



Minutes

Planning and Strategy Committee

Held at Council Chambers, 1 Belgrave Street Manly on:

Monday 1 August 2011

All minutes are subject to confirmation at a subsequent meeting.

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TO THE MAYOR AND COUNCILLORS OF THE COUNCIL:

The Planning and Strategy Committee, having met at 7.39pm on Monday 1 August 2011, in the Council Chambers, Town Hall, Manly, to consider the various matters referred to it, now reports the decisions reached which are stated hereunder.

PRESENT

Her Worship, The Mayor, Councillor Jean Hay AM (opened the meeting)
Councillor A Le Surf, who presided
Councillor B Aird
Councillor H Burns (arrived 7.42pm)
Councillor L Elder
Councillor C Griffin
Councillor R Morrison
Councillor D Murphy (arrived 7.42pm)
Councillor M Norek
Councillor C Whitting (arrived 7.43pm)

ALSO PRESENT

Henry Wong, General Manager
Stephen Clements, Deputy General Manager, Executive Manager, Landuse & Sustainability
Ross Fleming, Deputy General Manager, People, Place & Infrastructure
Anthony Hewton, Head of Strategy, Acting Executive Manager, Corporate Services
Secretariat Officer

The Mayor, Councillor Jean Hay AM opened the meeting.

APOLOGIES

Apologies were tendered on behalf of Councillors Heasman and Macdonald, for non-attendance.

MOTION (Elder / Whitting)

That the apologies received from Councillors Heasman and Macdonald, be accepted and leave be granted.

PS78/11 RESOLVED: (Elder / Whitting)

That the apologies received from Councillors Heasman and Macdonald, be accepted and leave be granted.

For the Resolution: Councillors Hay, Elder, LeSurf, Morrison, Norek, Griffin and Aird
Against the Resolution: Nil.

DECLARATIONS OF PECUNIARY / CONFLICT OF INTEREST

Nil.

SUSPENSION OF STANDING ORDERS (Whitting / Murphy)

That Standing Orders be suspended to allow for consideration of Mayoral Minute Report No.10 – Former Seaforth TAFE.

PS79/11 RESOLVED: (Whitting / Murphy)

That Standing Orders be suspended to allow for consideration of Mayoral Minute Report No.10 – Former Seaforth TAFE.

For the Resolution: Councillors Hay, Elder, LeSurf, Morrison, Norek, Griffin and Aird
Against the Resolution: Nil.

Councillor Burns and Murphy entered chamber at 7.42pm.

Councillor Whitting entered chamber at 7.43pm.

MAYORAL MINUTES

Mayoral Minute Report No. 10

Former Seaforth TAFE

Today, the General Manager and I executed the contract to purchase the former Seaforth TAFE from the Minister for Education on Council's behalf.

The signing of the contract today brings to a conclusion of more than 2 years of negotiations between the Council and the Department of Education and it also brings to an end the threat of a substantial redevelopment to go on this site which the previous government have given planning approvals for.

At a recent workshop, Councillors were provided with usage options which included occasional childcare, reading rooms to extend the present volunteer run library service, canteen and café facilities, community college, studios for art and culture, and offices for not for profit organisations.

I would like to again acknowledge the General Manager's role in these negotiations.

MOTION (Hay)

That:

1. Council receives and notes the signing of the contract for the former Seaforth TAFE site.
2. All Council staff and Councillors involved in this project be congratulated on their work and the success of the outcome.

PS80/11 RESOLVED: (Hay)

That:

1. Council receives and notes the signing of the contract for the former Seaforth TAFE site.

2. All Council staff and Councillors involved in this project be congratulated on their work and the success of the outcome.

For the Resolution: Councillors Hay, Elder, Whitting, Murphy, LeSurf, Morrison, Norek, Griffin, Aird and Burns

Against the Resolution: Nil.

The Mayor, Councillor Hay AM vacated the Chair at 7.55pm and Councillor Le Surf assumed the Chair.

RESUMPTION OF STANDING ORDERS (Griffin / Murphy)

That Standing Orders be resumed.

PS81/11 **RESOLVED:** (Griffin / Murphy)

That Standing Orders be resumed.

For the Resolution: Councillors Hay, Elder, Whitting, Murphy, LeSurf, Morrison, Norek, Griffin, Aird and Burns

Against the Resolution: Nil.

