



Agenda

Ordinary Meeting

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

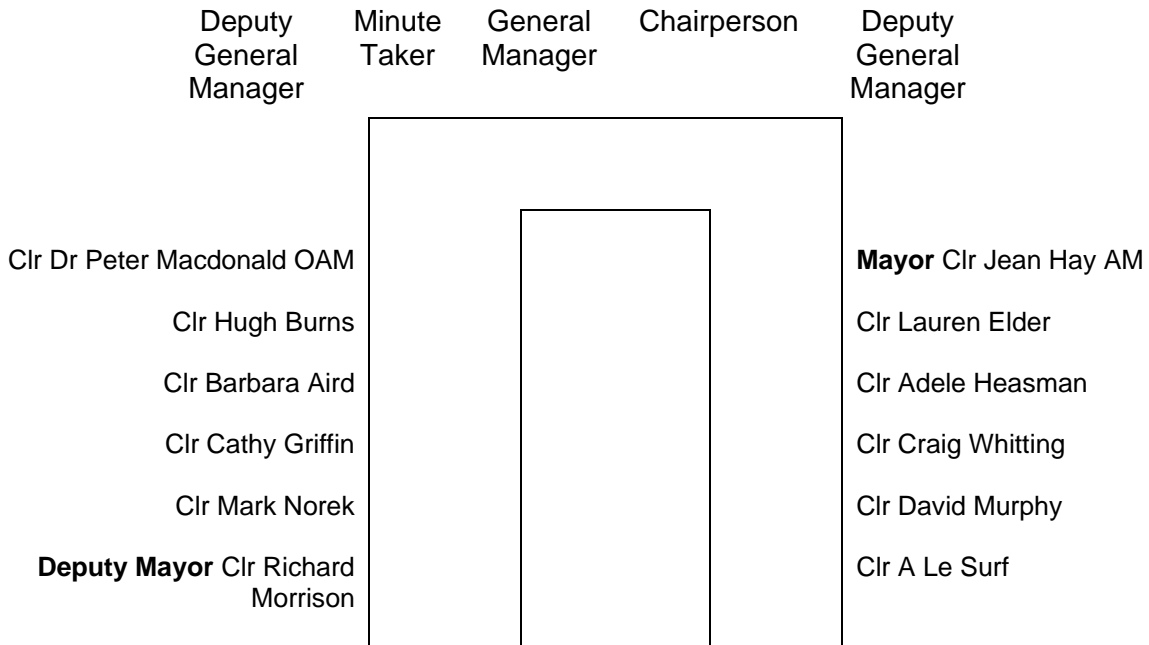
Monday 20 June 2011

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

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

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

Seating Arrangements for Meetings



Press

Public
Addresses

Public Gallery

Chairperson: The Mayor, Clr Jean Hay AM
Deputy Chairperson: Deputy Mayor Clr Richard Morrison

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| PUBLIC FORUM | |
| (In accordance with Clause 66 in Council's Code of Meeting Practice, Public Forum is for a maximum of fifteen (15) minutes for <i>matters that are not listed on the Agenda</i> . A total of five (5) people may address Council for a maximum of three (3) minutes each.) | |
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MATTERS OF URGENCY

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

CLOSED SESSION

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

TO: Ordinary Meeting - 20 June 2011
REPORT: Mayoral Minute Report No. 7
SUBJECT: Queen's Birthday Honours List 2011
FILE NO:

The Mayor requests that Council formally congratulates Dr Peter Macdonald, Councillor and former Mayor of Manly Council, on his award in the Queen's Birthday Honours 2011, Orders of Australia. Councillor Macdonald is the recipient of the Medal of the Order of Australia, received for his service to local government and to medicine.

Also congratulations to a resident of the Manly Local Government area who received an award in the Queen's Birthday Honours 2011, Orders of Australia, Mr Richard Curtis Kenzie received a Member of the Order of Australia for service to the law, particularly as the Defence Force Advocate, and through the provision of advice on military industrial matters.

RECOMMENDATION

I move that

1. The Mayor acknowledges the honour given to Councillor Dr Peter Macdonald OAM and congratulates him on behalf of the Councillors, General Manager and staff of Manly Council.
2. The Mayor write to Mr Richard Kenzie AM congratulating him on his award.

ATTACHMENTS

There are no attachments for this report.

OM200611MM_1

***** End of Mayoral Minute Report No. 7 *****

TO: Ordinary Meeting - 20 June 2011
REPORT: Notice of Motion Report No. 15
SUBJECT: Works on North Steyne stormwater outfall pipes
FILE NO:

Councillor Peter Macdonald OAM will move:

That any works on the North Steyne stormwater outfall pipes be deferred pending further consultation with the surfing community

Background

Council has indicated its intention to remove the stormwater pipe at North Steyne and has commissioned reports from both Cardno and GBAC which indicate that this will not impact on surfing conditions. This claim is disputed by the local surfing community who believe that the effect of the outflow is to enhance the surf breaks.

In informal discussion with them, I believe that they wish the opportunity to provide additional information to support their case and I think that is reasonable

The basis for removing the pipes is partly cosmetic and partly a liability issue; this has to be weighed against any possible negative impact on surfing conditions, something crucial to Manly beach.

RECOMMENDATION

That the Notice of Motion be submitted for consideration.

ATTACHMENTS

There are no attachments for this report.

OM200611NM_1

***** End of Notice of Motion Report No. 15 *****

TO: Ordinary Meeting - 20 June 2011
REPORT: Item For Brief Mention Report No. 9
SUBJECT: Items for Brief Mention
FILE NO:

1. Letter from Office of the Director General Planning and Infrastructure regarding Royal Far West Concept Plan.

The Director General advised Council by letter dated 8 June 2011 that the application made under Part 3A (Major Projects), Environmental Planning and Assessment Act 1979 (the Act) for the redevelopment of the Royal Far West Site will continue to be assessed under Part 3A of the Act by the Department of Planning and Infrastructure. For private projects remaining in the system, the Minister will delegate his determination role to the Planning Assessment Commission, while smaller less complex applications will be determined by senior officers of the Department. This advice follows the NSW Government's commitment to repeal Part 3A of the Act and its consideration of how existing Part 3A Applications (including the Royal Far West Concept Plan) will be assessed.

It is recommended that the Director General's letter dated 8 June 2011 (attached) be received and noted.

2. Complaints made to the General Manager

Complaints made to the General Manager as at June 2011

| Matter No. | Received | Nature of complaint | Outcome | Notation |
|----------------|----------|--------------------------------|---------------------|---------------------------------|
| COMP2011-05-04 | May 2011 | Complaint re compliance matter | Review in progress. | Being reviewed |
| COMP2010-12-03 | Dec 2010 | Complaint re compliance matter | Review in progress. | Reviewing additional submission |
| COMP2010-12-06 | Dec 2010 | Complaint re compliance matter | Review in progress. | reviewing additional submission |

3. Notices of Motion status report.

The following Notices of Motion are currently in progress.

| Res No. | Meeting Date | Subject | Resolution | Status |
|---------|--------------|--|--|---------|
| 82/11 | 9 May 2011 | Notice of Rescission - Council Resolution 230/10 - Little Penguins | 4. That a Companion Animals Committee be re-established. | Pending |
| 231/10 | 13 Dec 2010 | Tree Policy | 1. That Manly Council develop and publish a Tree Policy to ensure the enhancement, preservation, conservation and increase the number of trees in the Manly LGA. Such a policy would recognise the value of trees in the Manly LGA and guide Council staff, residents, developers and other authorities in the management of trees as an asset in Manly. | Pending |

Item For Brief Mention Report No. 9 (Cont'd)

| | | | | |
|-------|---------------|--|--|---------|
| 44/10 | 19 April 2010 | 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 SHOROC based scale. | Pending |
|-------|---------------|--|--|---------|

4. Documents to be Tabled

| Date | Author | Subject |
|----------|---|---|
| 10/06/11 | Stepan Kerkyasharian AO Chairperson Community Relations Commission for a Multicultural NSW | Letter and copy of report Community Relations Commission for a Multicultural NSW, Community Relations Report 2010. |
| 08/06/11 | The Hon. Duncan Gay MLC, Deputy Leader of Government in the Legislative Council, Minister for Roads and Ports | Bicycle Helmet Safety Campaign |
| 02/06/11 | Department of Local Government | Complaints about NSW Councils data on DLG website. Hardcopy of "Practice Notes – Complaints Management in Councils" tabled. |
| 02/06/11 | John Robertson MP, Shadow Minister for Western Sydney and Illawarra | Bicycle Helmet Safety Campaign |
| 23/05/11 | Mike Baird, State Member for Manly | Recognition of local government in the Australian Constitution. |

