



## Attachments

## Ordinary Meeting

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

**Monday 13 February 2012**

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. 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 Service Counters at Manly Council, Manly Library and Seaforth Library and are available on Council's website:  
[www.manly.nsw.gov.au](http://www.manly.nsw.gov.au)*

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# ATTACHMENT 1

## Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012 Delivery Program 2011-2015 Matrix for Second Quarter Update to Council

Goals		Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 % Complete	Progress on KPI
1	Improve Manly's community safety	Work with key stakeholders to address alcohol culture and crimes	1.1.1 Implement Manly's crime prevention plan 2011-2013, in particular by developing strategies for late night transport, education, regulation and enforcement, planning and community engagement.	1.1.1.1	Implement Crime Prevention Plan actions in consultation with key stakeholders and the Community Safety Committee.	HSF	Ongoing	Awaiting endorsement of Plan by NSW Attorney General's Dept.
				1.1.1.2	Address culture of drinking by promotion of non-drinking activities.	HSF	Ongoing	3 drug and alcohol free band nights promoted with a combined attendance of approximately 440 young people. 24.7 Youth Film Festival screenings (246) and Final (450) promoted.
				1.1.1.3	Provision of drug and alcohol free under 18 events.	HSF	50%	3 band nights held with a combined attendance of approximately 440 young people.
				1.1.1.4	Continued participation in Manly Prohibit Liquor Accord (Hasle Free Nights).	HSF	Ongoing	Ongoing participation as determined by OLCR.
				1.1.1.5	Provision of civic and cultural events in accordance with determined community needs.	HSF	50%	Citizenship Ceremony, Australia Day, Remembrance Day and Civic Receptions and cultural events of social significance are planned and scheduled in accordance with community expectations.
2	Work with the community to ensure Manly is a safe place		1.2.1 Develop Community Safety Plan 2012-2015.	1.2.1.1	Implement community safety actions in consultation with the Community Safety Committee.	HSF	Ongoing	Pending endorsement of Crime Prevention Plan by NSW AG.
					Number of practical safety actions implemented and evaluated through the Community.	HSF	100%	Outcome Action Plan from Community Safety Audit completed.
3	Work with key stakeholders to improve road safety		1.3.1 Develop and implement Council's Five Year Road Safety Strategic Action Plan.	1.3.1.1	Develop and implement Council's Five Year Road Safety Strategic Action Plan.	CUS	50%	Community Safety programs for 2011-12 implemented and feedback from campaigns has been positive.
					Development of practical safety actions and initiatives.	CUS	50%	Remaining road safety programmes have been planned and are scheduled for implementation in final half of year.

CUS - Civic Urban Services, LS - Landuse Sustainability, HSF - Human Services Facilities, CS - Corporate Services, GMU - General Manager Unit

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## Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012 Delivery Program 2011-2015 Matrix for Second Quarter Update to Council

A. Social		One Year Plan					1st October to 31st December 2011	
Goals	Strategy	Four Year Plan	KPI			Responsible Lead Division	% Complete	Progress on KPI
2 A healthy and active Manly community	2.1 Provide safe swimming facilities and beaches in Manly	2.1.1 Providing professional lifeguard services Manly Ocean Beach to ensure public swimming safety, and public risk management.	2.1.1.1	Provision of Ocean Beach Professional Lifeguard services	Reporting to the Community on progress with initiatives.	CUS	10%	Ongoing
			2.1.1.2	Delivery of Aquatic Services and review of services at Manly Swim Centre and the associated equity and access in relation to the wider community users.	Number of rescues and preventable actions.	HSF	50%	Nil drownings: 142 rescues: 6,500 preventions: 127 first aid.
		2.1.2 Delivery of Aquatic Services and review of services at Manly Swim Centre and the associated equity and access in relation to the wider community users.	2.1.2.1	Administration of user's licenses and monitoring.	Annual update of lifeguard proficiencies.	HSF	100%	Completed prior to commencement of swimming season.
			2.1.2.2	Operation of the Manly Swim Centre in accordance with Public Health regulations, operating plan and budget requirements.	Percentage of actions on the beach resulting in litigation.	HSF		Nil
			2.1.2.3	Development of health living program and initiatives, as well as through lifestyle activities through committees and local partnerships.	No of visitors to Manly Swim Centre.	HSF	Ongoing	97,366
	2.2 Promote healthy and active living programs	2.2.1 Development of health living program and initiatives, as well as through lifestyle activities through committees and local partnerships.	2.2.1.1	Provision of a broad range of sporting programs and activities.	Compliance with risk management.	HSF		Audit being conducted 23rd Jan 2012.
				Promote opportunities to participate in physical activities (e.g. sporting clubs, surf clubs etc).	Safety record of nil drowning.	HSF	100%	Nil drowning.
			2.2.1.2	Evaluation of current programmes.	Annual update of lifeguard proficiencies.	HSF	100%	Completed.
			2.2.1.3	Encourage and support commercial opportunities that cater to the health and well being needs of young people.	Managing programs and activities.	HSF	ongoing service provided	Active After School Care sporting sessions twice weekly. Sporting activities held in Vacation Care. Weekly fitness program provided for young mothers.
			2.2.1.4	Continued participation on Smoke Free Outdoor Areas Working Party.	Managing programs and activities.	HSF	Ongoing	Manly Council supports fitness trainers, Surf lifesaving, football, cricket, surfing.
	2.2.2 Ongoing development of Council's Smoke Free Zones education and awareness program.	2.2.2.1 Ongoing development of Council's Smoke Free Zones education and awareness program.	2.2.2.1	Audits of smoke free signage.	Audits of smoke free signage.	GMU	50%	Signage checked and replaced regularly.
			2.2.2.2	Continued participation on Smoke Free Outdoor Areas Working Party.	Assistance provided to other Councils and organisations.	GMU	50%	Continued participation on Smoke Free Outdoor Areas Working Party.

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## Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012 Delivery Program 2011-2015 Matrix for Second Quarter Update to Council

A. Social							
Goals	Strategy	Four Year Plan		One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 Progress on KPI
2 A healthy and active Manly community (cont'd)	2.3 Work with local stakeholders to enhance healthy lifestyles and recreation	2.3.1 Continued community development programs focusing on physical, mental and sexual health.	2.3.1.1 Active after school care (e.g. sporting x 2 weekly, healthy eating, sun safety, immunisation, child protection awareness).		Managing programs and activities.	HSF	ongoing service provided
		2.3.2	2.3.2.1 Develop Youth & School Age Children's activities website for SHOROC region.	Managing programs and activities.	HSF	Ongoing	
		2.3.3 Build capacity of community organisations in Manly to provide active ageing programs and events.	2.3.3.1 Continued seniors support program, such as Keeping Them Well, Promoting connections in seniors' lives, volunteering, intergenerational contacts, aerobic activity, lifelong learning.	Managing programs and activities.	HSF	50%	
					Managing programs and activities.	HSF	Working in partnerships with other councils community agencies and Clubs. Social Isolation Working Party, Manly Club for Seniors, Local Clubs Manly Meals on Wheels programs and volunteering. Community Centres, Restaurants, Seniors and Healthy Lifestyle Exercise Classes, Manly Computer Pals.

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A. Social		One Year Plan					1st October to 31st December 2011	
Goals	Strategy	Four Year Plan	KPI		Responsible Lead Division	% Complete	Progress on KPI	
2.4	Provide safe and age appropriate playgrounds in Manly	2.4.1 Implement playground strategy by upgrading and maintaining playgrounds through appropriate standards.	2.4.1.1	Provide playgrounds that are safe, age appropriate and meet or exceed the Australian Standards.	Maintain development and upgrade of equipment.	CUS	Standard of playground KPI met.	Lagoon park playground Opening November. JAF Fenwick - 2 jelliforms replaced. North Park - Rope ladder replaced. North Steyne Major - Rope ladder replaced. Timber panel on cubby replaced (vandalised). Wairoona Reserve - Some equipment repainted. Elevated platform repaired. Baby swing replaced at North Harbour. Also some equipment re welded.
			2.4.1.2	Implement the current 5 year Playground Strategy.	Annual audit of playground equipment, parks and Precincts.	CUS	60%	Tania Park - Gate repaired. Various timber pieces replaced (decay). Rocker removed, broken - needs replacement. Seaford Oval - soft fall minor repair. Promuldas ave - Gullies repaired.
			2.4.1.3	Provide parents and carers with amenities to improve their leisure time whilst at the playground.	Report quarterly.	CUS	100%	3 cycles of playground risk inspections carried out this quarter. Lagoon Park playground opened November 2011.
			2.4.1.4	Maintain updated asset information on playgrounds.	Annual audit of playground equipment, parks and Precincts.	CUS	100%	No further grant funding at this stage. Next playgrounds in 5 year strategy have been identified for improvements.
			2.4.1.5	Maintain and improve the standard of equipment.	Report quarterly.	CUS	100%	Due in 1/05/2012.
			2.4.1.6	Manage and work with Playground Committee.	Report quarterly.	CUS	90%	5 playgrounds had repairs or improvements carried out this quarter. 2 meetings this quarter. Reviewed next playground improvements from 5 year strategy.
2.4.2	Develop a 10 year strategy for all playgrounds in Manly LGA inclusive of council childcare centres, upgrading and maintaining playgrounds through appropriate standards.	2.4.2	Source future grant funding for projects.					

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A. Social		One Year Plan					1st October to 31st December 2011	
Goals	Strategy	Four Year Plan	KPI		Responsible Lead Division	% Complete	Progress on KPI	
3 Liveable Manly neighbourhoods	3.1 Provide well utilised, maintained and managed community, open space and sports facilities that meet community needs	3.1.1 Construct and maintain public open space and recreation facilities to cater to a range of community groups and supports increased future usage needs and is safe and accessible.	3.1.1.1 Capital improvements to improve and maintain sports fields' infrastructure, including key projects to be developed in conjunction with Sports Facilities Committee, L.M. Graham Reserve Landscaping, Major Improvements of Oval, Implement items from Manly Sports Field Strategy, Upgrade of lighting, sealing, Barrow Bay Oval club house, automation of sportsfield lighting.	User numbers for community facilities. Number of proposed projects completed.	CUS	70%	Unstructured Recreation Policy and Strategy created December 2011. Replacement of lighting at Barrow Bay Oval. Rebuilding at Coastal Reserve. Rejuvenation of Shelly Reserve near pool. Beach grass area south side. Re turfing of bare areas North Harbour Reserve.	
		3.1.2 Provide, manage and maintain community facilities and improve service facilities, marketing and management processes. Providing recreational facilities that promote play and improve physical fitness. Involve young people in developing the aesthetic of public space such as: • Public gardens • Public art • Design of landscape or facilities	3.1.2.1 Manage filming approvals, event approvals, community centre bookings and reserve bookings.  3.1.2.2 Manage the use of public space in the Manly CBD Corridor, including licenses, entertainment, charity approvals, and banner placements.	Number of bookings taken per type of facility. Filming/Wedding approvals granted each year.	HSF	ongoing service provided	Bookings in all areas continue to rise. 23 personal trainers, 5 filming permits per month.	
		3.1.3 Involve young people in design aspects and developing the aesthetic of public spaces such as gardens, art and landscape facilities.	3.1.3.1 Construction and maintenance of facilities that cater to young people, such as: Keirle Park, a Skate park at Seaford, dedicated youth spaces, Develop Youth and Children's services, promote youth programs.	Review of local residents' complaints logged. Observed quality customer service.	HSF	ongoing service provided	High number of bookings for charity stalls, Como entertainment, buskers, banners.	
3 Liveable Manly neighbourhoods (cont'd)	3.1 Provide well utilised, maintained and managed community, open space and sports facilities that meet community needs (cont'd)			Generated income from facilities.	CUS/HSF	65%	Further consultation conducted for Keirle Park Half Pipe. Change in installation date to and Jan 2012 due to shipping of ramp. Annual Community Day held at Keirle Park. Skate Bowl to improve visual amenity for young people - 40 young people involved. Aerosol Art mural painted at Manly Chidsear and Youth Centre - 20 young people involved. People involved in planning and design of new skate park with Trinity Skateparks regarding costings for skate facility in Seaford.	
		3.2.1 Improve irrigation systems to achieve more efficient water savings.	3.2.1.1 Improve irrigation systems to achieve more efficient water savings at Manly Oval, Ocean Beach, East West Esplanade, Shelly Beach, Coastal Reserve, and other public gardens.	Report quarterly.	CUS	100%	As above	
	3.2 Keep Manly public spaces and gardens well managed, clean and sustainable			Percentage of completed works and water savings.	CUS		Water saving projects to be completed in consultation with Natural Resources	

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A. Social		One Year Plan					1st October to 31st December 2011	
Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	% Complete	Progress on KPI	
		3.2.2 Manage Many public spaces, including gardens and streetscapes by improving civic amenity, plantings, maintaining trees and cultural heritage.	3.2.2.1 Improve grass and synthetic surfaces on Council's sports oval.	Standard of surface is maintained without injuries.	CUS	60%	Standard of surfaces has been maintained without injury this quarter. Improvements to Balgownie Oval practice nets and wicket surface.	
			3.2.2.2 Maintain civic garden, and cultural heritage. Implementation of public spaces programs, such as Ivanhoe Park Masterplan for botanic gardens, Corso gardens. Regional maintenance programs. Park signage program. Civic areas beautification program. Ocean Beach improvements, East West Esplanade improvements.	Number of priority street tree planting actions. Completion of signage change over. Obvious visual improvement to areas. Well maintained and clean public spaces.	CUS	80%	Display gardens Gilbert Park, planters changed twice this quarter in the Corso. Town Hall Christmas display planters. Town Hall grass refurbishment. Open space areas being maintained in accordance with specifications. Ivanhoe Park additional signage walls completed. Botanic signage produced in House of Representatives. Regional teams proactively auditing for maintenance works within each region.	
			3.2.2.3 Develop tree management policy (street trees, significant trees, park and open space trees); Continued street tree planting and tree maintenance. Inspections & actioning customer request.	Tree management policy endorsed by Council for implementation. Number of trees planted in Many LGAs.	CUS	100%	Consultation for Pine Street West complete. Shortage of available stock. Completed. Storm call outs this quarter 6.	
			3.2.2.4 Continued tree maintenance to cyclic works program, Norfolk Island Pine maintenance, tree storm call-outs, Tree Preservation Orders, small tree tree trimming.	Number of Cycles completed. Number of breaches of Tree Preservation policy.	CUS	100% of current cycle completed	No tree preservation breaches this quarter. 6 storm call outs this quarter. Major tree cycle completed this quarter 12 Precincts. TPO inspections this quarter 48.	
		3.2.3 Manage all internal & external maintenance (trees & mowing) contracts.	3.2.3.1 Carry out mowing services as per contracts.	Contract cycle and specification met.	CUS	90% of current cycle completed due to rain	All mowing cycles completed. Additional mowing carried out due to wet weather conditions.	
		3.2.4 Develop plan and program for expanding business opportunities for internal tree works.	3.2.4.1 Benchmark service costs against external providers (trees, mowing, and internal work).	Report quarterly.	CUS	100%	15% of smaller tree works is carried out by internal crews. Smaller storm callouts carried out by internal crew. 30% improvement to Cemetery maintenance this quarter.	

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A. Social		One Year Plan					1st October to 31st December 2011	
Goals	Strategy	Four Year Plan	KPI		Responsible Lead Division	% Complete	Progress on KPI	
4 A connected & culturally vibrant Many	Provide improved community development initiatives and programs	4.1 Provide community development programs that build social capital of target groups, including community surveys, and improvements in communications.	4.1.1	Provision of formal and informal leisure programs to cater for young people's interests including arts and culture based activities.	Numbers of people attending new and existing community development programs, and new communication methods.	HSF	50%	24/7 Youth Film Festival Competition: 145 registered participants. Screenings - 246 in attendance. Final - 100 people in attendance. Youth Art Café held in September as part of Many Arts Festival. Approx. 100 people attended the youth exhibition over two days. Aerosol art program held at Kellie Park Skate Bowl - 40 young people. Aerosol Art mural painted at Many Childcare and Youth Centre - 20 young people involved.
		4.1.2	Include young people in the planning and implementation of broader community events.	Number of consultation events and projects completed.	HSF		50%	Many Youth Council involved in the planning of a fringe event at the Many Jazz Festival.
		4.1.3	Use of emerging technologies to ensure Council connects and listens to young people.	Report quarterly.	HSF		50%	Many Youth Council facebook and myspace pages used to provide the main source of communication with young people regarding events and programs.
		4.1.4	Provide opportunities for young people to participate and recognise their contributions and achievements.	Report quarterly.	HSF		Ongoing	3 Many Youth Council Meetings - October - 6 young people. November - 6 young people. December - 6 young people.
		4.2.1	Continued development of the provision of Library and Information Services, especially on line services, Shorelink network, specialist local studies, strategic partnerships, new technology, upgrading building	Many LGA Library members door counters, circulation stock number, database & electronic resource usage.	HSF		Ongoing services	Average 30,000 loans per month; increase in public programs (school holidays, Jazz Festival, toddlers, artists' books)
		4.2.2	Provision of services and maintenance of facilities at the Many Art Gallery and Museum, such as Many Arts Festival, public arts program, fund raising, maintaining best practice standards, gallery shop management, collect	Management Reports on visitor numbers, exhibitions, programs, financial reporting, new initiatives and staff.	HSF		Ongoing services	Average visitation: 10,500 per month; major swimwear museum exhibition; increase in public programs.
		4.3	Strengthen the social capital and bonds within key Many neighbourhoods with its special	Updates on range of programs conducted.	HSF		Ongoing	17 Meet Your Street parties during the Quarter.

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A. Social						
Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 Progress on KPI
	International communities		4.3.1.2 Manage a program of family friendly interactive events to enliven community spaces at various locations across Manly LGA.	Undertake programs and events in Manly.	HSF	Ongoing
		4.3.2 Engage in cultural exchanges with other Councils and government organisations nationally and internationally.	4.3.2.1 Further development of new Friendship City program with Yeongdo, Korea. 4.3.2.2 Continuation of Stair Charity Fundraising Committee. 4.3.2.3 Continuation of East Timor support project.	New Programs developed. Committee managed. Project managed.	HSF LS LS	Ongoing Ongoing Ongoing
			4.3.2.4 Continued support for Manly / Oecusse Friendship.	Project managed.	LS	Ongoing
						Major programs: Jazz Festival, citizenship ceremony, Christmas Choral concert, Ocean Care Day, Fair Trade Market, Day of the Disabled, Vietnam Veterans' Day, Remembrance Day, New Year's Eve. "Flourishing Malesing" programs for Year of Friendship 2011 with Korea. Annual Program on going. Program supported in house with continued involvement from staff in the Natural Resources & Precinct areas in progressing projects and partnerships with East Timor. Manly Friends of Oecusse (MFOO) continue to meet on a monthly basis and in the last quarter an AGM was held and a planning session was conducted to allocate funds to projects for 2012 - Send to villages, The Great Wall and Clean drinking Water. Funds have been raised by donations, memberships, fund raising at the monthly Manly Local Market and BBO's at Burntlogs.
	4.4 Assist the community in their educational needs	4.4.1 Working with Council's stakeholders in maintenance of standards and delivery of educational services.	4.4.1.1 Assisting through the delivery of existing education programs run through Council environmental and other services, such as Libraries, and Art Gallery.	Updates on range of programs conducted.	HSF	Ongoing
						Library and Gallery education programs increased for HSC students, toddlers, outreach, school holidays, artists talks.

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A. Social									
Goals	Strategy	Four Year Plan		One Year Plan		KPI	Responsible Lead Division	1st October to 31st December 2011 % Complete	Progress on KPI
5 A socially inclusive, equitable and supportive Manly	5.1 Provide a range of children and youth community support services	5.1.1 Continue delivery of programs and services for children and families such as Family Day Care, Preschools and Immunisation Clinic services in accordance with community needs.	5.1.1.1	Continued children services delivery at Roundhouse, Roundhouse and Harbour View Long Day Care, Harbour View Occasional Care, Family Day Care, Venetian Park and Kangaroo Street Pre-schools, Before and After School Care, Vacation Care.	Updates on range of programs conducted.	HSF	Ongoing	Before and After School Care averages 60% occupancy, Vacation Care 88% occupancy, The Roundhouse child care centre 100% occupancy, Harbour View 100% occupancy long day care and 50% occupancy occasional care, Family Day Care occupancy 95% with 14 carers, Immunisation clinic averages 25 children per month.	
			5.1.1.2	Operate and maintain the Immunisation Clinic.	Updates on range of programs conducted.	HSF	50%	Monthly clinics averaging 25 children per month.	
			5.1.1.3	Locate a multi use facility to accommodate an Early Childhood Health And Parenting Centre in Manly.	Updates on range of programs conducted.	HSF	Ongoing	Community Services Manager met with Area Health staff to identify possible locations of the Early Childhood Centre. Request made to extend the lease of the current Balgowlah Early Childhood Centre on Sydney Rd for a further 12 months.	
			5.1.2.1	Continued Youth Service delivery at Kangaroo Street Youth Centre, Supported by Manly Youth Council, Providing Recreation & Leisure program for youth.	Updates on range of programs conducted.	HSF	Ongoing	3 x Band Nights - Approximately 440 young people attending, Mum's in Motion, young mums program 10wks - 10 young mothers and 12 children, 24/7 Youth Film Festival - 145 entrants, 24/7 Resiliability program - 6 Youth Council members & 6 young people with special needs, Manly Arts Festival Youth Art Cafe - 30 young people exhibition and 100 people attending.	
			5.1.2	Continue programs and services for youth, including youth strategy.					
			5.1.2.2	Provision of Adolescent and Family Counselling.	Updates on range of programs conducted.	HSF	Ongoing	AFC average 43 individual clients per month and attend group programs in schools. Refer to other agencies on average 12 per month.	

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### Delivery Program 2011-2015 Matrix for Second Quarter Update to Council

A. Social						
Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 Progress on KPI
			5.1.2.3 Develop a GL@M program and activities for GLTBQ young people.	Updates on range of programs conducted.	HSF	Ongoing
	5.2 Provide community support services, programs and events for targeted groups	5.2.1 Continued programs and support for Aged, Disability, ATSI & CALD groups and community development, including Club Friday, information and referral services to CALD and ATSI communities, support Northern Sydney Aboriginal Social Plan program, Gay and Lesbian at Manly social support group, Mental Health Advocacy, homelessness support and action plan.	5.2.1.1 Provide information and referral to target groups.	Updates on range of programs conducted.	HSF	Ongoing
			5.2.1.2 Develop and update information guides and brochures for seniors, CALD communities and PWD.	Updates on range of programs conducted.	HSF	50%
			5.2.1.3 Operation of Manly Seniors Centre to provide a range of social & recreational activities.	Updates on range of programs conducted.	HSF	50%
			5.2.1.4 Continued operations of: Meals on Wheels; Community restaurant; shopping & recreational excursions for seniors; Operation of Club Friday recreation program for PWD.	Updates on range of programs conducted.	HSF	Ongoing
			5.2.1.5 Administration of Community Development Support and Education (CDE) grants and Community Cultural grants.	Updates on range of programs conducted.	HSF	50%

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Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 Progress on KPI
			5.2.1.6 Promotion and support of the International Day for People with a Disability.	Updates on range of programs conducted.	HSF	100% International Day for People with a Disability promoted and celebrated in partnership with Club Paddy and the City of Manly. Celebrated Independence with a Christmas Party held at the Manly Seniors Centre and attended by the Mayor and the General Manager of Manly Council.
			5.2.1.7 Provide programs or funding that actively engage excluded groups.	Updates on range of programs conducted.	HSF	Ongoing Provision of GLGM program for people who are at risk of their sexuality. Weekly fitness program for young mums, Manly Youth Council and youth events.

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### B. Economic

Goals		Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011	Progress on KPI
							% Complete	
1	A diversified and balanced Manly economy that caters for locals and visitors alike	1.1 Work in partnership with the community to develop strategies to diversify and broaden Manly's economy	1.1.1 Progress Manly2015 strategies by refining strategies to broaden Manly's range of local businesses and services (to cater for both residents and visitors) in Manly CBD.	1.1.1.1 Progress Manly2015 by activation of laneways and pedestrian streets.	Regular community newsletters; Community Panel surveys; Business surveys; Visitor surveys; Measure success of local programs (satisfaction indicators).	Strategy	Exhibition Phase 100% complete	Public exhibition of Manly2015 Masterplan has taken place. Report back to Council pending.
		1.1.2 Continue developing partnerships with local and regional stakeholders.		1.1.1.2 Continued development of partnerships with local stakeholders.	Report on activities quarterly	GMU	Ongoing	Council is a stakeholder in the operation of the Manly Main Street Program.
2	Tourism is recognised as a critical part of the local economy	2.1 Develop a Manly Tourism Management Strategy to protect and preserve local environmental heritage	2.1.1 Develop Manly tourism development and management strategy to review the social, economic and environmental impact of tourism on Manly, considering its composition, current and future needs and opportunities, and local management requirements.	2.1.1.1 Review data for preparation of draft Tourism Plan and draft following survey of key stakeholders.	Completion of plan; Actions proposed; Community involvement and consultation in strategy.	HSF	Ongoing	Professor Robyn Bushnell from UWS 2004 research on the social impacts of tourism.
		2.2 Promote Manly as a visitor destination, and provide local tourism and visitor services	2.2.1 Manage Manly's Visitor Information Centre (VIC)	2.2.1.1 Continued management and delivery of services at the VIC: (a) Provide accessible services; (b) Sale of tourism products & services; (c) Seek funding to expand size of VIC; (d) Consider resource implications and methods of providing resources needed for the delivery and operation of a larger VIC; (e) Implement a booking system for sale of local Manly tourism products.	Measure success of local programs (satisfaction indicators); Feasibility and costs in construction and building of new VIC; Visitor numbers at Manly VIC; Observed Quality customer service; Generated income; Project planning Visitor numbers.	HSF	Ongoing	49,277 x visitors to VIC Daily average through door : 1,606 Daily average desk enquiries: 1,057 Limited progress on tourism sales. Review of IT needs required for POS systems.
2.3	Deliver events and activities to entertain, educate and involve Manly's community		2.2.2 Review Manly's VIC current and future accommodation needs for purpose and capacity of service business.	2.2.2.1 Prepare a feasibility and design for extension to VIC premises by reviewing the current patronage, customer space and future improvements for design purposes	Project completed on time and to budget.	HSF	Ongoing	New VIC Coordinator appointed - feasibility study underway.
			2.2.3 Working in partnership with Tourism NSW and local businesses.	2.2.3.1 The conduct of a Manly tourist forum with key tourism stakeholders.	Report on forum conducted.	HSF	100%	VIC worked in consultation with local businesses to complete Manly Map.
2.3.1	Continued delivery of Council local events services and programming.			2.3.1.1 (a) Continued organisation of Manly Council events as per events program; (b) Facilitate event approval for Non Council Organisers; (c) Facilitate Manly and Manly2015 participation; (d) Manage and coordinate the events' application and approval processes; (e) Management and delivery of Manly Arts / Craft Market and Farmers Market.	Programs and events delivered within approved budget. Outcome of Sponsorship income as sourced for major events, number of events, Manly and Manly2015 participation (by event); Average numbers; Sponsorships attained; Generated income (per event); Media coverage (per event).	HSF	Ongoing	Council events included: 3 x Australian citizenship ceremonies Manly Anniversary Ocean Day Christmas Choral Concert New Years Eve Remembrance Day Beautiful Blooming Gardens Sea Eagles Parade Council approved events included: Manly Warringah Pipe Band St. Andrew's Anglican Church St. Augustine's College Bialla Jazz Festival.
			2.3.2 Develop an overall strategy to manage Events programs.	2.3.2.1 Review existing calendar of festivals and events and report to Council recommendations for the future.	Review of events reported to Council.	HSF	Commenced	Review underway.

