



northern  
beaches  
council

# AGENDA

Notice is hereby given that an Ordinary Meeting of Council will be held at the Civic Centre, Dee Why on

**Tuesday 27 November 2018**

Beginning at 6:30pm for the purpose of considering and determining matters included in this agenda.

**Ray Brownlee PSM**  
**Chief Executive Officer**

## OUR VISION

*Delivering the highest quality service valued and trusted by our community*

## OUR VALUES

*Trust Teamwork Respect Integrity Service Leadership*



**Agenda for an Ordinary Meeting of Council  
to be held on Tuesday 27 November 2018  
at the Civic Centre, Dee Why  
Commencing at 6:30pm**

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## **1.0 ACKNOWLEDGEMENT OF COUNTRY**

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As a sign of respect, Northern Beaches Council acknowledges the traditional custodians of these lands on which we gather and pays respect to Elders past and present.

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## **2.0 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE**

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In accordance with Part 6 of the Code of Meeting Practice, apologies must be received and accepted from absent Councillors and a leave of absence from the Council Meeting may be granted.

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## **3.0 CONFIRMATION OF MINUTES**

### **3.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 16 OCTOBER 2018**

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#### **RECOMMENDATION**

That the Minutes of the Ordinary Council Meeting held 16 October 2018, copies of which were previously circulated, be confirmed as a true and correct record of the proceedings of that meeting.

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## **4.0 DISCLOSURES OF INTEREST**

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In accordance with Part 17 of the Code of Meeting Practice, all Councillors must disclose and manage any conflicts of interest they may have in matters being considered at the meeting.

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## **5.0 PUBLIC FORUM AND PUBLIC ADDRESS**

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In accordance with Part 5 of the Code of Meeting Practice, residents, ratepayers, applicants or other persons may request to address Council in relation to any one matter related to the general business of Council but not the subject of a report on the agenda (Public Forum) and no more than two matters listed for consideration on the agenda (Public Address).

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## **6.0 ITEMS RESOLVED BY EXCEPTION**

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In accordance with Part 14 of the Code of Meeting Practice, items that are dealt with by exception are items where the recommendations contained in the staff reports in the agenda are adopted without discussion.

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## 7.0 MAYORAL MINUTES

<b>ITEM 7.1</b>	<b>MAYORAL MINUTE NO 11/2018 - OBJECTION TO THE RMS PROPOSAL FOR NEW AND EXTENDED CLEARWAYS THROUGH COLLAROY AND MANLY VALE</b>
<b>TRIM FILE REF</b>	<b>2018/690651</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

### BACKGROUND

We are all very aware of the Roads and Maritime Services (RMS) proposal for new and extended clearways along Pittwater Road through Collaroy and also the plans for Manly Vale.

These proposals as they stand are simply unacceptable and continues to cause great angst in our community. Prior to the Collaroy public rally there were some miscommunications that stated this was a Council proposal which added to the concerns of residents. I want to set the record very straight on this matter, this is a State Government Roads and Maritime Services (RMS) proposal and Council does not support it.

Councillors may already be aware, the community engagement on the clearways project occurred around the same time that Council's engagement was undertaken on parking proposals in Collaroy aimed at supporting local business and recreation. This review will ensure we have their views on how we can improve and encourage more parking turnover and was not to advocate for the proposal by the RMS.

As many of my fellow Councillors know who attended the public rally on Sunday 2 November at Collaroy, there was a very strong and resounding message by the community that they do not support this clearway proposal. Nothing to date has been presented to us to change that view.

I, along with our Federal and State local members and many Councilors, have publicly objected to this proposal.

In Manly Vale, local business and residents approached Council for their support in rejecting the proposal – particularly on the western side of Condamine Street. Through some site visits undertaken by Cr Bingham and staff, a number of opportunities were identified that could improve the current situation in both the short and long term in relation to additional parking. These opportunities will need to be further investigated.

While the RMS's formal submission process has now closed, I understand the government is listening and believe it is important to strongly reiterate for our community that we are not in support of these current clearway proposals by the RMS. I think we should be assuring the community that both their elected representatives and Council will continue to argue the impacts this will have on our local businesses and the general amenity of our local community.

We as the elected representatives of our community should write directly to the Minister for Roads and Maritime, the Hon. Melinda Pavey, MP advising of our objections and that we do not approve of these proposals for new and extended clearways along Pittwater Road through Collaroy and Manly Vale.