CONFIRMATION OF MINUTES

MOTION (Whitting / Morrison)

That copies of the Minutes of the Planning and Strategy Committee held on Monday, 06 June 2011, having been furnished to each member of the Council, such Minutes be taken as read and confirmed as a true record of proceedings of such meeting.

PS82/11 **RESOLVED:** (Whitting / Morrison)

That copies of the Minutes of the Planning and Strategy Committee held on Monday, 06 June 2011, having been furnished to each member of the Council, such Minutes be taken as read and confirmed as a true record of proceedings of such meeting.

For the Resolution: Councillors Hay, Elder, Whitting, Murphy, LeSurf, Morrison, Norek, Griffin, Aird and Burns

Against the Resolution: Nil.

ITEMS FOR BRIEF MENTION

Item For Brief Mention Report No. 11

Tabled Documents

Documents to be tabled:

Date	Author	Subject
27/07/11	Premier & Cabinet Division (DLG)	Publication: Becoming a Councillor
08/07/11	Premier & Cabinet Division (DLG)	Circular: Information about rating for 2011/2012 – Maximum interest rate on overdue rates and charges

MOTION (Morrison / Burns)

That the information be received and noted.

PS83/11 **RESOLVED: (Morrison / Burns)**

That the information be received and noted.

For the Resolution: Councillors Hay, Elder, Whitting, Murphy, LeSurf, Morrison, Norek, Griffin, Aird and Burns

Against the Resolution: Nil.

REPORTS OF COMMITTEES

Report Of Committees Report No. 33

Minutes for adoption by Council - Special Purpose Committee - without recommendations of a substantial nature.

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

- i) Manly LEP/DCP Working Group – 19 July 2011
- ii) Community Safety Committee – 14 July 2011
- iii) Manly Tramway Loop Feasibility Working Group – 28 June 2011
- iv) Sister Cities Committee – 22 June 2011
- v) Traffic Committee – 20 June 2011

MOTION (Griffin / Elder)

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

- i) Manly LEP/DCP Working Group – 19 July 2011
- ii) Community Safety Committee – 14 July 2011
- iii) Manly Tramway Loop Feasibility Working Group – 28 June 2011
- iv) Sister Cities Committee – 22 June 2011
- v) Traffic Committee – 20 June 2011

PS84/11 **RESOLVED:** (Griffin / Elder)

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

- i) Manly LEP/DCP Working Group – 19 July 2011
- ii) Community Safety Committee – 14 July 2011
- iii) Manly Tramway Loop Feasibility Working Group – 28 June 2011
- iv) Sister Cities Committee – 22 June 2011
- v) Traffic Committee – 20 June 2011

For the Resolution: Councillors Hay, Elder, Whitting, Murphy, LeSurf, Morrison, Norek, Griffin, Aird and Burns

Against the Resolution: Nil.

Report Of Committees Report No. 34

Minutes for adoption by Council - Human Services Planning and Policy Committee - 28 June 2011

These reports were dealt with at the Human Services Planning and Policy Committee meeting of 28 June 2011 and were listed as a Recommendation in those minutes. These items are hereby submitted to the Planning and Strategy Meeting, together with the minutes for formal adoption by Council.

1. ITEM 4 REPORT - FAMILIES, CHILDREN AND YOUTH SERVICES UPDATE

Kathryn Fayle, Manager of Children's Services, Manly Council presented on the various operational services and policy challenges facing Council's children and youth services in the next financial year. Some of these were continuing to source and attract staff; learning and development requirements for existing and new staff; new and differing ratios for staff to children; continuing to provide school age after school support services, a limited role in youth services being essentially entertainment, recreation, counselling and social support services for youth and families.

Some of the challenges for the future of service delivery discussed were:

- Continuing long-waiting lists for Council's child-care services in the Manly area; these were indicative of continuing demand and competitiveness for services;
- Manly's child-care fees and charges were regarded as competitive and low compared to Warringah Council; yet there had been submissions objecting to raising fees lodged with Council as part of both the Delivery Program (2011-2015) and the Operational Plan (2011-2012), and Council need to raise fees to cover increasing wage and service costs;
- Long term need to encourage child-care teaching as a career in schools and provide continuing education to improve skill levels.
- Keeping salaries and wages competitive in order to attract and retain staff, especially in newly created positions. This was discussed as a possible issue of concern for the future for Council services that could be resolved internally;
- New regulations requiring higher skill levels for child care workers in future years (Certificate 4 or Diploma equivalent); concerns regarding strain on existing staff and qualifications, and need for retraining staff to meet requirements; and
- New staff needed for expanding centres such as Roundhouse, and has exposed difficulties attracting new staff locally, and need for increasingly competitive salaries to prevent staff leaving.