CUS - Civic Urban Services, LS - Landuse Sustainability, HSF - Human Services Facilities, CS - Corporate Services, GMU - General Manager Unit

# ATTACHMENT 1

## Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012 Delivery Program 2011-2015 Matrix for Second Quarter Update to Council

### B. Economic

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011	
						% Complete	Progress on KPI
3 Manly has a variety of sustainable transport and car alternatives	3.1 Improve Manly's Transportation Programs	3.1.1 Improvements in the Local Area Traffic Management (LATM), by completion of various LATM schemes in the Manly LGA.	3.1.1.1 (a) Develop and implement an LATM for the Seaford Area; (b) Update the Pedestrian Access and Mobility Plan (PAMP); (c) Traffic facilities maintenance; (d) Develop Road Safety projects.	Reduction in pedestrian accidents/damns/complaints in the Manly LGA; Local pedestrian and cycle and motor vehicle surveys/audits of usage; Reduction in road accidents reported annually; Increased public transport usage and long term decrease of car usage/ownership; Traffic courts and parking opinion surveys.	CUS	a.) 10% consultation with affected precincts has commenced b.) 50% complete c.) 50% complete d.) 100%	KPI to be measured on year end when accident data becomes available.
	3.1 Improve Manly's Transportation Programs (cont'd)	3.1.2 Review the resident permit parking schemes and the designated parking availability.	3.1.2.1 Trial of electronic permit parking system. 3.1.2.2 Parking study undertaken of whole Manly LGA to include review of current permit entitlements in relation to on street parking availability.	Trial completed. Study completed.	GMU	80%	Trial continuing until end February 2012. To be commenced in final quarter.
3 Manly has a variety of sustainable transport and car alternatives (cont'd)	3.2 Improve Manly's regional public transport network and connections	3.2.1 Working with SHOROC and other agencies to deliver improved regional transport networks.	3.2.1.1 Implementation of SHOROC regional directions.	Report on number of State and Commonwealth grants received for road infrastructure improvements.	GMU	Ongoing	The following grants have been received: Roads to Recovery (federal funding): \$147,000; Block grant from the RMS: \$129,000 (of this, \$90,000 is used for traffic facility components and \$39,000 for regional road works); RMS repair programs: 50/50 funding from the RMS and Council: \$25,000 received from the RMS. Not funded in 2011-12.
	3.2	3.2.2 Further development of Manly's regional transport linkages.	3.2.2.1 Further development of regional transport linkages: (a) Complete Cycleway Network and Bike Plan; (b) Shared paths construction and conversion; (c) Shared paths construction and conversion; (d) Maintenance of bike and pedestrian paths. Provide up to 100 additional bike racks across LGA; Update the bicycle network deliver plan (Bike Plan); Update the Pedestrian Access and Mobility Plan (PAMP)	Regional transport and road improvement achieved. Consultation and development of new regional cycleway links and paths. Report on the reduction of car usage and increase in community use of transport alternatives (ABS Census updates).	CUS	0%	100% additional cycle parking spaces provided at Wharf. Outstanding items within PAMP identified for implementation.
3.3 Develop alternative and sustainable transport choices in Manly		3.3.1 Planning and developing implementation of alternative transport methods (bikes, public transport links, etc).	3.3.1.1 Continuation of community bus network via Operation of free bus service "Hop, Skip and Jump".	Measure success of local programs and use of Hop Skip Jump Bus service (satisfaction indicators); Increasing numbers of usage during week. (Sustainable Transport Committee: Chamber of Commerce).	GMU	Ongoing	90,590 passenger journeys for the Quarter, and 173,299 passenger journeys YTD.
		3.3.2 Attaining increased sponsorship and patronage for service.	3.3.2.1 Target new sponsorship.	Sponsorship received. Reported quarterly.	GMU		Actively seeking new sponsor.

CUS - Civic Urban Services, LS - Landuse Sustainability, HSF - Human Services Facilities, CS - Corporate Services, GMU - General Manager Unit

## ATTACHMENT 1

**Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012**  
**Delivery Program 2011-2015 Matrix for Second Quarter Update to Council**

## B. Economic

Goals		Strategy		Four Year Plan		One Year Plan		KPI	Responsible Lead Division	1st October to 31st December 2011	
										% Complete	Progress on KPI
4	Improved amenities and physical infrastructure services in Manly	4.1	Manage infrastructure and assets to ensure financial sustainability and meet community expectations	4.1.1	Implementing Asset Management Plan & Policy for Infrastructure Assets in line with Department of Local Government guidelines. Infrastructure Assets. Condition assessments Safety assessments. Roll out of 10 year Urban Services works program schedule. Establish service levels for required works based on available funding to meet community expectation.	4.1.1.1	Asset Management Plan refined to include: (a) condition rating of all council footpaths; (b) recurrent maintenance program established for footpaths; (c) preventative building maintenance program (batteries); (d) road rehabilitation program implemented; (e) assess condition of stormwater drainage system through a CCTV survey.	100% implementation of Asset Management Plan and policy, 100 % review of other areas required to be included in Asset Management Plan (e.g. footpaths, & drainage). Quarterly preventative building maintenance program. Minor Maintenance and Works programs. Number of accidents reported on Council footpaths.	CUS	(a) 95% of the footpath condition rating have been completed. (b) 100% of the preventative building maintenance program is underway. 50% Completed and implemented as per Y 2011/12 Footpath maintenance works program) (c) 45 % (d) 45% (e) 8 % Programmed sub catchment by sub catchment.	(a) Reduction in customer complaints in relation to footpath trip hazards. (b) Implementation of forward preventative building maintenance program is underway. 50% Completed and implemented as per Y 2011/12 Footpath maintenance works program) (c) 45 % (d) 45% (e) 8 % Programmed sub catchment by sub catchment.
		4.1.2	Roads resurfaced and rehabilitated to standard.	4.1.2.1		4.1.2.1	(a) Annual road sealing program implemented; (b) Asset Management Plan and Pavement Management System implemented.	Completion of annual roads program on time and within budget. Road network condition remains the same level or improves. Condition assessment undertaken for road network (25% annually).	CUS	(a) 45 % (b) 55 %	(a) Darley Road Whistler Street, Illuka Avenue, Amiens Street, Baitrice Street. (b) AUP to be used regularly to validate as draft including swimming pool condition assessment with all the elements. Condition assessment of the road as per visual based on the crocodile cracks and rutting which has been completed for the entire Manly LGA.
4	Improved amenities and physical infrastructure services in Manly (cont'd)	4.2	Manage infrastructure and assets to ensure financial sustainability and meet community expectations, cont	4.2.1	Review of Civic Plant and Equipment purchasing policy to provide a safe, efficient, cost effective and environmentally sustainable fleet that meets operational needs.	4.2.1.1	Review Civic Plant and Equipment fleet purchasing policy to: (a) incorporate green fuel reductions (carbon footprint reduction strategy); (b) document achievements re: purchasing fuel changes; (c) undertake a fleet rationalisation/ usage; and (d) Undertake a Biodiesel review.	Reduction of Plant, Fleet and Equipment Life Cycle Costs: Annual review of Leaseback vehicles completed.	CUS	a)30% b)10% c)SDO d)15%	More vehicles are on diesel Bio Fuel. E10 Plant usage is monitored for efficiency. Some of the new vehicles are not compatible for bio diesel due to latest mechanism.
		4.2.1	Delivery of Projects in Capital Works Program.	4.2.1.1		4.2.1.1	Capital works project implemented: (a) Program forward maintenance and capital works; (b) Addiscombe Road site monitoring. (c) Implementation of Capital Maintenance Works. Road sealing, Pavement management, and drainage/flood, Sealorth TAFE and Seafloth Town Centre Redevelopment, Ocean Beach Stage 5 – Quenscliff Surf Club & LMUD Committee, Manly Aquatic Centre upgrade – (uncertain dependent on funds). Many/2015 implementation – Manly Oval Whistler Street triangle site redevelopment and other actions. Input to Council's Floodplain Management Study and modelling. New Dringhy Storage Facilities at Sandy Bay.	100% Delivery of Projects in Capital Works Program on time and within budget. Number of accidents related to Plant condition; Vehicle downtime running costs.	CUS	35% of the program implemented. Progress of the program commences in 3rd quarter.	(a) (c) As per the forward infrastructure recurrent and capital works program Y 2011/12.
		4.2.2	Major Projects Planned, exhibited, designed, delivered.  Many/2015 public domain areas: Manly Aquatic Centre; Sealorth TAFE site redevelopment; and Redevelopment for Baby Health Centre site.	4.2.2.1		4.2.2.1	Public exhibition of Many/2015 and commencement of detailed design of public domain areas. Detailed design and costing of Manly Aquatic Centre. Finalising of detailed proposal for Sealorth TAFE and acquisition. Detailed design and commencement of new community facility on former Raglan Street Baby Health Centre site.	Projects progressed and delivered on time and to budget and desired specification (GSM Strategy). Projects endorsed to proceed by Council.	Strategy	Ongoing	Public exhibition of Many/2015 Masterplan has taken place. Report back to Council pending. Awaiting advice from State Government to finalise Sealorth TAFE acquisition. Draft Design on Raglan Street Facility presented to October Councilors Strategic Planning

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# ATTACHMENT 1

## Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012 Delivery Program 2011-2015 Matrix for Second Quarter Update to Council

### B. Economic

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011	
						% Complete	Progress on KPI
4 Improved amenities and physical infrastructure services in Manly (cont'd)		4.3 Provide drainage infrastructure that is functional, effective and environmentally sensitive and meets community expectations.	4.2.1 Annual drainage projects undertaken as follows: (a) Annual capital maintenance; (b) Works program implemented; (c) Forward works program developed; (d) Stormwater Management Plan and policy implemented; (e) Modelling and analysis of stormwater network; (f) Review on Site Stormwater Management Policy.	Reduction in number of customer complaints and claims; Completion of annual maintenance and capital drainage works program on time and within budget; Reduction in number of flooding claims/flooding; Length of pipelines constructed/reconstructed.	CUS	(a) 50 % (b) 20% (c) 90 % (d) 55 % (e) 12% (f) 40%	After progressing (a) to (f) from one year program, reduction in customer complaints especially in Eustice St and Gilbert Street intersection and regular pit cleaning schedule.
		4.3 Improve public amenities, footpaths and pedestrian mobility to ensure safety and meet the needs of the community	4.3.1 Implementation of pedestrians & footpaths infrastructure improvements.	4.3.1.1 Pedestrians & footpaths network improvements, including: (a) Completion of annual (urban services) audit of the footpath network to identify footpath conditions; (b) Implementation of audit to construct new footpaths, on priority works basis, as well as condition ratings & capital works program; (c) Identifying new links and construction of new footpaths based on identified community needs; (d) Implementing Traffic Committee recommendations relating to traffic devices and road safety. (e) Undertake regular maintenance and upgrading of buildings and facilities as per Council's Asset Management strategy and as identified in its capital works program; (f) Upgrading public toilets as per plan and maintenance requirements.	CUS	(a) 95% (b) 55% (c) 40 % (d) 10% (e) 25% (f) 70%	Complaints have been reduced recently in relation to footpath trip hazard and maintenance issues in relation to public toilets and buildings.
	4.4 Develop emergency plans to protect community, natural environment and built assets	4.4.1 Preparation and review of Emergency DISPLAN for the Manly area.	4.4.1.1 (a) Review DISPLAN and mitigation strategies; (b) Council to respond in concert with nominated combat agencies in official emergency situations and conduct training exercises in accordance with the above. Continue to meet with Commonwealth and State agencies (quarterly per annum) to represent Manly's interests.	Plan implemented; Attendance at external committee (quarterly); Review completed.	LS	100%	DISPLAN reviewed and adopted by State Govt. Exercises undertaken.
	4.5 Provide community facilities, assets, and public parking that are accessible, clean, fit and habitable	4.5.1 Maintain Buildings and Facilities to a sustainable and functional standard.	4.5.1.1 (a) Undertake regular maintenance and upgrading of buildings and facilities as per Council's Asset Management strategy and as identified in its capital works program; (b) Upgrading public toilets as per plan and maintenance requirements.	Regular site inspections and condition audits being completed and assets maintained to community standards.	CUS	(a) 35% Condition Audits complete (ongoing) (b) 50% Toilet Refurbishment complete (ongoing)	Reactive maintenance works requests being reduced at Council facilities, following proactive inspection schedules.
		4.5.2 Maximise return to Council by appropriate utilisation of Community facilities and properties.	4.5.2.1 (a) Provide an accessibility booking system of all Council's facilities available for hire and or use by members of the general public. 4.5.2.2 Manage Council's property portfolio to maximise access to the facilities by the public and where appropriate maximize the return on Council's assets.	Implementation of accessible booking system (a) with community facilities survey information and condition assessments).	HSF	Ongoing	Bookings serviced by 1 x full time staff. Facilities available for public hire: Kerrie Park Hall Manly Oval / Hall Nesbitt Pavilion Queenscliff Pavilion Seaford Community Centre Senior Citizens Centre Youth Centre Library Meeting Parks and Reserves . Income on target.

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# ATTACHMENT 1

## Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012 Delivery Program 2011-2015 Matrix for Second Quarter Update to Council

### B. Economic

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 % Complete	Progress on KPI
		4.5.3 Providing public parking facilities within the Manly LCA and managing and improving usage across Council's four public car parking facilities.	4.5.3.1 (a) Manage, operate and maintain Council's four parking facilities at Whistler St, Pacific Waves building, Peninsula building, Manly National building; (b) Develop marketing plan to improve usage; (c) Review rates regularly to assess usability; (d) Management of Council's parking meters at the Ocean Beach Front.	Review and report on car parking usage statistics by car park. Report on street parking (revenue received from meters).	GMU	Ongoing	651 728 vehicles have used Council's Parking Stations YTD. Revenue from parking meters is ahead of budget despite the wet weather we are experiencing.
	4.6 Work with community stakeholder groups to better understand infrastructure improvements needed	4.6.1 Community infrastructure partnerships to ensure delivery improvements.	4.6.1.1 (a) Manage committees and stakeholder input (e.g. Manly Scenic Walkway Committee); (b) Manage community expectations and data; (c) Respond to community complaints in writing, by phone, etc.	Respond to community complaints; Well managed committees (based on survey responses);  Report quarterly.	CUS	100%	Approved Committee minutes implemented including Manly Traffic Committee, LMUD and Manly Scenic Walkway.
		4.6.2 Develop plan and policies to respond to infrastructure community concerns.	4.6.2.1 Develop and refine current infrastructure plans with community input.		CUS	75%	Engineering specifications reviewed. 10 yr forward works program developed. Service standards are being developed.

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# ATTACHMENT 1

## Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012 Delivery Program 2011-2015 Matrix for Second Quarter Update to Council

### C. Environment

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 % Complete	Progress on KPI
1 Natural heritage, bushlands and biodiversity is protected and preserved for future generations	1.1 Promote the protection of the environment as the key to a sustainable future	1.1.1 Preparation of a State of the Environment Report for Manly 2012/13 under the new IP&R framework.	1.1.1.1 Preparation of a supplementary State of the Environment Report for Manly 2010/11.	Completion of SSE Report for 2010/11 year.	LS	100%	Completed.
		1.1.2 Implementation of all relevant actions in the Manly Sustainability Strategy(MSS).	1.1.2.1 Progress towards implementation of relevant MSS actions.	Report on completion of actions.	LS	On going	Being reviewed as this document now integrated into CSP suite of documents.
		1.1.3 Administer Environmental Levy and report on this to the community.	1.1.3.1 Administration of Environmental Levy, including Environmental Levy budget, annual and community reporting.	Completion of EL Annual Report and community newsletter. Number of Environment Levy funded projects implemented on time and to budget.	LS	50%	Projects will be completed by June 2012.
	1.2 Deliver and enhance environmental regulation services to protect natural environment	1.2.1 Specific Contaminated Site Management in liaison with DECCW.	1.2.1.1 Contaminated Site Management at Addiscombe Road (Stage 1 remediation).	Report on contaminated site management progress.	LS	0%	The project is on hold in 2011/12.
			1.2.1.2 Advice provided on private and public contaminated lands in referred Development Applications.	Provision of advice in accordance with the Contaminated Land Policy.	LS	100%	Comments provided on DA's affected by contaminated lands
		1.3.1 Undertake projects in partnership with community stakeholders that protect, preserve and manage Manly's bushlands, biodiversity, geo-diversity, coastal and estuary environments and water-cycles to benefit future generations.	1.3.1.1 Participation in and implementation of threatened species recovery programs and projects (including Bardicoot Education Project).	Progress towards implementation of recovery programs and projects, publication of annual threatened species data.	LS	100%	Protocol signed off by Dept and Council
	1.3	1.3.2 Implement recommendations of the Manly Flora and Fauna Study.	1.3.2.1 Undertaking threatened species assessments & projects.	Number of DAs assessed in relation to threatened species issues.	LS	100%	All DAs assessed against threatened species protocol.
			1.3.2.1 Progress priority outstanding recommendations.	Progress towards outstanding priority actions, number of native plant species, endangered species, populations and communities recorded in LGA.	LS	55%	Actions identified in this report are being managed and implemented by Bushland Management Coordinator.
		1.3.3 Develop a Biodiversity Strategy for Manly and implement priority actions.	1.3.3.1 Complete stage one of the Biodiversity Strategy (including planning mechanisms to protect and conserve biodiversity corridors).	Stage one of the Biodiversity Strategy completed.	LS	100%	Stage 1 completed.
		1.3.4 Companion Animal Management Plan to adhere to statutory obligations and to have a focus on responsible pet ownership.	1.3.4.1 Review the Companion Animals Management Plan with a focus on advocating responsible pet ownership which minimises impacts on others and the natural environment.	Reporting on initiatives undertaken.	LS	50%	Companion Animals Plan under review.
		1.3.5 Identify, map and evaluate significant biodiversity elements in the LGA and incorporate data into Council's GIS, and develop a Geodiversity Conservation Plan.	1.3.5.1 Commence geodiversity mapping program and review planning controls to assist with the conservation of geodiversity.	Progress towards geodiversity mapping and review of planning controls.	LS	0%	Not commenced.
		1.3.6 Implementation of adopted Coastline & Estuary Management Plans.	1.3.6.1 Implementation of management actions proposed in the adopted North Harbour CZMP.	% of Actions implemented within adopted Management Plan(ESD)s.	LS	90%	All plans adopted or being advertised for comment.

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## Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012 Delivery Program 2011-2015 Matrix for Second Quarter Update to Council

### C. Environment

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 % Complete	Progress on KPI
1	Natural heritage, bushlands and biodiversity is protected and preserved for future generations (cont'd)	<p>1.3.7 Consolidation and revision of existing Coastal and Estuary Management Plans into Coastal Zone Management Plans following recent NSW Government's Guidelines.</p> <p>1.3.8 Undertake projects in partnership with community stakeholders that protect, preserve and manage Manly's bushlands, biodiversity, geo-diversity, coastal and estuary environments and water-cycles to benefit future generations. (cont'd)</p> <p>1.3.9 Aquatic Reserve Management Plan Preparation &amp; Implementation.</p> <p>1.3.10 Landscape Masterplan for reserves in coastal foreshores.</p> <p>1.3.11 Assess and plan water access facilities &amp; infrastructure.</p> <p>1.3.12 Establish and manage coastal erosion risk areas.</p> <p>1.3.13 Delivery of Water Cycle Management Plans, Projects and Strategies.</p> <p>1.3.14 Development of a new 4 year Potable Water Savings Action Plan (2012/13) subject to ongoing statutory requirements.</p> <p>1.3.15 Continued development and implementation of sustainable alternate water re-use schemes at Council's facilities.</p> <p>1.3.16 Ongoing implementation of Manly Lagoon Integrated Catchment Management Strategy in partnership with Warringah Council.</p> <p>1.3.17 Development of a Manly LGA &amp; Manly Lagoon Catchment Flood Study, Floodplain Risk Management Study, and Floodplain Risk Management Plan (2014).</p>	<p>1.3.7.1 Initiate a proposal for consolidation of existing Management Plans.</p> <p>1.3.8.1 Undertake revision of Coastal Hazard Definition Studies. Consider options for beach nourishment.</p> <p>1.3.8.1 Initiate discussion paper to develop long term plan for strengthening existing seawalls.</p> <p>1.3.9.1 Assist DECCW in adoption and implementation of the Cabbage Tree Bay Aquatic Reserve Management Plan.</p> <p>1.3.10.1 Implement adopted Sandy Bay and North Harbour Reserve Landscape Masterplans.</p> <p>1.3.11.1 Initiate a study on boat storage, jetty and boat ramp facilities.</p> <p>1.3.12.1 Contract manage a modelling study to establish coastal risk area (erosion).</p> <p>1.3.12.1 Establish coastal risk Investigation Areas as an interim measure.</p> <p>1.3.13.1 Drafting of Sea Level Rise Adaptation Policy.</p> <p>1.3.13.1 Delivery of Water Cycle Management Plans, Projects and Strategies.</p> <p>1.3.14.1 Complete the implementation of adopted 2008/09 - 2012/13 Water Savings Action Plan by 2012/13.</p> <p>1.3.15.1 Stormwater harvesting feasibility assessment for key reserves (e.g. LM Graham as per adopted Masterplan).</p> <p>1.3.16.1 Completion of the Manly Lagoon Silt 1&amp;2 Dredging Project (2011) (NSW Estuary Management Program 50% Funded).</p> <p>1.3.16.2 Completion of the Burnt Bridge Creek Integrated Restoration Project 2009-2011 (3 year \$1,957 million NSW Environmental Trust funded Manly &amp; Warringah Council Alliance project).</p> <p>1.3.17.1 Development and adoption of a Manly LGA &amp; Manly Lagoon Catchment Flood Study (12-24 month project duration).</p>	<p>Proposal made and adopted.</p> <p>Number of hazard sites remediated.</p> <p>Discussion paper developed.</p> <p>% of proposed actions implemented.</p> <p>% of proposed actions implemented.</p> <p>Study completed.</p> <p>Coastal Erosion risk area identified.</p> <p>Strategies implemented.</p> <p>Ongoing Council organisational potable water reduction (KL consumption vs 2000/01 usage). Report implementation.</p> <p>Number of Council alternate water sourcing schemes (rainwater, stormwater, groundwater). Potable water saved.</p> <p>Number of Projects Outstanding (ICM Strategy). Sites 1&amp;2 project dredging completion.</p> <p>Burnt Bridge Creek Integrated Restoration Project Completion.</p> <p>Development and adoption of appropriate Manly LGA &amp; Manly Lagoon Catchment Flood Risk Management documents.</p>	<p>LS</p> <p>LS</p> <p>LS</p> <p>LS</p> <p>LS</p> <p>LS</p> <p>LS</p> <p>LS</p> <p>LS</p> <p>LS</p> <p>LS</p> <p>LS</p> <p>LS</p>	<p>30%</p> <p>50%</p> <p>100%</p> <p>100%</p> <p>100%</p> <p>100%</p> <p>60%</p> <p>80%</p> <p>Not commenced</p> <p>On going</p> <p>60%</p> <p>100%</p> <p>100%</p> <p>60%</p> <p>10%</p>	<p>Currently under review.</p> <p>Plans adopted work progressing.</p> <p>Conditions on DAs for CBD developments.</p> <p>Not commenced.</p> <p>Aquatic Plan adopted.</p> <p>Masterplans completed.</p> <p>Study completed.</p> <p>Plans out for public consultation.</p> <p>Plans on exhibition.</p> <p>Not commenced</p> <p>On going</p> <p>Implemented; to be completed by 2013.</p> <p>Masterplan adopted works to be funded</p> <p>Completed.</p> <p>Landscaping to be completed</p> <p>Study commencing 2012.</p>

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# ATTACHMENT 1

## Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012

### Delivery Program 2011-2015 Matrix for Second Quarter Update to Council

#### C. Environment

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 % Complete	Progress on KPI
1 Natural heritage, bushlands and biodiversity is protected and preserved for future generations (cont'd)		1.3.18 Development of a Water Sensitive Urban Design (stormwater) Plan, and Improved Stormwater & Sewer Pollution Control.	1.3.18.1 Development of WSUD (stormwater) Plan. Implement new stormwater pollution control devices & bioretention systems. Continue Dry Weather Sewer Leak Investigation Program.	Development of a WSUD (stormwater) Plan. Number of GPTs. Number of bioretention systems. Ongoing Dry Weather Sewer Leak Investigation.	LS	0%	Not commenced
		1.3.19 Bushland management, restoration works and maintenance on council lands.	1.3.19.1 Provide strategic direction and implementation of bushland. Progress restoration of bushland reserves from 2009-2012 Bushland Management Strategy.	Works performance indicators being met.	CUS	50%	Bushland reserve maintenance undertaken as per schedule to ensure documented performance indicators are being implemented.
			1.3.19.2 Revegetate or increase bushland corridors.	Documented number of corridors completed. Number of natives planted in bushland corridors.	CUS	60%	3,283 plants planted into 11 sites.
			1.3.19.3 Noxious weed management on private property. Provision of community education for noxious weed. Participate on the Sydney North Regional Weeds Committee. Establish data base to capture non compliance. Distribute notifications. Communicate with community on weed eradication programs. Regularly attend the SNRWC meetings.	Number of noxious weed inspections and notifications issued. Number of community education events attended by staff. Number of community education events undertaken at Sydney North Regional Weeds Committee meetings.	CUS	100%	No noxious weed inspections undertaken. 1 event attended by staff (Coastal Care Day). No community education events held during the reporting period.
			1.3.19.4 Upkeep the Manly Scenic Walkway track and path areas.	Linear meters of walking track upgraded and maintained.	CUS	60%	3.4km of walking track maintained. Included the construction of 110m of new track at Fisher Bay.
			1.3.19.5 Implementation of Bushland Environment Levy projects.	No of waterways and estuarine communities free from weeds.	CUS	75%	Bush regeneration contracts implemented (75% complete). Coral tree removal completed (100%) Creek bank and mini wetland projects implemented (50% complete) Sediment removal from Witches Glen (0% complete).
			1.3.19.6 Develop a strategy for future bushland management and biodiversity management in Manly.	Bushland Environment Levy projects delivered on time and budget.	CUS	75%	Bush regeneration contracts implemented (75% complete). Coral tree removal completed (100%) Creek bank and mini wetland projects implemented (50% complete) Sediment removal from Witches Glen (0% complete).
			1.3.19.7 Provision of community education for noxious weed eradication.	No of community education events attended by staff.	CUS	25%	Staff attended Ocean Care Day.
			1.3.19.8 Audit and plan for future control. List all projected problem areas and actions for future control. Undertake ongoing rabbit control programs using various methods. Work cooperatively with neighbouring Councils and land managers.	Number of rabbit control programs implemented. Reduction in rabbit identified by survey and Rabbit Density Index measure. Attendance at Urban Feral Animal Action Group meetings.	CUS	60%	Contractor undertaken 3 nights rabbit control. Council staff have undertaken 2 cage trapping nights.
			1.3.19.9 Support volunteer participation in managing Council bushland areas. Continue to support and develop volunteer Bushcare Program.	Number of volunteer Bushcare hours worked annually. Number of volunteer hours per quarter.	CUS	100%	152 volunteer hours.

