Manly Council

# Agenda

# Planning and Strategy Committee

Notice is hereby given that a meeting of the Planning and Strategy Committee of Council will be held at Council Chambers, 1 Belgrave Street, Manly, on:

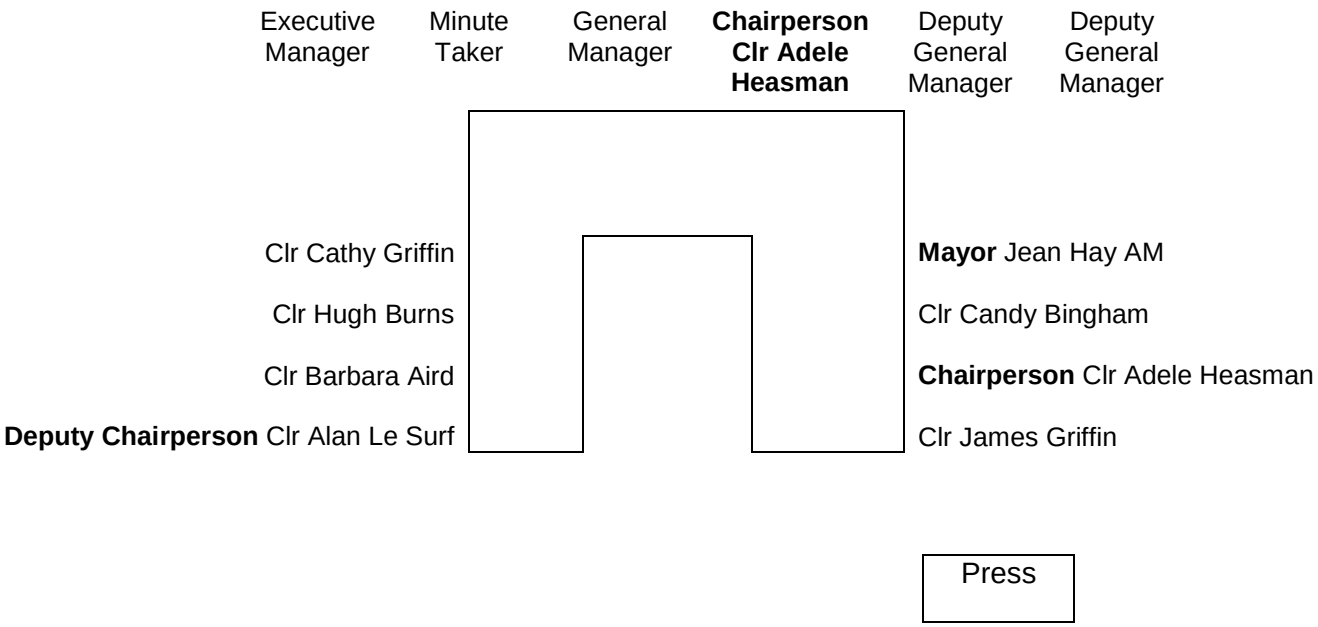
## Monday 2 May 2016

Commencing at 7.30pm for the purpose of considering items included on the Agenda.

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

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

# Seating Arrangements for Meetings

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Public Addresses

**Public Gallery**

**Chairperson:** Clr Adele Heasman
**Deputy Chairperson:** Clr Alan Le Surf

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

**TO:** **Planning and Strategy Committee - 2 May 2016**

**REPORT:** **Item For Brief Mention Report No. 6**

**SUBJECT:** **Items For Brief Mention**

**FILE NO:** **MC/16/47886**

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**1. Numbering of Council owned public lighting for identification (Res. No. 165/15)**

The installation and geotagging of public lighting owned by Council has commenced. The panel provides an ID number together with contact details for reporting a fault.

**2. Christmas Choral Concert – Evaluation (Res. No. 162/15)**

The 2015 Choral Concert was held on the beach front for the first time.

The community choir consisted of 220 singers, which was largest to date. The audience at the venue was also a record with more than 9,500 attending, which was 2,500 more than the previous record attendance for this event. This attendance figure does not include the many people who watched the event from balconies that surround the stages.

The beachfront venue was principally chosen to work in with a third party event that was planned by *Hello Manly* which was postponed at very short notice and too late in the planning of the event to change the date that had already been confirmed for staging, choir, talents, MC and orchestra. Further, due to sporting bookings the Oval was unavailable.

The additional cost of $42k for the 2015 event is completely offset by sponsorship.

**3. Manly Plaza at Short Street (Res. No. 128/15)**

The public space is complete with the exception of a mural on the building façade of one building and festoon lights across the Plaza.

Festoon lights cannot be installed until an adjacent building completes planned renovations to their building fabric and the mural can go ahead once the method fixing is finalised for the approval of the building owners. No dates for either of these final items are available at this point.

**4. Refurbishment of Fairy Bower Pool (Res. No. 145/15)**

Council is working with the Fairy Bower Precinct on this project and a budget bid for the project has been provided in the upcoming financial year budget.

As maintaining the structural integrity of the pool shell and the depth of water are important criteria, we will put to the Precinct the raising of the outlet weir by about 75mm which will satisfy both requirements.

**5. Frictionless Car Parking System Council Car Parks (Res. No. 26/16)**

In 2015 Council, through an open tender process, sought submissions from suitably qualified suppliers to supply, install, commission, provide technical support, ongoing maintenance and repairs for a ticketless/ gateless parking system for the Whistler Street, Peninsula and Pacific Waves, carparks.

As previously reported via the tender item, two companies with the capacity to deliver the services responded. Following assessment by the Tender Evaluation Panel, Council at its Planning & Strategy meeting of 7th September 2015 awarded the contract to Ybern Pty Ltd.

Ybern Pty Ltd have confirmed that works are to commence shortly at the Pacific Waves carpark. It is envisaged that the project including testing and commissioning of the system in each of the three Council car parks will be completed early in 2017

**6. The Manly Andrew Boy Charlton Aquatic Centre – Update (Res. No. 23/16)**

The completion date of the project is currently scheduled for the end of May 2016. Its official opening will be held shortly therefore, however the grand opening will be held in late July after staff have been trained to operate the treatment and building management systems and have conducted emergency management test runs and drills. That is also when the existing pools will be connected to the new energy centre.

The completed facility will retain all have six pools, 3 existing and three new. It will also have a steam room, sauna, and a spa.

The dry areas will include a gym, a multipurpose programs area, and an assessment suite and lounge. The centre will also have a crèche.

The total budget for the three components that make up the project, the indoor pool, the amenities building, and an energy centre that supplies the old and the new centre, is 23.71m, which is inclusive of a project variation contingency of $1.5m. The total in project variations is expected to be less $1m. The project is within budget and two months ahead of schedule.

The average annualised visitation at the existing centre over the past 5 years is between 260,000 to 280,000. The current year will expected to exceed this.

Councillors will be briefed on the promotional and market plan at the next councillors and senior staff workshop.

**6. Tabled Documents:**

| Date | Author | Precis |
|---|---|---|
| 24 Feb 16 | SHOROC Incorporated | Board Meeting Minutes<br>24 February 2016 |
| 29 Mar 16 | Donna Rygate<br>Chief Executive<br>Local Government NSW | Update on LGNSW Board elections |
| 6 April 16 | Tim Hurst<br>Acting Chief Executive<br>Office of Local Government | 16-09 Circular to Councils<br>Phase in of new powers to help manage boat trailer parking |

**RECOMMENDATION**

1. That the Item For Brief Mention Reports 1, 2, 3, 4, 5 and 6 be received and noted.

**ATTACHMENTS**
There are no attachments for this report.

PS02052016IBM_1.DOCX

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

**TO:** **Planning and Strategy Committee - 2 May 2016**

**REPORT:** **Report Of Committees Report No. 8**

**SUBJECT:** **Minutes for Notation by Council - Special Purpose Advisory committees without recommendations of a significant nature.**

**FILE NO:** **MC/16/49862**

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That the following Special Purpose Advisory Committee minutes are tabled at the meeting for formal notation.

1. Meals on Wheels Advisory Committee – 13 April 2016
2. Community Safety & Place Management Advisory Committee – 31 March 2016
3. Sister Cities Advisory Committee – 23 March 2016
4. Community Environment Advisory Committee – 9 March 2016
5. Manly Local Traffic Committee – 7 March 2016
6. Manly Scenic Walkway Advisory Committee – 1 March 2016
7. Manly Local Traffic Committee – 8 February 2016
8. Public Domains Advisory Committee – 17 February 2016
9. Economic Development & Tourism Advisory Committee – 25 February 2016

**RECOMMENDATION**

That the minutes of the Special Purpose Advisory Committee meetings be noted.

1. Meals on Wheels Advisory Committee – 13 April 2016
2. Community Safety & Place Management Advisory Committee – 31 March 2016
3. Sister Cities Advisory Committee – 23 March 2016
4. Community Environment Advisory Committee – 9 March 2016
5. Manly Local Traffic Committee – 7 March 2016
6. Manly Scenic Walkway Advisory Committee – 1 March 2016
7. Manly Local Traffic Committee – 8 February 2016
8. Public Domains Advisory Committee – 17 February 2016
9. Economic Development & Tourism Advisory Committee – 25 February 2016

**ATTACHMENTS**
There are no attachments for this report.

PS02052016RC_3.DOCX

***** End of Report Of Committees Report No. 8 *****

**TO:** **Planning and Strategy Committee - 2 May 2016**

**REPORT:** **Environmental Services Division Report No. 9**

**SUBJECT:** **Development Applications for the month of April**

**FILE NO:** **MC/16/47888**

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## SUMMARY

Development Applications being processed during April 2016.

## REPORT

The following applications are with the Town Planners for assessment:

| DA# | Year | Site | Proposal |
|---|---|---|---|
| 343 | 2007 | 16 Ocean Road | Section 96 Modification - Part 3 |
| 348 | 2007 | 33 Edgecliffe Esplanade | Section 96 Modification - Part 4 |
| 421 | 2008 | 1 Charles Street | Section 96 Modification - Part 2 |
| 94 | 2011 | 3A Dalwood Avenue | Section 96 Modification - Part 3 |
| 126 | 2011 | 4 West Street | Section 96 Modification - Part 4 |
| 189 | 2011 | 34 Betty Street | Section 96 Modification - Part 2 |
| 147 | 2012 | 9 Carlton Street | Section 96 Modification - Part 2 |
| 191 | 2012 | 82 The Corso | Section 96 Modification - Part 3 |
| 42 | 2013 | 6 Russell Street | Section 96 Modification - Part 3 |
| 81 | 2013 | 17-19 Central Avenue | Section 96 Modification - Part 3 |
| 85 | 2014 | 110-112 The Corso | Section 96 Modification - Part 2 |
| 203 | 2014 | 121 Bower Street | Section 96 Modification - Part 2 |
| 28 | 2015 | 4 Dalwood Avenue | Section 96 Modification - Part 2 |
| 93 | 2015 | 80 Alexander Street | Section 96 Modification - Part 2 |
| 139 | 2015 | 553-559 Sydney Road & 42 Ethel Street | Section 96 Modification - Part 2 |
| 153 | 2015 | 6 Cecil Street | Section 96 Modification - Part 2 |
| 187 | 2015 | 9 Cliff Street | Section 96 Modification - Part 2 |
| 218 | 2015 | 151 Darley Road | Torrens Title Subdivision into three (3) lots - St Patrick's Estate |
| 238 | 2015 | 9 Fairlight Street | Alterations and additions to existing dwelling including addition of new attic, loft and new carport with reconfiguration of internal areas |
| 261 | 2015 | 2 Spring Cove Avenue | Construction of a new two (2) storey dwelling house with double garage, in-ground swimming pool and landscaping |
| 264 | 2015 | 42 Tabalum Road | Alterations and additions to an existing dwelling house including front, rear and side extensions |

**Environmental Services Division Report No. 9 (Cont'd)**

| DA# | Year | Site | Proposal |
|---|---|---|---|
| 280 | 2015 | 113B Seaforth Crescent | Demolition of front fence, gate and stairs, construction of a double hard stand car parking area, access stairs and inclinator |
| 285 | 2015 | 243 Pittwater Road | Installation of signage and solar panels -Harris Farm Markets |
| 286 | 2015 | 33 Curban Street | Alterations and additions to an existing dwelling house including construction of a rear in-ground swimming pool, deck and landscaping |
| 292 | 2015 | 173B Seaforth Crescent | Demolition of existing structures, construction of a new three (3) storey dwelling house including double garage ,internal lift, decks and landscaping works |
| 300 | 2015 | 42 North Steyne | Installation of a new barbeque fit-out and associated exhaust system |
| 313 | 2015 | 27 Tabalum Road | Alterations and additions to an existing dwelling house including ground floor internal modifications, first floor addition, new rear in-ground swimming pool, new rear decks and front double garage extension |
| 315 | 2015 | 36 Beatty Street | Alterations and additions to the existing dwelling including second floor addition, additions to ground and first floor level, modification of windows, new internal lift, roof and landscaping works |
| 318 | 2015 | 10 Bruce Avenue | Demolition of existing Residential Flat Building and construction of a new three (3) storey dwelling house with double garage, swimming pool and landscaping |
| 2 | 2016 | 23 Addison Road | Alterations and additions to an existing Residential Flat Building including the demolition of existing gables, construction of new metal roofing and louvres, replacement of existing windows, doors and balustrades |
| 4 | 2016 | 8 Herbert Street | Alterations and additions to an existing dwelling house including new first floor addition, additions to existing lower ground floor and ground floor levels, new deck, window changes, new swimming pool and landscaping |
| 7 | 2016 | 95 West Esplanade | Alterations and additions to an existing Residential Flat Building including the addition of three (3) new vergolas on roof top terrace - Unit 501 |
| 13 | 2016 | 39 Boyle Street | Alterations and additions to an existing dwelling house including a two (2) storey rear addition, new carport, swimming pool and landscaping |
| 16 | 2016 | 15 Smith Street | Alterations and additions to an existing semi-detached dwelling including a first floor addition with a deck and ground floor rear extension |
| 21 | 2016 | 20A Ernest Street | Construction of a two (2) storey dwelling house with a double garage, swimming pool, deck, driveway, tree removal and landscaping |
| 22 | 2016 | 4 Battle Boulevard | Construction of an inclinator with support foundations and associated landings and walkway |
| 24 | 2016 | 55 Baranbali Avenue | Alterations and additions to an existing dwelling house including ground and first floor front extension, demolition of existing carport, construction of a single garage and new driveway |

**Environmental Services Division Report No. 9 (Cont'd)**

| DA# | Year | Site | Proposal |
|---|---|---|---|
| 25 | 2016 | 7 Lewis Street | Alterations and additions to an existing dwelling house including three (3) storey rear extension, excavation, decks, balcony, new double garage, internal alterations, swimming pool, front fence and landscaping. |
| 27 | 2016 | 47 Sydney Road | Change of use to a clothing and homeware shop, shop fitout and signage – Esmeralda Thomson – also known as 20 Whistler Street, Manly |
| 28 | 2016 | 21 Griffiths Street | Alterations and additions to an existing dwelling house including first floor addition, new access stairs, plunge pool with pergola, landscaping, carport, front and rear ground floor additions |
| 29 | 2016 | 39 Pacific Parade | Partial demolition of rear of the existing dwelling house, garage and concrete slabs, construction of rear addition and retaining walls |
| 31 | 2016 | 15 Pacific Parade | Alterations and additions to an existing semi-detached dwelling including new hard stand parking space with driveway, new storage area with doors, front fence and new stairs |
| 32 | 2016 | 13 Pacific Parade | Alterations and additions to an existing semi-detached dwelling including new hard stand parking space with driveway, new storage area with doors, front fence and new stairs |
| 33 | 2016 | 49 Pacific Parade | Alterations and additions to an existing dwelling house including new hard stand parking space with driveway and retaining wall |
| 34 | 2016 | 82-84 Bower Street | Alterations and additions to an existing semi-detached dwelling including new upper level internal reconfiguration and new roof, reconstruction of the existing ground floor entry, partial demolition of rear of dwelling , new plunge pool, terrace, new double garage and landscaping - No 84 Bower Street, Manly only |
| 36 | 2016 | 62 Raglan Street | Alterations and additions to an existing semi-detached dwelling including first floor addition with rear balcony, excavation for basement floor addition, new front porch, new front fence and landscaping |
| 37 | 2016 | 137 Balgowlah Road | Alterations and additions to an existing dwelling house including first floor addition with a front balcony and rear ground floor extension with a terrace |
| 38 | 2016 | 25 Spring Cove Avenue | Construction of a new part one (1) and two (2) storey dwelling house with attached triple garage, driveway, swimming pool and landscaping. |
| 40 | 2016 | 74 Macmillan Street | Alterations and additions to the existing dwelling house including rear first floor addition with a balcony, rear lower ground floor side addition, roof over the existing front deck, new carport and driveway. |
| 43 | 2016 | 63 Gordon Street | Alterations and additions to the existing dwelling including a new first floor addition, additions to lower ground floor and ground floor, upgrade to the garage, terrace, pergola and the entry bridge |

**Environmental Services Division Report No. 9 (Cont'd)**

| DA# | Year | Site | Proposal |
|---|---|---|---|
| 44 | 2016 | 93 Bower Street | Demolition and construction of a new garage with a store room, removal of trees, new sand stone wall, path & steps at the front of the property |
| 46 | 2016 | 85 Birkley Road | Alterations and additions to the existing dwelling including a first floor addition and new roof over existing ground floor deck |
| 47 | 2016 | 239 Pittwater Road | Demolition of existing structures, construction of a four (4) level Child Care Centre for two hundred and sixteen (216) children with rooftop outdoor play area, parking for forty-four (44) car spaces, landscaping and operating from 7.00am to 6.00pm Monday to Friday |
| 49 | 2016 | 33 Arthur Street | Alterations and additions to an existing dwelling house including conversion of existing carport to a single garage, partial enclosure of first floor balcony, rear first floor extension, internal alterations, additions to both side of the ground floor, new windows, new doors, new skylights, new entry with awning and stairs – Unit 2 |
| 50 | 2016 | 143-144 North Steyne | Alterations and additions to an existing Residential Flat Building including partial enclosure of rear balcony – Unit 9 |
| 51 | 2016 | 18 & 20 Smith Street | Alterations and additions to existing semi-detached dwellings including new first floor addition with rear balcony and ground floor internal alterations for 18 Smith Street and new first floor addition and internal alterations to the ground floor for 20 Smith Street |
| 54 | 2016 | 94 Griffiths Street | Alterations and additions to an existing dwelling house including partial demolition of lower ground and ground floors, demolition of shed, extensions to the lower ground and ground floors, new double garage, new decks, new driveway, new gas fireplace and landscaping |
| 56 | 2016 | 31 Jamieson Avenue | Alterations and additions to an existing dwelling house including replacement of existing window with doors to access new terrace over the new triple garage, replacement of the existing front fence and new external stairs |
| 57 | 2016 | 24 Seaforth Crescent | Construction of a detached portico at the front of the property and a new front gate |
| 59 | 2016 | 11 George Street | Construction of a triple garage with a new two (2) storey secondary dwelling over the garage including first floor deck, second floor balcony, rooftop terrace, awning over the existing balcony, front fence and landscaping |
| 60 | 2016 | 48 Bungaloe Avenue | Alterations and additions to an existing dwelling house including new first floor addition, ground floor extension with external stairs and porch |
| 61 | 2016 | 50 Collingwood Street | Demolitions of an existing duplex, construction of a new four (4) storey Residential Flat Building with internal lift, three (3) car garage at basement level, landscaping and Strata Subdivision |

**Environmental Services Division Report No. 9 (Cont'd)**

| DA# | Year | Site | Proposal |
|---|---|---|---|
| 62 | 2016 | 385 Sydney Road | Establishment of use, shop fitout for a take away food and drink premises, signage and new front awning – Shop 1 – Zeus Street Greek Balgowlah |
| 63 | 2016 | 70 Castle Circuit | Demolition of an existing dwelling, construction of a new two (2) storey dwelling, changes to existing pool, landscaping and changes to existing driveway |
| 64 | 2016 | 3 Balgowlah Road | Demolition of garage and amenity building, removal of two (2) trees and carry out remediation works on the part of land - Sydney Water |
| 65 | 2016 | 252 Pittwater Road | Demolition of concrete slabs and material bay, removal of seven (7) trees and carry out remediation works on the part of land –Sydney Water |
| 66 | 2016 | 49 Woodland Street | Alterations and additions to an existing dwelling house including two (2) level front extension with double garage and balcony, internal alterations, new bi-fold doors, new driveway and new pergola at rear |
| 67 | 2016 | 233 Sydney Road | Alterations and additions to an existing dwelling house including demolition of the existing first floor balcony, extension of the first floor level and internal ground floor alterations |
| 68 | 2016 | 3 Castle Circuit | Alterations and additions to an existing dwelling house including new two (2) storey extension to the side with ground floor terrace and external stairs, demolition of the existing first floor balcony, new planter box, replacement of window and door frames, alterations of facades and materials, partial eave extension, new garage door, new fireplace with chimney flue, new ground floor roofed deck to replace existing deck, new spa and pool deck |
| 69 | 2016 | 36-38 South Steyne | Alterations and additions to an existing food and drink premises including alterations to the front façade, conversion of existing non-trafficable awning to a first floor outdoor dining area (24 patrons), alterations to the roof including new kitchen exhaust, air conditioning units, new access hatch and new screening |
| 70 | 2016 | 5 Bower Street | Alterations and additions to an existing dwelling house including demolition and construction of a double garage, storeroom with rooftop terrace, new external stairs, new first floor front balcony, ground and first floor internal alterations, new swimming pool, spa, pool decks, pool plant room, new covered ground floor rear deck, new rainwater tanks and flue to existing fireplace |
| 71 | 2016 | 3 Lawson Place | Partial demolition of the existing front fence, construction of a single hard stand car parking space and driveway |
| 72 | 2016 | 6 Kirkwood Street | Alterations and additions to an existing dwelling house including a new pergola attached to the rear |

**Environmental Services Division Report No. 9 (Cont'd)**

| DA# | Year | Site | Proposal |
|---|---|---|---|
| 73 | 2016 | Fairlight Street | Demolition of the existing reservoir roof and associated structures, construction of a three (3) storey multi dwelling housing containing four (4) attached dwellings with eight (8) underground car parking spaces, one (1) x two (2) storey detached dwelling with two (2) car parking spaces, two (2) visitor parking spaces, new driveway, landscaping, partial removal of the existing fence along Ashley Parade and replacement with new fence |
| 74 | 2016 | 122 Woodland Street | Alterations and additions to an existing dwelling house including partial demolition, construction of two (2) storey addition to the rear, new rear ground floor deck with retractable awning, new first floor garden, landscaping and removal of one (1) palm tree |
| 75 | 2016 | 7 Kanangra Crescent | Alterations and additions to an existing dwelling house including swimming pool with timber deck, timber stairs, retaining wall, fence and pergola at the rear of the property |
| 76 | 2016 | 117 Darley Road | Alterations and additions to an existing dwelling house including internal alterations, first floor addition with rear deck and planter box |
| 77 | 2016 | 29 Sydney Road | Alterations and additions to an existing commercial building for the use as a pub including restaurant/ bar/ café, consolidation of shops, addition of a new first floor, new mezzanine level, rooftop terrace, outdoor eating areas, extension to the hours of operation from Monday to Saturday 7.00am to 12.00am (indoor), Sunday 7.00am to 10.00pm,(indoor), Monday to Saturday 7.00am to 10.30pm (outdoor) and Sunday 7.00am to 10.00pm (outdoor) – Donny's Bar |
| 78 | 2016 | 67 Collingwood Street | Alterations and additions to an existing dwelling house including first floor addition with front and rear balconies and a new carport at the front of the property |
| 79 | 2016 | 3 Steinton Street | Alterations and additions to an existing semi-detached dwelling including partial demolition, a new first floor addition, ground floor rear extension, internal alterations, patio, demolition of existing shed, new shed, and landscaping |
| 80 | 2016 | 17 Herbert Street | Alterations and additions to an existing dwelling house including extension of rear terrace, demolition of an existing retaining wall and construction of a new retaining wall |
| 81 | 2016 | 43 Whistler Street | Alterations and additions to an existing dwelling including partial demolition, construction of a two (2) storey addition with first floor balcony at the rear and landscaping |

**Environmental Services Division Report No. 9 (Cont'd)**

| DA# | Year | Site | Proposal |
|---|---|---|---|
| 82 | 2016 | 17 Lauderdale Avenue | Alterations and additions to an existing Residential Flat Building including conversion of the visitor parking space and roof storage area to habitable rooms, extension and enclosure of balconies, ground floor side extension, new windows, new external stairs, enclosure of courtyard, conversion of first floor planter box to balcony, removal of palm trees and Strata Subdivision |
| 83 | 2016 | 21 White Street | Alterations and additions to an existing dwelling house including a new first floor roofed deck at the rear of the property |
| 84 | 2016 | 46-48 Bower Street | Two (2) Strata Subdivision of the existing dual occupancy |
| 85 | 2016 | 26 Beatty Street | Demolition of existing structures, construction of a three (3) storey dwelling house with a triple garage, new driveway, front fence, retaining wall, removal of ten (10) trees, landscaping, swimming pool with spa and deck |

**Significant Development Applications:**

| DA# | Year | Site | Proposal |
|---|---|---|---|
| 47 | 2016 | 239 Pittwater Road | Demolition of existing structures, construction of a four (4) level Child Care Centre for two hundred and sixteen (216) children with rooftop outdoor play area, parking for forty-four (44) car spaces, landscaping and operating from 7.00am to 6.00pm Monday to Friday |
| 61 | 2016 | 50 Collingwood Street | Demolitions of an existing duplex, construction of a new four (4) storey Residential Flat Building with internal lift, three (3) car garage at basement level, landscaping and Strata Subdivision |
| 73 | 2016 | Fairlight Street | Demolition of the existing reservoir roof and associated structures, construction of a three (3) storey multi dwelling housing containing four (4) attached dwellings with eight (8) underground car parking spaces, one (1) x two (2) storey detached dwelling with two (2) car parking spaces, two (2) visitor parking spaces, new driveway, landscaping, partial removal of the existing fence along Ashley Parade and replacement with new fence |
| 77 | 2016 | 29 Sydney Road | Alterations and additions to an existing commercial building for the use as a pub including restaurant/ bar/ café, consolidation of shops, addition of a new first floor, new mezzanine level, rooftop terrace, outdoor eating areas, extension to the hours of operation from Monday to Saturday 7.00am to 12.00am (indoor), Sunday 7.00am to 10.00pm,(indoor), Monday to Saturday 7.00am to 10.30pm (outdoor) and Sunday 7.00am to 10.00pm (outdoor) – Donny's Bar |

