

Attachment D

Plan of Management – Community Level

Plan of Management

Community Use

683-689 George Street, Haymarket

Submitted to the City of Sydney Council
on behalf of Posei Pty Ltd



Prepared by Ethos Urban, a Colliers Company.

23 May 2025 | 2211039



'Gura Bulga'

Liz Belanjee Cameron

'Gura Bulga' – translates to Warm Green Country. Representing New South Wales.



'Dagura Buumarri'

Liz Belanjee Cameron

'Dagura Buumarri' – translates to Cold Brown Country. Representing Victoria.



'Gadalung Djarri'

Liz Belanjee Cameron

'Gadalung Djarri' – translates to Hot Red Country. Representing Queensland.

Ethos Urban acknowledges the Traditional Custodians of Country throughout Australia and recognises their continuing connection to land, waters and culture.

We pay our respects to their Elders past, present and emerging.

In supporting the Uluru Statement from the Heart, we walk with Aboriginal and Torres Strait Islander people in a movement of the Australian people for a better future.

In March 2025, Ethos Urban took a major step toward future growth by partnering with leading professional services firm, Colliers. While our name evolves, our commitment to delivering high-quality solutions remains unchanged—now strengthened by broader access to property and advisory services and expertise.

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A. Indicative Layout Plans	Wardle

1.0 Introduction

1.1 Purpose

This Plan of Management (PoM) has been prepared in support of a community facility on Level 2 of the Citymark redevelopment at 683-689 George Street, Haymarket (the site). This PoM establishes a framework for how on-going operations are to be managed on the site by Posei Pty Ltd (the Operator).

The proposed community use is a component of the development application (DA) for the redevelopment of the Citymark building (D/2024/1066), which seeks consent for:

- Construction and use of a 13 storey mixed use building, comprising (emphasis in ***bold italics***):
 - Retention of five (5) storeys of the existing six (6) storey commercial podium and alterations to its design to include a new terracotta framing.
 - A podium form containing:
 - a double height retail arcade at the ground level;
 - ***community use on level 2;***
 - business premises use on level 3 including tutoring, language and music classes; and
 - medical uses at the fourth and fifth levels.
 - Eight (8) tower levels, comprising:
 - food and beverage tenancies on the podium rooftop level where rooftop terraces are also provided;
 - seven (7) storeys of office space; and
 - rooftop plant space.
- Retention of the existing three level basement and reconfiguration to reduce car and loading bay spaces, include bicycle parking, and relocate plant space and bathrooms to the basement. The reconfigured basement levels will include:
 - Nine (9) car spaces (including one accessible parking space);
 - Three (3) loading bay spaces;
 - 97 bicycle spaces (including 67 staff spaces and 30 visitor spaces);
 - End of trip facilities including:
 - male and female bathrooms, as well as one (1) accessible bathroom;
 - three (3) male and female showers;
 - male and female changing rooms; and
 - 68 lockers.
- Inclusion of landscaping, comprising:
 - Level 6 landscaped roof terraces; and
 - A level 13 rooftop landscaped terrace.
- Extension and augmentation of services and utilities to the development as required.

This Plan of Management solely relates to the community use on level 2 of the site. The community use is shown on the level 2 floor plan contained within the proposed Architectural Drawings. Indicative layout plans for the community level are provided at **Appendix A**.

1.2 Objectives

The PoM has been prepared to ensure that the community space can provide a range of community uses that encourage the utilisation of the premises and that contribute to the ongoing activation of Chinatown. The objectives of the PoM are to outline details for management of the facility in relation to the following matters:

- | | |
|---|---|
| • Intended uses of the community space. | • Safety and security. |
| • Waste management. | • Visitor behaviour. |
| • Hours of operation. | • General and complaints management policy. |
| • Staffing. | • Damage/maintenance. |
| • Noise management. | • Booking system. |

1.3 Use of community space

The premises will be open to booking by the community for a range of different uses, including:

- Meetings.
- Presentations.
- Performances.
- Sports.
- Film screening.
- Art and musical classes.
- Conferences.
- Exhibitions.
- Functions.
- Fitness activities.
- Hobby group meetings.
- Private coaching.