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# ATTACHMENT 1

## Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012

### Delivery Program 2011-2015 Matrix for Second Quarter Update to Council

#### C. Environment

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 % Complete	Progress on KPI
1 Natural heritage, bushlands and biodiversity is protected and preserved for future generations (cont'd)	Undertake projects in partnership with community stakeholders that protect, preserve and manage Many's bushlands, biodiversity, geo-diversity, coastal and estuary environments and water-cycles to benefit future generations. (cont'd)		1.3.18.10 Bushfire fuel reduction management (Council lands). Audit Council local government areas to determine risk, identify and record categories and risk areas. Implement actions from the Bushfire Risk Management Plan. Implementation of bushfire fuel reduction works identified from audit as listed in the M&N bushfire risk Management Plan.	100% implementation of Bush Fire Risk Management Plan. Number of sites that have been reduced in risk categories.	CUS	85%	23 of 27 Fuel reduction actions documented in the BFRMP have been initiated.
			1.3.19.11 Development of education strategies, and their implementation about bush fire reduction strategies & staged management of reductions.	Level of community understanding of bush fire reduction strategies and staging reductions through survey, observations and attendance at training.	CUS	0%	No survey, observation, or training provided.
			1.3.20 Continued environmental advocacy and advice such as: 1.3.21 Providing internal sustainability advice on major development assessments, and Council's Reviews of Environmental Factors, policy/strategic sustainability planning as required.	Continued Bushland maintenance of reserves, regeneration, and fire hazard reduction works, and management of volunteer bushcare Programs.	CUS	85%	23 of 27 Fuel reduction actions documented in the BFRMP have been initiated.  100% Bushland reserve maintenance undertaken as per strategy. 100% documented performance indicators are being implemented.
		1.3.20 Continued environmental advocacy and advice such as: 1.3.21 Providing internal sustainability advice on major development assessments, and Council's Reviews of Environmental Factors, policy/strategic sustainability planning as required.	1.3.20 Environmental advocacy and advice such as: 1.3.21 Provision of advice for DAs/REFs, strategic sustainability planning as required. 1.3.22 Provide sustainability input onto cross-Council project teams as required e.g.: LEP / DCP / Education for Sustainability etc, Built Environment Sustainability Team.	Advice provided as required. Input provided as required, number of BESTs meeting held.	LS	100%	All appropriate DAs referred. Ongoing programs.
		1.3.22 Working with SHOROC on regional sustainability projects as required.	1.3.22 Provide input to the SHOROC Shaping Our Future regional strategy, and make accessible to the community.	Input provided into SHOROC Shaping Our Future Regional Strategy.	LS	100%	Staff attend SHOROC Workshops.
		1.3.23 Continued Community & Environmental Partnerships.	1.3.23.1 Continued Community & Environmental Partnerships.	Programs implemented.	LS	100%	Events and projects are on-going.
		1.3.24 Update Many Council Education for Sustainability Strategy to reflect latest best practice in education for sustainability.	1.3.24.1 Dispersive leadership in sustainability through innovative spin-off and other relevant educational tools for Council's sustainability-oriented projects, such as solar panels and environmental restoration projects.	Number of programs / events per quarter.	LS	70%	Strategy currently under review.
		1.3.25 Capacity-build community members to become capable of leading community-based sustainability initiatives.	1.3.25.1 Share knowledge on education for sustainability methods with SHOROC Councils and work collaboratively on joint initiatives where appropriate.	Measure success of local programs (satisfaction indicators).	LS	50%	Staff work with SHOROC on regional programs.
		1.3.26 Continue to provide sustainability engagement programs targeting schools, businesses, Council staff and community.	1.3.26.1 Implement CEP programs.	Programs implemented.	LS	50%	School programs are on-going.
		1.3.27 Many Environment Centre (MEC) management of "shopfront" for the purpose of information exchange, advocacy and research, events, activities and projects; and volunteers.	1.3.27.1 Promotion and marketing of International Conference for Environment Centres - Sept 2011.	Number of attendance at International Conference.	LS	100%	International Conference completed and successful. Attendance over 400. Positive feedback already generating additional interest and will assist in establishing an International Network of Environment Centres.
			1.3.27.2 Preparation of conference material.	Expand on MEC International program for global project.	LS	30%	Ongoing.

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### Delivery Program 2011-2015 Matrix for Second Quarter Update to Council

C. Environment							1st October to 31st December 2011		
Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	% Complete	Progress on KPI		
2	Create liveable neighbourhoods and more affordable housing choices by better managing population growth	Work in partnership with the community to better plan and existing development of the built and natural environment	1.3.28 Relocation of MEC.	1.3.28.1 Plan new facility.	LS	10%	On schedule.		
			1.3.29 Move towards a more environmentally sustainable Manly working together with Councils and NGOs.	1.3.29.1 Undertake public education programs for key environmental dates that engage new groups.	LS	50%	4 completed programs / events.		
			1.3.30 Maintain and promote the social and environmental networks.	1.3.30.1 Continue to strengthen and develop new partnerships local, national & globally.	LS	50%	Promote social and environmental networks through What's On and attending other environmental events.		
			1.3.31 Increase the numbers of interns and volunteers.	1.3.31.1 Promote awareness of Manly Environment Centre and Council's successful projects via conference.	LS	50%	Number of volunteer hours: 3,097		
			1.3.32 Promote eco tourism; and	1.3.32.1 Promote awareness of Manly via network of Environment Centres websites.	LS	70%	All programs advertised on Environmental networks		
			1.3.33 Promote MEC's role in addressing Climate Change issues in Manly.	1.3.33.1 Working with local stakeholders - local precincts, NGOs and community representatives in the promotion of Manly conference.	LS	50%	Increased interaction with local and environmental groups and attendance at international group delegations.		
			2.1.1 Refining & improving local character and built environment through the provision of Council urban design and planning services statutory requirements including:	2.1.1.1 Strategic land use planning services Statutory requirements.	LS	90%	Delivery of LEP to meet DCP requirements.		
			2.1.2 Compliance with NSW planning legislation.	2.1.2.1 Finalise comprehensive LEP, DCP and other plans.	LS	90%	Refining and development of new comprehensive LEP and DCPs to meet local & community planning requirements.		
			2.1.3 Provision and preparation of Environmental Planning Instruments (EPs), Strategic Land Use Planning advice and development plans (LEP, DCPs, etc).	2.1.3.1 Arrange and manage public exhibition of EPs and address submissions.	LS	Ongoing	Delivery of planning instruments in accordance with agreed schedule.		
			2.1.4 Provision of strategic planning advice internally.	2.1.4.1 Consideration of the planning implications of the Metropolitan Strategy, draft North East Sub-regional Strategy, and the 2008 SHOROC sub-regional Employment Strategy.	LS	90%	Planning advices provided within timelines.		
2	Create liveable neighbourhoods and more affordable housing choices by better managing population growth (cont'd)	Work in partnership with the community to better plan and existing development of the built and natural environment (cont'd)	2.1.4 Provision of strategic planning advice internally (cont'd).	2.1.4.2 Maintenance and review of delivery of 149 planning certificates.	LS	Ongoing	Certificates delivered within 5-5 days of applications being submitted to Council.		
			2.1.4 Provision of strategic planning advice internally (cont'd).	2.1.4.3 Provide internal advice, research and investigation on strategic land use planning matters such as Part 5.	LS	98%	Planning advices provided within timelines.		
			2.1.4 Provision of strategic planning advice internally (cont'd).	2.1.4.4 Provide internal advice, research and investigation on strategic land use planning matters such as Part 5.	LS	Ongoing	External grant applications applied for relevant projects that meet criteria.		
			2.1.4 Provision of strategic planning advice internally (cont'd).	2.1.4.5 Participation and advice as part of the Farquhar Advisory Committee and the SPEP Sydney Harbour and advice to Council's Development Assessment Branch.	LS	Ongoing	Represent land use planning interests on the Farquhar Advisory Committee and NSW agencies as required (no of inquiries, submissions etc).		
			2.1.4 Provision of strategic planning advice internally (cont'd).	2.1.4.6 Provision of planning advice to progress the delivery of Council community infrastructure improvements and projects for reserves.	LS	Ongoing	Correspondence is prepared and issued within agreed timelines and Council standards.		

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### Delivery Program 2011-2015 Matrix for Second Quarter Update to Council

#### C. Environment

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 % Complete	Progress on KPI
		2.1.5 Non statutory Landuse Planning Actions.	2.1.5.1 Completion of non statutory actions as approved by Council e.g. Strategic plans, coastline plans and heritage plans.	Reporting non statutory actions undertaken per quarter.	LS	ongoing	8 Coastline Management Plans done. Heritage pamphlets produced.
		2.1.6 Develop and implement Masterplans for major projects.	2.1.6.1 Progress Manly2015 as part of a multi disciplinary internal team.	Manly CBD Master Plan adopted by Council and implementation progressed.	Strategy	Exhibition Phase 100% complete.	Public exhibition of Manly2015 Masterplan has been progressing. Council has yet to resolve and decide on specific strategies.
		2.1.7 Develop and implement Plans of Management for Community Lands.	2.1.7.1 Progress implementation Plans of Management e.g. LM Graham Reserve and Tania Park.	Priority actions implemented.	LS	ongoing	Preparation of design - LM Graham Landscape Masterplan Stage 1 works, Ocean Beach Promenade Stage 5, and Little Manly Masterplan.
		2.1.8 Upgrade reserves, town centres and urban and community infrastructure.	2.1.8.1 Submissions on State land use and environmental planning policies as required. 2.1.8.2 Preparation of documents and reports to accompany Council capital works.	Planning advices provided within timelines. Planning advices provided within timelines.	LS	ongoing	as required. Some heritage resource constraints. Draft LEP communications strategy approved by Working Group and LEP web portal started.
		2.1.9 Work with the NSW government to ensure public benefits from future development of former Seaford TAFE site.	2.1.9.1 Communicating general planning policy to stakeholders, including within Council and community. 2.1.9.2 Preparation of Grant applications.	Listing activities undertaken on a quarterly basis. Grants achieved to assist planning and heritage.	LS	Not commenced.	Not commenced.
		2.1.10 Heritage Planning by providing a strategic approach to dealing with all types of heritage in Manly including built, natural, Aboriginal, maritime, parks and gardens and moveable heritage, especially:	2.1.10.1 Heritage Planning by providing a strategic approach to dealing with all types of heritage in Manly including built, natural, Aboriginal, maritime, parks and gardens and moveable heritage, especially:	Provision of timely advice on heritage matters.	LS	Ongoing	Resource constraints- loss of heritage staff and branch manager.
		Statutory planning requirements are adhered to.	Statutory requirements: Completion of all statutory land use requirements outlined by the Department of Planning or as resolved by Council.	Management of bi-monthly Heritage Committee, including report preparation and monitor outcome.	LS	Ongoing	As per Committee Minutes.
		a Identification and protection of Manly's heritage items.	a Review and update existing heritage inventory sheets.	Heritage input to LEP and DCP planning as required on time.	LS	100%	Completed as part of Draft LEP process.
		b Develop, update and review of heritage controls.	b Provision of heritage advice on development proposals.	Provision of heritage advice.	LS	ongoing	Ongoing.
		c Manage Council's Heritage Committee.	c Provide support for the Aboriginal Heritage Office.	Provision of heritage advice.	LS	ongoing	Support provided.
2 Create liveable neighbourhoods and more		d Assume responsibility for the Manly Cenotaph.	d Completion and implementation of Manly Comprehensive Heritage Review recommendations.	Completion and implementation of Manly Comprehensive Heritage Review recommendations.	LS	Ongoing	Heritage Committee.
		e Reporting on heritage maintenance and protection.	e Management of Council's Local Heritage grants program.	Grants achieved to assist planning and heritage.	LS	ongoing	Through Heritage Committee.
		f Development of education programs for locals and visitors to better understand Manly's environmental heritage.	f Support and coordinate the activities of the Aboriginal Heritage Office.	Activities listed via AHO annual report process.	LS	Ongoing	Support provided, meetings attended.
		g Infrastructure improvements to protect Manly's heritage	g Reports to Council on heritage matters.	Reports to Council on heritage matters.	LS	ongoing	Agenda prepared for monthly meetings.
		h Development of new communication strategies regarding Manly's heritage.	h Reports to Council on heritage matters.	Reports to Council on heritage matters.	LS	ongoing	Reports prepared when required.
	2.1 Work in partnership with the community to better plan new and existing development of the built and						

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**Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012**  
**Delivery Program 2011-2015 Matrix for Second Quarter Update to Council**

Goals	Strategy	Four Year Plan		One Year Plan		KPI	Responsible Lead Division	1st October to 31st December 2011	
		Continued heritage advice on Manly Cemetery maintenance activities including: i Provide security measures to prevent vandalism. k Provision of funding to implement maintenance and restoration of graves as identified in the Cemetery Conservation Management Plan.	Continued heritage advice on Manly Cemetery maintenance activities including: i Manage conservation program. k Progress the restoration of grave sites on the Iconic Graves List in consultation with the Heritage Committee.	% Complete	Progress on KPI				
affordable housing choices by better managing population growth (cont'd)	natural environment (cont'd)	2.1.1	Continued heritage advice on Manly Cemetery maintenance activities including: i Provide security measures to prevent vandalism. k Provision of funding to implement maintenance and restoration of graves as identified in the Cemetery Conservation Management Plan.	i	Continued heritage advice on Manly Cemetery maintenance activities including: i Manage conservation program. k Progress the restoration of grave sites on the Iconic Graves List in consultation with the Heritage Committee.	Provision of heritage advice.	LS	Ongoing	Heritage Officer available.
		2.1.1.1	Provision of design and specifications for Council architectural and landscape projects as required. Design of street scape plantings and playgrounds.	2.1.1.1	Preparation of designs, consultation and approval of construction.	Design advice provided within timelines.	CUS	70%	Preparation of design - LM Graham Landscape Graham Stage 1 works, Ocean Beach Promenade Stage 5, Little Manly Masterplan, Balgowlah town centre improvements
		2.1.1.1.2		2.1.1.1.2	Provision of designs, plans and specifications for urban public domain and community infrastructure improvement projects as required.	Design advice provided within timelines.	CUS	60%	Design documentation in progress - LM Graham Stage 1 works, Ocean Beach Promenade Stage 5, Little Manly Masterplan, Balgowlah town centre improvements.
		2.1.1.2	Maintain Corporate Geographic Information System (GIS) and Land Information Systems (LIS) services.	2.1.1.2	Ensure that the GIS is available to staff to assist Council business and customer service functions.	GIS advice within timelines.	CUS	100%	GIS available to all appropriate staff.
		2.1.1.2.1	Link disparate databases and datasets relating to Manly's natural resources (e.g. groundwater, acid sulphate soils, biodiversity, geodiversity, coastlines) via geographic location using GIS.	2.1.1.2.1	Compile a comprehensive list of existing databases and datasets, and identify additional data required e.g. location and list of threatened species in LGA.	List of existing databases and additional data compiled.	CUS	10%	Plan has commenced. Natural Resources, Planning, and Environment have been asked to review current information stored in Explorer. Some raw data layers were incorporated, e.g. climate change data sets. Delay due to limited resources.
		2.1.1.3	Continued Council regulation of development in accordance with sound and consistent local planning controls.	2.1.1.3	Continued provision of Building Compliance services.	Number of mandatory building inspections (p/a).	LS	100%	All inspections carried out when Council is the PCA.
		a		a	Assess and approve development.	Number of Construction Certificates (p/a).	LS	100%	Construction Certificates issued within 10 days.
		b		b	Review of DA approval process.	Manage safety complaints (number p/a).	LS	100%	Review carried out annually.
		c		c	Provide comments for Development Application Proposals	Manage Cooling Tower complaints.	LS	100%	All complaints inspected.
		d		d	Building Compliance & complaints and illegal use.	Water quality testing of public swimming pools (number p/a).	LS	100%	Testing every week in summer months.
e		e	Swimming Pool Compliance & Fire Safety.	Customer requests investigated.	LS	100%	All complaints investigated.		
f		f	Manage Trust Fund Deposits.	Number of notices and orders issued.	LS	100%	Refunds of trusts within 10 days.		
g		g	Provide Advisory Service	Number of customer requests investigated.	LS	100%	Pre-adjudgment service provided		

## Ordinary Meeting Agenda



# ATTACHMENT 1

## Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012 Delivery Program 2011-2015 Matrix for Second Quarter Update to Council

### C. Environment

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 % Complete	Progress on KPI
2 Create liveable neighbourhoods and more affordable housing choices by better managing population growth (cont'd)	2.1 Work in partnership with the community to better plan new and existing development of the built and natural environment (cont'd)	2.1.14 Continued Council regulation of Environmental Health Services in accordance with the local, state and national legislation.	2.1.14.1 Continued Environmental Health (EH) services:	Conduct Environmental Health inspections and audits of local businesses in relation to food preparation and skin penetration (number p/a).	LS	100%	All restaurants inspected twice a year.
			2.1.14.2 Conduct Public health inspections.	Completion of annual EH inspections.	LS	100%	Completed.
			2.1.14.3 Compliance with NSW Food Safety standards.	Monitor ocean and harbor water quality.	LS	100%	Tested every week in summer.
			2.1.14.4 Regulation and pollution prevention programs relating to air, water and noise.	Number of customer requests investigated.	LS	ongoing	All complaints investigated on an ongoing basis.
			2.1.14.5 Implement Manly Starfish Rating Program for restaurants.	Report on programme quarterly.	LS	ongoing	Issued every year.
			2.1.14.6 Provide comments for Development Application proposals.	Report quarterly.	LS	ongoing	
			2.1.14.7 Conduct Food Handling Seminars.	Report quarterly.	LS	100%	6 times / year
			2.1.14.8 Acoustic testing as required for Environmental related noise complaints.	Report quarterly.	LS	100%	All complaint investigated.
		2.1.15 Continued Development Services and Assessment and Control services.	2.1.15.1 Assessment and review of all development applications received by Council in accordance with State legislation, Planning Instruments, current Council plans and policies.	Number of DA assessed per annum.	LS	ongoing	119 DAs determined in quarter.
		a Provide advice to customers (applicants, property owners, residents) relating to development.	2.1.15.2 Update systems to incorporate changes in legislation and Environmental Planning Instruments	Number of days to assess a DA.	LS	ongoing	Pre-Edgment advice answered within 14 days.
3 Reduce greenhouse gas emissions in the Manly area	3.1 Work in partnership with key stakeholders to improve Manly's ability to adapt and respond to climate change	b Promote appropriate development in accordance with legislation, Council Policies and Plans.	2.1.15.3 Update systems and implement New Manly Local Environmental Plan and Development Control Plan.	Value of development proposals.	LS	ongoing	Value of \$33,118,747 for quarter.
		c Provide information and advice to stakeholders during the assessment period.	2.1.15.4 Update system to incorporate changes in legislation and Environmental Planning Instruments.	Number of Pre-lodgement meetings held.	LS	ongoing	approximately 10 per month.
		d Achieve a balanced outcome that benefits residents whilst maintaining the quality of the natural and built environments.		Percentage of determinations subject of appeal to Land and Environment Court.	LS	Ongoing	5 appeals lodged , 11 in quarter.
		e Protect the public interest with respect to development.		Percentage of appeals dismissed.	LS	Ongoing	Approximately 10% of appeals dismissed.
		3.1.1 Implement mitigation and adaptation measures identified in Council's Carbon Emissions Reduction Plan (CERP) and Climate Change Adaptation Action Plan.	3.1.1.1 Finalisation of the Climate Change Adaptation Action Plan (CCAAP) and Carbon Emissions Reduction Plans for Council and the community.	Completion of CCAAP and Carbon Emission Reduction Plans.	LS	100%	Plan completed.
			3.1.1.2 Identify and commence implementation of priority actions in the CCAAP and CERP.	Progress towards implementation of the Council CERP, the Manly Community CERP and the Manly CCAAP (once finalised), progress towards Council's carbon emission reduction targets.	LS	50%	Programs will be implemented in 2012.
			3.1.1.3 Continue partnerships with the SCOG, LGSA and universities which seek to provide Council with best practice management responses to climate change.	Partnerships with and support provided to SCOG, universities etc continued.	LS	100%	Watched closely with universities.

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### C. Environment

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 % Complete	Progress on KPI
4 A clean Manly with zero waste	4.1 Work in partnership with the community to minimise waste & undertake public cleansing programs	4.1.1 Continued waste and cleansing programs such as:	4.1.1.1 Managed waste services continued, such as:	Continued management of Waste Services.	LS	engaging	
		4.1.2 Waste Avoidance program by reducing material entering the waste stream, including increases in diversion rates.	4.1.2.1 Domestic garbage collection.	Garbage and recycling rates kg/capita/annum (KCA).	LS	Ongoing	Garbage 51kg/per person; Recycling 49kg/per person for the quarter.
		4.1.3 Cleaning public places, facilities, parklands, beaches, road reserves and stormwater catchments.	4.1.3.1 Putescible waste kerbside collection service.	Monitoring to reduce putescible waste.	LS	100%	Domestic waste continued by day labour. Audit completed 2 October 2011.
		4.1.4 Extending the range of recyclable materials suitable for collection within Council services.	4.1.4.1 Vegetation, paper and container recycling and kerbside collection service.	Report quarterly.	LS	100%	Green waste bins provided; plastics collected.
		4.1.5 Pursue partnerships to facilitate regional and SHOROC-wide common waste collection systems.	4.1.5.1 Introduce a green waste collection bin to all residents.	Financial viability reports.	LS	60%	Report presented to Waste Committee November 2011.
		4.1.6 Undertaking Community and Environmental Partnerships to increase composting by residents, and educate and implement sustainability programs.	4.1.6.1 Trade Waste services.	Commercial garbage collected.	LS	100%	Trade Waste sold by public tender complete.
		4.1.7 Educating residents, schools, businesses, industry and visitors about waste minimisation.	4.1.7.1 E-waste kerbside pickup and E-waste initiatives.	Tonnes green waste collected. E waste collected; diversion rates from landfill.	LS	80%	E-waste collection completed; green waste tonnages have increased.
			4.1.7.2 Cleansing Services continued such as:		LS		
4 A clean Manly with zero waste (cont'd)	4.1 Work in partnership with the community to minimise waste & undertake public cleansing programs (cont'd)		4.1.7.3 Beach Cleaning.	Clean Beaches awards.	LS	50%	Cleaned daily.
			4.1.7.4 Street Sweeping.	Street sweeping lines collected.	LS	50%	All streets swept.
			4.1.7.5 Public Toilet Cleaning.	Reduced unit/costs.	LS	50%	Cleaned daily.
			4.1.7.6 Facilities Cleaning.	Reduction in accidents.	LS	50%	No accidents reported.
			4.1.7.7 Reserve Cleaning.	Report quarterly.	LS	50%	All Reserves cleaned 7 days per week.
			4.1.7.8 Public Place Cleaning.	Report quarterly.	LS	50%	All areas swept and cleaned 7 days per week.

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## Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012 Delivery Program 2011-2015 Matrix for Second Quarter Update to Council

### D. Governance

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 % Complete	Progress on KPI
1 Transparent and accountable decision making	1.1 Provide transparent and accountable corporate governance	1.1.1 Develop and apply effective governance systems for monitoring and evaluating policies and procedures to ensure they are up to date, relevant and effective.	1.1.1.1 Conduct LGMA and ICAC governance health check.	Governance health check and relevant best practice guidelines have been conducted/reviewed.	GMU	85%	Initial assessment conducted and distributed within organisation for comment. Result being compiled.
			1.1.1.2 After 1 year - revise existing governance systems; and provide any relevant training.	Report quarterly.	GMU	0%	Changes will be made after Health Check completed.
			1.1.1.3 Review relevant best practice guidelines.	Report quarterly.	GMU	50%	Best practice information reviewed regularly and used to develop improvements to systems.
			1.1.1.4 Develop and apply effective governance systems for monitoring and evaluating policies and procedures.	Governance systems have been developed and implemented for monitoring and evaluating policies and procedure.	GMU	35%	Policy register reviewed in 2011. Policies added as adopted by Council. A guidance document register is in draft to assist in the review process and for ensuring that Council has documented controls for internal processes.
			1.1.1.5 Report on governance systems implemented, policies and procedures reviewed, and updates/revisions made.	Report on actions furnished.	GMU	50%	Information provided to the GM. Recommendations made as improvements identified. All recommendations made are implemented and monitored to ensure that improvements are having the desired effect.
		1.1.2 Ensure that Council has access to and use of quality professional advice internally and externally.	1.1.2.1 Develop and apply effective systems for access to and use of internal and external professional advice.	Systems have been developed and implemented for access to and use of internal and external professional advice.	GMU	100%	Procedure for using legal services adopted on 24 June 2011 and revised on 5 December 2011.
		1.1.3 Transitioning Council to an Integrated Strategic Planning framework and reporting systems within Council business and service delivery units that align the Community strategic plan, Delivery Program and Operational Plan.	1.1.2.2 Provision of Legal Services.	Report quarterly.	GMU	100%	Information provided to the GM.
			1.1.3.1 Manage IPR documents and plans to produce Quarterly updates to Councils on Delivery Program 4 year actions and 1 year Operational Plan actions and Key performance indicators.	Monitoring the achievement of 10 year Community Strategic Plan strategies.	Strategy		Progress will be reported via End of Council term report. Work has commenced on this.
				Monitoring and Reporting on the achievement of 4 Year Delivery Plan actions.	Strategy	50%	Progress with Delivery Program and update on achievements reported to Council each Quarter.
				Monitoring and Reporting on the achievement of 1 year operational plan actions.	Strategy		Progress with Operational Plan and update on achievements reported to Council each Quarter.
1.2 Continue to meet legal and ethical obligations		1.2.1 Develop and apply governance systems that ensure that Council is meeting its legal and ethical obligations.	1.2.1.1 Implement a legislative compliance process and reporting program.	Systems for detecting fraudulent, dishonest and unethical behaviour have been implemented.	GMU	40%	Will be reviewed once Guidance Register established. Fraud Control Policy and Plan being drafted.
			1.2.1.2 After 1 year - implement systems for detecting fraudulent, dishonest and unethical behaviour.	Legislative compliance process and reporting programs have been implemented.	GMU	15%	Will be progressed once legislative compliance system created. Meeting with supplier of compliance software set for February 2012.
			1.2.1.3 Review relevant best practice guidelines for detecting fraudulent, dishonest and unethical behaviour.	Governance health check and relevant best practice guidelines have been conducted/reviewed.	GMU	80%	Initial assessment conducted and distributed within organisation for comment. Result being compiled.