**Environmental Services Division Report No. 9 (Cont'd)**

The following applications are with Lodgement & Quality Assurance for advertising, notification and referral to relevant parties:

| | |
|---|---|
| 19/2014 | 18 Raglan St, MANLY 2095 |
| LEC - Section 96 to Modify approved Demolition of existing structures and construction of a three (3) storey Mixed Use development containing a funeral home, five (5) residential apartments and eleven (11) car parking spaces - involving the deletion of condition no's 2(b) in regard to use of roof as terrace, 6(a) in regard to level internal access, 6(b) requiring sliding door to adaptable unit 3, 7(b) in regard to locating letterboxes in foyer, 7(c) requiring front entrance to include automatic door, 40 to amend awning height, 61 requiring face brickwork to walls within 600mm of side boundaries and the addition of a vergola to northern facing balconies – Part 4 | |
| 264/2013 | 24 Stuart St, MANLY 2095 |
| Section 96 to modify approved Conversion of a Residential Flat Building into two (2) semi-detached dwellings including rear additions, attic conversions, side and rear decks, single car parking spaces, driveways, crossover and Torrens Title subdivision into two (2) lots – involving removal of the frangipani tree and the bamboo hedging from the side between the gates and the rear garden – Part 4 | |
| 98/2015 | 2 Charles St, FAIRLIGHT 2094 |
| Section 96 to modify approved Alterations and additions to an existing dwelling house including a first floor addition and internal alterations – involving increase maximum RL of proposed first floor by 50mm, increaser of ridge by 100mm, reduction in width of new north facing window, new polycarbonate roof sheeting to existing pergola and new cladding – Part 2 | |
| 15/2013 | 17 Bonner Av, MANLY 2095 |
| Section 96 to modify approved Alterations and additions to an existing semi-detached dwelling including first floor addition with front and rear balcony, second floor addition with sunroom, front and rear terrace single detached garage to rear and landscaping – involving conversion of garage to a storeroom, deletion of second floor level, relocation of the garbage storage area, changes to front window and door – Part 2 | |
| 259/2014 | 30 Hilltop Cr, FAIRLIGHT 2094 |
| Section 96 to modify approved Alterations and additions to an existing dwelling house including rear and front extension, conversion of the lower level for habitable use, replacement of an existing deck and new spa – involving change of balustrade from wire to frameless glass, extension of roof over western part of deck, extension of the external wall to the lower room by 205mm, new front fence with side fence, removal of window and planter box – Part 2 | |
| 31/2015 | 139 Woodland St, BALGOWLAH 2093 |
| Section 96 to modify approved Two (2) Lot Torrens Title Subdivision – involving amendment to the site plan to be consistent with the approved works under DA137/2014 – Part 2 | |
| 245/2015 | 8 Valley Rd, BALGOWLAH HEIGHTS 2093 |
| Section 96 to modify approved Demolition of an existing carport, construction of a double garage, swimming pool and landscaping – involving the relocation of the swimming pool and decks, changes to garage roof, new bin storage enclosure, new timber fence on western boundary, installation of glass blocks above existing eastern boundary wall – Part 2 | |
| 86/2016 | 37 White St, BALGOWLAH 2093 |
| Alterations and additions to an existing dwelling house including enclosure of an existing porch, front pergola, internal alterations, new doors, demolition of existing garage, construction of a new double garage, new paved rear terrace, new swimming pool and landscaping | |
| 87/2016 | 112-113 North Steyne, MANLY 2095 |
| Change of use to a serviced apartment of a unit in an existing Residential Flat Building - Unit 3 | |
| 88/2016 | 88 Wood St, MANLY 2095 |
| Alterations and additions to an existing residential flat building including removal of an internal wall and alterations – Unit 9 | |

**Environmental Services Division Report No. 9 (Cont'd)**

The following applications were presented to the Manly Independent Assessment Panel on 21 April 2016.

| DA# | Site | Proposal | Determination by MIAP |
|---|---|---|---|
| 684/1999 | 9-15 Central Avenue | Section 96 Modification – Part 6 | Approved |
| 348/2009 | 31 Victoria Parade | Section 96 Modification – Part 4 | Approved |
| 314/2015 | 71 Lauderdale Avenue | Alterations and additions to an existing dwelling house including a new rear in-ground swimming pool, new rear deck, new garage, roof and landscaping | Approved |
| 230/2015 | 21Belgrave Street | Alterations and additions to existing Telstra building including Construction of a new Five (5) level shop top housing development containing retail, commercial uses to part of the building, Twenty five (25) residential units, three (3) level basement car parking accommodating five (5) level car stacker for Forty six (46) spaces, Stratum Subdivision, two designated on-street spaces at Whistler Street and landscaping works | Approved |
| 231/2015 | 139 Seaforth Crescent | Alterations and additions to an existing dwelling house including first floor addition, new rear lower ground floor and ground floor addition, enlargement of existing front garage, new rear ground floor deck, new roof and landscaping | Approved |
| 249/2015 | 36 Collingwood Street | Alterations and additions to an existing dwelling house including a new first floor addition and internal modification to existing ground floor | Refused |
| 269/2015 | 77 Bower Street | Construction of a new three (3) storey dwelling house, with double garage, internal lift, swimming pool and landscaping | Approved |
| 277/2015 | 13 Ogilvy Road | Alterations and additions to an existing dwelling house including first floor addition, demolition of carport and out building, new double carport, two storey out building and landscaping | Approved |
| 291/2015 | 48 Birkley Road | Alterations and additions to an existing dwelling including the construction of a new rear detached 2 storey secondary dwelling including ground floor garage | Approved |
| 298/2015 | 11 Ogilvy Road | Alterations and additions to an existing dwelling including demolition of existing deck, driveway and garage, construction of a new elevated driveway and garage, front first floor extension with new terrace and vergola, new deck, external stairs and landscaping | Approved |
| 17/2016 | 7 Fairlight Street | Alterations and additions to an existing Residential Flat Building including second floor addition with balcony and internal alterations – Unit 3 | Approved |

**Environmental Services Division Report No. 9 (Cont'd)**

**RECOMMENDATION**

THAT the report be received and noted.

**ATTACHMENTS**
There are no attachments for this report

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

**TO:** **Planning and Strategy Committee - 2 May 2016**

**REPORT:** **Environmental Services Division Report No. 10**

**SUBJECT:** **List of LEC Appeals relating to DAs**

**FILE NO:** **MC/16/47889**

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**SUMMARY**

A list of appeals relating to Development Applications currently listed with the Land and Environment Court**.**

**REPORT**

The following matters are listed with the Land and Environment Court:

| DA# | LEC Reference | House # | Address | Date lodged | Firm | Status |
|---|---|---|---|---|---|---|
| DA236/2015 | Class 1 11166/2015 | 323-325 | Sydney Road | 11/12/2015 | Marsdens | **Pending** |
| DA103/2015 | Class 1 10950/2015 | 38 | Beatrice Street | 23/10/2015 | Marsdens | **Pending** |
| DA154/2015 | Class 1 10830/2015 | 52-56 | Darley Road | 17/09/2015 | HWL Ebsworth | **Appeal upheld** |
| DA243/2014 | Class 1 10797/2015 | 138-139 30 | North Steyne Bonner Avenue | 09/09/2015 | Pikes | **Awaiting Judgment** |

**RECOMMENDATION**

THAT the report be received and noted.

**ATTACHMENTS**
There are no attachments for this report

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***** End of Environmental Services Division Report No. 10 *****

**TO:** **Planning and Strategy Committee - 2 May 2016**

**REPORT:** **Environmental Services Division Report No. 11**

**SUBJECT:** **Manly Local Goverment Area Draft Flood Study**

**FILE NO:** **MC/16/56901**

**SUMMARY**

This report seeks approval to proceed with placing the Manly Local Government Area (LGA) Draft Flood Study (April, 2016) on public exhibition for a four week period. A copy of the Draft Flood Study will be tabled at the meeting.

**REPORT**

**Background**

NSW Local Governments have primary responsibility for the investigation and management of flood prone land, and has a duty of care to manage the risk to life and property from flooding. Local Governments must act in accordance with the NSW Flood Prone Land Policy, whose main objective is to reduce the impact of flooding and flood liability on individual owners and occupiers of flood prone property.

The recently completed Manly LGA Draft Flood Study (dated 11th April, 2016) has been prepared by Cardno according to the NSW Government's Floodplain Development Manual (2005). The study will help inform council and the community about the extent and nature of flooding in the Manly LGA excluding the Manly Lagoon catchment that was considered in a separate study.

It is recommended that the Flood Study be placed on public exhibition for a four week period at manly.nsw.gov.au, the Council Chambers and Council Library. Community Information Sessions are also proposed to be held to allow people who may be affected by the study to have a one-on-one talk with Council Officers.

After the public exhibition period, all comments will be reviewed and final amendments to the study made.

If the Manly LGA Flood Study Final Report is adopted, it is anticipated that Section 149 (5) Certificates would be updated for properties known to be affected by flooding.
The next stage of the Floodplain Management Process (if approved) is the preparation of the Floodplain Risk Management Study and Plan (FRMSP), which will detail how best to manage flood risks in the floodplain. The Flood Planning Level (FPL) will be defined in the FRMSP stage and forms the basis of development controls. Land use planning through development controls is one of the most effective means of managing flood risk in the catchment.

**Funding**

The draft Manly LGA Flood Study was carried out under the NSW Government Floodplain Management Program, and is half funded by the NSW Government and half funded by Manly Council.

**RECOMMENDATION**

That the Manly LGA Draft Flood Study (April, 2016) be placed on public exhibition for comments and submissions.

**ATTACHMENTS**

There are no attachments for this report.

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***** End of Environmental Services Division Report No. 11 *****

**TO:** **Planning and Strategy Committee - 2 May 2016**

**REPORT:** **Environmental Services Division Report No. 12**

**SUBJECT:** **Proposed Amendment to Manly Development Control Plan 2013**

**FILE NO:** **MC/16/56902**

**SUMMARY**

This report recommends various amendments to be made to the Manly Development Control Plan (DCP) 2013 to improve guidelines in relation to a range of design matters. It is recommended that Council exhibit the draft amendments, as supported by the Manly LEP/DCP Working Group at its meeting on 9th March 2016 and adopted by Council at its Ordinary Meeting of 4th April 2016.

**REPORT**

**Introduction**

It is proposed to amend Manly DCP 2013 to improve guidelines in relation to a range of design matters including:

- Visual Privacy;
- Open Space;
- Setbacks;
- Streetscape;
- Solar Access and Natural Ventilation;
- Density and Unit Size; and
- Design Excellence.

**Background**

In 2015 the NSW Government published an amendment to the State Environmental Planning Policy No 65 – Design Quality of Residential Apartment Development i.e. the SEPP and introduced a new NSW Apartment Design Guide i.e. the NSW Guide. As a consequence of the amendments, Councils' Strategic Planners reviewed the Manly DCP to ensure consistency, up-to-date and generally improved policy for the assessment of residential development.

A key objective of the NSW Apartment Design Guide is to 'support councils in developing planning controls and master plans through improved guidance'. In this regard certain amendments to terminology and the framing of policy are proposed for the Manly DCP in accordance with this guidance. The Manly DCP is also to be amended to improve compatibility with the NSW Guide and ensure that the documents read well together, including appropriate referencing. It is also recommended that certain design guidance in the SEPP be adapted as appropriate for the DCP in relation to certain developments not already covered in the NSW Guide/SEPP such as dwelling houses.

**Details for Proposed DCP Amendment**

The proposed amendments to the Manly DCP 2013 document are detailed, paragraph by paragraph, in the attachment to this report and are reported in summary as follows:

<u>Visual Privacy</u>
While Manly DCP objectives for visual privacy seek to 'minimise loss of privacy', the NSW Guide objectives goes further in seeking to 'increase' privacy 'without compromising access to light and air and balance outlook and views from habitable rooms and private open space'. In this regard it is recommended that the DCP objective be revised to better align with the NSW Guide to both

**Environmental Services Division Report No. 12 (Cont'd)**

increase and strengthen privacy considerations without compromising other amenity considerations (e.g. sunlight and views).

In relation to balconies and terraces, the DCP currently provides for architectural or landscape screens to limit overlooking nearby properties. A more diverse range of design solutions are provided in the NSW Guide which are proposed to be similarly provided in the DCP including the use of recessed balconies in achieving privacy between adjacent balconies/dwellings.

Open Space
It is proposed to introduce new definitions from the NSW Guide including 'Deep Soil Zone' and require that the minimum tree plantings (in accordance with existing DCP Figure 37) must be located in a deep soil zone as defined. Other definitions that are proposed to be adopted from the NSW Guide into the DCP include 'façade', 'building line' and 'studio dwelling'.

Setbacks
Further guidance is proposed in relation to setbacks for privacy in the DCP. The NSW Guide states 'windows should be offset from the windows of adjacent buildings' (without exception) whereas the DCP only provides this guidance for 'when building (are) close to boundaries'. It is proposed to amend the DCP such that 'All new windows from habitable rooms of dwellings that face the side boundary are to be setback at least 3m from the boundary'. It is considered reasonable to apply the existing minimum 3m window setback in relation to all new windows to habitable rooms given that the building separation requirements in the NSW Guide require at least 6m between non-habitable rooms increasing to 9m separation between habitable and non-habitable rooms and 12m between habitable rooms and balconies.

In response to the NSW Guide's suggestions for drafting street setback controls, it is proposed to amend the DCP to improve guidance for front setbacks and to satisfy objectives particularly in terms of protecting and enhancing streetscape. Increased setbacks are proposed under the DCP to protect significant trees and to increase setback of upper floor levels where streetscapes are predominantly single storey in character.

Further consideration is given to DCP guidance for rear setbacks on sloping sites and the established pattern of rear setbacks in the vicinity. DCP amendments are proposed to consider increased setback on sloping sites including situations where new development is uphill, established patterns of rear setbacks, enhanced natural vegetated settings, and sensitive foreshore locations.

Streetscape
Consideration of Site and Locality Analysis in the DCP may be improved with further clarity that streetscape analysis is to include both sides of the street with particular regard to the pattern of building frontages, street and side setbacks and heights of buildings (in metres and storeys).

Solar access
Existing DCP paragraph 3.4.1.3 Overshadowing Solar Systems is to be simplified and generally consistent with the NSW Guide requiring solar access to be retained to solar collectors on neighbouring properties.

Existing paragraph 3.5.1.1 Building Form, Design and Orientation is proposed to be edited to more clearly state that northern orientation is to be maximised to optimise passive solar access and energy efficiency. Reference to the Window Energy Rating Scheme is deleted given the overriding provisions of BASIX.

Natural Ventilation
Existing paragraph 3.5.3 Ventilation was initially drafted under Manly Energy Efficiency DCP in 1996 and is proposed to be updated and edited to accord with industry standards similar to the NSW Guide.

Density and Unit Size

New DCP provisions are proposed for minimum unit size in conjunction with existing DCP guidelines for density. In this regard the existing minimum unit size that apply to certain units under the NSW Guide are proposed to be adopted for all dwellings in Manly. Council's Assessment staff advised that recent DAs highlight a need to adopt into the DCP the minimum unit size which are not covered by the NSW Guide. In this regard reliance on the density provisions alone to prevent very small units is difficult as it is often possible to justify that the development is consistent with the objectives for density. Extremely small units are undesirable in terms of internal amenity and tend to increase pressure on existing infrastructure and on street car parking demand. An additional DCP objective is also proposed to provide an acceptable level of internal amenity for dwellings associated by the proposed minimum unit size guideline.

Design Excellence

Opportunities exist to better promote design excellence as demonstrated in the NSW Guide. Appropriate references are proposed in the DCP to existing requirements for design excellence at LEP clause 6.13. In particular the DCP design principles for Local and Neighbourhood centres are strengthened by proposed references to the underlying design excellence consideration in the LEP as well as the DCP townscape (design) principles. The DCP design principles are also referenced as relevant considerations when evaluating appropriate planning grounds to support variations or exceptions to development standards under clause 4.6 of the LEP.

DCP Paragraph 5.3 provides guidelines to support LEP clause 6.13 Design Excellence in relation to St Patrick's Estate. In this regard DCP Amendments highlight considerations most relevant to St Patricks Estate including the setting; protection and enhancement of natural topography and vegetation (and other natural features); promotion of vistas from public places to prominent natural and built landmarks; and high standards of design, material and detailing.

**Conclusion**

The proposed draft DCP amendments are reported following the considerations and support from the Manly LEP/DCP Working Group. It is also recommended that a further minor amendment be exhibited ahead of the next Manly LEP/DCP Working Group which clarifies that reference to 'subdivision' also includes lot consolidation.

The complete drafting of the proposed amendments is attached. In summary, the proposed DCP amendments introduce improvements in relation to a range of existing development guidelines.

The proposed amendments to the DCP are now recommended for exhibition as reported. Following a 28 day exhibition period any submissions are to be reviewed and reported back to Council.

**RECOMMENDATION**

That:

1. Council resolve to amend Manly Development Control Plan 2013; and
2. Council exhibit the proposed amendments, as reported, for a period of twenty-eight (28) days.

**ATTACHMENTS**

| | | |
|---|---|---|
| **AT-1** | Details of Proposed Amendments to Manly Development Control Plan Amendments to Manly Development Control Plan 2013) | 9 Pages |

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***** End of Environmental Services Division Report No. 12 *****

**ATTACHMENT – DETAILS OF PROPOSED AMENDMENTS TO MANLY DEVELOPMENT CONTROL PLAN 2013**

### 2.1.2 Requirements for DA Lodgment

#### 2.1.2.2 Considerations (Site and Context Analysis)

Replace paragraph e) with "Streetscape including both sides of the street that the development fronts including the pattern of building frontages, street and side setbacks and heights of buildings (in metres and storeys).

Edit paragraph i) to insert "foreshore or ocean"

Replace paragraph q) with "overshadowing of the site including shadow casts by neighbouring structures and likely shadow effects from proposed development. The winter sun path should be shown from 9am to 3pm on 21 June."

## Part 3 General Principles of Development

### 3.1.3 Townscape (Local and Neighbourhood Centres)

#### 3.1.3.1 Design Principles

The following design principles and requirements at paragraphs 3.1.3.1.a) to i) should be achieved in all development involving the erection of a new building or external alterations to an existing building in order to:

- maintain and enhance the townscape of Manly's LEP Business Zones:
- achieve the townscape objectives of this plan; and
- consider that the development exhibits design excellence in accordance with considerations of LEP clause 6.13(4) (as a statutory consideration for land in Zone B2 Local Centre and as a DCP consideration in other zones)

A scale and design of building appropriate to this local role should then be achieved.

...

b) Townscape Principles Map

~~Proposed~~ All development involving the erection of a new building or external alterations to an existing building must be consistent~~, where applicable to~~ with the townscape and streetscape and the principles and opportunities further illustrated in the Townscape Principles Maps at Schedule 2 of this plan. Having regard to the features located in the Townscape Principles Maps the following guidelines apply:

i) Important corner sites shall be maintained, including strongly defined corner buildings. Ensure corner development has strong height and facade elements with building along the street frontage being set by these corner heights. Construct to boundary. Maintain and re-use existing development if it achieves objectives for these corner sites.

ii) Important pedestrian links shall be maintained including existing public arcade links and encourage new through-block arcades which in turn should limit the size of parcels and the bulk of large buildings.

iii) Important end of vista sites shall be acknowledged. Appearance of the street elevation requires special attention at the end of these vistas.

...

d) Proposed developments must be designed to:

i) maintain the optimum amount of sunlight into adjacent open space areas, including public open space (see LEP clause 6.13 (a) Design Excellence); and

ii) minimise other environmental factors such as adverse wind effects, reflectivity and impermeability of surfaces (see LEP clause 6.13 (j) Design Excellence).

### 3.4.1 Sunlight Access and Overshadowing

#### 3.4.1.3 Overshadowing Solar Collector Systems

~~In relation to solar access to hot water systems and solar collectors new/proposed development must:~~

~~a) not overshadow any existing adjacent solar collectors or hot water heaters between 9am and 3pm at any time of the year; or where there is no existing hot water systems and solar collectors,~~

~~b) maintain solar access to the north facing roofs of existing dwellings (generally within 45 degrees west to 45 degrees east) to a fixed minimum roof area of 10sqm capable of accommodating solar collectors or hot water heaters that will not be overshadowed by the proposed development between 9am and 3pm at any time of the year.~~

A minimum of 6 hours solar access be retained to solar collectors on neighbouring properties.

#### 3.4.1.4 Overshadowing Clothes Drying Areas

~~In relation~~ A minimum of 6 hours solar access be retained to a suitable clothes drying area ~~the rear yard of minimum dimensions 7.5m by 2m for clothes drying should be free of shade between 10am and 2pm all year~~.

### 3.4.2 Privacy and Security

Insert: "Consideration of privacy are typically balanced with other considerations such as views and solar access. The degree of privacy impact is influenced by factors including the use of the spaces where overlooking occurs, the times and frequency theses spaces are being used, expectations of occupants for privacy and their ability to control overlooking with screening devices."...

Relevant DCP objectives to satisfy in relation to this part include the following:

Objective 1) To minimise loss of privacy to adjacent and nearby development by:

- appropriate design for privacy (both acoustical and visual) including screening between closely spaced buildings;
- mitigating direct viewing between windows and/or outdoor living areas of adjacent buildings.

Objective 2) To increase privacy without compromising access to light and air. To balance outlook and views from habitable rooms and private open space.

Objective 3) To encourage awareness of neighbourhood security.

See also paragraph 4.1.5.3 Principal Private Open Space.
See also Amcord Design Element 5.5 for acceptable solutions in meeting the objectives of this plan where this plan is otherwise silent. Amcord solutions are not to be adopted where they result in any non-compliance with this plan or in the case of Residential Flat Buildings are inconsistent with guidance in relation to visual privacy set out in Part 3F of the Apartment Design Guide.

#### 3.4.2.1 Window Design and Orientation

a) Use narrow, translucent or obscured glass windows to maximise privacy where necessary.
b) When building close to boundaries, windows must be off-set from those in the adjacent building to restrict direct viewing and to mitigate impacts on privacy.

#### 3.4.2.2 Balconies and Terraces

a) Architectural or landscape screens must be provided to balconies and terraces to limit overlooking nearby properties. Architectural screens must be fixed in position and suitably angled to protect visual privacy.

b) Recessed design of balconies and terraces can also be used to limit overlooking and maintain privacy

## 3.5 Sustainability

#### 3.5.1.1 Building Form, Design and Orientation (Sustainability – Solar Access)

Replace paragraphs a), b) & c) with "The building and site layout is to maximise northern orientation to optimise solar access. Achieving passive solar energy efficiency is an important consideration in design, but it must be balanced with responding to desired streetscape character; promoting amenity for both the proposed development and neighbouring properties (including views, overshadowing and noise considerations), retaining trees and responding to topography."

#### 3.5.3.2 Location of area of openings

Edit paragraph a) to read "The area of unobstructed window opening should be equal to at least 5% of the floor area served."

Delete paragraph b) as it largely repeats guidelines at paragraph 3.5.1.1.b.

#### 3.5.3.3 Mechanical Systems

Delete paragraphs a) – j)

~~a) If air-conditioning is required, ensure it has sufficient controls so it is used only when required, including on/off programming schedules, after hours and holiday scheduling, and cooling and heating based on occupancy;~~

~~b) Ensure any air-conditioning system is well insulated, particularly those located in roof space.~~

~~c) Consider directing air-conditioning only to areas where it is needed, and relying on natural ventilation for the remaining part of the building;~~

~~d) Use a combination of passive methods, such as direct solar access, window shading, appropriate insulation and sealing, and natural ventilation to reduce the overall use of mechanised systems;~~

~~e) Ensure cooking exhaust systems are not oversized in respect of their proposed use, and fit time controls to exhaust fans so that they switch off after a few minutes, or sensors to activate them during cooking;~~

~~f) In industrial units and warehouses, locate goods doors away from areas that may require mechanised heating or cooling;~~

~~g) Depending on the amount of movement, consider rapidly closing doors, plastic strip curtains or pneumatic seals for commercial and industrial buildings;~~

~~h) Cool small office buildings by reverse cycle air-conditioning units that can be controlled individually and operated independently of the rest of the building if needed out-of-hours;~~

~~Hotels should use a card system so air-conditioning and lighting in each guest room is switched off when the room is vacated;~~

~~i) Install appropriately sized cooling and heat plant and equipment; and~~

~~j) Investigate the use of cooling and heating energy efficiency opportunities including economy cycles, night purging, variable speed drives, humidity controls and electronic expansion valves.~~

## 4.1 Residential Development Controls

### 4.1.1 Dwelling Density, Dwelling Size and Subdivision

**Note:** In addition to the minimum subdivision lot size standards at LEP clause 4.1, the density controls in conjunction with other controls in this plan are also important means of prescribing the nature and intended future of the residential areas of Manly.

Relevant DCP objectives to be satisfied in relation to this part include:

Objective 1) To promote a variety of dwelling types, allotment sizes and residential environments in Manly.

Objective 2) To limit the impact of residential development on existing vegetation, waterways, riparian land and the topography.

Objective 3) To promote ~~a variety of allotment sizes, residential environments and~~ housing diversity and a variety of dwelling sizes to provide an acceptable level of internal amenity for new dwellings.

Objective 4) To maintain the character of the locality and streetscape.

Objective 5) To maximise the use of existing infrastructure.

#### 4.1.1.1 Residential Density and Dwelling Size

This section contains maximum permissible residential density controls which generally apply to land identified on the LEP Lot Size Map and determine the maximum number of dwellings that may be achieved on any one parcel of land.

a) The maximum permissible residential density control at Figure 24 - Minimum Residential Density applies to land identified in Residential Density Areas on the Minimum Residential Density Map at *Schedule 1 - Map A* in this plan.

Figure 24 - Minimum Residential Density determines the maximum number of dwellings that may be achieved on any one development site. This figure indicates the minimum site area required for every dwelling contained on a site. For example, if a density control of 300sqm per dwelling applies to a site with a site area of 600sqm the density control would allow for a maximum of 2 dwellings.

b) For the purposes of calculating the residential density control for battle-axe lots, the area of the access handle is excluded from the site area, consistent with the provisions for minimum subdivision lot size in LEP clause 4.1(3A).

***Figure 24 - Minimum Residential Density (to be read in conjunction with Schedule 1 - Map A)***

c) Notwithstanding the minimum Residential Density in Figure 24, no more than 2 dwellings may be constructed on lots 29, 30, 31 and 32 in Section 5 of DP 939916, known as 15 - 17 Suwarrow Street Fairlight.

Dwelling Size

d) Dwellings are required to have the following minimum internal areas:

| | |
|---|---|
| Studio dwellings: | 35sqm |
| 1 bedroom dwellings: | 50sqm |
| 2 bedroom dwellings: | 70sqm |
| 3 bedroom dwellings: | 90sqm |

The minimum internal areas include only 1 bathroom. Additional bathrooms increase the minimum internal area by 5sqm.

A 4th bedroom and further additional bedrooms increase the minimum internal area by 12sqm each.

Note: Dwelling Size Guidelines are adopted from the NSW Apartment Design Guidelines to apply more broadly to all residential accommodation considered under this Plan.
Note: This paragraph does not apply to Secondary Dwellings which are subject to their own development standard for minimum floor area at LEP clause 5.4(9).

### 4.1.4 Setbacks (front, side and rear) and Building Separation

**Note**: This section addresses the buildings' setback from its various property boundaries.

Relevant DCP objectives to be met in relation to this part include:

Objective 1) To maintain and enhance the existing streetscape including the desired spatial proportions of the street, the street edge and the landscape character of the street.

Objective 2) To ensure and enhance local amenity by:

- providing privacy;
- providing equitable access to light, sunshine and air movement;
- facilitating view sharing by maintaining adequate space around the front, back and sides of buildings to limit impacts on views and vistas from both private and public spaces;

- defining and adding character to the streetscape including the provision of adequate space between buildings to create a rhythm or pattern of spaces; and
- facilitating safe and adequate traffic conditions including levels of visibility around corner lots at the street intersection.

See also objectives at paragraph 3.4 Amenity.

Objective 3) To promote flexibility in the siting of buildings.

Objective 4) To enhance and maintain natural features by:

- accommodating planting, including deep soil zones, vegetation consolidated across sites, native vegetation and native trees;
- ensuring the nature of development does not unduly detract from the context of the site, and particularly in relation to the nature of any adjoining Open Space lands and National Parks; and
- ensuring the provisions of State Environmental Planning Policy No 19 - Urban Bushland are satisfied.

Objective 5) To assist in appropriate bush fire asset protection zones.