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**RECOMMENDATION OF MAYOR**

That:

- A. Council writes to the Hon. Melinda Pavey, MP, Minister for Roads and Maritime stating that Council
    - a. strongly objects to the proposed clearways along Pittwater Road through Collaroy and along the western side of Condamine Street, Manly Vale 6am to 7pm on weekdays and 9am to 6pm on weekends and public holidays and those proposed along Condamine Street, Manly Vale;
    - b. requests that all surveys, studies and/or modelling prepared to support the Clearway proposals impacting on Collaroy and Manly Vale are made public;
    - c. in the absence of such surveys, studies and/or modelling requests that they be prepared by the RMS to demonstrate the benefit of the current proposal or any alternative proposal including maintaining the status quo and
    - d. any further action on these clearways is suspended until points (a) and (b) have been completed and further community consultation be undertaken
  - B. Council accepts the petition submitted by Collaroy Clearways Action Group opposing the Collaroy Clearways proposal containing over 3,200 signatures which was also submitted to the RMS as part of their community consultation process.
  - C. Council requests staff arrange for the RMS to provide a further briefing to Councillors addressing the concerns raised by residents.
  - D. Council write to Mr. James Griffin, MP for Manly regarding options for additional parking in Manly Vale on the western side of Condamine Street, Manly Vale.
  - E. Council inform all other local State and Federal Members of Council's objections and include a copy of correspondence to the Minister for Roads and Maritime.
- 



**Michael Regan**  
MAYOR



**ITEM 7.2** **MAYORAL MINUTE NO 12/2018 - RECOGNITION OF AWARD -  
THE RESPONSE TO CLIMATE CHANGE AWARD - KEEP  
AUSTRALIA BEAUTIFUL NSW AWARDS 2018**

**TRIM FILE REF** 2018/690606

**ATTACHMENTS** NIL

**BACKGROUND**

Councillors would be aware we are responsible for a significant amount of infrastructure that is threatened by future climate change. These threats include a host of potential changes associated with climate change including increased temperatures, rising sea levels, greater intensities of storms and bush fires, and changes to patterns of rainfall, flooding and coastal erosion.

Recognising this risk, Council partnered with the Institute of Public Works Engineering Australasia (IPWEA) to undertake the "The Building Resilience into Infrastructure Project". The outcome of the project was the creation of a practice note to guide asset managers through the consideration of climate change in their asset planning, namely, *Practice Note 12.1 Climate Change Impacts on the Useful Life of Infrastructure Assets*.

The work has been presented at a number of conferences around Australia and has now been honoured by winning the *Response to Climate Change Award for Building Resilience into Infrastructure Assets* from the Keep Australia Beautiful Network.

This award recognises actions taken throughout Australia to tackle climate change through providing real and practical solutions to meet the challenges of climate change.

These solutions include planning long term for the management of climate change events; educating communities and building capacity about the causes and effects of climate change and what individuals can do to take action; and acting to combat existing climate change events and improving infrastructure to improve an areas resilience.

Given such a broad category, it is indeed an honour for Council to receive it and a testament to the commitment of our staff in our Natural Environment and Climate Change and Property teams and our overall organisation in showing leadership on such an important issue.

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**RECOMMENDATION OF MAYOR**

That:

- A. Council formally acknowledge the outstanding achievement in being awarded the Response to Climate Change Award from the Keep Australia Beautiful Network.
- B. Council congratulate council staff involved in this project.

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**Michael Regan**  
MAYOR

**ITEM 7.3**                                    **MAYORAL MINUTE NO 13/2018 - RECOGNITION OF AWARD TO COUNCIL OFFICER FOR OUTSTANDING PROCUREMENT PROFESSIONAL IN THE 2018 LOCAL GOVERNMENT PROCUREMENT AWARDS**

**TRIM FILE REF**                            **2018/690665**

**ATTACHMENTS**                         **NIL**

**BACKGROUND**

The NSW Local Government Procurement Awards celebrate those procurement professionals or groups who are making a difference in local government and their community. The Awards recognise excellence and best practice in the field of procurement within the local government sector.

Ms Lisa Neal (Manager Procurement) was announced as the winner of the category of Outstanding Procurement Professional on 18 October 2018 during the Local Government Procurement Conference.