2. ITEM 5 REPORT - NORTHERN SYDNEY ABORIGINAL SOCIAL PLAN

A report was provided by Council staff on the Northern Sydney Aboriginal Social Plan (NSASP) that Council has provided funding for in recent years, and its future beyond 30 June 2011. There was discussion about the completion of the plan, and the achievements of the Northern Sydney Aboriginal Social Plan up to the 2010/2011 year.

There was also discussion and consideration of three options for Council to continue funding aboriginal community development projects in future years. These options discussed were:

- **Option 1:** Improve the existing regional NSASP model to resurrect relations with various Northern Sydney Council and re-establish a viable working model to fund the employment of a dedicated aboriginal officer to deliver a variety of services;
- **Option 2:** Undertake a sub-regional Aboriginal Forum – either Northern Beaches or SHOROC based that would pull limited Council resources for the Northern Sydney area specifically, and develop a range of targeted events, services or policies;
- **Option 3:** Manly LGA Aboriginal Program – deliver a targeted and specific program for aboriginal services through Council's community development grants or cultural grants program to deliver a range of targeted events, services or policies.

It was recommended that Options 2 and 3 would be of greatest benefit to Aboriginal people in this area, and had the greatest opportunity in the future to deliver more focused services, events or policies to benefit Aboriginal people living, working or visiting the Northern Beaches of Sydney.

MOTION (Griffin / Hay)

That the minutes of the Human Services Planning and Policy Committee meeting on 28 June 2011 be adopted including the following items:

1. ITEM 4 REPORT - FAMILIES, CHILDREN AND YOUTH SERVICES UPDATE

1. That the Committee notes for information, the presentation and service delivery issues for the 2011/12 year and beyond.
2. That Council continue to support the delivery of a range of child-care and youth services, together with appropriate remuneration and training packages to attract and retain staff.

2. ITEM 5 REPORT - NORTHERN SYDNEY ABORIGINAL SOCIAL PLAN

That Council:

1. Write to North Sydney Council and thank them for their support and the noted achievements of the 2007-2011 NSASP and advise that it was not prepared to contribute any further Council financial resources (apart from continuing workers compensation liabilities previously agreed) in this plan or its evaluation;
2. Use its limited \$15,000 budget in the 2011-2012 financial year to support either Options 2 or 3 being the provision of a direct funding model to be further developed and scoped by Council;
3. Call for expressions of interest from local community development organisations to deliver a range of targeted events, services or policies for aboriginal people living, working or visiting the Manly areas (e.g. through its community development grants scheme, or funded directly) for the 2011-2012 year, and

4. Write to other Northern Beaches Councils (such as Warringah and Pittwater) to explore the feasibility of working together to direct fund a range of targeted events, services or policies on behalf of participating Councils on a three year trial basis for the 2011-2012 year.

PS85/11 **RESOLVED:** (Griffin / Hay)

That the minutes of the Human Services Planning and Policy Committee meeting on 28 June 2011 be adopted including the following items:

1. ITEM 4 REPORT - FAMILIES, CHILDREN AND YOUTH SERVICES UPDATE

1. The Committee notes for information, the presentation and service delivery issues for the 2011/12 year and beyond.
2. That Council continue to support the delivery of a range of child-care and youth services, together with appropriate remuneration and training packages to attract and retain staff.

2. ITEM 5 REPORT - NORTHERN SYDNEY ABORIGINAL SOCIAL PLAN

That Council:

1. Write to North Sydney Council and thank them for their support and the noted achievements of the 2007-2011 NSASP and advise that it was not prepared to contribute any further Council financial resources (apart from continuing workers compensation liabilities previously agreed) in this plan or its evaluation;
2. Use its limited \$15,000 budget in the 2011-2012 financial year to support either Options 2 or 3 being the provision of a direct funding model to be further developed and scoped by Council;
3. Call for expressions of interest from local community development organisations to deliver a range of targeted events, services or policies for aboriginal people living, working or visiting the Manly areas (e.g. through its community development grants scheme, or funded directly) for the 2011-2012 year, and
4. Write to other Northern Beaches Councils (such as Warringah and Pittwater) to explore the feasibility of working together to direct fund a range of targeted events, services or policies on behalf of participating Councils on a three year trial basis for the 2011-2012 year.