Note: In addition to the setbacks required in this plan, residential development subject to the Residential Apartment Code is subject to additional setback requirements for adequate building separation to achieve reasonable levels of privacy e.g. 12m separation between habitable rooms and balconies between buildings up to 4 storeys either on the same site or across a site boundary to a neighbouring building.

**4.1.4.1 Street Front Setbacks**

See also paragraph Safety and Security - Street Surveillance

c) Where the street front building lines of neighbouring properties are variable and there is no prevailing building line in the immediate vicinity i.e. where building lines are neither consistent nor established, a minimum 6m front setback generally applies. This street setback may also need to be set further back for all or part of the front building façade to retain significant trees and to maintain and enhance the streetscape....

d) Where the streetscape character is predominantly single storey building at the street frontage, the street setback is to be increased for any proposed upper floor level. See also paragraph 4.1.7.1.

**4.1.4.2 Side Setbacks and secondary street frontages**

c) ~~Windows of living and dining areas in new dwellings.~~ All new windows from habitable rooms of dwellings that face the side boundary are to be setback at least 3m from the boundary.

**4.1.4.4 Rear Setbacks**

b) ..... The character of existing natural vegetated settings are to be maintained.

~~c) On sloping sites, consideration is to be given to an increased setback to enhance the natural vegetated setting particularly where new development is uphill and in sensitive foreshore locations.~~

c) On sloping sites, particularly where new development is uphill and in sensitive foreshore location, consideration must be given to the likely impacts of overshadowing and visual privacy.

d) Rear setbacks must relate to the prevailing pattern of setbacks in the immediate vicinity to minimise overshadowing and visual privacy.

#### 4.1.5.2 Landscaped Area

**c) Minimum Tree Planting**

...iii) The required minimum number of native trees required under this paragraph must be planted in a deep soil zone as defined in this plan's Dictionary.

Note: Suggested minimum soil volumes for tree planting generally are as follows: Large size trees (13-18m high with 16m spread) required 80 cubic metres of soil. Medium size trees (9-12m high with 8m spread) requires 35 cubic metres of soil. (Source: NSW Apartment Design Code 2015)

## 4.2 Development in Business Centres

### 4.2.2 Height of Building

#### 4.2.2.1 Exceptions to Height for Design Excellence

In determining whether to grant an exception to the LEP height standard, the environmental planning grounds to justify contravening the development standard (LEP clause 4.6(3)) may include consideration of the design principles at paragraph 3.1.3.1 Design Principles in this DCP.

### 4.2.3 Setbacks

See also LEP clause 6.13 Design Excellence in determining the exceptions to the nil setback guidelines in this paragraph.

### 4.2.5 Manly Town Centre and Surrounds

**Note:** These paragraphs provide guidelines in relation to the Manly Town Centre (LEP Zone B2 Local Centre) as well as other land in the vicinity (including LEP Zones R3 Medium Density & SP3 Tourist) and also deal particularly with Backpackers' Accommodation and Late Night Venues.

See also paragraph 3.1 Streetscape and Townscapes.
See also LEP clause 6.13 Design Excellence in determining the exceptions to the nil setback guidelines in this paragraph.
See also Part 5 Special Areas in relation to the heritage significance of Manly Town Centre and The Corso.

Relevant DCP objectives to be met in relation to these paragraphs include:

Objective 1) To consolidate, promote and strengthen both retail activity in the Manly Town Centre as well as townscape in accordance with the townscape requirements of this plan.

#### 4.2.5.1 Design for Townscape

~~Regardless of whether a building is listed as an item of environmental heritage in the LEP, the~~ Council must be satisfied that the design of ~~new~~ development (not just heritage listed buildings) gives due attention to the site's position within, and the development's contribution to the overall existing and future townscape quality of the Manly Town Centre and surrounds.

In addition to the townscape principles at paragraph 3.1.3 which apply to all Centres including the Townscape Principles Map A for Manly Town Centre at Schedule 2 of this plan; additional townscape requirements for Manly Town Centre and Surrounds apply as follows:

~~See also paragraph 3.1 Streetscape and Townscapes for townscape principles when designing for townscape. See also Schedule 2 -Map A -Manly Town Centre Townscape Principles.~~
~~Townscape Requirements~~

~~iii) Maintain important corners identified at Schedule 2, including strongly defined corner buildings.~~

~~iv) Ensure corner development has strong height and facade elements with building along the street frontage being set by these corner heights. Construct to boundary. Maintain and re-use existing development if it achieves objectives.~~

~~v) Maintain existing public arcade links identified in Schedule 2 and encourage new through block arcades which in turn should limit the size of parcels and the bulk of large buildings.~~

~~vi) Acknowledge important end of vista sites identified in Schedule 2. Appearance of the street elevation requires special attention at the end of these vistas.~~

a) Maintain the predominant pattern of narrow fronted buildings within the town centre with new buildings incorporating modulation of the street wall such as recesses or ~~modelling~~ modulation in the building facade to visually reduce the length and perceived bulk of the street wall.

b) Maintain existing setbacks.

c) New development to enhance townscape characteristics, disregarding existing unsympathetic buildings.

d) Step back development around the intersection of Sydney Road and Whistler Street to reveal the historic building (church) at this intersection.

e) Develop new facade line in North Steyne to avoid unattractive end walls and sharp transitions in the vicinity of 46-48 North Steyne, Manly.

f) Height and setback of development must cause no undue affectation to properties to the south in terms of loss of sunlight or privacy (Pittwater Road).

### 4.4.8 Subdivision

This paragraph applies to all new subdivisions, ~~and~~ the re-configuration of existing allotments within a subdivision and the consolidation of allotments.

### 5.3 St Patrick's Estate, Manly

Note: LEP clause 6.13 Design Excellence also applies to St Patrick's Estate pursuant to clause 6.13(2)(b). In particular, the statutory considerations at clause 6.13(4)(a) to (k) that are most relevant to development at St Patricks Estate include the setting {subclause (f)}, protection and enhancement of natural topography and vegetation (and other natural features) {subclause (g)}, promotion of vistas from public places to prominent natural and built landmarks {subclause (h)}; and high standards of design, material and detailing {subclause (i)}.

### Dictionary

***Building line*** means the predominant line formed by the main external face of the building. Balconies or bay window projections may or may not be included depending on desired streetscape.

***Deep Soil zone*** means an areas (within the landscaped area) within a development that is unimpeded by building or structures above or below ground and have a minimum dimension of 6m. Deep soil zones exclude basement car parks, services, swimming pools, tennis courts and impervious surfaces including car parks, driveways and rood areas.

***Façade*** means the external face of a building, generally the principal face, facing a public street or space.

***Studio Dwellings*** *means a dwelling with only 1 habitable room that combines kitchen, living and sleeping space.*

**TO:** **Planning and Strategy Committee - 2 May 2016**

**REPORT:** **Corporate Services Division Report No. 6**

**SUBJECT:** **Third Quarter Report (1 January to 31 March 2016) – Progress with Four Year Delivery Program 2013-2017, Operational Plan 2015-2016 and Budget 2015-2016**

**FILE NO:** **MC/16/57654**

**SUMMARY**

This report provides the third progress report on Council's Four Year Delivery Program 2013-2017 and One Year Operational Plan 2015-16 for the period 1 January to 31 March 2016, in accordance with the requirements of section 404(5) of the *Local Government Act, 1993*.

Attached is a detailed matrix and graphs showing Council's progress in the third quarter of its 2013-2017 Delivery Program as adopted by Council on 2 June 2015.

Quarterly Financial Review Reports for the quarter ending 31 March 2016, including variation recommendations are also discussed and detailed in the Attachments.

**REPORT**

Section 404(5) of the *Local Government Act, 1993*, requires the General Manager to ensure that regular progress reports are provided to the council "with respect to the principal activities detailed in its Delivery Program. Progress reports must be provided at least every 6 months".

In June 2015, Council adopted the Community Strategic Plan Beyond 2025 and its various components, including the Four Year Delivery Program 2013-2017, and One Year Operational Plan 2015-16.

The Delivery Program establishes the principal activities to be undertaken by Council to implement the strategies established by the Community Strategic Plan Beyond 2025 within the resources available under the Resourcing Strategy. This cascades downwards to the various one year actions that are articulated in the One year Operational Plan 2015-16 that are reported to Council on a quarterly basis (September 2015, December 2015 and March 2016 through quarterly reports) and annual basis for the year ending 30 June 2016 (through the Annual Report).

Contained within the Delivery Program are the four main strategic directions undertaken by Council that provide a focus for the development of key goals and strategies arising from the adoption of the Community Strategic Plan. These are:

1. Social Priorities
2. Economic Priorities
3. Environmental Priorities
4. Governance Priorities

The attached spreadsheet (see Attachment 1) shows progress on the various 2013-2017 Delivery Program strategies and actions for the March 2016 quarter, and is circulated under separate cover, along with trend data on the key performance indicators. The graphs (at Attachment 2), display monthly data to March 2016, and trends for the 2015 and 2014 calendar years for comparative purposes, and are also circulated under separate cover.

This Report provides for the requirement of statutory reporting on the Council's four Strategic directions in the Delivery Program for the period ending 31 March 2016.

Some of the key Delivery Program highlights for the third quarter are as follows:

**Social priorities** – Council continues commitment to operations in the areas of community safety, information and cultural services. This included programs and infrastructure in relating to late night

**Corporate Services Division Report No. 6 (Cont'd)**

taxi ranks, late night radio, alcohol free youth events, and 'Stop the Supply' campaign. This was evident in the Australian Open of Surfing events and concerts that attracted thousands of young people with no crime/anti-social behaviour recorded in February. The provision of professional lifeguard services together with volunteers at Ocean Beach over the summer quarter also ensured the continued record of nil drownings, with 20,235 preventative actions, and 208 rescues. As well the Swim centre is now nearing completion with its re-development, and continued to be open to 96,998 visitors during the quarter supporting healthy ageing activities and learn to swim programs. Council continues to run well priced and competitive children's and youth services, as well as, those for aged such as Manly Club for seniors and Meals on Wheels. Some of the active ageing programs supported at Seniors Centre include table tennis, dancing, bowls, art and singing groups, walking group, Healthy Lifestyles exercise classes, and Computer Pals. There are also various new engaging library events, displays and special needs programming that attracted approx. 102,293 visits to the Library in the quarter. Highlights in the cultural area include various successful events including Market Lane Saturdays, World Food markets on Friday nights (at Gilbert Park), and the Australian Open of Surfing.

**Economic priorities** – Key projects continue to progress relating to the Manly 2015 project include streetscape and landscaping capital works in Sydney Road (between Central Avenue and Whistler Street) were completed. As part of town centre re-activation, the Manly Fresh Farmers Markets have now returned to the closed portion of Sydney Road and continue being popular with locals and visitors. Other maintenance and improvements to our community infrastructure continue with footpath audits and continuing capital works and road programs, together with HopSkipJump community bus network. Collaboration with the Manly Chamber of Commerce continued through the operation of the Manly Mainstreet program, and Hello Manly visitors centre.

**Environmental priorities** – During the quarter Council continued to responsibly manage our waste, cleaning, community environmental partnerships to protect our community and environmental assets. There is continuous progress with environmental initiatives e.g. Bushland regeneration, threatened species management, and Watercycle Management. Manly Environment Centre continued its monthly program of events, environmental advocacy work and environmental education initiatives. In relation to development application numbers continued to be high in the quarter, and processing times are falling below the NSW average. Minor amendments continued with Manly Local Environmental Plan 2013 are being continued by Council and the NSW Department of Planning. Compliance (health, building and swimming pool inspections) and regulatory activities continue be high during the quarter. Council continues to efficiently provide domestic waste services, progress waste education workshops to encourage recycling, and review of SHOROC's regional waste strategy to ensure future relevant programs.

**Governance priorities** – Continuous progress is being made with improvements to Council's governance, corporate services, accounting and reporting systems, policies and procedures. Computer system upgrades are occurring including the refinements of the new Electronic Document Management System (HP - TRIM), recruitment of staff, strategic organisational development initiatives included a focus on Work Health & Safety, and performance partnering. Council continues to work with regional stakeholders through SHOROC to improve resources for the local area and Northern Beaches region through savings and enhancements to transport, health and liveability.

**QUARTERLY FINANCIAL REPORT**

This Financial Report for the period ending 31 March 2016 for the third quarter 2015/2016 Financial Year has been prepared in accordance with the Clause 203(2) of the Local Government (General) Regulation, 2005. The Office of Local Government has also issued guidelines to Councils regarding the requirements for the Quarterly Budget Review Statements (QBRS) reporting.

The QBRS are now required to be presented on an accrual basis, and include the following Statements:

**Corporate Services Division Report No. 6 (Cont'd)**

1. Budget Review Statement by the Responsible Accounting Officer on Council's financial position
2. Income and Expenses Budget Review Statement (with recommended variations)
3. Capital Budget Review Statement (with recommended variations)
4. Cash and Investments Statement
5. Key Performance Indicators
6. Summary of Contracts entered into during the Quarter
7. Consultancy and Legal Expenses Statement

Council's Budget as presented to Council has been prepared on a "Cash" basis, while the Four Year Delivery Program, Budget and Ten year Long Term Financial Plan as adopted by Council in June 2015 with the Community Strategic Plan is prepared on an "Accruals" basis.

The following is a summary of Council's adopted Cash Budget for 2015/2016 and revised Budget Estimates as at 31 March 2016:

| | **Original Budget** | **Revised Budget 30 September 2015** | **Revised Budget 30 December 2015** | **Revised Budget 31 March 2016** |
|---|---|---|---|---|
| Operating Income | $82,590,347 | $82,842,093 | $82,711,018 | $82,837,518 |
| Capital Income | $53,889,770 | $54,539,770 | $55,039,770 | $55,329,770 |
| Total Income | $136,480,117 | $137,381,863 | $137,750,788 | $138,167,288 |
| Operating Expenditure | $75,179,874 | $75,508,421 | $75,874,350 | $76,099,600 |
| Capital Expenditure | $61,804,677 | $62,549,377 | $62,510,937 | $62,638,437 |
| Total Expenditure | $136,984,551 | $138,057,798 | $138,385,287 | $138,738,037 |
| Net Surplus/(Deficit) | ($504,434) | ($675,935) | ($634,499) | ($570,749) |

The Statements (listed above) setting out details of the variations to the Budget for the financial year ended 30 June 2016 are attached as Attachment 3.

On an accrual basis the Quarterly Budget Review Statement forecasts a quarterly surplus of $191,250. The full annual financial statement Net Operating Result forecast is $7.160 million and Net Operating Result before Capital Income is forecast $5.816 million.

**RECOMMENDATION**

That:

1. The third quarterly report for the 2015-16 Operational Plan and progress report with the third year of Council's Delivery Program 2013-2017 be received and noted; and

2. The Financial Statement for the quarter ended 31 March 2016, including the revised estimates and recommended variations contained within the report, be adopted.

**ATTACHMENTS**

| | | |
|---|---|---|
| **AT- 1** | Quarterly Matrix | 22 Pages |
| **AT- 2** | KPI Graphs Quarterly Report | 13 Pages |
| **AT- 3** | QBRS_Mar 2015-2016.pdf | 14 Pages |

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***** End of Corporate Services Division Report No. 6 *****

**Corporate Services Division Report No. 6.DOC - Third Quarter Report (1 January to 31 March 2016) – Progress with Four Year Delivery Program 2013-2017, Operational Plan 2015-2016 and Budget 2015-2016**

**Quarterly Matrix**

## 4. SOCIAL

| Goals | | Strategy | Four Year Plan | | One Year Plan | | KPI | Responsible Lead Division | March 2016 Quarter Progress | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | % Complete / Progress | Comment on KPI |
| 1 Improve Manly's community safety outcomes in relation to late night Manly's culture. | 1.1 | Work with key stakeholders (NSW Attorney General and NSW Police) 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 | Review outcomes of 2011-2013 Crime Prevention Plan in consultation with key stakeholders and the Community Safety & Place Management Advisory Committee with view to developing a renewed Community Safety plan. | Actions completed from Community Safety workplan. | HSF | 75% | The three year NSW Attorney General approved Crime Prevention Plan has been evaluated and finalised. Sustainability of achievements and futur planning is still being considered. Community Safety and Place Management Committee continu to meet on monthly basis to address any current and projected issues. |
| | | | | | 1.1.1.2 | Address culture of drinking by promotion of non-drinking activities. Seek funding. | Participation levels, satisfaction surveys, and cost-benefit analysis for events completed. | HSF | 75% | Application made in conjunction with Chamber of Commerce to NSW Community Safety Fund for funding to conduct Saturday Night activations with aim of distracting the drinking culture and reducing alcohol related crime in CBD. Manly Liquor Accord merge with Northern Beaches Liquor Accord. |
| | | | | | 1.1.1.3 | Provision of drug and alcohol free under 18 events. | Number of events held.<br>Number of young people attending. | HSF | 75% | Two events held with 350 attendees. |
| | 1.2 | Work with the community stakeholders to ensure Manly is a safe place. | 1.2.1 | Implement the approved outcomes from the Late Night Manly Working Group to make night time Manly safer and more attractive to a wider range of people. | 1.2.1.1 | Research and development of community safety needs and actions in consultation with the Community Safety & Place Management Advisory Committee. | Number of audits completed of late night activities and committee actions implemented to improve community safety. | HSF | 75% | Late Night CBD Safety audit planned for 2016. Fla rate late night parking for hospitality workers being negotiated for next budget. Review of late night planning controls undertaken. Seeking RMS support for deployment of additional Security Guar at North Steyne Late Night Taxi Rank |
| 2 Promote healthy and active Manly community. | 2.1 | Promote 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: Develop remote signage plan for implementation. Improved means of communicating beach safety requirements to CALD background beach users. Update Operations Manual & Professional Lifeguard Services Policy. | Number of rescues and number of preventable (safety) actions implemented. | HSF | 75% | Beach services recorded 20,235 preventable actions, and 339 beach rescues during the Januar to March quarterly period. |
| | | | | | | | Annual update of lifeguard proficiencies.<br>Plan Developed and signage in place.<br>CALD pamphlets printed and distributed.<br>Operations Manual and Professional Lifeguard Services Policy updated. | HSF | 75% | Life guard training and assessments completed in first quarter, and operations and induction manuals issued. |
| | | | | | | | Number of non-compliant issues reported. | HSF | 75% | During the period, there were no non-compliant issues reported; and staff qualifications are being monitored. |
| | | | 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. Development and delivery of ABC Aquatic centre, for community access in 2016 | 2.1.2.1 | Operation of the Manly Swim Centre in accordance with Public Health regulations, operating plan and budget requirements. Andrew Boy Charlton Centre re-development has commenced with planned opening in late 2016 and providing a wider range of indoor sporting, swimming and healthy lifestyle programs and activities. | Number of visitors to Manly Swim Centre.<br>Centre operating within budget.<br>Numbers by program type. | HSF | 75% | There were 201,192 visits to the Manly Swim Centre YTD. The income YTD was $1,249,691. |
| | | | | | | | Safety record of nil drowning. | HSF | 75% | There were no drownings during the period. |
| | | | | | | | Annual update of lifeguard proficiencies. | HSF | 75% | All Life Guard updates tracked ongoing. Practise Note 15 Audit completed, Royal Life Facility Audit completed. |

## A. SOCIAL

| Goals | | Strategy | | Four Year Plan | | One Year Plan | | KPI | Responsible Lead Division | March 2016 Quarter Progress | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | % Complete / Progress | Comment on KPI |
| 2 Promote healthy and active Manly community. Continued | 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. | Number of programs and activities provided. | HSF | 75% | Council continues to support healthy ageing activities at the Seniors Centre and Manly Swim Centre. Manly Swim Centre activities include learn to swim program, Promotion of healthy lifestyles and services through the Human Services and Social Policy Committee. Approval of third party events such as Nippers Carnivals, Charity Walks, Biathalon etc. |
| | | | | | 2.2.1.2 | Encourage and support opportunities that cater to the health and wellbeing needs of young people. | Number of programs and activities provided. | HSF | 75% | There were 24 programs and activities undertaken during the quarter to cater for the needs of young people. |
| | | | 2.2.2 | Ongoing development of Council's Smoke Free Zones education and awareness program. | 2.2.2.1 | Promotion of Council's and NSW State Govt Smoke Free Areas to the public and implementation of a Council Smoke Free Workplace. | Audit of smoke free area signage completed bi-annually. | GMU | 75% | Audits are ongoing for smoke free signage during the year. |
| | | | 2.2.3 | Continued community development programs focusing on physical, mental and sexual health. | 2.2.3.1 | Continue providing support to seniors, youth and vulnerable groups. | Number of programs and activities implemented. | HSF | 75% | Youth: 24 programs and activities undertaken in th quarter. Seniors: Multiple programs and activities operate from the Manly Seniors Centre including: Manly Meals on Wheels and a Community Visitors Scheme – both programs support frail aged clients (refer to 5.2.1.5); the Manly Club for Seniors and other seniors activities operate from the Centre (refer to 5.2.1.4). |
| | 2.3 | Provide safe and age appropriate playgrounds in Manly. | 2.3.1 | Implementation of 10 year playground strategy Maintain existing playgrounds through appropriate standards. | 2.3.1.1 | Implementation of scheduled projects from strategy. | Number of scheduled projects completed. | CUS | 75% | Major works planned for next quarter for Lagoon Park west, Forty Baskets, Fairlight cemetery, North Steyne, Playground strategy 2015-2025 drafted. |
| | | | | | 2.3.1.2 | Maintain and service 35 playgrounds to maintain Australian Standard. Manage and work with Playground Committee. Updating Council's Playground Strategy to incorporate natural play areas, in accordance with early childhood experiential learning. | Compliance rate with safety standards as verified by audit. Upgrades and maintenance completed to schedule and budget. | CUS | 75% | There were 47 repairs carried out for playgrounds during the quarter. |

## 4. SOCIAL

| Goals | | Strategy | Four Year Plan | | One Year Plan | KPI | Responsible Lead Division | March 2016 Quarter Progress | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | % Complete / Progress | Comment on KPI |
| 3 Maintain and support connected Manly neighbourhoods & amenities. | 3.1 | Maintain community, open space and sports facilities. | 3.1.1 Construct and maintain public open space and recreation facilities to cater to a range of community groups & support changes in future usage needs and is safe and accessible. | 3.1.1.1 | Implement any approved actions from endorsed recreation strategy. Rationalise existing facilities to project best cost effective maintenance. | Number of actions implemented from strategy.<br>Amount of external funding obtained to support strategies. | CUS | 75% | Funding sought for Keirle Park skate Ramp, from state and federal grant agencies. |
| | | | | 3.1.1.2 | Utilise capital funds or available grant funding to improve existing infrastructure and facilities.<br>Develop projects in line with Recreational Strategy and asset management principles; Rationalise sports fields maintenance cost. Progress SMS lighting System cost recovery program.<br>In accordance with the Youth Strategy, commence the upgrading of the Skate facility at Keirle Park as external funds become available. | Number of approved sports fields capital improvements completed.<br>Number of proposed approved actions from LM Graham Reserve Masterplan implemented.<br>Full cost recovery for lighting usage from user groups achieved.<br>Percentage completion of new skate facility. | CUS | 75% | Manly Oval brought back into play after stormwater detention works. Sportsfields tender awarded. Picket fence installed at LM Graham reserve. Upgrade of cloudmaster system scheduling operations via computer software. Further grant application made for funding of skate park improvements. |
| | | | | 3.1.1.3 | Manage filming approvals, event approvals, community centre bookings and reserve bookings. | Number of bookings taken per type of facility: filming/wedding approvals granted each year. | CSS | 75% | There were: 1311 Hall Bookings, 1217 Oval/Outdoor Bookings, 33 Filming approvals |
| | | | | 3.1.1.4 | Manage the use of public space in the Manly CBD Corso, including licenses, entertainment, charity approvals, and banner placements. | Number of licences issued and events approved. | HSF | 75% | There were 13 charity/fundraising and 2 entertainment activities approved in The Corso and 22 banner/flag placements approved in the quarter |
| | | | | 3.1.1.5 | Construction and maintenance of facilities that cater to young people in line with community consultation. Maintain standard of surfaces on sports ovals and grass playing fields. | Projects delivered within agreed budget, timeline and quality.<br>Number of audits carried out.<br>Number of defects identified and repaired. | CUS | 75% | There were: 3 monthly audits carried and with defects identified, there were several repairs undertaken. Refurbishment of goal posts for sports fields completed. Season change over to winter sports carried completed. |
| | | | | 3.1.1.6 | Little Manly Beach Community Park - continue to apply for grant funding for the preparation of a Landscape Plan. Implement improvements as funding permits. | Percentage completion of project. | CUS | Ongoing | The draft plans for Dinghy and Kayak storage have been endorsed by the public Domains Committee and by Little Manly Precinct. The following has commenced:<br>Project team appointed and works commenced in March 2016. |

| Goals | Strategy | Four Year Plan | | One Year Plan | | KPI | Responsible Lead Division | March 2016 Quarter Progress | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | % Complete / Progress | Comment on KPI |
| 4. SOCIAL | | | 3.1.1.7 | Masterplan for Ivanhoe botanic gardens and park - draft Masterplan meetings, design brief, site analysis, schematic draft Masterplan, presentation to Council and stakeholders. | Percentage completion of draft Masterplan: Stage 1 completed; Stage 2 preferred Masterplan completed by 30 June 2016. | CUS | 75% | Draft concept plan completed, Council staff met with the Precinct onsite in March to gain feedback on concept. Landscape Masterplan is currently being prepared by architect with feedback from Precinct. |
| | | | 3.1.1.8 | Manly Ocean Beach Coastal Zone Management Plan prepared incorporating sub-plans for the areas of Marine Parade, Shelly Beach and Cabbage Tree Bay Aquatic Reserve, and an Emergency Action Plan for coastal erosion and Cabbage Tree Bay Management Plan. | Percentage completed of Plan. | LUS | 75% | The following works have commenced:<br>1. Consultant Royal Haskoning engaged to synthesise technical reviews of commissioned technical coastal hazards/risks report and ecosystem health and pressures to ecosystem health report within the Manly Ocean Beach and Cabbage Tree Bay study area.<br>2. Draft technical assessment of existing foreshore cliff lines and seawalls has been completed and comments provided.<br>3. Draft technical assessment of Manly Ocean Beach and Cabbage Tree Bay Ecosystem Health has been completed and comments provided. |
| | | | 3.1.1.9 | Feasibility Study prepared to investigate innovative beach furniture, lockers and solar showers to accommodate wider sporting groups. | Percentage of Feasibility Study and recommendations completed, and reported to Public Domains Committee. | LUS | 75% | Planning of the proposed works is progressing with a project team appointed, a cost estimate plan prepared, works to commence in March 2016. |