Ms Neal received this award in recognition of her efforts alongside those of her colleagues in the Procurement Team and in relation to the integration of the procurement function and capability development in the amalgamated Northern Beaches Council.

Following the amalgamation there were a variety of different process and procedures in place and a significant variation in the level of procurement capability of staff; a clear need was identified in the early days of the amalgamation to integrate processes and develop the procurement capability of the organisation. A part of this project also involved promoting local supplier development through collaboration with the Economic and Smart Communities SRG and in developing "Working with Council" sessions.

As Manager Procurement, Lisa managed this integration project, developing and implementing a new Northern Beaches Council procurement framework while overseeing the procurement team deliver business as usual activities.

The framework, knowledge and skills are not only required by us as a Council but by our community as well. It is important therefore to acknowledge the importance of receiving this significant recognition by Local Government Procurement and to congratulate Ms Neal and the Procurement team for their efforts in this area.

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**RECOMMENDATION OF MAYOR**

That:

- A. Council formally acknowledge the outstanding achievement by Lisa Neal being awarded the Outstanding Procurement Professional Award from Local Government Procurement.
  - B. Council congratulate all council staff involved in this project.
- 



**Michael Regan**  
MAYOR

**ITEM 7.4** **MAYORAL MINUTE NO 14/2018 - RECOGNITION OF AWARD - ENVIRONMENTAL COMMUNICATIONS AWARD - KEEP AUSTRALIA BEAUTIFUL NSW AWARDS FOR 2018**

**TRIM FILE REF** 2018/690664

**ATTACHMENTS** NIL

**BACKGROUND**

At this year's Keep Australia Beautiful New South Wales Awards (KABNSW Awards), Council was recognised for its efforts in raising awareness in environmental sustainability and received the Environmental Communication Award.

This Award is given for programs and projects that inspire environmental action through not only raising awareness but developing and building partnerships and ultimately demonstrating practical solutions for the community.

This Award specifically recognised our "Swap This For That" campaign which as we know has been a great success supporting the delivery of our Single Use Plastics Policy by educating the community to swap single use plastic water bottles, straws, bags and coffee cups for reusable alternatives.

Part of the campaign includes a video which has been viewed over 64,000 times. We also now have over 2,000 residents who have taken the pledge not to use single use plastics and there is I believe anecdotal evidence showing they remain committed.

According to the Judges of the Awards, our campaign is "the most outstanding waste management initiative they have seen". This is truly a testament to the dedication of our staff and our commitment to work with the community on this important issue.

It is important to also note that we were also one of the four finalists in the Overall Sustainable Cities Award which is also a commendable achievement.

Finally, I want to also take the opportunity to acknowledge and congratulate the Surfrider Foundation Northern Beaches who work tirelessly in our community and were recognised for their efforts and were awarded the Sustainable Projects Award for their Ocean Friendly Program. This program aims to stop excessive plastic entering our waterways and greatly assisted Council achieve its finalist status in the Awards.

It has been a tremendous effort from our staff and the community and I want to take the opportunity to formally congratulate everyone involved including the members of the Surfrider Foundation Northern Beaches.

**RECOMMENDATION OF MAYOR**

That:

- A. Council formally acknowledge the outstanding achievement in being awarded the Environmental Communication Award at the recent Keep Australia Beautiful New South Wales Awards.
  - B. Council congratulate council staff involved in this project and the Surfrider Foundation Northern Beaches.
- 



**Michael Regan**  
MAYOR

<b>ITEM 7.5</b>	<b>MAYORAL MINUTE NO 15/2018 - RECOGNITION OF AWARD - INNOVATION IN SERVICE DELIVERY - 2018 NATIONAL LOCAL GOVERNMENT CUSTOMER SERVICE NETWORK AWARDS</b>
<b>TRIM FILE REF</b>	<b>2018/690655</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

### **BACKGROUND**

Last month Council was recognised with an Award for Innovation in Service Delivery at the National Local Government Customer Service Network 2018.

This Award was for the successful rollout of an online Customer Relationship Management (CRM) Portal and I think Councillors will agree this is another testament to the efforts of Council staff working to deliver the highest quality service we can to our community.