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# ATTACHMENT 1

## Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012 Delivery Program 2011-2015 Matrix for Second Quarter Update to Council

### D. Governance

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 % Complete	Progress on KPI
1 Transparent and accountable decision making (cont'd)	1.3 Provide organizational support to Councilors, employees and staff, and information to the community as required	1.3.2 Develop and apply governance systems that prevent and detect fraudulent, dishonest and unethical behaviour.	1.3.2.1 Conduct LGMA and ICAC governance health check.	Best practice guidelines for detecting fraudulent, dishonest and unethical behaviour have been reviewed.	GMU	85%	Initial assessment conducted and distributed within organisation for comment. Result being compiled.
		1.3.1 Continued provision of support services to Councilors.	1.3.1.1 Production of Business Papers and Councilor information packages.	Production of Business Papers.	CS	50%	Business Papers and Councilors Information Packages produced and circulated.
			1.3.1.2 Monthly Briefing Report to Councilors.	Production of Monthly Briefing Report to Councilors.	Strategy	50%	Monthly Reports provided.
			1.3.1.3 Manage Corporate Diary and Civic Events.	Management of Corporate Diary and Civic Events.	CS	50%	Corporate Diary produced weekly
			1.3.1.4 Ensure that Council Chambers and meeting areas are serviced.	Provision of Councilor Information packages.	HSF	50%	Chamber services have hosted the Mayor and Councilors for business meetings in The Cove & Main Chambers: • 32 x Committee meetings • 94 x Meetings eg., staff training sessions, interviews, staff meetings • 15 x functions, including offsite functions • 6 x Council Meetings / Council Workshops • 9 x Officeable Ceremonies • 3 x Special Functions/Events, including Overseas Guests All meetings, events, functions have been well administered and serviced through the staffing and planning undertaken in this area.
	1.4 Maintaining quality customer services and dispute resolution processes	1.3.2 Access by the community to Council reports and information.	1.3.2.1 Manage Council meetings.	Action items arising out of Council meetings carried out within agreed timeframe.	CS	50%	Action items carried out within timelines.
		1.3.4 Manage Council's records in accordance with the State Records requirements.	1.3.4.1 General promotion of Council services and activities.	Production and public availability of Business Papers and Minutes to deadline.	GMU	50%	Agendas and Minutes produced and placed on web COB Thursday.
		1.3.6 Network and technical infrastructure has the capacity to support the increasing demand.	1.3.6.1 Continue to maintain comprehensive records systems for Council's records.	Records systems are up to date and comprehensive.	CS	50%	Records systems kept up to date as necessary.
		1.3.6 Provision of Information Systems that meet business and administrative demands of the Council and optimise access to information systems to meet staff and public requirements.	1.3.6.1 Upgrades to core business software to improve the effectiveness and efficiency for the delivery of IT services.	Upgrades delivered.	CS	75%	3/4 Of Council's local area fibre network has been deployed.
			1.3.6.2 Management and implementation of rollover system for technology infrastructure.	Rollover managed.	CS	75%	3/4 Of the allocated IT Hardware infrastructure has been deployed.
			1.3.6.2 Identification and mitigation of risk for Council's technology investments.	Identification of risks.	CS	ongoing	Security systems kept up to date as necessary. TI is currently reviewing Cisco security layers back to access control system.
		1.4.1 Investigate feasibility for decentralisation of Customer Service Centres – CSC Kiosk in Bagwoodh or Seaforth.	1.4.1.1 Nil action (4 year action only).	Nil.	GMU	0%	Nil

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D. Governance						
Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 % Complete Progress on KPI
		1.4.2 Introduction of Customer Service objectives in all position descriptions and performance reviews.	1.4.2.1 Review all staff position descriptions and performance review documents to incorporate standard customer service objectives.	New staff PD's to incorporate new customer service objectives. All existing staff position descriptions amended to include customer service objectives.	CS	10% A customer service objective is being drafted to be included in all new Position Descriptions.
		1.4.3 Upgrade of customer area in Town Hall to provide greater access to Council information.	1.4.3.1 Improved layout of Town Hall foyer brochure stands, seating, displays, computer access, lighting.	Improved customer service facilities.	GMU	5% Quotes being obtained. Artwork from Council collection to be hung.
		1.4.4 Increase online customer payments via Council website.	1.4.4.1 More automated production of 149 (2) and (5) certificates.	149 certificates applications, payments and final certificates produced online via website.	CS	0% Project deferred given other key priorities eg Implementation of New Records Management System.
		1.4.5 Responsive customer services to inquiries.	1.4.4.2 Investigate feasibility of payment for additional services on line. 1.4.5.1 Update KMS on intranet.	Payment of additional services made available online. Provision of more information and services in electronic format and via the website.	CS	10% Council reviewing payment platform options & scoping possible options.
			1.4.5.2 Review of Customer Service Charter. 1.4.5.3 Review of Council's complaint management process.	Review of charter. Number of customer complaints received, actioned satisfactorily within Charter service standard.	GMU	25% Information updated on an ongoing basis re Intranet. Options for on line Parking Permits being investigated.
					GMU	5% Review commenced
					GMU	142 telus items and complaints (incl. general complaints and code of conduct complaints) Continuous improvement opportunities are identified during when complaint process and recommendations are made to Executive management where appropriate.
			1.4.5.3 Moment of truth surveys	Annual Customer Satisfaction benchmarks increasing.	GMU	80% Annual Customer Satisfaction survey completed in November. Results in the process of being analysed.
			1.4.5.4 Develop New Residents kit 1.4.5.5 Maintain Companion Animals Register.	Report quarterly. Continue to maintain and update register.	GMU	5% Draft commenced
			1.5.1.1 Design and production of promotional material for a range of Council's projects and initiatives. Production and distribution of Council's Annual Report and other relevant reports as necessary.	Implementation of 12 month and 5 year Communications Strategy.	CS	50% Register updated as required.
1.6 General communications and promotion of Council services and activities		1.5.1 Graphic design.			GMU	40% Plan being drafted. Additional communications and media plans are drafted for individual events and issues as identified.
		1.5.2 Media liaison.	1.5.2.1 Liaison with media and the provision of information to various media agencies.	Number of items appearing in media.	GMU	300 67% of these items were in the Menly Daily. The other 33% appeared in a broad spread of local, metropolitan, national, and international and press and radio.
				Number of media inquiries services.	GMU	56 Inquiries received from various media outlets including online, printed and broadcast media.

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### D. Governance

Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011 % Complete	Progress on KPI
1 Transparent and accountable decision making (cont'd)	1.6 Identify and manage risk to Council, take appropriate action to eliminate or minimise Council's risk exposure. Minimise loss to Council by proactive claims management and pursuing recoveries.	1.6.1 Completion of Enterprise Risk Management for whole of Council. Increase awareness to risk or risk avoidance. Completion of HIF recovery and Lehmann's alternative dispute resolution process. Reduction in number and quantum of claims.	1.6.1.1 Finalise climate change adaptation plan with assistance of Statewide. Continue process of enterprise risk management. Proactive in-house management of under excess claims. Identification of recovery opportunities.	Completion of Climate Change Action Plan (CCAP). Completion of high level risk assessment. Insurances in place to decrease Council exposure. Reduction in number or quantum of claims. All possible recoveries pursued.	CS	Ongoing	Insurances 100%, HIF 100%, CCAP 50%. Recoveries being pursued Claims: 1/7/11-31/12/11, 2010-59, 2011-52. Reduction of 12%. Completing Corporate Risk Register.
	1.7 Ensure Council's workforce is recruited, trained, managed and rewarded fairly and equitably	1.7.1 Develop incentives to attract and retain skilled employees.	1.7.1.1 Optimise relationship between pay and performance to increase employee satisfaction with pay.	HIF Ratio of acceptance to offers made, & bi-Annual Staff Climate Survey.	CS	50%	31 Accepted, 32 Offers
		1.7.2 Provide employees with a voice on workplace matters.	1.7.2.1 Provide a Staff Consultative Committee.	Frequency of Joint Staff Consultative Committee meetings.	CS	50%	2 Meetings in Q2
		1.7.3 Operation of salary Administration System.	1.7.3.1 Award compliance.	Number of wage-related grievances.	CS	50%	1
		1.7.4 Increase representation of young persons within workforce.	1.7.4.1 Develop and expand graduate, trainee and apprenticeship program.	Ratio of graduates, trainees & apprentices to employee population.	CS	30%	There has been a decline in graduate positions across Council in Q2. graduates, trainees and apprentices: 395 total employee population.
		1.7.5 Manage Corporate Training Program.	1.7.5.1 Individual training and development plans that meets the needs of employees & Council.	Ratio of performance appraisals conducted, and return on investment of learning initiatives.	CS	50%	465 Performance Appraisals - 131 Learning Initiatives for Q2.
		1.7.6 Workforce planning to retain professional staff.	1.7.6.1 Succession plans developed, and flexible work options provided.	HIF plans developed and implemented in all Departments.	CS	10%	Performance Appraisal documentation updated to include long term goals, objectives and career aspirations to start the conversation between Supervisor and Employee. Further steps required.
	1.8 Provide a workplace that ensures the health, safety and well-being of employees, workers & volunteers.	1.8.1 Monitor work practices & identify strategies to minimise OH&S risk.	1.8.1.1 Conduct OH&S audit program of work sites.	Number of OH&S incidents, and injury claims.	CS	50%	6 Claims: 22 incidents
		1.8.2 Provide a WorkLife Balance Program.	1.8.2.1 Implement staff wellbeing work-life balance program.	Employee usage of work-life programs.	CS	50%	10% of staff participate in work-life programs.
		1.8.3 Support injured workers to return to pre-injury duties.	1.8.3.1 Manage the rehabilitation of injured workers.	Claims by age and cost of claims to Local Government Industry.	CS	50%	Ages 24-45 Cost \$795 - \$13,097
	1.9 Workplace diversity is valued and embraced.	1.9.1 Strategies implemented to improve representation of EEO target groups.	1.9.1.1 Monitor representation by EEO categories.	Ratio of EEO target groups to employee population.	CS	20%	217 Survey Respondents of 395 employee population: Aboriginal, Torres Strait Islanders 1:217; Born Outside of Australia 87:217; People of non English speaking background 6% of 217 surveyed; Disability is 4% of 217 surveyed; Gender 48% females: 52% Males.
			1.9.1.2 Learning opportunities provided to EEO categories.	Ratio of learning opportunities provided to EEO categories, to employee population.	CS	20%	EEO Plan to go to the Executive.
2 Work in partnership with the community	2.1 Undertake community engagement activities to work with the community	2.1.1 Strategic development and involvement of Community Panel to assist with community input to decision making.	2.1.1.1 Community Panel working with Council staff and informing key decisions on a quarterly basis.	Community Panel surveys.	Strategy	10%	Community panel surveys will be undertaken to review achievements of the Community Strategic Plan Beyond 2021.

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D. Governance									
Goals	Strategy	Four Year Plan	One Year Plan	KPI	Responsible Lead Division	1st October to 31st December 2011	Progress on KPI		
							% Complete		
3	Efficient use of Council's resources	3.1 Deliver clear and concise financial and management reporting	2.1.2 Service of Council's Special Purpose Committees and Working Groups.	2.1.2.1 Continuing to service Special Purpose Committees and Working Groups.	CS	Management of membership of committees, attendance register, reporting to Councils of Minutes and Items for Brief Mention.	50%	Committee membership attendance, reporting to Councils of Minutes and Items for Brief Mention kept up to date.	
			2.1.3 Enhance the Precinct Community Forum system, including more strategic engagement.	2.1.3.1 Continued support by Council of precincts.	LS	Servicing Precinct Community Forums, Special Purpose Committees and Working Groups with timely Agendas and Minutes.	Ongoing	Mainly Precinct Community Forums: There are currently 9 precincts in operation. Council has continued to provide support throughout the October, November and December quarter including GM, Mayor, Councilors at precinct meetings. A quarterly precinct meeting was conducted in November. Precincts have attracted interest from 8 out of 9 precincts. Council staff have continued to work collaboratively ensuring responses are provided for precinct issues raised at monthly meetings. The Corso precinct was re-established in November attracting new residents to the precinct system. A new precinct website was developed and precincts have been trained accordingly. The Precinct Christmas function was again a successful event, attracting a large attendance. The event is a gesture of gratitude for volunteer service and an opportunity for the community to meet staff.	
			3.1.1 Provide transparent and accountable financial information and reporting.	3.1.1.1 Council's investments reported to Council confirming compliance with investment policies.	CS / GMU	Publish agendas on Council's website. Regular updates and reports in accordance with DLG and statutory requirements.	50%	Information provided to community regarding investments and reports and updates in the Monthly and other appropriate media, as well as via the Council website. Investments reported monthly via Council's Ordinary Meeting in accordance with DLG and statutory requirements.	
			3.1.2 Ensure Council meets its fiduciary responsibilities in use of public funds.	3.1.2.1 Annual Financial Reports and Auditors Reports delivered to Division of Local Government and Bureau of Statistics. 3.1.2.2 Ensure compliance with Council's taxation obligations.	CS	Report quarterly. User Charges & Fees to be set comparable with market pricing. Annual audit of Council's finances.	100%	Delivered 30/9/11.	
			3.1.3 Ensure that all statutory financial returns are completed and lodged by due dates.	3.1.3.1 Annual Financial Reports and Auditors Reports delivered to Division of Local Government and Bureau of Statistics.	CS / GMU	Annual report to NSW DLG.	100%	2010/2011 Annual Report and State of the Environment Report completed and distributed prior to the Statutory deadline of 30 November 2011. The 2010/2011 Financial Report is included in the Annual Report at attachment 3.	
		3.1.4 Completion of statutory requirements in relation to Council's property rates.	3.1.4.1 Ensure the levying and collection of property rating income and maintain Council's property database.	CS	Compare movement in Rates & Annual Charges from previous year.	First instalment collected 30/6/11. Second instalment collected 30/11/11.	50%		

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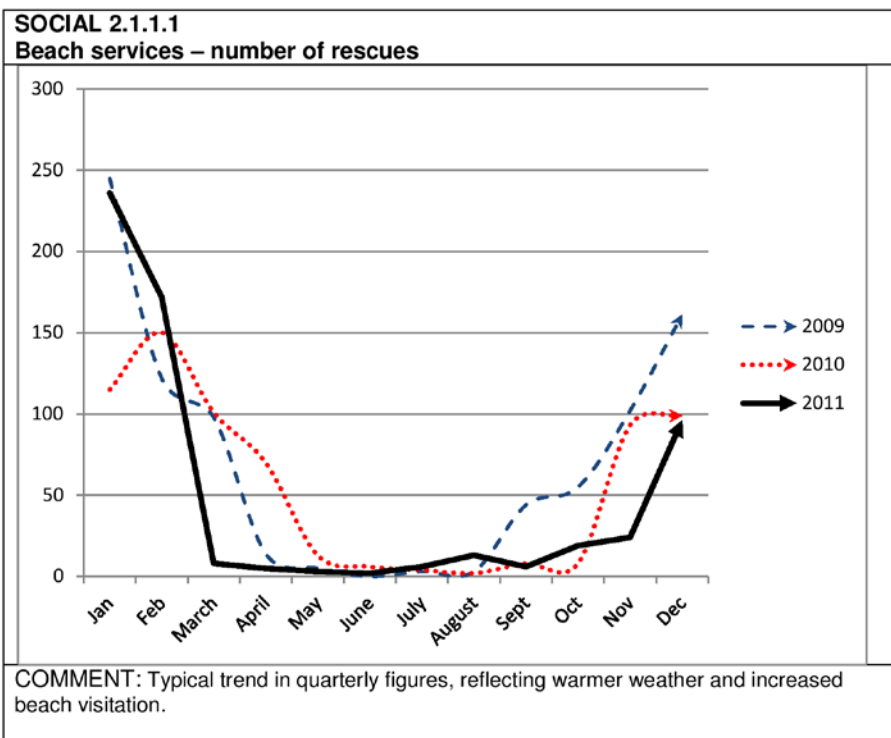
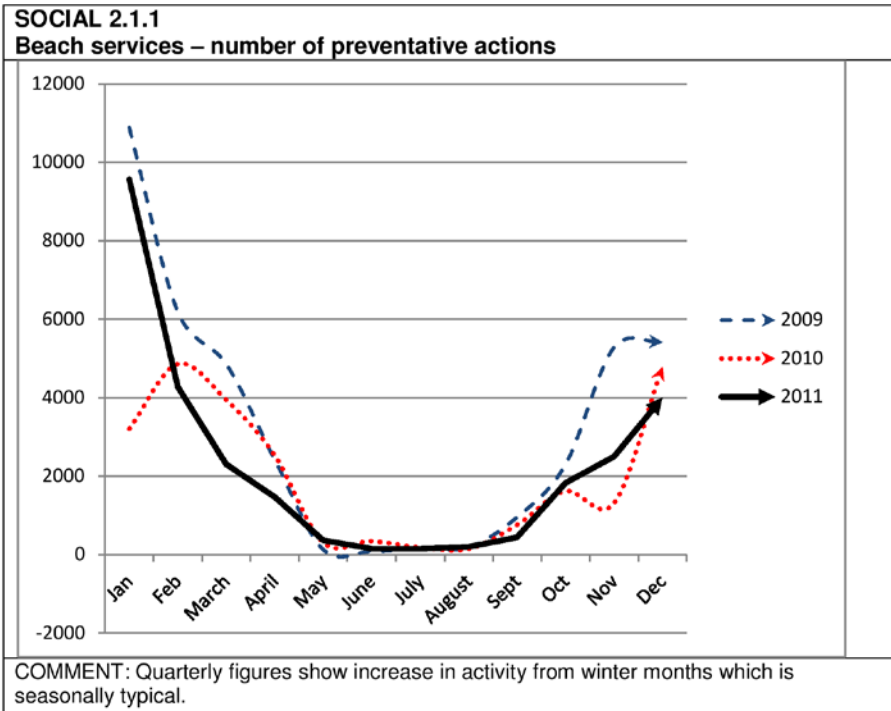
### D. Governance

Goals	Strategy	Four Year Plan		One Year Plan		KPI	Responsible Lead Division	1st October to 31st December 2011	
								% Complete	Progress on KPI
4 Advocate to State and Federal Governments	4.1 Lobby for more resources and funding of public programs and projects in Manly and regionally	3.1.5	Development of long term financial plans.	3.1.4.2	Review Council's property portfolio and revenue opportunities.	Asset Management Plan developed.	GMU	ongoing.	A properties database of Council's property portfolio is updated on a regular basis and reviewed by Management.
		3.1.6	Ensure responsible financial management and governance through an Internal Audit program.	3.1.5.1	Develop long term financial plan that supports investment in infrastructure.	Long term financial plan developed to support current and future infrastructure needs.	CS	25% ongoing	Incorporate in the 2011/12 Budget.
		4.1.1	Pursue cost savings and resource sharing through regional procurement initiatives.	3.1.6.1	Continue to facilitate Internal Audit function.	Audit and Risk Committee meets quarterly. Annual Internal Audit Program devised. Outcomes reported to Council.	CS	50%	Audit & Risk Checks held 11 October and 22 November 2011. Council has an annual Internal Audit work plan prepared by Council's Internal Auditor.
		4.1.2	Working with SHOROC in lobbying for improvements and fundings for transport, health, social services and environmental projects.	4.1.1.1	Participate with SHOROC Procurement Group.	Savings achieved through SHOROC procurement actions.	CS	50%	Council participates in joint procurement and tendering opportunities within the SHOROC group of Councils, which has resulted in material savings through bulk procurement.
				4.1.2.1	Refine strategies in working with SHOROC Executive.	Report on achievements gained through SHOROC initiatives.	CS	50%	Council participation in the various SHOROC working parties and advisory groups. Progress is reported through regular SHOROC newsletters and Press Releases.
				4.1.2.2	Participation by relevant senior staff at SHOROC Executive and Regional forums.	Report actions and achievements undertaken quarterly in agreed SHOROC initiatives.	GMU	50%	Attendance and input to a variety of SHOROC projects continues to be maintained by council staff.

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## ATTACHMENT 2

### Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012 Program KPIs for Second Quarter Report on Delivery Program 2011-2015

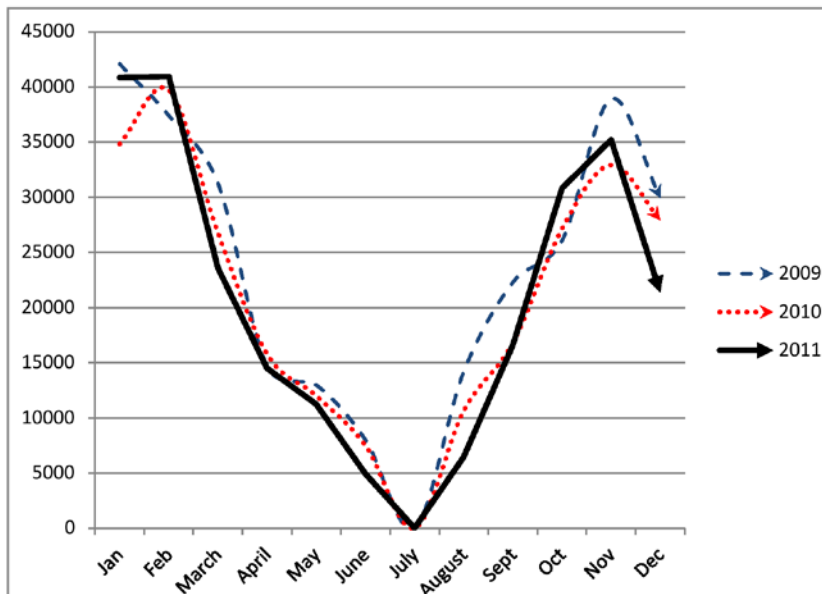


## ATTACHMENT 2

### Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012 Program KPIs for Second Quarter Report on Delivery Program 2011-2015

#### SOCIAL 2.1.2.1

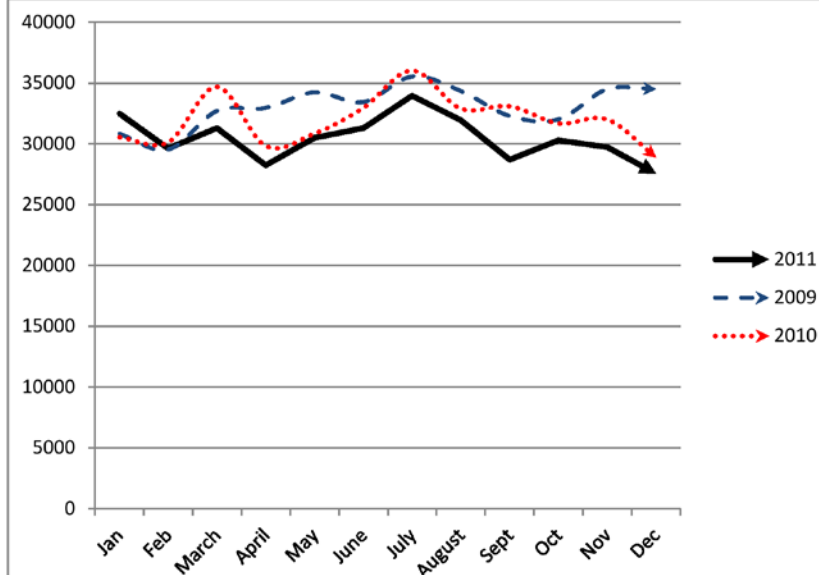
##### Manly "Boy Charlton" Swim Centre patronage



COMMENT: Quarterly figures reflect trend pattern of previous years although unusually high rainfall in December impacted negatively on visitor numbers.

#### SOCIAL 4.2.1

##### Number of library loans



COMMENT: No student activity coupled with end of children's programmes in December negatively impacts on quarterly figures.

