the event of an emergency, to respond and help the community recover from its impact.</p>   | June 2005          | <b>Civic Services</b>                    | New Director of EMO appointed. There have been two meetings of the LEMC over the six months. Emergency brochure has been reviewed and DISPLAN and Sub Plans being reviewed.  |

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**Asset Management cont...**

| Key Strategies |  | Target Date | Division   | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|----------------|--|-------------|--|--|
| 4.1.5          | <p><b>Depot, Store, Plant and Equipment and Fleet Management</b><br/>                     To provide plant and equipment support sufficient for Council's operational needs to service the community and to improve the efficient and effectiveness of fleet management.</p> | June 2005   | <p><b>Civic Services &amp; Corporate Planning &amp; Strategy</b></p> | <p>New Depot is designed and development application is being processed. Concrete slab &amp; holding down bolts for new admin block completed. Steel frame being fabricated off-site. Old asbestos roofs replaced over garages and carpenters and painters workshops<br/>                     D.A. lodged for new workshops. Corporate Services is contributing to fleet management to optimise efficiency and effective resource utilisation.</p> |

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| <b>Performance Targets</b>  | <b>Measure</b>                                | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b> |
|---|---|----------------|----------------|----------------|-----------------|
| Optimise road maintenance funds and improve user amenity  | 5 year plan of expenditure                    | June 2005      |                |                |                 |
| RTA Grant Funding   | Grant applications for funding                | June 2005      |                |                |                 |
| Work to minimise the level of pedestrian related accidents (involving (a) footpaths and (b) traffic through development of Road Safety Strategy | Identify hazards and implement plan of action | June 2005      |                |                |                 |
| Enhance and maintain Council's drainage system  | Assessment of drainage system                 | 50%            | 60%            |                |                 |
| Identify known flooding problems  | % reduction                                   | 0%             | 5% reduction   |                |                 |
| Strategic Footpath Plan   | % complete                                    | June 2005      |                |                |                 |
| Regulation of Parking   | % complete                                    | June 2005      |                |                |                 |
| Enhancing safe pedestrian access in local streets.  | Investigating Hazards                         | Fair           | Good           |                |                 |

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| <b>Performance Targets</b>                              | <b>Measure</b>   | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b> |
|---|------------------|----------------|----------------|----------------|-----------------|
| Local area traffic management schemes                   | Survey           | Fair           | Good           |                |                 |
| Cycleway condition survey                               | Condition rating | Good           | Good           |                |                 |
| Assessment of Catchments and adequacy of infrastructure | % complete       | 100%           |                |                |                 |
| Pavement Condition Index                                | Condition rating | Good           | Good           |                |                 |
| Footpath trip claim                                     | Number           | <20            | <10            |                |                 |
| Footpath Condition Survey                               | Condition rating | Fair           | Good           |                |                 |

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| <b>Performance Targets</b>  | <b>Measure</b>                      | <b>2004/05</b>  | <b>2005/06</b>  | <b>2006/07</b>  | <b>Comments</b>                                       |
|-----------------------------|-------------------------------------|-----------------|-----------------|-----------------|---|
| Lagoon opening              | Upstream Flooding                   |                 |                 |                 | Appropriate and timely intervention to rain events    |
| Emergency Services          | Appropriate response to Emergencies | 100%            | 100%            | 100%            | Participation in Local Emergency Management Committee |
| Customer Satisfaction Index | Survey                              | 6.00            | 6.50            | 7.00            | Program Average is 6.34                               |
| Depot Redevelopment         | Completion of Depot                 | 100%            | 100%            | 100%            |   |
| Plant Replacement           | Optimum replacement of plant        | Annual Schedule | Annual Schedule | Annual Schedule | Review according to Operational requirements          |
| Plant Maintenance           | According to Service Schedules      | 100%            | 100%            | 100%            |   |
| Lagoon Opening              | Upstream Flooding                   | 100%            | 100%            | 100%            | Appropriate timely intervention to rain events        |
| Emergency Services          | Appropriate response to Emergencies | 100%            | 100%            | 100%            | Participation in Local Emergency Management Committee |

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| <b>To achieve Objectives: means and resources</b>                        | <b>Current</b>   | <b>Comments</b>                            |
|--|------------------|--|
| Risk and Insurance   |                  |  |
| Contractors, Civic Services  | Variable         |  |
| Study to be completed in house   |                  | Special software to be purchased           |
| Study to produce final report with funding options for 04/05 and beyond. |                  |  |
| Plant: Trucks, Backhoe, Minor Plant                                      |                  |  |
| Risk and Insurance Officer   |                  |  |
| Lagoon Openings  | 24 Hour Call out | 1 x Dozer (stored at site)                 |
| Emergency Services   | 1                | Contribute to LEMC                         |
| Depot Redevelopment  |                  | Contract + In house Resources, as required |
| Plant Replacement  | 1                |  |
| Plant Maintenance  | 4                | In house resources                         |

| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b>   |
|------------------------------|----------------|----------------|----------------|-----------------------------------|
| <i>Income</i>                | 6,909,840      | 4,077,445      | 3,720,370      | 4.1.1, 4.1.2, 4.1.3, 4.1.4, 4.1.5 |
| <i>Expenditure</i>           | 2,469,124      | 2,518,193      | 2,568,197      |                                   |
| <i>Capital</i>               | 3,043,250      | 1,648,371      | 1,681,285      |                                   |

Asset Management cont...

Activity Description

**4.2 Property Management Program**

| Key Strategies |   | Target Date | Division   | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|----------------|---|-------------|--|--|
| <b>4.2.2</b>   | <b>Licenses and Leases</b><br>Protect the interests of Council and obtain an appropriate return in the use of public land and community assets by individuals, companies and groups.      | June 2005   | <b>General Manager's Unit &amp; Corporate Services Human Services and Facilities</b> | Rentals reviewed upon renewal of leases, licences and agreements. Fees adjusted in Schedule of Fees & Charges each year  |
| <b>4.2.3</b>   | <b>Parking</b><br>To continue to provide a safe and rational system of parking sufficient for the needs of residents and visitors, for areas of business and for community meeting areas. | June 2005   |  | Council continues to provide two hours free parking at its Whistler, The Peninsula, Manly National and Pacific Waves Car Parks offering a total of over 1000 car spaces in Manly CBD. Arrangements with key sporting clubs have been negotiated in relation to the introduction of Council's new parking schemes to ensure fair and reasonable access to their facilities. The introduction of residential permit parking schemes has assisted in an availability of parking for residents in residential areas. |



**Asset Management cont...**

| <b>Key Strategies</b> |  | <b>Target Date</b> | <b>Division</b>                          | <b>Progress<br/>1<sup>st</sup> July to 31<sup>st</sup> December 2004</b>   |
|-----------------------|--|--------------------|--|--|
| <b>4.2.4</b>          | <b>Property Land Management</b><br>To maintain all property which is under the care and control of Council and to provide information to key stakeholders in accordance with Life Cycle Asset Management Requirements.   | June<br>2005       | <b>Corporate Planning &amp; Strategy</b> | Systems are in place to manage all Council and community assets.   |
| <b>4.2.5</b>          | <b>Land Information and Ownership</b><br>To transfer hard copies of plans, maps and information (e.g. community and operational lands) to an electronic platform. Ensure improved effectiveness and efficiency in the management of land information and online search capacity. | June<br>2005       | <b>Corporate Planning &amp; Strategy</b> | Information systems are in place and up to date to support proper and efficient Local Government administration of the Local Government Act. |