Our community identified that improving our digital services was important to them in our customer surveys and now the new Customer Relationship Management (CRM) reflects this along with being easy to use and works on any device. Already the community are finding this an easier way to communicate issues to council with increased online enquiries which frees up our Customer Service staff to work with face-to-face inquiries and phone customers on more complex issues.

Staff in developing the new system had to take into account all the types of requests that the three former councils received. There was as I understand over 298 request types identified which I believe demonstrates the significant services we provide to our community on the Northern Beaches.

I want to acknowledge that this was not just the efforts of our Customer Service staff but that of our Information & Digital Technology team who collaborated on this project. There are also the many staff from all over Council's business units that contributed to the fine tuning and the implementation and they should also be acknowledged.

It has been another great effort from our staff to listen to our community and deliver systems that help our community engage with us so we can provide the highest quality and efficient service.

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### **RECOMMENDATION OF MAYOR**

That:

- A. Council formally acknowledge the outstanding achievement in receiving the Award for Innovation in Service Delivery at the National Local Government Customer Service Network 2018.
  - B. Council congratulate our Customer Service, Information & Digital Technology team and all staff involved in this project.
- 



**Michael Regan**  
MAYOR

<b>ITEM 7.6</b>	<b>MAYORAL MINUTE NO 16/2018 - RECOGNITION OF 2018 ACHIEVEMENTS BY OUR SURF CLUBS AND VOLUNTEERS</b>
<b>TRIM FILE REF</b>	<b>2018/732485</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

### **BACKGROUND**

I want to acknowledge our surf lifesaving volunteers and clubs for their tireless efforts and service to the community in 2018 and in particular, congratulate those who were successful at the recent 2018 Surf Life Saving NSW Awards and the Surf Life Saving Australia National Awards.

Our professional lifeguards share the immense responsibility of keeping our beaches safe with volunteers from 21 Surf Life Saving Clubs on the peninsula. Without the efforts of the volunteers and clubs, we would not be able to ensure the safety of over 10.5 million people visiting our beaches.

I was fortunate to be at the NSW Awards back in August and it was truly inspiring to see so many northern beaches volunteers and clubs being celebrated for their participation in surf sport, lifesaving and rescues, education programs and administration which are all part of their overall commitment to surf lifesaving and our community.

Congratulations to members and Club volunteers from the following clubs who received 2018 Surf Life Saving NSW Awards across a range of categories including Club of the Year to Avalon SLSC. Other clubs and individual awards were presented to members from Bilgola, Dee Why, Freshwater, Manly, Mona Vale, Newport, North Narrabeen, North Steyne, Palm Beach, Queenscliff, South Curl Curl and Whale Beach.

The success and recognition of our clubs continued and more recently Avalon Surf Life Saving Club took out the DHL Club of the Year at the Surf Life Saving Australia National Awards of Excellence. This is a remarkable achievement and well deserved.

Awards such as these serve as a testament to the efforts of our volunteers so on behalf of the community, I want to formally congratulate and thank not only the clubs and individuals who received the awards but to all our hard working volunteers and members of our Northern Beaches Surf Life Saving clubs. With the 2018/19 season already underway, I hope it is another successful and safe year for our volunteers and the community.

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### **RECOMMENDATION OF MAYOR**

That Council notes the achievements of our surf lifesaving clubs for 2018.

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**Michael Regan**  
MAYOR

<b>ITEM 7.7</b>	<b>MAYORAL MINUTE NO 17/2018 - PROPOSAL TO RENAME PALM BEACH ROCK POOL - 'JOHNNY CARTER POOL'</b>
<b>TRIM FILE REF</b>	<b>2018/736242</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

## **BACKGROUND**

The Palm Beach Rock Pool located at the southern end of Palm Beach off Ocean Road continues to be a very popular swimming spot for locals and visitors since it was built in the 1920s by quite possibly the founding members of the Palm Beach Surf Lifesaving Club which formed in 1921.

In 1946, the late Forbes Carlisle partnered with the Surf Club and formed the Palm Beach Amateur Swimming Club and the rock pool became a training ground for many elite swimmers including Shane Gould. Around the same time, Mr Jack 'Johnny' Carter who was a beach inspector also began teaching children to swim and has continued to do so until very recently. He remains over seven decades as highly regarded for his teachings in water safety, surf skills and stroke technique and is credited for teaching well over ten thousand children including third and fourth generations of families.