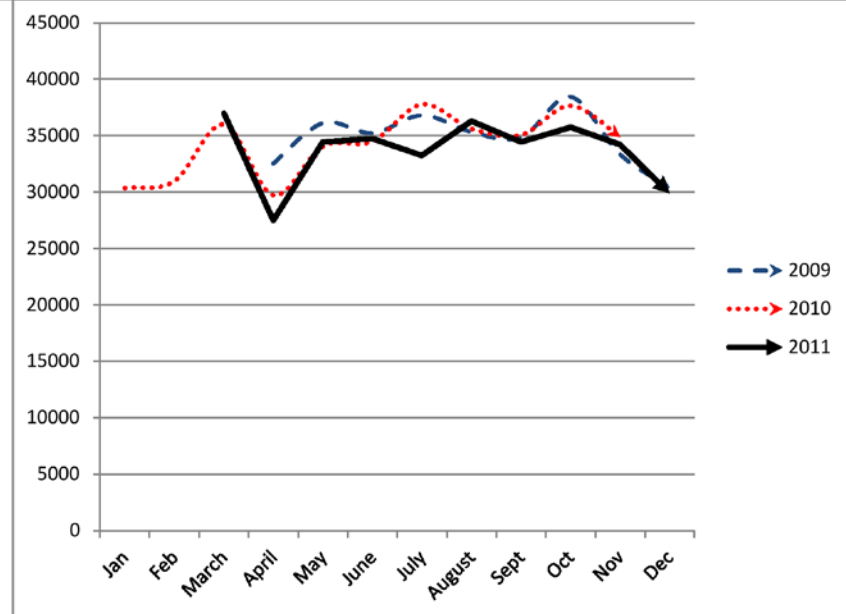


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#### SOCIAL 4.2.1.1

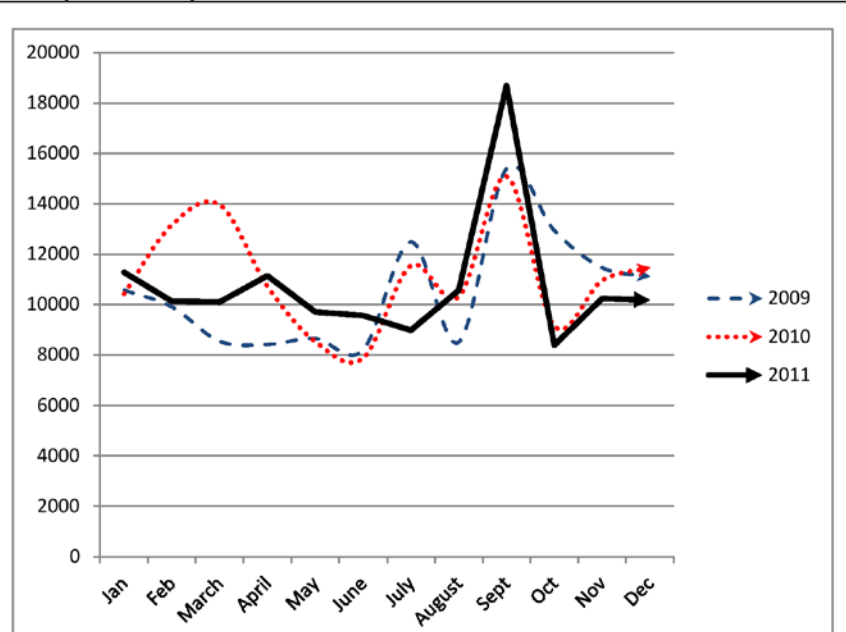
##### Number of library visits



COMMENT: Quarterly figures consistent with previous year.

#### SOCIAL 4.2.2.1

##### Manly Art Gallery & Museum visitation



COMMENT: Visitation trend usual for start of summer season after spike around Arts Festival period in September, though slightly lower numbers than previous years; possibly due to poor weather and resulting decreased day-visitors to Manly.



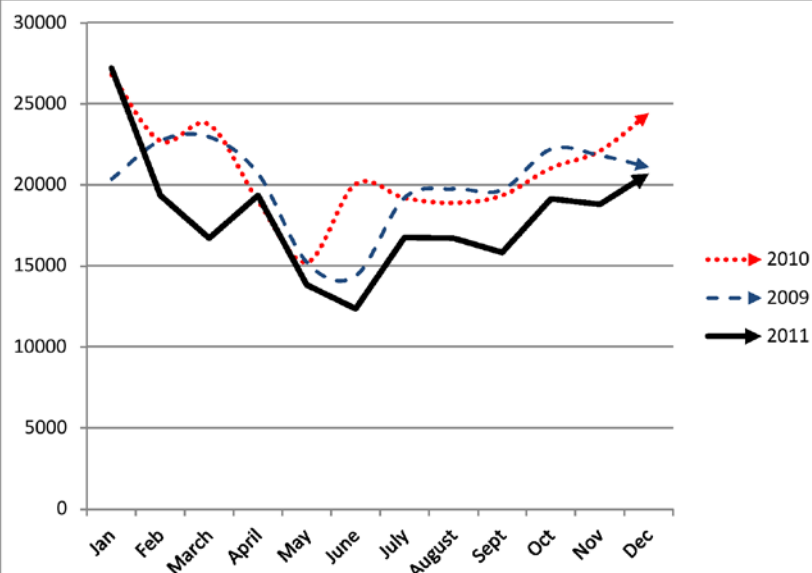
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### Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012

#### Program KPIs for Second Quarter Report on Delivery Program 2011-2015

##### ECONOMIC 2.2.1.1

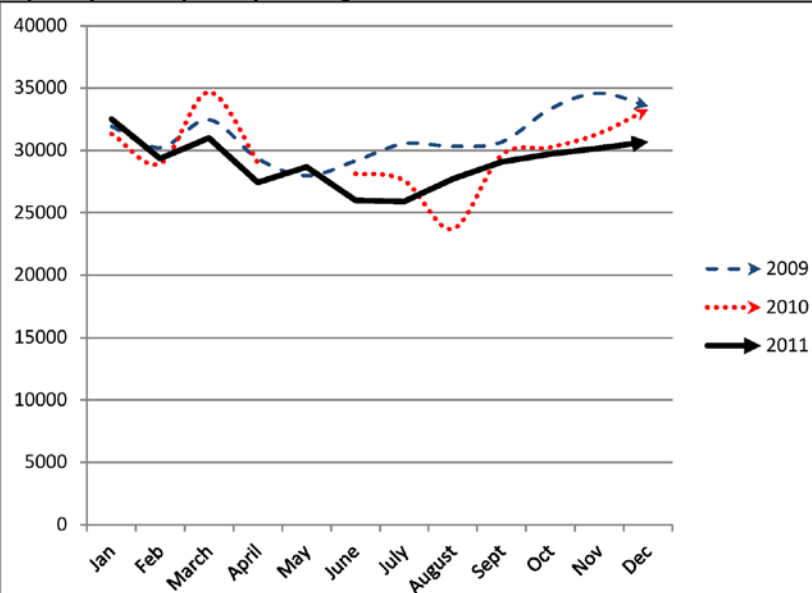
##### Visitor Information Centre



COMMENT: In general, we are experiencing higher rainfall and lower temperatures this spring and summer which has directly affected visitation and day trippers coming to Manly. School holidays showed an increase in visitation towards the end of the quarter. Visitation is down by 5669 visitors this quarter compared to the same period in 2010 representing a decrease of 9.17%.

##### ECONOMIC 3.3.2.1

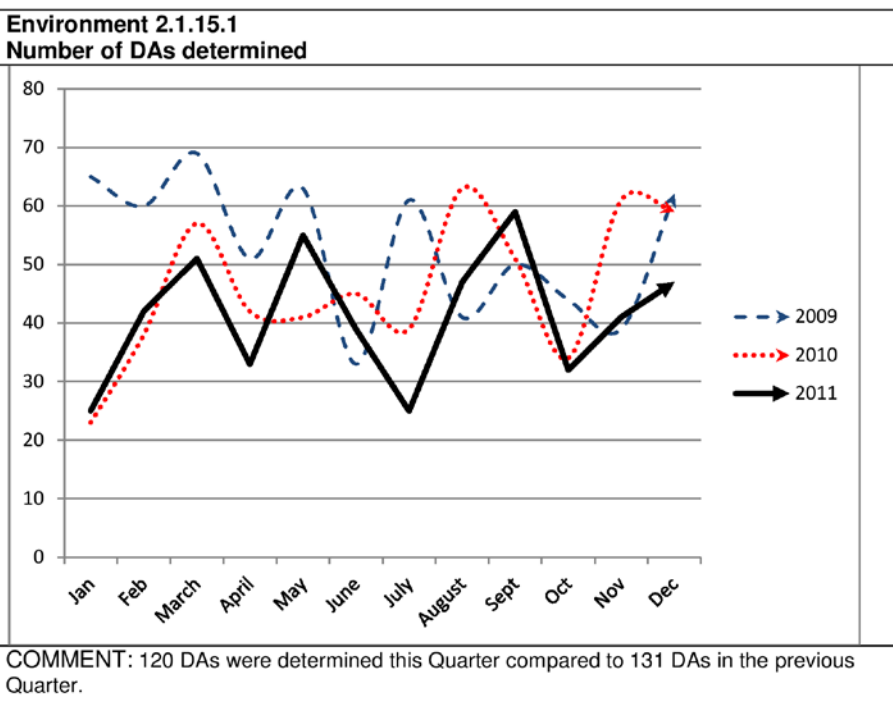
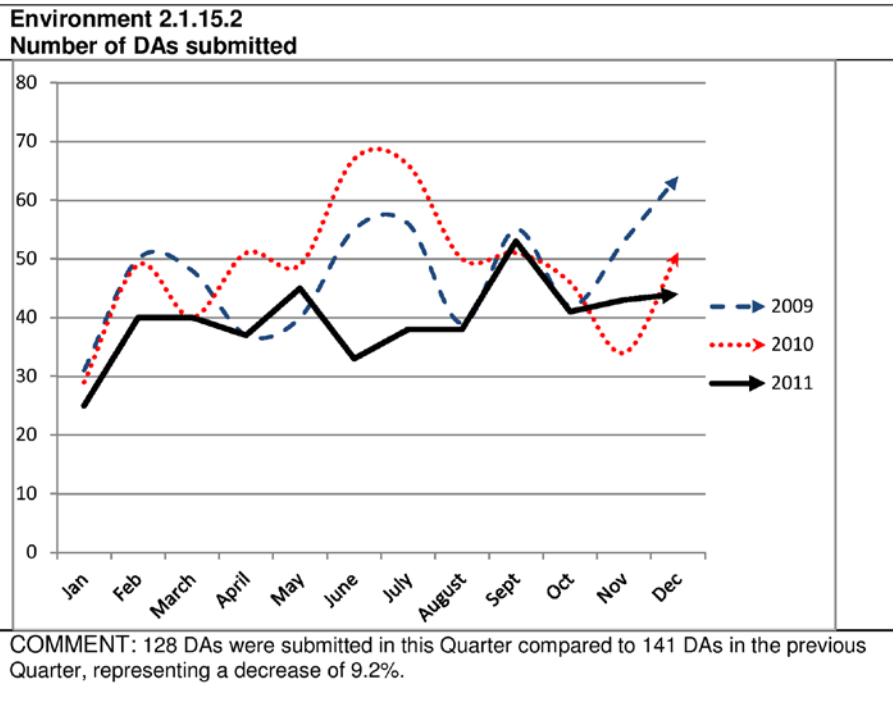
##### Hop, Skip & Jump Bus patronage



COMMENT: 90,590 passenger journeys for the Quarter, and 173,299 passenger journeys YTD.

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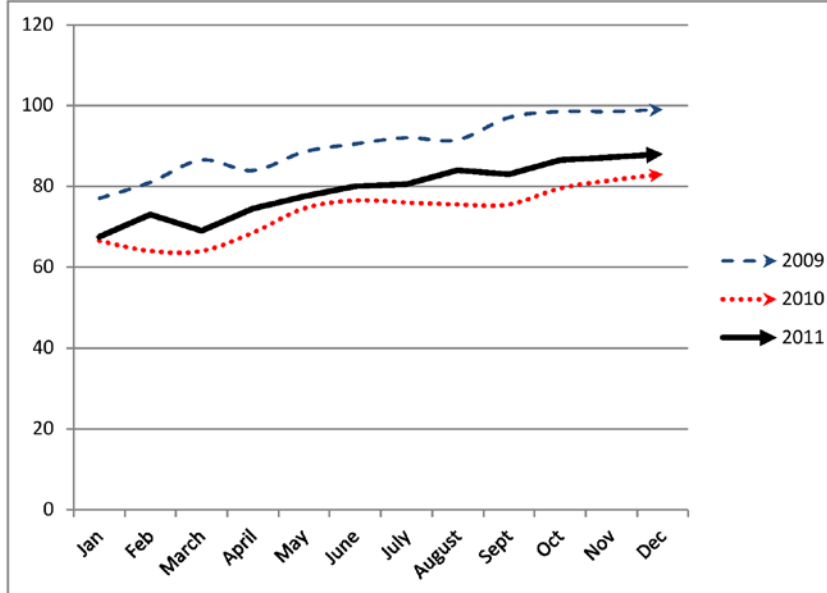


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### Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012 Program KPIs for Second Quarter Report on Delivery Program 2011-2015

#### Environment 2.1.15.2

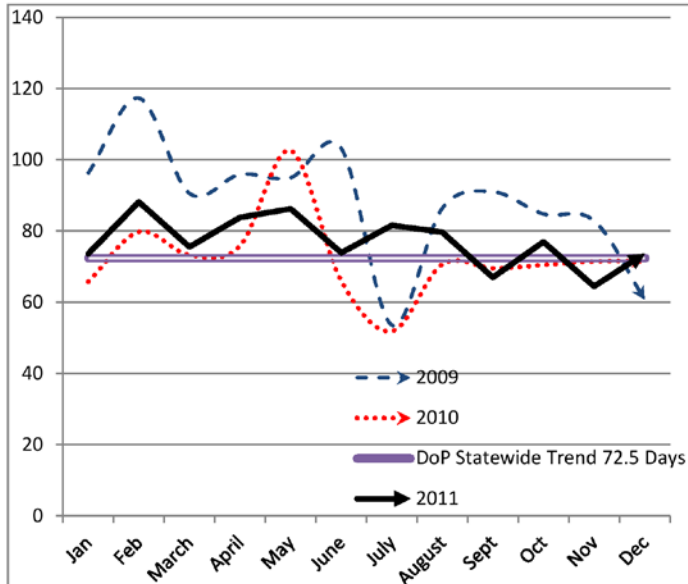
##### Year To Date Median days turnaround time of a DA



COMMENT: Slight increase in median days over the last Quarter.

#### Environment 2.1.15.2

##### Mean (Average) days turnaround time of a DA



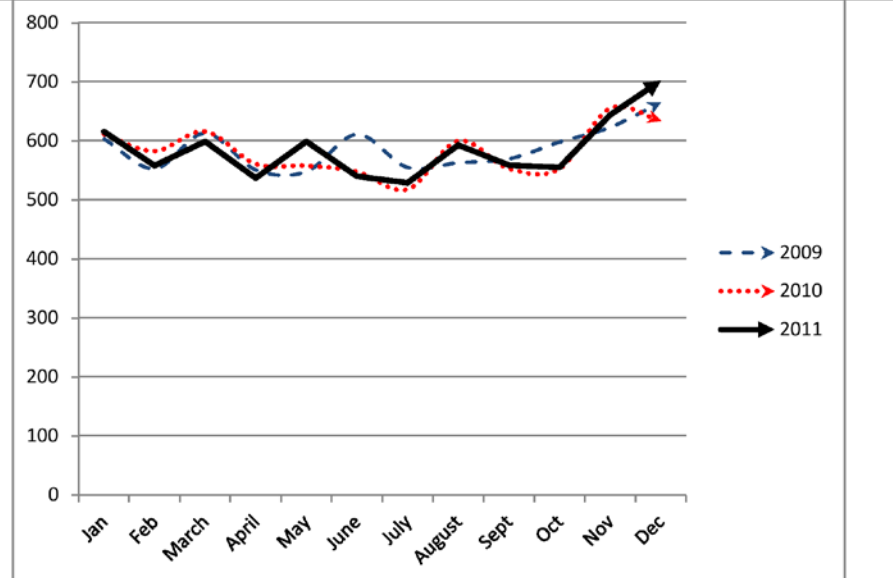
COMMENT: Average days have decreased over the last Quarter of 2011.

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#### Environment 4.1.2.1

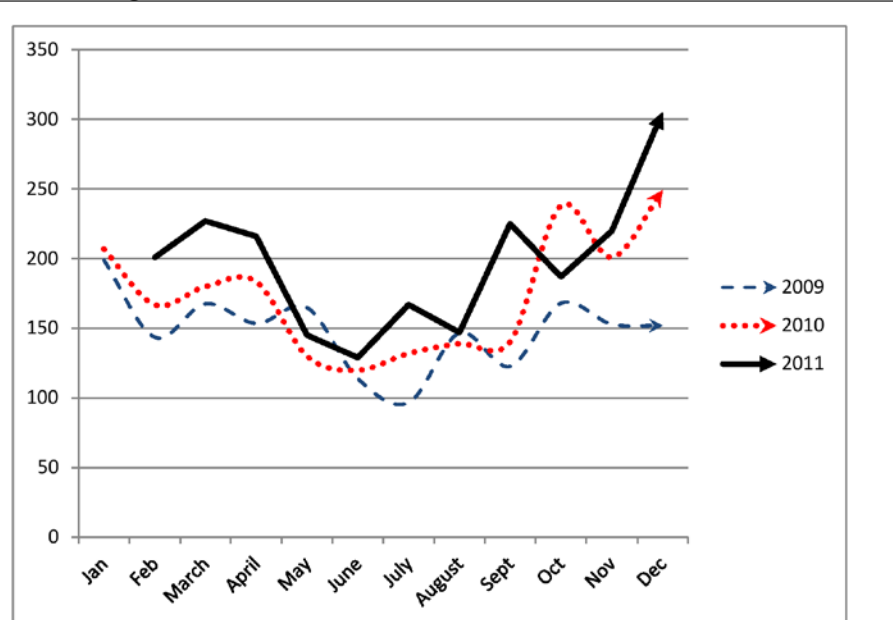
##### Tonnes of domestic garbage collected



COMMENT: The tonnages collected for the past Quarter follow a similar pattern to the same period in 2010.

#### Environment 4.1.3.1

##### Tonnes of green waste collected



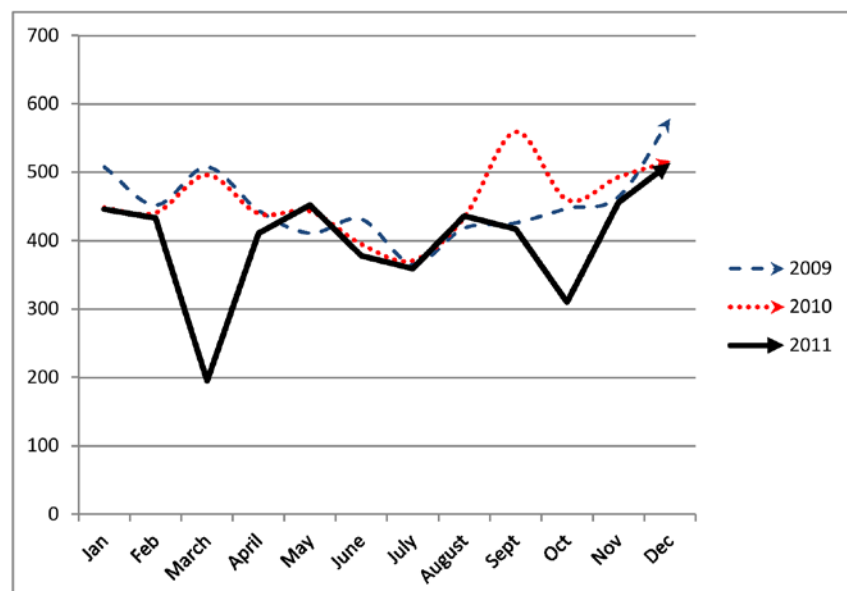
COMMENT: An increase in tonnage collected during the last Quarter compared to the previous Quarter due to seasonal change.

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#### Environment 4.1.4.1

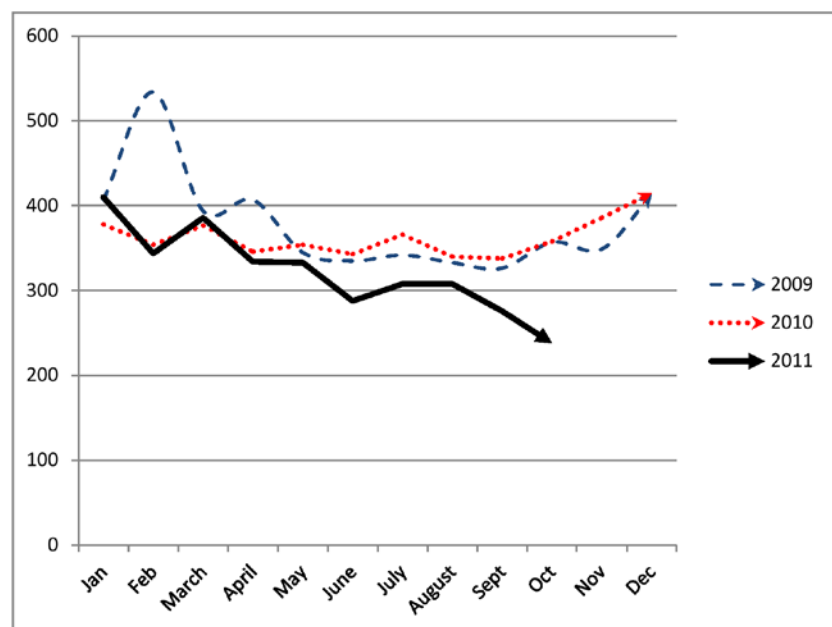
##### Tonnes of domestic recycling collected



COMMENT: Recycling collected in the last Quarter is consistent with 2010 due to holiday season.

#### Environment 4.1.6.1

##### Tonnes of commercial garbage collected



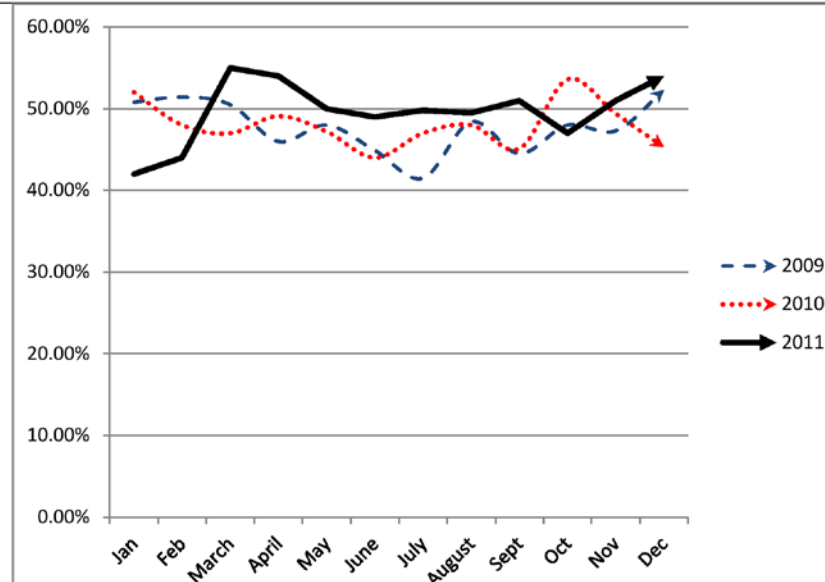
COMMENT: Commercial tonnage collected decreased due to the sale of Council's Trade Waste Service in November 2011.

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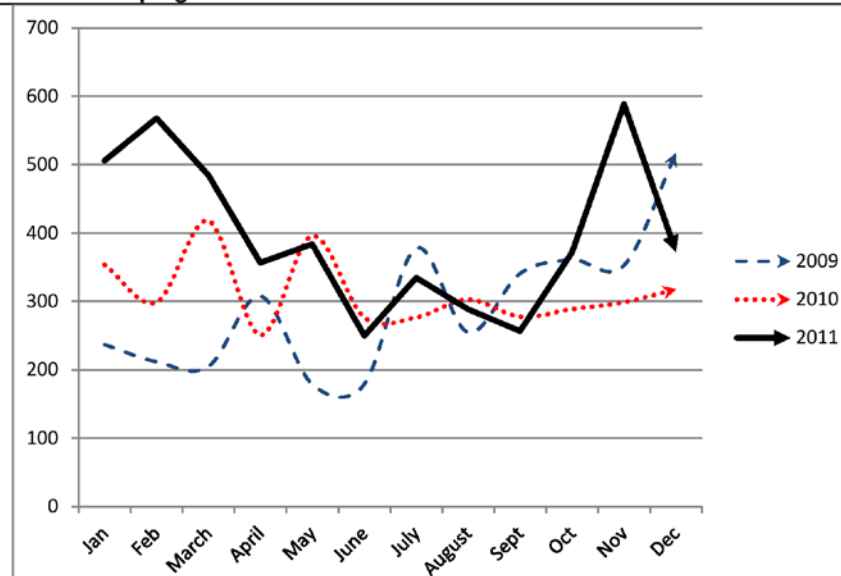
#### Program KPIs for Second Quarter Report on Delivery Program 2011-2015

**Environment 4.1.7.1**  
**Landfill diversion rate**



**COMMENT:**  
Slight increase in diversion rate over the Quarter due to additional green waste collected.

**Environment 4.1.7.4**  
**Street sweeping – litres collected**



**COMMENT:** Volumes collected from street sweepings have increased due to additional streets being cleaned.

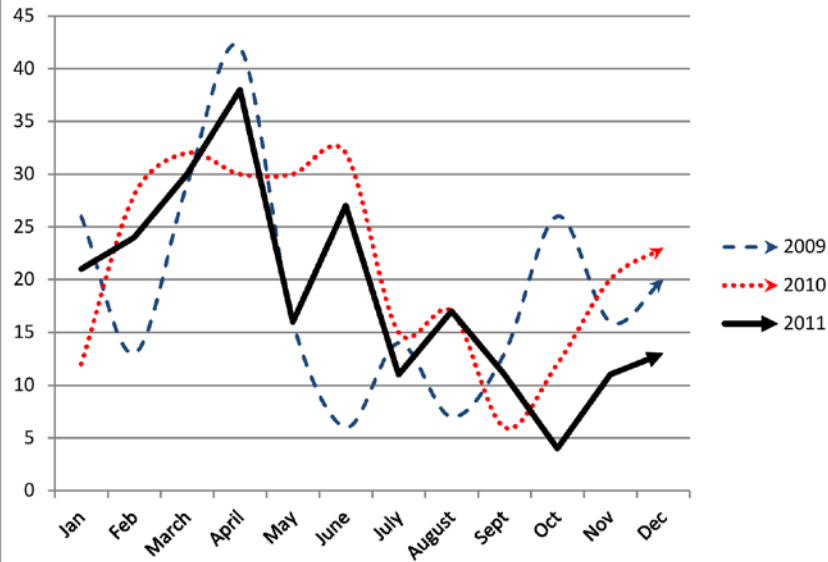


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#### Environment 2.1.13.1

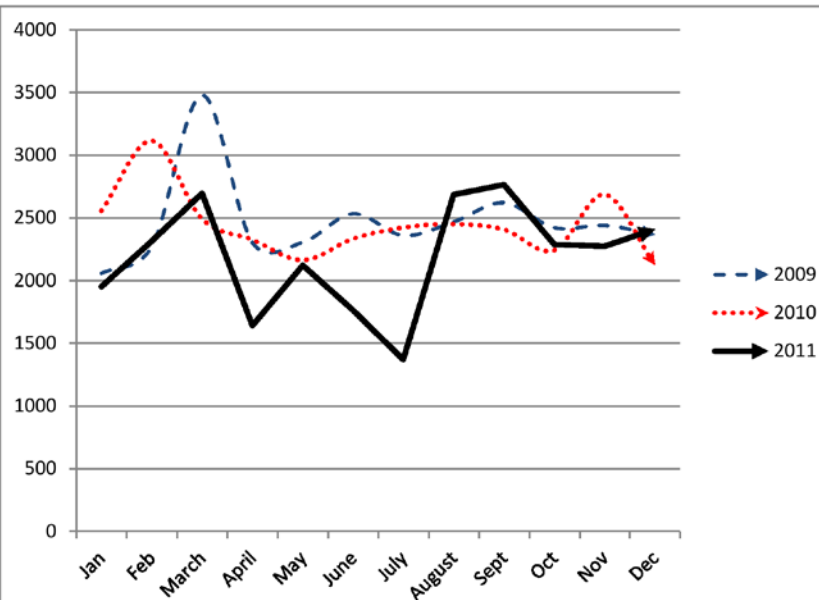
##### Number of regulatory and compliance Notices and Orders issued



COMMENT: Notices and Orders issued have increased from the previous Quarter due to additional inspections by Compliance Officers.