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| <b>Performance Targets</b>   | <b>Measure</b>   | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b>         |
|--|--|----------------|----------------|----------------|-------------------------|
| Proposed works completed by target date  | % complete   |                |                |                |                         |
| Development of maintenance strategy  | Organise maintenance program   | 100% complete  |                |                |                         |
| Develop a program for scheduled maintenance of facilities  | Regular inspections of facilities  | 100% complete  |                |                |                         |
| Customer Satisfaction Index 1-10   | Survey   | 5.86           | 6.25           | 6.50           | Program Average is 6.34 |
| Leases & Licences Schedule completed Issued on time, Insurance current, Invoices raised L G Act, Roads Act, Retail Leases Act, regulations identified and documented linked to each master lease / licence | Schedule completed Expiry date met<br><br>Document prepared & signed off |                |                |                |                         |
| Research & CS survey   | Results analysed   |                |                |                |                         |

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**Asset Management cont...**

| <b>To achieve Objectives: means and resources</b> | <b>Current</b>                | <b>Comments</b>         |
|---|-------------------------------|-------------------------|
| Contractors                                       | Variable                      |                         |
| Staff   | 4                             |                         |
| Local Studies / strategies                        |                               |                         |
| Leases & Licences officer, and consultant         | 1.5<br>0.10<br>Consulta<br>nt | Staff, legal consultant |
|   |                               |                         |
|   |                               |                         |

| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b>   |
|------------------------------|----------------|----------------|----------------|-----------------------------------|
| <i>Income</i>                | 3,756,190      | 3,603,400      | 3,675,460      | 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.2.5 |
| <i>Expenditure</i>           | 3,031,822      | 3,039,027      | 3,099,079      |                                   |
| <i>Capital</i>               | 437,600        | 179,340        | 181,720        |                                   |

**Asset Management cont...**

**Activity Description**

**4.3 Inventory, Modelling and Contracts Program**

| <b>Key Strategies</b> |   | <b>Target Date</b> | <b>Division</b>                          | <b>Progress<br/>1<sup>st</sup> July to 31<sup>st</sup> December 2004</b>  |
|-----------------------|---|--------------------|--|---|
| <b>4.3.1</b>          | <b>Total Assets Management Systems (TAMS)</b><br>To refine and maintain an integrated suite of systems to record acquisitions, maintenance, asset condition, depreciation etc to optimise utilization of Council's capital investment in infrastructure in satisfaction of community needs. | June 2005          | <b>Corporate Planning &amp; Strategy</b> | TAMS upgrade now complete and further refinements can now be undertaken to allow the completion of Asset Management Plans. 65% of major contracts now complete. |

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| <b>Performance Targets</b>  | <b>Measure</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b> |
|---|----------------|----------------|----------------|----------------|-----------------|
| Monitor all contracts and set up a database including all details | % complete     | 100% complete  |                |                |                 |
| Perform Asset Condition Assessment                                | % complete     |                |                |                |                 |
| Produce Asset Management Plans                                    | % complete     | 50% complete   |                |                |                 |

| <b>To achieve Objectives: means and resources</b> | <b>Current</b> | <b>Comments</b> |
|---|----------------|-----------------|
| Survey to be carried out in house                 |                |                 |
| Electronic document system                        |                |                 |
|   |                |                 |
|   |                |                 |
|   |                |                 |
|   |                |                 |

| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b> |
|------------------------------|----------------|----------------|----------------|---------------------------------|
| <i>Income</i>                | 38,480         | 24,680         | 25,160         | 4.3.1                           |
| <i>Expenditure</i>           | 431,073        | 439,720        | 448,520        |                                 |
| <i>Capital</i>               | -              | -              | -              |                                 |

**Asset Management cont...**

**Activity Description**

**4.4 Open Spaces Program**

| <b>Key Strategies</b> |   | <b>Target Date</b> | <b>Division</b>                          | <b>Progress</b><br><b>1<sup>st</sup> July to 31<sup>st</sup> December 2004</b>  |
|-----------------------|---|--------------------|--|---|
| <b>4.4.1</b>          | <b>Bushland &amp; Diversity</b><br>To conserve and regenerate bushland pursuant to SEPP19 and Council's Sustainability Plan and to ensure visual and recreation amenity.  | June 2005          | <b>Corporate Planning &amp; Strategy</b> | Council Sustainability Strategy drives a series of actions in satisfaction of this objective and monitors progress through State of Environment Reports.      |
| <b>4.4.2</b>          | <b>Parks &amp; Reserves</b><br>To protect, maintain and enhance a sustainable open space system to meet community needs for active and passive recreation while taking into account sustainability and stakeholders requirements. | June 2005          | <b>Civic Services</b>                    | Improvements to open space park areas have been carried out in line with the needs of the local community and the current contract specifications and budget. |
| <b>4.4.3</b>          | <b>Urban Amenity</b><br>Maintain the attractiveness and heritage of civic gardens, plazas and streetscapes and shopping centres throughout the Manly area.  | June 2005          | <b>Civic Services</b>                    | Current status maintained in current drought conditions, reduction in plantings, general improvements to Ivanhoe and Gilbert Parks.                           |

**Asset Management cont...**

| Key Strategies  | Target Date | Division                                 | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004  |
|---|-------------|--|---|
| <b>4.4.4 Sports Fields &amp; Ovals</b><br>To provide maintenance and turf management practices on sports fields to take in to account the principles of Sustainability and Risk Management and meet the requirements of all user groups including special events. | June 2005   | <b>Civic Services</b>                    | <ul style="list-style-type: none"> <li>• Reconstruction of Bantry Bay Oval to be completed April, 2005.</li> <li>• Sports fields 60% improvements to turf surfaces generally.</li> <li>• Greater grass cover and recovery due to management practices.</li> </ul> |
| <b>4.4.5 Cemetery</b><br>To maintain and manage the Manly Cemetery grounds and columbarium in a manner appropriate to its historical and social purpose.  | June 2005   | <b>Civic Services</b>                    | Current status has been maintained and maintenance visits increased to meet demand. Resurfacing of Columbarium - granite paved area - will be carried out shortly.  |
| <b>4.4.6 Special Environmental Projects</b><br>To protect, conserve and maintain the natural and built environment and reduce environmental degradation by the provision of Sustainable Management Systems (EMS).   | June 2005   | <b>Corporate Planning &amp; Strategy</b> | Addiscombe Road is the subject of a Draft Tri-Partite Agreement. Action, Strategy and Endorsed RAP sign off by Environment Protection Authority targeted for June, 2005. Implementation likely to take up to 12 months.   |

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| <b>Performance Targets</b>  | <b>Measure</b>                                     | <b>2004/05</b>     | <b>2005/06</b>     | <b>2006/07</b>     | <b>Comments</b> |
|---|--|--------------------|--------------------|--------------------|-----------------|
|   | Increase Participation                             | Additional Group   | Additional Group   | Additional Group   |                 |
| Successful implementation of environmental programs                   | Completion   | 100%               | 100%               | 100%               |                 |
| Bushland Education campaign to raise awareness of Bushland Management | Production and distribution of Bushland Newsletter | Quarterly          | Quarterly          | Quarterly          |                 |
|   | Public Information day                             | Quarterly          | Quarterly          | Quarterly          |                 |
| Decrease in % areas seriously and moderately weed infested.           | Maintain bush regeneration program                 | Monthly            | Monthly            | Monthly            |                 |
| Update of Flora and Fauna Database                                    | Maintain biodiversity                              | Annual             | Annual             | Annual             |                 |
| Maintain and manage trees in public areas                             | Completion of cyclic program                       | All precinct areas | All precinct areas | All precinct areas |                 |
| Compliance with Tree Preservation Order                               | Assessment of tree preservation applications       | Ongoing            | Ongoing            | Ongoing            |                 |