RECOMMENDATION

1. It is recommended that the Director General's letter dated 8 June 2011 (attached) be received and noted.
2. That the information be received and noted.
2. That the information be received and noted.
3. That the documents Tabled at this meeting be received and noted, being:

| | | |
|----------|--|--|
| 10/06/11 | Stepan Kerkyasharian AO Chairperson Community Relations Commission for a | Letter and copy of report Community Relations Commission for a Multicultural NSW, Community Relations Report 2010. |
|----------|--|--|

Item For Brief Mention Report No. 9 (Cont'd)

| | | |
|----------|---|---|
| | Multicultural NSW | |
| 08/06/11 | The Hon. Duncan Gay MLC, Deputy Leader of Government in the Legislative Council, Minister for Roads and Ports | Bicycle Helmet Safety Campaign |
| 02/06/11 | Department of Local Government | Complaints about NSW Councils data on DLG website. Hardcopy of "Practice Notes – Complaints Management in Councils" tabled. |
| 02/06/11 | John Robertson MP, Shadow Minister for Western Sydney and Illawarra | Bicycle Helmet Safety Campaign |
| 23/05/11 | Mike Baird, State Member for Manly | Recognition of local government in the Australian Constitution. |

ATTACHMENTS

AT- 1 Letter from Director General Planning & Infrastructure 3 Pages

OM200611IBM_1

***** End of Item For Brief Mention Report No. 9 *****

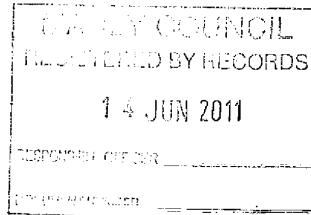
Item For Brief Mention Report No. 9 - Items for Brief Mention
Letter from Director General Planning & Infrastructure



Planning &
Infrastructure

Office of the Director General

Henry Wong
General Manager
Manly Council
PO Box 82
Manly NSW 2571.



11/08233

Dear Mr Wong

I am writing to advise you that in accordance with the NSW Government's election commitment to repeal Part 3A of the *Environmental Planning and Assessment Act 1979* (the EP&A Act) that on 13 May 2011 *State Environmental Planning Policy (Major Development) 2005* (the SEPP) was amended by the *State Environmental Planning Policy (Major Development) Amendment 2011* (the SEPP Amendment) to remove:

- o residential, commercial or retail projects with a capital investment value of more than \$100 million (Schedule 1, clause 13 of the SEPP), and
- o certain subdivisions within the coastal zone (Schedule 2, clause 1 of the SEPP),

from Part 3A of the EP&A Act.

The SEPP Amendment contains savings and transitional provisions which will allow the more advanced proposals to continue to be assessed and determined by the State government. I have included a list of relevant proposals for your local government area at **Attachment A**.

In addition the NSW Government proposes to introduce a Bill in the current session of Parliament to repeal Part 3A of the EP&A Act and that the Bill will include a new regime for the assessment and determination of projects of genuine State significance.

Until that Bill is passed by Parliament and is commenced there will be no declaration of any new Part 3A projects in the remaining classes of development listed in the SEPP. As an interim measure and until the repeal of Part 3A takes effect, the Director General will be able to authorise proponents to lodge an application with Council provided the proponent requests, but only for projects falling within the remaining classes of development listed in the SEPP as Part 3A.

The Department will continue to assess existing Part 3A applications pending the repeal of Part 3A. For private projects remaining in the system, the Minister will delegate his determination role to the Planning Assessment Commission (PAC), while smaller less complex applications will be determined by senior officers of the Department.

Bridge St Office 23-33 Bridge St Sydney NSW 2000 GPO Box 39 Sydney NSW 2001 DX 22 Sydney
Telephone: (02) 9228 6111 Facsimile: (02) 9228 6191 Website planning.nsw.gov.au

ATTACHMENT 1

Item For Brief Mention Report No. 9 - Items for Brief Mention Letter from Director General Planning & Infrastructure

Fact sheets with further information have been prepared and are available on the Department's website www.planning.nsw.gov.au. Your staff can also contact the Department on 9228 6111, or email 3ainfo@planning.nsw.gov.au.

Yours sincerely

SHaddad

Sam Haddad
Director General

8 June 2011

Bridge St Office 23-33 Bridge St Sydney NSW 2000 GPO Box 39 Sydney NSW 2001 DX 22 Sydney
Telephone: (02) 9228 6111 Facsimile: (02) 9228 6191 Website planning.nsw.gov.au

ATTACHMENT 1

Item For Brief Mention Report No. 9 - Items for Brief Mention Letter from Director General Planning & Infrastructure

Attachment A

Projects that will continue to be assessed under Part 3A

| Application Number | Project name | Location | Proponent |
|--------------------|--------------------------------|--|--------------------------------------|
| MP10_0159 | Royal Far West Concept Plan | 12-22 Wentworth Street, 16, 19-21 Steyne Street, Manly | Urbis On behalf of Royal Far West |

Projects that will no longer be assessed under Part 3A

| Application Number | Project name | Location | Proponent |
|--------------------|--------------|----------|-----------|
| N/A | | | |

Bridge St Office 23-33 Bridge St Sydney NSW 2000 GPO Box 39 Sydney NSW 2001 DX 22 Sydney
Telephone: (02) 9228 6111 Facsimile: (02) 9228 6191 Website planning.nsw.gov.au

TO: Ordinary Meeting - 20 June 2011
REPORT: Report Of Committees Report No. 25
SUBJECT: Minutes for adoption by Council - Special Purpose Committee - without recommendations of a substantial nature.
FILE NO:

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

- i) Sustainable Transport Committee – 4 November 2010

RECOMMENDATION

That the minutes of the following Special Purpose Committee meeting be adopted:

- i) Sustainable Transport Committee – 4 November 2010

ATTACHMENTS

There are no attachments for this report.

OM200611RC_1

***** End of Report Of Committees Report No. 25 *****

TO: Ordinary Meeting - 20 June 2011
REPORT: Report Of Committees Report No. 26
SUBJECT: Minutes for adoption by Council - Heritage Committee - 1 June 2011

These reports were dealt with at the Heritage Committee meeting of 1 June 2011 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 (i) Notes of the Inquorate meeting of 2 March 2011

That the Committee approve the attached notes of the inquorate Heritage Committee meeting held 2 March 2011 and now refers them to Council.

2. ITEM 4(ii) Membership

The Chair requested that an Item for Brief Mention be raised so that Councillors can discuss the matter of the Quorum for the Heritage Committee. The committee agreed to reduce the required quorum in the Heritage Committee Terms of Reference for meetings to 4.

It was also requested by the Chair that the vacant positions on the committee be advertised again.

3. ITEM 14.1 Heritage Tourism

Community Member, Jim Boyce advised that he had discussed the matter with Council's Manager Cultural & Information Services, Michael Hedger and it was suggested that he write to the General Manager via the Heritage Committee on preparing a Heritage Tourism Policy or plan for Manly. He tabled a number of points on heritage tourism and attachments. These are attached to these minutes (10pages). Mention was made of the Community Strategic Plan (CSP) currently on exhibition and that this would be an opportunity for Council to formulate a strategy on heritage tourism for Manly, including development of existing communications strategies to include Heritage tourism. The committee felt that given that there are 3 tourism related positions currently vacant that now is a good time to clarify and move forward on heritage tourism strategies for Manly.

RECOMMENDATION

That the minutes of the Heritage Committee meeting on 1 June 2011 be adopted including the following items:

1. ITEM 4(i) Notes of the Inquorate meeting of 2 March 2011.

That Council approves the attached notes of the inquorate Heritage Committee meeting held 2 March 2011.

2. ITEM 4(ii) Membership

The Committee recommends to the General Manager and Council that the Heritage Committee Terms of Reference for meetings be amended so that quorums are 4 members in attendance at the meetings.

3. ITEM 14.1 Heritage Tourism

The Committee recommends to the General Manager and Council that Council prepare/draft a heritage tourism policy and develop existing communications strategies to include heritage tourism.

ATTACHMENTS

There are no attachments for this report.

OM200611RC_2

***** End of Report Of Committees Report No. 26 *****

TO: Ordinary Meeting - 20 June 2011
REPORT: Corporate Services Division Report No. 21
SUBJECT: Report on Council Investments as at 30 April 2011
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 April 2011.

