



Agenda

Ordinary Meeting

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

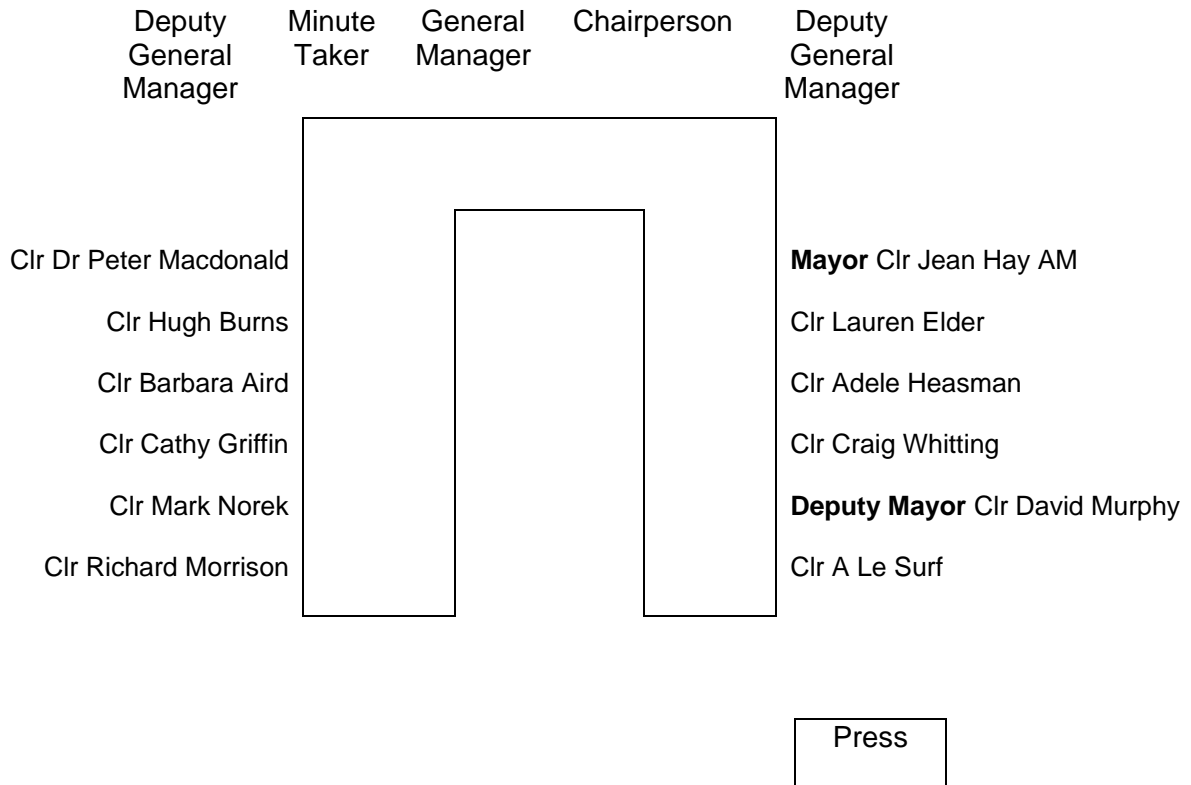
Monday 11 October 2010

Commencing at 7:30:00 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*

Seating Arrangements for Meetings



Public
Addresses

Public Gallery

Chairperson: The Mayor, Cllr Jean Hay AM
Deputy Chairperson: Deputy Mayor Cllr David Murphy

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QUESTIONS WITHOUT NOTICE**MATTERS OF URGENCY**

(In accordance with Clause 241 of the Local Government (General) Regulations, 2005)

CLOSED SESSION**CONFIDENTIAL COMMITTEE OF THE WHOLE**

Environmental Services Division Report No. 30

Tender T2011/03 for the Supply and Delivery of Two Garbage Compactor Vehicles

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) (d) of the Local Government Act, 1993, on the grounds that the report contains commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret.

Corporate Services Division Report No. 33

Tender for Cash Handling Services T2011/12

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) (d) of the Local Government Act, 1993, on the grounds that the report contains commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret.

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

TO: Ordinary Meeting - 11 October 2010
REPORT: Mayoral Minute Report No. 12
SUBJECT: Ombudsman's Final Report – Council's handling of complaints from two complainants
FILE NO:

Background

The NSW Ombudsman completed and delivered the above report to me on 8 September 2010 together with a request that I table it at a Council meeting. (Tabled)

The report investigates the council's handling of complaints made by two separate complainants over compliance and enforcement actions Council undertook in 2005 at two separate developments sites that were under construction at the time, and makes a number of recommendations which I will address in the motion of this Mayoral Minute.

Putting matters into perspective, I wish to point out to councillors that since 2001, when the development applications were first submitted for the sites in question, council processed more than 6000 development applications. I also wish to point out that the two sites had private certifiers appointed, one of whom was, in 2009, found guilty of unsatisfactory professional conduct by the Building Professional Board (the Board) involving a development he certified in 2004 and 2005. On appeal to the Administrative Decisions Tribunal (ADT), the ADT on 28 June 2010, affirmed the 2009 Decision of the Board.

Councillors are also aware as I am that since the Review of the DA process carried out in 2006, staff have systematically implemented processes improvements around development applications. These are continually being reviewed and monitored by staff and by the Department of Planning. As well as that, the role of the Office of Corporate Governance was broadened and strengthened around complaints management and resolution. Additionally, following a comprehensive review of records management by the General Manager, additional expertise and resources have also been allocated to digitise all new DA records and making them available online.

RECOMMENDATION

I move that Council:

1. Receive and note the report;
2. Acknowledge that Council processes have, can, and will be improved;
3. Note that many of the recommendations have already been fully, or partially completed;
4. Obtain independent legal advice on the ex-gratia payment and apology recommendations;
5. Subject to legal and consultant's advice and financial and budgetary considerations, implement the recommendations of the report;
6. Establish a Councillor Working Group, to include the external consultant, to monitor the progress of implementation of the recommendations of the Report and accordingly provide feedback to the Ombudsman, and
7. Express confidence in the General Manager and staff.

ATTACHMENTS

AT- 1 Ombudsman's Final Report (FOR TABLING)

OM111010MM_2

***** End of Mayoral Minute Report No. 12 *****

TO: Ordinary Meeting - 11 October 2010
REPORT: Mayoral Minute Report No. 11
SUBJECT: Surf Life Saving – Australian Championships 2013 – 2014
FILE NO:

I Move that Council provide whatever support that is needed to assist our local SLS Clubs in their bid to secure the hosting of the 2013/14 Surf Life Saving Australian Championships for the Northern Beaches, and in concert with Warringah and Pittwater, lobby the organizing committee to select our beaches to host this major and culturally significant event.

Summary

Council has been invited to support a co-ordinated bid by the 21 clubs of Surf Life Saving Sydney Northern Beaches to host the 2013/14 Australian Championships on the Northern Beaches.

This is a nationally and internationally significant event on the SLS calendar and would be of great benefit to the communities of the Northern Beaches and therefore deserves the support of all three Northern Beach Councils, indeed all beachside councils in NSW, to secure the event for New South Wales, and the Northern Beaches.

RECOMMENDATION

I Move that Council provide whatever support that is needed to assist our local SLS Clubs in their bid to secure the hosting of the 2013/14 Surf Life Saving Australian Championships for the Northern Beaches, and in concert with Warringah and Pittwater, lobby the organizing committee to select our beaches to host this major and culturally significant event.

ATTACHMENTS

There are no attachments for this report.

OM111010MM_1

***** End of Mayoral Minute Report No. 11 *****

TO: Ordinary Meeting - 11 October 2010
REPORT: Notice of Motion Report No. 47
SUBJECT: Proposed review of the Code of Practice for Personal Trainers
FILE NO:

Councillor Craig Whitting will move:

That Manly Council reviews the Code of Practice for Personal Trainers with the intention of amending it to reduce the noise problem local residents are experiencing during the early mornings and evenings. All amendments to be enforced by Council.

Background

We all wouldn't mind losing a few pounds but the exercise habit of punching bags along Manly's beachfront early mornings and late evenings is ruining numerous residents' sleeping routines and their quality of life balance.

The challenge is respect for the local residents as well as allowing personal training services. The key is choosing where and when training is appropriate on our beaches and reserves.

RECOMMENDATION

That the Notice of Motion be submitted for consideration.

ATTACHMENTS

There are no attachments for this report.

OM111010NM_1

***** End of Notice of Motion Report No. 47 *****

TO: Ordinary Meeting - 11 October 2010
REPORT: Notice of Motion Report No. 48
SUBJECT: Report on Fair Market Value for Footpath Leases in Manly CBD
FILE NO:

Councillor Hugh Burns will move:

That Council prepare a report on the current and future leasing of footpath space to adjacent premises within the Manly CBD area to be brought back to Council to assist determining future policy in this area.

Background

Council leases a number of footpath areas within the Manly CBD adjacent to restaurant proprietors/lessees. These are located in The Corso and particularly on South and North Steyne. These leased areas provide additional outdoor seating to the adjacent restaurants and enable the owners to serve a greater number of patrons and thus improve the commercial profitability of these businesses.

However, in comparison to the high commercial rents charged for shop premises in these premium CBD locations, Council's footpath lease rates appear a more economical method of obtaining table space than restaurants obtaining larger premises.

Manly Council continues to have a current policy of widening footpaths as part of current and future pedestrian activation strategies and this will continue to create footpath space which cafe, restaurant and hotel owners then seek to rent from Council (even attempting to force Council to lease such space via the Land and Environment Court in the Case of the New Brighton Hotel).

However, the question remains as to what is a fair pricing for the leasing of the footpath space and how should the return be divided between the business that directly benefits from the footpath lease and the wider community that is trading some footpath amenity (e.g. awning coverage, walking space and visual clutter) for income from the private benefit.

Additionally Council is expending ratepayers funds on such footpath upgrading and should be extracting fair return to Council and residents on the funds being invested in such upgrading, particularly if the public space is lost for private commercial use.

The report needs to include but not be limited to:-

- placing an economic value on the financial benefit to the adjacent premises owner of leased space per square metre in considering increased turnover and profitability of businesses.
- the comparable rental/capital cost of shop space actually used by the restaurants.
- the notional financial equivalent cost to the community in terms of loss public amenity (e.g. awning coverage) and space.
- the full economic cost to Council of creating the wider footpath space per square metre so as to be able to determine a fair contribution by means of rent of the capital cost of creating the footpath space privately used by the premises.
- a study of comparable charges and leasing costs charged by other metropolitan Councils particularly including City of Sydney, Mosman and Hornsby Councils.
- development of a standard lease which enables Council to have continuous effective control

Notice of Motion Report No. 48 (Cont'd)

over conduct within the leased areas.

- determining the typical cost of Council administering/enforcing each footpath lease including drawing up leases, lease administration (e.g. are rents generally paid on time or have to be chased) and monitoring compliance.
- identifying all problems, risks and liabilities to Council of leasing such footpath space.
- examining and considering if there are better options than leasing the space which might reduce the Council's administrative costs.

Some points of interest that may be considered are included in City of Sydney's draft Late Night Trading DCP on line at :-

<http://www.cityofsydney.nsw.gov.au/Council/OnExhibition/AmendmentsToTheLateNightTradingPremisesDCP.asp>

RECOMMENDATION

That the Notice of Motion be submitted for consideration.

ATTACHMENTS

There are no attachments for this report.

OM111010NM_2

***** End of Notice of Motion Report No. 48 *****

TO: Ordinary Meeting - 11 October 2010
REPORT: Notice of Motion Report No. 49
SUBJECT: Road Reserve Lease for 4 Peronne Avenue Clontarf
FILE NO:

Councillor Richard Morrison will move:

Subject to statutory provisions and the Manly Traffic Committee approval, and modifications to the front fence to improve visibility and sight lines that a 5 year road reserve lease be granted to 4 Peronne Avenue, Clontarf for an area no bigger than that currently defined by the existing unauthorised fence.

RECOMMENDATION

That the Notice of Motion be submitted for consideration.

ATTACHMENTS

There are no attachments for this report.

OM111010NM_3

***** End of Notice of Motion Report No. 49 *****

TO: Ordinary Meeting - 11 October 2010
REPORT: Notice of Rescission Report No. 4
SUBJECT: Notice of Motion 45 - Introduction of Late Night Rangers to ensure compliance to better protect public amenity
FILE NO:

Councillor Hugh Burns, Councillor Peter Macdonald, and Councillor Barbara Aird will move:

"That the Council's decision of 13 September 2010 being Notice of Motion No 45 in respect of Introduction of Late Night Council Rangers to ensure compliance to better protect public amenity be and is hereby rescinded."

The motion was lost on 13 September 2010 in the terms of:

MOTION (Burns / Aird)

That Manly Council introduce Late Night Council Rangers to ensure compliance to better protect public amenity.

For the Resolution: Councillors Whitting, Griffin, Aird and Burns
Against the Resolution: Councillors Elder, Heasman, Le Surf, Murphy and Morrison

If the above Notice of Rescission Motion is carried, it is proposed to move the following alternate motion:

"That Manly Council introduce Late Night Council Rangers to ensure compliance to better protect public amenity."

RECOMMENDATION

That the Notice of Rescission be submitted for consideration.

ATTACHMENTS

AT- 1 Notice of Rescission 2 Pages

OM111010NR_1

***** End of Notice of Rescission Report No. 4 *****

ATTACHMENT 1

Notice of Rescission Report No. 4 - Notice of Motion 45 - Introduction of Late Night Rangers to ensure compliance to better protect public amenity
Notice of Rescission



Manly Council

Council Offices 1 Belgrave Street Manly
PO Box 82 MANLY NSW 1655 AUSTRALIA
DX 9205 Manly www.manly.nsw.gov.au
Phone 02 9976 1500 Fax 02 9976 1400
Email: records@manly.nsw.gov.au



NOTICE OF RESCISSION

ABN 43 662 868 065

This notice should be signed by three (3) Councillors dated and delivered to the General Manager during the meeting at which the resolution to be rescinded is carried.

That the Council's decision of: Ordinary Meeting 13 September 2010
being Item No. NOM Report No 45 in respect of Introduction of Late Night Rangers to ensure compliance to better protect public amenity
be and is hereby rescinded.

Date: 5 Oct 2010

Councillor:

1. Hugh Burns

2. R. MACDONALD

3. B. AIRD

Signature:

Hugh Burns

R. MacDonald

B. Aird

If the above Notice of Rescission is carried, it is proposed to move the following alternate motion -

As per attached

Approved by  General Manager, Manly Council

Date

6/10/2010

13:30

late notice

TO: Ordinary Meeting - 11 October 2010
REPORT: Notice of Rescission Report No. 5
SUBJECT: Notice of Motion 39 - Manly Council Interim Tier 3 Complaint review procedure
FILE NO:

Councillor Hugh Burns, Councillor Peter Macdonald, and Councillor Barbara Aird will move:

“That the Council’s decision of 9 August 2010 being Notice of Motion 30 in respect of Manly Council Interim Tier 3 Complaint review procedure be and is hereby rescinded.”

The resolution passed on 9 August 2010 was in the terms of:

1/10 RESOLVED: (Heasman / Elder)

That Council write to the Ombudsman to progress the Draft 2008 Complaints Management Policy.

