
PLAN OF MANAGEMENT

To accompany a Development Application

For the change of use of to an educational
establishment with fit-out

at No. 19 Sydney Road, Manly

Issue A – July 2023

Prepared by Archispectrum

Suite C5, 8 Allen St, Waterloo NSW 2017

Ph: 02 8399 2807 | mob: 0419 670 108 | email: office@archispectrum.com.au

1.0 INTRODUCTION

This statement has been prepared to accompany a Development Application for the change of use to an educational establishment at No. 19 Sydney Road, Manly.

The purpose of this report is to describe the operational details of the college and outline the measures that will be taken to mitigate impacts on adjoining properties. Details in the Plan include the number of students that will be on the premises at any one time, and noise management.

2.0 SITE & CONTEXT ANALYSIS

2.1 SUBJECT SITE DESCRIPTION

The subject site is located at 19 Sydney Road, Manly and is legally identified as Lot 20 within DP 235980. The area of the subject site is 379.28m² by survey.

The subject site is located on the southern side of Sydney Road, near the intersection of Sydney Road and Central Avenue. The site has a secondary frontage to Market Place. Figure 01 illustrates the context of the site within the locality.

The site is a rectangular allotment with an approximately 12-metre frontage to Sydney Road, and a 12-metre secondary frontage to Market Place. The site is oriented approximately north to south, and is relatively flat.

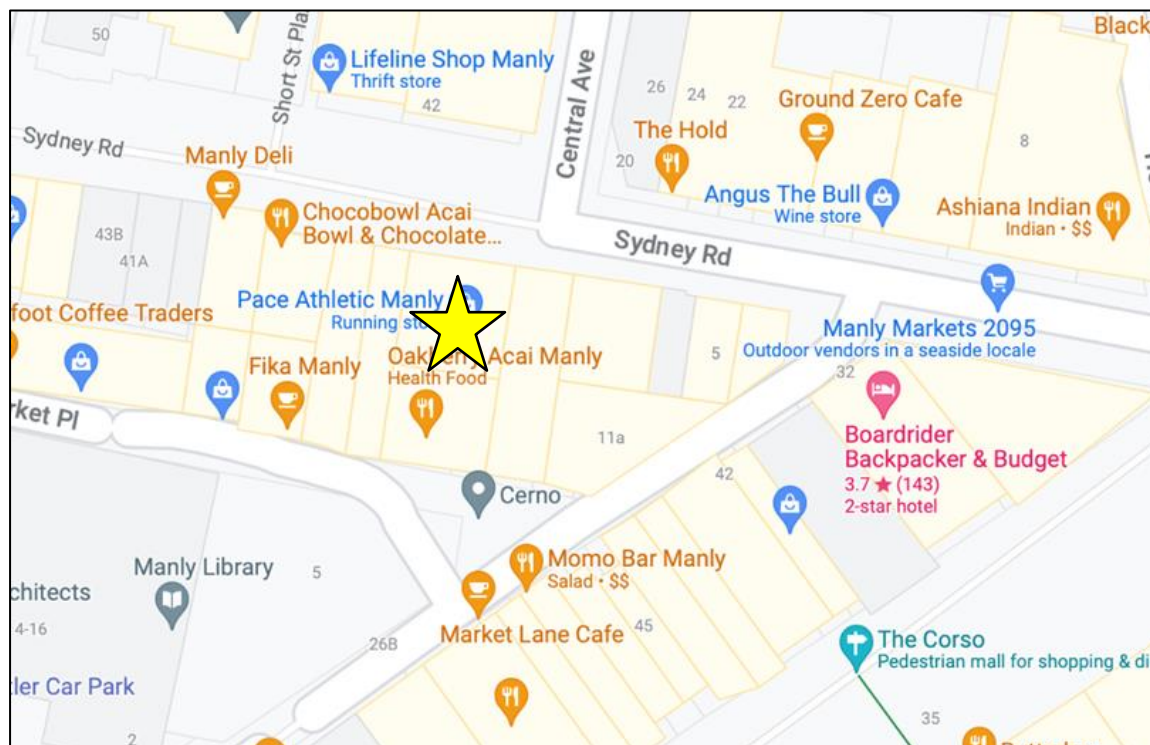


Figure 01: Map of site location (Google Maps, accessed 2023)

3.0 THE DEVELOPMENT PROPOSAL

3.1 OVERVIEW

This Development Application proposes a change of use to a college known as Fluency Hub, owned by Batool International Pty Ltd; CRICOS provider code 03830D.