#### GOVERNANCE 1.4.3.1

##### Customer service – calls to switch



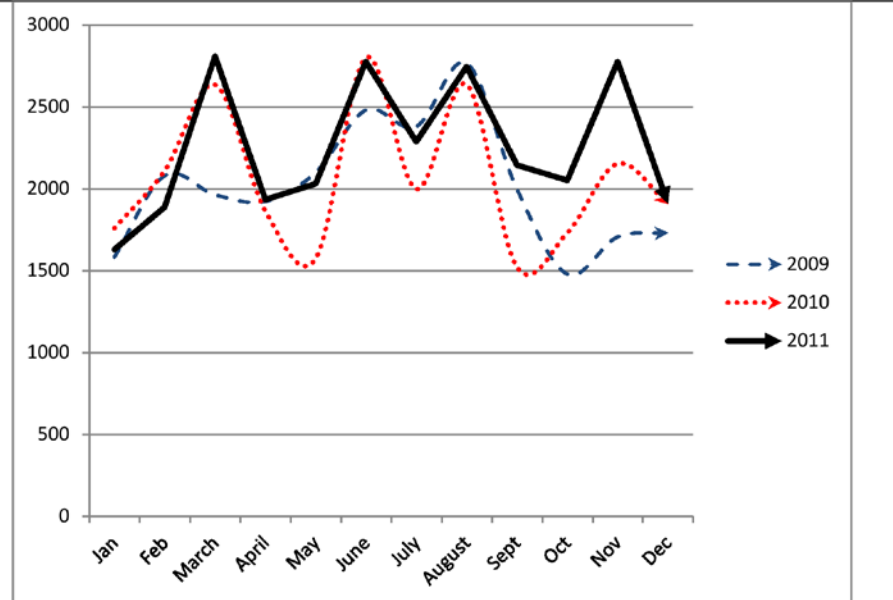
COMMENT: The number of phone calls received by the main Council switchboard was in the average range for the December period.

## ATTACHMENT 2

### Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012 Program KPIs for Second Quarter Report on Delivery Program 2011-2015

#### GOVERNANCE 1.4.3.1

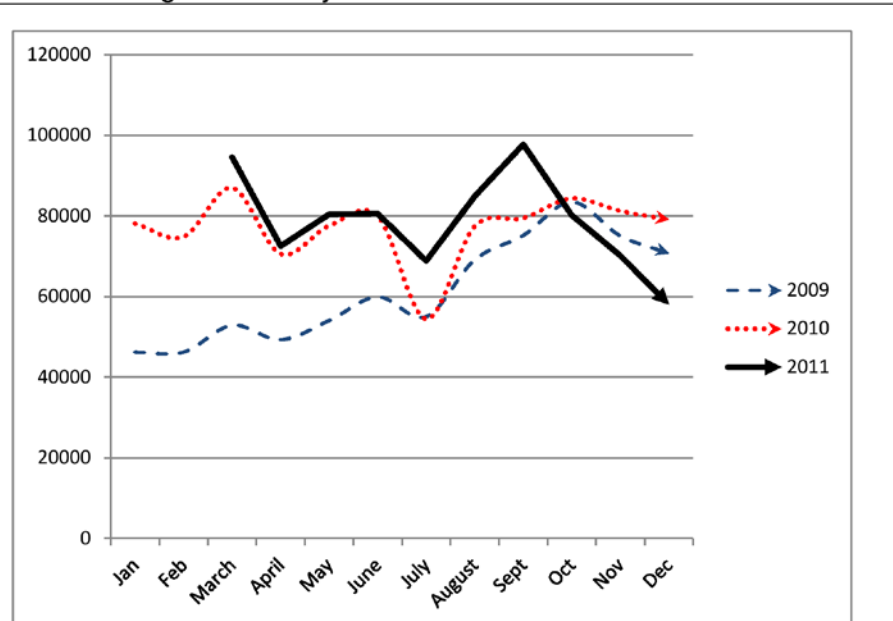
##### Customer service – counter visits



COMMENT: The customer service counter experienced a spike in customer numbers in November with the numbers back to the average range in December.

#### GOVERNANCE 1.4.5.1

##### Number of Page Views Manly Council Website



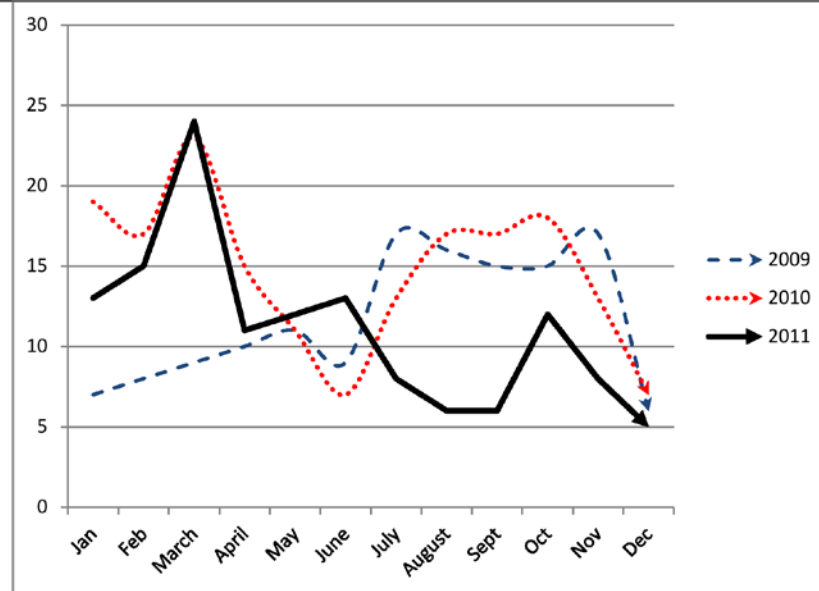
COMMENT: For the Quarter there was a total of 208,453 Pageviews, which equates to an average of 2.25 Pageviews per visit. Also during the past Quarter there were 52,183 Unique Visitors to Council's website.

## ATTACHMENT 2

### Corporate Services Division Report No. 2 - Second Quarterly Update on Four Year Delivery Program 2011-2015 and Quarterly Budget Review 2011-2012 Program KPIs for Second Quarter Report on Delivery Program 2011-2015

#### GOVERNANCE 1.5.2.1

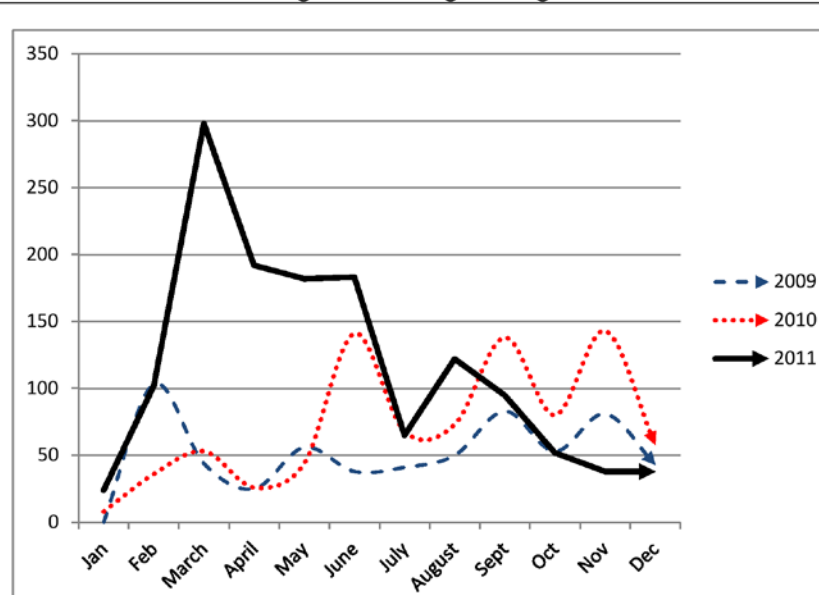
##### Number of media releases issued



COMMENT: During the Quarter there were 25 media releases issued. All media releases issued resulted in media coverage.

#### GOVERNANCE 1.7.5.1

##### Number of staff and managers attending training sessions



COMMENT:  
Over the past Quarter there were 16 different training programs offered, attended by 128 staff (totalling 711 hours) to match the needs of staff as identified in the annual performance, training & development review.

# Manly Council



## Recreation Policy (Unstructured Activities)

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February 2012

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**Civic and Urban Services Division Report No. 2 - Unstructured Recreational Strategy and Policy**  
**Unstructured Recreation Policy**

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**Title:** Recreation (Unstructured Activities) Policy

**Policy No:**

**Keywords:** Recreation (Unstructured Activities), Recreation Policy

**Responsible Officer:** Divisional Manager – Civic and Urban Services

### **1.0 Purpose and Authority of This Policy**

The Recreation (Unstructured Activities) Policy is designed to provide a strategic direction for Council's management of unstructured recreational activities and its facilities on public land<sup>1</sup>.

The unstructured recreational activities covered by this policy include:

- A range of unstructured sports undertaken for pleasure, away from the club competitive environment in social/ family settings;
- BMX and mountain biking;
- Walking for recreation;
- Dog socialising;
- Skate boarding and inline skating;
- Playgrounds;
- Recreation fishing;
- Hit up /kick/ graffiti walls;
- Various exercise regimes;
- Passive open area usage;
- Water activities; and
- Ball courts.

### **2.0 Authority**

This policy has been authorised by the General Manager and Council and is available to all Council officials and the community. It has been developed in consultation with staff and has been exhibited and consulted through the community and Precincts. Ownership of the policy rests with the Manager of Parks and Reserves and also those other areas of Council, including Compliance, Facilities and Customer Services areas of Council that are responsible for administering recreational activities, facilities, processes and conditions of entry to recreational parks and reserves or other instruments under the state legislation requirements.

This policy directs actions required and Council's position in respect of unstructured recreational activities, facilities and processes on public land that it has control over within the Manly LGA.

### **3.0 Principles**

- Outline Council's position in regard to unstructured recreational activities;
- Establish Manly's commitment to unstructured recreational activities in Manly and provide future strategic direction;

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Public land including NSW Crown and public land for which Council has care, control, and management of, and those Council owned lands.

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**Civic and Urban Services Division Report No. 2 - Unstructured Recreational Strategy and Policy**  
**Unstructured Recreation Policy**

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- Address management issues related to passive and unstructured recreational activities on public land for Manly Council;
- Provide a rationale for decision-making ; and
- Propose a strategy to enable Council to improve its recreation activities and facilities in the future.

Strategy documents informing this policy include:

- Manly Council Community Strategic Plan Beyond 2021 comprising:
  - Community Strategic Plan
  - Resourcing Strategy
  - Four Year Delivery Program 2011-2015 and One Year Operational Plan 2011-2012

This Policy and the associated working strategy documents aim to balance the needs of our community in relation to unstructured recreational activities.

**Specific Aims of Strategy:**

- Optimize the capacity of our current recreation facilities to accommodate unstructured recreational activities in line with economic and social benefits;
- Achieve a balance between minimising risks and liabilities to the community whilst delivering facilities that cater for unstructured recreational activities;
- Achieve and progress outcomes for recreation in Manly in line with Council's strategic directions for open space, recreation activities and delivery of services;
- Achieve efficient, cost-effective, and sustainable management of Manly's recreational facilities and open space by coordinating efforts across Council and others programs;
- Reduce the conflicts that may arise between structured recreation and unstructured recreation activities;
- Encourage unstructured recreation activities in Manly;
- Uphold Council's duty of care and commitment to public safety with all public facilities and processes;
- Where possible look at regional inclusion in unstructured recreation activities;
- Support sustainable development and management practices; and
- Look at minimizing costs associated with expansion of such recreational facilities.

**4.0 Scope**

Council will use the following guidelines to ensure that unstructured recreational activities are appropriately managed and that facilities are maintained, removed or replaced in a way that is sustainable, economically sound and socially acceptable. A range of unstructured sports undertaken for pleasure, away from the club competitive environment in social / family settings:

**4.1 Retaining existing facilities**

- Keeping established facilities particularly in areas undergoing a change in land use is the most cost-effective way to sustain recreation needs and maintain the asset.

**4.2 Creating new facilities**

- Prior to the development of any new facilities, standards for maintenance and construction are to be reviewed or developed and the decision as to whether to proceed with any construction shall be made in consideration of the through life asset management costs and financial viability implications.
- Council will in enhancing and renewing recreation facilities, promote the need for the community to take ownership of such facilities and processes reviewing user pay principals to ensure longevity.
- Council will consult on new facilities and changes to existing facilities.



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- Recreation facilities for unstructured activities will be considered on the basis of available Council funding and community needs.
- Such facilities will only be considered if public consultation and outcomes from that consultation provide evidence that the facility is required and that it will be fully utilized at capacity for a large percentage of the time.
- Council has the available space to create such a facility, or there is a regional need and capacity to support the installation.

**The installation of recreation facilities or processes for unstructured activities should:**

- Promote public benefits to the community;
- Not overlap with other facilities or services;
- Be fully utilized if installed;
- Promote the inclusiveness of the community, youth groups and variable user groups;
- Should at all times make available the space to persons with disabilities;
- Maximize the possibility of multi-purpose usage;
- Take into account protected or heritage sites;
- Consider the residential and associated requirements;
- Promote shade and amenity at picnic areas, pathways, spectator areas, playgrounds;
- Offer opportunities for education and showcasing benefits of unstructured recreation;
- Enhance and protect habitats and waterways;
- Encourage community participation in unstructured recreation programs to promote ongoing stewardship;
- Be inclusive of disability access, and
- Should not always mean the installation of a structure.

**4.3 Bushland Foreshore and Broad Scale Areas**

- Unstructured recreation activities should not be allowed to degrade protected or environmentally sensitive areas or sustainable bushland.
- The constructions of such facilities need to be within the statutory controls in order to protect such sensitive areas.

**4.4 Good Neighbour Approach**

Council will adopt a 'good-neighbour' approach to managing unstructured recreation activities near property boundaries by undertaking proposed projects.

Recreation facilities whether for structured or unstructured activities are major community assets. Considerable sums of public money are invested in their establishment and management, usually through local government or other public funding. As assets they must be properly valued and managed, which requires an appropriate budget on an annual basis for their management and replacement.

**4.5 A high priority for Council is to maintain public facilities, infrastructure, and services.**

There are a range of issues that will be considered by Council when selecting the type of recreational facilities or processes for unstructured activities across the Manly Council LGA:

## Civic and Urban Services Division Report No. 2 - Unstructured Recreational Strategy and Policy

### Unstructured Recreation Policy

- Topography
- Wildlife Habitat
- Functional Criteria
- Performance Record
- Provision of Shade to Pavement and Road
- Safety/Visibility
- Degree of Maintenance required
- How many similar facilities there are available in the local area
- Adjoining residential areas
- Accessibility for all community needs
- OH&S processes with sites
- The need for the facility
- How it will be funded and maintained into the future.

#### 4.6 Inspection

- Council will routinely carry out visual auditing of recreational areas and facilities for unstructured activities and high visitation areas of parks (e.g., playgrounds, car parks, playing fields reserves, and areas adjacent to private property boundaries).
- Council will prioritise visual inspections of during annual maintenance programs
- Council will carry out additional visual and technical inspections in response to community concerns or suspicion because of health or safety or vandalism reasons.

#### 5.0 Other policies that will have some relationship to this Policy

- Beach Management
- Community Groups Financial Assistance
- Dogs Urban Management
- Foreshore Public Right of Ways
- Graffiti management Policy
- Graffiti Reward Policy
- Hire Boat Operators Beaches & Reserves
- Noise complaints General
- Precinct Community Forums
- Risk Management Policy
- Skate Boards & Bicycles on The Corso
- Sports Facilities in Manly Guiding Principals

#### 6.0 Revision Schedule

Minute No	Date of Issue	Action	Author	Checked by



# **Manly Council Recreation Strategy (Unstructured Activities)**

*DRAFT*

## About this document

This document is a draft Recreation (Unstructured Activities) Strategy. It has been prepared by Civic & Urban Services Division, Manly Council.

This strategy outlines the key infrastructure in the LGA that is used for informal leisure activities, and not addressed in any Sports Facility Strategy.

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**Unstructured Recreation Strategy**

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## **Executive Summary**

This strategy was developed to provide a strategic direction for the management of unstructured recreation facilities that occur in the Manly LGA on public land. The selected activities that are dealt with in the document include:

- A range of unstructured sports undertaken for pleasure, away from the club competitive environment in social / family settings
- BMX or dirt tracks
- Walking for recreation
- Dog exercise areas
- Skate activities
- Bushwalking trails
- Playgrounds
- Passive recreational / exercise

In general, prior to the development of any new facilities, consideration will be given to the total life asset management costs and the financial implications for Council.

The following is a summary of the policy directions developed for this Strategy and considered to be of the highest priority:

- Provide suitable specialty/mixed recreation facilities where there is a cluster of facilities for social and unstructured recreation activities suitable for a range of ages. Typically, such facilities would include a play space, kick-to-kick area, an off leash dog exercise area, hard court for informal ball play as well as an accessible formed path circuit suitable for children's cycling and people with disabilities, and access to toilets (at key reserves).
- Promote existing opportunities in the LGA to play unstructured sports and activities
- Proceed with the improvements to existing facilities where these activities occur.
- Consider a range of locations for additional dog off-leash areas.
- Establish the following categories throughout the LGA to facilitate activities defined within this strategy:
  - Primary - the major areas with specialised facilities
  - Secondary - smaller with less facilities
  - Local the smaller local areas
- Provide an outline of tracks trails across Manly to suit a wide range of pedestrian and non-motorised wheeled activities: including urban footpaths and shared trails; bike trails in urban bushland, sealed circuit paths in larger parks.
- Determine BMX or dirt track facilities for a range of abilities and address the management of any existing unauthorised BMX areas.
- Develop an asset management approach to the improvement of playgrounds within the community strategic plan's 10 years plus strategy.
- Priority for playground development to be given to larger parks such as those with regional, LGA-wide or suburb-wide catchments; no expansion of the number of playgrounds in small neighbourhood parks; removal of playgrounds that are no longer safe or functional, replacement only where park is of suitable size and prominence or statistics dictate a need for expansion, and consultation has been carried out. (*Addressed in future 10 year playground strategy*)



## PART 1 Introduction

### 1.1 Manly Context

Manly Council LGA is 15.14 square kilometres in area. It is located some 20 kilometres north of the Sydney Central Business District and is bounded by the Spit bridge to the south, the Wakehurst Parkway to the north west, and the Queenscliffe bridge to the north east. The Manly Lagoon, at Pittwater Road is located in the North West.

Manly is a relatively unique environment in that it is surrounded on 3 sides by National Park.

Approximately 47.66 % of the LGA is zoned and used for urban development, and 12 % for open space. The remainder is National Park or Nature Reserve, (such as Garigal National Park, North Head National Park, providing large areas of bushland (60 Hectares) in the LGA that protects native vegetation and animals, and provides a wide range of unstructured recreation opportunities.

#### ***What are unstructured recreational activities?***

Unstructured recreational activities are defined as those activities undertaken on public land for leisure in parks and reserves, Council's sporting facilities, and independent community uses (i.e. a club, school, or organised program). Selective activities are dealt with in this document. These include:

- A range of unstructured sports undertaken for pleasure, away from the club competitive environment in social/ family settings
- BMX and dirt mountain biking
- Walking for recreation
- Dog socialising
- Skate boarding and inline skating
- Playgrounds
- Recreation fishing (variable in Manly)
- Hit up /kick/ graffiti walls
- Various exercise regimes
- Passive open area usage
- Water activities
- Ball courts

### 1.2 This Document

This document has been produced by Manly Council to further develop its future focus on unstructured recreational activities.

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**1.3 Key Directions from Manly Council Community Strategic Plan Beyond 2021**

This strategy has been informed by the following:

- Manly Council's Community Strategic Plan Beyond 2021 including:
  - Community Strategic Plan
  - Resourcing Strategy
  - Four Year Delivery Program 2011-2015 and One Year Operational Plan 2011-2012

The overall vision and mission of Manly Council's Community Strategic Plan is:

*"where natural environment and heritage sustain and complement a vibrant cosmopolitan and community lifestyle.*

*In addition, we will work in partnership to deliver enhanced safety, cleanliness, accessibility, connectedness and sustainability in Manly for current and future generations".*

Through these strategies Council is committed to working with other partners in the community to deliver a range of outcomes in the future.

Within the context of the community's overall vision and mission, there are a number of strategic directions that support this strategy. These specifically include:

- Improve Manly's community safety and strategies to work with the community to ensure Manly is a safe place;
- A healthy and active community and strategies to work with local stakeholders to enhance healthy lifestyles and recreation, provide safe and age appropriate playgrounds;
- Liveable neighbourhoods, and strategies to provide well utilised, maintained and managed community, open space and sports facilities that meet community needs, keep Manly public spaces and gardens well managed, clean and sustainable;
- Improved amenities and physical infrastructure services in Manly and strategies to manage infrastructure and assets to ensure financial sustainability and meet community expectations, provide community facilities and assets and public parking that are accessible, clean, safe and habitable, and
- Work with community stakeholder groups to better understand infrastructure improvements needed;

Council's Resourcing Strategy and Delivery Plan 2011-2015 also identify a range of key issues and strategic themes of relevance to the future planning and management of leisure facilities and services including the following:

- Closing the asset renewal gap.
- Increasing the income stream (including a user pay philosophy for sporting facilities).
- Preparing longer range budgets including asset management plans.
- Containing the growth in operating costs within budget constraints.
- An improved capacity to lead, predict and adapt to the changing needs in the community.
- The provision of responsive and relevant services reviewed to meet needs.

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Additional research is required to plan for an appropriate suite of sport and recreation facilities to meet existing and future needs. Although, it is noted that Manly has a 'generous supply of high quality bushland' and a range of excellent facilities, there is a deficiency in some recreation facilities to meet the needs of the existing population. While, playgrounds in Manly are of high quality, funding is needed to maintain these standards. Funds are required for maintenance, rather than capital replacement. Also, there are a number of parks that are small and under-utilised.

There is also a need to improve the range of recreational facilities and opportunities in parks (including dog 'off leash' areas). A range of youth orientated play facilities including skate facilities and basketball rings are required within Manly to provide opportunities for youth and older children for 'unstructured' play. These are identified as 'playground equivalent' for children aged over nine or ten years to meet the demands of the community.

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## PART 2 Demand for use of parks and recreation facilities for unstructured activities

### 2.1 Demand Issues

Available participation rates show that the proportion of the population that participate in physical exercise, as well as sporting and recreation pursuits is generally increasing.

Participation in sport and physical activity tends to peak at 15-24 years of age and decline steadily through to 65 years of age. However, participation rates in more recent years suggest that the older age groups are remaining more active.

Trends suggest that more people are seeking active pursuits that are outside a club environment and do not require ongoing routine commitment. More women, especially middle-aged women are participating in non-organised physical pursuits.

#### Recreational local participation:

- Visiting parks/gardens is one of the more popular 'away from home' leisure activity in Manly (after visiting friends and relatives and dining out).
- Other popular 'away from home' leisure activities that require the use of public facilities include walking/walking the dog, picnics/barbecues in public areas, bush walking, taking kids to parks/ playgrounds, swimming (non sport), informal games (e.g. kites) and jogging/running respectively are "without reasonable proximity to local open space".
- Further information is required to be undertaken to ascertain "Outdoor Informal Recreation" demand and uses in the Manly area, including surveys showing a need for park improvements such as accessible pathways, skate and bike facilities, basketball hoops, cycle tracks and play facilities for older children.
- Identifying a gap in "user friendliness" of sports fields and the need to locate playgrounds adjacent to them.
- The increasing size of the middle aged and older population requires 'improved access and amenity in parks and open spaces'.
- Non-organised walking has had the most participants and significant increase since 2001, however, this is noted as decreasing in recent years.
- Participation in non-organised cricket has seen large decline in recent years.
- The actual participation rates of non-organised activities are likely to be similar across Australia, however, local factors such as supply of facilities and demographic considerations have an impact on the level of participation.
- The key unstructured activities based on past national trends are likely to be Walking, Cycling, Running, Walking (bush), Basketball, Football (outdoor), and Australian Rules Football.

### 2.2 Manly's Demographic Influences on Demand

#### Summary

Some of the key demographic influences on leisure and unstructured sport and recreation activities in Manly include the following:

- The population of Manly is expected to grow by approximately 5.2% in the next 20 years. This equates to an additional 2,198 people are expected to be living in the area.

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The impacts are expected to be that more people will be walking and cycling and undertaking a range of other unstructured recreation activities throughout the local area.

In 2006, the total population of Manly Council area was estimated at 39,263 people. It is expected to experience an increase of over 4,300 people to 43,571 by 2021, at an average annual growth rate of 0.70% per annum over 15 years. This is based on an increase of over 1,700 households during the period, with the average number of persons per household rising from 2.38 to 2.39 by 2021.

### **2.2.1 Implications of demographic profile for unstructured recreation facilities**

Based on the projections provided for activities and likely changes in demographic profile it is likely that:

- The use of tracks and trails for walking, cycling and bushwalking will increase, and there will be a demand for tracks & trails to suit a wide range of pedestrian and non motorised wheeled activities.
- The demand for parks with opportunities to exercise pets will increase, however pet related exercise is not likely to be subject to significant variations due to age, income, or gender, although there may be some relationship between pet ownership and ethnicity.
- For older adults, social sports such as tennis, bowls and golf are likely to remain in high demand.
- The demand for unstructured recreation activities will be different for people in different life cycle stages and therefore a diversity of opportunities to participate in unstructured recreation needs to be available across Manly, in addition to specific places that serve specific target groups.
- Areas with a high proportion of young people will be the priority for skate and BMX facility provision. Local parks that provide a diversity of social opportunities for a wide range of lifecycle groups as well as activity choices will be well used and will not require major redevelopment of facilities when demographics change. Demand for children's playgrounds will not significantly increase.

