

Conflict of Interest Management Controls

Council-related Development Applications Policy – applies to all applications lodged from 3 April 2023.

Any matter must be referred to the Executive Manager Development Assessment (or delegate).

council-related development means development for which the council is the applicant developer (whether lodged by or on behalf of council), landowner, or has a commercial interest in the land the subject of the application, where it will also be the regulator or consent authority)

Application Details

Application number:	DA2024/0688
Address:	58 North Steyne MANLY – Manly Pacific Hotel
Description:	Alterations and additions to an existing Hotel including signage
Applicant:	Charlotte MacDonald
Land owner:	Northern Beaches Council owns the road reserve. Rateway Pty Ltd owns the site.

Conflict of Interest risk assessment

Does a potential conflict of interest exist:	<p>Council is the land owner of the road reserve where part of the works are proposed.</p> <p>The proponent currently has a lease from Council over the road reserve in the location where the works are proposed. Council currently receives a fee for the lease.</p> <p>The proposal involves:</p> <ul style="list-style-type: none">• Partial demolition of the corner façade and demolition of the existing entry steps;• Alterations to the corner façade to improve the architectural design of the entrance and make it more inviting for pedestrians. The alterations do not extend any area of the building, but will include the construction of two (2) awnings above the entrance area;• Construction of new raised entrance area and steps, comprising a total area of approximately 15.5m². Approximately 6.4m² of the entrance area will be located within Council’s Road reserve; and• Signage attached to the awning to identify the hotel name “Manly Pacific”. This will be approximately 6.3m x 0.3m (approximately 1.9m² in area). <p>No Council departments have had any involvement in the preparation of the application, however Council’s Road Assets and Property Teams were aware that the applicant intended to submit the DA.</p> <p>The lease area may need to be adjusted if any works fall outside the current area.</p>
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Level of Risk

Low	Medium	High
See below	Any application where the <u>Local Planning Panel is the consent authority</u> or where council has resolved to provide a grant	Any application where <u>the Sydney North Planning Panel is the consent authority</u> or where the CEO determines it high risk
Level of Risk		
	Medium	

Policy Definitions

Low Risk category

- Advertising signage on council properties.
- Internal fit outs and minor changes to the building façade.
- Internal alterations or additions to buildings that are not a heritage item.
- Council-related development in respect of which council may receive a small fee for the use of their land (such as outdoor dining areas for which fees are or may be payable under legislation).
- Alterations and additions to minor structures in parks and other public spaces (such as shade structures in playgrounds).
- Minor building structures projecting from a building façade over public land (such as awnings, verandas, bay windows, flagpoles, pipes and services).

Medium Risk category

- Any council-related development for which the Northern Beaches Local Planning Panel is the consent authority.
- Any council-related development in relation to which council has resolved to provide a grant.

High Risk category

- Any council-related development for which the Sydney North Planning Panel is the consent authority.
- Any council-related development which is assessed as being high risk by the CEO, due to the circumstances of the application.

Management Controls

Policy Controls		
Low	Medium	High
NA	Written records kept of all correspondence with applicant or representative of applicant, all substantial discussions are held in formal meetings which are documented	Written records kept of all correspondence with applicant or representative of applicant, all substantial discussions are held in formal meetings which are documented
Likely Controls for Development Application		
Assessed by Council staff	External independent assessment	External independent assessment

	Council's Property and Road Assets Teams will have to provide referrals for this application and decide on the potential leasing or selling of the road reserve. As such, they should not have any contact with the applicant or representatives of the applicant during the assessment process.	
Determined by Local Planning Panel unless excluded in Ministerial Directions	Determined by Local Planning Panel	Determined by Sydney North Planning Panel
	External Certification of Construction Certificate	External Certification of Construction Certificate

Completed by:



Name Peter Robinson
Executive Manager, Development Assessments

Date: 6 June 2024