## 4. SOCIAL

| Goals | | Strategy | Four Year Plan | | One Year Plan | | KPI | Responsible Lead Division | March 2016 Quarter Progress | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | % Complete / Progress | Comment on KPI |
| 3 Maintain and support connected Manly neighbourhoods & amenities. | 3.1 | Maintain community, open space and sports facilities. | 3.1.2 | Look at options to improve watering systems to achieve future water savings in open and public spaces. | 3.1.2.1 | Develop a strategy to reduce water usage. | Reduction in water usage (KL per annum). Improvements to target major reserves for measurable and optimal rates in use of town and bore water. | LUS | 75% | Programed replacement of showers has occurred. A rainwater tank has been installed at Round House Child Care Centre. |
| | | | 3.1.3 | Manage Manly public spaces, including gardens and streetscapes by improving civic amenity, plantings, maintaining trees and cultural heritage. | 3.1.3.1 | Review current methods of maintenance to reduce costs and maintain service levels in-line with budget allocations.<br><br>Prepare site and plant species selected for Street Trees in an Arboretum in Manly West Park. | Number of improvements that have been made to reduce cost of maintenance.<br><br>Percentage of project completed. | CUS | 75% | Cemetery maintenance now carried out by region within the normal cycle of maintenance. |
| | | | | | 3.1.3.2 | Maintain civic gardens, and cultural heritage. Implementation of public spaces programs. | Number of works carried out and defects fixed. | CUS | 75% | Refurbishment of grass Ocean beach after AOS surfing event. Replacement of shower Monash Crescent beach area. Refurbish gardens around playground Tania park. Refurbish garden plantings Monash crescent beach entry gardens. Refurbish gardens Kangaroo street Childcare centre. Refurbish garden areas at Harborview childcare centre. Removal of the Rotary fountain Gilbert Park. Replanting of the Sydney Road and Plaza planter boxes. refurbishment of the plantings in the fragrant garden Ivanhoe Park. Refurbishment of the plantings Sandy Bay road boat storage area. |
| | | | | | 3.1.3.3 | Implement the following programs and projects: Ivanhoe Park Landscape Masterplan for botanic gardens; Maintain trees as per Council's Norfolk Island Conservation Management plan. | Percentage of project completed. | CUS | 75% | Trees were maintained as per plan. Newly planted Norfolk Island Pine on Ocean beach and east esplanade maintained in accordance with Plan. |

4. SOCIAL

| Goals | Strategy | | Four Year Plan | | One Year Plan | | KPI | Responsible Lead Division | March 2016 Quarter Progress: % Complete / Progress | March 2016 Quarter Progress: Comment on KPI |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | 3.1.3.4 | Implement funded proposed actions from the Street Tree Management Policy & Strategy. | Street Tree Management Plan document to be adopted.<br>Percentage of project completed. | CUS | 75% | Street Tree Management plan endorsed by Council in February 2016.<br>Planting sites currently being correlated for implementation. |
| | | | | 3.1.3.5 | Manage all internal and external maintenance (trees & mowing) contracts. Continue Tree Maintenance Cyclic Works program. Implement funded actions from endorsed tree strategy. Maintain mowing service levels, review and consider in house service opportunities. | Percentage of contract outcomes completed.<br>Cycles per year completed per contract.<br>Scheduled mowing cycles competed as per contract.<br>Number of funded actions from tree strategy completed.<br>Contract renewal in a timely fashion. | CUS | 75% | Next cyclic works program commenced in March. All mowing cycles complete this quarter with catch up works due to rain.<br>Again a high volume of dead tree removals were undertaken this quarter.<br>Removal of tree at 133 Woodland Street.<br>Locations identified for replacement tree plantings for this financial year. |
| | | | | 3.1.3.6 | Explore business case for undertaking more tree work services in-house (eg small tree works under 5m in height) including staff training required to expand tree maintenance services. Review services unit rates to improve services. | Volume of requests / tasks completed over time. | CUS | 75% | 60 internal tree related jobs completed this quarter |
| | 3.2 | Provide improved community development initiatives and programs. | 3.2.1 Provide community development programs that build social capital of target groups. Including community surveys, and improvements in communications. | 3.2.1.1 | Provision of formal and informal programs to cater for community interests including arts and culture based activities.<br>Widen the breadth of reach to community development programs to reflect target groups across youth and young families. | Numbers of people attending new and existing community development programs. | HSF | 75% | Planning commenced for new program: A Picture of Health, Promoting Positive Ageing Through Art, which will involve local seniors with dementia in discussions about art. Also refer to 5.2.1.4. |
| | | | | | | Number of consultation events and projects completed. | HSF | 75% | Kids Art Adventures at MAGAM, various Youth activities and programs held in Library. |

**Corporate Services Division Report No. 6.DOC - Third Quarter Report (1 January to 31 March 2016) – Progress with Four Year Delivery Program 2013-2017, Operational Plan 2015-2016 and Budget 2015-2016**
**Quarterly Matrix**

## 4. SOCIAL

| Goals | Strategy | | Four Year Plan | | One Year Plan | | KPI | Responsible Lead Division | March 2016 Quarter Progress | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | % Complete / Progress | Comment on KPI |
| 4 Create a more culturally vibrant Manly. | 4.1 | Provide high quality library services and cultural information facilities. | 4.1.1 | 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 services. | 4.1.1.1 | **Continued provision of Library and Information Services, including loans, references services, children and target group programming, exhibitions, inter-library loans, mobile Library Afloat and ebooks.** | **Number of Manly Library visitors, circulation numbers, and database & electronic resource usage.** | HSF | 75% | Visitation statistics:<br>- Visitors 102,293 (closed 6 days);<br>- Loans 89,331;<br>- e-resources e-books 3275,e -mags 3063, e-audi 971; and<br>- Children & YA programmes 85 ; |
| | | | 4.1.2 | Maintenance of facilities and provision of services at the Manly Art Gallery and Museum, such as Manly Arts Festival, public arts program, fund raising, maintaining best practice standards, gallery shop management, collect artworks, and variety of public programs. | 4.1.2.1 | **Continued provision of Manly Art Gallery and Museum (MAGAM) services, including maintenance of collection, touring exhibitions management, support MAGAM society, support Manly Arts Festival.**<br><br>**Design and implement plans for improved spatial arrangements providing for storage entry presence, administrative offices, public amenities and a kiosk and merchandise space.** | **Number of visitors to exhibitions and programs, and the amount of retail income received including entry for Major Exhibitions, merchandise and external exhibition fees.**<br><br>**New facilities developed.** | HSF | 75% | Visitation statistics: 19,108; Visitation to Midnight Oil exhibition at Victorian Arts Centre: 172,857; Programs: 39; Retail sales $31,464.30; Exhibition hire fees: $20,173; Donations $8,066; Programs $5,975.<br>Flashing on Gallery roof replaced and kitchen repairs completed following storm damage. |
| | 4.2 | Strengthen the social capital and bonds within key Manly neighbourhoods with its special international communities. | 4.2.1 | Development of place making and neighbourhood development community development initiatives. | 4.2.1.1 | **Coordination of Meet Your Street program.** | **Number of Meet Your Street activities.** | HSF | 75% | No "Meet Your Street" parties undertaken this quarter |
| | | | 4.2.2 | Engage in cultural exchanges with other Councils and government organisations nationally and internationally. | 4.2.2.1 | **Manage a program of family friendly interactive events to enliven community spaces at various locations across Manly LGA.** | **Number of events undertaken.** | HSF | 75% | There were: 12 x Council events, 15 x external events and 13 x fundraising activities. |
| | | | | | 4.2.2.2 | **Council participation in sister city & cultural exchange support programs.** | **Number of initiatives/programs undertaken.** | GMU | 75% | Ongoing participation in Sister City and Cultural Exchange programs. |

## A. SOCIAL

| Goals | | Strategy | Four Year Plan | | One Year Plan | | KPI | Responsible Lead Division | March 2016 Quarter Progress | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | % Complete / Progress | Comment on KPI |
| 5 Facilitate services that support the social and welfare needs of the Manly community. | 5.1 | Facilitate a range of children and youth community support services. | 5.1.1 | Continued delivery of programs and services for children and families in accordance with community needs. | 5.1.1.1 | Sharing delivery of existing education programs run through Council environmental and other services, such as Libraries and Art Gallery. | Number of programs conducted. | HSF | 75% | Green & Groovy art adventures held monthly in Library. Young adult book club, baby bounce and rhyme, toddler time, outreach story telling at long day care centre and preschools were also undertaken. |
| | | | | | 5.1.1.2 | Continue children's services delivery for long day care, occasional care and preschool. Amalgamate preschools to Kangaroo Street centre from Ivanhoe Park. | Occupancy rates and service accreditations achieved. Percentage of project completed. | HSF | 75% | Operational capacity:<br>- Ivanhoe Park Preschool operated at 67% capacity.<br>- Kangaroo St Preschool operated at 76% capacity<br>- Harbour View LDC operated at 81% capacity.<br>- Roundhouse LDC operated at 91% capacity.<br>- Roundhouse and Harbour View Long Day Care Centres, National Quality Standards met.<br>- Kangaroo Street Preschool quality assessment undertaken and draft Meeting National Quality Assessment awarded.<br>Amalgamation of Kangaroo Street and Ivanhoe Park Preschools (15% of project completed). DA approved and quotations received for building works. |
| | | | 5.1.2 | Continue programs and services for youth, including youth strategy. | 5.1.2.1 | Continued youth services, recreation and leisure programs delivery across a range of venues as supported by Manly Youth Council and per adopted Youth Strategy. | Number of activities and programs implementation of youth strategy action plan. | HSF | 75% | With MAG&M and Manly Library, a 3 month program of youth working with professional artists was launched. There were 24 activities and programs implemented as part of the Youth Strategy Action Plan during the quarter |
| | | | | | 5.1.2.2 | Provision of Adolescent and Family Counselling. | Utilisation rates and number of activities. | HSF | 75% | There were 88 individual counselling sessions and 5 programs undertaken in the quarter. |

**Corporate Services Division Report No. 6.DOC - Third Quarter Report (1 January to 31 March 2016) – Progress with Four Year Delivery Program 2013-2017, Operational Plan 2015-2016 and Budget 2015-2016**
**Quarterly Matrix**

## A. SOCIAL

| Goals | Strategy | Four Year Plan | One Year Plan | | KPI | Responsible Lead Division | March 2016 Quarter Progress: % Complete / Progress | Comment on KPI |
|---|---|---|---|---|---|---|---|---|
| 5.2 | Facilitate 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 | Maintain a GL@M program and activities for GLTBQ young people. | Number of attendees. | HSF | 75% | 54 attendees participated in the GL4M program in the quarter |
| | | | 5.2.1.2 | Provide information and referral to target groups. | Number of referrals. | HSF | 75% | 36 referrals for Youth Services during the quarter.<br>120 instances of information /referral to seniors, people with a disability, their families and carers, including 30 at a Seniors Information Stall on 23 March. |
| | | | 5.2.1.3 | Develop and update information guides and brochures for seniors, CALD communities and PWD. | Information developed and distributed. | HSF | 75% | 120 instances of information /referral to seniors, people with a disability, their families and carers, during the quarter, including 30 at a Seniors Information Stall on 23 March. |
| | | | 5.2.1.4 | Operation of Manly Seniors Centre to provide a range of social & recreational activities. | Number of activities provided. | HSF | 75% | Manly Club for Seniors continues to provide a range of activities at Manly Seniors Centre including lawn bowls, table tennis, dancing, games art & singing to ensure healthy ageing and social inclusion. Healthy Lifestyle classes and Computer Pals also run at the Centre, and Community restaurants are held on Fridays for the frail aged. |
| | | | 5.2.1.5 | Continued operations of Meals on Wheels; Community restaurant, shopping & recreational excursions for seniors; operation of Club Friday recreation program for PWD; and operation of Community Visitors Scheme per agreement with Commonwealth Department of Social Services. | Utilisation rates; meet targets for volunteer visits as per agreement with Department of Social Services. | HSF | 75% | MoW continues to provide meals and social inclusion opportunities to the elderly including shopping trips, & recreation trips fortnightly. The service runs Community Restaurants at 3 locations: weekly at Manly Seniors Centre and St Mathews Church, The Corso, and monthly at Seaforth Pavilion. MoWs delivered 3,661 meals to clients' homes from January to March, and 544 meals in a community restaurant setting.<br>The Community Visitors Scheme continues to operate with 7 current clients.<br>The Club Friday service was transitioned to Catholic Care in late June 2015. |
| | | | 5.2.1.6 | Administration of club grants and Community Cultural grants. | Number of successful grants awarded. | HSF | 75% | Council's 2015 Community & Cultural Grants round was finalised in November, with 28 organisations receiving a grant.<br>Manly LGA Club Grants were advertised in March and closure date is 22 April.<br>Manly Women's Shelter provided with annual assistance grant from Council. |
| | | | 5.2.1.7 | Promotion and support of the International Day for People with a Disability. | Number of annual activities. | HSF | 100% | An IDPwD information stall was held on 3 December 2015 to publicise the rollout of the National Disability Insurance Scheme (NDIS). Planning for 2016 IDPwD is underway. |

## B. ECONOMIC

| Goals | | Strategy | | Four Year Plan | One Year Plan | | KPI | Responsible Lead Division | March 2016 Quarter Progress | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | % Complete / Progress | Comment on KPI |
| 1 Facilitate a diversified 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 | Refine 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 activation of laneways and pedestrian streets including planning and construction of Raglan Street and Sydney Road, also for planning for develop design of remaining street scapes under the Manly2015 Masterplan. | Number of CBD laneways and streets activated. | GMU | 75% | Continued improvements: Sydney Road completed between Central Avenue and Whistler Street. Next stages being planned and commencing in Sydney Road (between Henrietta Lane and Central Avenue). |
| | | | 1.1.2 | Continue developing partnerships with local and regional stakeholders. | 1.1.1.2 | Development of partnerships with local stakeholders. | Number of partnerships developed. | GMU | 75% | Ongoing partnerships with Chamber of Commerce, Hello Manly and other stakeholders regarding local and CBD initiatives. |
| 2 Promote tourism as an important part of the local economy | 2.1 | Develop a Manly tourism management strategy | 2.1.1 | Develop Manly tourism strategy to review the impact of tourism on Manly. | 2.1.1.1 | Review data and preparation of draft Tourism Plan and draft following survey of key stakeholders. | Completion of Plan; Number of recommended actions implemented. | HSF | 50% | Signed agreement for Stafford Group to commence Destination Management Plan as collaboration between Council and the Manly Chamber of Commerce |
| | 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 support for the delivery of services at Hello Manly to meet the needs of visitors and tourists. | Visitor numbers provided on monthly basis | HSF/ GMU | 75% | Hello Manly (previously the VIC) continuing operations. Total visitors in the quarter was 61,790. Coffee bar facility was completed and trading. |
| | | | 2.2.2 | Review Manly's VIC current and future accommodation needs for purpose and capacity of service business. | 2.2.2.1 | Review completed and rebranding to Hello Manly undertaken in partnership with local stakeholders. | Premises upgraded and managed as per agreement with Council | HSF/ GMU | 20% | Original upgrade completed. Sub-Licence subsequently issued for coffee bar and work on minor alteration to premises commenced, funded by Licensee. |
| | | | 2.2.3 | Work in partnership with Destination NSW and local businesses. | 2.2.3.1 | The continued development of partnerships to benefit local community and businesses with key tourism stakeholders. | Number of partnerships developed. | HSF | 75% | Continuing to work with event organisers, Chamber of Commerce and DNSW to present major events (AOS, Hawaiian Airlines Sydney Harbour Challenge, VolleyFest) |
| | 2.3 | Deliver events and activities to entertain, educate and involve Manly's community | 2.3.1 | Continued delivery of Council local events services and programming. | 2.3.1.1 | Programs and events delivered within approved budget. | Number of events, audience numbers and number of sponsorships attained. | HSF | 75% | During the quarter, there were 12 events including World Food Markets, Citizenship Ceremonies and International Women's Day |
| | | | 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 & report to Council; | HSF | 75% | Festivals and events reviewed after each event to identify areas for improvement for the following year. |

## B. ECONOMIC

| Goals | | Strategy | Four Year Plan | | One Year Plan | KPI | Responsible Lead Division | March 2016 Quarter Progress | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | % Complete / Progress | Comment on KPI |
| 3 Improve traffic, parking and sustainable transport options in Manly. | 3.1 | Engage with stakeholders to deliver sustainable transport options. | 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 a program of Local Area Transport Management projects.<br>B) Undertake audit program of all traffic signs, road markings and facilities, from audits develop program of maintenance works.<br>C) Develop road safety campaigns to target issues raised by crash analysis and black spot program.<br>D) Identify and develop road safety measures to improve road safety at accident hot spots. | Number of tasks implemented by Council following Traffic Committee recommendations. | CUS | a) 50%<br>b) 50%<br>c) 60%<br>d) 30% | a) Design and consultation compete for LATM program projects. Contractors engaged and 90% funds committed.<br>b) School signs, road marking & parking space markings audited were refreshed in October 2015.<br>c) Motor cycle safety week for October ran as scheduled.<br>Child restrain checks for November ran as scheduled.<br>Graduated Licence Scheme workshops ran as scheduled.<br>d) Federal black spot funded project to install pedestrian refuge on West Esplanade concept design completed. |
| | | | 3.1.2 | Administer the resident permit parking schemes. | 3.1.2.1 Trial of electronic permit parking system. | Successful implementation of online application and payment system for all permit parking systems. | CSS | 75% | System implementation ready for internal testing. additional administrative hardware being procured and stickers being designed. |
| | | | 3.1.3 | Working with SHOROC and other agencies to deliver improved regional transport networks. | 3.1.3.1 Implementation of SHOROC regional directions and participate in the Northern Metropolitan Council of Mayors. | Number of SHOROC initiatives undertaken. | GMU | 75% | Manly Council continues working with its SHOROC neighbours and NSW agencies regarding implementation of the Bus Rapid plans, and infrastructure improvements for regional transport. The Northern Metropolitan Council of Mayors is on hold pending outcomes from the NSW Government regarding the 'Fit For Future' reform processes. |
| | | | 3.1.4 | Continuation of community bus network via 'Operation of free bus service "Hop, Skip and Jump".' | 3.1.4.1 Community bus network improvements by continuous improvements in services and operations. | Usage of Hop Skip Jump Bus service reported. | LUS | 75% | Sponsorship package developed. 100% compliance RMS Audit.<br>Hop Skip Bus services continue to be well patronized by residents and visitors throughout the quarter. YTD Passengers 265,332. YTD Donations $11,543. |
| | | | 3.1.5 | Work with key stakeholders to improve road and cycle safety | 3.1.5.1 Implement Council's Five Year Road Safety Strategic Action Plan, pedestrian and cycle audits | Number of programs completed. Participation rates per program. | CUS | 75% | There were 9 programs completed during 2015-16. Attendance and participation up on previous years, and several programs were at capacity. |

## B. ECONOMIC

| Goals | | Strategy | | Four Year Plan | | One Year Plan | KPI | Responsible Lead Division | March 2016 Quarter Progress | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | % Complete / Progress | Comment on KPI |
| 4 Maintain key amenities and physical infrastructure to acceptable service standards. This to include the implementation phase of Manly2015 Masterplan. | 4.1 | Manage infrastructure and assets to ensure financial sustainability and meet community needs including the construction of:<br><br>i) a new Manly Swim Centre complex<br><br>ii) Manly2015 Masterplan facility and streetscape projects, which include:<br><br>• The construction of a new carpark beneath Manly Oval;<br><br>• Construction of a new Manly Library and community facilities on the site currently occupied by the existing Manly Library;<br><br>• Whistler Street carpark to be demolished and replaced by new building/s of mixed use;<br><br>• Removing non local and through traffic from the Manly village; and<br><br>The redevelopment of streetscapes in the Manly CBD including Short Street, Raglan Street and Market Lane. | 4.1.1 | Implementation of actions in Asset Management Plan and Policy for infrastructure & assets. Implementation of approved actions and works program schedule. Establish service levels for required works based on available funding to meet community expectation. | 4.1.1.1 | **Undertake program as per Asset Management Plan for all assets under council control;**<br>**a) Roads;**<br>**b) Footpath;**<br>**c) Drainage (Pipe, Pit, GPT) using CCTV;**<br>**d) Buildings; and**<br>**e) Parks and Recreations.** | **100% implementation of works program as per Asset Management Strategy, and on time and within budget.** | CUS & GMU | a) 90%<br>b) 95%<br>c) 70%<br>d) Ongoing<br>e) Ongoing | Roads: Lauderdale Avenue, Ellery Parade (rock stabilisation works), Bower Street (rock stabilisation works), Judith Street, Balgowlah Road, Sandy Bay Road, Glade Street, Wanganella Street, Roseberry Street, Pacific Street.<br>Drainage: Rialto Lane pit reconstruction, Balgowlah Golf Club drainage, White Street pipe re-lining works, Laying 87m drainage pipe along Moore Street, Marine Parade Culvert upgrade works.<br>Footpaths: Manly Road, New Street, Carlton Street, Darley Road, Marshall Street, White Street, Footpath repair works to eliminate trips in various locations within Manly LGA as per the condition audit using footpath buggies, Lane way from Beatty Street to Gordon Street.<br>Buildings: Condition Audits of all Council Buildings being undertaken and ongoing, ensuring compliance and "fit for purpose" |
| | | | 4.1.2 | Major Infrastructure Projects Planned, Designed and delivered including:<br><br>1. New Manly Swim Centre and associated projects to be finished in 2016;<br>2. Seaforth Community Hub (former Seaforth Tafe site) tenanted;<br>3. Redevelopment of former Baby Health Centre site (cnr Raglan and Pittwater Road);<br>4. Manly2015 Masterplan; and<br>5. Streetscape improvement projects including Raglan St and Sydney Rd. | 4.1.2.1 | **1. Construction of re-developed Manly "Boy" Charlton Swim Centre and construction of Water Polo Facility if funding is obtained.**<br>**2. Seaforth Community Hub (former Seaforth Tafe site) leased, and DA progressed as per lessee requirements.**<br>**3. Aboriginal Heritage Office accommodated in the former Baby Health Centre site (cnr Raglan and Pittwater Road) in March 2014.**<br>**4.Council to progress with the detailed planning and construction phases of Manly 2015 including:**<br>**- The construction of the new carpark beneath Manly Oval.**<br>**- Progress Request For Proposal process for Whistler Street carpark site for a mixed development and for the design, construction and operation of Manly oval carpark.**<br>**- Village Centre and Manly Library components be progressed in accordance with the Manly2015 Masterplan.**<br>**- The redevelopment and urban design improvements for streetscapes be progressed in accordance with the Manly2015 Masterplan, as funds become available.** | **1. Number of projects complete.**<br>**2. Projects progressed and delivered on time and to budget and desired specification.**<br>**3. Projects endorsed to proceed by Council.**<br>**4. Aboriginal Heritage office in use.** | GMU | | 1. Andrew Boy Charlton Swim Centre - 90% complete.<br><br>2. Raglan St Upgrade - complete.<br><br>3. Sydney Rd Upgrade - 50% complete.<br><br>4. Manly Oval Detention Tank - 98% complete.<br><br>5. Seaforth Tafe - Bupa construction commenced. |
| | | | 4.1.3 | Manage Civic Plant and Equipment purchasing policy to meet operational needs. | 4.1.3.1 | **Review Civic Plant and Equipment Fleet Purchasing Policy to:**<br>**(a) incorporate green fuel reductions (carbon footprint reduction strategy);**<br>**(b) undertake a fleet rationalisation/ usage; and**<br>**(c) undertake a biodiesel review.** | **Fleet policy review to reduce carbon footprint, rationalise fleet and complete biodiesal review.** | CUS | 75% | a) Green fuel - purchase small hybrid diesel cars in fleet, minimise reliance on unleaded fuel.<br>b) fleet rationalisation / usage review. Fleet reviewed and plant sold as surplus.<br>c) Biodiesel - no longer used |

## B. ECONOMIC

| Goals | | Strategy | | Four Year Plan | | One Year Plan | KPI | Responsible Lead Division | March 2016 Quarter Progress | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | % Complete / Progress | Comment on KPI |
| 4 Maintain key amenities and physical infrastructure to acceptable service standards. This to include the implementation phase of Manly2015 Masterplan. | 4.2 | Develop emergency plans to protect community infrastructure | 4.2.1 | Meet the requirements of NSW Ministry for Police & Emergency Services pursuant to the State Emergency and Rescue Management Act | 4.2.1.1 | Pursuant to the NSW Government Ministry for Police & Emergency Services the combined Councils (Manly, Warringah & Pittwater) Local Emergency Management Committee LEMC are required to<br>(a) Chair a meeting with combat agencies every four months;<br>(b) conduct an audit of all listed evacuation centres;<br>(c) review and update Emergency Risk Management Study;<br>(d) identify vulnerable facilities;<br>(e) list all major infrastructure;<br>(f) review and update Community Context section of the current DISPLAN and ERM study;<br>(g) identify current local sub and supporting plans which relate to Manly;<br>(h) create new Emergency Plan EM (no longer called DISPLAN) part 1 administrative document;<br>(i) new EM Plan template Part 2 - Community Context and Risk; and<br>(j) New EM Plan Part 3 Consequences Management Plans. Work closely with the nominated LEOCON and REMO. | Address all items set by NSW Government Ministry for Police & Emergency Services within the timeframes set. | CUS | 75% | Working with Warringah and Pittwater Council LEMO's to prepare new EM plans. |
| 4 Maintain key amenities and physical infrastructure to acceptable service standards (continued from previous page) | 4.3 | Provide community facilities, assets, and public parking that are accessible, clean, fit and habitable | 4.3.1 | Maintain Council buildings and facilities to a sustainable and functional standard. | 4.3.1.1 | (a) Undertake regular maintenance and upgrading of buildings and facilities and as identified in its capital works program; and<br>(b) Upgrading public toilets as per plan and maintenance requirements. | Number of regular site inspections and condition audits completed. 100%<br>Customer requests responded to for Building Maintenance within required timeframes. | CUS | 75% | 100% of CRM's completed within required timeframes.<br>Condition Audit Inspections:<br>External Condition Audits - 107: Town Hall Finance Area Office AC upgrade complete; Raglan St Office Building Roof Replacement complete. |
| | | | 4.3.2 | Maximise return to Council by appropriate utilisation of Community facilities and properties. | 4.3.2.1 | Maximise public hire of Council facilities. | Number of facility hires | CSS | 75% | During the period, there were: 1311 Hall Bookings, and 1217 Oval/Outdoor Bookings, and 33 Filming approvals. |
| | | | | | 4.3.2.2 | Manage Council's property portfolio to maximise access to the facilities by the public and where appropriate maximize the return on Council's assets. | Percentage of facilities accessible to the public. Percentage of properties rented at market (commercial) or community rates. | CSS | 75% | Properties positively reviewed, re-leased or re assigned this period include Crown proportion of Manly Pavilion, Clontarf Marina and Balgowlah Golf Club |
| | | | 4.3.3 | Manage acquisition and divestment of property in accordance with statutory requirements. | 4.3.3.1 | Manage acquisition and divestment of property in accordance with Council policy and planning frameworks (adopted documents) and in accordance with statutory requirements. | Percentage of property transactions checked for compliance with statutory requirements. | CSS | 75% | No acquisition or divestment of property this quarter. |
| | | | 4.3.4 | Providing public parking facilities within the Manly LGA and managing and improving usage across Council's four public car parking facilities. | 4.3.4.1 | (a) Manage, operate and maintain Council's four parking facilities at Whistler St; Pacific Waves building; Peninsula building; Manly National building;<br>(b) Review rates regularly to assess usability; and<br>(c) 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). Report monthly and quarterly. | LUS | 75% | Council continues to operate all car parks and metered parking facilities. Casual Parkers $2,961,859 YTD, Pre-Paid Parkers: $595,971 YTD, Parking meters was $1,731,410 YTD, Total Paying Users: 198,027 Total Non-Paying Users: 816,998 |