### **2.2.2 Policy Directions: Council's role**

- Provide facilities for unstructured recreation activities clustered together in one main specialty/mixed recreation park, or where this is not possible, in separate spaces.
- Council will aim to provide for a number of unstructured activities.
- Council will provide for these activities and facilities that: serve the local area (lower quality and less complex facilities within walking distance of home) as well as those of a higher quality and sphere of influence – for those who will travel some distance (district or regional catchment) serve a range of people in different lifecycle stages and with different abilities serve a range of people with different levels of proficiency in the activity, but in particular those people who are developing the foundation skills.
- Council will seek to provide for these activities (as a priority) in areas of high population and population density, and where there are a large number of children.

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**2.2.3 Council facilities and provision of unstructured recreation activities**

***Walking (other)***

- Promotion of the key walking trails e.g.: The Manly Scenic Walkway and links to The Great North Walk track links Sydney and Newcastle.
- Provide trail circuits as satellite off the main trails, and along road reserve verges.
- Provide perimeter trails around large parks and provide sealed circuit paths in parks.

***Cycling***

- Provide on-road cycling routes as per Bike Plan, possible provision for BMX and mountain biking facilities where and if space is available.

***Running***

- Provide where possible perimeter trail around large parks or circuit paths in parks.

***Walking (bush)***

- Maintain existing track circuits through Bushland Parks.

***Tennis***

- No additional free access courts are envisaged outside leased facilities. Leased facilities will encourage community hire.

***Basketball***

- Provide free access ball courts in key parks; encourage schools to open space facilities to community use.

***Football (outdoor)***

- Maintain current status.
- Opportunities for kick to kick at key parks Australian Football.
- Opportunities for kick to kick at key parks and programs such as AusKick at leased reserves or schools.

***Netball Possibility "if required"***

- Facilities in selected specialty/mixed recreation parks.
- Encourage schools to open facilities to community use.

***Children's playgrounds***

- Council will continue to favour upgrading or replacement of existing playgrounds rather than creating new playgrounds.
- Shade provision will be through tree planting where ever possible, and landscaping will be used to introduce diversity into play experiences

***General***

- Council will provide a selection of facilities in key parks across Manly within budget constraints.
- Council will not provide any climbing walls other than as play equipment in playgrounds.
- Council will provide facilities that are planned and consulted with the funding that is available.



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#### **2.2.4 Targeting Different Life Cycles and Population Groups**

There are considerable benefits for providing unstructured recreation activities and related personal benefits of social interaction and physical activity for all life cycle stages, as well as for population groups who are commonly marginalised from organised sports provision.

Consistent with Council policy, there are added benefits of providing for:

- Older people with opportunities to get out and about, stay active and feel connected to their local communities
- For adolescents to provide supportive local environments and enhance social and physical developmental outcomes.
- People with a disability
- For culturally and linguistically diverse populations who may have preferences for specific activities or like to participate within their own cultural groups.

#### **Policy Directions: Target Groups**

- Council will ensure facilities for unstructured recreation activities are made accessible and inclusive for people with a disability - who may not be able to participate in club or competition activities.
- Ensure specialty/mixed recreation parks have good accessible paths of travel through them, and to facilities and that they have seats and tables at regular intervals and access to toilets where possible (at key reserves).
- Provide robust durable facilities to support activity for adolescents in social settings and playing surfaces etc.
- Provide path circuits suitable to prams, wheel chairs and small wheeled toys in the vicinity of at least one main play equipment area for young children in each locality.
- Provide suitable access and support facilities to make key playgrounds accessible and enjoyable for older adults (grandparents and carers), paths, shelter etc.
- Review facilities that are no longer relevant or no longer provide for the purpose for which they were created.

#### **2.2.5 Convenient Access to Unstructured Recreation Opportunities**

Convenience is a large factor as to whether most people, especially young people and older adults will capitalise on opportunities for unstructured recreation.

Therefore, it is essential that there is a good distribution of low-level local opportunities to participate as well as opportunities to travel to higher quality local opportunities. This applies to trails, BMX, mountain bike and skate facilities as well playing fields, courts and dog exercising areas.

There is value in providing unstructured opportunities at sportsgrounds for two reasons - to enhance use when competition sport is not being played (i.e. during the day and after hours) and to enable people to learn foundation sport skills, provide opportunities for role modelling and connect with clubs to further develop interest skills and participation, and their potential club participation.

During the summer sports season there is less use of sportsgrounds for evening training that during winter and longer daylight hours provide an opportunity for unstructured recreation at sportsgrounds.

There is also value in ensuring that unstructured recreation activities are well promoted to ensure that residents have a good choice and know what is available.

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Provide play spaces not just as single purpose playgrounds but that meet a range of different family members needs, and therefore include where possible toilets, free play, picnic tables, social sports facility, tracks, trails, and vegetation, fitness equipment, and opportunities to play with pets away from structured playground equipment.

Specialty/mixed recreation parks should generally:

- Cater for a range of age groups and contemplative as well as physical activity.
- Include an open grass area as well as area for trees, shrubs, and groundcover plantings.

Where possible include the following:

- Play spaces, hard court ball areas, wall or hit up or soccer practice, grass area for kick to kick and picnics, a formed path system, circuit walking path shade, furniture include bins, seats, tables and preference an dog exercising area.
- Local level facilities may also include skate and /or BMX facilities, toilets and shelters.
- Aim to provide one park for off-leash dog activity area in every planning district.
- Due to the potential impact on neighbours, Council will not provide additional lighting in parks unless absolutely necessary for safety reasons. But seek to enable access to lit sportsgrounds for use for unstructured activity after formal use, and around formal playing fields during times when they are lit (for example for walking, dog exercising and unstructured ball games) within guidelines of use or terms of entry in those sporting fields.

**Policy Directions: Convenient access**

- Ensure all relevant clubs to encourage social / casual membership, and affordable hire of their facilities.
- Consider when planning for sport that opportunities to play socially and learn the basic foundation skills (in an unstructured setting) are accommodated at sportsgrounds and specialty/mixed recreation parks.
- Encourage clubs to provide better access to facilities for non club sport (i.e. tennis and other ball sports) and seek to ensure that cost is not a barrier to people who wish to play non structured sports socially.
- Ensure all (tennis) clubs identify courts can be hired for social use.
- Promote existing opportunities in Manly to play unstructured sports and activities.
- Where possible provide tracks and trails across Manly to suit a wide range of pedestrian and non motorised wheeled activities where access is possible.
- Attempt to provide where space allows, specialty/mixed recreation parks in each suburb or planning district, where there is a cluster of facilities for social and unstructured recreation activities suitable for a range of ages. Typically, this park would have a play space, kick-to-kick area, an off leash dog exercise area, hard court for informal ball play as well as a formed path circuit.
- Provide space for kick-to-kick, low level playing fields for social use and opportunities for Goal Kick and Aus kick, and other junior development programs to be run.

## PART 3 Provision of Specific Facilities to Support Unstructured Recreation Activities

### 3.1 Dog Socialising and Exercising

Almost two thirds of Australian households currently own a pet. Dog ownership is increasing and as private space is becoming smaller the use of public space for dog socialisation and exercising is becoming increasingly important, as is the demand for off leash areas.

There are well-documented social, health and companionship benefits of pet ownership. Responsible dog owners know that exercise and socialisation is important. Lack of exercise and social activity is detrimental in terms of both the health and behaviour of a dog. While dog owners need to exercise their dogs, this activity must be balanced against environmental considerations and the rights and safety of others.

Council aims to promote responsible pet ownership and increase community awareness of companion animal issues.

#### 3.1.1 Existing provision

Manly has a number of full time off-leash areas for exercising and training of dogs. These are documented on Council's website ([www.manly.nsw.gov.au](http://www.manly.nsw.gov.au)) and its various promotional literature.

Dogs are allowed on a leash in the following areas under the effective control of a competent person.

##### On leash areas include:

- Clontarf Reserve between the hours of 10am and 6pm (eastern standard time) and 10am and 8pm (eastern summer time) on weekends, school holidays and public holidays
- North and South Steyne Reserve between Shelly Beach and Queenscliff Surf Club including Marine Parade Reserve and Merrett Park
- Shelly Beach Headland and Shelly Beach Reserve above the access road
- Gilbert Park
- Little Manly Point Park
- Fairlight Beach
- West Esplanade Park

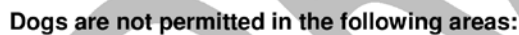
##### Off leash areas include:

- Seaforth Oval
- Tania Park
- North Harbour Reserve
- LM Graham Reserve
- Manly Cemetery
- Manly Lagoon Park

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Manly Council has declared that **dogs are prohibited**, whether or not they are leashed or otherwise controlled, in the following areas as shown in the below map.



- On any beaches or in swimming enclosures
- Manly Peace Park Wildlife Protection Area
- Federation Point Wildlife Protection Area
- Council's Reserve, Spring Cove
- Manly Oval
- Any national park

Due to the increased demand for dog exercising areas and off-leash areas and the constraints of space in established areas, the impact on grass cover, as well as potential conflicts with other formal uses, there is a need for additional policy and provision associated with dog exercise areas.

There is an increased interest in providing fenced dog parks, agility areas, specialised animal play equipment, and cafes where pets are welcome. Council will investigate these options more in the future.

Where new sites are desirable, the following criteria should be used as a general guide to site selection of dog off-leash parks:

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- Away from vehicle traffic
- Relatively large open spaces where dogs can run
- Easements or drainage reserves without significant indigenous vegetation
- Some relatively flat space or can be accessed by an "accessible path of travel"
- Have access to a water supply
- Include a variation in landscape setting type across all sites.
- Some sites should have a good chance of meeting other dogs there (i.e. have dogs to play with).
- Possibly vegetation that is not just mown grass i.e. some shade and rough area

**Policy directions: Dog parks**

- Seek to maintain the status quo of designated off-leash areas - Primary - the major areas with specialised facilities.
- All off-leash areas within Manly should be made obvious to and identified on a map.
- Council will seek to establish additional off-leash areas if the need arises.
- Provide dog parks equitably and cost effectively within available funding.

**Dogs are required to be:**

- Outside playing surfaces when sports training or games are in progress.
- Outside all synthetic surfaced playing surfaces, and turf cricket wickets at all times unless signed otherwise all areas are on-leash under effective control.
- Dogs should be on-leash while on (and within 5m each side) all shared pathways, even if the pathway is within a designated off-leash area dogs are not permitted whether restrained or otherwise in Conservation Parkland/ Bushland areas, (endangered vegetation communities (Sydney turpentine / ironbark, playgrounds, public BBQs and skate/ BMX parks.
- Dog owners must carry a plastic bag with them at ALL times (even if they have cleaned up and disposed of faeces).
- Ensure there are park bins (not necessarily specialised dog bins) in off-leash areas.
- Maintain ongoing dialogue with dog activity groups about issues facing pet owners and in terms of dog parks and programs.

**Requirements for Dog Parks**

**Primary:**

- Prominent and accessible location.
- Frequent maintenance.
- Large open area for running.
- An area and outdoor furniture that is accessible for people with a disability.
- Likely co-location with other social / family recreation facilities such as BBQ, picnic, sport, or play areas.
- Potential co-location with dog obedience club, dog agility equipment, and café.
- Signs at all entrances outlining that it is an off-lead area, and the park rules.
- Park bins in close proximity to the entrance for the correct disposal of dog droppings.
- Drinking fountains with fitted dog bowls at its base in close proximity to the entrance.
- A public toilet in close proximity.
- Off-street car parking should be in close proximity.
- Seating and shade.
- Future access by shared pathway.

**Secondary**

- Signs at all entrances outlining that it is an off-lead area and the park rules.
- Frequent maintenance.

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- Large open area for running.
- Park bins in close proximity to the entrance for the correct disposal of dog droppings.
- Drinking fountains with fitted dog bowls at its base in close proximity to the entrance.
- Seating and shade.

**Local**

- Signs at all entrances outlining that it is an off-lead area and the park rules.
- Park bins in close proximity to the entrance for the correct disposal of dog droppings.

**3.2 Ball Sports Courts, Hit-up/Kick and Graffiti Walls**

Basketball and other ball courts and walls provide the major opportunities for young people for 'unstructured' play. Ball courts are the 'playground equivalent' for children over 9 years of age.

There are basketball half and full courts in Manly. Basketball half courts are provided in the following locations:

- LM Grahams Reserve (Possible relocation In Landscape Masterplan)
- North Harbour Reserve
- Seaforth oval

**Policy Directions: Ball courts**

- Where possible designate specialty/mixed recreation parks in each Precinct and where possible in each suburb, provide hard court areas and a hit-up wall where space allows.
- Where possible seek to ensure that the sealed court area provides for a number of different sports and is typical ½ courts to full court size.
- Council will not generally provide lighting of courts or walls unless required for competition and after consultation.
- Manage these facilities according to their catchment size.
- Ensure regular inspection and maintenance programs consider the items listed above.

Ensure regular inspections are undertaken of ball court areas. These should include:

- No loose earth abutting and migrating onto the playing surface.
- No cracking or uneven lifting of the slab evident.
- No glass, rubbish and debris present.
- No foreign substances such as paint or tacky / sticky substances present.
- Basketball towers (including hoop, backboard, support, netting): All elements are intact and as designed/constructed and in serviceable condition.
- All signs (including "No slam dunking/ or hanging from this hoop") are readable and not defaced.
- No graffiti requiring removal.
- Surface free from major pools of water.
- Drains operating and free of obstructions.
- All support furniture, bubblers, bins, seats and tables present and in a serviceable condition.
- Walls: no tagging, or inappropriate graffiti.
- No damage to walls that may impact on structural integrity.



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- Council will not generally provide lighting of courts or walls unless required for competition.
- Ensure regular inspecting and maintenance programs.

### **3.3 Skate Facilities**

Although demand may have flattened out in the last three or so years, the skateboard market is likely to increase. The mass appeal of the sport is growing, and the age of participants has widened. The demand for skate facilities is largely focused on street skating, although there is still demand for transitions and vertical (vert) ramps from older skaters. Most skate parks are now concrete (unless indoors) and "skate plaza" style facilities are popular, although they often don't provide the diversity of opportunities needed to meet a range of skaters needs including younger skaters.

Whilst there is still a strong individualistic, anti-establishment element in skateboarding, the skateboard market has broadened its appeal to the family market. As skaters mature and become parents there is evidence that they are visiting skate parks with their children, to teach, encourage and watch. There has also been a corresponding demand for programs involving skateboarding, particularly for young children, and an increased trend for community and youth groups embracing skate activities in association with outreach services.

#### **Existing provision**

There is currently only one skate facility in Manly, a concrete skate bowl at Keirle Park and a 1.8m high half pipe (half pipe to be replaced in January 2012). The concrete skate bowl will require further refurbishing because of the high volume usage of the area. This would need to be done in consultation with users.

Seaforth Precinct have requested from community consultation a second street skate facility at Seaforth Oval, which has some allocated funding for 2011/12 This will require extensive consultation prior to design phase.

#### **Current issues**

There has been expressed demand for improvements to the existing skate park at Keirle Park. It is assumed that all skate parks will become versatile areas into the future because of lack of available space.

#### **Policy directions: skate facilities**

The facility accords with the likely number of people each level of facility serves, the nature and complexity of the facility and suitability of the site to sustain such a facility. As a basic rule of thumb:

- a regional facility will normally cater for approximately 6-10,000 skaters
- a sub-regional skate park may cater for up 1000 skaters
- a local skate park could cater for approximately 250 skaters
- Continue to support sport development opportunities at skate parks such as clinics, demonstrations, school holiday programs and where appropriate occasional competitions of skate parks and the chances of skate parks being supported by the community
- Review the inspection checklist used to regularly assess the condition of skate parks and implement a routine maintenance and cleaning program for the skate parks



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- Provision of skate parks with planning relevance and consultation to provide quality outcomes prior to installations.

### **3.4 Walking, Cycling**

There is a high demand for a range of paths to suit a range of different cyclists needs in Manly:

- At the lowest level there is a need for small circuits in association with social / family park or playgrounds for the purpose of children learning the basic foundation skills and travelling on small bikes or wheeled toys along with family members on circuit paths ("trike tracks"). These circuits may be either sealed or unsealed, depending on the setting in which they are provided.
- The next level there is a demand for longer shared off road trails for recreational cycling away from traffic. These will largely be provided through fire trails and other land managers such as National Park and Wildlife Service.
- At the next level there is becoming the demand for more purpose-built single track and cross-country mountain bike / BMX trails. None of these facilities currently exist in Manly apart from one small dirt track at Koobilya Street known as The Grove Bike track.

#### **Current issues**

- Many worldwide studies show walking to be the most popular form of outdoor exercise.
- The Western Australian Adult Physical Activity Survey showed that 63% of surveyed females used streets and footpaths for recreation in the week of the survey, compared to 47% use of facilities at home and 18% use of parks.
- It has been estimated that encouraging a further 10% of the Australian population to engage in walking five days per week could save 330 deaths per year from cardiovascular diseases and diabetes and save a minimum of \$150 million in direct health costs.
- Another study concluded that functional features to be more important for walking for recreation near home than safety aesthetic or destination features. These functional items include the presence of a well-maintained, continuous footpath system; the design of the street system; and traffic volume, speed and traffic calming devices.

#### **Policy directions: Walking, cycling**

Prior to the development of any new trails, standards for costing and maintenance are to be reviewed or developed, and the decision as to whether to proceed with any such construction shall be made in consideration of the through-life asset management costs and the financial viability implications.

- Where possible Manly will include the following:
  - Look at ways to improve network of urban footpaths that perform a recreation as well as commuter function is promoted for that purpose and designed to promote 'urban permeability' and pedestrian safety.
  - Perimeter paths around key reserves.
  - Walking tracks in suitable bushland areas.

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- Council will continue to develop local trail circuits in major parks to encourage people to walk, run and cycle.
- Consider providing a circuit path for small wheeled toys and children learning to ride at each social/family park. Address in future master plans and update of management plans. (Provide some as sealed and others unsealed tracks to provide choice.)

### **3.4.1 Bushland Tracks and Trails**

#### **Known walking trails within Manly**

The Manly Scenic Walkway track has 2 main routes. The original track is approximately 10km in length linking Manly Wharf with the Spit Bridge and takes approximately 4 hours to complete. The track includes both Council and National Parks land and is rated easy to moderate in walking difficulty. A dog walking route is also provided to enable this user group to bi-pass the National Park section where dogs are prohibited.

The second route is a circuit track of North Head commencing and finishing at Manly Wharf. The track is approximately 10km in length takes approximately 4 hours to complete. The track includes Council, National Parks, Sydney Harbour Federation Trust, and Catholic Church land. This track is rated easy to moderate in walking difficulty.

Harbour to Hawkesbury - This walking track was a Manly Council initiative to create a regional walking track linking Manly to Berowra, where the track then joins the Great North Walk to Newcastle. The Harbour to Hawkesbury walking track is 53km long, and links 12 separate existing walking tracks together to form the one route. This track extends through Manly, Willoughby, Manly, and Ku-ring-gai Council areas, as well as Garigal and Ku-ring-gai National Park lands.



Travelling on foot lets visitors experience many unique aspects of the Manly area that remain hidden to most.

Manly Walking Tracks are designed for a variety of ages and fitness levels. Regardless of which one you choose, there are many things to see along the way.

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- Wildlife
- Birds
- Aboriginal landmarks
- Natural bush
- Scenic views
- Animals

#### **Walking Tracks**

From short, scenic strolls to more strenuous walks, but also include walks for wheelchairs and prams.

- Cabbage Tree Bay Coastal Walk
- Manly Eastern Hill Heritage Walk
- Manly Heritages Plaques Walk
- Manly Scenic Walkway
- The Heart of Manly Heritage Walk

#### **3.4.2 Off Road Cycling Facilities**

Traditionally these facilities are primarily BMX and mountain bike facilities. There is some overlap between mountain bike and BMX needs. There is some use of mountain bike single track by BMX riders and use of BMX dirt jumps by mountain bike for example, The Grove Bike Track, and both may use tracks for competition. Also both maybe seen using skate parks.

#### **3.4.3 BMX**

Bicycle motocross is a form of cycling that uses a small framed and wheeled bicycle. Types of BMX competition include flatland, racing, freestyle, and dirt jumping.

The term "Mountain Bike" refers to any bicycle designed for off-road riding. Mountain bikes originated as all-purpose machines, but as the sport grew, mountain bikers began to ride a variety of terrain and products developed to address needs that are more specific. Types of mountain bikes can now generally be divided into XC racing, XC Trail, All Mountain and Free ride.

#### **Trails or runs**

These refer to either a series of dirt jumps in a line or a designated trail. Dirt jumps consist of two parts (doubles) – a launch and landing jump, these are separated by a space that is jumped. Single track refers to trails that are only wide enough generally for one rider at a time. They are generally constructed by directing a line of use to a particular area that may include timber and stone obstacles, and in higher-level tracks timber ladders and stairs (rather than formal construction of an entire route).

#### **Demand for BMX**

Expressed demand for BMX freestyle in Manly is estimated to be of a similar size to the skateboarding and aggressive in-line skate market. Demand for BMX will include freestyle use of skate parks (street and vert facilities) as well as other disciplines in BMX including dirt jumping, track racing and downhill/cross country trails. These facilities may be (and commonly are) shared with mountain bikes. BMX may have a greater growth potential than

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skateboarding, however this demand is dispersed across a number of different disciplines that require different facilities. BMX use is likely to continue to be strong at skate parks and in outlying areas, and use and construction of BMX dirt jumps for informal use is also likely to continue. There has been some growth in BMX racing, after it peaked in the late 1980's/early 1990's. However, competition tracks are now generally provided only a regional basis. Current growth may now reflect BMX becoming an Olympic sport. There may be demand for a competition track in Manly or region if not currently provided. The provision of BMX and mountain bike activities does warrant some further investigation. A hierarchy and range of facilities to suit different disciplines of BMX is warranted, however in the short term there does need to be a focus on addressing the existing use and the management of existing facilities to ensure they are not impacting on biodiversity values.

**Current BMX issues**

Some Council's have sought to restrict the number of BMX bikes using skate parks because in times of high use they are seen to conflict with skateboarders. Because of the number of larger bikes now using jump areas and skate parks, codes of conduct are advisable. There are few public BMX dirt facilities in Manly to meet the relatively high demand. There are jumps establishing in environmentally sensitive areas that need to be removed.

Several areas where jumps have been developed are in suitable locations, however riders have expanded the area beyond what is acceptable and some environmental degradation has occurred. Provision of space for young people to be able to design and construct their own BMX jumps with contributions and supervision from council would serve demand. Other Councils allow jump areas to be designed and constructed by riders at agreed sites and under guidance of Council. This is generally a satisfactory arrangement. Sometimes mountain bike trail designers or BMX event promoters are employed to design BMX jumps, and overlook the specific requirements of these in a public environment.

One of the major issues is "illegal" jumps – those jumps that have been developed on public land without the authority of the landowner or manager. The question of who is responsible when an accident occurs is a major issue. Recent law reforms encourage participants to take more responsibility for their actions and make it harder to sue Councils when accidents occur. However Council owes a duty of care to its residents and this would indicate that Council must manage its BMX facilities to ensure they remain in an acceptable condition, and use is consistent with the facilities provided. Council has an obligation in design, signage, maintenance, and overall management to protect users from foreseeable danger.

**Off Road Cycling Facilities**

There is one area in Manly where dirt track and jumps have developed. These require more specific management input and in some instance reconfiguration. Care needs to be taken to not over design such facilities for young riders and to ensure layout does not compromise young riders' safety. Common issues associated with the "illegal" BMX dirt track sites are:

- There is no water for riders to refine the lip of the launch jump.
- There is no soil provided to do this and holes are dug in inappropriate locations.
- Heights of jumps may be more than the recommended maximum of 1.2-1.5m in a public place (for proficient riders and less for beginners).
- Riders bring timber and other loose materials to the site to supplement jumps and to create additional challenge.
- Jumps may intrude on significant areas of bushland and contribute to environmental degradation.
- Riders may cut down trees adjacent to the jumps or trails.
- Riders may lay carpet to address drainage issues.
- Riders may not provide a range of jump heights to facilitate graded challenge and assist skill development.

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- Riders may deviate from the main runs and cross lines that may cause conflict for other riders.
- All these issues must be addressed with riders at BMX dirt jump sites.

**Policy directions: BMX facilities**

- Prior to the development of any new facilities, standards for construction and maintenance are to be reviewed or developed, and the decision as to whether to proceed with any such construction shall be made in consideration of the through-life asset management costs and the financial viability implications safety and risk issues for Council.
- Manage existing skate or BMX facilities to ensure environmental and park values are protected, and to meet the needs of a broader range of users with different levels of proficiency
- Provide opportunities for BMX riders to have an agreed involvement in the development and maintenance of BMX dirt jumps, (and develop agreements and service levels with riders, based on the issues described above)
- Agree on management and maintenance regimes for all BMX facilities in order to manage the conditions of assets and their use, thus maximising their social and recreation benefits
- If introduced develop & implement a management regime for BMX facilities to include:
  - codes of conduct
  - a process for assessing illegal jumps
  - clear roles and responsibilities for all management tasks
  - planning expertise should assess the demand for sites and agree (with Bushland staff if a bushland) and determine, (with other relevant land managers) the strategic placement of any sites, and determine which sites are suitable and capable of sustaining public facilities
  - a cyclic maintenance and capital works program supported by an approved cost plan over the lifecycle of any facility be agreed for council constructed sites and in conjunction where possible with any relevant club or user group.
  - a regular cleaning and inspection program for BMX as well as skate sites should also be put in place
  - a system for organising and recording inspections
  - a system for checking and signing off maintenance and rectification work
  - training programs for personnel responsible for inspections, hazard reports, and rectification works
  - a system for monitoring demand and use
  - a system for recording accidents
  - regular communication with users
  - a signage system

**BMX Dirt jumps criteria:**

- High numbers of existing and projected 10 – 24 year olds.
- Located where young people want to be.
- Served by a shared / off road trail.
- Relatively easy access by train (if only a few sites are to be provided across the Shire.
- The catchment of the park (i.e. regional, district or neighbourhood) matches the proposed facility.
- Not in an area with high conservation values i.e. ground flora.

