



## Minutes

## Ordinary Meeting

Held at Council Chambers, 1 Belgrave Street Manly on:

**Monday 8 November 2010**

*All minutes are subject to confirmation at a subsequent meeting.*

*Copies of business papers are available at the Customer Services Counter at Manly Council, Manly Library and Seaforth Library and are available on Council's website:  
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The Ordinary Meeting was held in the Council Chambers, Town Hall, Manly, on Monday 8 November 2010. The meeting commenced at 7.35pm.

### **PRESENT**

Her Worship, The Mayor, Councillor Jean Hay AM, who presided  
Councillor B Aird  
Councillor H Burns  
Councillor L Elder  
Councillor C Griffin  
Councillor A Heasman  
Councillor A Le Surf  
Councillor Dr P Macdonald  
Councillor R Morrison (Deputy Mayor)  
Councillor D Murphy  
Councillor M Norek (arrived 8.10pm)  
Councillor C Whitting

### **ALSO PRESENT**

Henry Wong, General Manager  
Stephen Clements, Deputy General Manager, Executive Manager, Environmental Services  
Ross Fleming, Deputy General Manager, People, Place & Infrastructure  
Anthony Hewton, Head of Strategy, General Managers Unit  
Christine Bone, Secretariat Services

### **OPENING PRAYER**

The Opening Prayer was presented by David Barrie from All Saints Anglican, Balgowlah.

### **APOLOGIES**

Nil.

### **DECLARATIONS OF PECUNIARY INTEREST / CONFLICT OF INTEREST**

Nil.

### **CONFIRMATION OF MINUTES**

#### **MOTION**

That copies of the Minutes of the Ordinary Meeting held on Monday, 11 October 2010, 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.

194/10     **RESOLVED:     (Elder / Whitting)**

That copies of the Minutes of the Ordinary Meeting held on Monday, 11 October 2010, 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, Heasman, Whitting, Murphy, LeSurf, Morrison, Griffin, Aird, Burns and Macdonald

**Against the Resolution:** Nil.

**MAYORAL MINUTES**

Mayoral Minute Report No. 13

**Ombudsman's Report and Recommendations - Implementation Plan and the Establishment of a Councillors Working Group****PUBLIC ADDRESSES**

The following person addressed the meeting on this item:

In Support of the Recommendation: Digby Hughes

**MOTION (Hay)**

That:

- a) A Councillors Working Group be established to consist of at least 6 councillors;
- b) All available Councillors are members of the Working Group with a quorum of 4;
- c) The first meeting of the Working Group shall take place as soon as possible but before the 19 November 2010;
- d) Council support my recommendation to engage In-Consult and Fraud Prevention & Governance P/L as consultants to Council;
- e) Council confirms the Implementation Plan, and
- f) The General Manager's performance review be held separately from his annual review.

195/10 **RESOLVED: (Hay)**

That:

- a) A Councillors Working Group be established to consist of at least 6 councillors;
- b) All available Councillors are members of the Working Group with a quorum of 4;
- c) The first meeting of the Working Group shall take place as soon as possible but before the 19 November 2010;
- d) Council support my recommendation to engage In-Consult and Fraud Prevention & Governance P/L as consultants to Council;
- e) Council confirms the Implementation Plan, and
- f) The General Manager's performance review be held separately from his annual review.

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

**Against the Resolution:** Councillors Whitting, Norek, Griffin, Aird, Burns and Macdonald

With voting being equal the Mayor exercised her casting vote in support of the motion and declared it **CARRIED**.

\*\*\*\*\*

**NOTICES OF MOTION**

Notice of Motion Report No. 50

**Bike racks in Balgowlah Heights Precinct**

Councillor Lauren Elder moved:

To encourage sustainable transport and provide a bike storage option, Council install bike racks in an appropriate location in the Balgowlah Heights shopping precinct through consultation with the Balgowlah Heights Precinct Committee and store owners for a minimum of 10 bikes.

**PUBLIC ADDRESSES**

The following person addressed the meeting on this item:

In Support of the Recommendation:                      Stephen Coulter

**MOTION (Elder / Aird)**

To encourage sustainable transport and provide a bike storage option, Council:

1. Install bike racks in an appropriate location in the Balgowlah Heights shopping precinct through consultation with the Balgowlah Heights Precinct Committee and store owners for a minimum of 10 bikes.
2. Bring back a report on potential bike racks within the Manly LGA.

196/10      **RESOLVED: (Elder / Aird)**

To encourage sustainable transport and provide a bike storage option, Council:

1. Install bike racks in an appropriate location in the Balgowlah Heights shopping precinct through consultation with the Balgowlah Heights Precinct Committee and store owners for a minimum of 10 bikes.
2. Bring back a report on potential bike racks within the Manly LGA.

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

**Against the Resolution:** Nil.

Councillor Griffin was not in the Chamber when the voting took place.

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**SUSPENSION OF STANDING ORDERS (Norek / Murphy)**

That Standing Orders be suspended to allow for consideration of items of public interest i.e. Notice of Rescission Report No. 6 – Proposed review of the Code of Practice for personal trainers.

197/10      **RESOLVED: (Norek / Murphy)**

That Standing Orders be suspended to allow for consideration of items of public interest i.e. Notice of Rescission Report No. 6 – Proposed review of the Code of Practice for personal trainers.

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

\*\*\*\*\*

## NOTICES OF RESCISSION

Notice of Rescission Report No. 6

### **Proposed review of the Code of Practice for personal trainers**

Councillor Lauren Elder, Councillor Adele Heasman, and Councillor Alan Le Surf moved:

“That the Council’s decision of 11 October 2010 being Item 47 in respect of Proposed review of the Code of Practice for personal trainers be and is hereby rescinded.”

