



# Statutory returns

## Local Government Act 1993

### Section 428 (3) Preparation of report

This Annual Report has been developed in accordance with the guidelines referred to in the Local Government Act 1993, Integrated Planning and Reporting Guidelines (s406), the Local Government (General) Regulation 2005 (s217), and the 19-28 Annual Report and Annual Performance Statement Checklists issued by the Office of Local Government on 5 November 2019.

### s428 (4) (a) Financial statements

Audited financial statements for the year 2018/19 are at page 170 of this Annual Report.

### s428 (4) (b) Other information

This report includes other information in line with the Integrated Planning and Reporting Guidelines, the Local Government Act 1993 and other legal requirements.

### s428 (5) Send to the Minister

A copy of this annual report is on Council's website and a link provided to the Minister.

### s54P (1) Particulars of any environmental upgrade agreement entered into by the Council

Council did not enter into any environmental upgrade agreements in the 2018/19 financial year.

### s508 (2) and 508A - Implementation of special rates and levies

The Northern Beaches Council is sustaining the approved rates path of its former Councils until the end of 2020/21 in accordance with the Local Government (Council Amalgamations) Proclamation 2016 and the Local Government Amendment Act 2019.

All the former Councils (Pittwater, Warringah and Manly) had variations applying to their rates. Where appropriate, movements in the receipt and expenditure of these funds are included in the Annual Financial Statements. Note that 2017/18 was the last year of the former Warringah Council Special Rate Variation.

### Manly Environment Levy

As part of reporting, the former Manly Council set aside part of an ordinary rate increase in 1997, to fund priority environmental projects that enhance Manly's environment. In 2018/19 an amount of \$924,465 was spent in the former Manly LGA on priority environmental projects.

### Manly Business Special Rate - Manly Business Centre Improvement

This special rate applies to properties in the Manly Central Business District (CBD) area, to provide for ongoing and proposed capital and maintenance works in the Manly business centre, The Corso and beachfront.

During 2018/19 the income raised was \$1,193,090. This amount was fully expended on capital and maintenance works. This included works such as landscaping and streetscaping in the CBD, an amenities upgrade and significant remedial works at the Whistler Street carpark.

### Manly Business Special Rate - Balgowlah Business Centre Improvement

This special rate applies to properties in the Balgowlah commercial area, to provide for ongoing and proposed capital and maintenance works, including the off-street carparks in Condamine Street. During 2018/19 the income raised was \$83,637.

During 2018/19 a total of \$168,405 was spent to upgrade the Balgowlah commercial area along Condamine Street with new paving, landscaping and seating.

### Former Pittwater Council Special Rate Variation

In June 2011, IPART approved the former Pittwater Council's application for a Special Rate Variation. This resulted in an increase in rates over three years (2011-2014) to generate approximately \$39 million in funds. These funds are for infrastructure works and environmental programs to be delivered over a 10-year period.

In 2018/19 an amount of \$3,039,444 was spent in the former Pittwater Local Government Area on the following capital projects:

	\$
Foreshores renewal	260,000
Rockpool renewals	300,000
Stormwater and flood mitigation	170,000
Scotland Island roads and drainage improvements	31,755
Road resheeting	1,000,000
Car park renewal	150,000
New footpaths	700,000
Mona Vale Library upgrade	5,920
Sportsfield renewal	42,545
Energy savings initiatives	170,000
Water saving and re-use initiatives	69,224
Place making infrastructure	140,000

In addition, an amount of \$942,350 supported the following programs:

	\$
Bushland and waterways	437,350
Biodiversity protection	95,000
Community bushcare	25,000
Managing natural hazards	165,000
Facilities and services at beaches (extension of Lifeguard Services)	120,000
Keeping villages and surrounding areas beautiful	100,000

## Local Government (General) Regulation 2005

Clause 132 Rates and charges written off  
for the period of 2018/19

\$

Rates abandoned (postponed)	2,309
Interest abandoned (postponed)	10,724
Interest abandoned (other)	13,406
Mandatory pension rebate	2,559,935
Voluntary pension rebate (rates)	142,408
Voluntary pension rebate (waste)	300,290
<b>Total</b>	<b>3,029,072</b>

### Clause 217(1) (a) Overseas Visits

Details, including purpose of overseas visits by Councillors, Council staff or other persons representing Council (including visits sponsored by other organisations) are provided here:

- One staff member - Executive Assistant and Protocol Officer accompanied students to Odawara, Japan, on a cultural exchange visit in September - October 2018.

### Clause 217 (1) (a1) Payment of expenses of, and the provision of facilities to, Councillors in relation to their civic functions

An amount of \$664,614 was incurred for provision of fees, facilities and expenses for the Mayor and Councillors. Details are below.

<b>Facilities and Expenses</b>	<b>\$</b>
Dedicated office equipment to Councillors (including computers)	3,133
Communication charges (including phone calls, facsimile and internet)	17,056
Seminars and conferences attended by Councillors	26,236
Councillor training and skills development	25,917
Interstate travel by Councillors, including transport, accommodation and other out-of-pocket travelling expenses	0
Overseas visits by Councillors, including transport, accommodation and other out-of-pocket travelling expenses	0
Expenses of spouse, partner, or other person who accompanied a Councillor in the performance of his or her civic functions, being expenses payable in accordance with the guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors	1,645
Expenses involved in the provision of care for a child of, or an immediate family member of, a Councillor	0
Other expenses	59,137
<b>Total</b>	<b>133,124</b>

<b>Fees</b>	<b>\$</b>
Mayoral	86,440
Councillors	445,050
<b>Total</b>	<b>531,490</b>

### Clause 217 (1) (a2) Major contracts

The following table shows details of each contract awarded for amounts greater than \$150,000:

Contractors' Name	Description	Total Value Ex GST \$
Ward Civil and Environmental Pty Ltd	Church Point Precinct Upgrades	2,930,736
Commonwealth Bank of Australia	Banking and Collection Services Tender 2017	10,466,000
Forms Express Pty Ltd	Printing and Distribution Services for Rates Notices, Parking Permits and Ancillaries	640,000
KPMG Australia Pty Ltd	Internal Audit Services	1,665,292
Energy and Management Services Pty Ltd	Consultancy Services for Utility Account Validation, Payment and Tariff Optimisation	163,279
Sydney Civil Pty Ltd	Oaks Avenue Streetscape Upgrade	3,010,000
Sydney Civil Pty Ltd	Howard Avenue Streetscape Upgrade	2,001,346
SMC Marine Pty Ltd	Narrabeen Lagoon Multi-Use Trail Stage 3 Overwater Boardwalk	1,980,490
Tract Consultants Pty Ltd	Design consultancy services for the shared path from Newport Beach to Avalon Beach	205,342
Reino International Pty Ltd t/as Duncan Solutions Australia	Supply and maintenance services of pay and display parking ticket Machines	1,278,978
Tuff Turf 'N' Co Pty Ltd	Lionel Watts sportsfield design, construction and maintenance of synthetic playing field	2,529,415
Working Brands Australasia Pty Ltd t/as Totally Workwear Brookvale	Workwear and uniform for Northern Beaches Council	150,001
Adaptive Trust t/as Dezin Interiors	Manly Dam public amenities renewal	481,400
Sulo MGB Australia Pty Ltd	Replacement of residential waste bins	12,044,130
Proludic Pty Ltd	Tania Park playground upgrade	234,940
CJD Equipment Pty Ltd	Purchase of a wheel loader	200,000