For the Resolution: Councillors Hay, Elder, Heasman, Whitting, Murphy and LeSurf

Against the Resolution: Councillors Burns, Griffin, Aird, Morrison and Norek

If the above Notice of Rescission Motion is carried, it is proposed to move the following alternate motion:

That:

- 1) Council is to finalise and adopt its Draft 2008 Complaints Management Policy document.
- 2) The policy is to be enhanced to include a new tier 3 Complaints review procedure as follows.
 - a) Council is to set up a Tier 3 Complaints Review Committee comprising two Councillors, the General Manager and a volunteer independent community representative, together with a staff member not involved in the administrative area connected with the complaint to minute any meetings.
 - b) The procedure for referring matters to the Tier 3 Complaints Review Committee is to be automatically activated by a written (email, letter or fax) request to the General Manager for a review of a matter or determination, but only after Tier 1 (face to face staff) and Tier 2 (Council Management staff review) have failed to satisfy the complainant or otherwise resolve the matter.
 - c) The Committee terms of reference are to be developed by the General Manager, senior staff and the Committee, and approved by the Committee.
 - d) At each hearing or meeting one of the Councillors is to Chair the hearing or meeting held, independently without bias or favour toward the complainant or Council staff.
 - e) Meetings are to be fully minuted and minutes are to be signed (certified) by the two Councillors to be an accurate record of the meeting proceedings, data, and agreed outcomes.
 - f) The Committee has the authority of the Councillors to require production of any Council record, file or information or statement that would reasonably, in the opinion of either Councillor, assist the investigation or resolution of the complaint being examined.

Notice of Rescission Report No. 5 (Cont'd)

- g) The outcome of the review procedure is to be an efficient and fair resolution of all matters placed before the Manly Council Complaints Review Committee, and at the end of considering each matter the Committee is to report to Council (as a whole) on the outcomes reached and make any recommendations it sees are required to improve the administration of Manly Council.

RECOMMENDATION

That the Notice of Rescission be submitted for consideration.

ATTACHMENTS

AT- 1 Notice of Rescission 2 Pages

OM111010NR_2

***** End of Notice of Rescission Report No. 5 *****

ATTACHMENT 1

Notice of Rescission Report No. 5 - Notice of Motion 39 - Manly Council Interim Tier 3 Complaint review procedure Notice of Rescission



Manly Council

Council Offices 1 Belgrave Street Manly
PO Box 82 MANLY NSW 1655 AUSTRALIA
DX 9205 Manly www.manly.nsw.gov.au
Phone 02 9976 1500 Fax 02 9976 1400
Email: records@manly.nsw.gov.au



6 OCT 2010

NOTICE OF RESCISSION

ABN 43 662 868 065

This notice should be signed by three (3) Councillors dated and delivered to the General Manager during the meeting at which the resolution to be rescinded is carried.

That the Council's decision of: Ordinary Meeting of 9 August 2010

being Item No. NOM Report No 39 in respect of Manly Council

Interim Tier 3 Complaint review procedure

be and is hereby rescinded.

Date: 5 Oct 2010

Councillor:

Signature:

1. Hugh Burns

Hugh Burns

2. P. MACDONALD

P. MacDonald

3. B. AIRD

B. Aird

If the above Notice of Rescission is carried, it is proposed to move the following alternate motion -

As per attached

Approved by General Manager, Manly Council

6 October 2010

Date

13:30

Late notice

TO: Ordinary Meeting - 11 October 2010
REPORT: General Managers Division Report No. 19
SUBJECT: Selection of a JRPP Representative
FILE NO:

REPORT

Council resolved on the Motion of Crs Griffin and Le Surf for a report on the nomination of a JRPP member to replace Deputy General Manager, Mr Clements, who resigned from the position on the Panel.

The selection criteria set down by the Minister for panel members are:

1. Senior level experience in dealing with multiple stakeholders
2. High level communication skills
3. Capability to drive high profile outcomes in a credible and authoritative manner
4. High level analytical skills, and
5. Knowledge of the assessment of complex developments and planning matters.

Additionally, a council nominated member must also possess high level of expertise in one or more of the following areas:

- Planning;
- Architecture;
- Heritage;
- The environment;
- Urban design;
- Land economics;
- Traffic;
- Law;
- Engineering, and
- Tourism

At the September meeting, Councillors put forward the Chair of MIAP as a possible replacement for Mr Clements on the JRPP.

RECOMMENDATION

That Council, subject to the agreement of the nominee, submit for the Minister for Planning's consideration and approval, the Chair of MIAP, the Hon. Paul Stein, QC, as Council's represent on the JRPP.

ATTACHMENTS

There are no attachments for this report.

OM111010GMO_1

***** End of General Managers Division Report No. 19 *****

TO: Ordinary Meeting - 11 October 2010
 REPORT: Item For Brief Mention Report No. 6
 SUBJECT: Items For Brief Mention
 FILE NO:

1. Consequential Amendment to the s94 Plan

As a consequence of legislative changes to Complying Developments, Council's s94 Plan needs to be amended to include the following section:

Complying Development Applications

Where an application is made to an accredited certifier for a complying development certificate;

- (a) The accredited certifier must impose a condition under section 94 requiring the making of a contribution in accordance with this plan;
- (b) The contribution must be only a monetary contribution
- (c) The amount of contribution shall be determined in accordance with the quantum specified in "Combined Section 94 Contributions" tables.

2. Complaints made to the General Manager

In the month of September and October 2010, the General Manager finalised the following complaint:

Received	Nature of complaint	Outcome	Finalised
June	Alleged misconduct by staff	Internal investigation in progress	October

3. Notice of Motions status report for the month of October 2010.

The following Notices of Motion are currently in progress.

Res No.	Meeting Date	Subject	Resolution	Status
156/10	13 Sep	Notice of Motion - Removal of Storm Water pipes along Manly Beach	That the General Manager provide an updated report on Council's earlier proposal to remove the storm water pipes along Manly Beach, including an analysis of economic and environmental effects.	In progress
152/10	13 Sep	Notice of Motion - East Region JRPP	A report be prepared on the options available for Manly Council's nominations for the East Region JRPP.	October OM

Item For Brief Mention Report No. 6 (Cont'd)

149/10	13 Sep	Notice of Motion - Manly Lagoon Rehabilitation	That Manly Council consider writing to the residents living in close proximity of Manly Lagoon to inform them of the commencement date of the sediment dredging. In addition to the letter, Manly Council initiates an interactive website that can provide the community with regular updates on Manly Lagoon's rehabilitation.	In progress with Warringah council. Website under construction.
132/10	9 Aug	Notice of Motion - Drinking Fountains for Dogs	That Council investigate the practicalities and cost of installing Dog Drinking Fountains in relevant areas in the Manly Local Government Area.	In progress.
131/10	9 Aug	Notice of Motion - Enhancements and Confirmation of Aspects of Council Records Management Policy	That Council bring back a report on the process and flowchart currently in place for record keeping by rangers and compliance staff.	October OM.
94/10	21 June	Notice of Motion - Membership of Sustainable Choice Program	5. Establishing a tracking system to monitor the scope and level of purchasing activity.	In progress.
			6. Council participation in the Sustainable Choice annual reporting questionnaire to record the scope and level of sustainable procurement taking place in NSW local government.	In progress.
			7. Staff participation in peer education forums, (workshops, etc) to facilitate increased levels of awareness of the benefits of sustainable procurement.	Training took place 29/09/10.
44/10	19 Apr	Notice of Motion - Manly Council to Investigate Resuming Provision of Street Lighting in the Manly Municipality	<p>That Council conducts an investigation and produces a report on the feasibility or taking over all or part of the street lighting in the Manly Municipality, currently run by Energy Australia at Council's expense.</p> <p>That such a report include but not be limited to the following items:</p> <ul style="list-style-type: none"> - Identification of possible areas to be taken over including staging options and outlining selection methodology/criteria, - Identification of any additional costs or savings from taking over these assets over say a 20 year term. - Consideration of whether the transfer would assist Council to make the street lighting installation more energy efficient and likely cost savings and environmental benefits from such a change. - Consideration of whether such a transfer would enable Council to place more lighting wiring underground to make selected areas more attractive and the installations less prone to damage. - Consideration of whether there would be further cost savings from undertaking the street lighting on a regional or 	In progress. Awaiting response from Energy Australia.

Item For Brief Mention Report No. 6 (Cont'd)

			SHOROC based scale.	
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RECOMMENDATION

1. That the s94 Plan be amended as outlined.
2. That the report be receive and noted.
3. That the report be receive and noted.

ATTACHMENTS

There are no attachments for this report.

OM111010IBM_1

***** End of Item For Brief Mention Report No. 6 *****

TO: Ordinary Meeting - 11 October 2010
REPORT: Report Of Committees Report No. 40
SUBJECT: Minutes for Adoption by Council - Special Purpose Committees - without recommendations of a substantial nature
FILE NO:

The minutes of the following Special Purpose Committee meetings are tabled at this meeting.

Minutes of Meetings for adoption without recommendations of a substantial nature.

- i) Sustainable Transport Committee – 29 July 2010
- ii) Human Services Planning and Policy Committee – 24 August 2010
- iii) Sister Cities Committee – 25 August 2010
- iv) Meals on Wheels Committee – 8 September 2010
- v) Manly Traffic Committee – 13 September 2010
- vi) Waste Committee – 15 September 2010
- vii) Sustainable and Economic Development and Tourism Committee – 16 September 2010
- viii) Art and Culture Committee – 21 September 2010

RECOMMENDATION

That the **Minutes of the following Special Purpose Committee Meetings be adopted:**

- i) Sustainable Transport Committee – 29 July 2010
- ii) Human Services Planning and Policy Committee – 24 August 2010
- iii) Sister Cities Committee – 25 August 2010
- iv) Meals on Wheels Committee – 8 September 2010
- v) Manly Traffic Committee – 13 September 2010
- vi) Waste Committee – 15 September 2010
- vii) Sustainable and Economic Development and Tourism Committee – 16 September 2010
- viii) Art and Culture Committee – 21 September 2010

ATTACHMENTS

There are no attachments for this report.

OM111010RC_1

***** End of Report Of Committees Report No. 40 *****

TO: Ordinary Meeting - 11 October 2010
REPORT: Report Of Committees Report No. 41
SUBJECT: Minutes for adoption by Council - Sports Facilities Committee - 3 September 2010
FILE NO:

This report was dealt with at the Sports Facilities Committee meeting of 3 September 2010 and was listed as a Recommendation in those minutes. The item is hereby submitted to the Ordinary Meeting, together with the minutes for formal adoption by Council.

1. ITEM 6 REPORT: North Head Plan Of Management Update

A Plan of Management for the former School of Artillery site at North Head was adopted in 2006. The Sydney Harbour Federation Trust plans for North Head are for the creation of a Sanctuary, in which natural and cultural heritage values of the environment are conserved.

The long nosed bandicoots are an endangered community which inhabits the area and the survival of the community is a paramount consideration in the sanctuary. The Management Plan therefore states that the uses of the oval are subject to the recommendations regarding the management of the long nosed bandicoots.

A revised Management Plan is being prepared. In the revised Plan the proposed uses for the oval remain unchanged from the existing plan, which is to retain the oval as open space with the use and treatment subject to the Bandicoot Recovery Plan.

The plan does not reflect any versatility with regard to other uses.

The Committee discussed this item further and felt that there has not been any real consultation with Council on this Plan of Management. There has not been any real consideration of community usage of areas such as the sporting field. The Committee felt that the review has recommended the same previous outcomes.

RECOMMENDATION

That the minutes of the Sports Facilities Committee meeting on 3 September 2010 be adopted including the following item:

1. ITEM 6 REPORT: North Head Plan Of Management Update

That:

1. The Committee request that the General Manager seek further negotiations with the Sydney Harbour Federation Trust in order to open communication lines with the Trust to facilitate a more versatile approach to use of the area for the community.
2. That an onsite meeting be requested with the Trust to inspect the site and discuss the proposed plan.

ATTACHMENTS

There are no attachments for this report.

OM111010RC_2

***** End of Report Of Committees Report No. 41 *****

TO: Ordinary Meeting - 11 October 2010
REPORT: Report Of Committees Report No. 42
SUBJECT: Minutes for adoption by Council - Manly Scenic Walkway Committee - 7 September 2010
FILE NO:

These reports were dealt with at the Manly Scenic Walkway Committee meeting of 7 September 2010 and were listed as a Recommendation in those minutes. These items are hereby submitted to the Ordinary Meeting, together with the minutes for formal adoption by Council.

1. ITEM 4 REPORT: Ellery's Punt Reserve Landscape Masterplan

Council's Landscape Architect addressed the meeting to present the Draft Plan. He outlined that the development of a Landscape Masterplan for Ellery's Punt Reserve is proposed to integrate improvements to the harbour edge addressing erosion and community concerns.

The main landscape elements proposed for upgrade are:

1. Formalise access to water for recreation uses.
2. Improve the visibility of the existing stormwater services to the water's edge.
3. Propose a solution to the current erosion of the existing sand embankment.
4. Investigate remaining heritage stonework and integrate this with the landscape upgrade of the foreshore.

These points were considered and solutions suggested in the draft Landscape Masterplan were presented and discussed during the meeting.

The Final Design of the Ellery's Punt Reserve Landscape Masterplan is being presented to the HFCM, Heritage, Access, MSW and LMUD committees during August-September 2010.

The Committee discussed the plan and came up with several suggestions.

2. ITEM 10 General Business

The Committee extended its thanks to Council for the Clontarf Pool dredging project and outlined that it has made a major difference to users of the pool.

The chair would like to change the date of the next meeting to the 16th November 2010 because of the conflict of other commitments on that date.

The Committee members did not have any objection to the proposed change.

RECOMMENDATION

That the minutes of the Manly Scenic Walkway Committee meeting on 7 September 2010 be adopted including the following items:

1. ITEM 4 REPORT: Ellery's Punt Reserve Landscape Masterplan

The Committee recommended to the General Manager that the following suggestions be considered for inclusion in the plan:

Report Of Committees Report No. 42 (Cont'd)

1. The informal path is incorporated into the design plan.
2. Continue the path to the steps below the bridge.
3. Link in pathways from Avona Crescent and Battle Boulevard.
4. Incorporate interpretive signage.
5. Look at the bigger picture of the surrounding area for a more holistic project.
6. Look at other seating possibilities.
7. Break the plan down into stages so project can be funded.

2. ITEM 10 General Business

- i) That the Committee extend their thanks to the General Manager and Council for the Clontarf Pool dredging project and outline that it has made a major difference to users of the pool.
- ii) The Committee request that the General Manager consider the change of the next meeting date from the 2nd November 2010 to the 16th November 2010 because of the conflict of commitments for the Mayor.

ATTACHMENTS

There are no attachments for this report.

OM111010RC_3

***** End of Report Of Committees Report No. 42 *****

TO: Ordinary Meeting - 11 October 2010
REPORT: Report Of Committees Report No. 43
SUBJECT: Minutes for adoption by Council - Community Safety Committee - 9 September 2010
FILE NO:

These reports were dealt with at the Community Safety Committee meeting of 9 September 2010 and were listed as a Recommendation in those minutes. The item is/these items are hereby submitted to the Ordinary Meeting, together with the minutes for formal adoption by Council.

1. ITEM 4 Report – Section 79 Disturbance Complaint

Following the recommendation from the meeting of 12 August 2010, a letter from Council's General Manager dated 13 August 2010 was sent to the Director, Compliance of NSW OLGR, with a copy to Minister Kevin Greene. The letter strongly requested that NSW Office of Liquor, Gaming and Racing attend a meeting in Manly to brief both Council and Manly Police on the methodology and the type of evidence required to satisfy the legal requirements for a Disturbance Complaint to be lodged and to be heard under Section 79 of the Liquor Act 2007.

A written response has not been received, however, a Communities NSW representative contacted Council on Wednesday 8th September 2010 to advise a response was being prepared.

A letter was also received from NSW OLGR by Council dated 27 August 2010 attaching a copy of correspondence to Manly Police. Council has been given 14 days to comment on the proposal of Manly Police to gather evidence covering the period 1 September 2010 to 31 January 2011.