For his commitment and service to the community of Palm Beach as a swimming teacher and lifesaver, he was awarded the Medal of the Order of Australia in 2005. He was also given an award by the Channel Nine Today Show as a deserving local hero. These are both testament to the dedication and tireless commitment that Johnny Carter has given to our community over 70 years.

I have spoken with residents, members of the Palm Beach Whale Beach Residents Association and members of the Palm Beach Surf Life Saving Club who are all unanimous in their support to rename the Palm Beach Rock Pool as the 'Johnny Carter Pool'. I believe it would be a fitting gesture to formally recognise a cherished member of our community who until only recently has given his life to teaching, inspiring and encouraging children to swim.

Under Section 9.10 of the *Geographical Names Board of NSW Policy – Place Naming 2018*, the renaming of facilities within an officially assigned reserve do not require the formal approval of the Geographical Names Board (GNB) but do require notification to be provided to them to ensure the relevant information is captured on their database.

I understand that the cost of an appropriate plaque and associated signage could be met within our existing operational budget.

## RECOMMENDATION OF MAYOR

That:

- A. Council write to the NSW Geographical Names Board to advise that the Rock Pool located on Ocean Road, Palm Beach be officially renamed 'Johnny Carter Pool'.
  - B. Council write to Mr Jack 'Johnny' Carter to thank him for his tireless commitment and service to our community and of Council's decision to rename the pool in his honour.
  - C. Council Liaise with Mr Jack 'Johnny' Carter, his family, the Palm Beach Whale Beach Residents Association and the Palm Beach Surf Life Saving Club regarding the placement of a plaque along with appropriate signage that identifies the significance and relevant background information to the naming of the pool.
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**Michael Regan**  
MAYOR



## 8.0 CHIEF EXECUTIVE OFFICER'S DIVISION REPORTS

ITEM 8.1	MONTHLY INVESTMENT REPORT - OCTOBER 2018
REPORTING MANAGER	CHIEF FINANCIAL OFFICER
TRIM FILE REF	2018/704693
ATTACHMENTS	NIL

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### EXECUTIVE SUMMARY

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#### PURPOSE

To provide a report setting out details of all money that Council has invested under section 625 of the *Local Government Act, 1993*.

#### SUMMARY

In accordance with clause 212 of the *Local Government (General) Regulation 2005*, a report setting out the details of money invested must be presented to Council on a monthly basis.

The report must also include certification as to whether or not the investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

The Investment Report shows that Council has total cash and investments of \$240,996,644 comprising:

- Trading Accounts           \$4,422,795
- Investments                 \$236,573,849

Performance over the period from 1 July 2018 to date was strong having exceeded the benchmark: 2.66%pa vs. 1.86%pa.

#### Certification – Responsible Accounting Officer

I hereby certify that the investments listed in the attached reports have been made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2005 and existing Investment Policies.

#### FINANCIAL CONSIDERATIONS

Actual investment income for the period from 1 July 2018 to date was \$2,101,376 compared to budgeted income of \$1,825,750, a positive variance of \$275,626.

#### SOCIAL CONSIDERATIONS

Council's investments are managed in accordance with Council's Investment Policy. Council's Investment Policy requires consideration of social responsibility when making investment decisions.

#### ENVIRONMENTAL CONSIDERATIONS

Council's investments are managed in accordance with Council's Investment Policy. Council's Investment Policy requires consideration of environmental responsibility when making investment decisions.

**GOVERNANCE AND RISK CONSIDERATIONS**

Council's Investment Policy and Strategy were reviewed in September 2018 by Council's Investment Advisors Laminar Capital Pty Ltd, who confirmed that the current policy "remains consistent with the Ministerial Investment Order and guidelines issued by the Chief Executive (Local Government), Department of Premier and Cabinet" and that they "do not recommend any changes to the list of approved investments or credit limit frameworks." They also stated that "The portfolio remains conservatively placed, well within the investment portfolio limits from a risk and term to maturity perspective."

The Investment Policy will be subject to its annual review by the Audit, Risk and Improvement Committee at their meeting in November 2018.

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**RECOMMENDATION OF CHIEF EXECUTIVE OFFICER**

That Council receives and notes the Investment Report as at 31 October 2018, including the certification by the Responsible Accounting Officer.