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**Quarterly Matrix**

## C. ENVIRONMENT

| Goals | | Strategy | Four Year Plan | | One Year Plan | KPI | Responsible Land Division | March 2016 Quarter Progress | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | % Complete / Progress | Comment on KPI |
| 1 Protect and conserve natural heritage, bushlands, waterways and biodiversity | 1.1 Promote the protection of the environment as the key to a sustainable future and undertaken projects in partnership with the community that protect, preserve and manage them for future generations. | | 1.1.1 Implementation of funded environmental and natural resource projects. | 1.1.1.1 | **Administration of statutory environmental reports, environmental levy budget, annual and community reporting.** | **Percentage completion of reports and budget.** | LUS | 75% | Final Environment Levy Bids and proposed budget for 2016/17 presented to the Community Environment Committee. 2015/16 projects in Biodiversity, Water Cycle Management, Lagoon Conservation & Remediation, Coastline Management and Education for Sustainability are running to budget and within timeframes. |
| | | | | 1.1.1.2 | **Undertake Biodiversity Management Programs that protect native species, habitats and populations, and implement Manly Flora and Fauna study.** | **Number of programs funded. Percentage of study completed.** | LUS | 75% | Funds allocated to Management Plans targeting threatened species and endangered populations including Grey-headed Flying-fox, Little Penguins, Long-nosed Bandicoots and seahorses. Application made to fund the development of a Biodiversity Strategy for the LGA with matching funds to be sourced from the Environment Levy. |
| | | | | 1.1.1.3 | **Coastal Zone Management Planning and Aquatic Reserve Management projects funded and implemented.** | **Number of projects and actions funded and implemented.** | LUS | 75% | Progress review of actions of all CZMPs completed. Estuary Hazards Risks & Management Options Assessment for Clontarf/Bantry Bay Completed. Estuary Health Assessment of Clontarf/Bantry Bay in Draft and under review. Coastal Zone Management Plan for Manly Ocean Beach in progress. |
| | | | | 1.1.1.4 | **Catchment Water Recycling and Savings Projects implemented.** | **Number of Council alternate water sourcing schemes & grants received (rainwater, stormwater, groundwater).** | LUS | 75% | Alternate water sourcing schemes implemented and new projects under investigation. Roundhouse Childcare Centre rainwater tank has been installed and the raingarden is being progressed. |
| | | | | 1.1.1.5 | **Manly Lagoon Catchment - Estuary Health Projects implemented.** | **Number of projects commenced and completed.** | LUS | 75% | Sediment interception Basin - Manly West Park and associated landscaping works complete. Environmental Levy budget bid submitted for future works (ongoing). |
| | | | | 1.1.1.6 | **Catchment Flood Risk Management projects undertaken including Manly LGA Flood Study and Manly Lagoon Risk Management Study and Plan. Northern Beaches Regional Flood Warning and Rain Gauge Instrumentation Upgrade, and Regional Council and SES Flood and Storm Education Program.** | **Number of projects commenced and completed.** | LUS | 75% | Manly Lagoon Flood Risk Management Study and Plan in progress. Modelling being conducted in Manly LGA Flood Study. Northern Beaches Water Level and Rain Gauge upgrades complete and website upgrades ongoing. Flood and Storm public workshop and historical photo exhibition education programs continuing. |
| | | | | 1.1.1.7 | **Catchment wide Water Sensitive Urban Design & Pollution Reduction Projects** | **Number of projects commenced and completed.** | LUS | 75% | Roundhouse Childcare Centre raingarden and raingarden project progressing. Manly Plan stormwater detention project progressing including the installation of a GPT (45%). Investigating other sites for WSUD. Internal WSUD capacity building workshops complete. |
| | | | 1.1.2 Bushland management, restoration works and maintenance on Council lands. | 1.1.2.1 | **Implementation of annual bushland works program and projects including noxious weed control programs, upgrading bushland on Manly Scenic Walkway, rabbit control programs, volunteers, bushfire reduction works, and education strategy.** | **Number of funded projects completed and implemented.** | CUS | 30% | Bush Regeneration Works recommenced in February, no Bushcare volunteer work occurred during the reporting period. Contractor appointed to undertake Manly Scenic Walkway track works at Beatrice St entrance section, due to commence in next quarter. No Rabbit Control completed in the quarter with works to recommence in April. Contractor engaged and commenced work on Fisher Bay Restoration works to Walkway around Clontarf in February (partially grant-funded). |
| | | | 1.1.3 Working with SHOROC on regional sustainability projects as required. | 1.1.3.1 | **Implement priority actions from the SHOROC Regional Strategy - Shaping our Future** | **Number of actions implemented.** | LUS | 75% | Council continues to work with SHOROC in parallel with the Shaping our Future Regional Strategy. |
| | | | 1.1.4 Continued Community & Environmental Partnerships. | 1.1.4.1 | **Continued Environmental Programs and Partnerships targeting schools, businesses, Council staff and community.** | **Number of programs developed and implemented.** | LUS | 75% | 12 successful community education engagement events completed in the reporting period (Jan.-April) through the DIG Manly Program with targeted programs for schools and teachers, businesses and local residents centred around sustainable living (in addition to previously reported 28). |
| | | | | 1.1.4.2 | **Update Manly Council Education for Sustainability Strategy and projects undertaken to reflect best practice in education for sustainability.** | **Number of programs / events per quarter.** | LUS | 75% | Update of Draft EFS document currently in progress with internal staff, will be completed by June |

## C. ENVIRONMENT

| Goals | Strategy | Four Year Plan | | One Year Plan | KPI | Responsible Land Division | March 2016 Quarter Progress: % Complete / Progress | Comment on KPI |
|---|---|---|---|---|---|---|---|---|
| | | 1.1.5 The provision of environmental education, advocacy, information, awareness raising, environmental and community partnerships through the operation of the Manly Environment Centre (MEC) | 1.1.5.1 | Promote awareness of Manly Environment Centre and Council's successful projects. Continued management of 'shopfront' for the purpose of information exchange, education and outreach, advocacy, research, events, activities and special projects; intern and volunteer engagement. | Number of funded projects and services provided. | LUS | 75% | 7 Funded projects and services provided: Friends of Cabbage Tree Bay Volunteers Program; Video Conferencing Hub; MEC Annual Eco Awards; MEC Cataloguing Project; Sydney Water Odour Forums; Cabbage Tree Bay/Sydney Marine Park Campaign; Biodiversity Communications Project. |
| | | | 1.1.5.2 | Continued Council environmental partnerships with NGO's, capacity building in the community, support and developing public education programs. | Number of programs, events developed and implemented. | LUS | 75% | 9 Programs, events developed and implemented: Friends of Cabbage Tree Bay Volunteers Program; Video Conferencing; MEC Annual Eco Awards; MEC Cataloguing Project; Sydney Water Odour Forums; Cabbage Tree Bay/Sydney Marine Park Campaign; Cash for Containers - Boomerang Alliance; Marine Parks Campaign - NCC; TWS; NPA; AMCS; Greenpeace; IFAW; WWF; ACF; Biodiversity Communications Project. |
| | | | 1.1.5.3 | Continue to increase and promote volunteer and internship programs. | Number of volunteer hours per quarter. | LUS | 75% | 1 761 Volunteer Hours Jan-Mar 2016. Continued demand/interest both local and global. |
| | | | 1.1.5.4 | Continue working together with local and national stakeholders in climate change issues and events addressing key issues. | Number of attendees at events, and number of events. | LUS | 75% | 60 000 + at events. MEC Annual Eco Awards; Cabbage Tree Bay/Sydney Marine Park Campaign; Cash for Containers - Boomerang Alliance; MEC Video Conferencing to schools has already attracted wide interest including country schools and has unlimited potential. Partners include Australian Museum, Sydney Opera House, Historic Houses Trust NSW; CSIRO and DART; Sydney Maritime Museum. MEC invited to attend a Peer Learning Event of the National Climate Change Adaptation Research Facility (representing 6 universities) at UNSW with 10 other National NGO's which involved interactive sharing of adaptation experiences, latest research findings and case studies and determining knowledge needs for NGO's engaged in climate change adaption. |

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## C. ENVIRONMENT

| Goals | | Strategy | Four Year Plan | One Year Plan | | KPI | Responsible Land Division | % Complete / Progress | March 2016 Quarter Progress<br>Comment on KPI |
|---|---|---|---|---|---|---|---|---|---|
| 2 Create liveable neighbourhoods with more affordable housing choices | 2.1 | Work in partnership with the community to better plan new and existing development of the built and natural environment | 2.1.1 Refining & improving local character and built environment through the provision of Council strategic planning services. | 2.1.1.1 **Compliance with NSW planning legislation, including provision and preparation of Environmental Planning Instruments (EPIs), Strategic Land Use Planning advice and development plans (LEP, DCPs, etc.)** | **Gazettal of Amending LEPs, and DCPs finalised to meet local & community planning requirements. Number of council submissions to various legislation changes and planning reforms.** | LUS | 75% | LEP Amendments 7 and 10 published this quarter and Amendment 11 lodged with Department in accordance with Gateway Determination and within Dept's timeframes. DCP Amendment 7 commenced on 19th April and DCP Amendment 8 approved at LEP DCP Working Party during this quarter. |
| | | | | 2.1.1.2 **Provide strategic planning advice as required internally or externally.** | **Number of planning advices or submissions provided within timelines.** | LUS | 75% | Expert and accurate strategic planning advice given promptly, on time and within deadlines given to Senior Management and Council working groups/precincts. |
| | | | | 2.1.1.3 **Maintenance and review of delivery of s149 planning certificates.** | **Certificates delivered within 3-5 days of applications being submitted to Council.** | LUS | Ongoing | 100% of all 149s delivered within timeframe with improved efficiency and accuracy maintained with new online hybrid 149 system. |
| | | | | 2.1.1.4 **Participation and advice as part of the Foreshore Advisory Committee (per SREP 2005 - Sydney Harbour) and advice to Council's Development Assessment Branch.** | **Percentage of advice provided as required within timelines.** | LUS | Ongoing | Attend meetings of the Foreshore Advisory committee, as and when requested including comment on applications referred by Maritime Services. Consultation with Development Assessment Branch in relation to draft LEP and DCP amendments and other land use policy matters. |
| | | | | 2.1.1.5 **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.** | LUS | Ongoing | Reported to Council and LEP DCP Working Group advancing Land Use Policy review program including draft LEP and DCP amendments. Submission to Department of Planning on proposed amendments to Codes SEPP. |
| | | | | 2.1.1.6 **Develop and implement Masterplans for major projects as required.** | **Actions implemented from adopted Masterplans.** | LUS | Ongoing | Provided support/ strategic advice and Part 5 assessments for various activities in significant strategic locations (Manly Wharf) and critical habitat areas. |
| | | | | 2.1.1.7 **Progress implementation of Plans of Management and associated Landscape Masterplans as required.** | **Percentage of priority actions implemented.** | LUS/CUS | 75% | 75% (Street Tree Masterplan)<br>25% (Ivanhoe Park Masterplan)<br>65% (LM Graham Reserve)<br><br>Street Trees Master plan draft completion is 30 November 2015.<br><br>Ivanhoe Park Landscape Master plan Coral trees were removed form site, canopy pruning carried out to open up areas, and understorey vegetation removed.<br>LM Graham Reserve Master plan, Practice cricket nets installation completed, access path Kenneth to Balgowlah road completed, additional seating, bubbler completed. |
| | | | | 2.1.1.8 **Heritage Planning by providing a strategic approach for Manly built, natural, Aboriginal, maritime, parks and gardens and movable heritage, including: review and update existing heritage inventory sheets; support for the Aboriginal Heritage Office; Management of Council's Local Heritage grants program; Development of education and communication programs for locals and visitors.** | **Percentage of heritage advices, programs and grants provided on time to meet statutory requirements.** | LUS | Ongoing | New project approved for staged Heritage Review (Stage 1 – Pittwater Road precinct) with Brief circulated for quotations from certain Consultants. Professional heritage advice provided on a continual basis. Expert advice given on time to all internal and external stakeholders. All DA referrals answered within DA deadlines. Successful management of grants program this quarter including applications made for future heritage grants. |
| | | | 2.1.2 Provision of design and specifications for Council architectural and landscape projects as required, including design of streetscape plannings & playgrounds. | 2.1.2.1 **Provision of designs, plans and specifications to for urban public domain and community infrastructure improvement projects as required.** | **Percentage of design program completed.** | LUS | 85% | Designs for public works is ongoing. Key highlights in the period include:-Art Gallery and Museum refurbishment DA approved. Construction certificate drawings in progress. Toilet component design, constructed and documented (as per DA).<br>-Kangaroo St playground design, documented and constructed.<br>-DA for Kangaroo St & Harbourview Childcare Centre approved.<br>-Schematic designs for Harbourview Childcare Centre enlargement.<br>-Little Manly Community Park dinghy and kayak facility design development & drawings completed.<br>- Manly Oval Stormwater Detention proposal design documented, and completed via Part 5 of EP& Act. |

## C. ENVIRONMENT

| Goals | | Strategy | | Four Year Plan | | One Year Plan | | KPI | Responsible Land Division | March 2016 Quarter Progress | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | % Complete / Progress | Comment on KPI |
| | | | | 2.1.3 | Maintaining Corporate Geographic Information System (GIS) and Land Information Systems (LIS) services | 2.1.3.1 | Ensure that the GIS is available to staff to assist Council business and customer service functions. Compile a comprehensive list of existing databases and datasets, and identify additional data required, including mapping geodiversity elements. | Number of GIS enquiries completed. List of existing databases and additional data compiled. | LUS | 75% | Working closely with TI enabled the production of the online 149 hybrid system. Further data cleansing has been completed to ensure accuracy for all corporate users. Working on the upgrade of the GIS system this quarter. |
| | | | | 2.1.4 | Provision of development services, control & assessment services that achieve a balanced outcome that protect the public interest and residents whilst maintaining the quality of the natural and built environments | 2.1.4.1 | 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 staff per annum. | LUS | 75% | Three hundred and Ninety-Eight (398) Development Application's determined between 1 July - 31 March 2016. Four (4) full time staff. Consultants engaged during peak periods. |
| | | | | | | 2.1.4.2 | Promote appropriate development in accordance with legislation, Council Policies and Plans, and provide advice to customers (applicants, property owners, residents) relating to development. | Provision of advice within 14 days. | LUS | 75% | Pre-lodgement meetings encouraged. Duty planner available daily to respond to counter and telephone enquiries and carry out DA Check-in. |
| | | | | | | 2.1.4.3 | Prepare introduction for the new Planning Act. | Staff trained for new legislation. | LUS | 75% | Staff have attended various in-house and external training sessions. |
| | | | | | | 2.1.4.4 | Provide training to assessing planners in order to implement changes in legislation. | Number of staff attending training. | LUS | 75% | Staff have attended various in-house and external training sessions. |
| | | | | | | 2.1.4.5 | Provide feedback to Council's Strategic Planning section on development control trends and any measures necessary to ensure the environment is enhanced/maintained. | Percentage of determinations subject of appeal to Land and Environment Court. Percentage of appeals dismissed. | LUS | 75% | Six (6) appeals lodged between 1 July 2015 - 31 March 2016 |
| 3 | Maintain public health and building standards | 3.1 | Deliver and enhance environmental regulation services to protect natural environment | 3.1.1 | Council regulation of development in accordance with sound and consistent local planning controls | 3.1.1.1 | Review and Determine Complying Development Applications | Percentage of applications to be determined within 20 days of receipt. | LUS | 75% | 1 applications determined within 20 days of receipt. |
| | | | | | | 3.1.1.2 | Review and Determine Construction Certificate Applications | Percentage of Applications to be assessed within 10 days of receipt. | LUS | 75% | 4 applications determined within 10 days of receipt. |
| | | | | | | 3.1.1.3 | Provide comments for Development Application proposals | Percentage of comments to be provided within 10 days of notification to staff. | LUS | 75% | 156 comments provided within 10 days. |
| | | | | | | 3.1.1.4 | Undertake Critical Stage Inspections | Percentage of critical stage inspections to be completed within 48 hours of request. | LUS | 75% | 12 critical stage inspections completed within 48 hours. |
| | | | | | | 3.1.1.5 | Compliance investigations in relation to illegal building works and non-compliance with consents | Number of complaints inspected per quarter. | LUS | 75% | 76 requests relating to illegal building works / non-compliance with development consent. |
| | | | | | | 3.1.1.6 | Undertake inspections of privately owned swimming pools | Number of premises inspected annually. | LUS | 75% | 55 privately owned swimming pools inspected in third quarter. |
| | | | | 3.1.2 | Continued Council regulation of Environmental Health Services in accordance with the local, state and national legislation. | 3.1.2.1 | Conduct regular compliance inspections of food premises | Number of premises inspected per quarter. | LUS | 75% | 60 inspections carried out in third quarter. |
| | | | | | | 3.1.2.2 | Undertake investigations in relation to food poisoning complaints | Number of complaints inspected per quarter. | LUS | 75% | 8 food poisoning complaints inspected in third quarter. |
| | | | | | | 3.1.2.3 | Conduct four (4) food handling seminars | The conducting of seminars per quarter. | LUS | 75% | 2 food handling seminars completed in third quarter. |
| | | | | | | 3.1.2.4 | Conduct regular compliance inspections of public health premises such as cooling towers, skin penetration, boarding houses, hairdressing salons | Number of premises inspected annually. | LUS | 100% | All skin penetration inspections completed. All hair dressing salon inspections completed. All cooling tower inspections completed. |
| | | | | | | 3.1.2.5 | Investigate Environmental Health complaints such as noise, odour and pollution complaints. | Number of complaints inspected per quarter. | LUS | 75% | 61 public health complaints investigated in third quarter. |
| | | | | | | 3.1.2.6 | Conduct Public Swimming Pool Inspections | Number of inspections undertaken in November and February each year. | LUS | 75% | 3 inspections completed in third quarter. |
| | | | | | | 3.1.2.7 | Conduct Ocean Beach Testing | The number of inspections undertaken in November and February each year. | LUS | 0% | To be commenced in April 2016. |
| 4 | Facilitate reduction in green house gas emissions in the Manly area | 4.1 | Work in partnership with key stakeholders to improve Manly's ability to adapt and respond to climate change | 4.1.1 | Implement mitigation and adaptation measures identified in Council's Carbon Emissions Reduction Plan (CERP) and Climate Change Adaptation Action Plan. | 4.1.1.1 | Implement priority actions to address climate change adaptation and carbon emissions reduction for Council and the Community. | The number of priority climate change adaptation and carbon emission reduction actions implemented. | LUS | 75% | Council continued implementation of the Corporate Carbon Emissions Reduction Project to meet Council's target of 25% emission reduction from the 2008/09 level by 2020. Actions include: Completion of an Energy Efficiency Management Plan to target Council's top 10 energy consuming sites; installation of cogeneration plant as part of the Swim centre re development which generates electricity and provides heating to the pools as well as installation of the latest energy efficient lighting. Council also finalised and continued implementation of the Climate Change Risk and Adaptation Action Plan. |

## C. ENVIRONMENT

| Goals | | Strategy | Four Year Plan | | One Year Plan | | KPI | Responsible Land Division | March 2016 Quarter Progress | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | % Complete / Progress | Comment on KPI |
| 5 Promote responsible waste management | 5.1 | Work in partnership with the community to minimise waste & undertake public cleansing programs, and influence key decision makers in State and Federal Agencies to assist with funding and policy initiatives. | 5.1.1 | Responsive, reliable and responsible domestic waste collection services | 5.1.1.1 | **Continued provision of domestic waste collection services.** | **Application of industry standards for services. Less than 5 missed services/ month; less than 3 service complaints/ month; no noise complaints arising from early starts; service complaints rectified same day if notified before 11.00am and within 24 hours, if notified after 11.00am.** | LUS | 75% | Services delivered on time and within budget. Service standards observed. |
| | | | 5.1.2 | Cleaning public places, facilities, parklands, beaches, road reserves and stormwater catchments. | 5.12.1 | **Continued provision of the following services: beach cleaning, street sweeping, public toilet cleaning, facilities cleaning, reserve cleaning, and public place cleaning.** | **Deliver scheduled services within budget, and in accordance with WH&S requirements; less than >5 complaints/ month for each service; and service complaints rectified within 24 hours.** | LUS | 75% | Services delivered on time and within budget. Service standards observed. Additional beach cleaning provided when required. Additional cleansing services provided for large events. |
| | | | 5.1.3 | Delivery of waste avoidance and resource recovery programs in order to achieve a reduction in tonnages of waste to landfill and to increase diversion rates. | 5.13.1 | **Delivery of community and environmental partnerships to residents, schools, businesses, visitors and industry that promote and facilitate waste avoidance, reuse and recycling. Specifically including: LitterGuards, Love Food Hate Waste, nappy initiative, multi unit dwelling strategy, public place bin upgrades, review zero waste strategy, side loader - launch of new service.** | **Number of funded initiatives completed.** | LUS | 75% | AWT trial commenced in January - achieving a diversion rate >80% of the garbage stream processed. Qualitative research conducted into residents views on Council's waste services. Primary Schools program initiated. Plastic Free July event. Workshops promoting sustainable living held. Review of waste strategy. DCP review. Welcome packs from MUD completed. Welcome to Manly brochure. New bin bay signs and bin stickers developed. LitterGuard program completed for 2016 summer season. Special Event LitterGuards for Council. Event Waste Management Guidelines reviewed. AOS event achieved a 96.7% diversion of waste from landfill. Anti-litter media campaign conducted. Public place bin upgrades commenced West Esplanade. |
| | | | 5.1.4 | Pursue partnerships to facilitate regional and SHOROC-wide common waste collection systems. | 5.1.4.1 | **Introduce a green waste collection bin to all residents.** | **Audit existing bin stock.** | LUS | 100% | Stocktake completed quarterly. System audit in place. All residential premises have access to vegetation bins |

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**Quarterly Matrix**

## D. GOVERNANCE

| Goals | | Strategy | | Four Year Plan | | One Year Plan | KPI | Responsible Lead Division | March 2016 Quarter Progress: % Complete / Progress | Comment on KPI |
|---|---|---|---|---|---|---|---|---|---|---|
| Maintain public confidence in Council's transparent and fair decision-making. | 1.1 | Meeting statutory obligations through compliant internal controls, policies and procedures | 1.1.1 | Develop and apply effective governance systems to meet legal and ethical obligations. | 1.1.1.1 | Relevant Codes and Policies reviewed as required by changes to legislation, including staff training and awareness raising. | 100% of policies reviewed and compliant with legislation. Number of training activities undertaken (per quarter). | GMU | 75% | Policy review and legislation compliance is continuous and ongoing. There were 51 training and awareness activities were conducted during the period. |
| | | | | | 1.1.1.2 | Report on governance systems implemented, policies and procedures reviewed, and updates/revisions made. | Report on actions implemented. | GMU | 75% | Ongoing action as identified. Improvements made to gifts and benefits process, secondary employment process and management of delegations. |
| | | | | | 1.1.1.3 | Establish and maintain Council's Compliance Framework. | Compliance system implemented and maintained. | GMU | 75% | Legislation identified and amendments sent to Policy Officer for consideration and amendment of Policy / Procedure as required. |
| | | | | | 1.1.1.4 | Monitor effectiveness of organisational systems in detecting fraudulent, dishonest and unethical behaviour. | Number of Incidences detected. | GMU | 75% | 0 incidences. |
| | | | 1.1.2 | Ensure that Council has access to, and use of, quality legal professional advice. | 1.1.2.1 | Maintain a register of professional legal advisers. Review the quality, timeliness and value for money of advice for Council. | Register is maintained, accurate and up-to-date. | GMU | 75% | The register is maintained, accurate and up-to-date. |
| | | | 1.1.3 | Managing Council's integrated Strategic Planning framework and reporting systems. | 1.1.3.1 | Manage IPR and Office of Local Government statutory reporting requirements. | Provide reports & plans as required by IPR legislation and on time. | GMU | 75% | Second quarterly report prepared for 2014-15 Operational Plan and the 2013-17 Delivery Program reported in March 2016 as per legislative requirements. |
| | | | | | 1.1.3.2 | Progress Council's Fit for Future submission in accordance with Office of Local Government's requirements. | Provide reports & plans as required by Office of Local Government. | GMU | 75% | IPART determination on Manly Council's FFF submission released on 20 October 2015 deemed Council not 'fit' on grounds of 'scale and capacity', although meeting financial sustainability criteria. Office of Local Government requested Council to provide 'merger' preferences by 18 November 2015. Manly Council provided three responses being 1. No Merger, 2. Warringah - suburbs of Freshwater, Manly Vale, North Balgowlah, Allambie Heights, Killarney Heights, Forestville, Brookvale, North Curl Curl, Dee Why, Narraweena, Beach Hill; 3. Preference Two plus Mosman. On 18 December 2015, the Premier and Minister for Local Government announced the Merger Proposal for Manly, Mosman and part Warringah; public consultation took place in February 2016. A submission was provided in response to this proposal by 29 February 2016. Warringah Council's proposal for a Northern Beaches council was also referred by the Minister for Local Government to a separate Delegate inquiry, with public hearings in Mona Vale, Dee Why and Balgowlah on 21-23 March 2016, and submissions due until 8 April 2016. Public consultation with proposals to Delegate promoted. |
| | | | 1.1.4 | Continued provision of support services to Councillors. | 1.1.4.1 | Production of Business Papers and Councillor information packages as required. Continued management of Councillors corporate diary. | Production of Business Papers/Councillor information packages to meet business requirements (As close to COB Thursday as possible). | CSS | 75% | This KPI is met consistently with all business papers and packages going to Councillors at the agreed time. |
| | | | 1.1.5 | Continue access by the community to Council reports and information. | 1.1.5.1 | Manage Council meetings, including servicing Council chambers and meeting areas. | Action items arising out of Council meetings carried out within agreed timeframe. | CSS | 75% | The ongoing tracking and reporting of resolutions means this KPI is met consistently and summary report provided to Council monthly. |
| | | | | | 1.1.5.2 | General promotion of Council services and activities. | Produce and publish Council Business Papers and Minutes on Thursday prior to/following each meeting of Council. | CSS | 75% | Reports are accessible via Council's website. KPI met across the quarter. |
| | | | 1.1.6 | Manage Council's records in accordance with the State Records requirements. | 1.1.6.1 | Continue to maintain comprehensive records systems for Council's records in TRIM including ongoing support and training in Council's records platform. | Percentage of records captured in TRIM and staff user rates. Review and improve container architecture/ hierarchy, overall user standards and quality of work within TRIM system. | CSS | 75% | Records compliance and auditing team continues to work through a number of Records Refresher initiatives with reports, newsletters and awareness raising activities. |
| | | | 1.1.7 | Provide network and technical infrastructure for Council's operational needs. | 1.1.7.1 | Implementation of TI strategy in support of the various functions and services across Council. | Percentage of downtime of core technology and infrastructure per quarter. | CSS | 75% | Yearly PC replacement program underway, 80/60 replaced Core switching infrastructure replacement in progress. 2 site complete (Town Hall & Balgowlah Depot). |
| | | | | | 1.1.7.2 | Manage Council's e-business transaction portals and opportunities. | Numbers of transactions relating to e business trend increase. | GMU | Ongoing | There was a 18% increase in e-mail rates subscriptions in the third quarter. |