Superintendent Darcy advised that he has written to NSW OLGR to state that for the Manly Police Section 79 Disturbance Complaint to proceed, this new data collection period is necessary.

The Member for Manly has tabled in Parliament the recent community petition calling for earlier closing times and has also addressed the Minister for Gaming & Racing in order to place a freeze on liquor licenses in Manly.

The Liquor Accord representative stated that NSW OLGR representatives had suggested a Section 79 might not be the best tool to use regarding a disturbance complaint. However, Superintendent Darcy stated that Manly Police submitted their Section 79 Disturbance Complaint in 2009 after close consultation with NSW OLGR representatives, and based on their advice that Section 79 of the Liquor Act 2007 was the most appropriate way to progress their complaint.

2. ITEM 5 Report – Manly Precinct Liquor Accord

Council attended a Manly Precinct Liquor Accord 'Stakeholder Briefing' arranged by Communities NSW on 23 August 2010.

A proposed boundary map was discussed in confidence. Communities NSW requested feedback on the proposed boundary map, and also completion of an Actions Table detailing strategies which Manly Council are involved in to address alcohol-related issues.

Council responded to Communities NSW on 31 August 2010 rejecting the proposed boundary by way of submission, attachments and also a completed Actions Table.

The main points provided by Council that the boundary proposed for the Manly Precinct Liquor Accord should be extended were:

- To include all licensed premises that trade past 10.00pm at night, in line with Council's DCP

Report Of Committees Report No. 43 (Cont'd)

for Late Night Venues, as all licensed premises play a role in potentially contributing towards alcohol-related issues in Manly, not just hotels.

- Should be in line with the proposed extension of the AFZ, and also include the reserves and beaches of East & West Esplanade, and the Ocean beachfront.
- This extended boundary was agreed upon at a meeting of the Manly Precinct Liquor Accord of 29 April 2010.
- To allow consistent enforcement (AFZ & Alcohol Consumption Prohibited Zones have different enforcement methods).
- The impact on residential amenity of late night pedestrian flows in/out of the CBD through streets of Manly.
- To include both Raglan Street and Belgrave Street taxi ranks and bus stops.

Communities NSW have also asked for an appropriate community representative that Council would like to nominate for the Director-General's consideration as a participant on the Manly PLA.

3. ITEM 12.3 General Business – Beach Lockers

Given the upcoming summer season, and the high rate of theft from person in Manly, the Committee was asked to consider the provision of beach lockers on the Ocean Beachfront. Data suggests that whilst theft during the daytime and from public places (e.g. the beach) is a problem, theft of personal property at night-time in licensed premises remains high. Council will work closely with Manly Police to consider a targeted campaign.

RECOMMENDATION

That the minutes of the Community Safety Committee meeting on 9 September 2010 be adopted including the following items:

1. ITEM 4 Report – Section 79 Disturbance Complaint

That Council write to NSW OLGR supporting the proposal by Superintendent Darcy of Manly Police to collect evidence from 1 September 2010 until 31 January 2011 in support of the Manly Police Section 79 Disturbance Complaint.

2. ITEM 5 Report – Manly Precinct Liquor Accord

That Council advise the Director General of Communities NSW that the Community Safety Committee recommends Ray Mathieson (with Richard Wallace as a substitute on the unavailability of Mr Mathieson) for consideration as a community representative on the Manly Precinct Liquor Accord.

3. ITEM 12.3 General Business – Beach Lockers

That the General Manager consider seeking Expressions of Interest for a beach locker service to operate on the Ocean Beachfront for the 2010/2011 summer season.

ATTACHMENTS

There are no attachments for this report.

OM111010RC_4

***** End of Report Of Committees Report No. 43 *****

TO: Ordinary Meeting - 11 October 2010
REPORT: Corporate Services Division Report No. 31
SUBJECT: Report on Council Investments as at 31 August 2010
FILE NO:

SUMMARY

In accordance with clause 212 of the Local Government (General) Regulation 2005, a report setting out the details of money invested must be presented to Council on a monthly basis.

The report must also include certification as to whether or not the Investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

REPORT

Council is required to report on a monthly basis, all invested funds which have been made in accordance with the Local Government Act 1993, The Local Government (General) Regulation 2005, and Council's Investment Policy.

Attached is the report of the bank balances and investment performance for August 2010.

Certification – Responsible Accounting Officer

I hereby certify that the investments listed in the attached report have been made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy.

Investment Performance

The Investment Report shows that Council has total Investments of \$18,003,480, comprising a combined Bank Balance of \$3,994,177; and Investment Holdings of \$10,959,302 directly managed and \$3,050,000 externally managed.

Investments overall performed above the 90 day average Bank Bill Swap Rate (BBSW) for the month providing a return of 4.94% (*Council Benchmark = 4.74% - benchmark is 90 day average BBSW*)

The reduced interest returns for August are a result of several investments not paying interest coupons and initiating capital guarantee mechanisms to protect the investment. These include Emu Note (Dresdner Bank), ANZ Climate Change Trust, and Lehman Bros Zircon (Coolangatta) and Beryl (Global Bank Note).

Lehman Brothers Australia (Grange) Portfolio Performance

Return on Lehman Brothers Australia Limited (Grange) Managed Funds since inception was 6.63%, less than the benchmark UBSWA Index of 5.63% (for the month of August 2010 the monthly return was 0.44% above the benchmark UBSWA Index). Whilst the current market value of these investments (included in the report for information) shows a reduction in the value and the returns reported by Lehman Brothers Australia (Grange) indicate a return below benchmark, it is important to note that the Investments are recorded by Council at their original principal face value, and there would be no erosion of Council's initial capital investment if the investment continues to be held at the present time to maturity.

Corporate Services Division Report No. 31 (Cont'd)**Movements in Investments for the Month of August 2010****Investments Made**

<u>Issuer</u>	<u>Particulars</u>	<u>Face Value</u>
Credit Union Australia	Term Deposit	\$500,000.00
ING Direct Limited	Term Deposit	\$453,044.00
ING Direct Limited	Term Deposit	\$445,550.00

Investments Matured

<u>Issuer</u>	<u>Particulars</u>	<u>Face Value</u>	<u>Redeemed Value</u>
Longreach Series 30 Note	Structured Note	\$500,000.00	\$445,550.00
Community CPS Credit Union	Term Deposit	\$500,000.00	\$500,000.00

Comment

Investments held in the Longreach Series 30 Socially Responsible Notice and the Westpac Ethical Note were redeemed early as these investments are no longer paying coupons. Whilst this did result in an initial loss on the face value of the investment, the funds have been invested in term deposits at a higher rate of interest, which over the remaining life of the investment will result in a net positive gain to Council.

RECOMMENDATION

That: the statement of Bank Balances and Investment Holdings as at 31 August, 2010 be received and noted.

ATTACHMENTS

AT- 1 Investment Report August 2 Pages

OM111010CSD_1

***** End of Corporate Services Division Report No. 31 *****

ATTACHMENT 1

Corporate Services Division Report No. 31 - Report on Council Investments as at 31 August 2010

Investment Report August

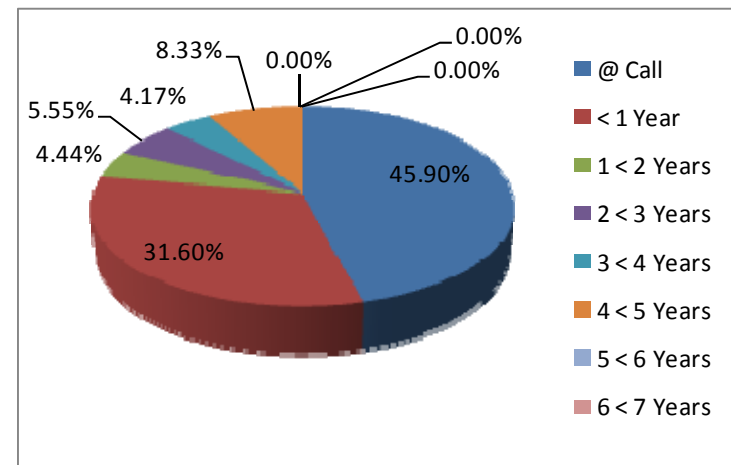
MANLY COUNCIL INVESTMENT PORTFOLIO as at 31 August 2010									
	Form of Investment	Investment in AUS\$	Market Val	Percentage of Portfolio	S & P Rating	Date Invested	Call/Maturity Date	Investment Returns Interest Rate	Interest Accrual YTD August 2010
Directly Managed Funds									
Trading Account									
CBA Trading Account	Cash	3,994,177	3,994,177	22.19%	AA-	.	.	3% ⁽³⁾	\$ 6,223 \$ 3,238
Others									
Emu Note - Dresdner Bank	Structured Note	500,000	378,400	2.78%	AAA	25/10/2005	13/12/2012	0.00%	\$ - \$ -
ANZ Climate Change Trust	Structured Note	500,000	426,170	2.78%	AA	21/12/2007	21/12/2013	0.00%	\$ - \$ -
Greater Building Society	Term Deposit	571,268	571,268	3.17%	BBB+	7/03/2010	3/09/2010	6.00%	\$ 5,822 \$ 2,911
Community CPS Credit Union	Term Deposit	500,000	500,000	2.78%	Cr Union	29/06/2010	28/09/2010	6.08%	\$ 5,164 \$ 2,582
Bank of Queensland	Term Deposit	500,000	500,000	2.78%	BBB+	29/06/2010	22/12/2010	6.21%	\$ 5,274 \$ 2,637
Police and Nurses Credit Union	Term Deposit	500,000	500,000	2.78%	Cr Union	29/06/2010	27/09/2010	5.94%	\$ 5,045 \$ 2,522
Credit Union Australia	Term Deposit	500,000	500,000	2.78%	Cr Union	30/06/2010	28/10/2010	6.00%	\$ 5,096 \$ 2,548
Credit Union Australia	Term Deposit	500,000	500,000	2.78%	Cr Union	23/08/2010	21/02/2011	6.18%	\$ 677 \$ 677
Bank of Queensland	Term Deposit	500,000	500,000	2.78%	BBB+	5/07/2010	30/06/2011	6.30%	\$ 4,919 \$ 2,675
Adelaide and Bendigo Bank	Term Deposit	719,877	719,877	4.00%	BBB+	5/07/2010	30/06/2011	6.20%	\$ 6,970 \$ 3,791
Suncorp Metway	Term Deposit	500,000	500,000	2.78%	AA	6/07/2010	30/06/2011	6.30%	\$ 4,919 \$ 2,675
ING Direct Limited	Term Deposit	453,004	453,004	2.52%	A	23/08/2010	23/02/2011	6.36%	\$ 631 \$ 631
ING Direct Limited	Term Deposit	445,550	445,550	2.47%	A	23/08/2010	23/02/2011	6.36%	\$ 621 \$ 621
LGFS Fixed Out-Performance Cash Fund	@ Call	56,987	56,987	0.32%	AA-	At call	At call	5.39%	\$ 515 \$ 253
LGFS Ethical Fund	@ Call	31,580	31,580	0.18%	A	At call	At call	5.11%	\$ 338 \$ 53
Macquarie Cash Management Account	@ Call	212	212	0.00%	AAA	At call	At call	3.53%	\$ 4,768 \$ 1
Commonwealth Bank	@ Call	4,180,824	4,180,824	23.22%	AA-	At call	At call	4.00%	\$ 21,940 \$ 15,349
Total		10,959,302	10,763,872	60.87%					
Total Directly Managed Funds		14,953,480	14,758,049						
Lehman Brothers Australia (Grange) Managed Funds (All in AUS\$)									
Approved Deposit Institutions (Bank)									
HSBC	Floating Rate Note	500,000	498,320	2.78%	AA	20/03/2007	22/09/2011	5.18%	\$ 4,399 \$ 2,200
Total		500,000	498,320	2.78%					
Interest Bearing Securities (Non Bank)									
Magnolia (Flinders)	Floating Rate CDO	300,000	258,735	1.67%	BB	20/03/2007	20/03/2012	6.40%	\$ 3,226 \$ 1,613
MAS6-7 (Parkes IIA)	Floating Rate CDO	500,000	22,975	2.78%	CCC-	20/03/2007	20/06/2015	6.95%	\$ 5,839 \$ 2,919
Heli0308 (Scarborough)	Floating Rate CDO	250,000	18,185	1.39%	CCC-	21/06/2007	23/06/2014	6.74%	\$ 2,832 \$ 1,416
Corsair (Torquay)	Floating Rate CDO	500,000	8,290	2.78%	CCC-	20/03/2007	20/06/2013	6.55%	\$ 5,503 \$ 2,751
Zircon (Coolangatta)	Floating Rate CDO	500,000	380,000	2.78%	B+	20/03/2007	20/09/2014	0.00%	\$ - \$ -
Beryl (Global Bank Note)	Floating Rate Note	500,000	470,000	2.78%	B-	3/04/2007	20/09/2014	0.00%	\$ - \$ -
Total		2,550,000	1,158,185	14.16%					
Total Grange Managed Funds		3,050,000	1,656,505	16.94%					
Retired Investments									\$ 9,831 \$ 2,612
TOTAL PORTFOLIO		18,003,480	16,414,554	100.00%				4.94%	\$ 110,552 \$ 56,676
BENCHMARK								4.74%	
Notes:									
1 Benchmark is 90 day Average BBSW									
2 CDO - Collateralised Debt Obligation									
3 Balances less than \$250,000 earn 3%, \$250,000 to \$499,999 earn 3.25%, \$500,000 to \$750,000 earn 3.5% & greater \$750,000 earn 3.75%									
4 CBA Trading & At Call accounts not included in the monthly portfolio return calculation									
In 2008 Council's Portfolio was written down from Face Value to its Market Value by \$2.2million. Since then there has been partial recovery of some write downs and overall there has been no further deterioration in Council's Portfolio Market Value									

ATTACHMENT 1

Corporate Services Division Report No. 31 - Report on Council Investments as at 31 August 2010

Investment Report August

Summary by Credit Rating		No.
AAA	2.78%	2
AA	8.33%	3
A	5.17%	3
AA-	45.72%	3
BBB+	12.73%	4
BBB-	0.00%	0
BB	1.67%	1
B+	2.78%	1
B-	2.78%	1
CCC-	6.94%	3
Credit Union	11.11%	4
	100.00%	25



TO: Ordinary Meeting - 11 October 2010
REPORT: Corporate Services Division Report No. 34
SUBJECT: Draft Complaints Management Policy
FILE NO:

SUMMARY

This report makes recommendation that Council's gives public notice of its intention to adopt the draft Complaints Management Policy.

REPORT

Council's are required to adopt a Complaints Management Policy.

Council's current Complaints Management Policy was adopted by Council at it's Ordinary Meeting of 26 October 1998, and amended in August 1999 and May 2000.

Following the release of a Practice Note by the Department of Local Government on Complaints Management in Councils in 2007 (revised in July 2009), Council reviewed its' Complaints Management Policy which resulted in the attached draft Complaints Management Policy dated September 2010.

It is recommended that the draft Complaints Management Policy be placed on public exhibition for 28 days, in accordance with the requirements of the Local Government Act, 1993.