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**Asset Management cont...**

| <b>Performance Targets</b>                               | <b>Measure</b>   | <b>2004/05</b>                    | <b>2005/06</b>                  | <b>2006/07</b>                  | <b>Comments</b> |
|--|--|-----------------------------------|---------------------------------|---------------------------------|-----------------|
| Replace, upgrade and maintain play equipment in reserves | Completion of Playground Improvement Program                         | 100%                              | 100%                            | 100%                            |                 |
| Maintain passive recreation areas                        | Completion of cyclic mowing programs                                 | Monthly                           | Monthly                         | Monthly                         |                 |
| Protect and care for Norfolk Island Pines                | Completion of annual maintenance program                             | 100%                              | 100%                            | 100%                            |                 |
| Provision of active recreation facilities                | Provision of facilities in accordance with seasonal sporting periods | Summer and Winter sporting season | Summer & Winter sporting season | Summer & Winter sporting season |                 |

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| <b>Performance Targets</b>  | <b>Measure</b>                     | <b>2004/05</b>     | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b>         |
|---|------------------------------------|--------------------|----------------|----------------|-------------------------|
| Monitoring of Energy Australia Tree Trimming                      | Report                             | Monthly            | Monthly        | Monthly        |                         |
| Customer Satisfaction Index 1-10                                  | Survey                             | 6.95               | 7.50           | 8.00           | Program Average is 6.34 |
| Maintain Manly Cemetery grounds                                   | Completion of cyclic mowing cycles | Monthly            | Monthly        | Monthly        |                         |
| Successful implementation of environmental programs               | Completion                         | 100%               | 100%           | 100%           |                         |
| Implement and maintain Flora & Fauna Database                     | Maintain Biodiversity              | Implement database | Annual Review  |                |                         |
| Parks and Bushland maintenance – Customer Satisfaction Index 1-10 | Customer Survey                    |                    |                |                |                         |

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**Asset Management cont...**

| <b>To achieve Objectives: means and resources</b> | <b>Current</b> | <b>Comments</b>                         |
|---|----------------|---|
| Contractors                                       | Variable       |   |
| Volunteer Bushcare workers                        | Variable       |   |
| Coordinator, Parks & Bushland                     | 1              |   |
| Park Horticulturists                              | 21             |   |
| Bushland Regenerators                             | 16             |   |
| Plant   |                |   |
| Trucks  | 10             | Incl. Open trucks and utilities         |
| Minor Plant                                       | 10             | Incl. Mowers, blowers, whipper snippers |

| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b>          |
|------------------------------|----------------|----------------|----------------|--|
| <i>Income</i>                | 805,100        | 657,980        | 671,100        | 4.4.1, 4.4.2, 4.4.3, 4.4.4, 4.4.5, 4.4.6 |
| <i>Expenditure</i>           | 1,803,548      | 1,762,929      | 1,797,960      |  |
| <i>Capital</i>               | 6,900          | 7,038          | 7,170          |  |

## 5. Environment

### Activity Description

#### 5.1 Environment Protection Program

| Key Strategies  | Target Date  | Division                                 | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|---|--|--|--|
| <b>5.1.1 Manly Sustainability Strategy and State of the Environment Reports</b><br>To integrate the principles of ESD & TCM into every facet of Council and Community activity addressing the global agreement of Agenda 21, the LG Amendment (ESD) Act 1997 and to monitor the state of the Manly Environment and hence Manly's progress towards sustainability. | Completion 2004<br><ul style="list-style-type: none"> <li>• Update MSS</li> <li>• Update SoE Annually</li> </ul> | <b>Corporate Planning &amp; Strategy</b> | Sustainability Strategy is targeting all areas. Recent January, 2005 workshop to target "across Council" action. |
| <b>5.1.2 Beaches &amp; Waterways</b><br>To conserve and enhance the natural harbour, lagoons, creeks and ocean foreshore and receiving waters by promoting Environmentally Sustainable Development practices and Total Catchment principles.  | June 2005  | <b>Corporate Planning &amp; Strategy</b> | Catchment Management and Coastal Management is key focus of Plans of Management and in-house works.              |
| <b>5.1.3 Pollution Control Monitoring</b><br>To arrest the degradation of Council's natural assets by minimising pollution of air, water and soil and rehabilitate the natural ecosystems in order to protect biodiversity and human health.  | June 2005  | <b>Corporate Planning &amp; Strategy</b> | All plans devolve from Sustainability Strategy and all have "Key Actions" targeting pollution control.           |

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| <b>Key Strategies</b> |   | <b>Target Date</b> | <b>Division</b>                          | <b>Progress<br/>1<sup>st</sup> July to 31<sup>st</sup> December 2004</b>  |
|-----------------------|---|--------------------|--|---|
| <b>5.1.4</b>          | <b>Conservation of Natural Resources</b><br>To have consideration for impacts on Council's natural assets through the conservation and efficient use of resources in Manly. To manage human impact of Council's assets by applying the principles of ESD and TCM. | June 2005          | <b>Corporate Planning &amp; Strategy</b> | Water Cycle Manager and SEDA partners are monitoring and targeting water and energy as well as environmental sustainable development (ESD) principles in operational areas, i.e., new Depot and Seaforth Amenities building, incorporate EDS design principles. |
| <b>5.1.5</b>          | <b>Regulation</b><br>To protect the environment and health and welfare of citizens through the regulation of various activities and meeting Council's statutory obligations.  | June 2005          | <b>Environmental Services</b>            |   |
| <b>5.1.6</b>          | <b>Education for Sustainability</b><br>To implement the " <i>Education for Sustainability Strategy</i> " to empower and encourage the community to act in a way that contributes to sustainable futures.  | June 2005          | <b>Corporate Planning &amp; Strategy</b> | Environmental Education Officers are key strategy focuses in all Council activities. Recent workshop conducted 2005 to spread strategy of broader ongoing engagement.   |

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| Key Strategies  | Target Date | Division                                 | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004  |
|---|-------------|--|---|
| <b>5.1.7 Manly Environment Centre</b><br>A "Shopfront" sustainability/environmental centre providing a key education and research service to the community, Council and its staff, business and schools. It aims to provide innovative ways to encourage and environmentally aware and active community in pursuit of Council's Sustainability Plan objectives. | June 2005   | <b>Corporate Planning &amp; Strategy</b> | Consideration being given to long term integration of Manly Environment Centre into Council owned premises and better inter-relationship with Library, Local History and Reference collection.<br><br>Ongoing programme monitoring is improving compliance and identifying problem areas. A significant sewer leak was recently identified in the Kangaroo Lane area and promptly repaired by Sydney Water. |

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| <b>Performance Targets</b>  | <b>Measure</b>  | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b> |
|---|---|----------------|----------------|----------------|-----------------|
| Successful implementation of environmental programs. Plans of Management / Management Plans guided by the Manly Sustainability Strategy | Completion of strategies identified within Management Plans, environmental programs | Various        | Various        | Various        |                 |
| Progressive implementation of Manly Sustainability Strategy. Progression of Manly towards sustainability.                               | Report to Council on progress. Customer satisfaction.                               | 80%            |                |                |                 |
| Implementation of Environment Levy funded programs.   | Annual Expenditure of yearly Environment Levy Budget.                               | 100%           | 100%           | 100%           |                 |
| Progressive preparation of Environmental Policy & Management Plans.   | Plan prepared.  | 70%            |                |                |                 |

ATTACHMENT 1

Corporate Services Division Report No. 3  
Review of Management Plan - December 2004-2007  
Review of Management Plan December 2004-2007