Legislative & Policy Implications

Manly Council Investment Policy
Section 625 Local Government Act 1993
Clause 212 Local Government (General) Regulation 2005
DLG Circular 10-35 – Ministerial Investment Order
DLG Circular 10-11 – Investment Policy Guidelines

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.

The following securities held are currently rated less than the minimum required under the Ministerial Investment Order. Council is permitted to hold securities under the grandfathering clause in the Ministerial Investment Order dated 31 July 2008.

- Flinders CDO currently rated BB
- Parkes CDO currently rated CCC-
- Scarborough CDO currently rated CCC-
- Torquay CDO currently rated CC
- Coolangatta CDO – B+ (unwinding)
- Global Bank Note - B- (unwinding)

Investment Performance

The Investment Report shows that Council has total Investments of \$12,315,639, comprising a combined Bank Balance of \$443,708; and Investment Holdings of \$8,821,932 directly managed and \$3,050,000 externally managed.

Corporate Services Division Report No. 21 (Cont'd)

Investments overall performed above the 90 day average Bank Bill Swap Rate (BBSW) for the month providing a return of 5.08% (*Council Benchmark =4.90% - benchmark is 90 day average BBSW*)

The reduced interest returns for April 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).

The average rate of return for investments paying interest is 6.18%

Lehman Brothers Australia (Grange) Portfolio Performance

Return on Lehman Brothers Australia Limited (Grange) Managed Funds since inception was 3.07%, less than the benchmark UBSWA Index of 5.52% (for the month of April 2011 the monthly return was 0.05% 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.

Movements in Investments for the Month of April 2011**Investments Made**

| <u>Issuer</u> | <u>Particulars</u> | <u>Face Value</u> |
|---------------|--------------------|-------------------|
| Nil | | |

Investments Matured

| <u>Issuer</u> | <u>Particulars</u> | <u>Face Value</u> | <u>Redeemed Value</u> |
|-------------------------------|--------------------|-------------------|-----------------------|
| Savings & Loans Credit Union | Term Deposit | \$500,000.00 | \$500,000.00 |
| Heritage Building Society | Term Deposit | \$500,000.00 | \$500,000.00 |
| Police & Nurses Credit Union | Term Deposit | \$500,000.00 | \$500,000.00 |
| Railways Credit Union Limited | Term Deposit | \$500,000.00 | \$500,000.00 |

RECOMMENDATION

That: the statement of Bank Balances and Investment Holdings as at 30 April 2011 be received and noted.