RECOMMENDATION

That:

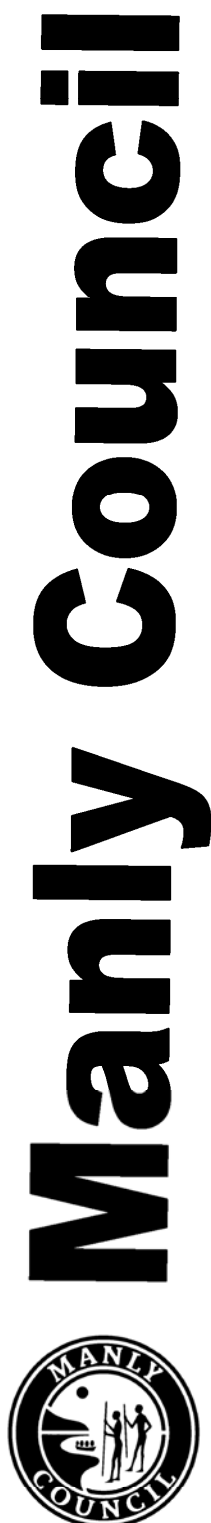
1. The draft Complaints Management Policy be endorsed,
2. The draft policy be placed on public exhibition for a period of 28 days in accordance with the Local Government Act, 1993.

ATTACHMENTS

AT-1	Draft Complaints Management Policy	7 Pages
AT-2	Division of Local Government - Practice Note 9: complaints Management in Councils July 2009 (FOR TABLING)	73 Pages

OM111010CSD_4

***** End of Corporate Services Division Report No. 34 *****



DRAFT
Complaints Management Policy

September 2010

Corporate Services Division Report No. 34 - Draft Complaints Management Policy
Draft Complaints Management Policy

Title: Complaints Management Policy

Policy No: MAN-POL-02

Keywords: Complaint, Formal Complaint, Complaint Lodgement, Complaint Review, Code of Conduct, Customer Service Charter

Responsible Officer: Manager, Corporate Governance

1.0 Purpose

The purpose of this policy is to provide a coherent and integrated system for the handling of complaints about Council administration and conduct of Council Officials. This policy is to be read in conjunction with the Manly Council Code of Conduct, Manly Council Customer Service Charter, relevant legislation and Manly Council's related procedures.

2.0 Principles

Council's Customer Service Charter and Code of Conduct establish the principles against which Council's standards of quality service may be measured. Customers have a right to expect that principles of economy, efficiency, effectiveness, fairness, impartiality, and responsiveness will underpin service delivery. When they believe that their expectations have not been met, the Customer has a right to expect that the Council will deal with their concerns in a professional, respectful and timely manner.

Manly Council has established a complaints handling system to ensure that complaints are responded to appropriately and in a respectful and timely manner with the aim of resolving customer concern and improving service delivery.

3.0 Scope

3.1 This policy applies to all Council officials.

4.0 Responsibilities

- 4.1 All council staff are responsible for the delivery of quality customer service.
- 4.2 All council officials are responsible for ensuring compliance with this policy and related legislation and procedures.
- 4.3 The General Manager will nominate specific staff responsible for handling complaints made under this policy. Such staff are responsible for investigating complaints, recommending outcomes and appropriate method(s) of redress to the General Manager.
- 4.4 The General Manager is responsible for dealing with serious or difficult complaints which have been escalated to him or her as per the provisions of this policy.
- 4.5 The Conduct Review Committee is responsible for the investigation of Code of Conduct complaints about the General Manager, the Mayor or Councillors.

DRAFT
Complaints Management Policy
Date of Issue: 1 October 2010

MAN-POL-02
Page 2 of 8

Corporate Services Division Report No. 34 - Draft Complaints Management Policy
Draft Complaints Management Policy

4.6 The responsibility for the implementation of the Complaints Management Policy is with the Manager, Corporate Governance.

4.7 The owner of the Complaints Management policy is the General Manager.

5.0 Definitions

Complaint

A complaint is an expression of dissatisfaction with the Council's policies, procedures, charges, staff, agents, or quality of service. A complaint may relate to a specific incident or issue involving Council, or to matters of a more philosophical or general nature regarding Council's processes and/or procedures.

Conduct Review Committee

The Conduct Review Committee is appointed by resolution of Council as persons independent of Council to act as reviewers into complaints made under clause 11.1 of the Manly Council Code of Conduct.

Council official

Council officials include Councillors, member of council staff and delegates of Council. A delegate of Council is a person or body to whom a function of Council is delegated, such as staff, Councillors, community representatives, volunteers, consultants and contractors.

Formal Complaint

Formal complaints are those that are of a serious nature such as those described in Clause 6.9 "Complaints Involving Allegations of Maladministration or Corrupt Conduct".

Malicious Complaints

A complaint made for the purpose of hurting another person (their career, their reputation or their livelihood).

Vexatious Complaints

Complaints that are not supported by any evidence and there is other evidence to suggest that the complaint was made primarily for the purpose of causing annoyance.

6.0 Implementation

6.1 Lodging Complaints

Complaints may be lodged with Council in the following ways:

- By telephone;
- In person;
- In writing including by facsimile, email or other electronic means

6.2 Anonymous Complaints

Anonymous complaints will not be pursued unless they can be independently corroborated. Where an anonymous complaint has been independently corroborated, such cases will be dealt with in a similar manner to complaints where the complainant is known to Council except where there is a statutory requirement for identification of the complainant.

Corporate Services Division Report No. 34 - Draft Complaints Management Policy
Draft Complaints Management Policy

6.3 Recording of Complaints

All complaints received by Council will be recorded in Council's electronic document management system as either a "complaint" or "formal complaint" and linked to associated workflows.

For the purpose of recording Formal Complaints, i.e. those that are of a serious nature such as those described in Clause 6.9, "Complaints Involving Allegations of Maladministration or Corrupt Conduct" must be identified as a "formal complaint" in the "confidential" holding of Council's document management system.

Staff must distinguish between a complaint and a request for service. Where a customer is requesting a service and there is no prior indication of failure to provide that service to the customer, the request will be recorded in the 'customer action request system' as a standard service request.

6.4 Complaint Handling

Tier 1: Frontline complaint handling

Staff will, within the scope of their delegation of authority, endeavour to resolve issues the subject of complaints at the first point of contact and record their actions and the resolution of issues in Council's document management system as per Clause 6.3 above.

Complainants will be encouraged to use all existing Council procedures to resolve their issue. Nothing in this policy prevents such a complaint being referred back to the appropriate service department for resolution.

Tier 2: Internal review Should such a referral be considered inappropriate or fail to resolve the complaint, or the outcome be regarded as unsatisfactory to the complainant, the complaint will be reviewed by the member of staff nominated by the General Manager as the Manager, Corporate Governance and then to the General Manager for further review if appropriate.

Tier 3: External review

In circumstances where these internal processes are unable to resolve a complaint or satisfy the complainant, Council may refer the complaint to an appropriate external agency or any independent alternative dispute resolution process for review. External agencies may include the NSW Ombudsman's Office, the Independent Commission Against Corruption or the Department of Local Government.

Additionally, the General Manager has an obligation to refer any complaints regarding pecuniary interest matters to the Director General of the Department of Local Government and such complaints should not be dealt with by Council's conduct review committee/reviewer.

Also, if the General Manager reasonably suspects that a councillor has not complied with the provisions of the Code of Conduct relating to the disclosure of political donations or the manner of dealing with any perceived conflict of interest in relation to political donations, the General Manager is to refer the matter to the Director-General of the Department of Local Government at first instance and they should not be dealt with by Council's conduct review committee/reviewer.

6.5 Communication with Complainant

Within five working days of receipt of a complaint, in circumstances where a complainant has provided his/her name, address and contact details, the staff member responsible for handling the complaint will provide acknowledgement of receipt of the complaint to the complainant. Such acknowledgement may be by telephone or in writing, as appropriate, and

Corporate Services Division Report No. 34 - Draft Complaints Management Policy
Draft Complaints Management Policy

details of this contact will be recorded against the complaint in Council's electronic document management system.

The staff member responsible for handling the complaint will ensure that the complainant is kept informed of progress regarding investigation and resolution of the complaint.

The staff member responsible for handling the complaint will provide written advice to the complainant as to the outcome of investigations. Where appropriate, an offer of redress will be made and the complainant will be advised of any measures taken to minimise chances of the issue(s) underlying the complaint occurring again.

6.6 Confidentiality

Council will ensure that confidentiality is maintained in regard to complaints received. Staff receiving and recording complaints alleging corrupt conduct, pecuniary interest, maladministration or improper use of position must ensure that all allegations contained therein are not discussed other than with the Co-ordinator - Customer Support Services and/or Manager, Corporate Governance. Council will take all care that reporting of complaints about Council activities will not result in the complainant experiencing any form of victimisation or retribution as a result of the complaint.

6.7 Alternative Dispute Resolution

Council may seek to use alternative dispute resolution methods to resolve the complaint in circumstances where the Manager, Corporate Governance deems such a course of action to be appropriate.

Mediation is a widely recognised technique of resolving disputes and may be considered where:

- the parties will have an ongoing relationship
- the dispute is long-standing or likely to escalate
- alternative redress (e.g. investigation or litigation) is likely to be costly in time and resources
- public interest is served by having the dispute resolved promptly, efficiently and economically.

6.8 Options for Redress

There are a number of options for redress that the Council can consider in order to respond to a complainant who has been detrimentally affected by the actions of the Council.

These options are covered in detail in the NSW Ombudsman's The Complaint Handler's Tool Kit - Options for Redress. These options include:

- communication
- rectification
- mitigation
- satisfaction; and
- compensation

6.9 Complaints Involving Allegations of Maladministration or Corrupt Conduct

All complaints alleging corrupt conduct, pecuniary interest, maladministration or improper use of position, including complaints made verbally or anonymously, are to be referred immediately and directly to the General Manager or the Manager, Corporate Governance. The provisions contained in Part 3 of the Manly Code of Conduct will be applied to any subsequent investigation and findings.

Corporate Services Division Report No. 34 - Draft Complaints Management Policy
Draft Complaints Management Policy

Under Section 11 of the ICAC Act 1988, the General Manager must report to the Independent Commission Against Corruption in circumstances where there is reasonable suspicion that corruption in any form has occurred within Council.

6.10 Complaints in Relation to Councillor and General Manager Conduct

All complaints alleging misconduct in relation to a Councillor (including the Mayor) must be reported in writing to the General Manager. A complaint alleging misconduct by the General Manager must be reported in writing to the Mayor. The provisions contained in Part 3 of the Manly Code of Conduct will be applied to any subsequent investigation and findings.

6.11 Malicious, Frivolous and Vexatious Complaints

All complaints received by Council will be treated with the utmost seriousness. However, if, following investigation, a complaint is found to be malicious, frivolous or vexatious, Council will take no further action on the complaint. A decision to take no further action on the complaint will be made on recommendation to the General Manager and the complainant will be informed in writing of the decision.

Council may, at its discretion, seek legal advice with respect to the implications of the suspected vexatious or malicious complaints. Where the complaints relate to a member(s) of staff, such legal advice will be made available to the affected staff member(s) on request.

Where the staff member believes that the nature of the complaint has impugned their professional or personal reputation, they must seek their own legal advice.

Where complaints against an individual staff member cause distress to the staff member, the staff member will be supported via the Employee Assistance Program.

6.12 Persistent Complainants

From time to time, the Council will encounter complainants who are persistent and write again and again to the point that Council's resources are unreasonably diverted. Where the complaints are about the same or similar issue(s) and the Council has either addressed or dismissed the issue(s) as being without substance, then an administrative control may be put in place to limit responses to future complaints.

Under these circumstances details of the number and nature of the complaints will be provided to a Divisional Manager or a Deputy General Manager who will make a recommendation to the General Manager that further correspondence and/or telephone contact is to be restricted. The General Manager will consider all the facts and issues of the individual case prior to acting on any recommendation(s). If a decision is made to endorse the recommendation, the General Manager will write to the complainant explaining the Council's intention not to acknowledge or respond to further correspondence on the matter(s) unless new information is provided that the Council considers warrants action. The complainant will be advised that future written material will be filed.

With respect to telephone calls, the complainant may be advised that their calls will only be taken during restricted times and then only by a specific person; or that no future phone calls will be accepted or interviews granted about the same matter.

6.13 Difficult Complainants

In cases where a complainant's behaviour is aggressive or threatening, e.g. the complainant:

- is consistently rude or abusive or makes threats to staff or third parties using Council services or on Council premises

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Complaints Management Policy
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- causes damage to Council property or threatens physical harm to staff or third parties

details of the aggressive or threatening behaviour are to be provided to the Divisional Manager who will make a recommendation to the General Manager that access to the Council is to be restricted. The General Manager will consider all the facts and issues of each case and may notify the complainant that they are not permitted to enter Council buildings for a period of time, that no phone calls will be accepted and that they may only correspond with council in writing. The General Manager will notify the complainant in writing of the nature and duration of restrictions placed upon them.

All threats of violence will be reported to the NSW Police.

7.0 Reporting

On a quarterly basis the Manager, Corporate Governance will provide reports to the General Manager on complaints received and subsequent follow-up action. Reports will provide the following information on each complaint:

- the issue at the centre of the complaint;
- the outcome of investigations in each instance;
- action taken to address complainants' issues;
- time taken to address complainant's issues;
- feedback from the complainant, where possible, as to satisfactory resolution of the complaint or otherwise;
- referral of the complaint to an external agency;
- recommendations or actions taken to improve service.

On a six monthly basis the General Manager will present a report to Council with details of complaints received and acted on for the preceding two quarters.

On an annual basis the Manager, Corporate Governance will prepare a statistical summary of complaints received for the statutory annual report.

8.0 Policy review

- 8.1 This policy is subject to regular review at a maximum interval of two years.
- 8.2 Any recognised change to relevant legislation; or directives or guidelines issued by agencies including the NSW Ombudsman and the Department of Local Government; or to Manly Council's related guidelines and procedures will activate an immediate review of this policy to ensure it remains current and aligned to best practice policies.

9.0 Relevant References & Legislation

Local Government Act 1993
NSW Ombudsman - The Complaint Handler's Tool Kit (2nd Edition)
NSW Ombudsman – Effective Complaint Handling
Department of Local Government - Practice Note 9: Complaints Management in Councils
Manly Council Code of Conduct
Manly Council Customer Service Charter
Manly Council guide to Ethical Behaviour
Manly Council Access to Information Guidelines

DRAFT
Complaints Management Policy
Date of Issue: 1 October 2010

MAN-POL-02
Page 7 of 8

ATTACHMENT 1

Corporate Services Division Report No. 34 - Draft Complaints Management Policy Draft Complaints Management Policy

10.0 Policy History

Minute No	Date of Issue	Action	Author	Checked by
	1 October 2010	Draft – Updated	DGM PPI	General Counsel

DRAFT
Complaints Management Policy
Date of Issue: 1 October 2010

MAN-POL-02
Page 8 of 8

TO: Ordinary Meeting - 11 October 2010
REPORT: Environmental Services Division Report No. 26
SUBJECT: Response to Notice of Motion 38 - Enhancements and Confirmation of Aspects of Council Records Management Policy
FILE NO:

SUMMARY

This report is a response to a Notice of Motion No.38 of the Ordinary meeting on Monday August 9, 2010. It seeks to provide Council with information pertaining to record keeping by rangers and compliance staff.

1/10 RESOLVED: (Griffin / Morrison)

That Council bring back a report on the process and flowchart currently in place for record keeping by rangers and compliance staff.

REPORT

A 'Records Management Policy' was adopted by Council in May 8, 2009. The Records Management Policy was created to ensure that full and accurate records of all activities and decisions of Manly Council are created, managed and retained or disposed of appropriately and in accordance with relevant legislation. This enables Council to meet its obligations for accountability while ensuring that it protects the rights and interests of Council, staff, clients and the community.

In June 3, 2009 the General Manager approved 'Business Administration Rules' developed by the Records Key User Group (RKUG) working in consultation with Council's records management consultant. This document sets out the basic day to day administration requirements for all Manly Council officials. It underpins the Records Management Policy and procedure requirements for organisational compliance with relevant record keeping standards. The document considers record keeping in specific areas such as email correspondence, facsimiles, letter writing, phone conversations and meetings.