Contractors' Name	Description	Total Value Ex GST \$
Waterforms International Pty Ltd	Provision of testing, monitoring and maintaining water quality and equipment for water features	285,556
The Trustee for the Turf One Unit Trust	Synthetic grass sports field maintenance	353,275
Green Options	Rheub Hudson and Denzil Joyce field rectification works	286,222
Bucher Municipal	Purchase of road sweeper	350,000
Mack Civil Pty Ltd, Kelbon Project Services Pty Ltd, Performance Civil Holdings Pty Ltd	2018/19 new footpath, new traffic and renewal civil works	7,000,000
Rees Electrical Pty Ltd	Sportsground floodlighting upgrade design and construct	580,717
Landscape Solutions	Lionel Watts inclusive playground	3,075,983
Green Horticulture Group Pty Ltd	St Matthews Farm Field rectification	354,974
Dragonfly Pty Ltd	Dragonfly (Narrabeen and Attunga projects)	180,000
GPM Constructions Pty Ltd	Narrabeen Lagoon entrance clearance 2018	965,867
Downer EDI Works Pty Ltd, OzPave (Aust) Pty Ltd, Fulton Hogan Industries Pty Ltd	Road resheeting program 2018/19	2,960,116
TCM Constructions Group Pty Ltd	South Steyne stormwater repair	353,865
Beasy Pty Ltd	3 Boondah Road demolition	244,400
2020 Projects Pty Ltd	North Narrabeen rockpool amenities renewal	584,999
Urban Maintenance Systems Pty Ltd	Graffiti removal service	2,000,000
Dezign Interiors	South Narrabeen SLSC lift and foyer upgrade works	364,150
Pressure System Solutions Pty Ltd	Feasibility of reticulated water and wastewater services for Scotland Island	285,000
Bitzios Consulting Pty Ltd	Dee Why and Brookvale transport management and accessibility plan	297,773

Contractors' Name	Description	Total Value Ex GST \$
Rees Electrical Pty Ltd	Peninsula and Pacific Waves carpark lighting upgrade - installation	167,930
Polyseal Building & Remedial Services Pty Ltd	Whistler Street Car park stage 1 remediation	1,418,496
Quentilly Pty Ltd	Onsite Management Services of Currawong Beach Cottages, Currawong State Park	1,100,000
Assetic Australia Pty Ltd	Asset revaluations	220,000
Remondis Australia	Waste removal – Sydney Lakeside Holiday Park	170,000
TCM Construction Group Pty Ltd	Lionel Watts western clubhouse upgrade design and construction	827,665
Eastern Sand & Gravel Pty Ltd t/as Brookvale Minicrete, CJR Concrete Pumping Pty Ltd	Provision of ready mixed concrete	2,750,000
Jaddfe Pty Ltd t/as Watermatic Irrigation	Irrigation system Tania Park	188,821
Telstra Corporation Limited	Unified communications solution	1,512,213
Mack Civil Pty Ltd	50 Winbourne Road Brookvale stormwater pit construction	211,780
Kyora Landscapes Pty Ltd	Landscaping works package for stage 1 of the Memorial Gardens at Mona Vale Cemetery, Mona Vale.	182,935
Local Land Services, A Body Corporate Establishment By The Local Land Services Act 2013, t/as Soil Conservation Service	Collaroy to Narrabeen Beach coastal protection works	4,227,152
FE Technologies	Supply and implementation of library loans, returns and security technology (including maintenance)	395,000
Revolution Action Sports Concepts	Lionel Watts skate park design and construct	345,000
Adaptive Pty Ltd t/as Dezign Interiors	Building refurbishment and fit out works package for Manly Community Preschool and Youth Centre, Manly	2,333,100
Programus Ltd	Organisational booking system	450,000
Pinpoint HRM	Configuration and implementation of Employee Central Success Factors Module	415,880
Ozz Projects (Aust) Pty Ltd	Melwood Oval Public Amenities and Storage	281,608



Contractors' Name	Description	Total Value Ex GST \$
Ozz Projects (Aust) Pty Ltd	Lakeside Caravan Park Cabin and Amenity Refurbishment	258,595
IntegraPay Pty Ltd	iPay Direct Debit for Child Care Fees	150,000
Downer ITS PipeTech Pty Ltd	Relining Package 5 (Pittwater)	435,835
Anchor Security	Security Services - Interim Contract	152,000
Paul Innes Plumbing Pty Ltd, Brad Palmer Plumbing, Innuku	Plumbing and Electrical Services - Interim Contract	320,000
GPM Constructions Pty Ltd	North Narrabeen Ocean Rock Pool Central Boardwalk Replacement	200,000
Singleton Moore Signs Pty Ltd	LGA Gateway Markers	182,450
G&B Signs & Services (NSW) Pty Ltd	Removal of Old and Supply of New Car Park Signage	168,911
C.M Fallon and R.J. Fallon t/as Sea Dragon Protective Enclosures	Specialist Marine Maintenance Services	600,000
Overdrive (Rakuten Overdrive)	Overdrive Ebooks and Eaudio	187,000
Origin Energy Electricity Ltd	Retail Supply of Electricity and GreenPower to NSW Government and Eligible Customers ( Small Sites)	150,001
URM Environmental Services Pty Ltd	Domestic Waste Collection Services	160,000,000
<b>Total</b>		<b>240,506,618</b>

### Clause 217 (1) (a3) Legal proceedings

During period 2018/19 the following expenses were incurred in relation to legal proceedings:

	\$
Expenditure	2,982,243
Less Costs Recovered	325,213
<b>Total</b>	<b>2,657,030</b>

**The following matters were finalised:**

<b>Matter / Address</b>	<b>Court</b>	<b>Result</b>
13 Malo Road, Whale Beach No.1	Class 1 - Land & Environment Court	Discontinued
13 Malo Road, Whale Beach No.2	Class 1 - Land & Environment Court	Discontinued
54 Kalang Road, Elanora Heights No.1	Class 1 - Land & Environment Court	Dismissed
54 Kalang Road, Elanora Heights No.2	Class 1 - Land & Environment Court	Dismissed
2 Aumuna Road, Terrey Hills	Class 1 - Land & Environment Court	Dismissed
2 Park Street, Mona Vale	Class 1 - Land & Environment Court	S34 Agreement
169 Forest Way, Frenchs Forest	Class 1 - Land & Environment Court	Upheld with amended plans via consent orders
53 Little Willandra Road, Beacon Hill	Class 1 - Land & Environment Court	Upheld with amended plans
184 Garden Street, Warriewood	Class 1 - Land & Environment Court	S34 Agreement
130 Frenchs Forest Road, Frenchs Forest	Class 1 - Land & Environment Court	Upheld with amended plans
2191 Pittwater Road, Bayview	Class 1 - Land & Environment Court	S34 Agreement
79A Lauderdale Avenue, Fairlight	Class 1 - Land & Environment Court	S34 Agreement
Lot 2506 Bundaleer Street, Belrose	Class 1 - Land & Environment Court	S34 Agreement
73 Marine Parade, Avalon	Class 1 - Land & Environment Court	Dismissed
60 Binalong Avenue, Allambie Heights	Class 1 - Land & Environment Court	Upheld with amended plans via consent orders
2 Delmar Parade, Dee Why	Class 1 - Land & Environment Court	Discontinued
69-71 Central Avenue, Avalon	Class 1 - Land & Environment Court	Upheld with amended plans
75 Childs Circuit, Belrose	Class 1 - Land & Environment Court	S34 Agreement
30 Queens Parade, Newport No.1	Class 1 - Land & Environment Court	S34 Agreement
30 Queens Parade, Newport No.2	Class 1 - Land & Environment Court	Discontinued

