



## **PLAN OF MANAGEMENT**

### **2. Minimum Management Plan Requirements for Late Night Trading Premises**

#### **2.1 Site and Locality Details**

*a) A description of the nature of the primary business use of the premises as well as any secondary/ancillary uses (eg. retail liquor sales, entertainment, outside operating areas, gaming areas etc). This may be in the form of a floor and/or site plan that indicates the use of all areas within the building or site;*

The site comprises land described as 54 West Esplanade Manly NSW. The site is located on the Ground Floor.

The site is located within a main commercial precinct and the predominant land uses surrounding the site consist of a variety of general retail and commercial enterprise

*b) Identification of any active areas adjacent to the boundaries of the site used in association with the use of premises (eg. outdoor seating, footway dining, queuing areas, parking etc);*

The site is located within a main commercial precinct and the predominant land uses surrounding the site consist of a variety of general retail and commercial enterprise.

The site is an existing 'disturbed site' and is clear of any significant vegetation.

The land within the site is generally flat.

*c) A floor plan that indicates the proximity of external doors, windows and other openings to residential and other sensitive land uses;*

A multi-storey commercial building presently occupies the site. The existing building accommodates a retail tenancy on the ground-floor which addresses the West Esplanade. A large open space occupies the ground floor of the existing building on the land.

*d) Details of the maximum capacity of the premises and the maximum number of patrons that will be standing and/or sitting at any one time;*

2 staff (max 3) on site at one time. Class sizes predominantly sit at 12-15 people but can fit a maximum of 27 people

*e) A site context plan that provides details of on-site and any off-site car parking within a 50 metre radius of the site, as well as details of the location of public transport in the locality during the proposed trading hours.*

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*This should also include routes to taxi ranks or possible taxi pick-up and drop-off areas; and*  
The site is conveniently located within proximity to the Ferry and a number of bus routes. The site is also located near a primary cycle route and main pedestrian link. The proposed development encourages alternate and active forms of transport by providing a conveniently located indoor recreational facility situated along a main pedestrian and bicycle link.

*f) Identification of the most commonly used pedestrian routes to and from the premises, including any "safety corridors".*

The most common pedestrian routes is along West Esplanade

## **2.2 Operational Details**

### **2.2.1 Organisational Overview**

*An overview of the organisation in the form of a brief statement that includes information regarding:*

*a) the number and type of staff (including security) that will be employed on the premises at any one time;*

A maximum 2 Staff will be located on-site at a time. It is not foreseen that the proposed use will require any security. Whilst the staff are primarily assisting in the operation of the premise, they will also be responsible in ensuring that patrons are not unreasonably loud entering and leaving the premises, monitoring music levels to ensure that these remain at a low to medium level and ensuring the general security of the premises.

Clients are predominately regular returning clients who book for a training session with us via our website or app. We do also have a small number of new patrons in each session. All clients enter our premises and wait inside for their session to begin. When the class finishes clients will warm down in the studio then head back to the train, their bike, walk home, their car, or head to the coffee shop for a coffee post session. No patrons loiter around the front of our space. Signage is installed at all exits advising patrons to respect surrounding residents and tenancies when leaving the property.

*b) other similar premises within the company's portfolio (if relevant);*

FS8 by F45 is a new training concept, it is a combination of yoga and pilates style movements. This is a low impact style of training and is quite different to our F45 studios.

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*c) any Liquor Licenses and entertainment to be held on the premises*

Not applicable

*d) membership of a Licensing Accord (if relevant);*

Not applicable

*e) actions taken to liaise with the local community about premise management and activities (eg. meetings, letter drops); and*

No such action has been undertaken.

*f) actions taken to ensure the people the subject of the Management Plan (including staff and contractors) are aware of the requirements of the Management Plan.*

Staff will be briefed during training and induction on the Plan of Management and tasked with ensuring that this is enforced. The Plan of management and Signage advising of noise restrictions are to be installed at the entrances to the premise to assist in advising patrons of these requirements.

### **2.2.2 Hours of Operation**

*a) For existing premises seeking an extension of operating hours, a schedule of the current operating hours showing the range for each day:*

The proposal seeks approval for extended hours of operation as follows;

- Monday to Friday - 5:00am to 8:00pm
- Saturday to Sunday - 6:00am to 2:00pm

*b) A schedule of the proposed operating hours for each day of the week for all areas of the premises (eg. Courtyards, rooftop, balcony, footway, gaming room etc.) showing the range of hours proposed for each day in the format above; and*

The premises are contained within the one area and the proposed hours of operation seek use of this entire area for the applied period.

*c) A schedule of proposed entertainment hours for each day of the week in the format above;*

No 'entertainment' hours are proposed.