## PUBLIC ADDRESSES

The following person addressed the meeting on this item:

In Support of the Recommendation: Lindsay Lewis

### **RESCISSION MOTION (Elder / Whitting)**

That the Council’s decision of 11 October 2010 being Item 47 in respect of Proposed review of the Code of Practice for personal trainers be and is hereby rescinded.

**For the Rescission Motion:** Councillors Hay, Elder, Heasman, Whitting, Murphy, LeSurf, Morrison, Norek, Griffin and Aird

**Against the Rescission Motion:** Councillors Macdonald and Burns

The Notice of Rescission was put and declared **CARRIED**.

### **MOTION (Elder / Whitting)**

That:

- Personal training activities are permitted between the hours of 6am – 8:30pm in accordance with Council’s personal training agreement.
- Boxing and any other activity deemed offensive under the Environmental Protection Act conducted prior to 7am must be conducted a minimum of 50 metres from a residential property in Council’s designated reserves under the personal trainers agreement.

### 198/10 **RESOLVED: (Elder / Whitting)**

That:

- Personal training activities are permitted between the hours of 6am – 8:30pm in accordance with Council’s personal training agreement.
- Boxing and any other activity deemed offensive under the Environmental Protection Act conducted prior to 7am must be conducted a minimum of 50 metres from a residential property in Council’s designated reserves under the personal trainers agreement.

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

**Against the Resolution:** Councillors Macdonald and Burns

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**RESUMPTION OF STANDING ORDERS (Norek / LeSurf)**

That Standing Orders be resumed.

199/10 **RESOLVED: (Norek / LeSurf)**

That Standing Orders be resumed.

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

**Against the Resolution:** Nil.

\*\*\*\*\*

Notice of Motion Report No. 51

**"Love Food Hate Waste" Partnership Program**

Councillor Barbara Aird moved:

To tackle the problem of food waste in our community that Manly Council becomes a partner with DECCW in the "Love Food Hate Waste" program.

Note: DECCW is partnering with councils to promote and support the program's aim to reduce food waste across the community.

**MOTION (Aird / Heasman)**

To tackle the problem of food waste in our community that Manly Council becomes a partner with DECCW in the "Love Food Hate Waste" program.

200/10 **RESOLVED: (Aird / Heasman)**

To tackle the problem of food waste in our community that Manly Council becomes a partner with DECCW in the "Love Food Hate Waste" program.

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

**Against the Resolution:** Nil.

Councillor Macdonald was not in the Chamber when the voting took place.

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Notice of Motion Report No. 52

**Recommendations from Ombudsman's Report**

Councillor Cathy Griffin moved:

That the General Manager be requested to publish on the Council website responses that pertain to DA processing and reporting procedures, Complaints Handling, Employee Recruitment, Training and Performance Management policies and procedures and record management.



**MOTION (Griffin / Burns)**

That the General Manager be requested to publish on the Council website responses that pertain to DA processing and reporting procedures, Complaints Handling, Employee Recruitment, Training and Performance Management policies and procedures and record management.

201/10 **RESOLVED: (Griffin / Burns)**

That the General Manager be requested to publish on the Council website responses that pertain to DA processing and reporting procedures, Complaints Handling, Employee Recruitment, Training and Performance Management policies and procedures and record management.

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

**Against the Resolution:** Nil.

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Notice of Motion Report No. 53

**Manly Council's Website**

Councillor Cathy Griffin moved:

That the General Manager provide a report to Council which includes but is not limited to a timeline and budget proposal for consideration in the next financial year to upgrade and improve the Manly Council website.

**MOTION (Griffin / Burns)**

That the General Manager provide a report to Council which includes but is not limited to a timeline and budget proposal for consideration in the next financial year to upgrade and improve the Manly Council website.

202/10 **RESOLVED: (Griffin / Burns)**

That the General Manager provide a report to Council which includes but is not limited to a timeline and budget proposal for consideration in the next financial year to upgrade and improve the Manly Council website.

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

**Against the Resolution:** Nil.

\*\*\*\*\*

Notice of Motion Report No. 54

**Ombudsman's Report**

Councillor Mark Norek moved:

1. That the General Manager report back in open Council at each meeting, on the progress made on each of the recommendations in the Ombudsman's Report, and that the General Manager's performance review be brought forward and held as soon as possible in November 2010.

2. That, in an attempt to regain the trust of the people of Manly, independent external stakeholders are involved in the performance review, with, for example a senior representative from the Chamber of Commerce, being a member of the Panel, and other stakeholders being asked to be part of a confidential 360 degree appraisal of the General Manager. An independent consultant should be employed to facilitate the process. External stakeholders to be invited to be part of the 360 degree appraisal could include members of the local and business communities, and perhaps State Agencies.
3. That the recommendations to be reported to a Council meeting, as a public document.

**MOTION (Norek / Burns)**

1. That the General Manager report back in open Council at each meeting, on the progress made on each of the recommendations in the Ombudsman's Report, and that the General Manager's performance review be brought forward and held as soon as possible in November 2010.
2. That, in an attempt to regain the trust of the people of Manly, independent external stakeholders are involved in the working group, with, for example a senior representative from the Chamber of Commerce, being a member of the working group, and other stakeholders being asked to be part of a confidential 360 degree appraisal of the General Manager. An independent consultant should be employed to facilitate the process. External stakeholders to be invited to be part of the 360 degree appraisal could include members of the local and business communities, and perhaps State Agencies.
3. That the recommendations to be reported to a Council meeting, as a public document.