<b>Matter / Address</b>	<b>Court</b>	<b>Result</b>
5 Bibbenluke Avenue, Duffys Forest	Class 1 - Land & Environment Court	S34 Agreement
Lot 8 Eurabba Road, Oxford Falls	Class 1 - Land & Environment Court	S34 Agreement
97 Lagoon Street, Narrabeen	Class 1 - Land & Environment Court	S34 Agreement
2 Macpherson Street, Warriewood	Class 1 - Land & Environment Court	S34 Agreement
1825 Pittwater Road, Bayview	Class 1 - Land & Environment Court	Dismissed
13 Kokoda Crescent, Beacon Hill	Class 1 - Land & Environment Court	S34 Agreement
727 Pittwater Road, Dee Why	Class 1 - Land & Environment Court	S34 Agreement
723-727 Warringah Road, Frenchs Forest	Class 1 - Land & Environment Court	S34 Agreement
69 Middleton Road, 18 Inman Road and 4-7 Villiers Place, Cromer	Class 1 - Land & Environment Court	Discontinued
26 Beatty Street, Balgowlah Heights	Class 1 - Land & Environment Court	S34 Agreement
65 Bower Street, Manly	Class 1 - Land & Environment Court	S34 Agreement
46 Alleyne Avenue, Narrabeen	Class 1 - Land & Environment Court	Discontinued
4 Dygal Street, Mona Vale	Class 1 - Land & Environment Court	Discontinued
10 Waratah Road, Palm Beach	Class 1 - Land & Environment Court	Discontinued
195-197 Sydney Road, Fairlight	Class 1 - Land & Environment Court	Discontinued
81 Bower Street, Manly	Class 1 - Land & Environment Court	Discontinued
Manly Vale Public School	Class 3 - Land & Environment Court	S34 Agreement
316 Barrenjoey Road, Newport	Class 4 - Land & Environment Court	Dismissed
10 and 12 Boondah Road and 6 Jacksons Road, Warriewood No.1	Class 4 - Land & Environment Court	Dismissed
10 and 12 Boondah Road and 6 Jacksons Road, Warriewood No.2	Class 4 - Land & Environment Court	Dismissed

<b>Matter / Address</b>	<b>Court</b>	<b>Result</b>
24 Lagoon Street, Narrabeen	Class 4 - Land & Environment Court	Dismissed
958 Barrenjoey Road, Palm Beach	Class 4 - Land & Environment Court	Discontinued
7 Pavilion Street, Queenscliff	Class 4 - Land & Environment Court	Discontinued
713 Barrenjoey Road, Newport	Class 4 - Land & Environment Court	Discontinued
52 Perrone Avenue, Clontarf	Class 4 - Land & Environment Court	Discontinued
916 Barrenjoey Road, Palm Beach	Class 4 - Land & Environment Court	Discontinued
Evans Street, Freshwater	Local Court	Fine
Dale Street, Brookvale No.1	Local Court	Withdrawn
Dale Street, Brookvale No.2	Local Court	Withdrawn
Lower Plateau Road, Bilgola Plateau	Local Court	Withdrawn
Barkarla Road, Bayview	Local Court	Withdrawn
Bruce Lane, North Curl Curl	Local Court	Fine
Calca Crescent, Forestville	Local Court	Fine
Lady Penrhyn Drive, Beacon Hill	Local Court	Withdrawn
Sydney Road, Manly	District Court	Judgment for Council
Wanganella Street, Balgowlah	District Court	Judgment for plaintiff
Appeal against GIPA decision No.1	NCAT	Dismissed
Appeal against GIPA decision No.2	NCAT	Consent orders
Appeal against GIPA decision No.3	NCAT	Consent orders
Appeal against Dangerous Dog Declaration No.1	Local Court	Consent orders
Appeal against Dangerous Dog Declaration No.2	Local Court	Consent orders
Dog attack	Local Court	Withdrawn



**The following matters have not been finalised  
are ongoing:**

<b>Matter / Address</b>	<b>Court</b>
139 Allambie Road, Allambie Heights	Class 1 Land & Environment Court
23-29 Pacific Parade, Dee Why	Class 1 Land & Environment Court
5 Fitzell Place, Brookvale	Class 1 Land & Environment Court
79 Cabbage Tree Road, Bayview	Class 1 Land & Environment Court
613-615 Pittwater Road and 11 May Road, Dee Why	Class 1 Land & Environment Court
316 Hudson Parade, Clareville	Class 1 Land & Environment Court
10 Naree Road, Frenchs Forest	Class 1 Land & Environment Court
66 Alexander Street, Manly	Class 1 Land & Environment Court
1 Gondola Road, Narrabeen	Class 1 Land & Environment Court
2 Palm Beach Road, Palm Beach	Class 1 Land & Environment Court
61 Cutler Road, Clontarf	Class 1 Land & Environment Court
27 Kevin Avenue, Avalon	Class 1 Land & Environment Court
31 Bellara Road and 66 Powderworks Road, Narrabeen	Class 1 Land & Environment Court
26 Frenchs Forest Road, Frenchs Forest	Class 1 Land & Environment Court
22 Frenchs Forest Road East, Frenchs Forest	Class 1 Land & Environment Court
58 Laitoki Road, Terrey Hills	Class 1 Land & Environment Court
22 Ramsay Street, Collaroy	Class 1 Land & Environment Court
57 Robertson Road, Scotland Island	Class 1 Land & Environment Court
16 Gladys Avenue, Frenchs Forest	Class 1 Land & Environment Court
70 McCarrs Creek Road, Church Point	Class 1 Land & Environment Court

Matter / Address	Court
8 Bower Street, Manly	Class 1 Land & Environment Court
14 Ponsonby Parade, Seaforth	Class 1 Land & Environment Court
69 Middleton Road, Cromer	Class 1 Land & Environment Court
22 Redman Road, Dee Why	Class 1 Land & Environment Court
14 Wyatt Avenue, Belrose	Class 1 Land & Environment Court
4 Beach Street, Curl Curl	Class 1 Land & Environment Court
257 Whale Beach Road, Whale Beach	Class 1 Land & Environment Court
41 Warriewood Road, Warriewood	Class 1 Land & Environment Court
Lot 1113 Oxford Falls Road, Frenchs Forest	Class 1 Land & Environment Court
134 Headland Road, Curl Curl	Class 1 Land & Environment Court
107 Clontarf Street, Clontarf	Class 4 Land & Environment Court
80 Prince Alfred Parade, Newport	Class 4 Land & Environment Court
257 Whale Beach Road, Whale Beach	Class 4 Land & Environment Court
79A Lauderdale Avenue, Fairlight	Supreme Court
Built Development (Manly) Pty Limited & Ors	Supreme Court
McCarrs Creek Road, Church Point	District Court
Jacksons Road, Warriewood	District Court
Dakara Drive, Frenchs Forest	District Court

**Clause 217 (1) (a4) Work on private land**

Council at its meeting on 18 December 2018 resolved to undertake work on private land in accordance with Section 67 of the Local Government Act and allocated \$111,100 ex GST for the work. The private land was adjacent to buildings at numbers 19 and 21 Oaks Avenue and provided for continuous streetscape improvements along Oaks Avenue.

Final expenditure was \$73,237, with the total amount subsidised by Council.

**Clause 217 (1) (a5) Grants**

The total amount contributed or otherwise granted by the Council in 2018/19 under section s356 of the Act was \$1,214,120. A summary of grant program recipients is below.