ATTACHMENTS

AT- 1 Council's Investments 4 Pages

OM200611CSD_2

***** End of Corporate Services Division Report No. 21 *****

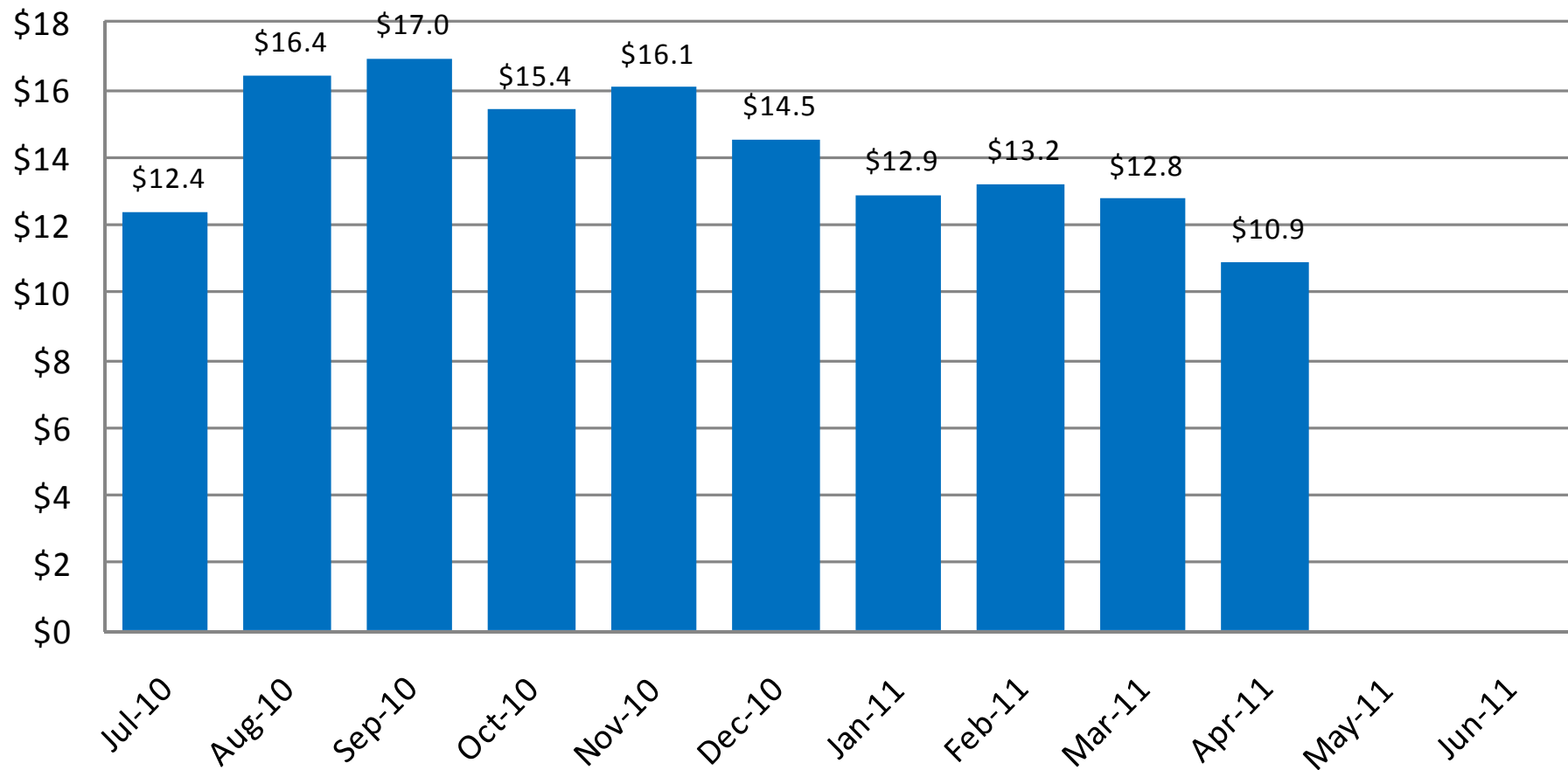
ATTACHMENT 1

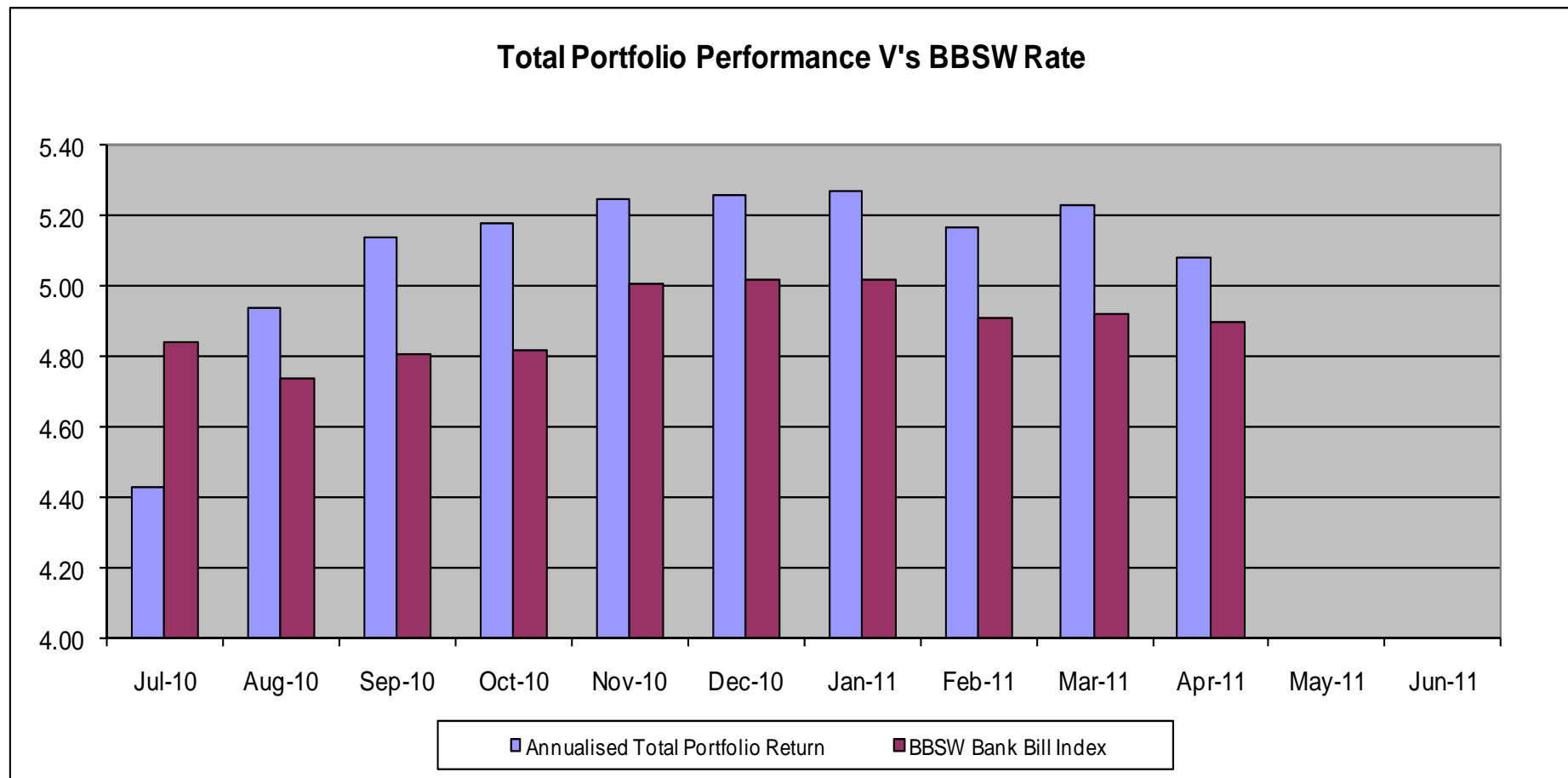
Corporate Services Division Report No. 21 - Report on Council Investments as at 30 April 2011

Council's Investments

| MANLY COUNCIL INVESTMENT PORTFOLIO as at 30 April 2011 | | | | | | | | | |
|---|--------------------|---------------------|------------------------|-------------------------|--------------|---------------|--------------------|----------------------------------|---------------------------------|
| | 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 April 2011 |
| Directly Managed Funds | | | | | | | | | |
| Trading Account | | | | | | | | | |
| CBA Trading Account | Cash | 443,708 | 443,708 | 3.60% | AA- | . | . | 3% ⁽³⁾ | \$ 41,001 \$ 5,112 |
| Others | | | | | | | | | |
| Emu Note - Dresdner Bank | Structured Note | 500,000 | 388,100 | 4.06% | AAA | 25/10/2005 | 13/12/2012 | 0.00% | \$ - \$ - |
| ANZ Climate Change Trust | Structured Note | 500,000 | 423,310 ⁽⁵⁾ | 4.06% | AA | 21/12/2007 | 21/12/2013 | 0.00% | \$ - \$ - |
| Bank of Queensland | Term Deposit | 500,000 | 500,000 | 4.06% | BBB+ | 5/07/2010 | 30/06/2011 | 6.30% | \$ 25,804 \$ 2,589 |
| Adelaide and Bendigo Bank | Term Deposit | 719,877 | 719,877 | 5.85% | BBB+ | 5/07/2010 | 30/06/2011 | 6.20% | \$ 36,562 \$ 3,668 |
| Suncorp Metway | Term Deposit | 500,000 | 500,000 | 4.06% | AA | 6/07/2010 | 30/06/2011 | 6.30% | \$ 25,804 \$ 2,589 |
| AMP Limited | Term Deposit | 500,000 | 500,000 | 4.06% | A | 8/09/2010 | 8/09/2011 | 6.31% | \$ 20,227 \$ 2,593 |
| Community CPS Credit Union | Term Deposit | 459,835 | 459,835 | 3.73% | Cr Union | 7/03/2011 | 6/05/2011 | 6.26% | \$ 4,259 \$ 2,366 |
| Credit Union Australia | Term Deposit | 500,000 | 500,000 | 4.06% | Cr Union | 29/11/2010 | 30/05/2011 | 6.36% | \$ 13,243 \$ 2,614 |
| Community CPS Credit Union | Term Deposit | 467,528 | 467,528 | 3.80% | Cr Union | 7/03/2011 | 6/05/2011 | 6.26% | \$ 4,330 \$ 2,406 |
| Community CPS Credit Union | Term Deposit | 500,000 | 500,000 | 4.06% | Cr Union | 7/03/2011 | 6/06/2011 | 6.21% | \$ 4,594 \$ 2,552 |
| Credit Union Australia | Term Deposit | 500,000 | 500,000 | 4.06% | Cr Union | 7/03/2011 | 6/06/2011 | 6.03% | \$ 4,461 \$ 2,478 |
| Macquarie Cash Management Account | @ Call | 219 | 219 | 0.00% | AAA | At call | At call | 4.75% | \$ 4,775 \$ 1 |
| AMP Limited | @ Call | 2,573,637 | 2,573,637 | 20.90% | A | At call | At call | 5.75% | \$ 85,800 \$ 11,376 |
| Commonwealth Bank | @ Call | 600,836 | 600,836 | 4.88% | AA- | At call | At call | 4.00% | \$ 91,952 \$ 6,906 |
| Total | | 8,821,932 | 8,633,342 | 71.63% | | | | | |
| Total Directly Managed Funds | | 9,265,639 | 9,077,049 | | | | | | |
| Lehman Brothers Australia (Grange) Managed Funds (All in AUS\$) | | | | | | | | | |
| Approved Deposit Institutions (Bank) | | | | | | | | | |
| HSBC | Floating Rate Note | 500,000 | 501,100 | 4.06% | AA | 20/03/2007 | 22/09/2011 | 5.15% | \$ 21,595 \$ 2,118 |
| Total | | 500,000 | 501,100 | 4.06% | | | | | |
| Interest Bearing Securities (Non Bank) | | | | | | | | | |
| Magnolia (Flinders) | Floating Rate CDO | 300,000 | 263,085 | 2.44% | BB | 20/03/2007 | 20/03/2012 | 6.34% | \$ 15,894 \$ 1,563 |
| MAS6-7 (Parkes IIA) | Floating Rate CDO | 500,000 | 52,335 | 4.06% | CCC- | 20/03/2007 | 20/06/2015 | 8.14% | \$ 19,604 \$ 3,345 |
| Heli0308 (Scarborough) | Floating Rate CDO | 250,000 | 28,620 | 2.03% | CCC- | 21/06/2007 | 23/06/2014 | 6.68% | \$ 10,915 \$ 1,373 |
| Corsair (Torquay) | Floating Rate CDO | 500,000 | 6,835 | 4.06% | CC | 20/03/2007 | 20/06/2013 | 6.49% | \$ 15,366 \$ 2,667 |
| Zircoon (Coolangatta) | Floating Rate CDO | 500,000 | 450,000 | 4.06% | B+ | 20/03/2007 | 20/09/2014 | 0.00% | \$ - \$ - |
| Beryl (Global Bank Note) | Floating Rate Note | 500,000 | 520,000 | 4.06% | B- | 3/04/2007 | 20/09/2014 | 0.00% | \$ - \$ - |
| Total | | 2,550,000 | 1,320,875 | 20.71% | | | | | |
| Total Grange Managed Funds | | 3,050,000 | 1,821,975 | 24.77% | | | | | |
| Retired Investments | | | | | | | | | \$ 200,442 \$ 3,742 |
| TOTAL PORTFOLIO | | 12,315,639 | 10,899,024 | 100.00% | | | | 5.08% | \$ 646,628 \$ 62,058 |
| BENCHMARK | | | | | | | | 4.90% | |
| 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 account not included in the monthly portfolio return calculation | | | | | | | | | |
| 5 Valuation as at 31 December 2010 | | | | | | | | | |
| 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 | | | | | | | | | |

Investment Value by Month - 2010/2011 (\$Million)