**The Notice of Motion was ruled Out of Order by the Chairperson.**

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Notice of Motion Report No. 55

**Reforms to the operation of the Manly Independent Assessment Panel (MIAP)**

Councillor Hugh Burns moved:

1. That it is proposed the time allowed for presentations shall be increased to at least 5 minutes, and include the opportunity for presentations from all objectors who claim significant loss of amenity.
2. That it shall be written in the instructions issued to objectors that speakers shall be able to provide a written submission to the panel of up to 5 pages to backup and amplify the issues contained in their presentation.
3. That as part of being on, or being eligible to sit on, the panel, there needs to be a requirement for all professional (non community) panel members not to have any pecuniary or significant non-pecuniary interests in the Manly Municipality. Should an unexpected conflict of interest arise it should be declared at the point the business papers are received by the panel members so that that person can be replaced for the entire hearing on the nominated day. Following such a declaration that person is to be permanently replaced and otherwise become ineligible for further service on the panel.
4. That a staff report is to be compiled outlining all decisions of the panel in which the panel determination has varied from the staff recommendation, to determine whether a better framework for minor variation from staff recommendations needs to be put in place. The intent of this is to cover limited issues such as increasing setbacks, lowering heights or imposing noise restrictions or operating conditions to reduce the impact on adjacent

residents and assist objectors in producing a better compromise outcome with less impact.

**MOTION (Burns / Macdonald)**

1. That it is proposed the time allowed for presentations shall be increased to at least 5 minutes, and include the opportunity for presentations from all objectors who claim significant loss of amenity.
2. That it shall be written in the instructions issued to objectors that speakers shall be able to provide a written submission to the panel of up to 5 pages to backup and amplify the issues contained in their presentation.
3. That as part of being on, or being eligible to sit on, the panel, there needs to be a requirement for all professional (non community) panel members not to have any pecuniary or significant non-pecuniary interests in the Manly Municipality. Should an unexpected conflict of interest arise it should be declared at the point the business papers are received by the panel members so that that person can be replaced for the entire hearing on the nominated day. Following such a declaration that person is to be permanently replaced and otherwise become ineligible for further service on the panel.
4. That a staff report is to be compiled outlining all decisions of the panel in which the panel determination has varied from the staff recommendation, to determine whether a better framework for minor variation from staff recommendations needs to be put in place. The intent of this is to cover limited issues such as increasing setbacks, lowering heights or imposing noise restrictions or operating conditions to reduce the impact on adjacent residents and assist objectors in producing a better compromise outcome with less impact.

**For the Motion:** Councillors Whitting, Norek, Aird, Burns and Macdonald

**Against the Motion:** Councillors Elder, Heasman, Murphy, LeSurf, Griffin, Morrison and Hay

The **Motion** was declared **LOST**.

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Notice of Motion Report No. 56

**Return of Committee Delegation to the Council**

Councillor Hugh Burns moved:

That all Manly Council Committee terms of reference be amended and General Manager's delegation be amended so as to return to the usual Committee delegation form (as was the case under the previous term of Council), that the Special Purpose Committees are convened by Council(lors), to provide a forum for discussion and recommendation to Council.

**MOTION (Burns / Griffin)**

That all Manly Council Committee terms of reference be amended and General Manager's delegation be amended so as to return to the usual Committee delegation form (as was the case under the previous term of Council), that the Special Purpose Committees are convened by Council(lors), to provide a forum for discussion and recommendation to Council.

**AMENDMENT (Hay / Murphy)**

That this item be dealt with at the annual performance review of the General Manager.

**For the Amendment:** Councillors Hay, Elder, Heasman, Whitting, Murphy, LeSurf, Morrison, Norek, Griffin, Aird and Macdonald

**Against the Amendment:** Councillor Burns

The **Amendment** was declared **CARRIED** and became the **Motion** and was put.

203/10 **RESOLVED:** (Hay / Murphy)

That this item be dealt with at the annual performance review of the General Manager.

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

**Against the Resolution:** Councillor Burns

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## Items For Brief Mention

Item For Brief Mention Report No. 8

### Items for Brief Mention

#### 1. Complaints made to the General Manager

In the month of October 2010, the General Manager finalised the following complaints:

Received	Nature of complaint	Outcome	Finalised
June	Alleged misconduct by staff	No breach of Code of Conduct. No further action.	October
October	Alleged misuse of resources and conflict of interests	Review in progress	Pending

#### 2. Notices of Motion status report.

The following Notices of Motion are currently in progress.

Res No.	Meeting Date	Subject	Resolution	Status
173/10	11 Oct	Notice of Motion Report No. 49 - Road Reserve Lease for 4 Peronne Avenue Clontarf	1. Subject to statutory provisions and the Manly Traffic Committee approval, and modifications to the front fence and the proposed layback alteration to improve visibility and sight lines that a 5 year road reserve lease be granted to 4 Peronne Avenue, Clontarf for an area no bigger than that currently defined by the proposed amendments to the existing unauthorised fence.	Traffic Committee meeting being held on 8/11/10 and the residents from 2 and 4 Peronne Avenue, Clontarf attending the meeting.
172/10	11 Oct	Notice of Motion Report No. 47 - Proposed review of the Code of Practice for Personal Trainers.	That Manly Council review the Code of Practice for Personal Trainers with the intention of amending it to reduce the noise problem local residents are experiencing during the early mornings and evenings. All amendments to be enforced by Council and the review be reported back to Council and include the following: <ul style="list-style-type: none"> <li>• Hours of operation for boxing exercise be restricted to between</li> </ul>	No further action taken as the matter is subject to a Rescission motion for OM 08/11/10.