**Environment cont...**

| <b>Performance Targets</b>  | <b>Measure</b>  | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b>  |
|---|---|----------------|----------------|----------------|--|
| Review and improve water quality and quantity, monitoring of coastal, creeks and estuarine waters.                            | Monitoring of water quality and quantity. Community satisfaction.                 | 80%            |                |                |  |
| Implement integrated education, compliance and at source control stormwater programs to arrest degradation of natural assets. | Water quality monitoring. Community participation program. Customer satisfaction. | 70%            |                |                | Build on successful "The Great Estate" and "Seachange" programs. |



**ATTACHMENT 1**

**Corporate Services Division Report No. 3  
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Review of Management Plan December 2004-2007**

**Environment cont...**

| <b>Performance Targets</b>   | <b>Measure</b>  | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b>  |
|--|---|----------------|----------------|----------------|--|
| Reduction of water consumption both in Council facilities and the Community through implementation of the Water Conservation Program.  | Data from Sydney Water.   | 60%            |                |                | Target of a 50% reduction by 2005 on 2000 data   |
| Reduction of energy use and greenhouse gas emissions both in Council and the Community, including an increase in air quality through the Cities for Climate Protection Program and SEDA's Energy Smart Business Program. | Data from Energy suppliers.   | 70%            |                |                | Target greenhouse gas reduction of 25% by 2010 based on 1996 data. 2001 data identified that Council had stabilised its own emissions. |
| Acceptance and implementation of ESD & TCM principles at the Council and Community level through implementation of Council's Education for Sustainability Strategy.  | Implementation of strategy. Benchmark "who cares about the environment" survey. | 45% various    |                |                | "Who care about the environment survey" first undertaken in Manly LGA in 2002.   |

**ATTACHMENT 1**

**Corporate Services Division Report No. 3  
Review of Management Plan - December 2004-2007  
Review of Management Plan December 2004-2007**

**Environment cont...**

| <b>Performance Targets</b>   | <b>Measure</b>  | <b>2004/05</b>              | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b> |
|--|---|-----------------------------|----------------|----------------|-----------------|
| Manly Environment Centre continues to provide a key education and research service to Council and the community through providing greater access to the MEC's resources. | Benchmark "who care about the environment" survey. Customer satisfaction. MEC resources catalogued and accessible from web. | 80% of resources catalogued |                |                |                 |

| <b>Performance Targets</b>       | <b>Measure</b>                          | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b>         |
|----------------------------------|---|----------------|----------------|----------------|-------------------------|
| Statutory obligations met.       | Customer and regulatory body acceptance |                |                |                |                         |
| Customer Satisfaction Index 1-10 | Survey                                  | 6.62           | 7.25           | 7.50           | Program Average is 6.34 |

**ATTACHMENT 1**

**Corporate Services Division Report No. 3**  
**Review of Management Plan - December 2004-2007**  
**Review of Management Plan December 2004-2007**

**Environment cont...**

| <b>To achieve Objectives: means and resources</b> | <b>Current</b> | <b>Comments</b>         |
|---|----------------|-------------------------|
| Staff   | 6              | EFT                     |
| Environment Levy funded staff                     | 3.5            | Temporary positions EFT |
| Contractors, Consultants                          | Variable       |                         |
| Mobile & Desk Telephones                          |                |                         |
| Personal Computers etc.                           |                |                         |
|   |                |                         |

| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b>                 |
|------------------------------|----------------|----------------|----------------|---|
| <i>Income</i>                | 558,140        | 553,990        | 565,040        | 5.1.1, 5.1.2, 5.1.3, 5.1.4, 5.1.5, 5.1.6, 5.1.7 |
| <i>Expenditure</i>           | 832,293        | 824,458        | 840,865        |   |
| <i>Capital</i>               | 10,950         | 11,019         | 11,085         |   |

Environment cont...

Activity Description

**5.2 Built Environment Program**

| <b>Key Strategies</b>   | <b>Target Date</b> | <b>Division</b>               | <b>Progress</b><br><b>1<sup>st</sup> July to 31<sup>st</sup> December 2004</b>  |
|---|--------------------|-------------------------------|---|
| <b>5.2.1 Development &amp; Building Control</b><br>To consider applications and make recommendations to protect the environment based on ecologically sustainable development principles, provide for equitable resolution of land use conflicts create certainty and provide for safety and amenity while meeting statutory obligations. | June 2005          | <b>Environmental Services</b> | Council Sustainability Program guides the assessment and determination process in accordance with Council's adopted planning instruments. |
| <b>5.2.2 Heritage Conservation</b><br>Preserve and protect heritage items of historic, scientific, cultural and social, architectural, natural or aesthetic significance.   | June 2005          | <b>Environmental Services</b> | This key activity is addressed with Council's instruments and through assessment of individual applications, properties and places        |

**ATTACHMENT 1**

**Corporate Services Division Report No. 3  
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Review of Management Plan December 2004-2007**

**Environment cont...**

| <b>Performance Targets</b>   | <b>Measure</b>   | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b>         |
|--|--|----------------|----------------|----------------|-------------------------|
| Plans which provide for the physical, social and economic well being of the people of Manly while having regard to State Planning Direction. | Quality outcomes in terms of built form, ESD principles, equity, safety and amenity; customer satisfaction | 70%            |                |                |                         |
| Protect historic, scientific, cultural, social, architectural, natural and aesthetically significant items.                                  | Sites / items documented, registered and protected   | 70%            |                |                |                         |
| Customer Satisfaction Index<br>1 -10   | Survey   | 5.19           | 5.50           | 6.50           | Program Average is 6.70 |

| <b>To achieve Objectives: means and resources</b> | <b>Current</b> | <b>Comments</b> |
|---|----------------|-----------------|
| Staff   |                |                 |
|   |                |                 |
|   |                |                 |
|   |                |                 |
|   |                |                 |

ATTACHMENT 1

Corporate Services Division Report No. 3  
Review of Management Plan - December 2004-2007  
Review of Management Plan December 2004-2007

Environment cont...

| Financial Information | 2004/05   | 2005/06   | 2006/07   | Financial Plan Reference |
|-----------------------|-----------|-----------|-----------|--------------------------|
| <i>Income</i>         | 945,285   | 964,200   | 983,335   | 5.2.1, 5.2.2             |
| <i>Expenditure</i>    | 1,449,766 | 1,478,744 | 1,508,414 |                          |
| <i>Capital</i>        | -         | -         | -         |                          |

## Environment cont...

### Activity Description

### 5.3 Waste and Cleansing Program

| Key Strategies   | Target Date | Division                      | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004  |
|--|-------------|-------------------------------|---|
| <b>5.3.1 Waste</b><br>Minimise material entering the waste stream and manage waste. Work towards a zero waste target, consistent with sound sustainability practice. | June 2005   | <b>Environmental Services</b> | A Zero Waste Strategy was endorsed by Council on 13 <sup>th</sup> December 2004 and has been distributed for public comment. A Mayoral Plastic Bag Working party has successfully raised the profile of this element of landfill waste and introduced some significant initiatives. A number of initiatives involving increased recycling have been introduced, as indicated below. |

**ATTACHMENT 1**

**Corporate Services Division Report No. 3**  
**Review of Management Plan - December 2004-2007**  
**Review of Management Plan December 2004-2007**