Record keeping by all staff within Manly Council is undertaken in compliance with the aforementioned documents. A simple flow chart is attached outlining the process.

RECOMMENDATION

THAT the report be received and noted.

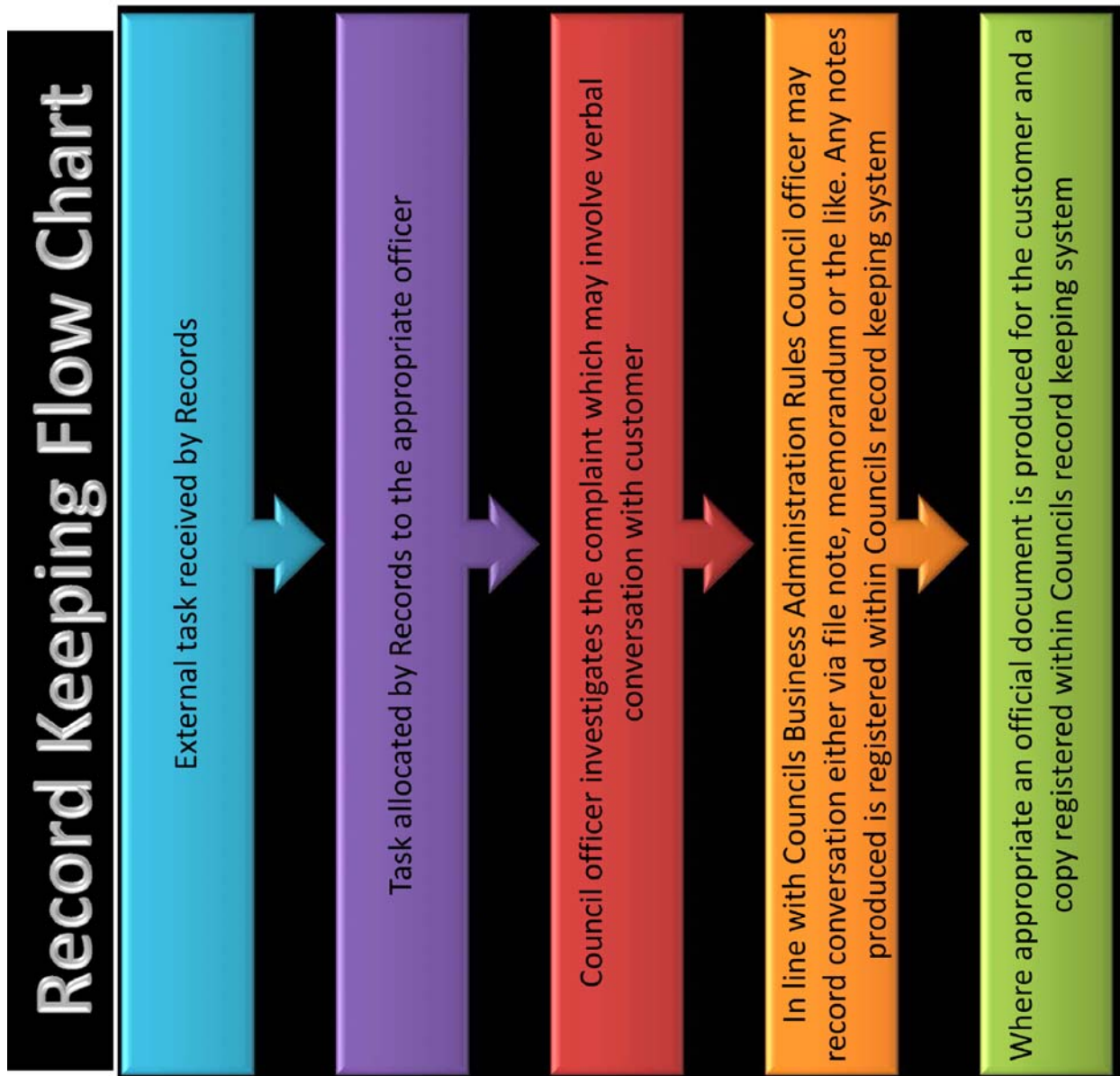
ATTACHMENTS

AT- 1 Record Keeping Flowchart 1 Page

OM111010ESD_3

***** End of Environmental Services Division Report No. 26 *****

**Environmental Services Division Report No. 26 - Response to Notice of Motion 38 -
Enhancements and Confirmation of Aspects of Council Records Management Policy
Record Keeping Flowchart**



TO: Ordinary Meeting - 11 October 2010
REPORT: Environmental Services Division Report No. 27
SUBJECT: Development Applications Being Processed During October 2010.
FILE NO:

SUMMARY

DEVELOPMENT APPLICATIONS BEING PROCESSED DURING OCTOBER 2010.

REPORT

The following applications are with the Town Planners for assessment.

46	2004	36-38 South Steyne	Section 96 Modification
77	2005	58 North Steyne	Referred to MIAP 21 October 2010
145	2005	4/11-27 Wentworth Street	Remove Brick wall and replace with windows to match existing
330	2006	76 Bower Street	Section 96 Modification
411	2006	36-38 South Steyne	Section 96 Modification
66	2007	11-27 Wentworth Street	Section 96 Modification
277	2007	67 Castle Circuit	Section 96 Modification
348	2007	33 Edgecliffe Esplanade	Section 96 Modification
370	2007	91 Gurney Crescent	Section 96 Modification
409	2007	11 Oyama	Alterations & Additions
421	2007	Manly Golf Club - Kenneth Road	Section 96 Modification
427	2007	2A West Street	Land Subdivision into 2 allotments and new driveway access
504	2007	68 Birkley Road	Section 96 Modification
505	2007	36-38 South Steyne	Section 96 Modification
532	2007	18 Cutler Road	Section 96 Modification
18	2008	38 Smith Street	Section 96 Modification
56	2008	15 Abernethy Street	Section 96 Modification
102	2008	150 Sydney Road	Section 96 Modification
105	2008	20 Montpellier Place	Section 96 Modification
106	2008	21 Montpellier Place	Section 96 Modification
107	2008	22 Montpellier Place	Section 96 Modification
108	2008	23 Montpellier Place	Section 96 Modification
109	2008	24 Montpellier Place	Section 96 Modification
110	2008	25 Montpellier Place	Section 96 Modification
111	2008	26 Montpellier Place	Section 96 Modification
145	2008	39A Cutler Road	Section 96 Modification
361	2008	11 Barrabooka Street	Section 96 Modification
390	2008	135 Condamine Street	Section 96 Modification
406	2008	76 Curban Street	Section 96 Modification

Environmental Services Division Report No. 27 (Cont'd)

446	2008	29 Adelaide Street	Part demolition and Alterations and Additions
13	2009	74 Castle Circuit	82A Review
24	2009	7 Marine Parade	Alterations & Additions to mixed use building
59	2009	45 Macmillan Street	Section 96 Modification
118	2009	5 Cliff Street	Section 96 Modification
146	2009	4 David Place	Section 96 Modification
180	2009	Manly Wharf	Hugos extended outdoor seating
258	2009	258 Sydney Road	Section 96 Modification
264	2009	24B Bungaloe Avenue	Section 96 Modification
269	2009	21 Allenby Street	Section 96 Modification
280	2009	30 Quinton Road	Section 96 Modification
301	2009	9 James Street	82A Review
306	2009	197-215 Condamine Street	Section 96 Modification
323	2009	48 Grandview Grove	Section 96 Modification
336	2009	62 Balgowlah Road	Section 96 Modification
365	2009	22 Denison Street	Demolition of existing and new 3 storey dwelling
388	2009	39 Peronne Avenue	Alterations and Additions and extended deck
389	2009	8 Woodland Street	Alterations and Additions
399	2009	2 Parkview	Section 96 Modification
402	2009	28 Alexander Street	Referred to MIAP 21 October 2010
11	2010	44 Alma Avenue	Partial demolition, Alterations and Additions, pool, cabana and landscaping
13	2010	48 North Steyne	Demolition of existing, new 5 storey mixed use
14	2010	1 Barrabooka Street	Alterations & Additions
16	2010	164 Condamine Street	Demolition of existing, excavation new 2 storey dwelling
22	2010	20 Cutler Road	Referred to MIAP 21 October 2010
33	2010	25A Cliff Street	Retaining wall and access stairs
37	2010	15 Bellevue Street	Alterations and Additions
42	2010	2 Linkmead Avenue	partial demolition and new three storey dwelling
57	2010	29A Quinton Road	Alterations and Additions and Single Garage
61	2010	44-46 Seaforth Crescent	Alterations and Additions
64	2010	3 Rignold Street	Alterations and Additions
67	2010	31 Seaforth Crescent	Demolition of existing, new 4 level dwelling
77	2010	71 Kangaroo Street	Referred to MIAP 21 October 2010
93	2010	8 Iluka Avenue	Alterations and Additions

Environmental Services Division Report No. 27 (Cont'd)

94	2010	18 Fisher Street	Alterations and Additions, carport and new driveway
104	2010	28 Seaforth Crescent	Demolition of existing and new 2 storey dwelling
107	2010	17-29 Roseberry Street	Demolition of existing and construction of Woolworths
111	2010	74 Lauderdale Avenue	Referred to MIAP 21 October 2010
112	2010	14 Lower Beach Street	Pool, deck and landscaping
120	2010	5 Bentley Street	Partial demolition and new 2 storey dwelling
122	2010	Manly Wharf	Security fencing and gates
123	2010	220 Sydney Road	Alterations and Additions
127	2010	36 Heathcliff Crescent	Alterations and Additions
128	2010	43 Judith Street	Alterations and Additions
129	2010	70 Seaview Street	Alterations and Additions
130	2010	36 Malvern Avenue	Section 96 Modification
133	2010	48 Rosedale Avenue	Front fence and garden shed
136	2010	1-3 The Crescent	Alterations and Additions to RFB
137	2010	13 Alexander Street	Alterations and Additions
140	2010	22 Seaview Street	Alterations and Additions
143	2010	44-46 Seaforth Crescent	Alterations and Additions
148	2010	22 Jackson Avenue	Referred to MIAP 21 October 2010
149	2010	16 Carey Street	Demolition, new 2 storey dwelling
151	2010	26 Ocean Road	Alterations and Additions
152	2010	29 Amiens Road	Alterations and Additions
153	2010	89 Addison Road	Alterations and additions
156	2010	East Esplanade - 16' Skiff Club	Alterations and additions
160	2010	411 Sydney Road	Alterations and additions
162	2010	27 Daintrey Street	Alterations and additions
164	2010	38 Alma Street	Alterations and additions
165	2010	14 Francis Street	Referred to MIAP 21 October 2010
167	2010	29 Adelaide Street	Demolition of existing and new 3 storey dwelling
168	2010	75 Bower Street	Partial demolition and new 2 storey dwelling
169	2010	1 Kanangra Crescent	Alterations and additions
170	2010	13 Ellery Parade	Alterations and additions
173	2010	25 Palmerston Place	Alterations and additions
175	2010	22 Kempbridge Avenue	Alterations and additions
176	2010	6 Upper Gilbert	Change of use to RFB
182	2010	70 Peronne Avenue	Alterations and additions
183	2010	151A Condamine Street	Alterations and additions

Environmental Services Division Report No. 27 (Cont'd)

185	2010	91 Wanganella Street	Demolition of existing, new 2 storey dwelling
186	2010	12 Phillip Avenue	Pool, deck and landscaping
188	2010	11 Barrabooka Street	Alterations and additions
189	2010	1 Jellicoe Street	Partial demolition and new 2 storey dwelling
190	2010	12 Smith Street	Alterations and additions
192	2010	19A West Street	Alterations and Additions
193	2010	29 Vista Avenue	Pool, deck and landscaping
195	2010	14 Richmond Road	Alterations and Additions
198	2010	4 Laura Street	Alterations and Additions
199	2010	88 Clontarf Street	Demolition of existing and new 2 storey dwelling
200	2010	14 Ellery Parade	Alterations and additions
202	2010	23 New Street	Alterations and Additions
203	2010	20 Carey Street	Swimming pool and fence
205	2010	4 Linkmead Avenue	Alterations and Additions
206	2010	15 Grandview Grove	Alterations and Additions
207	2010	105 Darley Road	Alterations and Additions
209	2010	36-38 South Steyne	Refurbishment and signage of the exiting three (3) level licensed premises
210	2010	62 Birkley Road	Alterations and additions
211	2010	110 Griffiths Street	Alterations and Additions
212	2010	69 Fairlight Street	Alterations and Additions
213	2010	62 Alexander Street	Alterations and Additions
214	2010	56 Francis Street	Alterations and Additions
215	2010	58 North Steyne	Two (2) projecting wall signs on existing Novotel Hotel
216	2010	13 North Harbour Street	Alterations and Additions
217	2010	34 Tabalum Road	Demolition and new 3 storey dwelling
218	2010	45 Lauderdale Avenue	Demolition of new 3 storey dwelling
219	2010	9 Boyle Street	Alterations and Additions to RFB
220	2010	20 Beatrice Street	Alterations and Additions
221	2010	25 Ponsonby Parade	Swimming Pool and landscaping
222	2010	37 Roseberry Street	Louvered pergola over existing deck at Belaroma Coffee Cafe
223	2010	171-173 Woodland Street	Alterations and additions to RFB
224	2010	2 Peacock Street	Alterations and Additions
225	2010	6 Old Sydney Road	Demolition and new 3 storey dwelling
226	2010	2 Cameron Avenue	Strata Subdivision into 4 lots
227	2010	17 Allenby Street	Alterations and Additions
228	2010	25 Vista Avenue	New 2 Storey dwelling
229	2010	24 Wakehurst Pkwy	Alterations and Additions
230	2010	22 Ashburner Street	Alterations and Additions to RFB

Environmental Services Division Report No. 27 (Cont'd)

232	2010	29 Sydney Road	Change of Use to Bar/Hotel fitout
233	2010	13 Allenby Street	Swimming Pool and landscaping
235	2010	40 Alma Street	Alterations and Additions
237	2010	21-25 Clifford Avenue	Alterations and Additions to RFB
238	2010	32 Maretimo Street	Alterations and Additions
239	2010	28 Victoria Parade	Demolition of existing garages and 6 new garages
240	2010	43 Jackson Street	Alterations and Additions to RFB
241	2010	35 Kangaroo Street	Alterations and Additions
242	2010	38 Augusta Road	Partial demolition of rear of dwelling and alterations and additions
243	2010	5 Marine parade	Change of use to small shop
244	2010	252 Sydney Road	Alterations and Additions
245	2010	35 Adelaide Street	Alterations and Additions
246	2010	4 Nield Avenue	Detached double garage with landscaped roof
248	2010	1 Marshall Street	Alterations and Additions
249	2010	43-45 North Steyne	Referred to MIAP 21 October 2010
254	2010	6 Montauban Avenue	Hardstand, elevated drive, access stairs
255	2010	57 Stuart Street	Alterations and Additions to RFB

The following applications are with Lodgment & Quality Assurance for advertising, notification or referral to appropriate parties.