			7.00am and 8.30pm. • No activity is to be conducted within 50 metres of a residential property.	
156/10	13 Sep	Notice of Motion - Removal of Storm Water pipes along Manly Beach	That the General Manager provide an updated report on Council's earlier proposal to remove the storm water pipes along Manly Beach, including an analysis of economic and environmental effects.	Report received from consultants. In progress.
149/10	13 Sep	Notice of Motion - Manly Lagoon Rehabilitation	That Manly Council consider writing to the residents living in close proximity of Manly Lagoon to inform them of the commencement date of the sediment dredging. In addition to the letter, Manly Council initiates an interactive website that can provide the community with regular updates on Manly Lagoon's rehabilitation.	Warringah council has distributed letters. Website will be complete by mid December.
94/10	21 June	Notice of Motion - Membership of Sustainable Choice Program	5. Establishing a tracking system to monitor the scope and level of purchasing activity.	Tracking system currently not available. LGSA to advise of suitable options for a tracking system.
44/10	19 Apr	Notice of Motion - Manly Council to Investigate Resuming Provision of Street Lighting in the Manly Municipality	That Council conducts an investigation and produces a report on the feasibility or taking over all or part of the street lighting in the Manly Municipality, currently run by Energy Australia at Council's expense. That such a report include but not be limited to the following items: - Identification of possible areas to be taken over including staging options and outlining selection methodology/criteria, - Identification of any additional costs or savings from taking over these assets over say a 20 year term. - Consideration of whether the transfer would assist Council to make the street lighting installation more energy efficient and likely cost savings and environmental benefits from such a change. - Consideration of whether such a transfer would enable Council to place more lighting wiring underground to make selected areas more attractive and the installations less prone to damage. - Consideration of whether there would be further cost savings from undertaking the street lighting on a regional or SHOROC based scale.	In progress. Awaiting response from Energy Australia.

**MOTION (Macdonald / LeSurf)**

1. That the information be received and noted.
2. That the report be received and noted.

**204/10 RESOLVED: (Macdonald / LeSurf)**

1. That the information be received and noted.

2. That the report be received and noted.

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

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## REPORTS OF COMMITTEES

Report Of Committees Report No. 45

### **Minutes for adoption by Council - Sustainability and Climate Change Committee - 14 September 2010**

This report was dealt with at the Sustainability and Climate Change Committee meeting of 14 September 2010 and was listed as a Recommendation in those minutes. The item is hereby submitted to the Ordinary Meeting, together with the minutes for formal adoption by Council.

#### **1. ITEM 3 MATTERS ARISING**

A discussion about the future role and functioning of the Committee was facilitated. Michael Long presented one proposed approach, which was discussed by the group. Members present agreed that the functioning of the Committee did not allow members to contribute their skills or knowledge for the benefit of Council and the community and expressed frustration with the current model being a one way flow of information. An alternative model was discussed whereby the group would meet, or be consulted in other ways, on an as-needs basis to provide sustainability and climate change advice to staff on specific projects / matters, as they arise. Members expressed the desire to have front-end input before key decisions have already been made so that their advice may be appropriately considered and factored into the project or direction of Council on relevant matters.

The group indicated that this arrangement would be more beneficial to be informal, without formal business papers and reports etc. They indicated Council could seek advice through holding workshops with just a calendar invitation with the relevant paperwork attached and/or via telephone/email.

A trial for this model was discussed as a good way forward. Thus the first 'trial' workshop with members of the Committee will be scheduled for October (precise date TBC via electronic invitation) to seek the group's sustainability and climate change advice and input for the Council's '2015' project.

Other projects earmarked for Council staff to seek advice on included; regional co-generation procurement and management project (if co-generation is confirmed through the Carbon Emissions Reduction Project – corporate/community components and the community component of the carbon emissions reduction project. Opportunities for advice were also identified for assisting with environment protection and habitat conservation zone identification and integration into the LEP/DCP.

#### **MOTION (Macdonald / Griffin)**

That the minutes of the Sustainability and Climate Change Committee meeting on 14 September 2010 be adopted including the following items:

That:

1. The role and functioning of the Sustainability & Climate Change Committee be amended so

that relevant members of the group meet, or are consulted, on an as-needs basis to provide sustainability and climate change advice to the Council and/or Council staff on matters or projects that would benefit from such input. Under this new model Council and/or Council staff would specifically request advice from the group at the front-end of projects or matters relevant to sustainability and/or climate change.

2. Under the new model of functioning for the Committee, a trial workshop be held in October (precise date TBC) to seek the Sustainability & Climate Change Committee's advice and input for the Council's '2015' project.
3. Depending on the outcomes of the trial workshop, members of the Sustainability & Climate Change Committee meet and/or be consulted on an as-needs basis under the new model of functioning for this Committee.

205/10      **RESOLVED:      (Macdonald / Griffin)**

That the minutes of the Sustainability and Climate Change Committee meeting on 14 September 2010 be adopted including the following items:

That:

1. The role and functioning of the Sustainability & Climate Change Committee be amended so that relevant members of the group meet, or are consulted, on an as-needs basis to provide sustainability and climate change advice to the Council and/or Council staff on matters or projects that would benefit from such input. Under this new model Council and/or Council staff would specifically request advice from the group at the front-end of projects or matters relevant to sustainability and/or climate change.
2. Under the new model of functioning for the Committee, a trial workshop be held in October (precise date TBC) to seek the Sustainability & Climate Change Committee's advice and input for the Council's '2015' project.
3. Depending on the outcomes of the trial workshop, members of the Sustainability & Climate Change Committee meet and/or be consulted on an as-needs basis under the new model of functioning for this Committee.

**For the Resolution:**      Councillors Hay, Elder, Heasman, Whitting, LeSurf, Norek, Griffin, Aird, Burns and Macdonald

**Against the Resolution:** Nil.

Councillor Morrison and Murphy were out of the chamber when the voting took place.

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Report Of Committees Report No. 46

**Minutes for Adoption by Council - Special Purpose Committees - without recommendations of a substantial nature**

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

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

- i)            Manly Traffic Committee – 11 October 2010
- ii)          Community Environment Committee – 13 October 2010
- iii)        Community Safety Committee – 14 October 2010

**MOTION (Le Surf/ Burns)**

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

- i) Manly Traffic Committee – 11 October 2010
- ii) Community Environment Committee – 13 October 2010
- iii) Community Safety Committee – 14 October 2010

206/10 **RESOLVED: (LeSurf / Burns)**

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

- i) Manly Traffic Committee – 11 October 2010
- ii) Community Environment Committee – 13 October 2010
- iii) Community Safety Committee – 14 October 2010

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

**Against the Resolution:** Nil.

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**CORPORATE SERVICES DIVISION**

Corporate Services Division Report No. 39

**Policy on Payment of Expenses and Provision of Facilities to Mayor and Councillors****SUMMARY**

Council is required to adopt a Policy concerning payment of expenses and the provision of facilities to the Mayor and Councillors within 5 months after the end of each year, and to forward a copy of the Policy to the Director General.