<b>Stronger Communities Fund - Round 2</b>	<b>\$</b>
Curly Community Garden	4,000
Fisher Road Special School P&C	28,200
Peninsula Community Gardens	6,873
Permaculture NB	12,400
Pioneer Clubhouse	14,569
Streetwork Australia Ltd	16,950
<b>Total</b>	<b>82,992</b>





## Community and Cultural Development Programs

\$

Ability Technology Limited	5,916
Ability Technology Limited	104
Ability Technology Limited	232
Australian Multiple Births Association (NSW)	3,920
Australians For Mental Health Ltd	5,999
Autism Spectrum Australia (Aspect)	10,000
Avalon Beach Surf Life Saving Club Inc	8,306
Avalon Community Library Assoc Inc	65,000
Balgowlah Seaforth Community Library	22,000
Baringa Bush Community Garden	10,000
Be Centre Foundation Limited	6,500
Bilgola Surf Life Saving Club	8,306
Bungan Beach Surf Club	8,306
Collaroy Surf Life Saving Club Inc	6,734
Community Care Northern Beaches	5,000
Community Northern Beaches Inc	7,528
Community Northern Beaches Inc	4,520
Community Northern Beaches Inc	4,600
Community Northern Beaches Inc	4,300
Community Northern Beaches Inc	9,000
Community Northern Beaches Inc	936
Community Northern Beaches Inc	92,246
Computer Pals for Seniors Northern Beaches Inc	3,690
Dee Why RSL	5,000
Dee Why Surf Life Saving Club Inc	6,734

**Community and Cultural Development Programs**

\$

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Eramboo World Studies Centre P/L	6,000
Fighting Chance Australia - Play for All Australia	3,080
Freshwater Surf Life Saving Club	6,734
Lifeline Northern Beaches Inc	10,000
Long Reef Surf Life Saving Club Inc	6,734
Literacy Network Manly Warringah Inc	5,000
Manly District Band	2,000
Manly Life Saving Club	28,486
Manly Warringah Pipe Band Incorporated	1,000
Manly Warringah Women's Resource Centre Ltd	4,500
Manly Warringah Women's Resource Centre Ltd	4,000
Mona Vale Surf Life Saving Club	8,306
Narrabeen Beach Surf Life Saving Club Inc	6,734
Newport Surf Life Saving Club Inc	8,306
North Curl Curl Surf Life Saving Club Inc	4,500
North Curl Curl Surf Life Saving Club Inc	6,734
North Narrabeen Surf Life Saving Club Inc	6,734
North Palm Beach Surf Club	8,306
North Steyne Life Saving Club	28,486
Northern Beaches Creative Leisure and Learning Inc	2,900
Northern Beaches Creative Leisure and Learning Inc	1,158
Northern Beaches Interchange Inc	7,000
Northern Beaches Orchestra	1,795
Northern Beaches Women's Shelter	62,385
Northside Community Forum Limited	10,000

## Community and Cultural Development Programs

\$

One Eighty Avalon Inc	8,140
Palm Beach Surf Club	8,306
Peninsula Senior Citizens Toy Repair Group Inc	2,000
Queenscliff Surf Lifesaving Club	32,000
Rotary Club of Dee Why Warringah	5,720
Sailability NSW Inc- Manly branch	3,000
South Curl Curl Surf Life Saving Club	6,734
South Narrabeen Surf Life Saving Club Inc	6,734
Sunnyfield	10,000
Surf Life Saving Sydney Northern Beaches Inc	4,045
Surf Life Saving Sydney Northern Beaches Inc	25,174
Surfrider Foundation Australia	7,420
Terrey Hills Community Library	24,000
The Booklover's Club Northern Beaches Inc	1,300
The Burdekin Association	90,000
Totem Arts Festival Inc	9,000
Volunteer Marine Rescue NSW	3,700
Warriewood Beach Surf Club	8,306
Warriewood Surf Lifesaving Club	6,370
Warringah - Pittwater SES	7,927
Water Skills for Life Inc	6,000
Whale Beach Surf Club	8,306
WIRES	8,500
Total	838,437



<b>Scholarship &amp; Youth Program- Drought affected areas</b>	<b>\$</b>
Brewarrina Council	2,000
Gunnedah Council	2,000
<b>Total</b>	<b>4,000</b>

<b>Eco School Grants</b>	<b>\$</b>
Beacon Hill Public School	1,106
Belrose Public School	1,779
Balgowlah Heights Public School	1,779
<b>Total</b>	<b>4,664</b>



<b>Community Event Grants</b>	<b>\$</b>
Aboriginal Support Group- Manly Warringah Pittwater	1,200
ACL Disability Services	2,000
Avalon Beach Surf Lifesaving Club	5,000
Bilgola Surf Lifesaving Club	6,000
Bondi to Manly Walk Supporters	20,000
Country Autism Network	5,000
Dee Why RSL Club Limited	10,000
Disabled Surfers Association of Australia	4,500
Friends of Freshwater Inc	5,000
Gotcha 4 Life Foundation Ltd	5,311
Lions Club of Frenchs Forest Inc	5,000
Mona Vale Chamber of Commerce	5,000
Mona Vale Chamber of Commerce	2,000
Rotary Club of Upper Northern Beaches Inc	5,000
Sea Life Trust	2,500
Shackfolk Inc	3,000
Street Growth Incorporated	4,314
The Australian Stage Combat Association	4,540
Volleyball Australia	24,970
<b>Total</b>	<b>120,335</b>

<b>Sport and Recreation Infrastructure Capital Grants</b>	<b>\$</b>
Allambie Heights Community Tennis Club	4,521
Collaroy Tennis Club	35,524
Forest Rugby Club	17,853
Manly Warringah Football Association	7,500
Mona Vale Bowling Club	13,972
Newport Bowling Club	11,500
Narrabeen Lakes Sailing Club	21,731
Mona Vale Golf Club	20,000
Manly Croquet Club	17,000
Beacon Hill Junior Rugby League Football Club	14,091
<b>Total</b>	<b>163,692</b>

#### **Clause 217 (1) (a6) External bodies**

The Northern Beaches Local Planning Panel (NBLPP) operates independently to determine development applications.

The panel consists of four panel members, the chair, two planning professionals and one community representative. During the year 24 NBLPP meetings were held, where 128 applications were determined.

#### **Clause 217(1) (a7) Council controlled companies**

Council holds a controlling interest in Kimbriki Environmental Enterprises Pty Ltd (KEE) as the major shareholder (96.16% of shares), with the remaining shares held by Mosman Council.

KEE operates a recycling and waste disposal centre at Kimbriki Road, Terrey Hills - the Kimbriki Resource Recovery Centre. KEE commenced operation on 1 July 2009 following the necessary authorisations pursuant to sections 358 and 625 of the Local Government Act.

#### **Clause 217(1) (a8) Partnerships, Cooperatives and Joint Ventures**

##### **Northern Beaches Indoor Sports Centre**

Council is represented on the Board of Management of the Northern Beaches Indoor Sports Centre responsible for overseeing the operation of a regional multipurpose indoor sports centre at Narrabeen Sports High School. The Board is a limited guarantee non-profit company consisting of representatives from the Council, the Department of Education, the Department of Sport and Recreation and local sporting groups.

##### **Aboriginal Heritage Office**

Council supports this Office and works towards the conservation of over 1,000 indigenous cultural sites across Northern Sydney. It plays an important role in education and awareness of the area's significant Aboriginal cultural heritage. The Partnership along with the Memorandum of Understanding is with North Sydney, Willoughby, Lane Cove, Strathfield, Kur-ring-gai and Northern Beaches Councils.



### Environmental management

Council participates in partnerships to manage the environment and related incidents with:

- Sydney Coastal Councils Group (member)
- Grant projects funded by Local Land Services
- Grant projects funded by Department of Planning, Industry and Environment
- Grant projects funded by the Environmental Trust
- Northern Beaches Local Emergency Management Committee (member)
- Northern Beaches Bush Fire Management Committee (member)
- Narrabeen Lagoon State Park Advisory Committee (member)
- Manly Warringah War Memorial State Park Advisory Committee (member) - Manly Dam

Council also supports two charitable environmental trusts that provide opportunities for funding important environmental projects. These are:

- Pittwater Environmental Trust: established in 2006, this is managed and operated by the separate organisation being the Pittwater Environment Foundation to support important environmental projects in the former Pittwater Local Government Area;
- Warringah Trust for the Acquisition of Environmentally Sensitive Lands: established in 2011 the Trust collect funds from the public to promote the protection and enhancement of the natural environment including the conservation of indigenous flora and fauna and key pieces of sensitive land to achieve this objective.