**Environment cont...**

| Key Strategies   | Target Date | Division                      | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|--|-------------|-------------------------------|--|
| <p><b>5.3.2 Waste Avoidance Program</b><br/>                     Educate residents, schools, businesses, industry and visitors to avoid reduce, reuse and recycle to assist Council in its commitment to waste minimisation.</p> | June 2005   | <b>Environmental Services</b> | <p>The distribution of mobile garbage bins to all residents was completed in July 2004, and this included the distribution of material relating to waste reduction.</p> <p>A set of session plans dealing with (inter alia) waste-related issues has been developed for local schools.</p> <p>A Community Garden at the Manly Village School is serviced weekly and has featured on a television promotion.</p> <p>A "Waste-Free" stall dealing with composting and worm farming featured at the December 2004 Ocean Care Day.</p> <p>A Waste Management Plan has been developed and introduced to deal with the disposal of material by staff in the Town Hall.</p> |



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Corporate Services Division Report No. 3  
Review of Management Plan - December 2004-2007  
Review of Management Plan December 2004-2007

Environment cont...

| Key Strategies   | Target Date | Division                      | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|--|-------------|-------------------------------|--|
| <b>5.3.3 Recycling</b><br>To manage recyclable product on the basis of the reduce/reuse/recycle principle to maximise the diversion of material from the waste stream. | June 2005   | <b>Environmental Services</b> | A domestic white goods/metal recycling collection service was introduced in July 2004 and by the end of December had diverted 56 tonnes from landfill. A permanent "mobile telephone" recycling collection point has been established in the Library in conjunction with the Clean Up Australia Day organisation. Negotiations are under way to extend domestic recycling to include classes 3, 4 and 5 plastic. Residents still using recycling crates are being canvassed as to changing to larger wheelie bins. |

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Corporate Services Division Report No. 3  
Review of Management Plan - December 2004-2007  
Review of Management Plan December 2004-2007

Environment cont...

| Key Strategies  | Target Date | Division              | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004  |
|---|-------------|-----------------------|---|
| <b>5.3.4 Cleansing</b><br>To maintain public places, parklands, reserves, beaches and waterways free of litter and waster material in accordance with the principles of Total Catchment and Ecologically Sustainable Development. | June 2005   | <b>Civic Services</b> | Renegotiating New Cleansing Enterprise Agreement<br>New look uniform<br>Better equipment<br>New teams<br>New bigger bins<br>Corso team moving to public education & enforcement |

**ATTACHMENT 1**

**Corporate Services Division Report No. 3  
Review of Management Plan - December 2004-2007  
Review of Management Plan December 2004-2007**

**Environment cont...**

| <b>Performance Targets</b>                                 | <b>Measure</b>                                | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b>                                     |
|--|---|----------------|----------------|----------------|---|
| Reduction in material entering the waste stream.           | Monitoring to reduce putrescible waste.       |                |                |                |   |
| Maximise diversion from the waste stream.                  | Monitoring to determine amount of recyclables |                |                |                |   |
| Create waste avoidance ethic in the Manly community.       | Monitoring to reduce putrescible waste.       |                |                |                |   |
| Encourage composting etc in the home environment.          | Monitoring to reduce putrescible waste.       |                |                |                |   |
| Cleanliness of Facilities meeting standard                 | %   |                |                |                | Includes "Check and Clean" service                  |
| Level of Street Cleaning                                   | All Precincts – Street sweeping complete      | Quarterly      | Quarterly      | Quarterly      | Additional service provided following storm events. |
| Level of Beach Cleaning – Customer Satisfaction Index 1-10 | Customer Survey                               |                |                |                | Includes daily service (most areas)                 |

**ATTACHMENT 1**

**Corporate Services Division Report No. 3  
Review of Management Plan - December 2004-2007  
Review of Management Plan December 2004-2007**

**Environment cont...**

| <b>Performance Targets</b>   | <b>Measure</b>  | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b>         |
|--|-----------------|----------------|----------------|----------------|-------------------------|
| Level of Public Conveniences Cleaning – Customer Satisfaction Index 1-10 | Customer Survey |                |                |                | Includes daily service  |
| Customer Satisfaction Index 1-10   |                 | 7.32           | 8.00           | 8.25           | Program Average is 6.70 |

| <b>To achieve Objectives: means and resources</b> | <b>Current</b> | <b>Comments</b>                                  |
|---|----------------|--|
| Coordinator                                       | 1              |  |
| Environmental Levy funded staff                   | 3.5            | Temporary positions EFT                          |
| Contractor, Consultants                           | Variable       |  |
| Mobiles, desk telephones, PC's                    |                |  |
| Public Place Cleaning Plant –                     | 24.6           | Cleansing Team – Enterprise Agreement            |
| Street Sweepers                                   | 5              | Incl. Road Sweepers, Footpath Sweepers (ride on) |
| Beach Cleaner                                     | 1              | Tractor and towed rake                           |
| Trucks  | 6              | Incl. Open tippers, van and utilities            |

ATTACHMENT 1

Corporate Services Division Report No. 3  
Review of Management Plan - December 2004-2007  
Review of Management Plan December 2004-2007

Environment cont...

| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b> |
|------------------------------|----------------|----------------|----------------|---------------------------------|
| <i>Income</i>                | 6,490,717      | 6,383,337      | 6,511,076      | 5.3.1, 5.3.2, 5.3.3, 5.3.4      |
| <i>Expenditure</i>           | 7,771,149      | 7,902,210      | 8,053,855      |                                 |
| <i>Capital</i>               | 499,000        | 283,206        | 288,710        |                                 |

## 6. Government

### Activity Description

#### 6.1 Council and Communities Support Program

| Key Strategies  | Target Date | Division                               | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December<br>2004  |
|---|-------------|--|--|
| <b>6.1.1 Information Support</b><br>Improve decision making through accurate, timely and accessible information.  | June 2005   | <b>General Managers Unit</b>           | Council meetings according to adopted schedule of meetings, Council committee Agendas & Minutes distributed, Web based information, email access, Laptops provided, Business papers, Councillors monthly report , Councillors information packages |
| <b>6.1.2 Council Chambers and Meeting Areas Facilities and Maintenance</b><br>Provide and maintain support services and facilities for Council operations for the Town Hall so that Council's functions can be carried out. | June 2005   | <b>Human Services &amp; Facilities</b> | Ongoing, New Kitchen is being installed to provide safer and more efficient catering function at Council functions   |

**ATTACHMENT 1**

**Corporate Services Division Report No. 3  
Review of Management Plan - December 2004-2007  
Review of Management Plan December 2004-2007**

**Local Development cont...**

| <b>Key Strategies</b> |  | <b>Target Date</b>           | <b>Division</b>              | <b>Progress</b><br><b>1<sup>st</sup> July to 31<sup>st</sup> December 2004</b>   |
|-----------------------|--|------------------------------|------------------------------|--|
| <b>6.1.3</b>          | <b>Executive Support</b><br>Provide executive support to the Mayor and Councillors as required.  | June 2005                    | <b>General Managers Unit</b> | Office Manager to Mayor is located in the Mayoral suite level 2 Manly Library for full executive support to Mayor.<br>Support and contact for all Councillors is provided through the office of Corporate Governance |
| <b>6.1.4</b>          | <b>Council Support</b><br>To provide for a General Election when required, under the Local Government Act 1993, and any necessary Extraordinary Election in between. | As election date is notified | <b>Corporate Services</b>    | No election due  |

**ATTACHMENT 1**

**Corporate Services Division Report No. 3**  
**Review of Management Plan - December 2004-2007**  
**Review of Management Plan December 2004-2007**