**MOTION (Le Surf / Griffin)**

That:

1. Pursuant to section 253(3) of the Local Government Act 1993, the Policy on Payment of Expenses and Provision of Facilities to the Mayor and Councillors, be adopted, and
2. A copy of the Policy be forwarded to the Director General, Division of Local Government.

**AMENDMENT (Griffin / Murphy)**

That:

1. Pursuant to section 253(3) of the Local Government Act 1993, the Policy on Payment of Expenses and Provision of Facilities to the Mayor and Councillors, be adopted;
2. A copy of the Policy be forwarded to the Director General, Division of Local Government.
3. In the Policy of Payment of Expenses and Provision of Facilities to Mayor and Councillors, a technology choice be included in Part 2, 2.2, point 6 so it will read "provision (on loan) of a facsimile machine or Ipad at place of residence or business".



**For the Amendment:** Councillors Whitting, Murphy, Morrison, Griffin and Aird

**Against the Amendment:** Councillors , Elder, Heasman, LeSurf, Norek, Burns, Macdonald and Hay

The **Amendment** was declared **LOST**.

207/10 **RESOLVED: (LeSurf / Griffin)**

That:

1. Pursuant to section 253(3) of the Local Government Act 1993, the Policy on Payment of Expenses and Provision of Facilities to the Mayor and Councillors, be adopted;
2. A copy of the Policy be forwarded to the Director General, Division of Local Government.

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

**Against the Resolution:** Councillor Griffin

The **Motion** was put and declared **CARRIED**.

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#### **SUSPENSION OF STANDING ORDERS (Morrison / Norek)**

That Standing Orders be suspended to allow for consideration of confidential items i.e. Environmental Services Division Report No.35 – Tender No.T2011/04 for the supply and delivery of one small 8m3 garbage compactor, Corporate Services Division Report No.44 – Legal matter and Mayoral Minute Report No.14 – Senior staff matter.

208/10 **RESOLVED: (Morrison / Norek)**

That Standing Orders be suspended to allow for consideration of confidential items i.e. Environmental Services Division Report No.35 – Tender No.T2011/04 for the supply and delivery of one small 8m3 garbage compactor, Corporate Services Division Report No.44 – Legal matter and Mayoral Minute Report No.14 – Senior staff matter.

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

**Against the Resolution:** Nil.

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#### **CONFIDENTIAL COMMITTEE OF THE WHOLE**

Mayoral Minute Report No. 14

##### **Senior Staff Matter**

*It is recommended that the Council resolve into closed session with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2) (a) of the Local Government Act, 1993, on the grounds that the matter will involve the discussion of personnel matters concerning a particular individual*

*It further being considered that discussion of the matter in open meeting would be, on balance, contrary to public interest by reason of the foregoing and report contains personal information concerning a member of staff.*

Corporate Services Division Report No. 44

**Legal Matter**

*It is recommended that the Council resolve into closed session with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2) (d) of the Local Government Act, 1993, on the grounds that the report contains commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret.*

Environmental Services Division Report No. 35

**Tender No. T2011/04 for the Supply and Delivery of one small 8m<sup>3</sup> Garbage Compactor**

*It is recommended that the Council resolve into closed session with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2) (d) of the Local Government Act, 1993, on the grounds that the report contains commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret.*

**CLOSED SESSION**

**MOTION (Norek / Aird )**

That the meeting move into Closed Session to consider the above items.

The Chairperson, Councillor Hay asked if any members of the public gallery objected to the matter being heard in closed Session.

It is noted that no representations were received from the public gallery

209/10      **RESOLVED: (Norek / Aird)**

That the meeting move into Closed Session to consider the above items.

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

**Against the Resolution:** Nil.

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**OPEN COUNCIL RESUMED**

Upon resuming into Open Council, the General Manager advised the meeting of the decisions made in Closed Session.

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Environmental Services Division Report No. 35

**Tender No. T2011/04 for the Supply and Delivery of one small 8m<sup>3</sup> Garbage Compactor**

**MOTION (Morrison / LeSurf)**

1. That Council accept the offer from Garwood International Pty Ltd for the supply and delivery of one 8m<sup>3</sup> garbage compactor being a **UD Nissan chassis** for **\$92,207** excluding GST, coupled with a **Garwood compactor** unit for **\$89,838 ex GST**, for an all up cost of **\$182,045** excluding GST.

2. That the unsuccessful tenderers be advised accordingly.

210/10 **RESOLVED: (Morrison / LeSurf)**

1. That Council accept the offer from Garwood International Pty Ltd for the supply and delivery of one 8m<sup>3</sup> garbage compactor being a **UD Nissan chassis** for **\$92,207** excluding GST, coupled with a **Garwood compactor** unit for **\$89,838 ex GST**, for an all up cost of **\$182,045** excluding GST.

2. That the unsuccessful tenderers be advised accordingly.

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

**Against the Resolution:** Nil.

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Corporate Services Division Report No. 44

**Legal Matter**

**MOTION (LeSurf / Burns)**

That Council agrees to enter into the Deed of Settlement with Quantim Pty Ltd as attached to the agenda.

211/10 **RESOLVED: (LeSurf / Burns)**

That Council agrees to enter into the Deed of Settlement with Quantim Pty Ltd as attached to the agenda.

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

**Against the Resolution:** Nil.

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Mayoral Minute Report No. 14

**Senior Staff Matter**

**MOTION (Heasman / Macdonald)**

That the matter proceed as per the discussion in the Closed session.