169/2006 68 Beatrice Street, BALGOWLAH HEIGHTS 2093

Section 96 to modify approved Alterations and additions to existing dwelling including new carport and verandah

291/2007 85 New Street, CLONTARF 2093

Section 96 to modify approved Alterations and additions to dwelling including double garage to replace existing carport

193/2008 197-215 Condamine Street, BALGOWLAH 2093

Section 96 to modify approved Use of the identified floor areas within the Balgowlah Village Shopping Centre (Totem Site) for global non-food and non-health retail shops in relation to Condition ANS02

261/2009 122 Woodland Street, BALGOWLAH 2093

Section 96 to modify approved Construction of new carport, front fence and landscaping

216/2007 88 Bower Street, MANLY 2095

Two Dwellings on One Lot

247/2010 54 Balgowlah Road, BALGOWLAH 2093

Alterations and additions to an existing building including enclosure of an existing balcony

249/2010 43-45 North Steyne, MANLY 2095

Retractable awning for the shop front of China Beach Restaurant

250/2010 18A Whistler Street, MANLY 2095

Environmental Services Division Report No. 27 (Cont'd)

Change of use to a Beauty Salon and fitout – The Space Manly

251/2010 99 Griffiths Street, BALGOWLAH 2093
Carport and front fence

252/2010 8 The Crescent, MANLY 2095
Alterations and additions to an existing dwelling including first floor addition and rear extension

35/2004 8 The Corso, MANLY 2095
Section 96 to modify approved Demolition of existing buildings and Construction of a Coles Supermarket, Retail Shops and Residential Apartments

253/2010 23 Abernethy Street, SEAFORTH 2092
Alterations and additions to an existing dwelling including vergola over an existing deck

256/2010 26 Griffiths Street, FAIRLIGHT 2094
Alterations and additions to an existing dwelling including deck extension, front fence and retaining walls

257/2010 220 Pittwater Road, MANLY 2095
Alterations and additions to an existing Residential Flat Building(Duplex) including new garage, carport, roof terrace, cabana, front fence and landscaping

259/2010 11 Pine Street, MANLY 2095
Alterations and additions to an existing Residential Flat Building including second floor addition (attic style), balconies, deck, external stairs, internal alterations, new landscaping and modification to the existing Strata Title Plan

258/2010 65 Boyle Street, BALGOWLAH 2093
Alterations and additions to an existing Residential Flat Building(Duplex) including rear extension, decks, hardstand car parking spaces and landscaping

207/2009 21 Palmerston Place, SEAFORTH 2092
Section 96 to modify approved Alterations and additions to existing garage/ rumpus room including shower, toilet and bar sink

260/2010 4 Heathcliff Crescent, BALGOWLAH HEIGHTS 2093
Alterations and additions to an existing dwelling including rear extension and deck

261/2010 421 Sydney Road, BALGOWLAH 2093
Land Subdivision into two (2) lots of an approved Construction of two(2) x two (2) storey attached dwellings

194/2009 91 Curban Street, BALGOWLAH HEIGHTS 2093
Section 96 to modify approved Alterations and additions to existing dwelling including rear extension, double garage, swimming pool, new roof and landscaping

263/2010 49-51 Sydney Road, MANLY 2095
Change of use to a massage/beauty Salon, consolidation of two (2) shops into one (1), shop fitout and signage

264/2010 10 Addison Road, MANLY 2095
Construction of a two (2) storey dwelling with basement level(including garage), swimming pool, decks, pergola, front fence and landscaping

Environmental Services Division Report No. 27 (Cont'd)

265/2010 7 Battle Boulevard, SEAFORTH 2092

Alterations and additions to an existing dwelling including first floor extension and decks

106/2009 49 Seaforth Crescent, SEAFORTH 2092

Section 82A review of refused Partial demolition of existing dwelling and construction of a seven (7) level dwelling with double garage, roof top hard stand, swimming pool, terraces, pergola, balconies, family flat and landscaping

266/2010 21A Valley Road, BALGOWLAH HEIGHTS 2093

Alterations and additions to an existing dwelling including first floor addition, ground floor extensions and vergola over an existing deck

267/2010 36 Malvern Avenue, MANLY 2095

Alterations and additions to an existing semi-detached dwelling including basement storeroom

268/2010 104 Woodland Street, BALGOWLAH 2093

Swimming pool, retaining walls and landscaping

269/2010 4/4 Carlton Street, MANLY 2095

Alterations and additions to an existing Residential Flat Building including a first floor addition and internal alterations to Units 1, 2 and 4

270/2010 7A Castle Circuit, SEAFORTH 2092

Construction of a two (2) storey dwelling with double garage, decks, swimming pool and landscaping

262/2010 36 Lewis Street, BALGOWLAH HEIGHTS 2093

Partial demolition of existing and construction of a two (2) storey dwelling with double garage, decks, front fence, swimming pool and landscaping

271/2010 16 Bower Street, MANLY 2095

Alterations and additions to an existing dwelling including extension of garage, new room below existing deck, swimming pool, cabana, retaining walls, decks and landscaping

272/2010 7 Alto Avenue, SEAFORTH 2092

Alterations and additions to an existing dwelling including a rear extension and new louvered deck

273/2010 54 Upper Clifford Avenue, FAIRLIGHT 2094

Spa, deck, retaining wall, pergola and landscaping

274/2010 402 Sydney Road, BALGOWLAH 2093

Change of use to a Restaurant (Refreshment Room) and fitout on the ground floor – Sushi Bar

275/2010 23 Belgrave Street, MANLY 2095

Change of use to a Gym (Recreational facility), signage and fitout – Manly Fit

276/2010 37 Battle Boulevard, SEAFORTH 2092

Swimming pool, spa and landscaping

277/2010 9-15 Central Avenue, MANLY 2095

Change of use to a Restaurant (Refreshment Room) and fitout

278/2010 39 Gordon Street, CLONTARF 2093

Environmental Services Division Report No. 27 (Cont'd)

First Floor Addition

279/2010 9 Kitchener Street, BALGOWLAH 2093
Carport

280/2010 37 Peronne Avenue, CLONTARF 2093
First Floor Addition

RECOMMENDATION

THAT the information be noted.

ATTACHMENTS

There are no attachments for this report.

OM111010ESD_4

***** End of Environmental Services Division Report No. 27 *****

TO: Ordinary Meeting - 11 October 2010
REPORT: Environmental Services Division Report No. 28
SUBJECT: List of Appeals Relating to Development Applications During October 2010
FILE NO:

SUMMARY

Appeals relating to Development Applications during October 2010.

REPORT

DA #	LEC Class and #	Site		Date Appeal Lodged	Solicitor	Current Status
26/09	Class 1 10420/10	Bathers Pavilion	West Esplanade	26/03/10	Pikes	Hearing 20/10/10
526/07	Class 4 40533/10	65/ 7	Rignold Street/ Sandra Place	05/07/10	Pikes	Callover 29/10/10
13/10	Class 1 10584/10	46-48	North Steyne	27/07/10	HWL	S34 conference 07/10/10
252/09	Class 1 10733/10	36	Pacific Parade	15/09/10	Pikes	Callover 14/10/10

RECOMMENDATION

THAT the information be noted.

ATTACHMENTS

There are no attachments for this report.

OM111010ESD_5

***** End of Environmental Services Division Report No. 28 *****

TO: Ordinary Meeting - 11 October 2010
REPORT: Human Services And Facilities Division Report No. 13
SUBJECT: Proposed Extension to the Alcohol Free Zone in Manly CBD
FILE NO:

SUMMARY

This report details the proposal to extend the existing Alcohol Free Zone (AFZ) following the resolution of Council from the Ordinary Meeting of 9 August 2010 as identified in the attached Map (see Attachment 1).

Three submissions have been received regarding this extension (see Attachments 2 and 3). It is recommended that the boundary of the Alcohol Free Zone be extended as shown in the map at Attachment 1.

REPORT

Operation and purpose of the Alcohol Free Zone

Under the *Local Government Act, 1993* (Part 4 'Street Drinking', Sections 642-648), an Alcohol Free Zone covers public roads, footpaths and carparks. As per the map shown in Attachment 1, the AFZ in Manly covers the CBD. Manly's Alcohol Free Zone is currently in effect from 11 July 2010 until 11 July 2014.

The AFZ in Manly restricts the consumption of alcohol 24 hours a day, 7 days a week in that zone. The AFZ is an effective tool to assist both Council and Manly Police to manage public safety. The AFZ is regularly monitored, with particular attention given to the AFZ on the busy nights of Friday and Saturday nights, and on special events such as New Year's Eve and Australia Day.

Manly Police and authorized Council Rangers are empowered to confiscate alcohol that is in the possession of persons within the AFZ whom they believe either have been drinking or are about to drink alcohol within these zones.

Proposed extension to the Alcohol Free Zone

The Ordinary Meeting of 9 August 2010 resolved [128/10]:

"That Manly Council develops a proposal to extend the existing Alcohol Free Zone as a component of a broader campaign to reduce anti-social activities that are caused by the consumption of alcohol."

Streets to be incorporated into the Alcohol Free Zone by the extension will include:

- *West Esplanade to the Art Gallery at the intersection of Commonwealth Parade;*
- *West Promenade;*
- *Eustace Street;*
- *From Belgrave Street intersection along Sydney Road to the Eustace Street intersection and*
- *East Esplanade to Stuart Street intersection.*

That Council seeks the support of the State Government through its Hassle Free Nights program when developing the proposal."

Human Services And Facilities Division Report No. 13 (Cont'd)**Process undertaken to re-establish the Alcohol Free Zone**

An advertisement was placed in the Manly Daily on Saturday 21 August 2010 as public notice for the proposed extension calling for submissions by 20 September 2010. Posters were placed on Precinct and community notice boards and information made available on Council's website, at Manly Library and the Customer Service Counter. Over ninety liquor licensees whose premises border on, or adjoin or were adjacent to the AFZ boundary were also advised and invited to comment, as were the following key organisations and stakeholders:

- Manly Drug Education & Counselling Centre (MDECC)
- Northern Beaches Health Promotion
- Manly Local Area Command
- Metropolitan Land Council
- Royal Far West School
- St Mary's Primary School
- Manly Village Public School
- Manly Community Centre.

Submissions received regarding the proposed extension

- 1) Manly Police provided a submission (Attachment 3) in support of the extension of the AFZ.
- 2) Two submissions were received by email from members of the community and these submissions related to drinking alcohol in the Alcohol Consumption Prohibited Zones (ACPZ), and **not to the extension of the AFZ** (Attachment 2 submissions).

These two community objections were mainly directed towards the restriction imposed on local families wishing to have an alcoholic drink with a picnic at Manly Beach or the harbor foreshore. Manly Beach and East and West Esplanade Parks and beaches are outside of the AFZ, and are both designated Alcohol Consumption Prohibited Zones (ACPZs), as are most of Manly's other parks, beaches, ovals and reserves. ACPZs have different enforcement methods (on-the spot fines), and are covered under Section 632 of the *Local Government Act, 1993*. Whilst drinking in the circumstances mentioned (discretely in small family groups) rarely results in anti-social behaviour, Manly Police and authorised Council Rangers strive to fairly enforce both zones.

Reasons for Alcohol Free Zone & Alcohol Consumption Prohibited Zones

The Alcohol Free Zone and the Alcohol Consumption Prohibited Zones are used as an early intervention measure to prevent the escalation of irresponsible drinking which could potentially lead to more serious incidents.

Over the last decade, the Manly community has consistently lobbied Council to address alcohol-related anti-social behaviour in Manly. Manly has a particular problem with assaults which involve alcohol, as confirmed by the following:

- 72% of assaults (non DV related) in Manly in 2009 were alcohol related.¹
- Manly has a rate per 100,000 population of alcohol-related incidents of assault of **620**, compared to 323 for NSW.²

Bureau of Crime Statistics & Research data from 1999-2008 reveal the top three locations for assault (non-DV related) were firstly outdoor or public places, followed by licensed premises, then residential dwellings.³ Manly Police and Council authorized Rangers are often called upon to deal

¹ NSW Bureau of Crime Statistics and Research (2009): Local Government Area Crime Report Series – Manly.

² NSW Office of Liquor, Gaming & Racing (2009): Social Profile Report – Manly LGA.

³ Data taken from <http://bocd.lawlink.nsw.gov.au/bocd/cmd/crime/SummaryOffenceInput> NSW Bureau of Crime Statistics and Research. 7 January 2010

Human Services And Facilities Division Report No. 13 (Cont'd)

with alcohol-fuelled anti-social behavior and noise resulting from groups of people gathered at beaches and beachfront reserves. Likewise, groups of people walking through the streets of Manly into the CBD drinking bottles of alcohol are a regular sight. These 'travellers' (bottles) are then often discarded on footpaths, which late at night have the potential to be used as weapons. The Manly Liquor Accord has recently adopted a voluntary agreement which means patrons seen approaching a licensed venue carrying alcohol will be refused entry.

The Manly Liquor Accord, Manly Council and Manly Police continue to work closely to combat alcohol-related assaults and anti-social behavior. The consistent enforcement of both the Alcohol Free Zone and the Alcohol Consumption Prohibited Zone is one of many strategies used in a holistic approach to reduce impacts on local residents.

Hassle Free Nights/ Manly Precinct Liquor Accord

Council continues to work with Communities NSW and other key stakeholders in developing actions for the Manly Precinct Liquor Accord, including management and enforcement of the AFZ and the ACPZs.

Community education campaign

Alcohol Free Zones are most effective if they are part of a larger program directed at irresponsible alcohol consumption. Following the adoption of the extended AFZ, Council will commence a community awareness campaign in consultation with the Community Safety Committee, Northern Beaches Health Promotion and Manly Police.

The community education campaign will convey the location and restrictions of the AFZ which covers public roads, footpaths and carparks in the Manly CBD, and the Alcohol Consumption Prohibited Zones (ACPZ), which cover the majority of Manly's parks, ovals, beaches and reserves.

RECOMMENDATION

1. That Council resolves to extend the Alcohol Free Zone in the Manly CBD for a period of four years until 11 July 2014, in line with the period of the existing Alcohol Free Zone covering the public roads, footpaths, and car parks, in the locations of:
 - a. West Esplanade to the Art Gallery at the intersection of Commonwealth Parade;
 - b. West Promenade;
 - c. Eustace Street;
 - d. From Belgrave Street intersection along Sydney Road to the Eustace Street intersection and
 - e. East Esplanade to Stuart Street intersection.
2. That the Alcohol Free Zone does not apply to any premises that are the subject of an outdoor eating area approval issued by Council within the hours specified by an approved license where such license permits the consumption of alcohol.
3. That Council informs all those who made a submission, and all licensees and key stakeholders who were notified in the public notice period of the extension of the Alcohol Free Zone.
4. That Council publicly advertises the extension of the Alcohol Free Zone by notice in the Manly Daily.

Human Services And Facilities Division Report No. 13 (Cont'd)

5. That Council establishes standardized signage on the public roads and footpaths to be incorporated into the Alcohol Free Zone for the period of four years until 11 July 2014 in line with the existing Alcohol Free Zone.
6. That Council commences a community education campaign to raise awareness of the location and restrictions of the Alcohol Free Zone which covers public roads, footpaths and carparks in the Manly CBD.
7. That Council commences a community education campaign to raise awareness of the location and restrictions of the Alcohol Consumption Prohibited Zones in the parks, on beaches, ovals and reserves signposted as Alcohol Consumption Prohibited Zones in accordance with Section 632 of the *Local Government Act 1993*.