**Local Development cont...**

| <b>Performance Targets</b>   | <b>Measure</b>  | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b> |
|--|---|----------------|----------------|----------------|-----------------|
| Knowledge Management System accessible to all staff  | June 2003 50% staff have access and training in system.                 |                |                |                |                 |
| Council Chambers & meeting area  |   |                |                |                |                 |
| Executive –<br><br>To provide efficient & timely delivery of secretarial services and civic events | Through the satisfaction of Councillors and positive community feedback |                |                |                |                 |

| <b>To achieve Objectives: means and resources</b> | <b>Current</b> | <b>Comments</b>   |
|---|----------------|---|
| Information Support                               | All staff      | Staff will have access Knowledge Management system to provide accurate and timely responses to enquiries. |
| Council Chambers and Meeting Area                 | 2              | Additional – engage catering operator   |
| Executive Support                                 | 8              | Engage catering operator and Rangers  |
| Council Support for Elections                     | 1              | On notification of date of elections resources as required will be engaged in the tasks.                  |
|   |                |   |
|   |                |   |



ATTACHMENT 1

Corporate Services Division Report No. 3  
Review of Management Plan - December 2004-2007  
Review of Management Plan December 2004-2007

Local Development cont...

| Financial Information | 2004/05 | 2005/06 | 2006/07 | Financial Plan Reference   |
|-----------------------|---------|---------|---------|----------------------------|
| <i>Income</i>         | -       | -       | -       | 6.1.1, 6.1.2, 6.1.3, 6.1.4 |
| <i>Expenditure</i>    | 325,532 | 332,031 | 338,627 |                            |
| <i>Capital</i>        | -       | -       | -       |                            |

## Government cont...

### Activity Description

## 6.2 Consultation Program Community

| Key Strategies   | Target Date | Division                     | Progress<br>1 <sup>st</sup> July to 31 <sup>st</sup> December 2004   |
|--|-------------|------------------------------|--|
| <b>6.2.1 Precinct Community Forums</b><br>Provide and maintain strong communication links with residents to assist Council in formulating policies and programs to meet community needs. | June 2005   | <b>General Managers Unit</b> | Precinct Forums continue to operate successfully. 11 Precincts operating.<br><br>Manager appointed November 2004.  |
| <b>6.2.2 Communications and Public Relations</b><br>To enhance effective communication throughout the Manly community and support the positive image of Manly Council.                   | June 2005   | <b>General Managers Unit</b> | Mayor Message provided in Local Community Newspaper on a weekly basis.<br><br>Information is provided to residents via our website, which is regularly updated |
| <b>6.2.3 Public Information</b><br>Provide the community with information concerning Council affairs to promote Manly Council as being open and accountable.                             | June 2005   | <b>General Managers Unit</b> | Information is available on Council's website including general information and statutory reports.   |

**ATTACHMENT 1**

**Corporate Services Division Report No. 3  
Review of Management Plan - December 2004-2007  
Review of Management Plan December 2004-2007**

**Government cont...**

| <b>Performance Targets</b>   | <b>Measure</b>   | <b>2004/05</b>              | <b>2005/06</b>              | <b>2006/07</b>              | <b>Comments</b>   |
|--|--|-----------------------------|-----------------------------|-----------------------------|---|
| Precinct Community Forums.<br><br>Monthly distribution & follow up of information, meetings held, minutes received & actioned. | Issues raised, responses forwarded, appropriate action taken | Monthly                     | Monthly                     | Monthly                     | Monthly meetings conducted throughout the period.<br><br>General Manager and new Manager visited 10 Precincts in the November / December period.<br><br>Minutes and Agendas distributed throughout Council including Councillors and to residents of each Precinct area.<br><br>Review of administrative systems commenced. |
| Training of Precinct representatives and Council's staff.  | Training Provided<br><br>AGMs conducted                      | Bi-annually<br><br>Annually | Bi-annually<br><br>Annually | Bi-annually<br><br>Annually | Planning for AGM's and training to commence 2005  |
| Communications and Public Relations  |  |                             |                             |                             | Manly featured prominently in the media in during reporting period, including major coverage of the 'Manly Tsunami Appeal' in late December 2004  |

**ATTACHMENT 1**

**Corporate Services Division Report No. 3  
Review of Management Plan - December 2004-2007  
Review of Management Plan December 2004-2007**

**Government cont...**

| <b>Performance Targets</b>          | <b>Measure</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Comments</b>   |
|-------------------------------------|----------------|----------------|----------------|----------------|---|
| Public Information                  |                |                |                |                | Annual Community report distributed in September 2004. Statutory Annual Report distributed in November 2004 and is available on CIs website, with other corporate and statutory information.<br><br>Statutory reporting completed as required by Local Government Act 1993. |
| Customer Satisfaction Index<br>1-10 | Survey         | 6.51           | 7.00           | 7.50           | Program Average is 6.51   |

| <b>To achieve Objectives: means and resources</b> | <b>Current</b> | <b>Comments</b> |
|---|----------------|-----------------|
| Precinct Community Forums                         | 1              |                 |
| Communications & Public Relations                 | 1              |                 |
| Public Information                                | 1              |                 |
|   |                |                 |

| <b>Financial Information</b> | <b>2004/05</b> | <b>2005/06</b> | <b>2006/07</b> | <b>Financial Plan Reference</b> |
|------------------------------|----------------|----------------|----------------|---------------------------------|
| <i>Income</i>                | -              | -              | -              | 6.2.1, 6.2.2, 6.2.3             |
| <i>Expenditure</i>           | 704,363        | 707,182        | 721,334        |                                 |
| <i>Capital</i>               | -              | -              | -              |                                 |

**TO:** Ordinary Meeting - 21 February 2005  
**REPORT:** Environmental Services Division Report No. 9  
**SUBJECT:** 85-87 Lauderdale Avenue, Fairlight  
**FILE NO:** DA386/04

---

### SUMMARY

This item was presented at the Land Use Management meeting of 7 February, 2005, where Council resolved as follows:

- A. That the Development Application 386/04 for demolition and construction of a two (2) storey Residential Flat Building containing four (4) strata units with basement parking at 85-87 Lauderdale Avenue, Fairlight **be deferred** awaiting satisfactory mutual resolution of issue on the driveway access.
- B. That the issue of lowering the height of the building and pyramid roof height at No. 87 be investigated to bring it further in line with the existing roof line.
- C. That this issue be brought back to the Ordinary meeting of Council in two weeks."

### REPORT

Discussions between the relevant parties are yet to be finalised.

### RECOMMENDATION

That the matter be deferred to the Land Use Management meeting Monday 7 March, 2005 to allow sufficient time for the issues of the resolution to be addressed.

### ATTACHMENTS

There are no attachments for this report.

OM210205ESD\_1

\*\*\*\*\* End of Environmental Services Division Report No. 9 \*\*\*\*\*

**TO: Ordinary Meeting - 21 February 2005**  
**REPORT: Human Services and Facilities Unit Report No. 1**  
**SUBJECT: Rubbish Reduction in Manly - "Keeping the Scene Clean" this Summer**  
**FILE NO:**

---

## **SUMMARY**

At Council's Ordinary Meeting of 20<sup>th</sup> December 2004, Councillor Norek presented a Notice of Motion (Report No 54) embracing a wide range of waste and cleansing-related issues. It was resolved that *"The General Manager report on a strategy to significantly decrease the amount of rubbish in Manly through the regimes as noted in Councillor Norek's Notice of Motion"*.

## **REPORT**

### **Background**

In broad overview, Council's current approach to the issue of rubbish reduction is consistent with the principles contained within the Litter Avoidance Strategy, the Manly Sustainability Strategy and the Zero Waste Strategy. At present, efforts are particularly focused upon the enhancement of litter and recycling receptacles and signage within the CBD area, with additional regulatory resources now available to monitor compliance with regulations.