### Premature

Council is a member of Premature along with Waverley and Woollahra Councils. Premature was a Local Government Mutual Self Insurance Pooling Group for Public Liability/Professional Indemnity Insurance. The scheme has been in wind down mode for some years, managing existing claims up to 31 October 1999 for the insured Councils (which included the former Manly Council). All claims have now been finalised.

An actuary is providing advice in relation to the distribution of funds remaining in the Pool.

### Clause 217(1) (a9) Equal Employment Opportunity Activities

Council fully embraces the principles of Equal Employment Opportunity (EEO) and is committed to building a diverse and inclusive workplace where the skill, perspectives and experiences of our people are valued and respected.

As part of our Human Resources Policy Harmonisation Project we have developed and implemented our New Starter Induction Checklist, Probation Operational Policy and Procedures, Family and Domestic Violence Workplace Support Policy and updated our Recruitment and Selection Policy and Procedures. In addition, significant progress has been made in the development of our Study Assistance and Leave Policies and our Working Hours Operational Policy.

Our main goal is to build a culture of high performance and engagement and increase our leadership and workforce capability. An initiative in this area includes the development and implementation of Performance Conversations training for all our People Leaders.

Our other key achievements in this reporting year include:

- Culture, Values and Behaviours Training has been main streamed through our Induction Program
- Implemented our Remuneration Framework, transitioning to a new salary system
- Implemented our Performance Management System and Approach
- Developed and Implemented an e-learning Code of Conduct course
- Developed an e-learning Diversity and Inclusion course

All of these initiatives contribute to our ongoing commitment to EEO.

### Clause 217 (1) (b) General Manager (Chief Executive Officer) Remuneration Package

The total remuneration package of the Chief Executive Officer is as follows:

\$

Salary	455,535
Bonus, performance or other payments	0
Superannuation	26,522
Value of non-cash benefits	0
Fringe benefits tax paid	8,942
<b>Total</b>	<b>490,999</b>

### Clause 217 (1) (c) Senior Staff Remuneration Package

The total remuneration of all senior staff members (other than the Chief Executive Officer) is as follows:

\$

Total value of salary	1,086,464
Termination payments	727,525
Total amount of bonus, performance or other payments	0
Total amount for superannuation	92,405
Total value of non-cash benefits	0
Total fringe benefits tax paid	26,139
<b>Total</b>	<b>1,932,533</b>

### Clause 217 (1) (e) Annual Charge for Stormwater Management Services

A Stormwater Management Service Charge funds additional investigations and activities towards improving stormwater quality, managing stormwater flows and flooding, and harvesting and reusing stormwater.

This was levied on applicable lands in the former Pittwater and Manly Council local government area (LGA). This included rateable urban land categorised as residential or business (excluding vacant land).

The income and expenditure of the Stormwater Management Service Charge for 2018/19 is below.

<b>Former Manly LGA</b>	<b>\$</b>
Income	345,518
Expenditure	345,518
<b>Former Pittwater LGA</b>	<b>\$</b>
Income	530,759
Expenditure	542,364

The funds were used for:

- CCTV investigations into the piped stormwater system and undertake repairs
- Lining of poor condition stormwater pipes
- Stormwater drainage improvement, including pipe replacements and pit upgrades
- Designs and construction of new stormwater quality improvement devices
- Design and development of flood mitigation works for severely affected areas
- Stormwater pit repair, replacement and upgrades to help reduce flooding issues

### **Clause 217 (1) (e1) Annual Charge for Coastal Protection Services**

No charges were levied for the provision of coastal protection services under Section 496B (1) of the Local Government Act 1993.

### **Clause 217 (1) (f) Companion Animals Act 1998 and Companion Animals Regulation 2018**

The following is a report of the Council's activities during the year in relation to enforcing, and ensuring compliance with, the provisions of the Companion Animals Act 1988 and the Companion Animal Regulation 2018, in accordance with the Office of Local Government 'Guideline on the exercise of functions under the Companion Animals Act' (October 2015, under review).

Chapter 16 of the Guidelines contains information about what is to be included:

#### **16.1.2 (a) Impounded animals**

During this reporting period, Council seized four cats and 18 dogs.

#### **16.1.2 (b) Reporting dog attacks to the Department**

Council is required to report attacks to the Office of Local Government, via the Companion Animals register, within 72 hours of notification of an attack. A total of 129 incidents were reported within the Council area.

#### **16.1.2 (c) Expenditure on companion animal management and activities**

A sum of \$223,212 was spent on pound service fees during the reporting period.

This sum excludes salary costs.

#### **16.1.2 (d) Community education programs and strategies to assist in de-sexing of dogs and cats**

Council promotes the de-sexing of dogs and cats through its educational activities including the promotion of de-sexing in publications, such as 'Canine Connect', and face to face activities such as 'Dog Day' events.

### **16.1.2 (e) Strategies to seek alternatives to euthanasia for unclaimed animals**

Council has a commercial arrangement with two local veterinary practices to act as our pound. The contracts provide that any animals impounded are to be reunited with their owners and where this is impossible, suitable animals are rehomed.

We also have ongoing arrangements with the Animal Welfare League, Cat Protection Society and RSPCA to take unclaimed dogs and cats that are suitable for rehoming (i.e. not dangerous).

### **16.1.2 (f) Off-Leash areas provided in the Council Area**

Northern Beaches Council has 29 unleashed dog exercise areas. Our aim is to provide places for residents to take their dogs for a walk and let them off the leash safely, while also protecting our natural environment and considering the needs of the wider community.

#### 16.1.4 Expenditure of the fund for managing and controlling companion animals

During the reporting year, Council used the fund for the following:

	\$
Pound fees and professional services	223,212
Promotional costs	1,674
Materials/consumables	3,212
Other	216
<b>Total</b>	<b>228,314</b>

The Office of Local Government provided funding of \$6,189 to Council.



## Environmental Planning and Assessment Act 1979

### Section 7.5 (5) Voluntary Planning Agreement

No new Voluntary Planning Agreements were executed in 2018/19. The following existing planning agreements remained in force during 2018/19:

Application No.	Description of works	Other party to VPA	Primary street address	Date executed	Status
DA 2007/1249	Provision of Town Square Works; pedestrian connection and works; dedication of land in stratum for road widening on Pittwater Road (bus setback area).	Karimbla Properties (No. 41) Pty Ltd (Developer) and Meriton Properties Pty Ltd (Guarantor)	884-896 Pittwater Road, Dee Why	12/12/2008	Executed
Various	Provision of public walkways through the estate, bush regeneration works and work and support for protection of the endangered species - being the Long Nosed Bandicoot.	Lend Lease	St Patrick's Estate at Darley Road, North Head	December 2006	Executed

## Government Information (Public Access) Act & Regulation 2009

### Act Section 125 (1) and Regulation 2018 Clause 8

This report includes qualitative information on the Council's proactive disclosure program, and statistical information on formal access applications.

### Clause 7(a): Details of the review carried out during the reporting year and the details of any information made publicly available by the agency as a result of the review

The Council continually reviews its proactive release program to identify the kinds of information that we make publicly available. This primarily occurs through extensive publication on Council's website. During the reporting period, this program resulted in the release of information relating to: Council services; events; community issues; planning and development services and environmental matters.

### Clause 7(b): The total number of access applications received (including withdrawn applications but not including invalid applications)

Council received a total of 72 applications.

### Clause 7(c): The total number of access applications received that were refused either wholly or partly, because the application was for the disclosure of information for which there is conclusive presumption of overriding public interest against disclosure in accordance with Schedule 1 to the Act (information)

No applications were refused, wholly or partly, in accordance with Schedule 1 of the Act.