For the Resolution: Councillors Hay, Elder, Whitting, Murphy, LeSurf, Morrison, Norek, Griffin, Aird and Burns

Against the Resolution: Nil.

CORPORATE SERVICES DIVISION

Corporate Services Division Report No. 26

Adoption of draft Cash Handling Policy

SUMMARY

This report presents to Council the draft Cash Handling Policy for adoption.

MOTION (Griffin / Hay)

That the draft Cash Handling Policy be adopted and added to Council's Policy Register.

PS86/11 **RESOLVED: (Griffin / Hay)**

That the draft Cash Handling Policy be adopted and added to Council's Policy Register.

For the Resolution: Councillors Hay, Elder, Whitting, Murphy, LeSurf, Morrison, Norek, Griffin, Aird and Burns

Against the Resolution: Nil.

Corporate Services Division Report No. 27

Adoption of draft Risk Management Policy**SUMMARY**

This report presents to Council a draft Risk Management Policy which has been prepared by Council's external consultants who were engaged to develop an enterprise risk management framework in order to promote a whole of Council approach to risk management.

The Draft Policy has been developed with staff consultation and document review and is now submitted to Council for adoption.

MOTION (Griffin / Burns)

That the draft Risk Management Policy be adopted.

AMENDMENT (Morrison / Whitting)

1. That Council do not adopt the Risk Management Policy, and
2. That the Policy be redrafted in greater detail and brought back to Council.

For the Amendment: Councillors Whitting, Murphy, Morrison, and Norek

Against the Amendment: Councillors Hay, Elder, LeSurf, Griffin, Aird and Burns

The **Amendment** was declared **Lost**.

PS87/11 **RESOLVED: (Griffin / Burns)**

That the draft Risk Management Policy be adopted.

For the Resolution: Councillors Hay, Elder, LeSurf, Griffin, Aird and Burns

Against the Resolution: Councillors Whitting, Murphy, Morrison, and Norek

Corporate Services Division Report No. 28
Adoption of a Charge Card Facility Policy

SUMMARY

This report recommends that Council give public notice of its intention to adopt a Charge Card Facility Policy.

MOTION (Griffin / Burns)

That:

1. The draft Charge Card Facility Policy be received and noted.
2. The draft Charge Card Facility Policy, as amended be placed on public exhibition for a period of 28 days inviting submissions, in accordance with Section 705 of the Local Government Act, 1993.

PS88/11 RESOLVED: (Griffin / Burns)

That:

1. The draft Charge Card Facility Policy, be received and noted.
2. The draft Charge Card Facility Policy, as amended be placed on public exhibition for a period of 28 days inviting submissions, in accordance with Section 705 of the Local Government Act, 1993.

For the Resolution: Councillors Hay, Elder, Whitting, Murphy, LeSurf, Morrison, Norek,
Griffin, Aird and Burns

Against the Resolution: Nil.

Corporate Services Division Report No. 29
Local Government Association of New South Wales - Annual Conference 2011

SUMMARY

At the Ordinary Meeting held on 18 July 2011 Councillors were invited to submit Motions on matters of interest to be included on the Agenda for the 2011 LGSA Conference. Motions have to be received by the Local Government Association by 5 August 2011.

MOTION (Aird / Griffin)

That the Motion as submitted be forwarded to the Local Government Association for inclusion in the Agenda for the 2011 LGSA Conference being held in Nowra.

PS89/11 RESOLVED: (Aird / Griffin)

That the Motion as submitted be forwarded to the Local Government Association for inclusion in the Agenda for the 2011 LGSA Conference being held in Nowra.

For the Resolution: Councillors Hay, Elder, Whitting, Murphy, LeSurf, Morrison, Norek,
Griffin, Aird and Burns

Against the Resolution: Nil.

PLANNING AND STRATEGY DIVISION

Planning And Strategy Division Report No. 15

Draft Urban Design Framework for the Urban block located within Darley Road, South Steyne, Victoria Parade and Wentworth Street, Manly**SUMMARY**

This report recommends that Council exhibit the Draft Urban Design Framework for the Urban block located within Darley Road, South Steyne, Victoria Parade and Wentworth Street.