To maximise use by community groups, the Operator will issue a call for expressions of interest to community groups every year to remind them of the availability of the space so they can book ahead.

The Operator will establish a community advisory panel that will provide ongoing feedback and advice on the space's operation to ensure it appropriately meets the needs of the community. This will also inform the presentations and performances that are to be hosted there.

1.4 Waste management

All visitors are to minimise waste and recycle as appropriate. Garbage should only be placed in the waste storage facilities provided as shown on the approved Architectural Drawings. Litter will not be tolerated on the premises.

Waste is to be separated into recyclable, non-recyclable and food waste, and placed in the split-bins provided. Before each garbage collection day, the cleaner arranged by the tenancy management team should empty these bins into the appropriate collection receptacle in the waste rooms in the basement, as shown on the Architectural Drawings. Waste management and collection is to be carried out in accordance with the approved Waste Management Plan.

1.5 Access to and from the site

Access to the community space will be gained through lifts via the public arcade at the ground level whenever the community level is operating. The site is proximately located to the Chinatown and Capitol Square Light Rail stops, as well as Central railway station which allows for convenient public transport access to the site. Signage is to be erected in the building's arcade detailing the nearest transport options for patrons leaving the premises.

Access to the community space in accordance with Disability Discrimination Act (DDA) and fire safety requirements will always be provided.

1.6 Implementation

The premises will be run to adhere to all regulatory approvals and to ensure compliance with this PoM. The PoM is a responsive document which can be updated to respond to the changing regulations, procedures and practices. The tenancy management team and other staff at the facility will be provided with a copy of the PoM and briefed on the requirements as part of the employment induction process. A copy of the PoM will be available on site at all times.

2.0 Management details

2.1 Hours of operation

The facility will operate from 9am to 12am, 7 days a week.

It is noted that these hours may change when Posei conducts an exercise during the construction phase to reach out to community groups, government agencies and local businesses to inform them about the centre and solicit their interest and commitment to hire.

Activities outside these hours but inside the building's operating hours, may be possible by special arrangement. It is not proposed to open or operate the facility if there is no booking.

2.2 Maximum capacity of the community space

The maximum capacity of the community space will be 150 patrons. The performance space where musical concerts, and performances take place will have a seating capacity of up to 72 people, with a combination of loose and fixed tiered seating. There will be standing capacity for an additional 78 people.

2.3 Staff

Posei's tenancy management team will manage the required duties associated with the operation of the community use.

2.4 Noise management

The building is located in a high density area comprising commercial, retail and tourist uses in the immediate vicinity of the site with no proximately located sensitive uses. The community space is unlikely to generate any offensive noise. Loitering and antisocial behaviour will be discouraged and monitored by management and staff which will assist in mitigating any potential internal and external noise impacts on uses within other levels of the building and surrounding properties to reduce any detrimental impact on the local community. Use of the community space will adhere with the latest acoustic report.

2.5 Safety and security

In case of any emergency, a security alarm is contained within the facility. Emergency contact numbers for essential services such as fire, ambulance, and police are prominently displayed in the reception area. Fire evacuation plans and fire safety equipment are displayed in prominent positions throughout the Centre. All exit routes are kept clear at all times. The contact details of an emergency contact from the tenancy management team will also be displayed in the reception area.

The entry locations and common areas of the facility will be monitored at all times by Closed Circuit TV (CCTV) surveillance cameras. The tenancy management team will regularly monitor the CCTV footage. Visitors will have access to the contact details of the tenancy management team which will be displayed adjacent to the front door to simplify the complaints process.

Due to the nature of the use, it is not envisaged that it will be necessary to employ licensed security personnel on a regular basis for the usual activities. In the event that the nature of the activity requires security guards, the booking party will make the necessary arrangements.

The tenancy management team and staff of the community facility will take all reasonable steps to control the behaviour of patrons whilst on and when entering and/or leaving the facility. Staff shall encourage patrons to leave the vicinity of the community facility promptly and quietly following the booking to minimise possible noise impacts on the local community. Signage will also be provided to encourage patrons to maintain quiet and order when leaving and entering the premises.