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**Quarterly Matrix**

## D. GOVERNANCE

| Goals | | Strategy | | Four Year Plan | | One Year Plan | KPI | Responsible Lead Division | % Complete / Progress | March 2016 Quarter Progress<br>Comment on KPI |
|---|---|---|---|---|---|---|---|---|---|---|
| 1 Maintain public confidence in Council's transparent and fair decision-making (continued from previous page) | 1.2 | Maintaining quality customer services and dispute resolution processes | 1.2.1 | Provide high quality customer service at Council's facilities. | 1.2.1.1 | Provision of quality customer services over the counter and on-line. | Number of customer transactions, and number of complaints per months, and Annual Customer Service satisfaction survey completed and reported. | CSS / GMU | 75% | Customer Service - 13583 transactions.<br>Complaints - 116 received |
| | | | | | 1.2.1.2 | Maintain Council's Complaint Framework. | Percentage of customer complaints received, actioned satisfactorily within Complaint Management Policy and Charter service standard. | GMU | 75% | There were 93% complaints received during period responded to within Policy and Standard limits. |
| | | | | | 1.2.1.3 | Provide awareness raising activities/training on Council's complaint management processes. | Report to GM quarterly on awareness / training activities undertaken. | GMU | 75% | There were 7 activities undertaken during period. |
| | | | | | 1.2.1.4 | Maintain Companion Animals Register in accordance with legislative requirements. | Maintain and update register. | LUS | 100% | The Companion Animals Register is up to date. |
| | 1.3 | Inform and engage with the local community through corporate publications, print and social media and encourage participation in Council activities. | 1.3.1 | Communications management, including developing and enhance the Manly Council brand in the public space, graphic design, and media liaison | 1.3.1.1 | Continue implementation of Communications Strategy 2012 -2015 | Plan implemented and review undertaken. | GMU | 100% | The communications strategy has been implemented. Project-based strategies continue to be implemented, as required. |
| | | | | | 1.3.1.2 | Identify and report on new media opportunities to engage with Council's public. | Number of new media opportunities identified and implemented as appropriate. | GMU | 80% | Council's weekly email newsletter remains council's most effective communication channel with its residents. eNews is sent to over 25,000 subscribers weekly. The eNews is opened on average by 35% of recipients, well above industry standards.<br><br>Other effective new media opportunities regularly undertaken by communications team include: council's wifi landing page call to action, online banner ads and social media. |
| | | | | | 1.3.1.3 | Develop a brand strategy for the Manly Council brand to increase awareness of the activities which Council undertakes | The completion and development of an effective brand strategy for Manly Council, ready for implementation in 2015-16 reporting year. | GMU | 50% | Council continues to revise, update and refresh it's brands, including the Surf City and Manly Council brands, as required. Awareness of council provided events, services and activities is high with feedback from the community positive. |
| | | | | | 1.3.1.4 | Continue to update Council's Corporate Style and corporate material | The percentage of corporate materials reflecting refreshed styled adopted in 2012. | GMU | 100% | Council's corporate brand was fully updated in 2012. The existing brand has been refreshed with inclusions such as Surf City and continues to be implemented across 100% of council's communications material with strict guidelines managed from Comms Team. |
| | | | | | 1.3.1.5 | Provide an internal graphic design and print management process to enhance the quality of Council's publications through a cost effective service delivery model. | Percentage of jobs completed on time and to budget (target 80% level of satisfaction) | GMU | Ongoing | Internal customer satisfaction levels are high, and all jobs completed within required timeframes. Additional cost savings and efficiencies gained with traditional print advertising at record lows (spend) per annum. Council continues to utilise more cost effective mediums such as social media and eNews. |
| | | | | | 1.3.1.6 | Promote Council activities and services and assist in the promotion of Council's objectives. | Number of items appearing in media, and media inquiries. | GMU | Ongoing | Media items per month:<br>- Around 100 + mentions by various media outlets (75% local)<br>- Up to 20 media enquiries by various media outlets (75% local)<br>- Approx. 5-8 media releases issued by council<br>Additionally, the Manly Daily report on most stories published in council's eNews weekly, proving its overall effectiveness. |
| | 1.4 | Identify and manage risks to Council, take appropriate action to eliminate or minimise Council's risk exposure. Minimise loss to Council by proactive claims management and pursuing recoveries | 1.4.1 | Completion of Enterprise Risk Management for whole of Council. Increase awareness to risk or risk avoidance. Completion of HIH recovery and Lehmann's alternative dispute resolution process. Reduction in number and quantum of claims | 1.4.1.1 | Continue process of establishing enterprise risk management. Proactive in-house management of under excess claims. Identification of recovery opportunities. Promote minimisation of risk throughout Council. Complete Risk Management Action Plan. | Complete up date of Council's Risk Management Plan, and report funds recovered to Risk Management Committee. Ensure all insurance coverage in place to decrease as far as possible, Council exposure. Reduction in number or quantum of claims. | GMU | Ongoing | Presentation to RM Committee completed. Climate Adaption Plan completed and sent to insurer. There were 17 claims in the March quarter of which there were 14 Public Liability and 3 were motor vehicle claims, compared to 25 claims in the same quarter last year. |

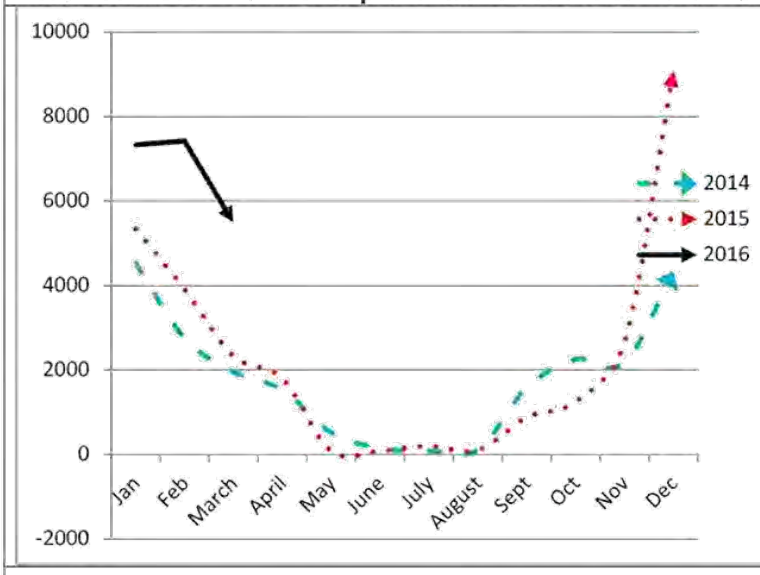
## D. GOVERNANCE

| Goals | | Strategy | Four Year Plan | | One Year Plan | | KPI | Responsible Lead Division | March 2016 Quarter Progress: % Complete / Progress | Comment on KPI |
|---|---|---|---|---|---|---|---|---|---|---|
| 1 Maintain public confidence in Council's transparent and fair decision-making (continued from previous page) | 1.5 | Ensure Council's workforce is recruited, trained, managed and rewarded fairly and equitably | 1.5.1 | Develop incentives to attract and retain skilled employees. | 1.5.1.1 | Ensure compliance with LG Award 2014, recognise excellent work performance by staff and encourage individual career development via facilitating opportunities for skill and knowledge acquisition. | Report to the General Manager by 31 December 2015 on indicators of organisational health e.g. Voluntary staff turnover rate be ≤15%; Average sick leave days taken <9days; Exit interview feedback etc. | CSS | Ongoing | Trends are that Voluntary staff turnover will continue and better benchmark. Average sick leave days should also meet or better benchmark based on trend. Exit interviews indicate vast majority of staff leave for promotion purposes. |
| | | | 1.5.2 | Provide employees with a voice on workplace matters. | 1.5.2.1 | Conduct eight Joint Consultative Meetings per annum. | Minimum of eight meetings are conducted per annum. | CSS | Ongoing | Benchmark will be achieved. |
| | | | 1.5.3 | Operation of Salary Administration System. | 1.5.3.1 | Award compliance. | ≤ 12 wage grievances (per annum) | CSS | Ongoing | Benchmark will be achieved. |
| | | | 1.5.4 | Increase representation of young persons within workforce. | 1.5.4.1 | Recruitment and selection process to bear in mind relative years of experience of applicants where all other criteria are equal with all selection decisions to be in accordance with the merit principle. | Attract greater numbers of younger applicants for positions where possible and in accordance with the merit principle. | CSS | Ongoing | Recruitment average age has dropped again in last quarter indicating that the benchmark will be achieved. |
| | | | 1.5.5 | Manage Corporate Training Program | 1.5.5.1 | Creation of Corporate and individual training and development plans that meet the needs of employees and Council. | Production of a report by July 2015 of a training calendar schedule with all training conducted and planned with associated budget. | CSS | 100% | Corporate Training Plan completed. |
| | 1.6 | Provide a workplace that ensures the health, safety and well-being of employees, workers & volunteers | 1.6.1 | Monitor work practices & identify strategies to minimise WH&S risk. | 1.6.1.1 | Conduct WH&S audit program of work sites. | All workplaces inspected during 2015-2016. Reduction in the reported number of WH&S incidents, and injury claims and overall reduction in average Lost Time Injury rates with calendar year 2014 as the benchmark. | CSS | 75% | Comparing this time this year to last year;<br>* Reported incidents significantly decreased (YTD)<br>* The lost time frequency rate has dropped.<br>All worksites will be inspected this year and benchmark will be met. |
| | | | 1.6.2 | Provide a Work/Life Balance Program. | 1.6.2.1 | Implement, maintain and monitor for continuous improvement purposes the staff care program. | Increase in the numbers of employee usage of staff care program using 2014-2015 as the benchmark. | CSS | Ongoing | Staff care program expanding and staff use also expanding. |
| | | | 1.6.3 | Support injured workers to return to pre-injury duties. | 1.6.3.1 | Effectively and efficiently manage and monitor the rehabilitation of injured workers. | Reduction in time taken for injured workers to return to full fitness using calendar year 2014 as the benchmark. | CSS | Ongoing | Workers Compensation premium dropped again this year due to lessened injury rates and lessened time away from work if injured. |
| | 1.7 | Workplace diversity is valued and embraced | 1.7.1 | Strategies implemented to improve representation of EEO target groups | 1.7.1.1 | Monitor representation by EEO categories. | Improvement in representation of those with a CALD /EEO Target Group background using 2014-2015 as the benchmark. | CSS | Ongoing | New staff demographics appear to support the view that this benchmark will be achieved. |
| | | | | | 1.7.1.2 | Learning opportunities provided to EEO categories. | Increase in the proportion of staff from diverse backgrounds attending training using calendar year 2014 as the benchmark. | CSS | Ongoing | Benchmark will be achieved. |
| 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 as required and informing Council's Community Strategic Plan. | Type and nature of engagement undertaken | Strategy | Ongoing | Community engagement undertaken during 2013 to confirm Community Strategic Plan key strategies and Council's 2013-2017 Delivery Plan as required under the Integrated Planning and Reporting guidelines and Local Government Act. |
| | | | 2.1.2 | Service of Council's Special Purpose Advisory Committees and Working Groups. | 2.1.2.1 | Continuing to service Special Purpose Advisory Committees and Working Groups. | Special Advisory Purpose Committees and Working Groups provided with timely Agendas and Minutes. Reports to Council on Minutes and Item for Brief Mention. | CSS | 75% | Benchmarks for reporting met and resolution schedules maintained for all committees for the quarter. |
| | | | 2.1.3 | Enhance the Precinct Community Forum system, including more strategic engagement. | 2.1.3.1 | Continued support by Council of Precincts. | Number of active precincts and meetings held (per quarter). | LUS | 75% | All active Community Precinct Committees met on schedule during the reporting period |

## D. GOVERNANCE

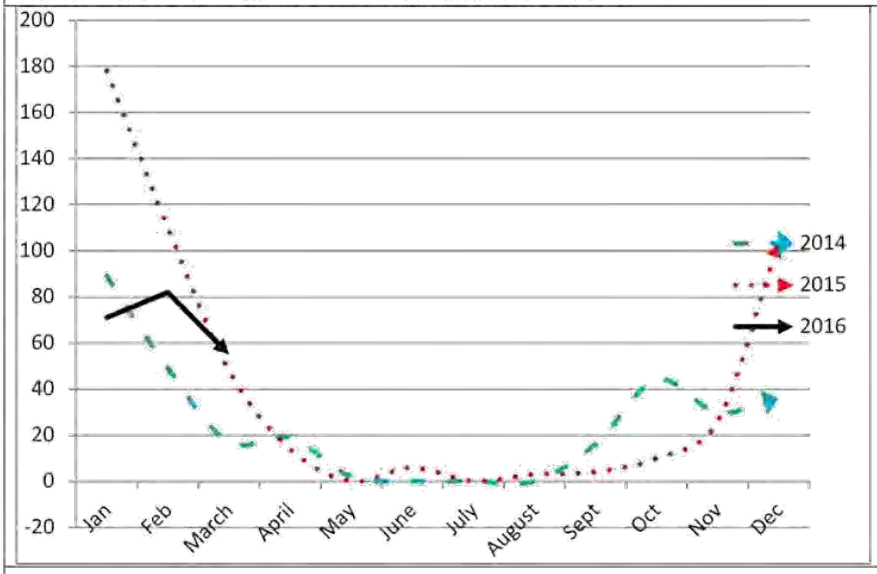
| Goals | | Strategy | | Four Year Plan | | One Year Plan | KPI | Responsible Lead Division | March 2016 Quarter Progress: % Complete / Progress | March 2016 Quarter Progress: Comment on KPI |
|---|---|---|---|---|---|---|---|---|---|---|
| 3 Efficiently use of Council's resources | 3.1 | Deliver clear and concise financial and management reporting | 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. | Monthly investment reports provided to Council. | CSS | 75% | Monthly investment Reports provided as per OLG Statutory requirements. |
| | | | | | 3.1.1.2 | Annual Financial Reports and Auditors Reports delivered to Office of Local Government and Bureau of Statistics. | Report quarterly. User Charges & Fees to be set comparable with market pricing. | CSS | 75% | Over the Quarter the Annual General Purpose Financial Statements for the Year Ended 30 June 2015 were referred to Audit. |
| | | | | | 3.1.1.3 | Ensure compliance with Council's taxation obligations. | Annual audit of Council's finances. | CSS | 75% | Audit undertaken by Council's external auditors Hill Rogers Spencer Steer. Delivered 25/9/15. |
| | | | | | 3.1.1.4 | Ensure the levying and collection of property rating income and maintain Council's property database. | Compare movement in Rates and Annual Charges from previous year. | CSS | 75% | 3rd Instalment collected 28 February 2016. |
| | | | | | 3.1.1.5 | Renew expiring leases and licences in a timely fashion. | Continue to improve lease / licence tracking instruments, along with maintenance schedules for Council's property portfolio. | CSS | 75% | A number of property items are in progress carried over from last quarter |
| | | | | | 3.1.1.6 | Develop Long Term Financial Plan that supports investment in infrastructure. | Long Term Financial Plan developed to support current and future infrastructure needs and adopted by Council as part of the Community Strategic Plan. | CSS | Ongoing | Incorporated in 2015-16 Budget & CSP. |
| | | | 3.1.2 | Ensure responsible financial management and governance through an Internal Audit program. | 3.1.2.1 | Continue to facilitate Internal Audit function. | Audit and Risk Committee meets quarterly. Annual Internal Audit Program devised. Outcomes reported to Council. | CSS | 75% | Internal Audits finalised over 2015 include:<br>- Work Health & Safety<br>- Community Properties<br>- Cash Handling<br>- Accounts Payable |
| 4 Advocate to State and Federal Governments | 4.1 | Lobby for more resources and funding of public programs and projects in Manly and regionally | 4.1.1 | Pursue cost savings and resource sharing through regional procurement initiatives | 4.1.1.1 | Participate with other Councils, including the new Northern Metropolitan Council of Mayors (or similar) via NSROC and SHOROC, to pursue potential cost savings via joint procurement services, shared services or other business improvement strategies. | Savings continue to be realised through participation in SHOROC procurement opportunities as they arise | CSS | 75% | Various joint tenders in progress this quarter, a small number of contracts have been extended where appropriate in order to avoid breaching OLG directions for Councils during the proposal period currently in place. |
| | | | 4.1.2 | Working with SHOROC in lobbying for improvements and funding for transport, health, social services and environmental projects. | 4.1.2.1 | Refine strategies in working with SHOROC Executive, and assist with those being pursued through the new Northern Metropolitan Council of Mayors, or similar regional organisation. | Achievements reported through SHOROC initiatives. | CSS & LUS | 75% | SHOROC Board meeting minutes detail achievements in terms of transport initiatives, working with state agencies and environmental projects and indicate SHOROC KPIs are being met. |

**SOCIAL 2.1.1**
**Beach services – number of preventative actions to March 2016**



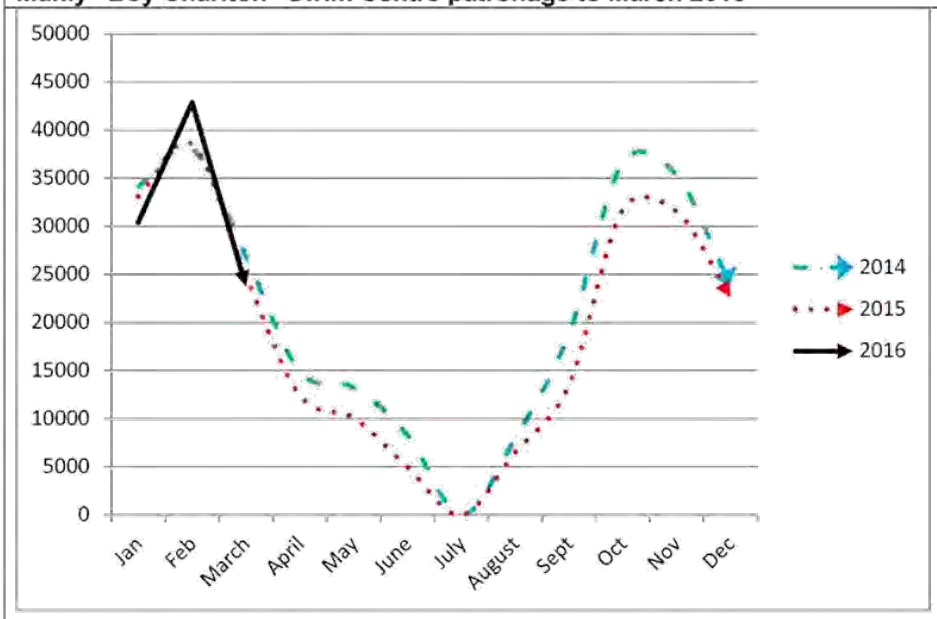

COMMENT: There were 20,235 preventative beach services for the March quarter 2016, and this was up by 8,663 actions (74% higher) than the previous March 2015 quarter.

**SOCIAL 2.1.1**
**Beach services – number of rescues to March 2016**



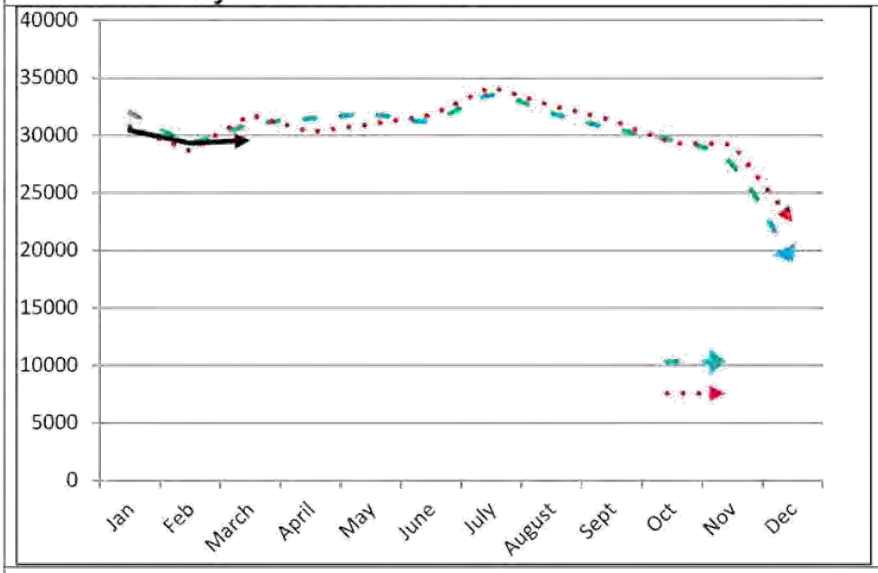

COMMENT: Beach rescues during March quarter 2016 were higher (by 7 rescues, or 15%) than previous March 2015 quarter.

**SOCIAL 2.1.2**
**Manly "Boy Charlton" Swim Centre patronage to March 2016**



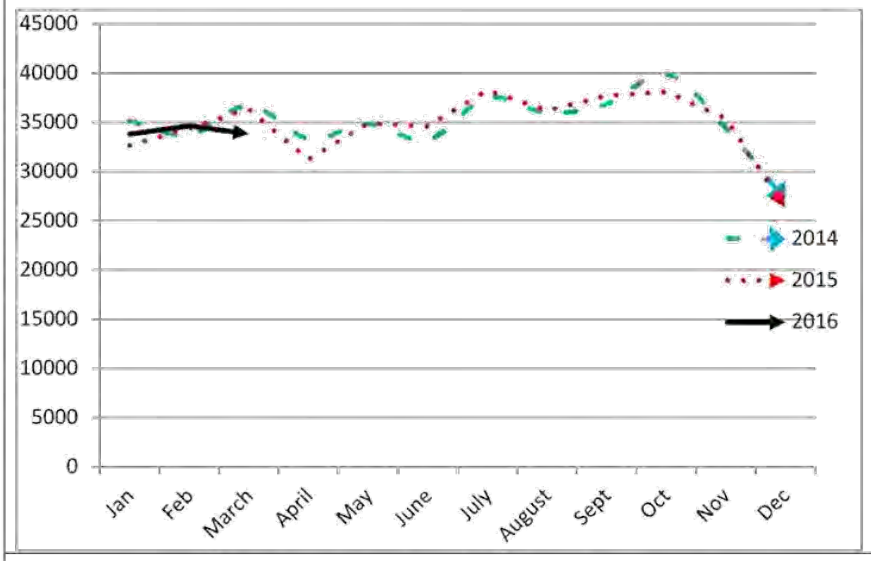

COMMENT: Attendance figures for the March 2016 quarter are on trend, and slightly higher than the March 2015 (by 534 visitors, or less than 0.5%) with respective quarters.

**SOCIAL 4.1.1**
**Number of library loans to March 2016**



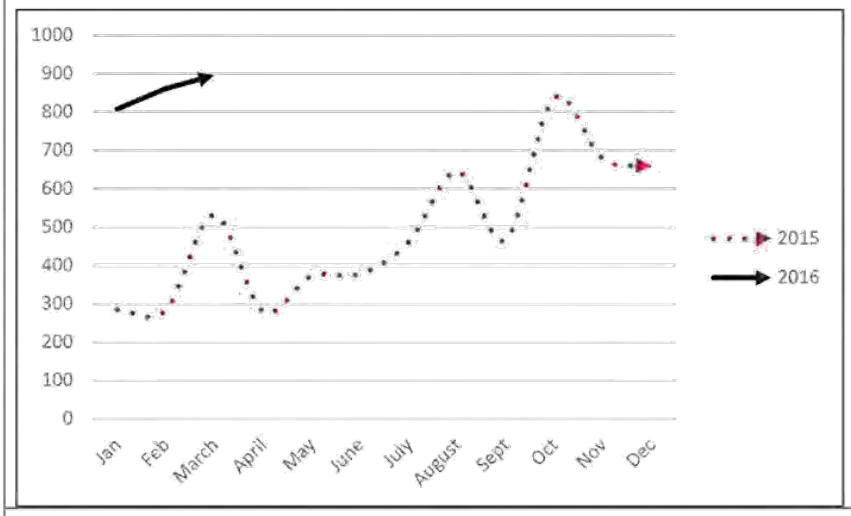

COMMENT: Library loans numbers in the March 2016 quarter were on trend and slightly down (by 1,887, or 2%) on the previous March 2015 quarter.

**SOCIAL 4.1.1**
**Number of library visits to March 2016**



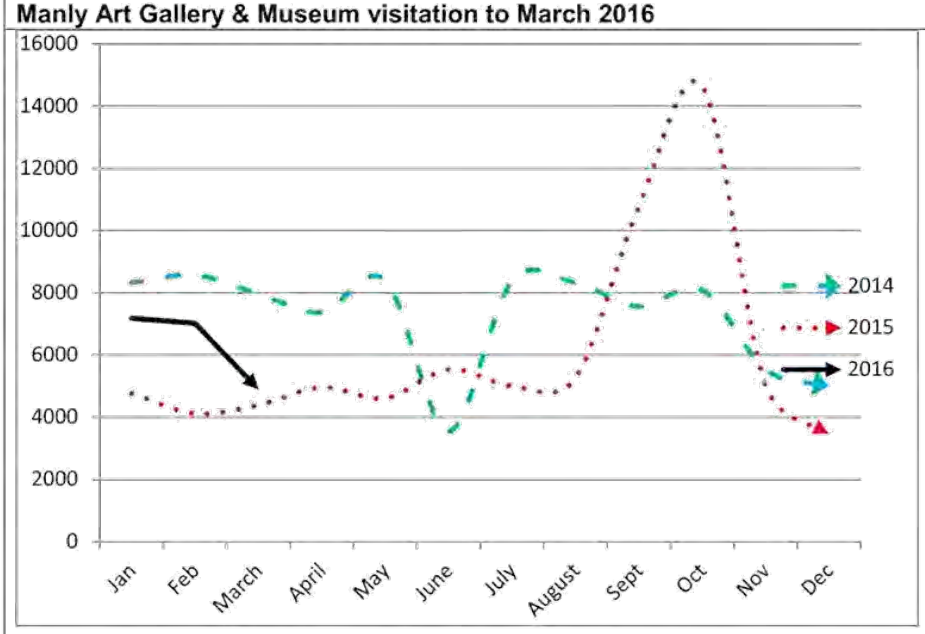

COMMENT: The visitation figures for the Library for the March 2016 quarter was on trend but slightly down (by 1,113 visitors or 1%) compared to March 2015 quarter.

**SOCIAL 4.1.1**
**Library E-Resource Usage Hours to March 2016**



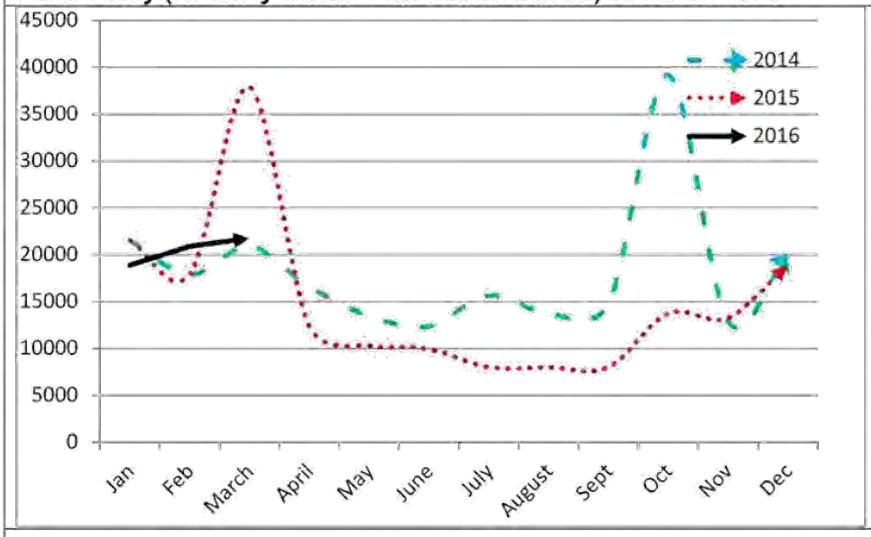

COMMENT: Library E-Resource Usage (hours) is increasing – for instance in total for the three months to March (2565 hours) compared to 1100 hours for the previous March 2015 quarter. An increase of 133%.