It should be noted that a survey of the Manly CBD carried out by the Department of Environment and Conservation (NSW) in June 2004 and specifically targeted at waste/litter issues reported most positively on the infrastructure and cleaning regimes observed. Any adverse remarks reported were of a minor nature and generally related to some of the garbage bin signage which is in course of being replaced. Overall conclusions were recorded within the 2004 NSW Litter Report.

Outlined below are responses in relation to each of the specific matters raised by Councillor Norek, indicating the approaches being taken in those areas.

#### **1. Litter blitzes by Ranger staff for specific weekends during the summer**

Rangers patrol for littering breaches during every shift but can and will target specific areas and at specific times if such action seems required.

#### **2. Special cleaning equipment for gum removal from pavements**

Currently, Council's High Pressure/Steam Cleaning equipment is performing both a "cleaning" and "gum removal" purpose on some of the paved surfaces in the Manly area. Several investigations have been undertaken in regard to specific equipment for the effective and efficient removal of chewing gum from paved surfaces.

Unfortunately, despite several demonstrations by manufacturers, the equipment being advertised as suitable appears to be somewhat time and resource inefficient (ie only capable of removing one "spot" at a time).

Quotations have been received for gum removal throughout the entire Corso area. However it was felt that this was an excessively costly exercise as by the time the cleaning was completed the problem would have re-emerged. Quotations were also received for the purchase of a machine to enable Council staff to carry out the work, but the cost effectiveness of this approach, compared to current techniques and considering the limited application of the machinery, was highly questionable and not pursued.

Council staff are aiming to increase the extent of High Pressure Clean/spot removal with our current equipment/resources, but will continue to investigate better ways of doing this, as opportunities present.

---

**Human Services and Facilities Unit Report No. 1 (Cont'd)****3. Announcement of Council's zero tolerance to litter (various avenues)**

- a) Lifeguard loud speaker incorporated into safety messages

Messages containing references to littering are broadcast at present. The standard message broadcast refers to Manly Beach being an alcohol and smoke free zone, and seeks community co-operation in relation to both matters.

Frequency of broadcast depends on how often the lifeguards can get back to the operations room on busy days. Litter announcements are generally presented in conjunction with safety announcements. The announcements are more commonly made in the afternoon when most rubbish is generated and people are leaving the beach.

- b) Manly Daily Mayoral Message

Content of the Mayoral message is at the discretion of the Mayor. From time to time material is prepared by Waste Education staff but its ultimate inclusion will be subject to other priorities at the time.

- c) Website Promotion

Council's endorsed Litter Avoidance Strategy and Zero Waste Strategy are each available on the website. Other waste-related information is also available.

- d) Sandwich Boards etc promoting "Keeping the Scene Clean"

Anti-littering messages are being prepared for display on Council's Ranger vehicles, for placement when they are parked in prominent public positions, such as on the Corso. These messages, in poster form, draw attention to the penalties applicable for carelessly disposing of various categories of litter.

Other stand-alone signage is regularly placed in the Corso seeking the co-operation of the public in keeping Manly beautiful and bearing a "Litter Not" message.

- e) Visitor Information Centre; and

- f) Manly Beach Theatre

The following specific promotional opportunities of the *"Keep the Scene Clean"* message have been proposed to be adopted/followed up within the Human Services and Facilities Division as part of the core service activities undertaken by Council:

**Human Services and Facilities Unit Report No. 1 (Cont'd)**

- As part of the promotion undertaken with any future Beach Theatre project undertaken as part of Councils Crime Prevention program; and
  
- Within Manly Council sponsored material distributed via the VIC and also via posters at key community and cultural facilities.

## g) Manly Ferry/Jet Cat holiday service announcements

The STA will be contacted to ascertain their preparedness to incorporate litter-related messages on the Manly Ferry as will the management body of Manly Wharf in regard to the placement of temporary signage. Unless Council allocates funds for this purpose the outcome of such arrangements will be purely at the discretion of these organisations.

Council needs also to be conscious of the fact that waste bins have been removed from all ferries and jet cats (for security reasons) and therefore much of the waste material carried or purchased by visitors on board will inevitably finish being disposed of in Manly.

**4. Alcohol Free Zone for Manly and Shelly Beach to be strictly enforced by Lifeguards and Rangers on Christmas Day**

The administration of Alcohol Free Zones falls within the regulatory domain of the Police Service and can only be enforced by police officers.

**5. Provide a cleaning schedule of all toilets in the Manly LGA**

Attachments hereto describe the current morning and afternoon (seven days per week) cleaning schedules for all toilet blocks.

Scheduled cleaning of the high-use facilities, such as those at the beachfront, is supplemented by regular inspections throughout the day by CBD Cleansing staff with cleansing action taken as appropriate at those times. It should also be noted that the high-use beachfront toilets at the end of The Corso also have permanently dedicated cleaners situated on-site in both the male and female toilets during the busier summer periods.

**6. Signs re feeding of pigeons in Corso and on beachfront**

A number of signs are in place in public seating areas both within the The Corso and the beachfront urging visitors to refrain from feeding the birds.

**7. Rubbish from fast food outlets being deposited on beach and Corso**



**Human Services and Facilities Unit Report No. 1 (Cont'd)**

Council's Zero Waste Strategy contains a number of elements, as described below, that relate to local business and dealing with waste generation, and these will be pursued over the coming months.

|    |  |
|----|--|
| 1. | Promote waste issues, including waste avoidance and reduction to local businesses by the dissemination of a range of resources and using champions and case studies  |
| 2. | Provide a Zero Waste advisory service for local businesses   |
| 3. | Develop a targeted education program for commercial operations (non Council trade waste clients)   |
| 4. | Develop a targeted education program for commercial waste collection operations (Council trade waste clients)  |
| 5. | Seek to establish a local "plastic bag free zone" in conjunction with retailers, Chamber of Commerce and other immediate stakeholders  |
| 6. | Encourage commercial and industrial businesses to reduce and reuse office and other waste, by providing information on options for recycling and promoting benefits  |
| 7. | Support actively those community and business/industries who reduce their waste by: <ul style="list-style-type: none"> <li>• Providing achievement awards- link in with the Annual MEC Green Business Awards</li> <li>• Providing incentives for households to avoid and further decrease waste</li> <li>• Allowing business/Business Sector achievements to be displayed at the Council Chambers</li> </ul> |
| 8. | Identify from existing client records the big "wasters" and work directly with the client to identify their waste problems and find solutions  |
| 9. | Work closely with all local commercial operators to address packaging problems and overall waste generation  |

In the future it is very possible that Council will act to establish a special levy for those fast food outlets that operate within The Corso. This would involve consultation with the Manly Chamber of Commerce, and would need to be given approval from the GM/Council.

**8. Better beach cleaning equipment**

The attachments hereto display beach cleaning equipment currently under review by Council staff.

The item of plant referred to in the attachment has a much greater capacity for "sieving" of the beach to a significant depth and thereby has the potential to remove greater volumes of material than is possible with Council's existing plant. At the present time the manufacturer is making the plant available to trial its operation on Manly beaches. Following the conduct and evaluation of these trials and subject to the availability of funding, a recommendation will be prepared in relation to acquisition.

**RECOMMENDATION**

That Council note the report.