2.6 Visitor behaviour

Visitors will be reported to the police and be evicted should:

- Any illegal activities of any kind be carried out on the premises.
- They use any illegal drugs of any kind on the premises.
- They demonstrate any violent or threatening behaviour toward other residents or neighbours.
- They demonstrate any anti-social behaviour, such as slamming doors, using abusive language or the like.

Smoking is not to be permitted anywhere within the site. Alcohol is also not to be consumed or provided on site.

2.7 General and complaints management policy

The name, address and telephone contact number of the tenancy management team responsible for the management of the premises is to be displayed adjacent to the front door.

All complaints and issues can be raised directly with the tenancy management team whose details will be made available. Complaints can be raised in the form of an email or phone call and all reasonable complaints will be dealt with accordingly. Complaints will be reviewed along with associated CCTV footage to determine whether a visitor will be allowed to return to the premises. Should the complaint/warning be a result of physical damage then the tenancy management will be able to use the bond held against the visitor to rectify the damage.

The tenancy management team will be responsible to ensure that the facility is used in a manner that does not have any discernible effect on other users of the building or the amenity of any surrounding or nearby properties.

2.8 Damage/maintenance

Any damage to or breakdown of any facility, fixture, furniture or equipment is to be reported to the tenancy management team immediately. Should a visitor be responsible, the tenancy management team has the authority to pass the replacement/rectification costs to the visitor.

The tenancy management team will be responsible for the periodic inspections (at least once every month) of the property to ensure that the premises is all clean and functioning well. Light fittings, appliances and the like will be checked and replaced as required.

2.9 Cleaning

Cleaning of the premises will be the responsibility of the tenancy management team. The premises will be mopped, dusted and vacuumed as required following use by a proficient cleaner arranged by the tenancy management team.

2.10 Booking system

Information about the centre will be available online from the building's website or by phone call. Before the commencement of each financial year, Posei will publicise that the centre is available for hire in the upcoming year. Booking is to be made through an automatic centralised system so it will be based on a first come first served basis. Bookings may be for a single time, weekly, fortnightly or monthly. Not-for-profit community groups will be offered discounts or fee waivers.

2.11 Sanitary facilities

The premises includes three male, three female and two accessible sanitary facilities, in accordance with BCA requirements.

2.12 Public liability

The owners will maintain a public liability insurance policy of \$20 million.

3.0 Management

3.1 Tenancy management team

The tenancy management team will be responsible for maintaining the premises, fielding enquiries, and assisting with booking and organising events. Details of the tenancy management team are provided below.

Name	Role	Contact details
To be appointed	Tenancy management team	

4.0 Amendments to this plan

The PoM will be reviewed by the tenancy management every two years, and a report on the operation of the community level will be provided to Council's Executive Director, City Planning Development and Transport with a relevant plan of management (updated if required).

If, in circumstances where experience shows that it is reasonable or desirable to modify any provision of this PoM for the better management of the premises, that modification may be made to the PoM subject to the agreement of the Council.

If an amendment to this PoM is only required to maintain compliance with updates to statutory regulations, it may be made without Council agreement. Council is to be provided with a new copy of the PoM immediately upon its amendment.

5.0 Owners Declaration

I have read and understood the conditions of this Plan of Management.