### Clause 8 (d) Statistical information about access applications

Table A: Number of applications by type of applicant and outcome\*

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn	Total
Media	0	0	0	0	0	0	0	0	0
Members of Parliament	0	0	0	0	0	0	0	0	0
Private sector business	0	1	0	0	0	0	0	0	1
Not for profit organisations or community groups	1	0	0	0	0	0	0	0	1
Members of the public (application by legal representative)	5	14	0	1	0	0	0	0	20
Members of the public (other)	12	33	2	3	0	0	0	0	50
<b>Total</b>	<b>18</b>	<b>48</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>72</b>

\*More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

Table B: Number of applications by type of application and outcome\*

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn	Total
Personal information applications**	0	0	0	0	0	0	0	0	0
Access applications (other than personal information applications)	18	48	2	4	0	0	0	0	72
Access applications that are partly personal information applications and partly other	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>18</b>	<b>48</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>72</b>

\*\*A **personal information application** is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual).

Table C: Invalid applications

Reason for invalidity	Number of applications
Application does not comply with formal requirements (section 41 of the Act)	0
Application is for excluded information of the agency (section 43 of the Act)	0
Application contravenes restraint order (section 110 of the Act)	0
Total number of invalid applications received	0
Invalid applications that subsequently became valid applications	0



Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of Act

	Number of times consideration used*
Overriding secrecy laws	0
Cabinet information	0
Executive Council information	0
Contempt	0
Legal professional privilege	2
Excluded information	0
Documents affecting law enforcement and public safety	0
Transport safety	0
Adoption	0
Care and protection of children	0
Ministerial code of conduct	0
Aboriginal and environmental heritage	0
<b>Total</b>	<b>2</b>

\*More than one public interest consideration may apply in relation to a particular access application and if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E

**Table E: Other public interest considerations against disclosure: matters listed in table to section 14 of Act**

	Number of times consideration used*
Responsible and effective government	0
Law enforcement and security	0
Individual rights, judicial processes and natural justice	0
Business interests of agencies and other persons	0
Environment, culture, economy and general matters	0
Secrecy provisions	0
Exempt documents under interstate Freedom of Information legislation	0
<b>Total</b>	<b>0</b>

**Table F: Timeliness**

	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	71
Decided after 35 days (by agreement with applicant)	1
Not decided within time (deemed refusal)	0
<b>Total</b>	<b>72</b>

**Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)**

	Decision varied	Decision upheld	Total
Internal review	1	0	1
Review by Information Commissioner*	0	0	0
Internal review following recommendation under section 93 of Act	0	0	0
Review by NCAT	0	1	1
<b>Total</b>	<b>1</b>	<b>1</b>	<b>2</b>

\*The Information Commissioner does not have the authority to vary decisions, but can make recommendations to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner

**Table H: Applications for review under Part 5 of the Act (by type of applicant)**

	Number of applications for review
Applications by access applicants	1
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0
<b>Total</b>	<b>1</b>

**Table I: Applications transferred to other agencies under Division 2 of Part 4 of the Act (by type of transfer)**

	Number of applications transferred
Agency-initiated transfers	0
Applicant-initiated transfers	0
<b>Total</b>	<b>0</b>

## Privacy and Personal Information Protection Act 1998

The Privacy and Personal Information Protection Act 1998 provides for the protection of personal information and for the protection of the privacy of individuals generally. It establishes twelve information protection principles which cover

the collection, storage, use and disclosure of (and access to) personal information.

There was one Privacy review application received by Council during the period 2018/19.

## Public Interest Disclosures Act 1994

### Act Section 31 and Regulation 2011 Clause 4 - Reports by Public Authorities

Report for NSW Ombudsman for the period 2018/19, from Council's Office of Integrity and Complaints Resolution (OICR):

	<b>Total</b>
Public officials who made public interest disclosures to your public authority	0
Public interest disclosure received by your public authority	0
Disclosures on corrupt conduct	0
Disclosures on maladministration	0
Disclosures on serious and substantial waste	0
Disclosures on government information contravention	0
Disclosures on pecuniary interest contravention	0
Public interest disclosures that have been finalised in this reporting period	1
Have you established an internal reporting policy?	Yes
Has the head of your public authority taken action to meet their staff awareness obligations?	Yes
Staff undertaking that they have read and understood your organisation's internal reporting policy. Training provided by your organisation	This process is an ongoing education and awareness program

### Section 12

There are no projects that satisfy the reporting criteria in 2018/19.

## Fisheries Management Act 1994

### Section 220Zt (2) Reporting on Recovery and threat abatement plans

No recovery and threat abatement plans have been developed by Council in the reporting period.

## Swimming Pools Act 1992

### Section 22F (2) Swimming Pool Inspections

The following report details inspections of private swimming pools during the reporting period:

- Nine inspections of tourist and visitor accommodation
- Nine inspections required of premises with more than two dwellings
- 255 inspections that resulted in issuance of a certificate of compliance
- 180 inspections that resulted in issuance of a certificate of non-compliance



## Carer (Recognition) Act 2010

### Section 8 (3) Report on Compliance

#### Educational services

Council produces a monthly Disability Newsletter with a circulation of over 1,400, and the Northern Beaches Seniors Directory, with 8,000 copies distributed in 2018/19.

#### Consultation and liaison with carers

During 2016/17 Council developed a Disability Inclusion Action Plan (DIAP) in line with the requirements of the NSW Disability Inclusion Act 2014. The actions in the DIAP have been designed following extensive consultation with internal and external stakeholders. Progress is reported in Council's Annual Report.

Council operates a range of programs and projects supporting disability awareness including International Day of People with Disability and Mental Health Month.

Council coordinates a calendar of events for National Carers Week, including funding a key event and working with other key local services to coordinate activities.

Council ran a successful Express Yourself Expo for Seniors Festival in February 2019 which included activities and stalls of interest to carers of people who are frail and/or aged.

Council's comprehensive directory for seniors and carers on the Northern Beaches, identifying local services, supports and activities, was updated and is available on Council's website.

Council community development staff were available to provide information and referral to carers, taking over 300 calls annually in relation to services for seniors and people with disability.

Council's Meals on Wheels service supports carers in their role by providing nutritional and affordable meal options as well as coordinating community restaurants in three different locations across the Northern Beaches.

#### Staff who are carers

Council is continuing its program of harmonisation of its human resources policies.

Council has developed a Culture, Values and Behaviours Program, as well as a Diversity and Inclusion Policy to ensure that our employees are valued and respected for their diverse backgrounds, experiences and perspectives.

A Working from Home policy provides flexibility for employees to balance their work and personal responsibilities. There are also a number of other flexible working options available to employees, including employees with carer responsibilities. These include part-time work, job sharing, working from home and flexible working hours.



## Disability Inclusion Act 2014

### S13 (1) Report on Implementation

#### Disability Inclusion Action Plan - Progress Report 2018/19

This is the second year of implementing Northern Beaches Disability Inclusion Action Plan (the Plan). The Plan is reviewed and updated every four years and is available on Council's webpage [northernbeaches.nsw.gov.au](http://northernbeaches.nsw.gov.au)

There are 78 actions in the Plan and many are ongoing. Of the actions with a timeframe, 12 are complete eight of them during 2018/19. The actions are reported below under the Focus Areas.