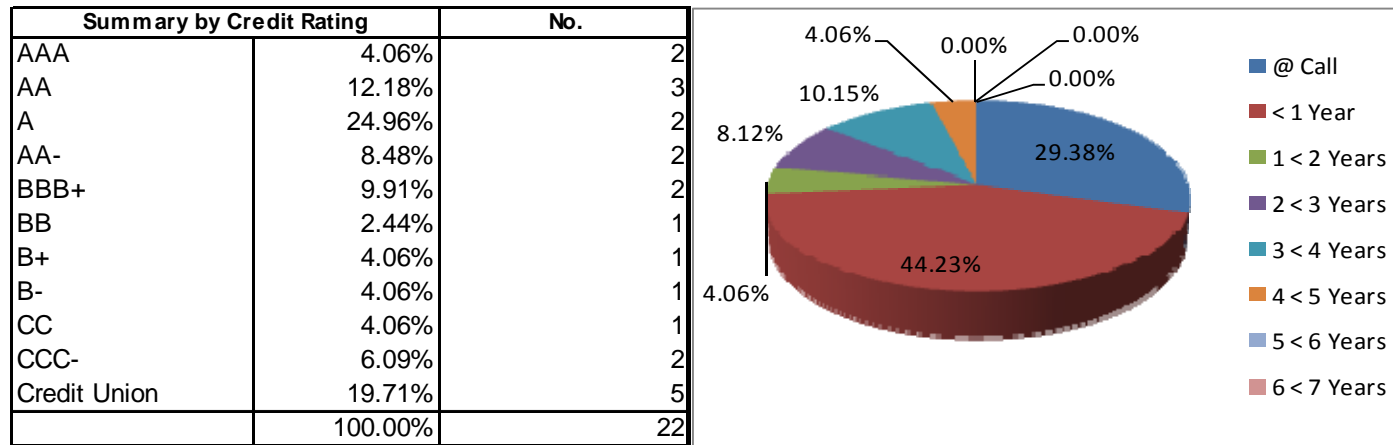




ATTACHMENT 1

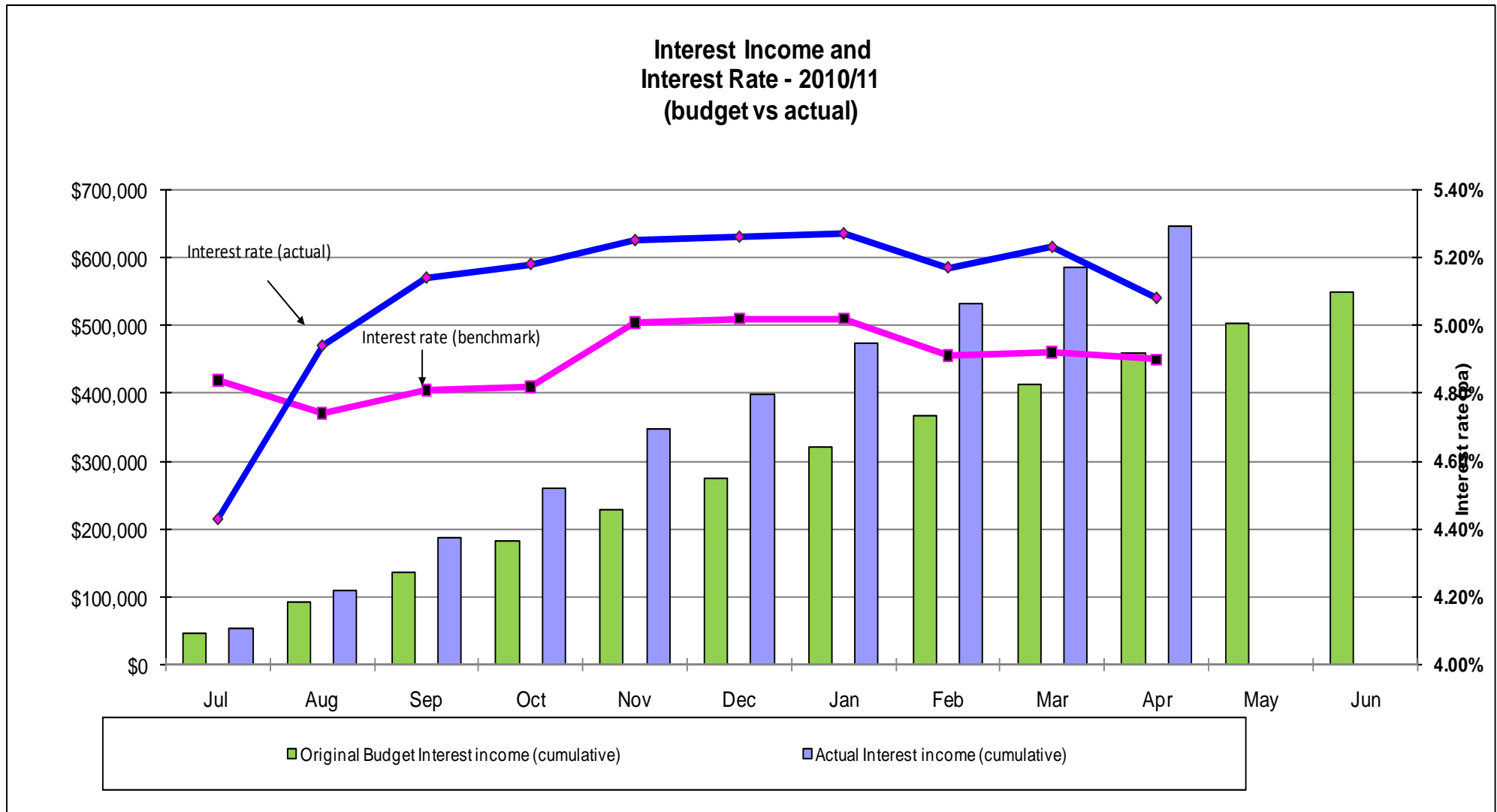
Corporate Services Division Report No. 21 - Report on Council Investments as at 30 April 2011

Council's Investments



Corporate Services Division Report No. 21 - Report on Council Investments as at 30 April 2011

Council's Investments



TO: Ordinary Meeting - 20 June 2011
REPORT: Corporate Services Division Report No. 22
SUBJECT: Adoption of Cash Handling Policy
FILE NO:

SUMMARY

This report recommends that Council give public notice of its intention to adopt a Cash Handling Policy.

REPORT

Council's Internal Auditor has undertaken a number of internal audits in Council in accordance with the agreed internal audit plan.

One of these audits included Cash Handling.

Amongst the recommendations made in the Internal Auditors reports to the Internal Audit Committee, was the adoption by Council of a Cash Handling Policy.

The draft *Cash Handling Policy* sets out the requirements to be followed by staff in regards to the security of cash, receipting, banking, and control of petty cash, and is recommended to Council for adoption. The purpose of this policy is to ensure all monies received by Council are fully accounted for and receipted and deposited to Council's bank account; to ensure consistency in procedures and standards in cash handling across all Council sites and services; to establish and maintain accountability for the flow of cash through Council; to ensure the correct and proper use of petty cash; to provide a framework for cash handling and control.

RECOMMENDATION

THAT

1. The draft *Cash Handling Policy* be endorsed,
2. The draft Policy be placed on public exhibition for a period of 28 days inviting submissions, in accordance with Section 705 of the *Local Government Act, 1993*.

ATTACHMENTS

AT- 1 Cash Handling Policy _Draft 3 Pages

OM200611CSD_3

***** End of Corporate Services Division Report No. 22 *****

Corporate Services Division Report No. 22 - Adoption of Cash Handling Policy
Cash Handling Policy _Draft



Cash Handling Policy

Title: Cash Handling Policy

Policy No: C12.

Keywords: Cash control, banking, receipts, receipting, petty cash, cheques, payments.

Responsible Officer: Manager Financial Services

1. Policy Statement

The objective of this policy directive is to provide a framework and processes for cash handling and cash security to ensure Council fulfils its financial obligations and service delivery.

This policy applies to all Council employees involved with the handling of cash at designated sites and any staff members authorised to use petty cash.

2. Purpose

- To ensure all monies received by Council are fully accounted for and receipted and deposited to Council's bank account;
- To ensure consistency in procedures and standards in cash handling, across all Council sites and services;
- To establish and maintain accountability for the flow of cash through Council;
- To ensure the correct and proper use of petty cash;
- To provide a framework for cash handling and security of cash.

3. Related Policies and Legislation

- Code of Conduct
- Cash Handling Procedures
- Local Government Act 1993
- Local Government (General) Regulation (2005) – Part 9, Division 5: Accounting Records and Accounting Practices.

4. Definitions

Cash – electronic and credit card transactions, cheque and currency including notes and coins.