ATTACHMENTS

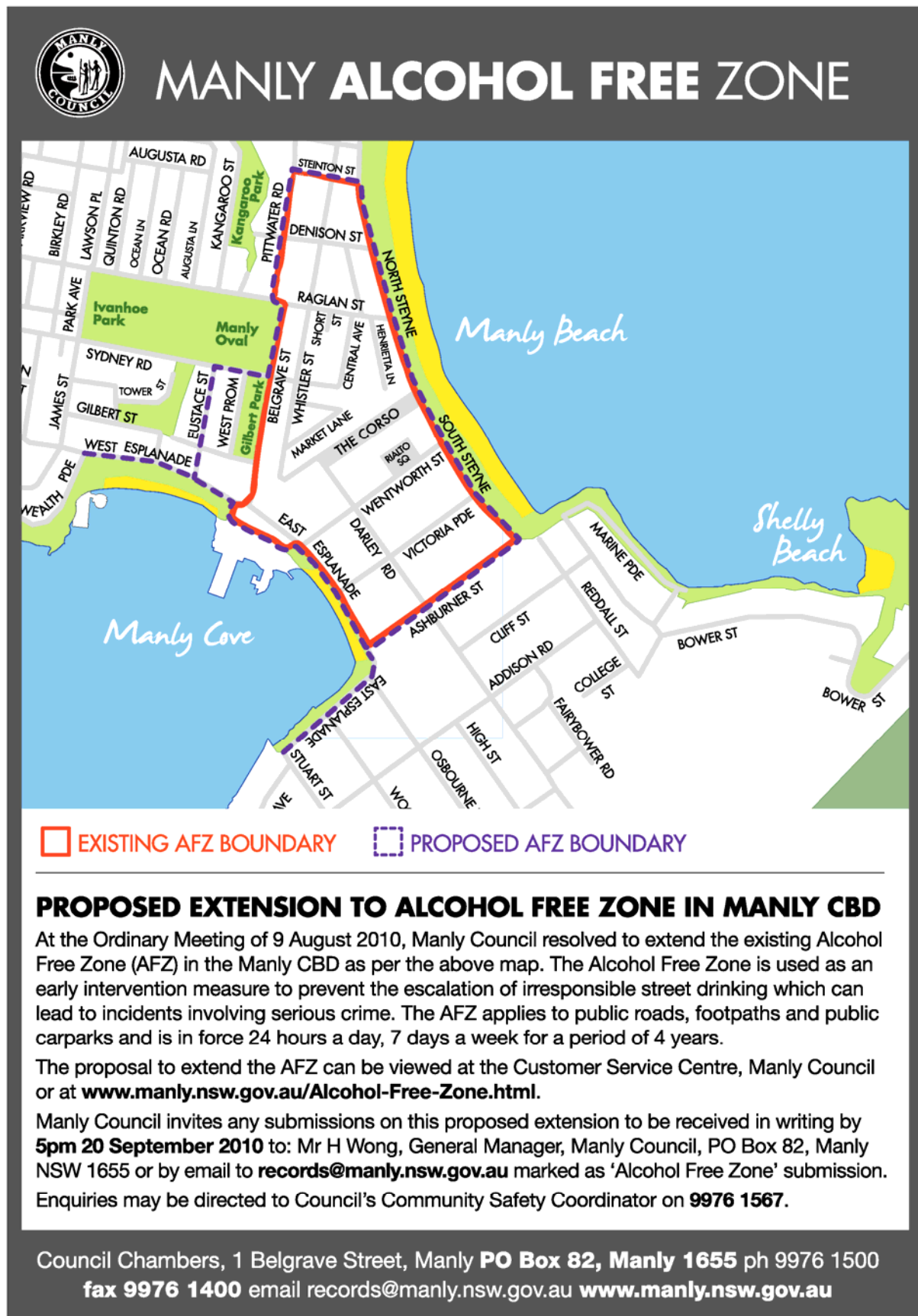
AT-1	Alcohol Free Zone map – existing and proposed extension	1 Page
AT-2	Submissions received by email from two members of the community relating to the extension to the Alcohol Free Zone	1 Page
AT-3	Letter received from Manly Police in support of the proposed extension to the Alcohol Free Zone	1 Page

OM111010HSFU_2

***** End of Human Services And Facilities Division Report No. 13 *****

Human Services And Facilities Division Report No. 13 - Proposed Extension to the Alcohol Free Zone in Manly CBD

Alcohol Free Zone map – existing and proposed extension



ATTACHMENT 2

Human Services And Facilities Division Report No. 13 - Proposed Extension to the Alcohol Free Zone in Manly CBD

Submissions received by email from two members of the community relating to the extension to the Alcohol Free Zone

ALCOHOL FREE ZONE COMMUNITY SUBMISSION 1 (personal details removed):

Dear Mr Wong

I am a long standing resident in Manly with a young family and strongly oppose the extension of the alcohol free zone.

Manly has many young families who use the outdoor areas and parks (especially along the harbour and beach) to gather with friends and socialise while the children enjoy the outdoor space. Family and friend picnics are part of the Australian and local culture and it is important that these groups still be able to enjoy a few beers and drinks while doing this.

Don't let the very few irresponsible drinkers spoil it for the great amount of residents and visitors that enjoy picnicing in Manly.

ALCOHOL FREE ZONE COMMUNITY SUBMISSION 2 (personal details removed):

Dear Sir/Madam,

I don't believe banning alcohol consumption in the existing or proposed extension areas delivers a solution to our problem of anti-social behaviour.

I firmly believe that the best resolution for anti-social behaviour is improved monitoring coupled with better education on responsible drinking.

We have a beautiful foreshore that can be shared comfortably by all (whether drinking or not). If alcohol consumption is tolerated and better managed, this will encourage improved behaviour of others who may see examples of how to drink responsibly, providing a positive example to the community. The alternative resulting from banning drinking is to simply move the problem elsewhere. This is a simply an obvious cause/effect seen in many similar situations where bans have been attempted.

In countries (such as many European nations) where alcohol consumption is more widely accepted, there is a greater acceptance of drinking in public areas which does not automatically come with anti-social behaviour. And while wide generalisations can not simply be made, where problems result, banning is rarely the solution.

So I urge the council to consider the impacts of this banning (and proposed extension to these areas) and consider a more educated method to address the issue.

After all, who wouldn't want a nice glass of wine with a picnic dinner on a summer's afternoon on the West Esplanade? Being told you can't have a drink with a meal to me doesn't do justice to Manly being of Sydney's (and the world's) finest locations where tourists and residents alike can enjoy the surrounds in the way they choose to do.

I am happy to be contacted to discuss this further and am interested in any views the council has in response to my email.

ATTACHMENT 3

Human Services And Facilities Division Report No. 13 - Proposed Extension to the Alcohol Free Zone in Manly CBD

Letter received from Manly Police in support of the proposed extension to the Alcohol Free Zone

Mr Henry WONG
General Manager
Manly Council
PO Box 82
Manly NSW 1655



28 September 2010

To the General Manager Manly Council,

Re: Re-establishment of Manly's Alcohol Free Zone

It has been brought to our attention that Manly Council is re-establishing the Alcohol Free Zones in Manly. The Police support this re-establishment and its extension as it is a valuable tool for reinforcing that antisocial behaviour is not acceptable in Manly.

Police believe that the area covered in the current alcohol free zones is sufficient to assist in controlling the alcohol related problems that occur in the area.

Sincerely,


Superintendent Dave Darcy
Manly Local Area Commander

Manly Local Area Command
3 Belgrave Street
Manly

Telephone 02 9977 9499 Facsimile 02 9977 9420 ENet 52499 EFax 52420 TTY 9211 3776 (Hearing/Speech impaired)
ABN 43 408 613 180

NSW POLICE FORCE RECRUITING NOW 1800 222 122
WWW.POLICE.NSW.GOV.AU/RECRUITMENT

TO: Ordinary Meeting - 11 October 2010
REPORT: Human Services And Facilities Division Report No. 14
SUBJECT: Event - Broadcast of Ashes Cricket Test on Manly Beach reserve December 2010
FILE NO:

SUMMARY

An Events company, Nvisage Media International Pty Ltd has applied to Council for approval to install an LED screen on the grass promenade at North Steyne Beach from 16 – 20 December and 26 – 30 December 2010 to broadcast the Ashes Cricket Tests.

REPORT

The Events Company, Nvisage Media International Pty Ltd has applied to have live LED screen broadcasts of the Ashes Cricket Tests on the grass promenade at North Steyne Beach from Thursday 16 December – Monday 20 December 2010, and from Sunday 26 December – Thursday 30 December 2010, inclusive, a total of ten (10) days. The application is for the hours of operation from 8.00am until 8.00pm; this group has staged similar events at Circular Quay and Darling Harbour.

The screen is 6m high and 4m wide, and the stage is a framed structure also measuring approx. 6m x 4m which will be supported on the grass.

The screen will be powered by the existing power source located on the beach front. The screen will advertise messages from sponsors for 8 to 12 minutes per hour, but no alcohol or tobacco products will be advertised. In conjunction with the cricket sessions, an advertiser may apply through Council to utilise the stage for entertainment or promotional activities. Council's messages may also be displayed on the screen.

Patrons will sit on the grass for the sessions and no alcohol or smoking will be permitted at the site. The site will be manned by security guards for the entire period, including overnight security when the broadcasts have ceased. Litter and associated equipment will be managed at the site, and as a condition of consent, the site will be left clean after each session.

Nvisage will be charged according to the outside organizer daily event fees listed in the adopted Council's Fees and Charges.

The dates requested in the application to Council do not conflict with any other approved event on the beachfront for these days, so impact will be minimized.

RECOMMENDATION

1. That The Council approve the use of the North Steyne beachfront grass promenade for Nvisage to install its stage and screen.
2. That a stage and screen and associated equipment required for broadcasting the Ashes Cricket Test series from 16 – 20 December 2010 and from 26 – 30 December 2010 is permitted to be placed at the venue from 8.00am to 8.00pm.
3. That Nvisage be charged according to Council's events daily fee and bonds, and to be subject to the environmental and noise regulations for outside event organizers.

Human Services And Facilities Division Report No. 14 (Cont'd)

ATTACHMENTS

There are no attachments for this report.

OM111010HSFU_4

***** End of Human Services And Facilities Division Report No. 14 *****

TO: Ordinary Meeting - 11 October 2010
REPORT: Human Services And Facilities Division Report No. 15
SUBJECT: Community and Cultural Group Subsidies Allocation of 2010/11 Grants
FILE NO:

SUMMARY

The annual Community and Cultural grants and donations budget for the 2010/11 financial year allocated by Council is \$25,000. The allocation for Community Grants is \$14,000, and for Cultural Grants is \$7,000. Additionally, the sum of \$3,000 in total is allocated between two cultural organisations as a recurrent annual donation with \$1,000 to be held in reserve in anticipation of another application.

REPORT

Following an advertising campaign in July 2010 in the print media and on the Manly Council website, eighteen (18) applications for community grants and eight (8) applications for cultural grants were received.

Assessment of all applications was achieved by a panel of four staff, representing both branches of the Human Services and Facilities Division. The process of successfully awarding applications was determined according to established criteria.

The criteria included: the Community benefit of the project, and the degree of merit that a project represented in relation to the selection criteria for the community or cultural application.

Table 1: Applications for Community Grants 2010/11

Organisation	Request	Recommended Amount	Category
1. Cubby House Toy Library Inc	\$1,500	\$500	Operational
2. Northern Beaches Interchange	\$1,500	\$1,500	Operational
3. Learning Links	\$1,500	\$1,500	Operational
4. Peer Support Foundation	\$650	\$600	Operational
5. Manly Warringah Pittwater Community Aid	\$1,000	\$500	Operational
6. Sunnyfield	\$1,000	\$1,000	Operational
7. Manly Yacht Club	\$1,500	\$1,000	Capital
8. Sailability Manly	\$1,000	\$1,000	Operational
9. Manly Life Saving Club	\$1,500 \$1,500	\$500	Operational Capital
10. Schizophrenia Fellowship of NSW Inc., Northern Beaches Mental Health Support Group	\$2,000	\$1,000	Operational
11. Manly Community Centre	\$1,500	\$500	Operational
12. Lifeline Northern Beaches	\$1,500 \$1,500	\$1,000	Operational Capital
13. North Steyne Surf Club	\$1,500	\$600	Capital
14. Aboriginal Support Group – Manly Warringah Pittwater	\$472	\$400	Operational
15. Constant Companion	\$1,350	\$400	Operational

Human Services And Facilities Division Report No. 15 (Cont'd)

Organisation	Request	Recommended Amount	Category
16. Life Returning, Smart Recovery	\$1,000	\$1,000	Operational
17. Lone Parent Family Support Group	\$500	\$500	Operational
18. Northern Beaches Multiple Birth Club	\$1,500	\$500	Operational
TOTAL	\$25,472	\$14,000	

Table 2: 2010/2011 Cultural Grants Applications

Organisation	Request	Recommended Amount	Category
1. Sunnyfield	\$1,500	\$500	Operational
2. Powerbox Productions – Creative Mums	\$1,000	\$500	New Initiative
3. Manly Warringah Choir Inc.	\$1,500	\$1,000	Operational
4. Manly Community Centre Inc.	\$1,500	\$300	New Initiative
5. Sounds Alive	\$1,500	\$1,500	Operational
6. Sydney Chamber Music Festival	\$1,500	\$1,500	Operational
7. Northern Beaches Eisteddfod	\$1,500	\$1,000	Operational
8. Manly Warringah Historical Society	\$700	\$700	Operational
TOTAL	\$10,700	\$7,000	

Table 3 Recurrent Cultural Grant Donation

Organisation	Recurrent annual donation
1. Manly District Band	\$2,000
2. Manly Music Club	\$1,000
TOTAL	\$3,000

RECOMMENDATION

That Council:

1. Award the 2010/11 Community and Cultural Grants and Donations budget of \$24,000 to the organisations for the recommended grant allocation and donation amounts as identified in Tables 1, 2 and 3 of this report, subject to *Local Government Act, 1993*, Section 356 requirements.
2. Notify all successful awardees in writing of the amount granted by Council.

ATTACHMENTS

- AT- 1** Community Grant Applications 6 Pages
AT- 2 Cultural Grant Applications 2 Pages

Human Services And Facilities Division Report No. 15 (Cont'd)

OM111010HSFU_5

***** End of Human Services And Facilities Division Report No. 15 *****

ATTACHMENT 1

Human Services And Facilities Division Report No. 15 - Community and Cultural Group Subsidies Allocation of 2010/11 Grants Community Grant Applications

COMMUNITY GROUP SUBSIDIES 2010/2011 FINANCIAL YEAR

	Name and Address	Authority to Fund raise	ABN Number	Registered for GST	Amount requested	Project can go ahead without full amt?	How many clients are Manly residents?	Received previously from Council	Project
1	Cubby House Toy Library Inc Sandra Gillett, Administration Manager 32 Howard Avenue Dee Why NSW 2099 Ph: 9971 7006 Email: cubbyh@tpg.com.au	Yes CFN 10954 Exp 25/11/13	95 403 985 438 Incorporated	No	\$1,500 operational	Yes	Total membership 30 June 2010 - 97 families. 19 reside in Manly LGA (19%). No restriction on number of Manly LGA families who can join	09/10 - \$500 09/10 Evaluation Report provided 08/09 - \$500 07/08 - \$500 06/07 - \$500 05/06 - \$500 04/05 - \$600 03/04 - \$600 02/03 - \$600 01/02 - \$600 00/01 - \$500	Operating for 30 years – Only Toy Library for children with special needs on the Northern Beaches. Funding again sought to meet the costs of employing a part-time Librarian for 8 hours a week, 44 weeks per year.
2	Northern Beaches Interchange Inc Carolyn McKay Manager 2 Jacksons Road Warriewood NSW 2102 Ph: 9970 0500, Fax: 9970 7763 Email: Carolyn@nbi.org.au	Yes CFN 16993 Exp. 26/11/12	84 987 507 426 Incorporated	Yes	\$1,500 operational	Not stated	32 clients (20%) are Manly LGA clients. Service funded for MWP.	09/10 - \$800 Teen adventure camps 09/10 Evaluation Report provided 08/09 - \$1200 for Teen Camps	Funding to contribute to Camps projects – to take 2 groups of teenagers & young adults with disabilities to w end camp to enhance social skills and provide fun and excitement – and respite for families.
3	Learning Links Robyn Collins GM Business Services 10 Railway Parade Penshurst NSW 2222 (Head Office) Ph: 8568 8249, Fax: 9580 4788 Email: rcollins@learninglinks.org.au	Yes CFN 13232 Exp. 15/2/11	71 097 577 636 Company limited by guarantee	Yes	\$1,500 operational	Yes	20% of children attending their Brookvale location are from Manly LGA – however, 100% of funding will be allocated to this group.	09/10 - \$750 09/10 Evaluation Report provided 2006 - \$1,000 operational 2005 - \$1,000 operational	Brookvale program, assists 351 children with learning disabilities & difficulties. Funding is for subsidies to financially disadvantaged families to access early childhood intervention, therapy, literacy/ numeracy support and counselling programs. Public sector waiting lists very lengthy for these types of programs.
4	Peer Support Foundation TA Peer Support Australia Josie Gallagher Training/Marketing Administrator	Yes CFN 15516	40 002 634 853 Company	Yes	\$650 operational	Yes	Peer support program offered to all schools in Manly area: primary,	09/10 - \$500 operational 09/10 Evaluation Report provided	Funding for Peer Support Implementation Workshops/ provide support material to all