212/10 **RESOLVED: (Heasman / Macdonald)**

That the matter proceed as per the discussion in the Closed session.

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

**Against the Resolution:** Councillor Norek

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The following items were deferred to a meeting to be held on Tuesday 9 November 2010:

1. **Corporate Services Division Report No. 40** - Adoption of the Manly Council Code of Meeting Practice
2. **Corporate Services Division Report No. 41** - Schedule of Meetings - 1 January to 31 December 2011
3. **Corporate Services Division Report No. 43** - Quarterly Financial Review
4. **Planning And Strategy Division Report No. 25** - Quarterly Update Report on the Management Plan 2010-2013 for the period 1st July to 30th September 2010.
5. **Planning And Strategy Division Report No. 26** - Update Report on the Development of Manly2015
6. **Planning And Strategy Division Report No. 27** - Update Report on Community Engagement in preparation of Council's 10 Year Community Strategic Plan
7. **Planning And Strategy Division Report No. 28** - Carbon Reduction Strategy & Action Plan for the Council
8. **Human Services And Facilities Division Report No. 17** - Adoption by Council of the Manly Council Child Protection Policy
9. **Questions Without Notice**

The Ordinary Meeting was adjourned at 12.20am on Tuesday 9 November 2010 and will reconvene at 6.30pm on Tuesday 9 November 2010.

The meeting was reconvened on Tuesday 9 November at 6.35pm with the following members present:

#### **PRESENT**

Her Worship, The Mayor, Councillor Jean Hay AM, who presided  
Councillor B Aird  
Councillor H Burns  
Councillor C Griffin  
Councillor A Heasman  
Councillor A Le Surf  
Councillor Dr P Macdonald  
Councillor R Morrison (Deputy Mayor) (arrived 7.10pm)  
Councillor D Murphy  
Councillor M Norek (arrived 7.45pm)  
Councillor C Whitting

#### **ALSO PRESENT**

Henry Wong, General Manager  
Stephen Clements, Deputy General Manager, Executive Manager, Environmental Services  
Ross Fleming, Deputy General Manager, People, Place & Infrastructure  
Anthony Hewton, Head of Strategy, General Managers Unit  
Christine Bone, Secretariat Services

**APOLOGIES**

Apologies were tendered on behalf of Councillor Elder, for non-attendance.

**213/10 RESOLVED: (Burns / Heasman)**

That the apology received from Councillor Elder, be accepted and leave be granted.

**For the Resolution:** Councillors Hay, Heasman, Whitting, Murphy, LeSurf, Griffin, Aird,  
Burns and Macdonald

**Against the Resolution:** Nil.

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**RESUMPTION OF STANDING ORDERS (Norek / Aird)**

That Standing Orders be resumed.

**214/10 RESOLVED: (Norek / Aird)**

That Standing Orders be resumed.

**For the Resolution:** Councillors Hay, Heasman, Whitting, Murphy, LeSurf, Griffin, Aird,  
Burns and Macdonald

**Against the Resolution:** Nil.

\*\*\*\*\*

Corporate Services Division Report No. 40

**Adoption of the Manly Council Code of Meeting Practice****SUMMARY**

Pursuant to section 361(2) of the Local Government Act 1993, the draft *Code of Meeting Practice* was placed on public exhibition. Following the close of the exhibition period, the *Code of Meeting Practice* is now recommended to Council for adoption.

**MOTION (Macdonald / Heasman)**

That Council having given public notice in accordance with section 361(2) of the Local Government Act 1993, of its intention to adopt the draft *Code of Meeting Practice*, and having received no submissions at the close of the exhibition period, that pursuant to section 362((1)(b) the draft *Code of Meeting Practice (November 2010)* be adopted.

**215/10 RESOLVED: (Macdonald / Heasman)**

That Council having given public notice in accordance with section 361(2) of the Local Government Act 1993, of its intention to adopt the draft *Code of Meeting Practice*, and having received no submissions at the close of the exhibition period, that pursuant to section 362((1)(b) the draft *Code of Meeting Practice (November 2010)* be adopted.

**For the Resolution:** Councillors Hay, Heasman, Whitting, Murphy, LeSurf, Griffin, Aird,  
Burns and Macdonald

**Against the Resolution:** Nil.

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Corporate Services Division Report No. 41

### **Schedule of Meetings - 1 January to 31 December 2011**

#### **SUMMARY**

A schedule of proposed dates for Council and the Principal Committee meetings from 1 January 2011 to 31 December 2011 is submitted to Council for adoption.

#### **MOTION (Macdonald / Murphy)**

That the Schedule of Meetings for the period 1 January to 31 December 2011, as outlined in this Report, be adopted with an amendment to combine the Planning and Strategy and Ordinary Meeting in July on 18 July 2010.

#### **AMENDMENT (Griffin / Burns)**

That Council hold two meetings per month irrespective of school holidays.

**For the Amendment:** Councillors Whitting, Griffin, Aird and Burns

**Against the Amendment:** Councillors Heasman, Murphy, LeSurf, Macdonald and Hay

The **Amendment** was declared **LOST**.

#### 216/10 **RESOLVED: (Macdonald / Murphy)**

That the Schedule of Meetings for the period 1 January to 31 December 2011, as outlined in this Report, be adopted with an amendment to combine the Planning and Strategy and Ordinary Meeting in July on 18 July 2010.

**For the Resolution:** Councillors Heasman, Murphy, LeSurf, Macdonald and Hay

**Against the Resolution:** Councillors Whitting, Griffin, Aird and Burns

The **Motion** was put and declared **CARRIED**.

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Corporate Services Division Report No. 43

### **Quarterly Financial Review**

#### **SUMMARY**

Council's income and expenditure for the quarter 1 July 2010 to 30 September 2010 has been reviewed, together with a projection of Council's Budget as at 30 June 2011, and a Statement of Variations which have occurred is submitted.