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### **2.2.3 Noise**

*a) The identification of all likely noise and vibration sources associated with the operation of the premises. This may include such sources as:*

- *entertainment;*
- *external (outside) areas such as courtyards, rooftops, balconies etc;*
- *patrons leaving and entering the premises;*
- *the operation of mechanical plant and equipment;*
- *waste disposal, sorting and collection of bottles etc.*

We play low levels of music in the space to add to the experience of our customers. And all staff ensure windows and doors are closed whilst music & classes are running.

*b) A description of the existing acoustic environment during hours proposed beyond midnight (eg. from vehicular traffic, noise from surrounding premises, pedestrian noise etc.);*

The premise will not operate after 8:00pm Monday to Friday. The acoustic environment during the 5:00am period of opening is considered to have a somewhat reduced vehicle presence due to the early start, however, it should be noted that frequent vehicles pass along the West Esplanade. The noise generated from the premises will maintain the reasonable volumes related to music and activity that are experienced from the premises throughout the day. That however will not be an issue as the music played in our new concept FS8 will be considerably lower than F45.

*c) The identification of all noise sensitive areas of different occupancy in close proximity to the proposed use (eg. residential dwellings; boarding houses, tourist and backpacker accommodation, hostels etc.) and;*

There is units above the space however noting our level of music and the thick slab separating us and the fact that loud restaurants have run in this space previously without issues should give confidence that we will have no issues.

*d) A description of the nature/type of entertainment (eg. amplified or acoustic, solo or band, number of performers, pre-recorded, Disc Jockey etc);*

The only form of 'entertainment' provided to accompany the classes is the playing of low levels of music.

### **2.2.4 Security and Safety**

*a) A description of any arrangements that will be made for the provision of security staff. This is to include (but is not limited to) the following:*

- *any recommendations from Local Police regarding appropriate security provision and a statement outlining the extent of compliance with police recommendations;*

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- the number of security personnel that will be patrolling inside and outside the premises including the frequency of security patrols;
- identification of the physical extent of any patrolled areas outside the premises;
- hours that security personnel will be on duty (including the period after closing time); and
- staff security training, weapons detection, and other security response methods.
- details of CCTV surveillance camera installation that identifies both indoor and outdoor areas monitored by cameras, and camera technical specifications (eg. Recording capacity, frames per second etc.)

The premise will be staffed whenever patrons are in attendance. The need for police recommendations, security patrols, weapon detection and the like are not considered appropriate for the proposed use.

*b) Details of signage that is to be erected providing advice to patrons to maintain quiet and order when leaving and entering the premises;*

Signage is installed at all exits advising patrons to respect surrounding residents and tenancies when leaving the property.

*c) Details of any complaints associated with the operation of the premises must be recorded in a Complaints Register which includes:*

- Complaint date and time;
- Name, contact and address details of person(s) making the complaint;
- Nature of complaint;
- Name of staff on duty; and
- Action taken by premises to resolve the complaint.

A Log book for complaints will be provided with the Plan of Management maintained on-site. This will document all of the issues outlined in the clause above.

## **2.3 Management Measures**

### **2.3.1 General Amenity**

*a) Details of all actions that will be taken to respond to complaints made about the operation of the premises (eg. consultations with residents, discussions with Council Officers, liaison with Police, public access to Management Plans, review of existing Management Plans etc.);*

All complaints will be noted in the log book and referred to management for further review and action. Any complainant will be advised of the management plan and breaches will be noted to management.

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*b) A waste management plan that outlines the procedures for minimising and managing waste that is generated by the premises. This should address such matters as disposal of bottles, how and when waste will be removed, details of waste management facilities, waste collection and storage areas etc;*

Waste generation from the site will be minimal with no disposable produce or goods to be sold from the site. Whilst waste bins will be provided on-site, it is not envisaged that a significant volume of material brought by patrons will be disposed on-site.

*c) If the premises has gaming machines, details of where gaming areas will be located in order to not be viewable from the street (eg. away from the street frontage, not at ground level if multiple floors, appropriate screening); and how these areas will be patrolled;*  
N/A

*d) A statement that addresses how the premises/use will impact/ contribute on the mix of uses in the area/locality during both day and night trading hours shall be incorporated into the Management Plan;*

The premise will provide an active healthy use option to nearby commercial employees and the wider residential community. The 5:00am start is required in order to allow patrons sufficient time to attend a class prior to commencing their own occupations.

*e) Owners and operators of late night trading premises must ensure that the behaviour of patrons entering and leaving the premises does not detrimentally affect the amenity of the neighbourhood. In this regard, the owner and/or operator shall detail its responsibilities for the control of noise and litter generated by patrons of the premises and how it will ensure that patrons leave the vicinity of the premises in an orderly manner to the satisfaction of Council.*

Signage is installed at all exits advising patrons to respect surrounding residents and tenancies when leaving the property.