Name: _____

Position: _____

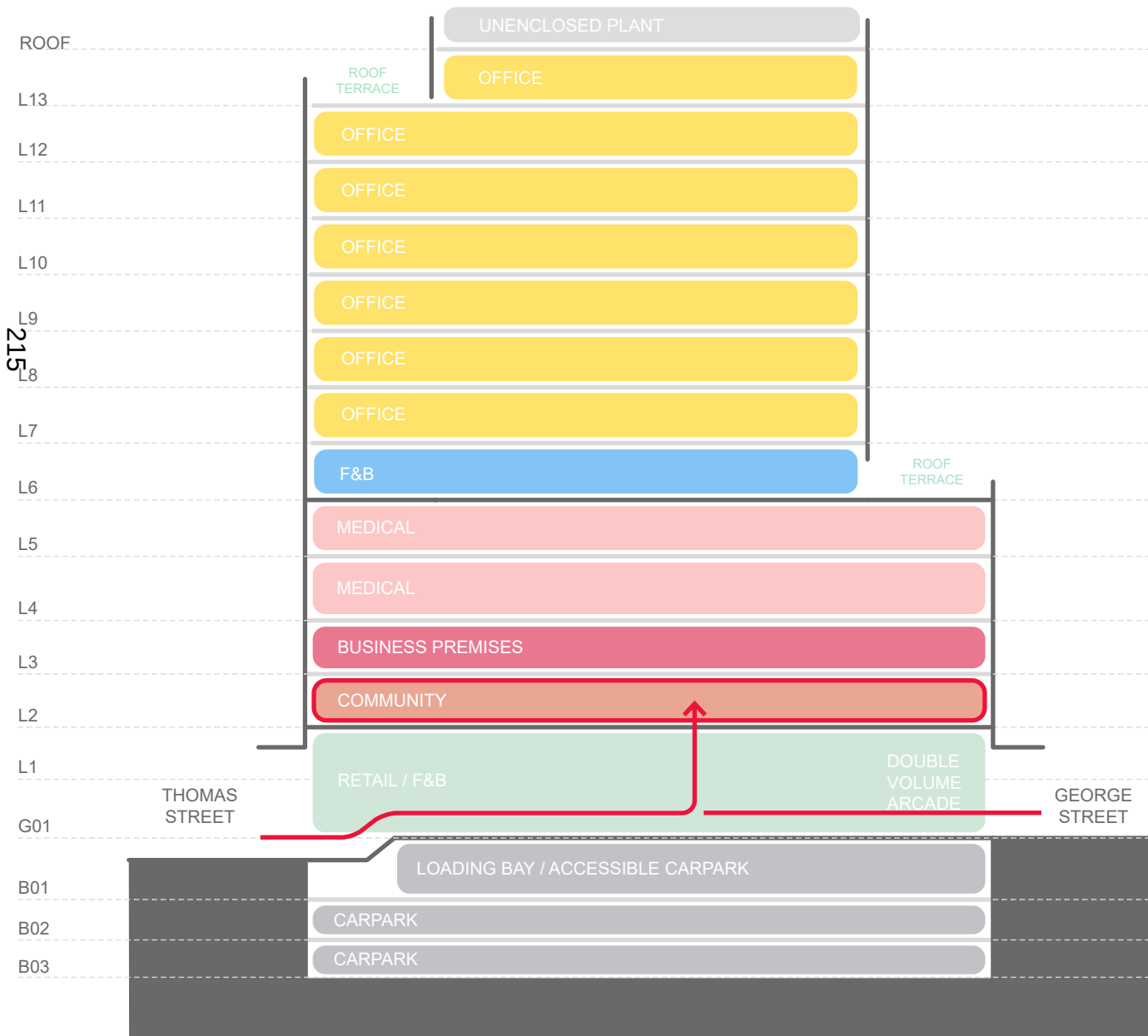
Signature: _____

Date: _____

Appendix A - Indicative Layout Plans



Community Levels



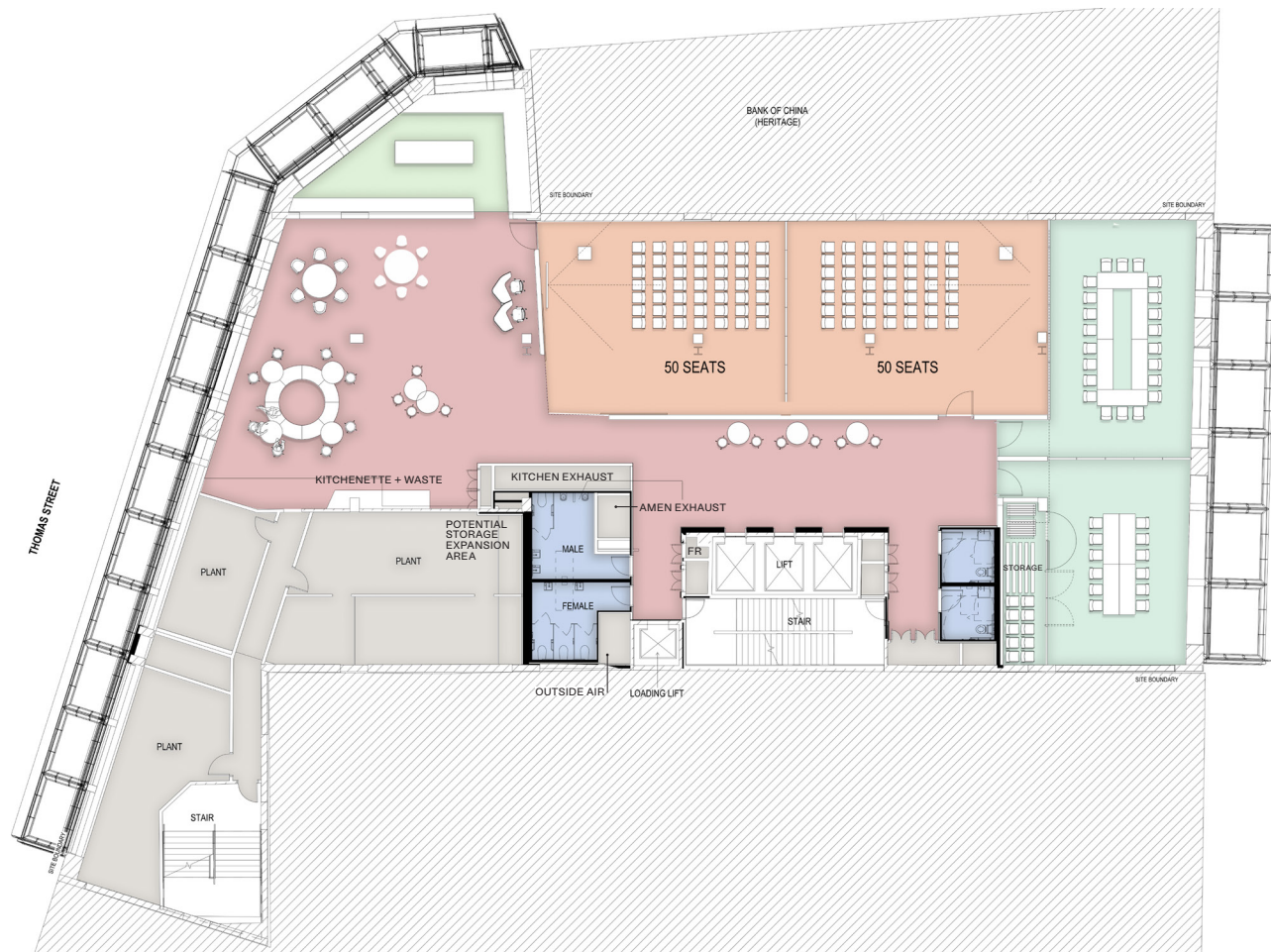
THE INSTAGRAM COMMUNITY PATHWAY



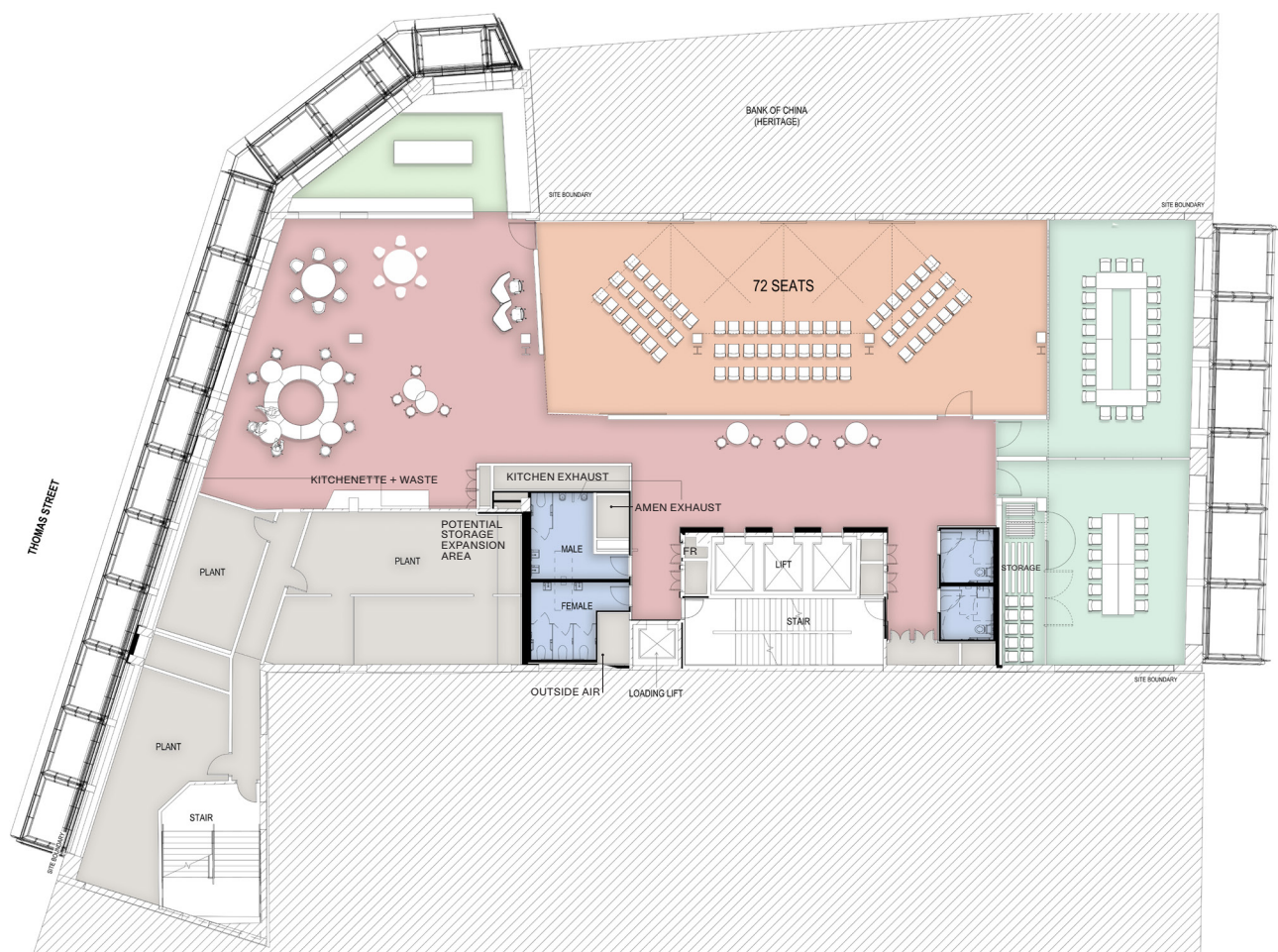
ARTISTIC IMPRESSION - INFORMAL MEETING SPACES



ARTISTIC IMPRESSION - COMMUNITY PERFORMANCE SPACES
Potential for an interconnecting stair



OPTION 1 - LAYOUT



OPTION 2 - LAYOUT

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OPTION 3 - LAYOUT

The Vision
Multiple layout options have been explored to accommodate gatherings of various sizes, ranging from small groups to large events, in both formal and informal settings.

The community spaces include:

- Bookable meeting rooms with flexible formal and informal layout options.
- A large group gathering area.
- A performance space with a seating capacity of 50 to 72, featuring a combination of loose and fixed tiered seating.
- Storage facilities for operable partitions, furniture, and other equipment.
- A kitchenette for shared use on the floor. Waste storage integrated into kitchenette.
- Security system is pending fitout design. Nominal alarm system to cover all floor areas.
- AHU system located on roof.

Note: This is indicative only—Wardle has not been engaged to document the tenant fit-out.