After adoption of the recommended adjustments the result for the quarter is a deficit of \$119,158 and a forecast deficit at 30 June 2011 of \$396,231.

#### **MOTION (LeSurf / Macdonald)**

That the 2010/2011 Adopted Budget be varied in terms of this Report.

#### 217/10 **RESOLVED: (LeSurf / Macdonald)**

That the 2010/2011 Adopted Budget be varied in terms of this Report.

**For the Resolution:** Councillors Hay, Heasman, Whitting, Murphy, LeSurf, Griffin, Aird and Macdonald

**Against the Resolution:** Councillor Burns

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## PLANNING AND STRATEGY DIVISION

Planning And Strategy Division Report No. 25

### **Quarterly Update Report on the Management Plan 2010-2013 for the period 1st July to 30th September 2010**

#### **SUMMARY**

This report provides a review of the achievements towards meeting the outcomes set by Council as described in the Management Plan 2010 – 2013 for the period 1 July 2010 to 30 September 2010, in accordance with the requirements of the *Local Government Act, 1993*.

#### **MOTION (Le Surf / Macdonald)**

That the report on the first quarterly review of the Management Plan 2010-2013 for the period ending 30 September 2010 be received and noted.

218/10 **RESOLVED: (LeSurf / Macdonald)**

That the report on the first quarterly review of the Management Plan 2010-2013 for the period ending 30 September 2010 be received and noted.

**For the Resolution:** Councillors Hay, Heasman, Whitting, Murphy, LeSurf, Griffin, Aird, Burns and Macdonald

**Against the Resolution:** Nil.

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Councillor Morrison entered the Chambers at 7.10pm.

Councillor Norek entered the Chambers at 7.45pm.

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Planning And Strategy Division Report No. 26

### **Update Report on the Development of Manly2015**

#### **SUMMARY**

This report provides Council with:

- Information on the development of *Manly2015*;
- Feedback from key stakeholders on *Manly2015*; and
- Concepts prepared to date on *Manly2015*.

#### **MOTION (Macdonald / Aird)**

That:

1. Council formally endorse *Manly2015* i.e. *Manly2015* is a strategic, forward thinking vision

- to guide the future rejuvenation of the Manly Village, which aims to improve and capitalise on Manly as a village.
2. Council notes that *Manly2015* will undergo extensive Community Engagement over the period of the next 12 months.
  3. Council establish an interactive website that describes the *Manly2015* strategy and plan and this website include a interactive component similar to the “bang the table” software as soon as possible and before the February 2011 councillor strategic planning meeting.
  4. All options including removing or retaining the library building to be included in the *Manly2015*.
  5. The traffic study be finalised and taken into account before the community engagement commences.
  6. A working party be established within Landscape Management and Urban Design Committee to include all interested councillors, specifically to provide advice to Council.

219/10      **RESOLVED:**      **(Macdonald / Aird)**

That:

1. Council formally endorse *Manly2015* i.e. *Manly2015* is a strategic, forward thinking vision to guide the future rejuvenation of the Manly Village, which aims to improve and capitalise on Manly as a village.
2. Council notes that *Manly2015* will undergo extensive Community Engagement over the period of the next 12 months.
3. Council establish an interactive website that describes the *Manly2015* strategy and plan and this website include a interactive component similar to the “bang the table” software as soon as possible and before the February 2011 councillor strategic planning meeting.
4. All options including removing or retaining the library building to be included in the *Manly2015*.
5. The traffic study be finalised and taken into account before the community engagement commences.
6. A working party be established within Landscape Management and Urban Design Committee to include all interested councillors, specifically to provide advice to Council.

**For the Resolution:**      Councillors Hay, Heasman, Norek, Whitting, , Morrison, Murphy,  
LeSurf, Aird, Burns and Macdonald

**Against the Resolution:**      Councillor Griffin

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Planning And Strategy Division Report No. 27

### **Update Report on Community Engagement in preparation of Council's 10 Year Community Strategic Plan**

#### **SUMMARY**

This report provides an update for Council on the development of its Ten Year plus Community Strategic Plan, in particular its community engagement activities.



The report circulates under separate cover two documents developed as part of Council's Community Strategic Plan preparations, namely:

1. Manly Beyond 2021: Issues Paper as prepared by Manly Council in September 2010;
2. Manly Community Strategic Plan - Community Engagement process, Elton Consulting, September 2010.

**MOTION (Macdonald / Le Surf)**

That:

1. The report on the preparation of Council's Community Strategic Plan Beyond 2021 be received and noted.
2. The consultant to review Chapter 5 on social issues and Chapter 7 on environmental issues then seek comments from the Community Environment Committee and Human Services Planning and Policy Committee prior to public exhibition.

220/10 **RESOLVED: (Macdonald / LeSurf)**

That:

1. The report on the preparation of Council's Community Strategic Plan Beyond 2021 be received and noted.
2. The consultant to review Chapter 5 on social issues and Chapter 7 on environmental issues then seek comments from the Community Environment Committee and Human Services Planning and Policy Committee prior to public exhibition.

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

**Against the Resolution:** Nil.

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Planning And Strategy Division Report No. 28

**Carbon Reduction Strategy & Action Plan for the Council**

**SUMMARY**

A Manly Council Carbon Reduction Strategy and Action Plan has been prepared to plan for the delivery of Council's resolved carbon emissions reduction target of 25% on 2000 levels by 2020. It proposes a pathway for Council that will exceed Council's target delivering a 30% reduction on 2008/09 baseline year by 2020. Proposed actions follow the widely accepted energy hierarchy and include improving energy efficiency, fuel switching and renewable energy options.

**MOTION (Macdonald / Griffin)**

That:

1. Council endorse, in principle, the Manly Council Carbon Reduction Strategy, and refer the Strategy to the Sustainability and Climate Change Committee for its comment and final recommendation to Council.