**SOCIAL 4.1.2**
**Manly Art Gallery & Museum visitation to March 2016**



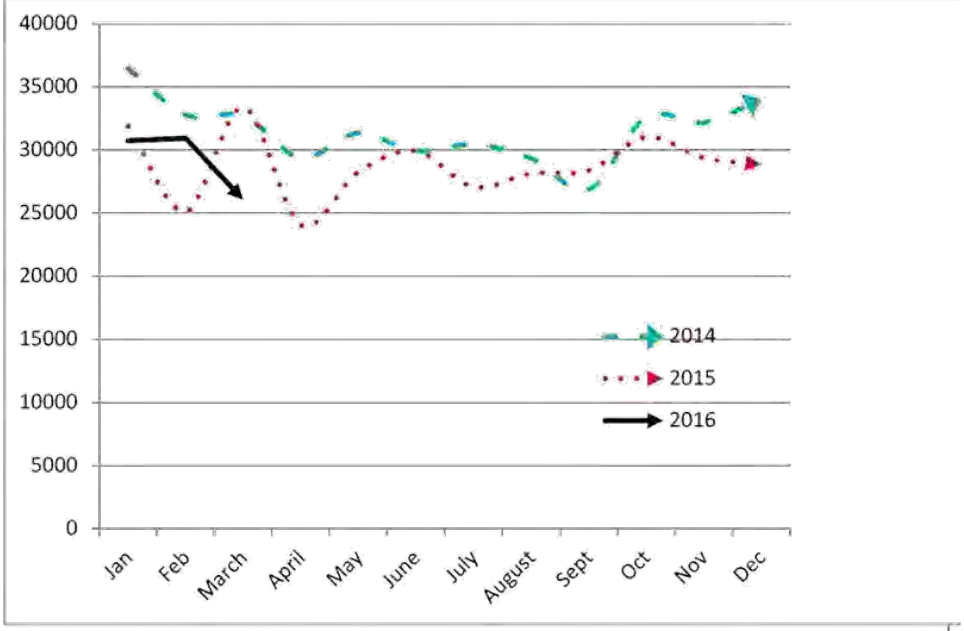

COMMENT: Visitor numbers to the MAGM in the March 2016 quarter were higher than 2015 (by 5,814 visitors, or 43%) and slightly less than 2014 quarter with its various displays and exhibitions.

**ECONOMIC 2.2.1**
**Hello Manly (formerly Visitor Information Centre) to March 2016**



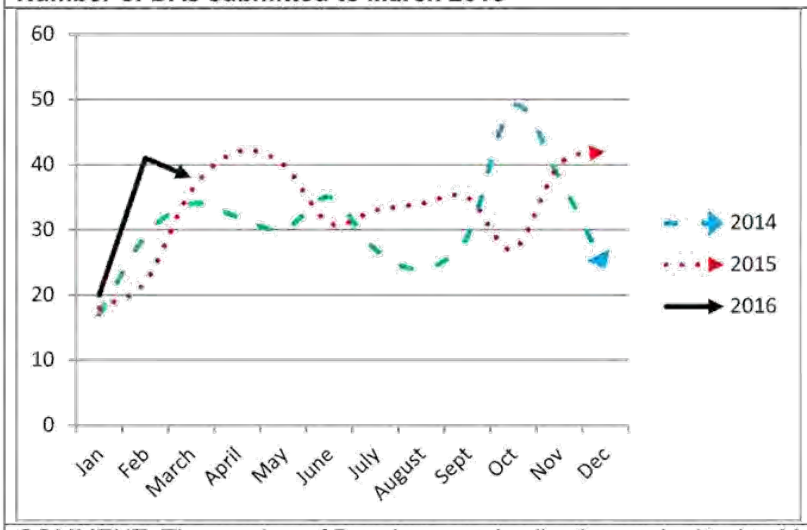

COMMENT: The Hello Manly Centre visitor numbers are on trend with previous years, and slightly lower than previous March 2015 quarter (by 15,712, or 20%).

**ECONOMIC 3.1.4.**
***Hop, Skip & Jump* Bus patronage to December 2015**



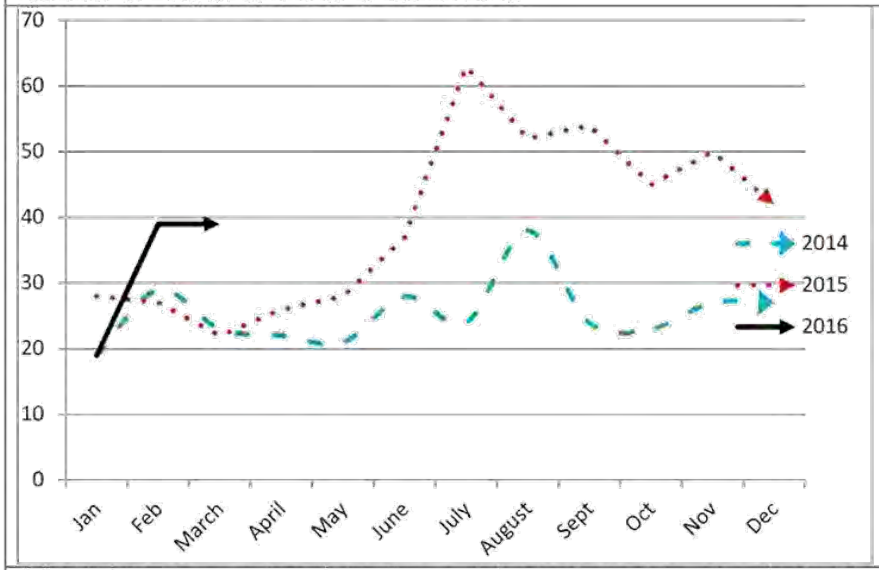

COMMENT: Passenger journeys for the March 2016 quarter is on trend with previous years, and was slightly less (by 2%, or 2,676 passengers) than the comparative 2015 quarter.

**ENVIRONMENT 2.1.4**
**Number of DAs submitted to March 2016**



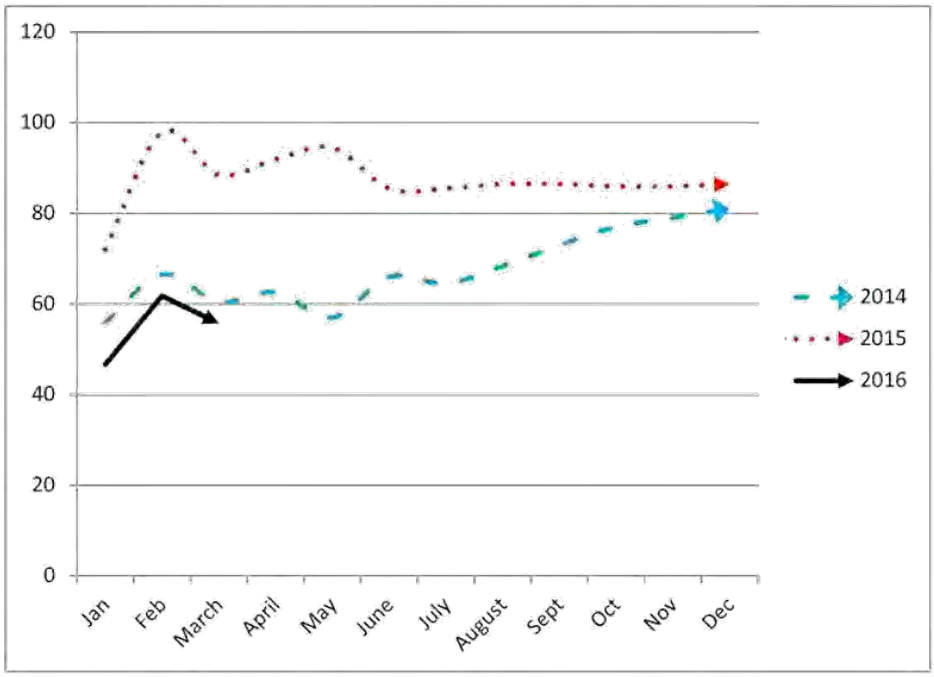

COMMENT: The number of Development Applications submitted to March 2016 quarter is higher than the previous March 2015 quarter (by 23 Development Applications, or 30%).

**ENVIRONMENT 2.1.4**
**Number of DAs determined to March 2016**



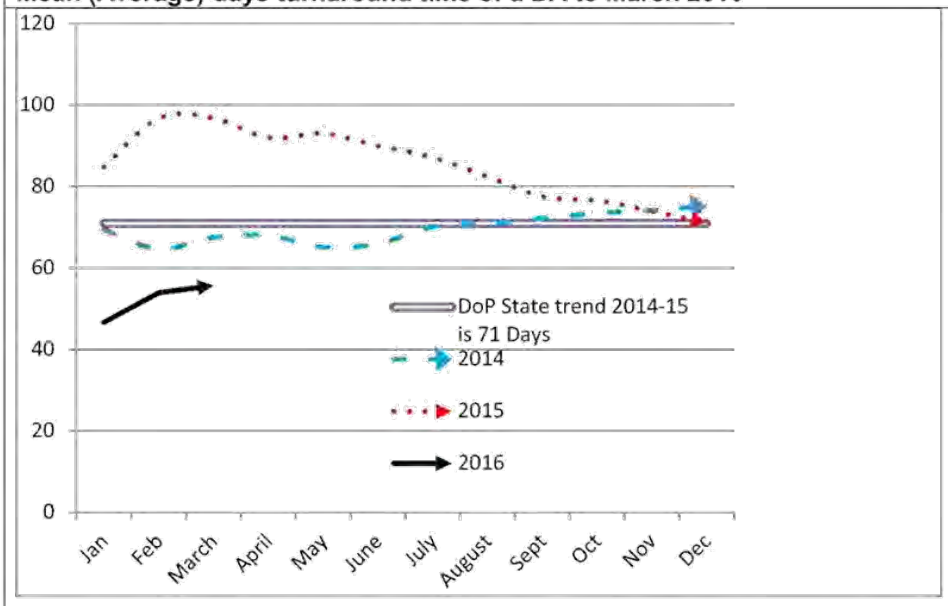

COMMENT: The number of Development Applications determined in the March 2016 quarter is up by 20 applications, or 26% on previous March 2015 quarter.

**ENVIRONMENT 2.1.4**
**Year To Date Median days turnaround time of a DA to March 2016**



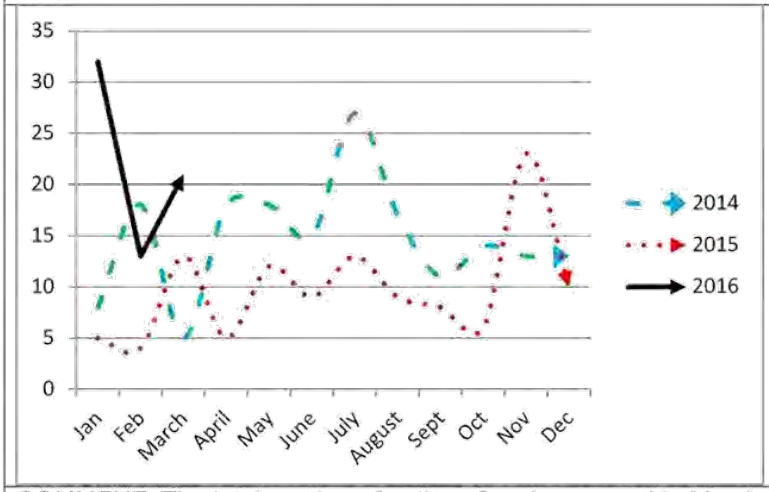

COMMENT: The median turnaround time for DAs in the March 2016 quarter is lower than comparative quarters, and on 54 days on average for the quarter compared with 86 days on average for the March 2015 quarter.

**ENVIRONMENT 2.1.4**
**Mean (Average) days turnaround time of a DA to March 2016**



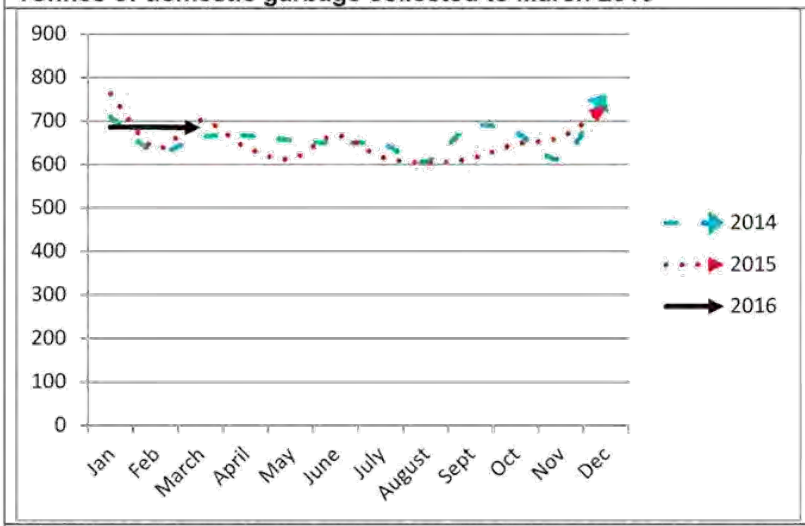

COMMENT: Average turnaround times for DA for the March 2016 quarter (is approx.54 days) have dropped by 31 days on average (down 36%) since March 2015, and are now much lower than the statewide average in 2014-15 of 71 days.

**ENVIRONMENT 3.1.2**
**Number of regulatory and compliance Notices and Orders issued to March 2016**



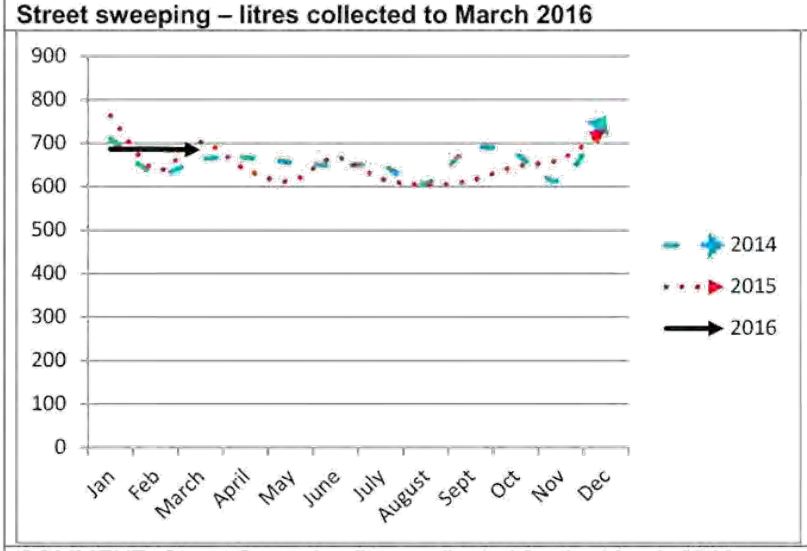

COMMENT: The total number of notices & orders served to March 2016 was up by 44 (or 20%) compared to the March 2015 quarter.

**ENVIRONMENT 5.1.1**
**Tonnes of domestic garbage collected to March 2016**



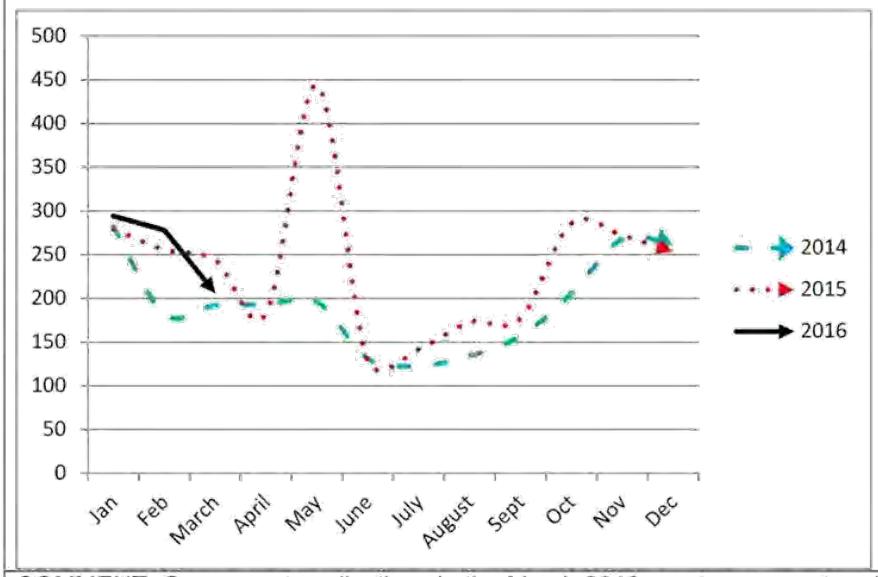

COMMENT: Domestic garbage collections in the March 2016 quarter was on trend with the March 2015 quarter.

**ENVIRONMENT 5.1.2**
**Street sweeping – litres collected to March 2016**



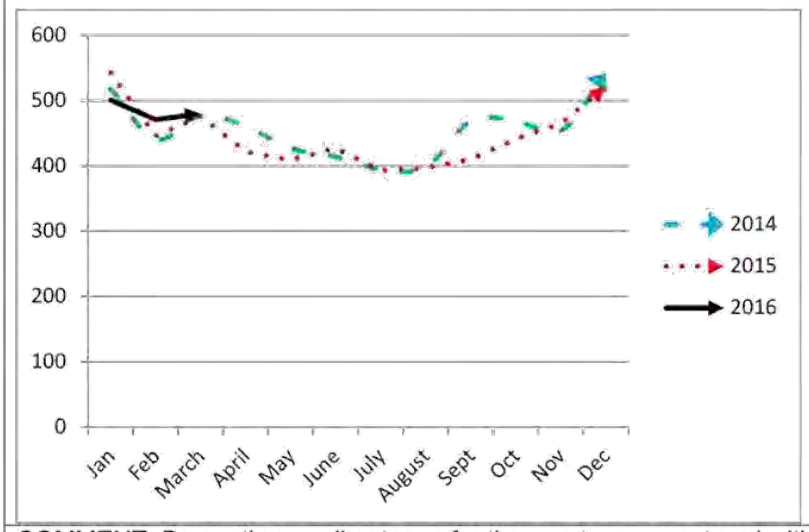

COMMENT: Street Sweeping litres collected for the March 2016 quarter was 375 tonnes less than the previous March 2015 quarter.

**ENVIRONMENT 5.1.3**
**Tonnes of green waste collected to March 2016**



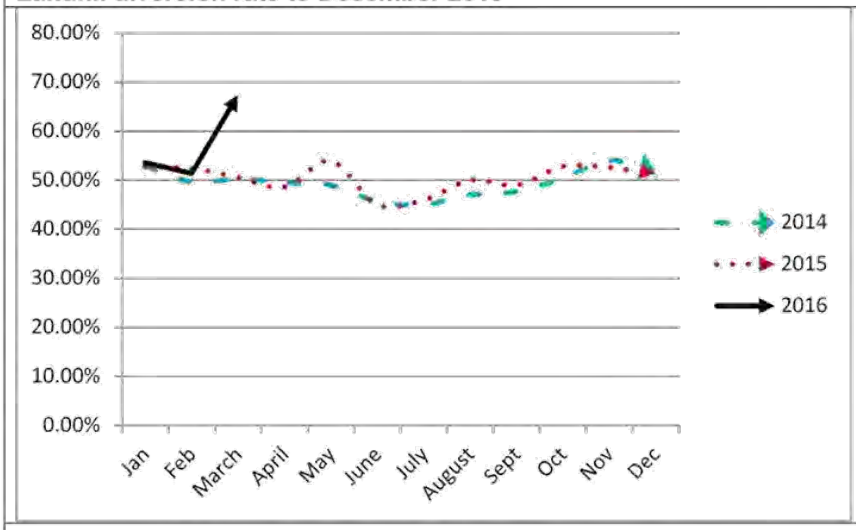

COMMENT: Green waste collections in the March 2016 quarter was on trend with the March 2015 quarter.

**ENVIRONMENT 5.1.3**
**Tonnes of domestic recycling collected to March 2016**



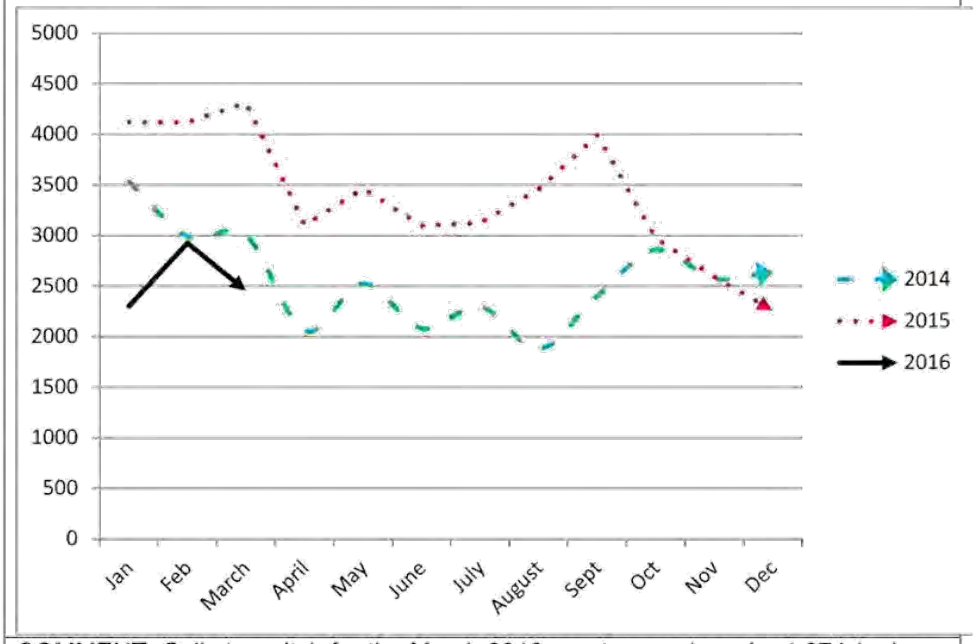

COMMENT: Domestic recycling tones for the quarter was on trend with comparative quarters.

**ENVIRONMENT 5.1.3**
**Landfill diversion rate to December 2015**



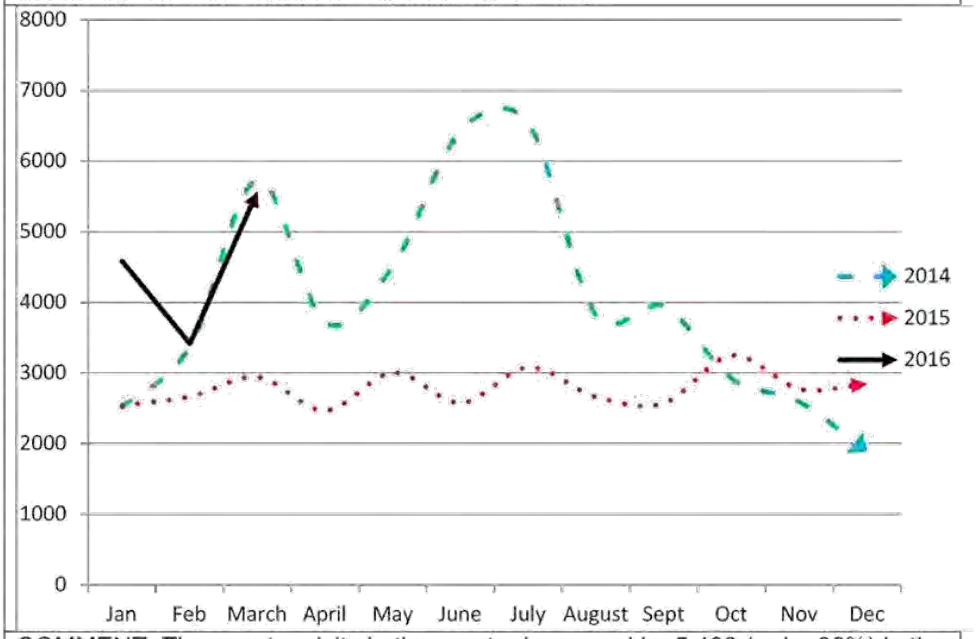

COMMENT: Diversion rates on average for the March 2016 quarter are 6% higher than the 2015 March quarter.

**GOVERNANCE 1.2.1**
**Customer service – calls to switch to March 2016**



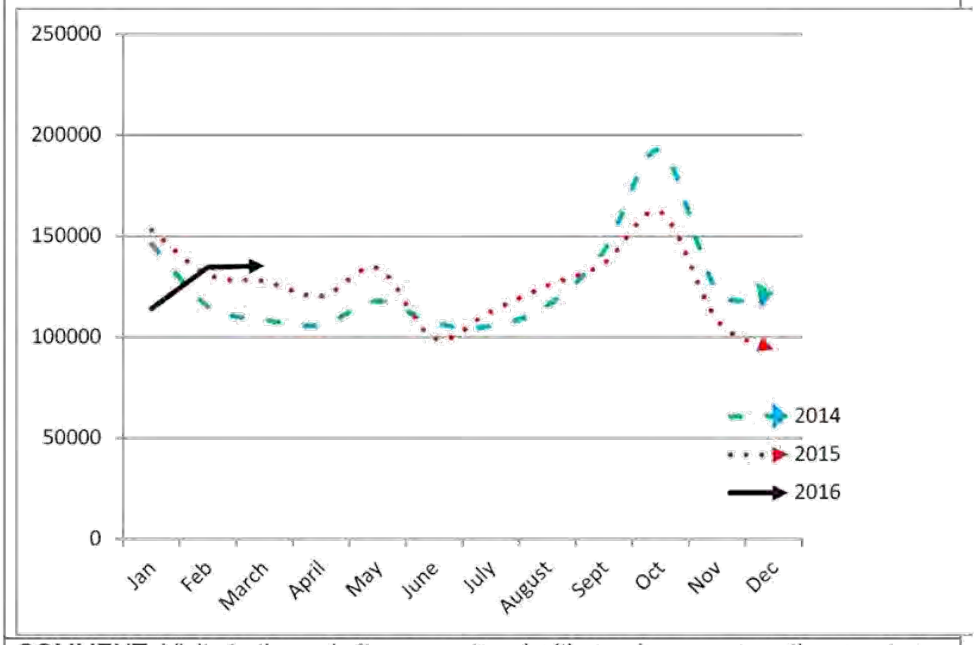

COMMENT: Calls to switch for the March 2016 quarter are down by 4,874 (or by 38%) on trend with comparable quarters.

**GOVERNANCE 1.2.1**
**Customer service – counter visits to March 2016**



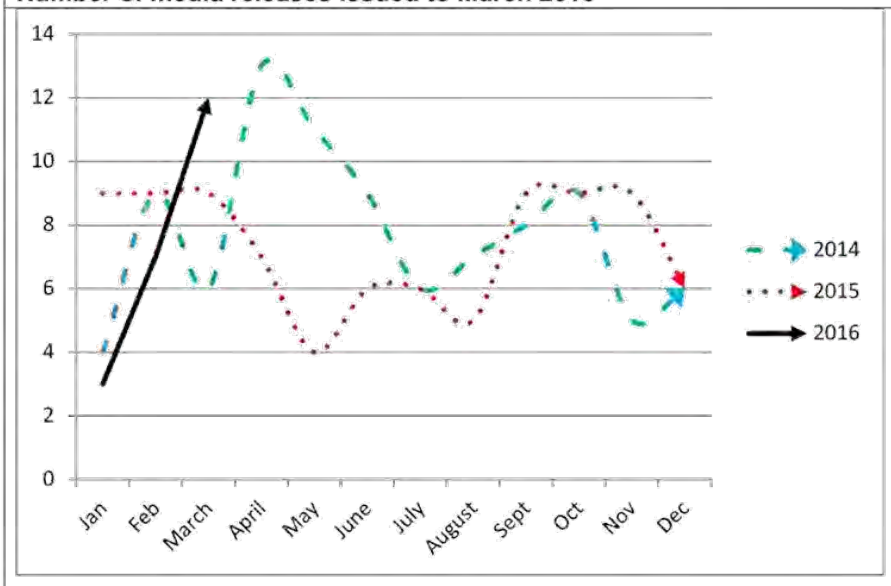

COMMENT: The counter visits in the quarter increased by 5,433 (or by 66%) in the last quarter due to parking scheme permit renewals.