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**BMX Siting checklist:**

- Suitable planning scheme zone.
- Relatively flat site.
- Suitably size for at least three runs of doubles i.e. beginners, intermediate and advance i.e. to provide graded challenge and opportunities for young riders to learn.
- A minimum area of approx 70m in length, by 25m will be required, depending on location of vegetation.
- Suitable soil, slope, drainage, & environment conditions (not wet). Note: soil may need to be brought in to enable it to: be packed, (not to friable or sandy) hold its shape in the damp, but not be too hard, so as it can be manipulated.
- Emergency and maintenance vehicle access possible (fire and ambulance), and for depositing additional soil.
- A sheltered (part treed or protected) site so as the jumps do not dry out too quickly
- Not too remote from residences.
- Preferably served by water supply (for jump construction and drinking water)
- Not in the main thoroughfare (where people will inadvertently walk across).
- Not too close to a busy road or transport corridor.
- Could be in association with skate park or other facility serving young people

**PROCESS BMX/MTB FACILITIES IN UNAUTHORISED LOCATIONS**

- Step 1 - Quickly determine the nature of risk to those other than professional riders.
- Step 2 - Quickly ascertain the level of environmental damage.
- Step 3 - Quickly determine the suitability of the site for this activity (i.e. to become a designated MTB or BMX area).
- Step 4 - Determine the appropriate action based on the following table.

**LEVEL OF RISK DESCRIPTION LIKELY USERS LIKELY ACTIONS TIMING**

**Level 1**

*Elevated timber structures that are easily accessible to pedestrians or riders, or that may not be sound.*

*Older or professional riders*

1. Erect a temporary sign with words to the effect: WARNING this is not a Council facility. Users must accept sole responsibility for injury or death incurred because of use.
2. Address users (or if the facility is unattended) leave a note addressing users. Congratulate them on their work, indicate that a council officer has inspected the facility, and report on the findings of Step 1.
3. Recommend the users contact the relevant council officer urgently to discuss options of accommodating this sport (elsewhere if the site is inappropriate) or in a more acceptable manor)
4. Demolish structures after seven days unless they are in an appropriate location and they can be made safe.
5. Distribute media release explaining the issue to the public - not necessarily identifying the location. If close to houses letter box adjacent residents i.e. within 400m
6. Meet with users to discuss options for use or development of similar facilities in a more suitable location, making the facility safe and future management etc. Rationale: Considerable effort and expertise is required to construct these facilities.
7. They provide considerable value to proficient riders. Riders should given the opportunity to discuss the issue with council and for council to explain issues associated with risk, environmental damage, and possible appropriate site for development of similar facilities.
  1. On the same day as identified
  2. On the same day as identified

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3. Within 7 days
4. After 7 days if no contact made, and if deemed necessary
5. Within 14 days

**Level 2**

*Dirt jumps more than 1.5m high that may not be in orderly runs and may include dug holes, found materials etc, and jumps close to trees that could present trip hazards and hazards to unskilled riders older or professional riders*

Same as for the above

1. On the same day as identified
2. On the same day as identified
3. Within 7 days
4. After 7 days if no contact made, and if deemed necessary
5. Within 14 days

**Level 3**

*Homemade timber structures such as ramps brought onto flat ground / paths or existing skate parks, (these may not be sound, or may preset trip hazards etc.) May include younger riders*

1. Inspect for structural integrity and method of construction. If deemed not structural sound remove.
2. If deemed structurally sound, move off from the rideable surface and affix sign, with a WARNING this is not a Council facility. Users must accept sole responsibility for injury or death incurred because of use. This structure will be confiscated in 48 hours if not removed by its owners. Provide a contact number for council so that it may be retrieved.
3. Provide a press release indicting why this is not good practice.

**To be determined**

**Level 4**

*Dirt jumps without graded challenges and not in orderly runs with adequate distances/ clearance from structures and/or with some holes found materials etc, or close to trees that could present trip hazards and hazards to unskilled riders*

*Younger riders*

1. Erect temporary sign with a WARNING this is not a Council facility. Users must accept sole responsibility for injury or death incurred as a result of use.
2. If in suitable location letter box adjacent residents

**To be determined**

**Level 5**

*Minor dirt mounds or tracks / berms circuits dug out of the ground.*

*Younger riders*

1. Letter box residents to either a) suggest refinement if in appropriate location, or b to indicate that they will be removed in 48 hours and the reasons. Nominate a time for discussion about the future of the jumps or an alternative site close by.
2. If in an inappropriate location, install temporary sign explaining that they will be removed.
3. If in an appropriate location refinement may include to provide multiple runs for different levels of proficiency, protect vegetation and minimise the impact of the activity (i.e. number of tracks), address any holes, design issues i.e. corner too tight, berm not high enough, proximity to trees.



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**3.4.4 Mountain Bike Facilities (not necessarily suitable in Manly)**

There are four main types of mountain bikes; XC (cross country) trail, XC racing, All-Mountain, and Free ride bikes. Disciplines of MTB include: downhill and XC racing, 4X, trials and orienteering. The sport generally uses single tracks and trails or constructed jump circuits/trails in natural areas or parks. 4X, one of the newest disciplines and where a larger proportion of the growth is, uses a constructed track, similar to a BMX racing track, running down a slope.

The sale of mountain bikes accounts for the majority of all bike sales, however there are a lack of formalised facilities, which has led to conflicts with other park users and land managers.

In the local area, trails have been formed in bushland reserves causing damage to sensitive flora and posing potential risks to other park users on narrow tracks. A number of other local councils and land management agencies in Queensland, South Australia, and Victoria have developed public mountain bike parks. There is a 4X track in Homebush that is also used by BMX riders.

**Demand for mountain bikes**

There are few statistics available concerning the demand for mountain bikes or the demographic profile of riders. However, anecdotal evidence suggests there is significant growth in the activity as a competitive sport, and as a non-competitive activity, especially by older adults.

Mountain Bike Australia membership has increased by almost 400% over the last 5 years. Only 5 – 10% of mountain bike owners actually belong to an organised group or club. NSW has the largest proportion of Mountain Bike Australia memberships with over 1,500 members from NSW.

Mountain biking has traditionally been undertaken predominantly by males however there has been an increase in female participation in cycling over the last five years that is likely to correspond to increasing demand in mountain biking for women. With the advancements in technology and rider skill there is an increased demand for more challenging trails to test rider skill and deter construction of trails in inappropriate locations.

The provision of mountain bike activities in the Manly Shire warrants some further investigation. Various studies such as "Assessing Recreation Demand and Opportunities Northern Sydney Region" study Feb 2004 by Parkland Environmental Planners for Department of Infrastructure, Planning, and Natural Resources, and the DIPNR regional trails findings 2005 by HASSELL have identified demand for off-road cycling opportunities in the Northern Sydney Region.

**Key issues**

The key issues associated with mountain bikes in Manly are similar to BMX issues:

- The significant demand for Mountain bike trails in Manly
- The absence of a formally designated public facility
- The construction of trails in inappropriate sites
- The need to assess existing sites and designate the nature of management- or remove
- The need to establish a process to liaise with other land managers (e.g. NPWS) clubs and user groups about facilities and ongoing demand.

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There are opportunities to embrace and manage mountain bike use in selective areas as has been done in Tasmania and Victoria.

**Policy directions: Mountain bike facilities**

- Facilitate MTB activities on a similar basis to BMX.
- No new facilities to be built without prior consideration of through-life asset management costs and the financial viability implications.
- Give priority to providing foundation level skills development, not elite level facilities, or racing.
- Give priority for MTB facilities to:
  - negotiating consistent approach to provision of cross country trails with NPWS DECC and DOL.
  - addressing the management of existing trails in bushland, (e.g. Old Mans Valley).
  - managing select single track MTB sites or jumps areas on suitable flat areas for MTBs (rather than downhill trails).
  - developing new sites only in appropriate urban locations.
- Work closely with local clubs and seek funds from Sport and Recreation or other sources to plan, design, and manage one site.
- Where a jump areas or trail is provided; ensure beginner and intermediate runs are provided to ensure there are graded challenges for riders. This will encourage skill development, and enable riders to ride a level of facility suitable to their level of proficiency.
- Council should not provide for downhill MTB disciplines or provide sites suitable for competition unless a club manages the site and any competition.
- Address issues identified with user constructed tracks as identified under BMX facilities (in the previous chapter).

### **3.5 Children's Playgrounds**

#### **3.5.1 Current Playground Issues**

Anecdotal evidence and some recorded history indicate that until the mid 20th century, children's play experiences were centred around opportunities in bushland and local watercourses or large private backyards. It was the world of Ginger Meggs. Since those days there has been an increasingly formulated approach to playgrounds. Design and spatial objectives received little consideration and playgrounds became centred on manufactured play objects.

Today there is considerable knowledge and research that highlights the need for spaces and places for children to play, imagine, and socialise rather than relying just on objects. Through play, children develop qualities necessary in adulthood, such as:

- Problem solving
- Socialising
- Independence
- Self awareness
- Body development such as balance and motor skills
- Creativity
- Resilience
- Spatial knowledge
- Flexibility and ability to deal with change
- Risk taking and judgement.

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Today, backyards are shrinking, and security concerns, real or perceived, means that pre-teenage children are rarely allowed to explore the extensive bushland areas that permeate the entire Shire. Parents usually have an expectation that children will be supervised meaning that both adults and children need to be considered when developing playground spaces. This needs to be balanced with offering children a challenging experience in a space created and controlled by adults.

The design of playgrounds still centres around manufactured objects. There has been an increasing emphasis on the safety of children using playgrounds. Australian Standards for playground safety have been adopted, dictating the design of manufactured objects and the way that they are configured in the landscape. Potential fall heights must be limited and soft fall surfaces must be installed where fall heights are above limits. These standards, while reducing the potential for injuries, have tended to drive up the costs of replacing playgrounds that have reached the end of their asset life. Replacing a playground at 2007 prices would range from \$80,000 to \$100,000. In 2011 the cost of replacing med to large playground mixed play is anywhere between \$180,000 to \$300,000.

Manly Council have catered for the needs of the community in this regard whilst meeting Australian standards for safety, over the last 12 years. There is the need to focus funds in the future to maintenance of the 32 existing playground sites to assure the compliance with Australian standards to the future, and longevity of those facilities.

### **3.5.2 Current Playground Assets**

Manly has 32 playground sites ranging from large multi-use playgrounds to small pocket playgrounds that may only have a swing. Playgrounds are one of the most valued facilities in our community, providing a place for parents and children to have fun, relax, enjoy a chat, keep fit, and explore. They are often the first place a family becomes connected to their local community.

In 2001 Council adopted a recommendation to establish the Playground Management Committee to oversee the development of both existing playgrounds and plan for new works. The committee has representation from local parents, child development worker, Councillors and Council staff.

#### ***Playground Management Objectives:***

- To provide Manly residents and visitors with safe age appropriate playgrounds, that meets or exceeds the relevant Australian Standards.
- To plan, design and develop both new and existing playgrounds to meet future needs of the community.
- To provide children with recreational facilities that will improve physical fitness and provide high play value.
- To provide parents and carers with amenities that will improve their leisure time spent at the playground.

Manly Council in the last 8 years has achieved significant results in playground management, and during this time 18 playgrounds have been refurbished or redeveloped. Maintenance programs have also resulted in reduced risk to users, resulting in Council having no claims during that time.

Every aspect of community need has been taken into consideration when planning these facilities. Manly has, over the last 8 years experienced an increase in the number of families settling in its higher density areas. Many families have young children who choose to use the many open space facilities on offer here.

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**Many playgrounds have been improved through the following treatment:**

- Painting
- New softfall (ground surface material)
- Shade structure installation
- New or rejuvenated fencing
- New / additional equipment added to increase play value
- New picnic seating / table for parents and carers needs
- Bubblers installed
- Bike racks installed

**Playground Upgrades 2001-2011**

- Manly Lagoon-New and refurbished equipment and components
- North Steyne Playground-New Structure/equipment
- Clontarf Reserve- New Structure/equipment
- Weeroona Playground- New Structure/equipment
- Little Manly Point-Refurbished equipment and components
- Tania Park- Refurbished equipment and components
- North Harbour Reserve-New and refurbished equipment and components
- Ivanhoe Park-Refurbished equipment and components
- Ross Street-New and refurbished equipment and components
- Cross Street-New and refurbished equipment and components
- Corso – New playground replacing old
- *Bower Street – New playground*
- *Dally Park-New equipment and or ground treatment*
- *East Esplanade -New equipment and or ground treatment*
- *Griffiths Street-New equipment and or ground treatment Little Manly*
- *Cove-new*
- *Nanbaree swing only – New equipment and or ground treatment Little*
- *Manly Cove-new*

**New Playgrounds**

- JAF Fenwick
- Baranbali
- Seaforth Oval
- Corso Playground
- Lagoon Park Playground

**3.5.3 Playground Asset Management Issues**

Asset management and associated financial sustainability has become one of the most important issues facing local government in recent times. The increased replacement cost and reduced life cycle of modern playground equipment has increased the asset management costs of playgrounds. This raises concerns about the future financial sustainability of maintaining Council's portfolio of playgrounds at the current level at the same time as attempting to expand the range of facilities for unstructured recreation as set out in this Strategy. It is likely that future management of playgrounds will include the need for hard decisions about playground replacements and the cost/benefits of retaining playgrounds as against competing recreation projects.

Along with the trend in safety design of manufactured playground objects, there has been an Australia-wide trend towards providing artificial shade structures to moderate temperature

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and UV radiation. These structures are costly to erect, prone to vandalism and have a limited life before becoming dilapidated in appearance.

Fencing is provided in some playgrounds especially where the playground is situated near a busy road or some other hazard. In a general sense, fencing a playground off from the larger park area is not desirable as children should be free to explore and play in the largest possible space. The major cause of playground injuries is children falling from play equipment onto a hard surface. Reducing the height of equipment and providing under surfacing should help reduce the severity of injuries (Kidsafe 1998). Certified under surfacing under and around playground equipment should be installed in accordance with Australian Standard AS/NZS 4422.1996 Playground Surfacing. The standard relates to impact attenuation and fall zones and requires that under surfacing is placed under and around play equipment in order to reduce the risk of falls and their impact.

Wet-pour recycled rubber compounds, pine bark, sand and synthetic grass surfacing can all give satisfactory fall absorption when newly absorbed, many of these types of surface require continual maintenance to maintain these properties. The least maintenance is required by wet pour rubber but it is also the most expensive at between \$20,000 - \$40,000 per site. Through life costs and effectiveness make this type of surface the preferred treatment.

Priority for playground development to be given to specialty/mixed recreation parks as they have regional, shire-wide or suburb-wide catchment. Continuation of the establishment of a hierarchy of parks as regional parks, specialty/social/family parks, and local parks, with playground dimensions and settings commensurate with the position of the park within the hierarchy continue to improve diversity of playground appearance and play experience. Priority for playground development to be given to larger parks such as those with regional, LGA wide or suburb-wide.

Design specialty/mixed recreation parks and sportsgrounds to cater for unstructured recreation for a range of age groups including adolescents varying the play experience at each park, particularly at specialty/mixed recreation parks and sportsgrounds. Investigate ways to increase accessibility into parks and to play areas. Play units should provide for swinging, sliding, climbing, spinning, rocking, balancing.

Playgrounds for 2-5 year olds could include:

- Areas to crawl; low platforms with multiple access such as ramps and ladders; ramps with pieces attached for grasping; low tables for sand, water and manipulation of materials; tricycle paths with various textures; flexible spring rockers; sand areas (may require covers); and shorter slides.
- Playgrounds for 5-12 year olds could include: rope or chain climbers on angles; climbing pieces; horizontal bars; cooperative pieces such as tyre swings, merry go rounds, see saws; slides and sliding poles; open spaces to run and play ball; and semi-enclosed structures to promote fantasy play and socialising.
- Ensure appropriate levels of carer comfort through seating, tables, and shelters positioned for good viewing over play areas and which also facilitate adults engaging with children's play.
- Plant semi-mature native trees to establish small groupings with a view to creating long term landscape settings
- Specialty/mixed recreation parks and sportsgrounds could include areas that support activities such as ball games, crawling, running, made-up games, and role playing. These areas also often appeal to older children and teenagers.
- Remove playgrounds that are no longer functionally appropriate or safe.
- Replacement of removed playgrounds to occur only at parks that are large enough and accessible enough to support a playground with a variety of elements, with evidence of good past visitation levels and public support.

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- For asset management and financial viability reasons, no expansion of the number of playgrounds should occur without sustainable statistics to support the need. It is more relevant to sustain and improve the existing number of playgrounds in the LGA with the allocated budgets available.

**Policy direction: Playgrounds**

Given the restraints on available funding it is envisaged that the current existing playgrounds will be maintained under the guidelines of the Australian standards. Major new playgrounds would only be installed with the support of statistical information and public consultation every 3-5 years.

Where larger new playgrounds need to be installed review of current status and need will be required.

During the course of the formulation of the 10year Playground strategy review of all playgrounds will be carried out and in particular the need for smaller playgrounds that do not support usage by more than a few users.

Available funding will be allocated to the maintenance and improvement of existing playground, not capital expenditure.

Playground Strategy 2009-2014 **Corporate Planning & Strategy Adopted 1st December 2008**, Document reference: CPS3912

In summary Council will look at unstructured recreation with strategic direction for the management of unstructured recreation facilities and processes in the Manly LGA.

In general, prior to the development of any new facilities, the decision as to whether to proceed with any such construction shall be made in consideration of the total life asset management costs and the financial implications for Council.

Funds have not been identified for the implementation of the Strategies/ policies discussed here. However, any future projects would be subject to Councils budget bid process and affordability regards to funding.

*Manly is home to rare and natural beauty, this includes parkland and reserves that contain creeks, native birds and animals and a variety of local flora. Despite appearances, nearly 70% of Manly's natural environment has been degraded to some extent over time due to human activities.*

**Conclusion**

*The draft recreation policy and strategy (unstructured activities) will now need to go onto public exhibition for 28 days to ensure community feedback and consultation can be included in final documents to be considered and endorsed by Council.*

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**APPENDIX**

**Skate Park Location: Checklist**

The following checklist is provided as a guide to selecting a location and site for future skate facilities.

**1. Identify the location (suburb/vicinity)**

- Where there is a gap in the available facilities.
- Where the existing and projected age of the population is largest for 8-24 year olds.
- Where there is a site (most likely a sports ground or adjacent to a shopping centre where noise and lighting are not likely to cause conflict) relatively close to public transport.
- Where there is any existing services or facilities where a skate facility could benefit from collocation.
- Where a mayor community hub or central area with undeveloped land (either Council-owned or Crown land) is available, is being recycled, or has low value for other users (e.g. under freeway flyovers).
- Where planning approval from other responsible authorities may not be necessary.
- What sites in this location might be suitable for a skate development.
- Not too close to existing structures, houses, sandy or wet areas, environmentally sensitive areas.
- Where the skate facility is likely to be consistent with the zoning and ownership of the land located
- Where young people want to be, or adjacent to where they congregate.
- The catchments (regional or local) match the proposed facility.
- Co-location or partnerships with existing shopping centres, sport or recreation facilities or interested schools may be possible.

**Skate Park Siting Checklist**

**2. Identify a suitable site**

- Site planning scheme zone.
- Suitably sized (allow for expansion, and space for parking if a sub-regional skate park).
- Suitable soil, slope, and environmental conditions (desirably relatively flat).
- Emergency vehicle access (fire and ambulance).
- Visually prominent, pleasant site with good public surveillance for safety and high marketability (e.g. for obtaining sponsorship).
- Associated amenities, such as a telephone, toilets, water, shelter, and shade are available or cost effective to provide.
- Adequate distance from residential dwellings and incompatible land uses (i.e. site in conjunction with sport to avoid noise and light intrusions).
- Where there will be minimal conflict with other users (e.g. pedestrians) other sports (female dominated sports such as netball), or one other age group (toddlers playground).
- Suitable to fence if required (e.g. where a skate bowl is sited or where it is desirable to restrict access at night).
- Served by an off-road shared bicycle path network or route.
- Not too close to a busy road.
- Restricted access to vehicles to prevent skating at night by car lights.
- Free access to users and spectators.
- Close to shops selling food and drink.
- On a local circulation route.



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- Not within walking distance from a hotel or night club.

**Skate Park Pre-design Checklist**

**3. Questions to consider during the planning stage and before design include:**

- Funding and Allocation: Are there sufficient funds allocated for a skate/BMX facility that is adequately supported by ancillary elements?
- Community Consultation: Have the community been consulted on what type of space they would like?
- Target Users: Have all target users been considered (BMX riders, Inline-skaters, Skateboarders, parents and female participants)? Have the needs of spectators been considered in the planning and design?
- Image and Public Perception: Have the community been informed on the positives and potential negative impact of skate/BMX parks?
- Alternatives sites: Have other sites been considered in the site selection process?
- Accessibility: Is the potential site accessible for users by public transport, foot, bicycle, car etc?
- Community Hubs: Is the chosen site well situated to local food and beverage outlets: community facilities, a main road, other recreational facilities (i.e. sports fields)?
- Community Input: Have adjoining residents, business owners, users of the park, school, etc. been consulted during the site selection stage?
- Visibility: Is the site clearly visible from main roads, local businesses, and residential dwellings?
- Existing skate/BMX Facilities: Is the site likely to complement rather than duplicate of well other facilities for the case code?
- Skate/BMX Parks Elements: Are elements challenging for a variety of skill levels?
- Mix of Elements: What are the elements of the facility and do they reflect the potential users' ideal and skill levels?
- Landscape Amenity: Does the design include ancillary facilities such as rubbish bins, seating, drinking fountain, paths, landscaping, shade structures, (and car parks, and toilets if a subregional facility)?
- Safer by Design: Has the design considered safety of users, spectators and nearby/ adjoining land uses?
- Signage: Has signage been located in a highly visible area of the park?
- Lighting: Will the facility be lit at night? If so until what time?
- Risk Assessment: Has a risk assessment of design been undertaken before construction and acceptable standards and guidelines been considered?
- Management: Has a management plan been prepared (addressing all the items above), and agreed with all stakeholders?
- To ensure the facility remains a safe, enjoyable environment for users and spectators?
- Who will be managing the facility (private – user pays, Council – free to access, etc?)
- Skate Committee: Has a committee been formed to manage, report and notify Council of issues and concerns associated with the facility?
- Skate/BMX Facility Officer: Has an officer being appointed?
- Marketing and Programming Initiatives: Have skate demos and regular competitions events and carnivals been considered at the park?

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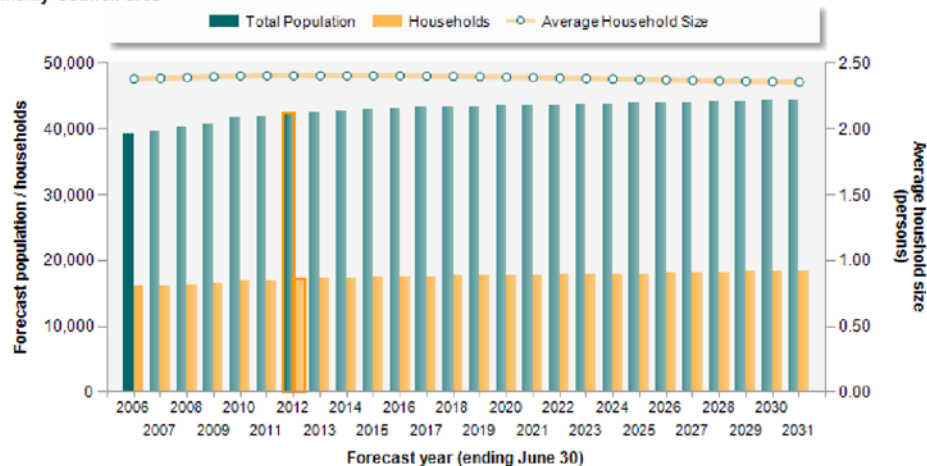
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#### 2.2 Related table

The Australian Bureau of Statistics publishes statistics on the participation of children (aged 5 – 14 years) in cultural and leisure activities. Participation of children in organised sporting activities has been increasing since 2000 especially girls and in the younger age categories (6 – 10 years). However, there is limited available data about unstructured recreation activity use by children.

There is anecdotal evidence of an increased demand for mountain biking and BMX type recreational activities.

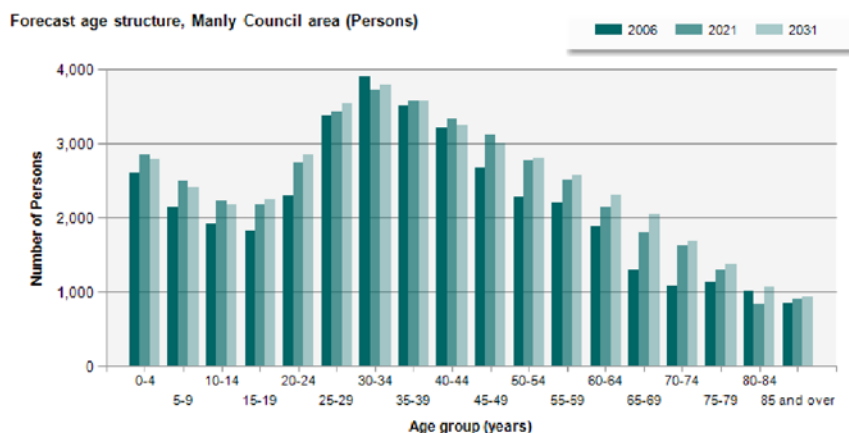
Forecast population, households and average household size, Manly Council area



- In 2006, the most populous age group in Manly Council area was 30-34 year olds, with 3,908 persons. In 2021 the most populous forecast age group will continue to be 30-34 year olds, with 3,726 persons.
- The number of people aged under 15 is forecast to increase by 895 (13.4%), representing a rise in the proportion of the population to 17.4%. The number of people aged over 65 is expected to increase by 1,078 (20.0%), and represent 14.8% of the population by 2021.
- The age group which is forecast to have the largest proportional increase (relative to its population size) by 2021 is 70-74 year olds, who are forecast to increase by 50.9% to 1,630 persons.
- Housing trends suggest there may be an increase in demand for local streetscapes and parks to accommodate incidental and unstructured play and physical activities

## ATTACHMENT 2

### Civic and Urban Services Division Report No. 2 - Unstructured Recreational Strategy and Policy Unstructured Recreation Strategy



The 2005 Exercise, Recreation, and Sports Statistics for NSW indicate the following:

- The total non-organised participation is greatest among persons in the 25 to 34 year and 35 to 44 year age groups (73.3% and 73.6% respectively).
- Whilst organised participation is greater in males, total non-organised participation is greater among females (males 67.8%, females 70.8%).
- A greater percentage of people participate in non-organised activities than in organised activities (69.3% compared with 41.8%).
- In 2005, 41.5% of Australian people only participated in non-organised exercise, recreation and sports activities. Since 2001 the greatest increase in participation has been identified in female participation in non-organised activities increasing by 13.8%. Organised participation has increased 4.8% while non-organised participation increased 9.3%.
- Non-organised participation remains high for age groups up to 64 years after which it drops off dramatically.