ATTACHMENT 1

Human Services And Facilities Division Report No. 15 - Community and Cultural Group Subsidies Allocation of 2010/11 Grants Community Grant Applications

Name and Address	Authority to Fund raise	ABN Number	Registered for GST	Amount requested	Project can go ahead without full amt?	How many clients are Manly residents?	Received previously from Council	Project
PO Box 498 Brookvale NSW 2100 Ph: 9905 3499, Fax: 9905 5134 Email: josie@peersupport.edu.au	Exp 9/11/13	limited by guarantee				secondary, Government, Catholic, Independent - in the Manly area. No specific no's given.	08/09 \$500	participating schools in Manly LGA – list provided. Materials based on peer led model to assist young people to develop sense of self, resourcefulness, connectedness, sense of possibility.
5 Manly Warringah Pittwater Community Aid Inc Zena Maxwell 5 Nareen Parade Narrabeen NSW 2101 Ph: 9913 3244, Fax: 9913 1997 Email:	Yes CFN 13268 Exp. Not stated	31 406 870 567 Incorporated	Yes	\$1,000 operational	Yes	Approx 20%	No grant 09/10 2008 - \$750 2006 - \$1000 2005 - \$700 2004 - \$800 Above for reimbursement of volunteers' expenses 2003 - \$1,000 2002 - \$700 2001 - \$1,000 2000 - \$500	Funding for Neighbour Aid/Social Support Program: Volunteer reimbursement for service/fuel costs and other out of pocket expenses. Service takes clients via individual transport to hospital, doctors, dentists, specialists, hydrotherapy and community activities. HACC target group assists frail/elderly, younger PwDs.
6 Sunnyfield Lisa McMurtrie Fundraising Manager PO Box 886 Brookvale NSW 2100 Ph: 8977 8823; Fax: 8977 2926 Email: l.mcmurtrie@sunnyfield.org.au	Yes CFN 13915	Company limited by guarantee 72 000 415 127	Yes	\$1,000 establishment grant (for program)	Yes	"The people we support have expressed an interest in attending the photographic program, 100% reside in the Manly LGA"	09/10 - \$500 09/10 Evaluation Report received – advised 09/10 funding not spent yet. Have stated reasons. 08/09 - \$750	Seven clients to work with photographer a to explore photography. To be exhibited at Manly Arts Festival. Note: Could also fit a Cultural Grant. Sunnyfield also submitted \$1,500 Cultural Grant for their Creative Arts program
7 Manly Yacht Club Ian Dennewald PO Box 22 Manly NSW 1655 Ph: 9949 3939 Email: austekmodels@	No	12 000 489 421 Company limited by Guarantee	Yes	\$1,500 capital	Yes	80% of Club's members and clients are from Manly LGA	2009/10 - \$750 09/10 Evaluation Report not received. Emailed 25/8 to submit.	Funding for more efficient racking to store Junior and Sailability dinghies, thus providing a safer and more secure environment. This racking will minimise potential damage to boats

ATTACHMENT 1

Human Services And Facilities Division Report No. 15 - Community and Cultural Group Subsidies Allocation of 2010/11 Grants Community Grant Applications

	Name and Address	Authority to Fund raise	ABN Number	Registered for GST	Amount requested	Project can go ahead without full amt?	How many clients are Manly residents?	Received previously from Council	Project
	Virginbroadband.com.au								as it is more secure, and free up 30% more space on the rigging deck, thus providing for a safer rigging environment.
8	Sailability Manly (Cheques to Sailability NSW Inc.) Eli Demeny Secretary 16/1 Addison Road Manly NSW 2095 Ph: 9976 2747 Email: eli@manlysailability.com.au	Yes CFN 15845 Exp. 9/14	92 071 811 517 Incorporated body	Yes	\$1,000 operational	Yes	Approx. 50% of clients and volunteers live in the Manly LGA Sailing for people with a disability	2009/10 - \$1,000 09/10 Evaluation Report provided 2008/09 - \$1,000	Funding for maintenance and fuel costs for safety boat – which is used for rescue and instruction purposes.
9	Manly Life Saving Club Anna Pazin Vice President – Govt. Grants MSLSC C/- South Steyne Pavilion Manly NSW 2095 Ph: 0409 089 908 Email: ap@developmentsinstyle.com	Yes CFN not stated	37 100 339 513 Incorporated Assn	Yes	\$1,500 operational \$1,500 capital	Yes	64.7% of 1,299 members are Manly LGA residents	2009/10 - \$600 Cultural Grant 09/10 Evaluation Report provided	For Club's inflatable rescue boat (IRB) program: Purchase of fuel tank and purchase of "fill rite" hand pump (Capital). \$1,500 towards cost of fuel for IRB (Operational). \$10,000 spent on fuel per annum.
10	Schizophrenia Fellowship of NSW Inc. Northern Beaches Mental Health Support Group Pat Boydell President 2/6a Voilet Avenue Forestville NSW 2087 Ph. 9453 1676	Yes CFN 13624	58 903 386 913 Incorporated	Yes	\$2,000 operational	Yes	About 30 plus that come to the Support Group meetings, come for the Manly area.	Application states haven't applied for Grant before. However, same ABN as Pioneer Clubhouse who received \$1,000 grant in 2009/10.	Funding for postage of NB's Mental Health Support Group's monthly newsletter, and for petrol for a proposed home visitation program for members who are aged, don't drive and do not wish attend night meetings.
11	Manly Community Centre Jaqueline Smith Centre Manager 12 Wentworth Street	No	77 721 844 221 Incorporated	Yes	\$1,500 operational	Yes – to some degree.	At least 50% of clients are from Manly LGA.	Receives recurrent grant from Council to provide services to the community of	For layout and printing of a Cultural History of the Centre which has been written. Centre has been

ATTACHMENT 1

Human Services And Facilities Division Report No. 15 - Community and Cultural Group Subsidies Allocation of 2010/11 Grants Community Grant Applications

	Name and Address	Authority to Fund raise	ABN Number	Registered for GST	Amount requested	Project can go ahead without full amt?	How many clients are Manly residents?	Received previously from Council	Project
	Manly NSW 2095 Ph: 9977 1066, Fax: 9977 6810 Email: mcc1@bigpond.net.au							approx. \$63,000 p.a.	assisting the Manly Community for 30 years. Have also submitted a Cultural Grant application \$1,500 for same project; And a Cultural Grant applic. for another project – Chinese Cultural event
12	Lifeline Northern Beaches Shirley Eccleton CEO 310 Sydney Road Balgowlah NSW 2093 Ph: 9949 5522, Fax: 9948 5472 Email: Shirley@lifelineb.org.au	Yes CFN 10441	20 525 079 849 Incorporated	Yes	\$1,500 operational \$1,500 capital	Yes	2,155 emergency relief provided from Balgowlah premises 09/10. Hard to estimate proportion of Manly residents. Provided 1,165 personal counselling sessions.	2006-07 - \$1,000 2003 - \$600 2004 - \$100 2005 - \$500	Service to community for 42 years. Funding to be used to supplement the emergency, support and counselling services, and 24/7 crisis line (operational). Upgrade to systems and technology to provide these services (capital).
13	North Steyne Surf Life Saving Club Damian O'Shannassy President PO Box 310 Manly NSW 1655 Ph: 9977 6181, Fax: 9977 6227 doshannassy@optusnet.com.au	Yes CFN Not stated	99 734 830 191 Incorporated	Yes	\$1,500 capital	No	Approx. 60% of members are Manly residents	Since 1980's – Patrol incentive scheme 'grant' (\$26,000 per year).	Grant to purchase a laptop computer, needed as currently volunteers use own to provide education and training. Also laptop to assist taking minutes of meetings and other admin duties. Allow info storage in one place and consistency and efficiency.
14	Aboriginal Support Group – Manly Warringah Pittwater Nan Bosler 107 Claudare Street Collaroy Plateau 2097 Ph: 9984 1982 Email: nanboz@bigpond.net.au	No	17 603 318 271 Member of NSW Reconciliation Council Inc. Act as a cooperative	Yes	\$472 operational	No	"The members of the community we want to see involved in our various events/activities as being people of all nationalities who live in the Manly Council area"	2008-09 - \$500 2007-08 - \$541	Create awareness and understanding of Indigenous issues among the broader community. Funding would be to provide a copy of The Little Red Yellow Black Book and a laminated Aboriginal Australia wall map to 6 local primary and 3 high schools, and Royal Far West, with a presentation

ATTACHMENT 1

Human Services And Facilities Division Report No. 15 - Community and Cultural Group Subsidies Allocation of 2010/11 Grants Community Grant Applications

	Name and Address	Authority to Fund raise	ABN Number	Registered for GST	Amount requested	Project can go ahead without full amt?	How many clients are Manly residents?	Received previously from Council	Project
15	Constant Companion Brian Henry Coordinator Willoughby Council PO Box 57 Chatswood NSW 2057 Ph: 9777 7835, Fax: 9410 2960 Email: constantcompanion@willoughby.nsw.gov.au	Yes No CFN stated	47 974 826 099 Auspsiced by Willoughby Council	Yes	\$1,350 operational	Yes	46 or 6.6% of clients are Manly residents.	No	made to these schools. Subsidised (through HACC) 24 hr personal alarm service for frail, aged or disabled who live alone. Funding to provide 24 hr personal alarm units to 2 financially disadvantaged Manly residents at risk of falls or with a medical condition.
16	Life Returning, Smart Recovery Simon Lewer Founder PO Box 94 Belrose West NSW 2085 Ph: 0410 194 798 Email: simon@lifereturning.org.au	Yes No CFN stated	62 086 871 739 Incorporated body	No	\$1,000 operational	Yes	At least 45% of clients from Manly LGA. Also see clients during stay in Manly Hospital East Wing	No	Not-for-profit organisation based in Brookvale serving NBs clients to overcome drug dependency. Volunteer service that supports people through detox and provides support until they can access a place in rehab centre. After rehab, provides ongoing support via a CBT program, based on SMART recovery model. Funding would be to sustain their current services and programs.
17	Lone Parent Family Support Service Toni Francis - Coordinator 34A Howard Avenue Dee Why NSW 2099 Ph: 9982 5500, Fax: 9982 5488 Email: lpfamily@ldx.com.au	Yes CFN "available next week"	43 695 732 660 Incorporated body	Yes	\$500 operational	No	States: "Client group one itinerant due to D.V, homelessness"	2007 - \$100 2005 - \$160 2003 - \$500 2001 - \$500	To upgrade computer equipment and network computers, also cameras, mobile phones, telephones. Funding will be for an IT company to do this work.
18	Northern Beaches Multiple Birth Club Karis Khatchadovrian Secretary	Yes CFN not stated	16 572 649 744	No	\$1,500 operational	Yes	15% in Manly LGA	2008 - 09 - \$500 2006 - \$300 03/04 \$300 02/03 \$400	Funding will be for ongoing support services to members eg. servicing breast pumps, weekly

ATTACHMENT 1

Human Services And Facilities Division Report No. 15 - Community and Cultural Group Subsidies Allocation of 2010/11 Grants Community Grant Applications

Name and Address	Authority to Fund raise	ABN Number	Registered for GST	Amount requested	Project can go ahead without full amt?	How many clients are Manly residents?	Received previously from Council	Project
PO Box 407 Brookvale NSW 2100 Ph: 0410 217 295 Email: nbmbc.secretary@hotmail.com							01/02 \$450 1998 \$250 1995 \$108	playgroup, welcome packs with info for expectant parents, hall hire, new books for library
				Total Amount Requested \$25,472				

ATTACHMENT 2

Human Services And Facilities Division Report No. 15 - Community and Cultural Group Subsidies Allocation of 2010/11 Grants Cultural Grant Applications

1 Sunnyfield Contact: Lisa McMurtrie	NON-PROFIT ORG. YES Percentage of Manly participants or audience 25% REQUEST \$1,500	GRANT RECOMMENDED \$500	OBJECTIVE: Using the medium of art to give individuals with or without a disability from the Manly and Warringah district the opportunity to explore, develop create and celebrate their artistic contribution to their community.
2 Powerbox PRODUCTIONS – Creative Mums Contact: Angela von Boxtel	NON-PROFIT ORG. Percentage of Manly participants or audience 95% REQUEST \$1,000	GRANT RECOMMENDED \$500	OBJECTIVE: The establishment of a children's community art garden along with artists to transform rainpipes into vertical planter boxes to create friendly art in public places and highlight the need for public spaces.
3 Manly Warringah Choir Inc Contact: Pat Hughes	NON-PROFIT ORG. Percentage of Manly participants or audience REQUEST \$1,500	GRANT RECOMMENDED \$1,000	OBJECTIVE: The Choir's official objective is to regularly perform classical choral concerts of a high standard in the Manly, Warringah and Pittwater areas. Their aim is to provide affordable and accessible concerts to the community in particular to the elderly, who make up a substantial amount of their audiences demographic. This would be for staging the Christmas concert at the Cardinal Cerretti Chapel Dec 4.
4 Manly Community Centre Contact: Maria Chidzey	NON-PROFIT ORG. REQUEST \$1,500	GRANT RECOMMENDED \$300	OBJECTIVE: Chinese Cultural Festival event. Chinese are the 3 rd largest migrant group in Manly 517 people.
5 Sounds Alive Contact: Karen Smith	Percentage of Manly participants or audience 95% REQUEST \$1,500	GRANT RECOMMENDED \$1,500	OBJECTIVE: To educate on Indigenous culture through the story of the Darug people and multi media performance. 'Walking in Country'

ATTACHMENT 2

Human Services And Facilities Division Report No. 15 - Community and Cultural Group Subsidies Allocation of 2010/11 Grants Cultural Grant Applications

6 Sydney Chamber Music Festival Contact: Brigitte Bolliger	NON-PROFIT ORG. Percentage of Manly participants or audience 50% REQUEST \$1,500	GRANT RECOMMENDED \$1,500	OBJECTIVE: To create manage and organize the third year of the Sydney Chamber Music Festival focusing on the enrichment of music culture along the north shore and northern beaches. This year the relationship to the visual arts and MAGAM 80 th anniversary-2 concerts.
7 Northern Beaches Eisteddfod Contact: Marjorie Mackie	NON-PROFIT ORG. Percentage of Manly participants or audience 20% REQUEST \$1,500	GRANT RECOMMENDED \$1,000	OBJECTIVE: Aims to develop creative potential and self esteem and provide opportunities for young talented performers to pursue further study and career opportunities as well as a cultural experience for the community. They would like to use the funding to provide a bursary for dance, and a scholarship for the winner adjudicated by a member of the Sydney Dance Company.
8 Manly Warringah Historical Society Contact: Jim Boyce	Incorporated body REQUEST \$700	GRANT RECOMMENDED \$700	Assistance in restoring the portrait painted by Dattilo Rubbo of Percy Gledhill the founder of the MWPHS.