Cash handling – petty cash, manual and electronic means of cashiering (cash, cheque, eftpos and credit card), floats (special events, collection of monies), banking preparation and reconciliation.

Banking – cash preparation and reconciliation for collection by Council's authorised collection agent for depositing with bank.



Cash Handling Policy

Designated site – those sites throughout Council that are involved in cash handling and merchandise control operations. These include but are not limited to:

- Customer Services
- Library
- Art Gallery
- Visitor Information Centre / Bookings
- Childcare centres etc
- Swim Centre
- Meals on Wheels
- Car Parks and parking meters
- Administration (office managers and petty cash)

5. Principles with respect to Cash Handling

- Council will provide a safe working environment that protects the welfare of Council personnel and safeguards cash and merchandise at designated sites;
- Cash receipting systems appropriate for each site will be installed and maintained;
- Only Council cash may be stored in Council's safe keeping devices;
- All cash must be kept secure in a locked drawer, container or safe and is not to be left unattended;
- The borrowing or taking of cash from any float or till for personal benefit is prohibited;
- All cash received must be banked on the next banking day, unless formal prior arrangements has been made with the Manager Financial Services;
- Cash will be collected from specific sites by Councils authorised collection agent;
- A receipt must be issued for all transactions, in accordance with the approved receipting procedure at each designated site, using the installed Council system or official receipt books, each such receipt to be dated and numbered in sequential order;
- Managers responsible for designated sites must maintain current documentation of all cash handling procedures and processes, including:
 - security and safety measures for transporting cash
 - daily record and reconciliation of cash taken and receipted, including cash register total slips
 - reconciliation of manual receipts
 - petty cash reconciliation and claims
 - register of security codes and/or safe keys;

6. Non Compliance

Non-compliance with this policy or procedures may result in disciplinary action and / or dismissal.

ATTACHMENT 1

Corporate Services Division Report No. 22 - Adoption of Cash Handling Policy Cash Handling Policy _Draft



Cash Handling Policy

7. Policy Variation

This policy shall be reviewed every two (2) years and Council retains the right to vary or revoke this policy at its discretion.

8. Policy History

| Minute No | Date of Issue | Action | Author | Checked by |
|-----------|---------------|--------|--------|------------------|
| | 16/05/2011 | Draft | CFO | IEJ (18/05/2011) |
| | | | | |
| | | | | |

TO: Ordinary Meeting - 20 June 2011
REPORT: Planning And Strategy Division Report No. 12
SUBJECT: Sydney Harbour Council Agreement
FILE NO:

SUMMARY

This report was forwarded to Council at the Planning & Strategy meeting of 6 June 2011 where it resolved to defer the item to the next Ordinary Meeting on 20 June 2011 to enable Councillors to review the Sydney Harbour Councils agreement."

The Sydney Harbour Councils have requested support from all members, including Manly Council, for the renewal of the Sydney Harbour Councils Agreement with the NSW Government. It is recommended that Council resolve to support the renewal of the Agreement.

REPORT

Introduction:

The Sydney Harbour Agreement was formed with the objective to retain the significance of Sydney Harbour as a 'working harbour' and to ensure that consistent planning policies were applied across all the Sydney Harbour Councils.

The Sydney Harbour Councils held a meeting on 13 January 2011, to consider several recent changes to State Government policy affecting the Sydney Harbour foreshores and to discuss the need to revise and renew the agreement with the relevant State ministers.

The following is a summary of the outcomes and resolutions of the Sydney Harbour Council's meeting:

1. Our Harbour Agreement

- (i) The Sydney Harbour Councils agreed 'in-principle' to support the 'Our Harbour' Agreement and its eight core issues.
- (ii) The agreement should be amended to remove those matters that are no longer relevant and the revised document is forwarded to all Sydney Harbour Council members requesting endorsement at their first Council meeting in 2011.
- (iii) Request the Minister for Planning and the Minister for Ports and Waterways to renew the 'Our Harbour Agreement' (as amended).
- (iv) The Leader of the Opposition is requested to consider accepting the revised 'Our Harbour' Agreement as part of their planning policy.

2. Proposed Barangaroo Development

- (i) The Sydney Harbour Councils request the constituent Mayors form a deputation to the Premier and the Leader of the Opposition expressing their concern at the overdevelopment at Barangaroo, the intrusion of a major building into the harbour and the ill-conceived relocation of the overseas passenger terminal to White Bay.
- (ii) The Premier be requested to ensure that all Part 3A applications be referred to the independent Planning Assessment Commission for assessment.

3. Exempt and Complying Development in Scenic Foreshore Protection Areas

- (i) Sydney Harbour Councils urgently institute a Working Party to consider an approach to take regarding how exempt and complying development can be applied in Scenic Foreshore Protection Areas.
- (ii) Membership of the working party consists of representatives of Woollahra, Hunters Hill, North Sydney, Lane Cove and Mosman Councils.

Planning And Strategy Division Report No. 12 (Cont'd)**4. NSW Maritime**

Sydney Harbour Councils express their concern to the Premier and the Minister for Ports and Waterways that NSW Maritime continually fails to comply with, or give adequate consideration to, the aims and objectives of the Sydney Harbour REP particularly on properties that are under their own control.

5. NSW Maritime Leasing Policies

North Sydney Council writes to Minister for Planning, The Hon Tony Kelly MLC commending his approach to jetty and waterfront facility leasing on private land.

6. Actions required to progress the renewal of the Agreement

The agreement is amended to remove those matters that are no longer relevant and the revised document is forwarded to all Sydney Harbour Council members requesting endorsement.

Conclusion:

There was unanimous support for the renewal of the Agreement at the meeting of the Harbour Councils in January 2011. A number of actions referred to above have been carried out. As agreed at the meeting in January 2011 a further meeting of the Councils has now been arranged following the election of the NSW State Government to progress the key issues.

The next stage in the renewal of the agreement is the decision of each of the Harbour councils to support the Sydney Harbour Councils Agreement. Another meeting was held on 2 June 2011 at Woollahra Council to progress the elements within the Agreement.

The future planning regime for the Harbour and foreshores, and the protection of natural and cultural heritage of the Sydney Harbour catchment is of major concern to Manly Council and therefore Council's commitment to the Agreement is recommended.

RECOMMENDATION**THAT:**

1. Council receive and note the report on the renewal of the Sydney Harbour Councils Agreement; and,
2. Council resolves to support the revised 'Our Harbour' Agreement and the continuation of the Sydney Harbour Councils Group.

ATTACHMENTS

AT- 1 Sydney Harbour Councils' Agreement 6 Pages

OM200611PSD_3

***** End of Planning And Strategy Division Report No. 12 *****

ATTACHMENT 1

Planning And Strategy Division Report No. 12 - Sydney Harbour Council Agreement Sydney Harbour Councils' Agreement

DRAFT



'Our Harbour' Agreement

An agreement between

The Sydney Harbour Councils, the Minister for Planning and Minister for Ports and Waterways for managing Sydney Harbour, its tributaries and catchment as a special place.

REPORT OF GENERAL MANAGER

Meeting 4299 – 14 February 2011

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1.0 Preamble

- 1.1** *Considering* that Sydney Harbour, its waterways, foreshores and catchment area constitute an internationally recognised fusion of the built, natural and cultural environments: the city, the bush and harbour, and its people;
- 1.2** *Recognising* that the current generations hold the responsibility and honour of enhancing and managing the intrinsic values associated with the harbour and its catchment for the benefit of future generations;
- 1.3** *Acknowledging* that the New South Wales Government sees the Sydney Harbour catchment as a system, which must be managed as a single complex place, and has developed new and innovative mechanisms to manage Sydney Harbour and its catchment on a whole-of-government basis;
- 1.4** *Acknowledging* that this agreement requires the cooperation of the Sydney Foreshore Harbour Authority, the State Property Authority, Sydney Metropolitan Catchment Management Authority, The Department of Climate Change and Water, The Sydney Coastal Councils, The Sydney Harbour Federation Trust and the Indigenous peoples of Sydney Harbour.
- 1.5** *And recognising* that the Councils of the Sydney Harbour catchment are taking a whole-of-local-government place management approach to the harbour, while maintaining the focus and integrity of community involvement at the local level:
- 1.6** *Therefore this agreement is entered into for the following purposes:*
- 1.6.1 To provide the Sydney Harbour Councils with an enduring mechanism for action to better research, plan for, manage and protect the whole harbour and catchment, consistent with their primary obligations to their local communities and within their powers and resources.
 - 1.6.2 To enable the Sydney Harbour Councils to collaborate and negotiate effectively with the New South Wales Government and its agencies in a coordinated manner on matters concerning the management of Sydney Harbour and its catchment.
 - 1.6.3 To acknowledge and formalise the New South Wales Government's participation and commitment to managing Sydney Harbour and its catchment.