**ATTACHMENTS**

**AT-1**    Cleaning Schedule AM    1 page(s)  
**AT-2**    Cleaning Schedule PM    1 page(s)

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\*\*\*\*\* End of Human Services and Facilities Unit Report No. 1 \*\*\*\*\*

**ATTACHMENT 1**

**Human Services and Facilities Unit Report No. 1  
Rubbish Reduction in Manly - "Keeping the Scene Clean" this Summer  
Cleaning Schedule AM**

**RUN TO BE COMPLETED IN ORDER AS SHOWN.**

| Location                           | Start | Finish | Comments |
|------------------------------------|-------|--------|----------|
| Whistler St                        |       |        |          |
| Rialto Sq.                         |       |        |          |
| V.I.C. – Ocean Beach               |       |        |          |
| West Esplanade                     |       |        |          |
| Clontarf Res                       |       |        |          |
| Seaforth Oval                      |       |        |          |
| Totem – Condamine St               |       |        |          |
| Cameron Ave                        |       |        |          |
| Queenscliff Surf Club              |       |        |          |
| Nth Steyne – downstairs            |       |        |          |
| Nth Steyne – upstairs              |       |        |          |
| Manly Surf Club                    |       |        |          |
| Marine Pde                         |       |        |          |
| Shelly Beach                       |       |        |          |
| Little Manly                       |       |        |          |
| East Esplanade                     |       |        |          |
| Gilbert Park                       |       |        |          |
| Fairlight Pool                     |       |        |          |
| Tania Park                         |       |        |          |
| Bareena Park                       |       |        |          |
| Ethel St                           |       |        |          |
| Nth Harbour Reserve                |       |        |          |
| Keirle Park                        |       |        |          |
| <i>Bantry Bay Oval (Fri – Mon)</i> |       |        |          |
| <i>Sandy Bay Rd ( Fri – Mon)</i>   |       |        |          |
| Comments / Extras -                |       |        |          |
|                                    |       |        |          |
|                                    |       |        |          |
| <i>Coffee Break Time (10 min)</i>  |       |        |          |
| <i>Meal Break (30 min)</i>         |       |        |          |

**ATTACHMENT 2**

**Human Services and Facilities Unit Report No. 1  
Rubbish Reduction in Manly - "Keeping the Scene Clean" this Summer  
Cleaning Schedule PM**

| <b>RUN BE COMPLETED IN ORDER SHOWN</b> |              |               |                 |
|--|--------------|---------------|-----------------|
| <b>Location</b>                        | <b>Start</b> | <b>Finish</b> | <b>Comments</b> |
| Depot (Toilets / Wash bay)             |              |               |                 |
| Manly West (Fri / Sat / Sun)           |              |               |                 |
| V.I.C. – Ocean Beach                   |              |               |                 |
| Rialto Sq.                             |              |               |                 |
| Manly Surf Club                        |              |               |                 |
| Shelly Beach                           |              |               |                 |
| Little Manly                           |              |               |                 |
| Whistler St                            |              |               |                 |
| West Esplanade                         |              |               |                 |
| Fairlight Pool                         |              |               |                 |
| Forty Baskets Reserve                  |              |               |                 |
| Clontarf                               |              |               |                 |
| Sandy Bay Rd ( w/ends only)            |              |               |                 |
| Balgowlah Oval                         |              |               |                 |
| LM Grahams Reserve                     |              |               |                 |
| Kenneth Rd                             |              |               |                 |
| Cameron Ave                            |              |               |                 |
| Queenscliffe Surf Club                 |              |               |                 |
| Nth Steyne – Upstairs                  |              |               |                 |
| V.I.C. – Ocean Beach                   |              |               |                 |
| Rialto Sq.                             |              |               |                 |
| Manly Surf Club                        |              |               |                 |
| Marine Pde                             |              |               |                 |
| Shelly Beach                           |              |               |                 |
| Whistler St                            |              |               |                 |
| Gilbert Park                           |              |               |                 |
| V.I.C. – Ocean Beach                   |              |               |                 |
| Coffee Break Time (10 min)             |              |               |                 |
| Meal Break Times (30min)               |              |               |                 |

**TO:** Ordinary Meeting - 21 February 2005  
**REPORT:** Civic Services Unit Report No. 1  
**SUBJECT:** Tender 04/13 - Supply and Delivery of Concrete  
**FILE NO:** T5/3

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### SUMMARY

Tenders have been called for the supply and delivery of concrete for the period ending 31<sup>st</sup> Oct 2006 and a recommendation is made.

### REPORT

Tenders were recently called for the supply of concrete to specification for the period ending 31<sup>st</sup> Oct 2006. The following two companies submitted tenders: **Hanson Construction Materials Pty Ltd and Brookvale Mini-Crete**, and their offers are contained in the **confidential attachment**.

The offer from Brookvale Mini-Crete is for all classes of concrete specified in small quantities ranging from 0.2m cubic metres to 3.2 cubic metre as required by the Tender. The most commonly used mix for Council's maintenance works is 20 mm, 20 MP in quantities of approximately 1 to 2 cubic metres.

Brookvale Mini-Crete has previously supplied concrete to Council and their price, quality and service have been of a satisfactory standard.

The offer from Brookvale Mini-Crete is considered reasonable following a comparison with prices provided in the last tender and is recommended for acceptance.

### RECOMMENDATION

1. That Council accept the offer from Brookvale Mini-Crete to supply concrete to Council for the period ending 31st Oct 2006 in accordance with the schedule attached.
2. The confidential analysis of tenders not be made public unless with the written permission of the tenderer.
3. The unsuccessful tenderer be advised accordingly

### ATTACHMENTS

**AT-1** Tender No. 04/3 Supply and Delivery of Concrete - *CONFIDENTIAL* 2 page(s)  
*ATTACHMENT - for the information of Councillors*

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\*\*\*\*\* End of Civic Services Unit Report No. 1 \*\*\*\*\*

**TO: Ordinary Meeting - 21 February 2005**  
**REPORT: Civic Services Unit Report No. 2**  
**SUBJECT: Tender No 04/14 - Supply and Delivery of Raw Materials**  
**FILE NO: T5/3**

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## SUMMARY

Tenders have been called for the supply of raw materials, including sand, soil, fine crushed rock, and cement, for the period ending 31<sup>st</sup> Oct 2006 and a recommendation is made.

## REPORT

Tenders were recently called for the supply of raw materials to specification, including sand, soil, fine crushed rock, and cement, for the period ending 31<sup>st</sup> Oct 2006.

Four companies submitted tenders. Concrete Recyclers Group Pty Ltd., Benedict Pty Ltd., and Brookvale Sand Co. and E. J. Shaw & Son, and these are summarized in the **confidential attachment**.

Benedict Pty Ltd. offered the best price for top soil at \$26.95 per tonne, 20mm fine crushed rock at \$21.40 per tonne and river sand at \$36.69 per tonne, and Cronulla Sand at \$29.21 per tonne. All prices include G.S.T.

Bookvale Sand Company offered the best price for bagged cement at \$5.50 per bag / per pallet load.

These two companies have previously supplied materials to Council and their service and quality has been satisfactory.

## RECOMMENDATION

That:

1. Council accept the offer from Benedict P/L for the supply of top soil for \$26.95 per tonne and 20mm fine crushed rock and River Sand for \$21.40 and \$36.69 per tonne respectively and Cronulla Sand for \$29.21 per tonne including GST.
2. Council accept the offer from Brookvale Sand Company for the supply of cement for \$5.50 per bag / per pallet load
3. The unsuccessful tenderers be advised accordingly.
4. The confidential analysis of tenders not be made public unless with the written permission of the tenderer.

## ATTACHMENTS

**AT-1** Supply and Delivery of Raw Materials - *CONFIDENTIAL ATTACHMENT* - 1 page(s)  
*for the information of Councillors*

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\*\*\*\*\* End of Civic Services Unit Report No. 2 \*\*\*\*\* .