

Lyndsay Dalton
Co-owner, Director
Nimbus & Co Neutral Bay

Northern Beaches Council
Manly NSW
16/03/2021

To the General Manager,

My name is Lyndsay Dalton and I am writing to you today with regards to the pending development application submitted in relation to proposed works at Shop 2/ 70 The Corso Manly.

I am the prospective tenant for Shop 2 and the co-owner/ director of Nimbus & Co Neutral Bay. I understand that some clarity around the daily activities within our business premise is required, please find below a bit of background information around our business model as well as a breakdown of exactly what a normal day of a Nimbus Co employee may look like.

Nimbus Co will look to offer clients in the Manly precinct, access to private infrared sauna facilities in addition to a private ice bath and a selection of curated retail products. All services are booked on a single appointment basis only, occupying the private room for one hour.

Each appointment is facilitated and supervised by an on-site staff member who's responsibilities include;

- Greeting clients upon entering the premises
- Directing clients to the waiting area
- Provision of in studio refreshments
- Ushering clients to their respective appointment rooms
- Walking clients through how to use each of the sauna & ice bath facilities – including a demonstration inside each of the saunas
- Cleaning of individual saunas and ice bath facilities each hour – including inside the sauna unit itself
- Maintenance and cleaning of all towels and laundry on site, including washing and drying of all towels every hour as used by clients for each appointment
- Cleaning and maintenance responsibilities
- Management of retail space and waiting area

The work load itself is somewhat fast paced as it requires staff to manage multiple treatment rooms at one time, for each hourly appointment. It is a pre-requisite of the role that staff be fit and able to tend to each of the 5 treatment rooms continuously throughout each shift, as well as manage the reception area and cleaning responsibilities. Two of the infrared sauna rooms are elevated by two stairs, to allow for additional plumbing facilities, these rooms must be easily accessible by all staff members in order to best tend to client's needs.

On most occasions only one staff member will be rostered on at any given time, meaning they are responsible for all studio-based activities. At most during peak times (between 4pm – 7pm) two staff members may share the workload in studio at one time.

Opening hours within the studio will likely reflect the following;

- Monday to Friday 9am – 8pm
- Saturday 9am – 5pm
- Sunday 9am – 6pm

Finally, with respect to the kitchen and bathroom facilities, these will be predominantly restricted to staff use only as they are to be used to maintain provisions necessary for client's and their appointments.

I hope that helps provide a bit of context with regards to how the studio space will be managed as well as offering a bit more insight as to the staff roles and responsibilities.

Thank you for your time

Kind regards,

Lyndsay Dalton