REPORT OF GENERAL MANAGER

Meeting 4299 – 14 February 2011

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2.0 The Parties

- 2.1** The parties to this agreement are the Sydney Harbour Councils, the Minister for Planning, the Minister for Ports and Waterways and the members of the Sydney Harbour Councils as listed in Schedule One.
- 2.2** **The roles and functions of the Sydney Harbour Councils include:**
- representation of the interests of their respective communities;
 - providing local governance including the development of policy and the provision of works, services and community programs;
 - contributing to the delivery of outcomes for the whole of the harbour;
 - consistently liaising and collaborating with the agencies and councils of the harbour on a whole of government basis;
 - promoting strategic and coordinated whole of government management of Sydney Harbour and its catchment;
 - sharing information on the management of Sydney Harbour and its catchment and developing joint responses to emerging Sydney Harbour issues; and
 - recognising that the *Sharing Sydney Harbour Regional Action Plan* is the primary guide to principles, directions and priorities in the management of Sydney Harbour and its catchment; and, is the basis for coordination, collaboration and whole of government management actions for Sydney Harbour and its catchment
- 2.3** **The roles and functions of the Minister for Planning and the Minister for Ports and Waterways include:**
- representing the New South Wales Government's commitment to managing Sydney Harbour and its catchment.
 - promoting strategic and coordinated whole of government management of Sydney Harbour and its catchment
 - promoting collaboration within government, and between government and other peak stakeholder groups
 - sharing information on the management of Sydney Harbour and its catchment and develop joint responses to emerging Sydney Harbour issues
 - recognising that the *Sharing Sydney Harbour Regional Action Plan* is the primary guide to principles, directions and priorities in the management of Sydney Harbour and its catchment; and, is the basis for coordination, collaboration and whole of government management actions for Sydney Harbour and its catchment.

REPORT OF GENERAL MANAGER

Meeting 4299 – 14 February 2011

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3.0 Agreement

- 3.1 The Sydney Harbour Councils, individually and jointly, working with the New South Wales Government will address, in managing their respective local areas, the following eight core issues.**
- 3.1.1 *The harbour is the focus of Sydney.*** Sydney Harbour is of fundamental importance to the residents, and workers of the harbour catchment, to the people of the Sydney region and its visitors, to all of New South Wales and to all the people of Australia. All spheres of government need to work as one to protect and manage all aspects of the harbour without favouring single sectors or special interests at the expense of the harbour's integrity and sustainability.
- 3.1.2 *The quality of the physical and natural environments is under pressure.*** The urgent and continuing attention of all levels of government is needed for the protection and restoration of the terrestrial and aquatic environments and for the rehabilitation and maintenance of infrastructure, both through new programs and the concerted implementation of existing action and management plans.
- 3.1.3 *The harbour is a key cultural and recreational resource.*** Projects in the *Sharing Sydney Harbour Regional Action Plan* – particularly the cultural audit and the Sydney Harbour Dreaming project *Tuhbowgule Nangamay* – provide enhanced opportunities for community involvement and for links to the full range of cultural, educational, and recreational resources.
- 3.1.4 *Our maritime industries are in danger of disappearing from the Harbour.*** All spheres of government, acting together, need to act to ensure that Sydney Harbour remains a working harbour with (a) suitable zones and policies administered by councils on land which is appropriate for a wide range of water related activities and (b) a stock of well located government-owned land available for water related activities under secure tenure and affordable terms.
- 3.1.5 *There is concern over the privatisation of the harbour foreshore.*** All spheres of government need to enhance the ecological and urban qualities of the shoreline, to seize every opportunity to increase the public ownership of foreshore land, and to progressively remove impediments to access to and from the water, for instance through the foreshore and access improvement program of the *Sharing Sydney Harbour Regional Action Plan*.
- 3.1.6 *Foreshore developments should display the highest possible quality of design.*** All spheres of government must adopt consistent standards for the design of all elements added to the harbour environment, must share a commitment to quality, must maintain and enhance views to and from the water, and must actively and consistently re-establish the native plant communities of the harbour catchment.
- 3.1.7 *A complex arrangement of administrative responsibilities has developed around the harbour.*** In Sydney Harbour there are necessarily a very large number of distinct roles and responsibilities, technical, administrative, regulatory, financial, local and central. Inter-agency and inter-government coordination mechanisms must continue to be developed as the only way to enable the planning and place management outcomes to be achieved with efficiency and effectiveness. Of highest priority are the mechanisms established under this agreement.
- 3.1.8 *Proactive consultation is essential.*** Forums are needed for the resolution of issues between all harbour councils and agencies, based on the principles of this agreement. The sustainable management of Sydney Harbour is not achieved through unilateral action but through meaningful prior consultation between agencies and the Sydney Harbour Councils.

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3.2 The Sydney Harbour Councils establish, by this agreement, mechanisms for whole-of-council, whole-of-local-government and whole-of-government action, having the following three elements.

3.2.1 *Sydney Harbour Councils* the Sydney Harbour Councils comprise the Mayors of each of the Councils party to this agreement. The Sydney Harbour Councils will:

- meet at six monthly intervals, and in special session as required;
- implement, investigate and negotiate matters arising between councils and the state government, insofar as they relate to the management of Sydney Harbour and its catchment;
- provide a forum for discussion and agreement on local issues which have strategic implications for the harbour;
- on an annual basis elect from amongst the Mayors of each of the member Councils a Chairperson;
- the Council from which the Chairperson is elected will be responsible for providing the secretariat service, including meeting agendas and minutes of meetings held in that year;
- meetings shall rotate amongst member Councils;
- meetings shall be conducted in accordance with the NSW Local Government Meetings Regulations;
- the records of the Sydney Harbour Councils will be held and maintained by the member Council providing the secretariat service;
- the logo and image for the Sydney Harbour Councils shall be as displayed on the cover of this agreement.

3.3 The Local Government and Shires Association of NSW is invited to participate as an observer at meetings of the Sydney Harbour Councils.

3.4 By this agreement each Council adopts the *Sharing Sydney Harbour Regional Action Plan* (as amended from time-to-time) (i) as the primary guide to principles, directions and priorities in the management of Sydney Harbour, (ii) as the basis for coordination, collaboration and whole-of-government action, and (iii) as a plan to be actively implemented.

3.5 By this agreement each Council commits to consider:

- 3.5.1 the *Australian Natural Heritage Charter* (see Schedule 2) and the *Burra Charter* (see Schedule 3) as formal policy of the council, for implementation through planning instruments, contracts and programs;
- 3.5.2 adopting and implementing the *Spectacle Island Declaration* (see Schedule 4) and actively participating in the processes associated with the continuing evolution of the *Spectacle Island Declaration* by the community;
- 3.5.3 participating in the development and application of the Sydney Harbour research agenda aimed at deepening our knowledge of the harbour's ecosystems and urban environments;
- 3.5.4 developing and maintaining close working relationships with the Aboriginal peoples of the area to recognise, protect and restore the cultural heritage of the Sydney Harbour catchment area for the benefit of all peoples;

ATTACHMENT 1

Planning And Strategy Division Report No. 12 - Sydney Harbour Council Agreement Sydney Harbour Councils' Agreement

REPORT OF GENERAL MANAGER

Meeting 4299 – 14 February 2011

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- 3.5.5 jointly adopting consistent statutory planning provisions for development that impacts on the harbour;
- 3.5.6 fulfilling their responsibilities within their powers and resources in implementing catchment and stormwater management plans;
- 3.6.6 jointly formulating common policies on harbour issues such as seawalls, public and private wharves and jetties, the use and significance of foreshore mechanisms including building lines and the Mean High Water Mark, the retention of public foreshore land, the retention of bushland, and the use of environmental levies to achieve the purposes of this agreement.

4.0 Duration and review

This Agreement shall remain in force for a period of three years after its date of commencement, or such other time as the parties may agree.

5.0 Schedules

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TO: Ordinary Meeting - 20 June 2011
REPORT: Civic and Urban Services Division Report No. 5
SUBJECT: Parking Spaces for Car Share Schemes
FILE NO:

SUMMARY

This report sets out a policy, for Council approval, relating to the provision of on street parking spaces for car share schemes.