**GOVERNANCE 1.3.1**
**Number of Page Views of Manly Council Website to March 2016**



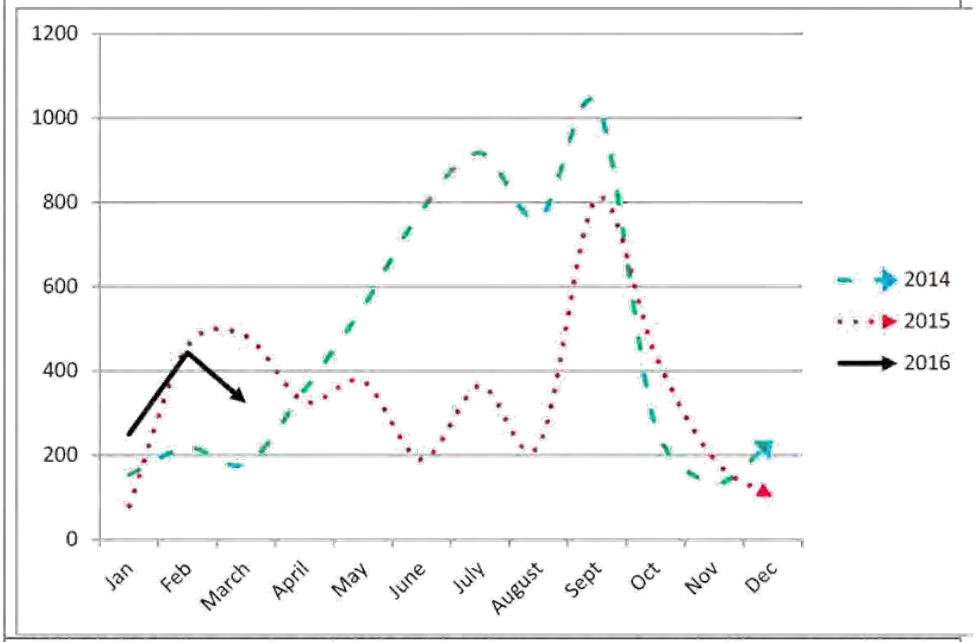

COMMENT: Visits to the website are on trend with previous comparative quarters, showing the importance of the website as a means of Council communications.

**GOVERNANCE 1.3.1**
**Number of media releases issued to March 2016**




COMMENT: On average, the number of press releases in the March 2016 quarter is on trend with previous comparative quarters.

**GOVERNANCE 1.5.5**
**Staff training hours to March 2016**




COMMENT: The number of staff training hours was on trend with previous March 2015 quarter, and higher than in the 2014 quarter.

Manly Council

**Quarterly Budget Review Statement**
for the period 01/01/16 to 31/03/16

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Manly Council

**Quarterly Budget Review Statement**
for the period 01/01/16 to 31/03/16

**Report by Responsible Accounting Officer**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

It is my opinion that the Quarterly Budget Review Statement for Manly Council for the quarter ended 31/03/16 indicates that Council's projected financial position at 30/06/16 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

**Signed:** _____ **Date:** 29-Apr-16

Jenny Nascimento
Responsible Accounting Officer

Manly Council

**Quarterly Budget Review Statement**
for the period 01/01/16 to 31/03/16

**Income & Expenses Budget Review Statement**

Budget review for the quarter ended 31 March 2016
**Income & Expenses - General Fund**

| ($000's) | Original Budget 2015/16 | Approved Changes: Other than by QBRS | Approved Changes: Sep QBRS | Approved Changes: Dec QBRS | Approved Changes: Mar QBRS | Revised Budget 2015/16 | Variations for this Mar Qtr | Notes | Projected Year End Result | Actual YTD figures |
|---|---|---|---|---|---|---|---|---|---|---|
| **Income** | | | | | | | | | | |
| Rates and Annual Charges | 40,135 | | - | - | | 40,135 | - | | 40,135 | 40,124 |
| User Charges and Fees | 15,082 | | 36 | 341 | | 15,458 | 22 | 1 | 15,480 | 12,673 |
| Interest and Investment Revenues | 1,195 | | - | - | | 1,195 | - | | 1,195 | 919 |
| Other Revenues | 6,198 | | 50 | (600) | | 5,648 | 85 | 2 | 5,733 | 4,511 |
| Grants & Contributions - Operating | 4,953 | | 21 | 50 | | 5,024 | 20 | 3 | 5,044 | 4,079 |
| Grants & Contributions - Capital | 454 | | - | 600 | | 1,054 | 290 | 4 | 1,344 | 1,251 |
| Net gain from disposal of assets | - | | - | - | | - | - | | - | - |
| Share of Interests in Joint Ventures | - | | - | - | | - | - | | - | - |
| **Total Income from Continuing Operations** | **68,017** | **-** | **107** | **391** | **-** | **68,514** | **417** | | **68,931** | **63,557** |
| **Expenses** | | | | | | | | | | |
| Employee Costs | 30,393 | | 36 | - | | 30,429 | 9 | 5 | 30,438 | 22,790 |
| Borrowing Costs | 2,435 | | - | - | | 2,435 | - | | 2,435 | 1,029 |
| Materials & Contracts | 12,561 | | 292 | 53 | | 12,906 | 216 | 6 | 13,122 | 11,181 |
| Depreciation | 8,541 | | - | - | | 8,541 | - | | 8,541 | 6,862 |
| Legal Costs | 627 | | - | 200 | | 827 | - | | 827 | 699 |
| Consultants | 349 | | - | 113 | | 462 | - | | 462 | 347 |
| Other Expenses | 5,945 | | - | - | | 5,945 | - | | 5,945 | 4,488 |
| Interest & Investment Losses | - | | - | - | | - | - | | - | - |
| Net Loss from disposal of assets | - | | - | - | | - | - | | - | - |
| Share of interests in Joint Ventures | - | | - | - | | - | - | | - | - |
| **Total Expenses from Continuing Operations** | **60,851** | **-** | **328** | **366** | **-** | **61,545** | **225** | | **61,770** | **47,396** |
| **Net Operating Result from Continuing Operations** | **7,166** | **-** | **(221)** | **25** | **-** | **6,969** | **191** | | **7,160** | **16,161** |
| Discontinued Operations - Surplus/(Deficit) | - | | | | | - | - | | - | - |
| **Net Operating Result from All Operations** | **7,166** | **-** | **(221)** | **25** | **-** | **6,969** | **191** | | **7,160** | **16,161** |
| **Net Operating Result before Capital Items** | **6,712** | **-** | **(221)** | **(575)** | **-** | **5,915** | **(99)** | | **5,816** | **14,910** |

Manly Council

**Quarterly Budget Review Statement**
for the period 01/01/16 to 31/03/16



**Income & Expenses Budget Review Statement**
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

| Notes | Details | |
|---|---|---|
| **INCOME** | | |
| 1 | Recognition of income increase from development applications | $ 22,000 |
| 2 | Recognition of income increase from Art Gallery Sales | $ 25,000 |
| 2 | Recognition of income increase from Special Events additional charges | $ 25,000 |
| 2 | Recognition of income increase from health fines and abandoned vehicles | $ 35,000 |
| 3 | Recognition of grant income for Fisher Bay Bush Restoration Project | $ 19,500 |
| 4 | Recognition of dedicated land at Fairlight Reservoir by Sydney Water | $ 290,000 |
| | | **$ 416,500** |
| **EXPENDITURE** | | |
| 5 | Increase budget for additional Special Events wages | $ 9,000 |
| 6 | Increase budget for IT hardware and software maintenance | $ 251,000 |
| 6 | Increase budget for Fisher Bay Bush Restoration Project funding from grant | $ 19,500 |
| 6 | Transfer budget from operating to capital to fund Art Gallery public toilet & storage project | -$ 38,000 |
| 6 | Transfer budget from operating to capital to fund Beach Control equipment purchase | -$ 4,500 |
| 6 | Increase budget for additional Special Events | $ 58,250 |
| 6 | Transfer budget from operating to capital to fund works in sports fields | -$ 40,000 |
| 6 | Transfer budget from Road maintenance to capital to fund Little Manly Boat Storage project | -$ 30,000 |
| | | **$ 225,250** |
| **NET VARIATION** | | **$ 191,250** |

Manly Council

## Quarterly Budget Review Statement

for the period 01/01/16 to 31/03/16

### Capital Budget Review Statement

Budget review for the quarter ended 31 March 2016

**Capital Budget - General Fund**

| ($000's) | Original Budget 2015/16 | Approved Changes: Other than by QBRS | Approved Changes: Sep QBRS | Approved Changes: Dec QBRS | Approved Changes: Mar QBRS | Revised Budget 2015/16 | Variations for this Mar Qtr | Notes | Projected Year End Result | Actual YTD figures |
|---|---|---|---|---|---|---|---|---|---|---|
| **Capital Expenditure** | | | | | | | | | | |
| New Assets | | | | | | | | | | |
| - Land & Buildings | - | | 60 | - | | 60 | 290 | 1 | 350 | 382 |
| - Other Structure | 28,185 | | - | - | | 28,185 | - | | 28,185 | 12,633 |
| - Storm Water | 3,350 | | - | - | | 3,350 | - | | 3,350 | 675 |
| Renewal Assets (Replacement) | | | | | | | | | | |
| - Plant & Equipment | 4,730 | | 3 | - | | 4,733 | 5 | 2 | 4,738 | 1,620 |
| - Furniture & Fittings | 6 | | - | - | | 6 | - | | 6 | 3 |
| - Office Equipment | 396 | | - | - | | 396 | 125 | 3 | 521 | 340 |
| - Land Improvements - Depreciable | 1,155 | | 15 | 20 | | 1,190 | 40 | 4 | 1,230 | 1,216 |
| - Land Improvements - Tree | 70 | | - | - | | 70 | - | | 70 | 32 |
| - Land & Buildings | 1,281 | | - | 511 | | 1,792 | 63 | 5 | 1,855 | 435 |
| - Roads, Bridges, Footpaths | 7,641 | | 450 | - | | 8,091 | (20) | 6 | 8,071 | 3,909 |
| - Storm Water | 562 | | - | - | | 562 | - | | 562 | 121 |
| - Other Structures | 635 | | 216 | 50 | | 901 | 50 | 7 | 951 | 446 |
| - Library Books | 212 | | - | - | | 212 | - | | 212 | 126 |
| - Art Works & Other Heritage | 34 | | - | (19) | | 15 | - | | 15 | 16 |
| **Total Capital Expenditure** | **48,256** | **-** | **745** | **562** | **-** | **49,563** | **553** | | **50,115** | **21,954** |
| **Capital Funding** | | | | | | | | | | |
| Rates & Other Untied Funding | 3,788 | | 95 | 12 | | 3,895 | 233 | 8 | 4,127 | 2,996 |
| Rates - (Special Rates / Infrastructure Levy) | 7,641 | | - | - | | 7,641 | 30 | 9 | 7,671 | 3,909 |
| Storm Water Levy | 562 | | - | - | | 562 | - | | 562 | 121 |
| Capital Grants & Contributions | 3,350 | | - | - | | 3,350 | 290 | 10 | 3,640 | 675 |
| Reserves: | | | | | | | | | | |
| - External Restrictions/Reserves | - | | 650 | 50 | | 700 | - | | 700 | - |
| - Internal Restrictions/Reserves | 28,185 | | - | 500 | | 28,685 | - | | 28,685 | 12,633 |
| New Loans | - | | - | - | | - | - | | - | - |
| Receipts from Sale of Assets | - | | - | - | | - | - | | - | - |
| - Plant & Equipment | 4,730 | | - | - | | 4,730 | - | | 4,730 | 1,620 |
| - Land & Buildings | - | | - | - | | - | - | | - | - |
| **Total Capital Funding** | **48,256** | **-** | **745** | **562** | **-** | **49,563** | **553** | | **50,115** | **21,954** |
| **Net Capital Funding - Surplus/(Deficit)** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | | **-** | **-** |

Manly Council

**Quarterly Budget Review Statement**
for the period 01/01/16 to 31/03/16

**Capital Budget Review Statement**
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

| Notes | Details | |
|---|---|---|
| **CAPITAL EXPENDITURE** | | |
| 1 | Recognition of dedicated land at Fairlight Reservoir by Sydney Water | $ 290,000 |
| 2 | Transfer budget from operating to capital to fund Beach Control equipment purchase | $ 4,500 |
| 3 | Increase budget for IT equipment | $ 125,000 |
| 4 | Transfer budget from operating to capital to fund works in sports fields | $ 40,000 |
| 5 | Transfer budget from operating to capital for Art Gallery public toilet & storage project | $ 63,000 |
| 6 | Transfer budget from footpath capital to fund Little Manly Boat Storage project | -$ 20,000 |
| 7 | Transfer budget from Road operating and Footpath capital to Little Manly Boat Storage project | $ 50,000 |
| | | **$ 552,500** |
| **CAPITAL FUNDING** | | |
| 8 | Capital funding from Rates & Other Untied Funding for Beach Control equipment, IT equipment, works in sports fields and Art Gallery building upgrades | $ 232,500 |
| 9 | Capital funding from Infrastructure Levy for Little Manly Boat Storage project | $ 30,000 |
| 10 | Capital funding for dedicated land at Fairlight Reservoir by Sydney Water | $ 290,000 |
| | | **$ 552,500** |
| **NET VARIATION** | | **$ -** |

Manly Council

**Quarterly Budget Review Statement**
for the period 01/01/16 to 31/03/16

**Capital Expenditure Project Summary**

Budget review for the quarter ended 31 March 2016
**Capital Budget - General Fund**

| ($000's) | Original Budget 2015/16 | Approved Changes: Other than by QBRS | Approved Changes: Sep QBRS | Approved Changes: Dec QBRS | Approved Changes: Mar QBRS | Revised Budget 2015/16 | Variations for this Mar Qtr | Projected Year End Result | Actual YTD figures |
|---|---|---|---|---|---|---|---|---|---|
| **Capital Expenditure** | | | | | | | | | |
| New Assets | | | | | | | | | |
| - Land & Buildings | - | | 60 | - | | 60 | 290 | 350 | 382 |
| - New Aquatic Centre | 11,185 | | - | - | | 11,185 | - | 11,185 | 12,637 |
| - Manly Oval Car Park - Manly 2015 | 17,000 | | - | - | | 17,000 | - | 17,000 | - |
| - Detention Tank | 3,350 | | - | - | | 3,350 | - | 3,350 | 675 |
| Renewal Assets (Replacement) | | | | | | | | | |
| - IT Systems - Infrastructure & Software | 370 | | - | - | | 370 | 125 | 495 | 339 |
| - Equipment & Furniture Purchases | 65 | | 3 | - | | 68 | 5 | 73 | 120 |
| - Building Works | 1,211 | | - | 511 | | 1,722 | 63 | 1,785 | 421 |
| - Library Books, Periodical & Equipment | 253 | | - | - | | 253 | - | 253 | 133 |
| - Art Gallery Collections | 34 | | - | (19) | | 15 | | 15 | 16 |
| - Swim Centre Plant & Equipment | 2,600 | | - | - | | 2,600 | - | 2,600 | 528 |
| - LM Graham Reserve - Upgrade | 1,000 | | - | - | | 1,000 | - | 1,000 | 856 |
| - Parks & Reserves | 225 | | 15 | 20 | | 260 | 40 | 300 | 414 |
| - Cemetery | 15 | | | - | | 15 | - | 15 | 7 |
| - Netted & Rock Pools Upgrade | 120 | | 200 | - | | 320 | - | 320 | 312 |
| - Plant & Fleet Replacement | 2,050 | | - | - | | 2,050 | - | 2,050 | 822 |
| - Roads Infrastructure | 926 | | (200) | - | | 726 | | 726 | 589 |
| - Manly 2015 Public Domains | 4,300 | | - | - | | 4,300 | - | 4,300 | 2,355 |
| - Ancillary Infrastructure Works | 2,115 | | - | 50 | | 2,165 | 50 | 2,215 | 625 |
| - Footpath Construction | 300 | | 650 | - | | 950 | (20) | 930 | 349 |
| - Parking Facilities Upgrade | 500 | | 16 | - | | 516 | - | 516 | 189 |
| - Waste Services Equipments | 5 | | - | - | | 5 | - | 5 | 49 |
| - Drainage & Stormwater Assets | 562 | | - | - | | 562 | - | 562 | 121 |
| - Public Amenities - New/Renewal | 70 | | - | - | | 70 | - | 70 | 15 |
| **Net Capital Funding - Surplus/(Deficit)** | **48,256** | **-** | **745** | **562** | **-** | **49,563** | **553** | **50,115** | **21,954** |

Manly Council

**Quarterly Budget Review Statement**
for the period 01/01/16 to 31/03/16

## Cash & Investments Budget Review Statement

Budget review for the quarter ended 31 March 2016

### Cash & Investments - General Fund

| ($000's) | Opening Balance 2015/16 | Approved Changes: Other than by QBRS | Approved Changes: Sep QBRS | Approved Changes: Dec QBRS | Approved Changes: Mar QBRS | Revised Budget 2015/16 | Variations for this Mar Qtr | Notes | Projected Year End Result | Actual YTD figures |
|---|---|---|---|---|---|---|---|---|---|---|
| **Externally Restricted** (1) | | | | | | | | | | |
| Developer Contributions - General | 7,454 | | (650) | - | | 6,804 | - | | 6,804 | 6,804 |
| Specific Purpose Unexpended Grants | 916 | | (145) | (78) | | 693 | | | 693 | 693 |
| Other | 846 | | | - | | 846 | - | | 846 | 846 |
| **Total Externally Restricted** | **9,216** | **-** | **(795)** | **(78)** | **-** | **8,343** | **-** | | **8,343** | **8,343** |
| (1) Funds that must be spent for a specific purpose | | | | | | | | | | |
| **Internally Restricted** (2) | | | | | | | | | | |
| Plant & Vehicle Replacement | 603 | | - | - | | 603 | - | | 603 | 603 |
| Infrastructure Replacement | 6,312 | | - | (500) | | 5,812 | | | 5,812 | 5,812 |
| Employees Leave Entitlement | 1,528 | | - | - | | 1,528 | - | | 1,528 | 1,528 |
| Deposits, Retentions & Bonds | 1,877 | | - | - | | 1,877 | - | | 1,877 | 1,877 |
| Balgowlah Area Improvements | 600 | | - | - | | 600 | - | | 600 | 600 |
| Depot Redevelopment | 152 | | - | - | | 152 | - | | 152 | 152 |
| Environment Levy | 958 | | - | - | | 958 | - | | 958 | 958 |
| Manly Wharf Forecourt | 50 | | - | - | | 50 | - | | 50 | 50 |
| Meals on Wheels | 236 | | - | - | | 236 | - | | 236 | 236 |
| Shelly Beach Improvements | 9 | | - | - | | 9 | - | | 9 | 9 |
| Unexpended Loans | 18,067 | | - | - | | 18,067 | - | | 18,067 | 5,000 |
| **Total Internally Restricted** | **30,392** | **-** | **-** | **(500)** | **-** | **29,892** | **-** | | **29,892** | **16,825** |
| (2) Funds that Council has earmarked for a specific purpose | | | | | | | | | | |
| **Unrestricted** (available after the above Restrictions) | - | - | 795 | 578 | - | 1,373 | - | | 1,373 | 3,497 |
| **Total Cash & Investments** | **39,608** | | | | | **39,608** | **-** | | **39,608** | **28,665** |

**Cash & Investments Budget Review Statement**

**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

| Notes | Details | |
|---|---|---|
| N/A | | |
| **NET VARIATION** | | **$ -** |

**Cash & Investments**

Investments have been invested in accordance with Council's Investment Policy and Section 625 of the Local Government Act 1993 and also the DLG Circular 11-01 - Ministerial Investment Order dated 12 January 2011 .

Council's March Investment Portfolio report shows that Council has a total Investment of $31,909,740 comprising a Cash at Bank balance of $2,428,910 and Investment Holdings of $29,480,831 managed directly.

The Cash at Bank & Investment figure included in the Cash & Investment Statement has been reconciled to Council's general ledger on 07/04/16 with a balance of $28.7 million.

Manly Council

## Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

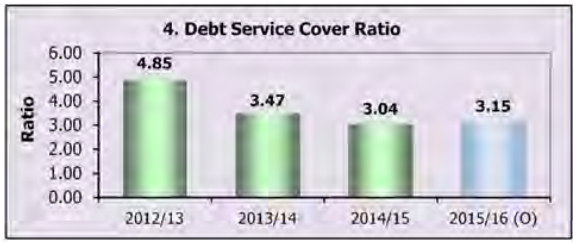
Budget review for the quarter ended 31 March 2016

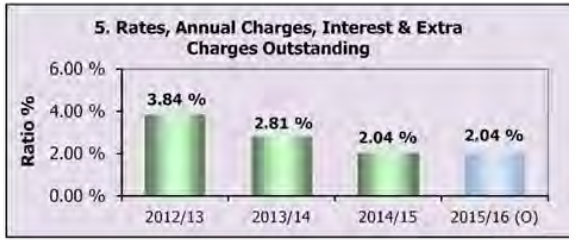
| ($000's) | Original Budget 15/16 | Actuals Prior Periods 14/15 | 13/14 |
|---|---|---|---|
| NSW Local Government Industry Key Performance Indicators (OLG): | | | |
| **1. Operating Performance** | | | |
| Operating Revenue (excl. Capital) - Operating Expenses | | | |
| Operating Revenue (excl. Capital Grants & Contributions) | 5.50 % | 5.29 % | 3.41 % |
| This ratio measures Council's achievement of containing operating expenditure within operating revenue. | | | |
| **2. Own Source Operating Revenue** | | | |
| Operating Revenue (excl. ALL Grants & Contributions) | | | |
| Total Operating Revenue (incl. Capital Grants & Cont) | 92.05 % | 89.80 % | 90.02 % |
| This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions. | | | |
| **3. Unrestricted Current Ratio** | | | |
| Current Assets less all External Restrictions | | | |
| Current Liabilities less Specific Purpose Liabilities | 1.46 | 2.44 | 2.75 |
| To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council. | | | |

## Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 March 2016

| ($000's) | Original Budget 15/16 | Actuals Prior Periods 14/15 | 13/14 |
|---|---|---|---|
| NSW Local Government Industry Key Performance Indicators (OLG): | | | |
| **4. Debt Service Cover Ratio** Operating Result before Interest & Dep. exp (EBITDA) / Principal Repayments + Borrowing Interest Costs | 3.15 | 3.04 | 3.47 |
| This ratio measures the availability of operating cash to service debt including interest, principal and lease payments. | | | |
| **5. Rates, Annual Charges, Interest & Extra Charges Outstanding** Rates, Annual & Extra Charges Outstanding / Rates, Annual & Extra Charges Collectible | 2.04 % | 2.04 % | 2.81 % |
| To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts. | | | |
| **6. Cash Expense Cover Ratio** Current Year's Cash & Cash Equivalents (incl.Term Deposits) / Operating & financing activities Cash Flow payments | 5.00 | 9.68 | 6.98 |
| This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow. | | | |

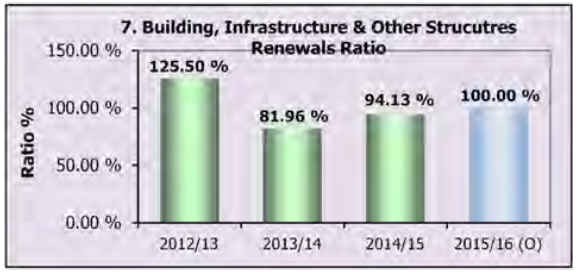


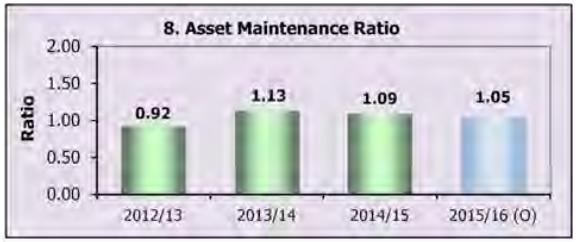



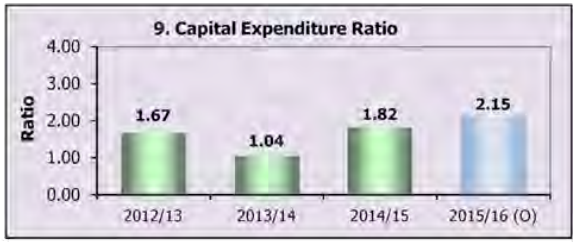
## Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 March 2016

| ($000's) | Original Budget 15/16 | Actuals Prior Periods 14/15 | 13/14 |
|---|---|---|---|
| NSW Local Government Infrastructure Asset Performance Indicators (OLG): | | | |
| **7. Building, Infrastructure & Other Strucutres Renewals Ratio**<br>Asset Renewals (Building, Infrastructure & Other Structures) / Depreciation, Amortisation & Impairment | 100 % | 94.13 % | 81.96 % |
| To assess the rate at which these assets are being renewed relative to the rate at which they are depreciating. | | | |
| **8. Asset Maintenance Ratio**<br>Actual Asset Maintenance / Required Asset Maintenance | 1.05 | 1.09 | 1.13 |
| Compares actual vs. required annual asset maintenance. A ratio above 1.0 indicates Council is investing enough funds to stop the Infrastructure Backlog growing. | | | |
| NSW Local Government Infrastructure Asset Performance Indicators (OLG): | | | |
| **9. Capital Expenditure Ratio**<br>Annual Capital Expenditure / Annual Depreciation | 2.15 | 1.82 | 1.04 |
| To assess the extent to which a Council is expanding its asset base thru capital expenditure on both new assets and the replacement and renewal of existing assets. | | | |



Manly Council

**Quarterly Budget Review Statement**
for the period 01/01/16 to 31/03/16

**Contracts Budget Review Statement**

Budget review for the quarter ended 31 March 2016
**Contracts Listing** - contracts entered into during the quarter

| Contractor | Contract detail & purpose | Contract Value | Start Date | Finish Date | Budgeted (Y/N) |
|---|---|---|---|---|---|
| Technogym Australia Pty Ltd | Supply Gymnasium Equipment for Manly Andrew Boy Charlton Aquatic Centre | 334,602.00 | 20/06/2016 | 20/06/2021 | Y |
| Luhrmann Environment Management Pty Ltd | Supply Sports fields Mowing and Maintenance | 622,295.00 | 30/06/2016 | 30/06/2018 | Y |
| Garwood International Pty Ltd | Supply Council with one Waste Compactor Vehicle | 220,025.04 | 01/02/2016 | under progress | Y |
| Mercedes-Benz Australia/Pacific Pty Ltd | Supply Council with two Waste Compactor Vehicles | 360,765.06 | 01/02/2016 | under progress | Y |
| The Gardenmakers Pty Ltd | Upgrade works to Manly Scenic Walkway Track - Beatrice St Entrance | 81,946.88 | 25/02/2016 | under progress | Y |

**Note**

1 Contracts listed are those entered into during the quarter with a value greater than $50,000 and exclude contractors on Council's Preferred Supplier list.
2 Contracts for employment are not required to be included.
3 All contracts listed have been provided for within current budget allocations. If additional funding is required this will be reported in the following Quarter Budget Review.
4 Refer the confidential contract information to the Minutes of the Council Meeting.

Manly Council

**Quarterly Budget Review Statement**
for the period 01/01/16 to 31/03/16

## Consultancy & Legal Expenses Budget Review Statement

Consultancy & Legal Expenses Overview

| Expense | YTD Expenditure (Actual Dollars) | Budgeted (Y/N) |
|---|---|---|
| Consultancies | $ 347,225.00 | Y |
| Legal Fees | $ 699,090.00 | Y |

**Definition of a consultant:**

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.