The college will offer tertiary education to international students, comprising of English Language Intensive Courses for Overseas Students (ELICOS) with proficiency levels comprising of elementary, pre-intermediate, intermediate, upper-intermediate, and advanced.

The proposed college will operate in accordance with the table below, with a maximum capacity of 75 people at any one time; comprising of 70 students and 5 staff members. The premises will operate strictly for staff members 30 minutes before and after classes are held in order to complete administrative tasks and necessary class preparation. Each class will contain two 15-minute breaks.

Day	Operating hours	Class times
Monday	8:00am – 1:30pm	8:30pm – 1:00pm
	4:00pm – 10:00pm	4:30pm – 9:30pm
Tuesday	8:00am – 1:30pm	8:30pm – 1:00pm
	4:00pm – 10:00pm	4:30pm – 9:30pm
Wednesday	8:00am – 1:30pm	8:30pm – 1:00pm
	4:00pm – 10:00pm	4:30pm – 9:30pm
Thursday	8:00am – 1:30pm	8:30pm – 1:00pm
	4:00pm – 10:00pm	4:30pm – 9:30pm
Friday	8:00am – 1:30pm	8:30am – 1:00pm
Saturday	8:30am – 1:30pm	9:00pm – 1:00pm
Sunday	Closed	

4.0 OPERATIONAL DETAILS

4.1 HOURS OF OPERATION

The college will operate in accordance with the table above.

4.2 STAFFING AND CLASS DETAILS

The college will employ 3 full-time and 2 part-time staff members, who may all be on site at any one time. As there will only be one class occurring at any one time, there will similarly only be one staff member instructing the class at any one time. However, other staff members may also be on site performing administrative tasks and necessary class preparation.

4.3 MAXIMUM CAPACITY

There will only be one class occurring at any one time with a maximum of 70 students, and a maximum of 5 staff members will be on site at any one time. Therefore, the maximum capacity of the premises is proposed to be 75 people at any one time.

4.4 MEASURES TO MINIMISE NOISE

Due to the nature of the operations, the proposed college is not expected to generate noise at levels deemed to disturb neighbouring properties. The primary source of noise would derive from students in class, however the classes will be generally focused on language learning and communication skills, and will not typically involve activities which generate high levels of noise.

Regardless, students will be reminded to maintain a low noise level during classes and breaks, and particularly upon entering and exiting the premises by means of signage and direction by staff, in order to minimise the impact on neighbouring premises. Staff will be instructed to control the noise level of students within the college and to minimise congregation in front of the premises.

4.5 MEASURES TO MINIMISE WASTE

All waste material that is generated on site will be collected and sorted on site before transfer to the waste storage area located beneath the staircase on the ground floor. All bins within the premises will be emptied twice daily after morning and evening classes respectively.

The larger waste bins will be transferred to the nominated collection point and will be collected by JJ Richards on the nominated collection day, unless otherwise required and requested.

4.6 PARKING AND PUBLIC TRANSPORT AVAILABILITY

The subject site is located approximately 450 metres from the Manly ferry wharf and within walking distance of several bus stops in the vicinity. Staff members will be made aware of public transport availability in the locality, so as to be able to provide relevant information to students when necessary. The location of the subject site and its proximity to public transport will promote a more sustainable approach to transportation.

The premises is not allocated any on-site car parking spaces, however there is ample on-street parking available and Whistler car park is located approximately 200 metres from the subject site should students and staff wish to drive to the premises.

4.7 COMPLAINT RESOLUTION

Management will maintain a complaints register to record any complaint made by Police, Council, or surrounding business owners, and will endeavour to fully address any reasonable concerns expressed by such persons. The register will be reviewed by management weekly, and any concerns to be followed up within 48 hours of the complaint occurring.

4.8 CLEANING OF THE PREMISES

The site will be cleaned on a daily basis, primarily before and after classes, as well as during class times as required.

4.9 DELIVERY ARRANGEMENTS

There is not expected to be any deliveries occurring to the subject site, however there is a loading zone located in front of the premises on Central Avenue should the need arise.

4.10 REVIEW PROCESS

This Plan of Management will be subject to regular review and updating as required.

5.0 CONCLUSION

Through the implementation of the measures outlined above, the proposed educational establishment will have no foreseeable adverse impacts on neighbours, nearby residents, nor the surrounding area.

From this report it is concluded that the proposed college positively contributes to the community and the local centre within which it is located. The operation of the premises will be effectively carried out and managed with regard to minimising the impact of the college.

It is considered highly unlikely that the proposed college will create any adverse impacts for any premises in the surrounding area. In this regard the Council is requested to review the application favourably and grant the development consent.