BACKGROUND:

Car share schemes are now common place in many cities and towns around the globe. These schemes provide for the hour by hour rental of a car for a scheme member. These schemes provide a viable alternative to car ownership and access to a car for those who choose or could otherwise not afford to own a car.

Car share schemes require dedicated parking spaces that are available 24 hours a day. Increasingly, Councils are being requested by the operators of car share schemes to provide dedicated on street parking spaces.

REPORT

The RTA Traffic Facility Block Grant is not to be used for providing on street car share parking spaces or for ongoing administration or maintenance. Due to this, Council will either need to fund the implementation, maintenance and administration of these parking spaces through existing revenue budgets or pass on these costs to car share companies.

Option 1 – Fund car share spaces from Environment Levy

Council could evaluate a fair market rate for care share spaces and fund this from the Environment Levy on the grounds that car share schemes:

- use more environmentally sustainable vehicles;
- reduce dependency on private car ownership thus promoting more sustainable public and active travel modes;
- provide access to a vehicle for those who cannot afford or choose not to own a private car.

Option 2 – Car Share Company funding

Alternatively, Council could introduce fees and charges for car share parking spaces. These spaces, while serving a community purpose, will be used by a commercial organisation serving only some of Manly's residents. As such it would be reasonable to expect car share companies to pay for all costs associated with these parking spaces. These could be charged as follows:

- A one off charge for the design and installation of signs and road marking.
- An annual administration and rental fee based on a fair market rate.
- An annual fee for maintenance of signing and road markings.
- An annual fee for enforcement at an agreed service level.

Civic and Urban Services Division Report No. 5 (Cont'd)**RECOMMENDATION**

That Council:

1. Adopt the Draft Car Share Parking Space Policy including the assessment criteria, and
2. Amend Council's Schedule of Fees & Charges to include rates for installation, administration, rent, maintenance and enforcement of car share parking spaces.

ATTACHMENTS

AT- 1 Draft Car Share Policy 5 Pages

OM200611CSU_1

***** End of Civic and Urban Services Division Report No. 5 *****

Civic and Urban Services Division Report No. 5 - Parking Spaces for Car Share Schemes
Draft Car Share Policy



| | |
|-----------------------------|---|
| Title: | Car Share Parking Spaces |
| Policy No: | Contact Manager Administration for number |
| Keywords: | Car Share, Parking |
| Responsible Officer: | Traffic Manager |

1.0 Purpose

This policy provides guidance for the provision of dedicated parking spaces on street for car share schemes within the Manly LGA.

1.1 Background

Car share schemes are now common place in many cities and towns around the globe. These schemes provide for the hour by hour rental of a car for a scheme member. In Manly approximately 13 percent of residents do not own a car and are entirely dependent of public transport (according to the 2006 Census).

Car share schemes provide a viable alternative to car ownership and access to a car for those who choose or could otherwise not afford to own a car.

Car share schemes require dedicated parking spaces that are available 24 hours a day. Car share schemes are of most benefit in those areas with higher urban density and hence higher demand for parking space. Increasingly, Councils are being requested, by the operators of car share schemes, to provide dedicated on street parking spaces.

2.0 Principles

The Roads and Traffic Authority (RTA) prefer that car share parking spaces are provided off street within council car parks. These spaces are not subject to the RTA's rules and Council may decide how and on what basis the spaces are allocated.

All on street car share parking spaces must be installed in accordance with the RTA's technical direction TDT 2007/04. This sets out the main principles including:

- 2.1 **Origin parking spaces only**
Car share parking spaces should only be provided at the trip origin or the 'home base' of cars within the car share scheme.
- 2.2 **The need for community consultation.**
Prior to spaces being allocated appropriate consultation with affected residents should be undertaken.
- 2.3 **Assessment of priority for car share parking spaces**
The need for car share parking spaces should be considered in accordance with an on-street parking strategy that would identify land use zones and a 'needs hierarchy'. Priority for kerbside parking should be given to bus, taxi, loading and parking for people with disabilities. A parking 'needs hierarchy' is discussed later in this policy.

Car Share Parking Spaces
Adopted: Date

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Civic and Urban Services Division Report No. 5 - Parking Spaces for Car Share Schemes
Draft Car Share Policy

- 2.4 Location of parking spaces
Car share parking spaces should not be located in residential streets. It is preferable that car share spaces are located adjacent to public or commercial buildings or land uses. Car share parking spaces should be limited to 5% of the available parking in any single street or length of road (length of road may be a single block).
- 2.5 Scheme administration by Council
The administration of on street car share schemes parking spaces is the responsibility of Council. The RTA has set a number of requirements that must be met. In summary these are:
- Council must provide written authorisation to the car share company for each vehicle.
 - Each vehicle is to display a permit or sticker identifying the vehicle as part of a car share scheme (the permit must include some key information set out in the technical direction).
 - The number of parking spaces provided for car share vehicles must not exceed the number of car share vehicles.
 - Council must not issue authorisations or permits for destination parking.
 - Council will need to monitor on street parking spaces and report their performance to the RTA annually.
- 2.6 Signage, markings and advertising
Only the approved 'No Parking zone' signage (R5-447) may be used. This sign will include the text "Mainly Council Authorised Car Share Vehicles Exempted". These signs may not include the Council logo or logo of the car share company. No advertising is to be permitted on any infrastructure components or elements of the scheme on street.
- 2.7 Enforcement
Council will be responsible for the enforcement of all car share scheme parking spaces. It is an RTA requirement that these spaces do not require NSW Police resources including after hours.
- 2.8 Funding
The RTA Traffic Facility Block Grant is not to be used for providing on street car share parking spaces or for ongoing administration or maintenance.

3.0 Assessment criteria

The following parking restriction 'needs hierarchy' is proposed as a basis against which car share parking spaces should be assessed:

- restrictions for safety and access (No Stopping / No Parking)
- emergency and essential services (Authorised Parking Zones)
- buses and taxis (Bus and Taxi Zones)
- loading (Loading Zones)
- high turnover parking within commercial street (including paid parking)
- parking for disabled drivers
- residents' parking within residential street
- long term commercial parking for businesses
- car share parking spaces

Civic and Urban Services Division Report No. 5 - Parking Spaces for Car Share Schemes
Draft Car Share Policy

4.0 Resident Parking Permits

Car share schemes will not be entitled to apply for residents parking permits (this is an RTA requirement).

5.0 Fees and Charges

5.1 Council is not allowed to use the RTA Traffic Facility Block Grant to fund car share scheme parking places either on or off street. Due to this, Council will either need to fund the implementation, maintenance and administration of these parking spaces through existing revenue budgets or pass on these costs to car share companies.

5.2 Option 1 – Fund car share spaces from Environment Levy

Council could evaluate a fair market rate for car share spaces and fund this from the Environment Levy on the grounds that car share schemes:

- use more environmentally sustainable vehicles;
- reduce dependency on private car ownership thus promoting more sustainable public and active travel modes;
- provide access to a vehicle for those who cannot afford or choose not to own a private car.

5.3 Option 2 – Car Share Company funding

Alternatively, Council could introduce fees and charges for car share parking spaces. These spaces, while serving a community purpose, will be used by a commercial organisation serving only some of Manly's residents. As such it would be reasonable to expect car share companies to pay for all costs associated with these parking spaces. These could be charged as follows:

- A one off charge for the design and installation of signs and road marking.
- An annual administration and rental fee based on a fair market rate.
- An annual fee for maintenance of signing and road markings.
- An annual fee for enforcement at an agreed service level.

6.0 Definitions

The following definitions are used in this policy:

- **Car share** has the same meaning as ascribed by the RTA technical direction TDT 2007/04, being an organisation that provides members with access to a car on a casual basis.
- **Home base parking space** means the location that the car share vehicle is stored when not in use.
- **Dedicated parking spaces** means for the exclusive use.

7.0 Policy review

7.1 This policy is subject to regular review at a maximum interval of two years.

7.2 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.

ATTACHMENT 1

Civic and Urban Services Division Report No. 5 - Parking Spaces for Car Share Schemes Draft Car Share Policy

8.0 Relevant References & Legislation

This policy is based on the requirements of the RTA's technical direction TDT 2007/04

9.0 Revision Schedule

| Minute No | Date of Issue | Action | Author | Checked by |
|-----------|---------------|--------------|-----------------|---------------------------|
| | 15 June 2011 | Draft Policy | Traffic Manager | Divisional Manager CUS |
| | | | | |
| | | | | |