Employees will be advised by management during induction of the need to ensure patrons enter and leave the site with respect to surrounding premises. It is not foreseen that the volume of litter generated by the premise will be unreasonable, with no disposable product sold on-site.

*f) Details of methods that will increase patron awareness of public transport availability (eg. signage, availability of timetables) as well as a description of any other measures that will assist patrons in using public transport (eg. provision of a shuttle service, taxi assistance etc.);*

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Advice regarding nearby transport services will be readily available from employees on-site.

*g) Details of methods to be used that will increase patron awareness of responsible disposal of cigarette butts;*

No smoking will be permitted inside the premise or in the vicinity to the entrance.

*h) Details of how owners and/or operators will ensure that the public areas immediately abutting the premise are kept clean and tidy.*

Staff will be tasked with ensuring the entrance to the premises are maintained in a neat and tidy manner.

*i) A statement detailing the maximum capacity of the premises and the maximum number of patrons that will be standing and/or sitting at any one time.*

#### 2.3.2 Noise

*a) Details of all on-site and off-site noise and vibration attenuation measures;*

Class sizes predominantly sit at 12-15 people but can fit a maximum of 27 people

*b) Details of all actions that will be taken to ensure that the operation of the premises will not give rise to any "offensive noise" as defined under the Protection of the Environment (Operation Act), 1997;*

The staff will be the only people with access to the controls for the music, which will be kept at a low level

*c) Details of how management will address complaints relating to noise, and any noise control strategies that will be implemented to minimise the potential for complaints (eg. liaison with neighbours and local police, maintaining a complaint register etc);*

The Plan of Management will be available at all time son the premises, including a log book for any complaints received. These complaints will be forwarded to management after each occurrence. Complaints are to be followed up by management to ensure that the Plan of Management is being adhered to.

*d) Details of any measures that will be taken to minimise noise from internal and outdoor areas such as rooftops, courtyards, balconies etc; and*

No outdoor areas are provided. Windows will be kept closed during class times and music kept at a low level

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*e) Details of any noise limiting devices to be installed.*

N/A

### **2.3.3 Security and Safety**

*a) Describe any arrangements that have been made for on-site security (if relevant). This is to include specific information on the number of licensed security staff, including details of any electronic surveillance systems within the premises;*

No security is considered relevant for the premises.

*b) Describe any methods that will be implemented for controlling and managing crowds within and outside the premises, including measures that will be taken by security personnel (if relevant) to ensure that the behaviour of staff and patrons when entering and leaving the premises will minimise disturbance to the neighbourhood;*

Crowds are not foreseen at the premises. Class sizes predominantly sit at 12-15 people but can fit a maximum of 27 people. Clients are predominately regular returning clients who book for a training session with us via our website or app. We do also have a small number of new patrons in each session. All clients enter our premises and wait inside for their session to begin.

*c) Any provisions that will be made to increase security in times where higher than average patronage is expected (eg. during public entertainment, peak periods on weekends, New Years Eve, following large sporting events in the locality, during special events and functions etc.);*

N/A

*d) Liaison that will be undertaken with other licensees or operators of late night trading premises in the locality/area to improve security at night; N/A*

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*e) Details of measures that will be implemented to ensure that neighbourhood amenity and safety is protected, including:*

- *emergency procedures;*
- *crowd control;*
- *search procedures;*
- *maintenance of an incident register;*
- *monitoring of patron behaviour;*
- *monitoring of numbers of patrons within the premises;*
- *recording of complaints and reporting of incidents to Police;*
- *membership of the proprietor/licensee to a Licensing Accord (please refer to Council's website for details of Licensing Accords operating within the Sutherland Shire) and a demonstrated commitment to the strategies and principles of the Accord;*
- *dress codes;*
- *staff security training;*
- *distinctive security attire;*
- *availability of cloak rooms;*
- *internal and external security patrols;*
- *the location, design and type of footpath and external lighting that will be installed;*
- *measures to prevent glass drinking receptacles being carried from the premises by patrons;*
- *measures to ensure safe capacities (eg. electronic counting of patrons, occupancy limits, signage); and*
- *actions to be taken during "wind down" periods prior to closing time.*

The majority of these measures are not relevant to the use of the premises. Staff will be briefed on the procedure should injury or accident occur during induction.

*f) If queuing outside the premises is to occur, a description of the measures to be taken in ensuring that queuing is in accordance with clause 7.b.8.2 of Part 7, Chapter 9 of SSCDCP 2006 is required. This description shall also detail how queuing is to be controlled in a manner that will not adversely impact the amenity of the neighbourhood and that the footpath will not be unreasonably impeded. In doing so, this description may address such matters as:*

- *the use of temporary ropes and bollards;*
- *maximum queue numbers;*
- *actions taken to minimise loitering; and*
- *actions ensuring the fast and efficient movement of a queue.*

No queuing is foreseen. All clients enter our premises and wait inside for their session to begin,

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