MOTION (Griffin / Burns)

That:

1. Council resolves to exhibit the Draft Urban Design Framework for the urban block located within Darley Road, South Steyne, Victoria Parade and Wentworth Street, Manly for public consultation for 28 days.
2. Council strengthens the through site pedestrian link requirements;
3. A floor space ratio be set so that the envelope is not fully saturated, and
4. Consideration of desirable locations for motor vehicular access to basement parking be addressed.

PS90/11 RESOLVED: (Griffin / Burns)

That:

1. Council resolves to exhibit the Draft Urban Design Framework for the urban block located within Darley Road, South Steyne, Victoria Parade and Wentworth Street, Manly for public consultation for 28 days.
2. Council strengthens the through site pedestrian link requirements;
3. A floor space ratio be set so that the envelope is not fully saturated, and
4. Consideration of desirable locations for motor vehicular access to basement parking be addressed.

For the Resolution: Councillors Hay, Elder, Whitting, Murphy, LeSurf, Morrison, Norek, Griffin, Aird and Burns

Against the Resolution: Nil.

ENVIRONMENTAL SERVICES DIVISION

Environmental Services Division Report No. 19

Development Applications Being Processed During August 2011**SUMMARY**

Development Applications being processed during August 2011.

MOTION (Hay / Whitting)

That the information be noted.

PS91/11 **RESOLVED: (Hay / Whitting)**

That the information be noted.

For the Resolution: Councillors Hay, Elder, Whitting, Murphy, LeSurf, Morrison, Norek,
Griffin, Aird and Burns**Against the Resolution:** Nil.

Environmental Services Division Report No. 20

A List of Legal Appeals Relating to Development Applications During August 2011**SUMMARY**

A list of legal appeals relating to Development Applications during August 2011.

MOTION (Burns / Morrison)

That the information be noted.

PS92/11 **RESOLVED: (Burns / Morrison)**

That the information be noted.

For the Resolution: Councillors Hay, Elder, Whitting, Murphy, LeSurf, Morrison, Norek,
Griffin, Aird and Burns**Against the Resolution:** Nil.

Environmental Services Division Report No. 21

Standard Condition of Consent for Beach Nourishment with Sand from Building Sites**SUMMARY**

This report recommends to Council the adoption of a Standard Condition of Consent for the acceptance of excavated sand from development sites that complies with certain environmental,

chemical, and physical properties including but not limited to colour, textural and grain size distribution.

MOTION (Aird / Griffin)

That Council:

1. Receive and note the report;
2. Adopt the Standard Condition on Beach Nourishment Using Excavated Sand from Development Sites;
3. That the Proposed Standard Condition be amended at Part C to include "Once applicant applies to Council, that Council commissions an independent report and that the cost be met by the applicant".
4. As a supplementary, proactively manage naturally accumulated sand at Queenscliff Beach and distribute it across other areas of Manly Beach.

PS93/11 RESOLVED: (Aird / Griffin)

That Council:

1. Receive and note the report;
2. Adopt the Standard Condition on Beach Nourishment Using Excavated Sand from Development Sites;
3. That the Proposed Standard Condition be amended at Part C to include "Once applicant applies to Council, that Council commissions an independent report and that the cost be met by the applicant".
4. As a supplementary, proactively manage naturally accumulated sand at Queenscliff Beach and distribute it across other areas of Manly Beach.

For the Resolution: Councillors Hay, Elder, Whitting, Murphy, LeSurf, Morrison, Norek, Griffin, Aird and Burns

Against the Resolution: Nil.

HUMAN SERVICES AND FACILITIES DIVISION

Human Services And Facilities Division Report No. 6

VandalTrak

SUMMARY

Council at its meeting of 9 May 2011 resolved, inter alia, that Council investigate participating in the VandalTrak project.

MOTION (Burns / Aird)

That Council:

1. Receives and notes the Report.

2. Incorporates a web based reporting self-help notification mechanism on Councils website including a simple email submission.

PS94/11 **RESOLVED: (Burns / Aird)**

That Council:

1. Receives and notes the Report.
2. Incorporates a web based reporting self-help notification mechanism on Councils website including a simple email submission.

For the Resolution: Councillors Hay, Elder, Whitting, Murphy, LeSurf, Morrison, Norek, Griffin, Aird and Burns

Against the Resolution: Nil.

CLOSE

The meeting closed at 9.05pm.

The above minutes were confirmed at a **Planning and Strategy Committee** of Manly Council held on 5 September 2011.

CHAIRPERSON

******* END OF MINUTES *******