#### Focus Area 1: Support and develop positive community attitudes and behaviours

Action	Highlighted progress
FA1- 01 Develop and support disability education and awareness initiatives	A range of community programs supported disability awareness, including our website and regular newsletter, International Day of People with Disability, Inclusion Week, Mental Health Awareness Week, and National Carers Week events. Our library service continues to support the Pioneer Clubhouse, and pop up libraries at special needs schools and care facilities.
FA1-02 Internal education and awareness training	As a part of our Trainee Management program we have reviewed our Equal Employment Opportunity (EEO), Diversity and Disability Awareness. EEO has been incorporated and rolled out through our Recruitment and Selection training for People Leaders during 2018 and will continue. Relevant staff were also briefed on our new Homeless Protocol, to provide the appropriate response and support when encountering a person sleeping rough.
FA1-03 External education and training programs	While no formal program was conducted this year, information is regularly available to the community on Council's website, Disability Newsletter (with over 1,400 subscribers) and LINCS Community Database.
FA1-04 Inclusive events and activities	In line with Council's Events Strategy, all major civic and community events include accessibility and inclusion considerations for site layout and design, transportation, facilities and communications. Further improvements will be implemented as part of ongoing review following each event.  Events that were targeted specifically for inclusion were a Human Library for Inclusion Week, International Day of People with Disability, several activities for Mental Health Month and Carers' Week. Our library service piloted an inclusive StoryTime, and participated in a Volunteer Expo. The Tiny Doors art project involved the inclusion of special needs youth.  Our Environment Centres conduct inclusive education activities – details are under Action FA2-47.
FA1-05 Accessibility and inclusion toolkit for events and activities	Council undertook research on best practice for inclusive events. Events staff attended training on inclusion, and commenced adapting a toolkit for external users to make their events more inclusive. Further development work will be undertaken next year on internal and external guides.



Action	Highlighted progress
FA1-06 Inclusion in funding agreements	Inclusion is built into the evaluation criteria for all applications seeking Council funding of projects.
FA1-07 Inclusion awards	Inclusion is now a new category in the established Northern Beaches Local Business Awards. Nominations closed 14 May with Council receiving 14 nominations, and the Awards ceremony took place in July. These awards will be ongoing for future years, and Council will continue to support them by processing and judging nominations.
FA1-08 Report on Council initiatives	Council initiatives on disability inclusion are highlighted in media, social media and e-newsletters. A formal DIAP Progress Report is included in each Annual Report of Council, and promoted in media releases.
FA1-09 Diverse imagery and representation	Council uses positive images of people with disability in its media and publications. By using fonts that are bold or are a larger size on signage and in publications, the messages are more visually accessible. More infographics and video footage are being used on website and social media to enhance the viewer experience.

#### Focus Area 2: Support the creation of liveable communities

Action	Highlighted Progress
FA2 – 01 Identify the top 10 public assets/ locations to be accessible	An initial priority list of ten locations and properties has been prepared covering our portfolio of buildings.
FA2 – 02 Accessibility audits of Council's public facilities and assets	Approximately half of all Council's buildings have undergone accessibility audits. All customer service centres and library buildings are currently accessible in line with Australian Standards, except Dee Why Library. District and regional level playgrounds have also been audited, and future plans made for renewals to improve accessibility and inclusion. Council's other open space and related facilities are being audited in 2019/20.
FA2 – 04 Inclusive, accessible and universal design of Council projects	When projects are being planned, our project methodology and templates build in checks regarding disability inclusion. This ensures that the DIAP and the need for inclusive designs are considered during the planning of all projects. Some notable projects that incorporated accessibility included landscape masterplans for various open spaces; place planning and place activation strategies for our centres and villages; as well as capital works at various surf clubs, community centres, amenities, footpaths, trails, playgrounds and children's centres.

FA2 – 05, 06, 07, 09, 22	Disability access was included in these walk, trail, boardwalk or bridge projects:
Walks, trails, boardwalks and bridges	<ul style="list-style-type: none"> <li>• The Coast Walk was extended by another 2km in Palm Beach, Mona Vale and Warriewood.</li> <li>• Renewals to trails at Narrabeen Lagoon and the Dee Why Bicentennial coastal walkway</li> <li>• Work commenced on the new aquatic boardwalk for Narrabeen Lagoon's northern shore. This diverts access away from the unsafe narrow track beside Wakehurst Parkway, and is fully accessible.</li> <li>• Warriewood Valley: a new pedestrian bridge now connects Brands Lane across Narrabeen Creek. This vital thoroughfare connects both sides of Warriewood Valley, a great addition especially for residents of the adjacent Warriewood Brook retirement village. The Warriewood Valley recreation space is also being designed with accessible pathways, picnic shelters, BBQs and a bridge connecting to nearby Rocket Park.</li> <li>• At Manly Dam, the stairs, boardwalks and drainage have been upgraded for accessibility.</li> </ul>
FA2 – 10	These works are designed to meet disability requirements wherever possible, in line with the Building Code of Australia and the Disability Standards for Accessible Public Transport.
Upgrades to footpaths, kerb ramps and bus stops	Another 32 new footpaths were constructed, together with renewal of 5.5km of existing footpaths to improve their condition and accessibility. This also included works on kerbs and ramps. Over 200 trip hazards on footpaths were repaired. Twelve bus stops were upgraded for accessibility, which included addition of tactile ground surface indicators and DDA-compliant access slabs.
FA2 – 11	Manly and Avalon Pedestrian Access and Mobility Plans (PAMPs) were adopted in 2017/18, and implementation has continued this year to improve accessibility for all abilities in our community.
Develop and implement PAMPs	
FA2-12	Council's website hosts a disability information hub with current information on accessible toilets, accessible parking spaces and inclusive playgrounds. See Action FA2-52 for more details. This hub will be enhanced in 2019/20.
Accessibility maps for all major town and village centres	
FA2-13	Known problem locations for accessibility were identified, as part of an overall review of Council car parks. Others will be identified when reviewing any proposed parking changes in public roads or Council car parks. These will be key considerations for the Parking Plan being developed.
Review accessible parking provision	
FA2-14	The Policy and Action Plan are being implemented. As part of developing our Housing Strategy, Council is analysing the supply and demand for affordable housing. For the Frenchs Forest Planned Precinct, a draft Affordable Housing Contribution Scheme has been submitted to the Department of Planning for approval. This would provide formal opportunities for increasing the area's stock of affordable housing, an identified need for those with a disability, seniors and key workers.
Affordable Housing Policy and action plan	
FA2-16, 17, 18	Collaroy rockpool is now more accessible through the repair of ramps and provision of accessible toilets. Improvements to North Narrabeen rockpool are underway with work on the boardwalk and replacing the stairs with a ramp. Both Manly and Warringah Aquatic Centres now have wheelchairs and hoists, which are well utilised by the community.
Access to rock pools, aquatic centres and beaches	

Action	Highlighted Progress
FA2 – 23, 24, 25, 26 Accessible Playgrounds	The new and inclusive Berry Reserve Playground at Narrabeen is very popular. Upgrades to Tania Park playground at Balgowlah now provide users with an exciting inclusive play experience. Another accessible playground is under construction at Lionel Watts Reserve, Belrose. At Manly Dam the inclusive playspace has been designed following community consultation, and will be constructed next year.
FA2 – 28, 29, 30, 31, 32, 33, 37 Accessible amenities	Work has progressed or completed this year on accessible amenities at Manly Dam, Nolan Reserve (North Manly), Beacon Hill Community Centre, Collaroy Beach, North Narrabeen Reserve, North Narrabeen rockpool, Lionel Watts Reserve (Belrose)  Others currently being designed are: Mona Vale and Long Reef Surf Clubs, Coastal Environment Centre (Narrabeen), Jacka Park (Freshwater) and East Esplanade (Manly).  Council updates accessible locations on the National Public Toilets Map, and provides a link on our website – see Action FA2-52.
FA2 – 39, 40 Beacon Hill Community Centre	Works are in progress for a major refurbishment of the Beacon Hill Community Centre and Youth Club. This includes new roofing, air-conditioning system and accessibility improvements complying with guidelines for disability access.
FA2 – 41 Library programs, resources and services	All library programs are inclusive. An inclusive StoryTime was piloted, and activities were provided at a Volunteer Expo and Mental Health Awareness week. The Tiny Doors art project involved the inclusion of special needs youth. Other outreach included pop up libraries at special needs schools and care facilities, and increasing the reach of the Home Library Service.  Home Library Service customers with sight and physical limitations can access digital devices. Library public computers are voice enabled.  The expanded inclusive collection includes resources such as large print, dyslexic-friendly font, audio and braille books and low vocabulary materials. Non-fiction items cover subjects such as hearing impairment, Autism, Asperger's, Attention Deficit Hyperactivity Disorder (ADHD), and mental and sexual health.
FA2 – 42, 43 Children's services	Council has been recognised by the NSW Inclusion Agency for having an active Strategic Inclusion Plan. The services are inclusive and accessible for children with high needs. This includes long day care, pre-school, vacation and family day care services and centres. Additional funding enabled 78 high needs children to receive education and care this year.  Brookvale Children's Centre updated its playground with an inclusive space providing for sensory, physical and exploration experiences. Kangaroo Street Centre was refurbished, with improved provision for disability. Harbour View Children's Centre now has a new accessible lift.
FA2-44 Community-focused programs	Every community development program includes considerations for inclusivity and accessibility across planning, implementation and evaluation stages of the program.