2. Council note the Carbon Reduction Strategy and Action Plan is intended to be a dynamic document. It is essential that the document be adapted to accommodate rapid changes and ongoing advancements in the industry and associated technologies.
3. Progress towards Council's resolved carbon emissions reduction target be reported annually through the Council's Integrated Strategic Plan.

221/10     **RESOLVED:**     **(Macdonald / Griffin)**

That:

1. Council endorse, in principle, the Manly Council Carbon Reduction Strategy, and refer the Strategy to the Sustainability and Climate Change Committee for its comment and final recommendation to Council.
2. Council note the Carbon Reduction Strategy and Action Plan is intended to be a dynamic document. It is essential that the document be adapted to accommodate rapid changes and ongoing advancements in the industry and associated technologies.
3. Progress towards Council's resolved carbon emissions reduction target be reported annually through the Council's Integrated Strategic Plan.

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

**Against the Resolution:** Nil.

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## **HUMAN SERVICES AND FACILITIES DIVISION**

Human Services And Facilities Division Report No. 17

### **Adoption by Council of the Manly Council Child Protection Policy**

#### **SUMMARY**

Council considered the report Manly Council draft Child Protection Policy and resolved at the Ordinary Meeting held on 13 September 2010 that:

- 1) The Draft Manly Council Child Protection Policy be placed on public exhibition for 28 days
- 2) At the conclusion of the exhibition period, a further report be submitted for adoption of the Manly Council Child Protection Policy.
- 3) Council engage in community education with parents and other users of Council's children's services to raise awareness of the Child Protection Policy.

#### **MOTION (LeSurf / Burns)**

That:

1. The Manly Council Child Protection Policy - 2010, be adopted.
2. A copy of the Policy will be placed in the operating manuals of all Children's Services.

222/10      **RESOLVED:**      (LeSurf / Burns)

That:

1. The Manly Council Child Protection Policy - 2010, be adopted.
2. A copy of the Policy will be placed in the operating manuals of all Children's Services.

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

**Against the Resolution:** Nil.

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## QUESTIONS WITHOUT NOTICE

**QWN106/10 Councillor Heasman** - Planning & Strategy Division Report No.25 - Quarterly update report on the Management Plan 2010-2013 for the period 1 July-30 September

Regarding 'street art project' - I note that youth services is currently looking for new opportunities to continue the street art project. My question is could staff approach the owners of the Bunning's site for youth services to be involved in the beautification by aerosol art of this site?

The Bunning's site is large and would benefit from the talent that the members of the youth services possess.

At the request of the Mayor, the General Manager advised that Council is fencing off the area within the next ten days and staff will look into suitable artists.

**QWN107/10 Councillor Whitting** - Lease of Clonny's Restaurant, Clontarf

The Clontarf Precinct as well as the local Clontarf community and ratepayers have stated in their precinct minutes that they are annoyed as they didn't receive any information, nor were they consulted or informed in anyway of the recent leasing agreement of Clonny's Restaurant.

From reading their precinct minutes over the past months I have noticed they have complained and expressed concern with the lack of operational hours and community service this council restaurant (Clonny's) provides to the local community.

Could the General Manager please explain how the community 's complaints were taken into account when he extended the lease to the operator, and explain why the community and ratepayers of Clontarf Precinct were not informed of the lease extension?

At the request of the Mayor, the General Manager advised that he would take it on notice.

**QWN108/10 Councillor Whitting** - Market Lane

A resident has brought to my attention a duty of care issue, stating a dangerous traffic area in Market Lane particularly between the Library and Hum Cafe exit area.

There has been a petition signed by 26 people and 25 Manly residents and 1 person from Cromer. The petition calls for the closure of Market Lane to vehicular traffic. The signatures ask that this replace the bollards to stop traffic and pollution caused from the vehicles.

At the request of the Mayor, the General Manager advised that he would take it on notice.

**QWN109/10 Councillor Norek - Stocklands**

I moved a notice of motion some months ago on issuing an order to Stocklands to complete an arcade as part of their original development application. Has Council issued this order? What is the correct status of this issue?

At the request of the Mayor, the General Manager advised that Stocklands have submitted a development application for this site.

**QWN110/10 Councillor Burns - Hop, Skip and Jump Bus**

Could the General Manager provide the corresponding operating expenditure for the Hop, Skip and Jump tourist service?

At the request of the Mayor the General Manager advised he would take it on notice.

**QWN111/10 Councillor Burns - Property Portfolio**

Could the General Manager provide a report as requested on the status of Council's property portfolio, given the employment of a new property officer by Council was specifically intended to bring the administration of Council's property portfolio to the highest standards, and councillors have as yet received no indication how this matter is progressing. Reports received indicate that in fact this new officer is currently spending much of his time managing the Council's Hop Skip and Jump Bus service.

At the request of the Mayor, the General Manager advised that our property officer is successfully managing all aspects including expired leases, outstanding payments and valuations.

**QWN112/10 Councillor Burns - 43 North Steyne**

RA representation has been made to Councillor Burns that a draft version of the independent report commissioned by Council from Waterman Australia (consultants) into 43 North Steyne's kitchen exhaust riser, and kitchen and toilet exhaust systems, may have contained a paragraph alleging the exhaust riser constitutes a fire hazard to the building. It is further suggested such a paragraph may have been deleted from other subsequent versions of this report and that the original would not be made available for inspection.

A request to see all versions of this report held by Council by Councillor Burns has not produced a version containing such a statement. Can the General Manager therefore please investigate and produce copies of all versions of this report as received by Council or any member of staff, in any form, and certify that the copies provided are the full and complete record that is held by Council?

At the request of the Mayor the General Manager advised he would take it on notice.

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The meeting closed at 8.30pm on Tuesday 9 November 2010.

The above minutes were confirmed at an **Ordinary Meeting** of Manly Council held on 13 December 2010.

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**MAYOR**

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