FA2 – 45, 46, 50, 52

Disability liaison, news and information

Council employs a Community Development Officer who liaises with the community and provides current information for people with disability, their families and carers. This includes a monthly Disability E-Newsletter, information and referral over phone and email, and regular updating of the Local Information Network of Community Services (LINCS).

A disability inclusion and access information hub on our website hosts news, activities, resources and handy locations.

The hub will be improved in 2019/20 and will become a central point for people to locate facilities such as accessible toilets, accessible parking spaces and inclusive playgrounds.

[northernbeaches.nsw.gov.au/services/disability-services](http://northernbeaches.nsw.gov.au/services/disability-services)

FA2 – 47

Environmental education programs

Our Environment Centres conduct inclusive education activities as well as community events such as Ocean Care Day on Manly beachfront and the Open Day at Narrabeen Coastal Environment Centre (CEC).

The CEC runs environmental events and programs for families at accessible locations, and the Centre is wheelchair accessible. Inclusive programs are provided for pre-schoolers, primary and high school, as well as TAFE and University students. This includes sensory activities. Programs are adapted as needed to accommodate disabled participants. CEC also offers a subsidy to financially-challenged schools, to cover up to 30 students attending CEC activities.

FA2-48

Accessible and inclusive Council meetings

Disability access and online access is provided for all formal Council meetings, to enable full participation by the public and Councillors. Meetings are held in the Dee Why Council Chambers, with disability access for parking, the gallery, speaker's microphone and amenities. The meetings are webcast live and can also be viewed later. Minutes of the meetings are available online within several business days.

FA2-51

Community Engagement Framework

A draft inclusion guideline and checklist have been developed, for use by staff when engaging with the community on Council projects. This will be refined and included in our Community Engagement Framework.

FA2 – 53

Advocacy and partnership

Council continues to liaise with all levels of government to build good outcomes for our community. Key liaison includes the Northern Sydney Disability Network, National Disability Insurance Agency, Family and Community Services and Local Government NSW.

Our Children's Services continue to work closely with other key groups including: Dalwood Spilstead Service, KU, Gowrie NSW, Cerebral Palsy Alliance, Early Ed, Lifestart and Under 5's Disability Forum.



### Focus Area 3: Support access to meaningful employment

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Action	Highlighted Progress
<p>FA3 – 02</p> <p>Offer equitable employment and volunteering</p>	<p>The Northern Beaches Workforce Plan was adopted in June 2018, with inclusive elements such as Equal Employment Opportunity (EEO) and diversity. We are increasing our reach to people with disabilities for our job opportunities, using peak body and industry contacts to promote vacancies.</p> <p>A new Volunteer Management Framework is under development, including EEO provisions for all members of our community to get involved in our range of services. The Library service participated at a Volunteer Expo, and has new volunteer provisions to cater for people of all abilities.</p> <p>Environmental volunteering is popular, with close ties to the Bushlink group, employing young people with intellectual disabilities. Bushlink also work with our corporate volunteers and contract bush regenerators. Our volunteer Bushcare and community nursery programs are inclusive and welcome all participants. The Coastal Environment Centre (CEC) hosts a weekly volunteer and carer from Gateway, who provide valuable support in the produce garden, housekeeping and administration.</p>
<p>FA3 – 03</p> <p>Best practice inclusion and access in Council workplaces</p>	<p>Our Diversity and Inclusion Policy enables a diverse and inclusive workplace where skills, perspectives and experiences of our people are valued and respected. A review has commenced of other practices for recruitment, working conditions, volunteering opportunities and partnerships with other organisations.</p>
<p>FA3 – 05</p> <p>Tendering documentation</p>	<p>Council's tendering information contained on the website is compliant for web accessibility, as well as procurement thresholds and standards.</p>
<p>FA3 – 06</p> <p>Manage growth and change in strategic, district and local centres</p>	<p>Access and inclusion are considered in the development of plans for:</p> <ul style="list-style-type: none"> <li>• Frenchs Forest strategic centre - The Structure Plan outlines the vision for this centre and identifies appropriate land use mixes taking into account environmental, social, economic, traffic, transport and accessibility issues. This includes consideration for appropriate access and inclusion, including for recent investigations and consultations on urban design.</li> <li>• Ingleside Precinct – currently in the investigation phase to assess bushfire risk and the feasibility for development as a new suburb.</li> </ul>

#### Focus Area 4: Improving access to council services through better systems and processes

Action	Highlighted Progress
FA4-01 Research user experience of systems and processes	In implementing the Customer Experience Strategy, a range of success measures are being researched and applied. This has included iterations of the online Help website, which provides 24 hours access to customers and an easy to use interface for lodging waste requests online.
FA4-02 Conduct a document and media accessibility audit	All paper forms were revised for consistency and ease of understanding, including all relevant fees where possible. Customer Service Centres continue to provide computers for customers' use as an alternative to paper forms. Council's website is compliant with industry guidelines for web accessibility. Media such as video is developed with audio descriptors, transcripts and closed captions.
FA4-03 Systems and processes can be accessed in a range of formats	Online forms have been improved for consistency, readability and ease of use. All new online documents meet standards for visual content, readability and ease of use, including the use of a range of formats where warranted. This is part of a program of ongoing improvement.
FA4-05 Digital Transformation Strategy	Component projects of the Strategy continue to make progress e.g. the organisational booking system, and internal Human Resources management system. The digitising of the waste service is complete, making the transition to a new waste contract much easier with online help and applications available 24/7.
FA4-06, 07 Accessible website content and promoting our accessible systems, processes and formats	The Council website is compliant to industry guidelines rated AA under the Web Content Accessibility Guidelines. Regular monitoring ensures ongoing compliance, and is enabled for the use of assistive technologies. Customers are reminded of our 24/7 online Help website, in person and over the phone regarding all their enquiries and access to forms, applications, documents and information. Customers can also call us 24/7 on our 1300 number for assistance.
FA4-08 Accessibility and inclusion in project planning	Council's project methodology and templates build in checks in the project planning stage, for disability inclusion and relevance of the DIAP. During community engagement, any communication tools such as videos and forms are designed to meet accessible standards.
FA4-09 Build networks with key contacts on the best ways to engage	Council continues to engage with relevant disability networks and interagency groups on community development programs (see Action FA2 – 53). Stakeholder networks established for community engagement on relevant Council projects in the planning and consultation stages. Businesses were also engaged on the inaugural Inclusion Award as part of the Northern Beaches Local Business Awards.

**This progress report will be provided to the Minister for Disability Services and the NSW Disability Council.**