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**REPORT**

**INVESTMENT BALANCES**

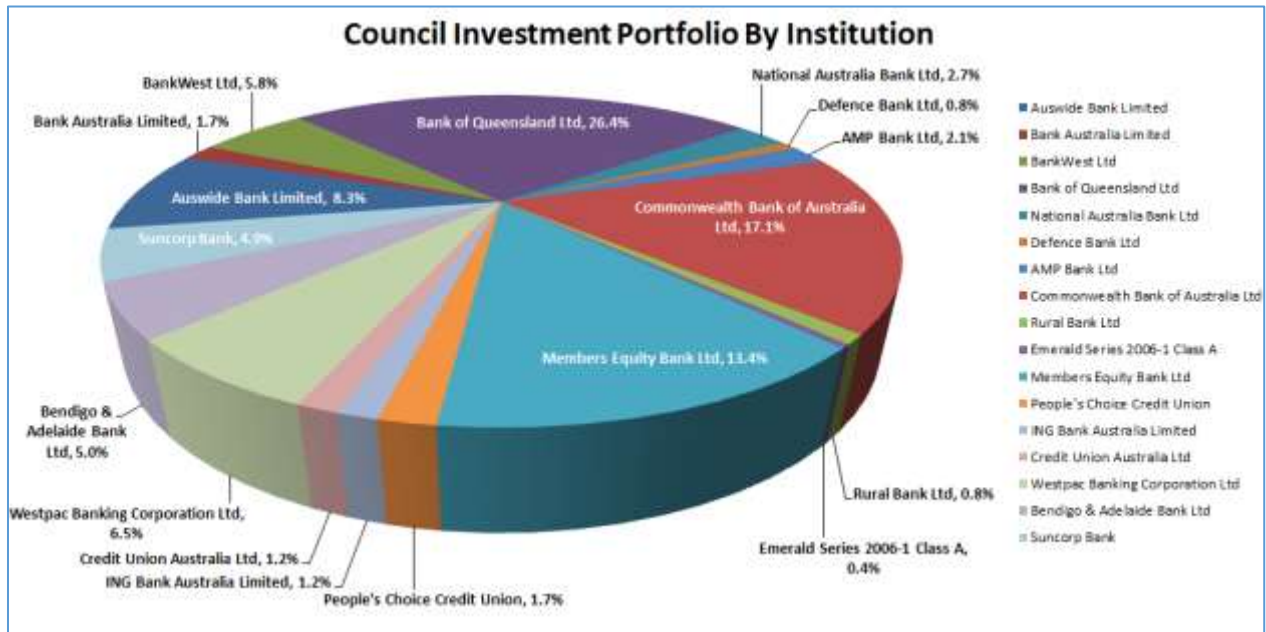
<b>INVESTMENT BALANCES</b>				
As at 31-Oct-2018				
<b>INSTITUTION</b>	<b>RATING</b>	<b>AMOUNT \$</b>	<b>MATURITY DATE</b>	<b>INTEREST RATE</b>
<b>Trading Accounts</b>				
Commonwealth Bank of Australia Ltd	A1+	1,190,035		1.30%
Commonwealth Bank of Australia Ltd	A1+	31,078		1.30%
Commonwealth Bank of Australia Ltd	A1+	7,359		1.55%
National Australia Bank Ltd	A1+	854,887		1.50%
		<b>2,083,359</b>		
<b>At Call Accounts</b>				
Commonwealth Bank of Australia Ltd	A1+	2,772,915	At Call	1.90%
		<b>2,772,915</b>		
<b>Mortgage Backed Securities</b>				
Emerald Series 2006-1 Class A	AAA	877,286	21-Aug-51	2.408%
		<b>877,286</b>		
<b>Term Deposits</b>				
Members Equity Bank Ltd	A2	1,000,000	01-Nov-18	2.62%
Members Equity Bank Ltd	A2	2,000,000	01-Nov-18	2.75%
AMP Bank Ltd	A1	3,000,000	06-Nov-18	2.65%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	08-Nov-18	2.60%
Bank of Queensland Ltd	A2	2,000,000	13-Nov-18	2.60%
AMP Bank Ltd	A1	2,000,000	13-Nov-18	2.65%
Auswide Bank Limited	A2	2,000,000	13-Nov-18	2.85%
Bank of Queensland Ltd	A2	2,000,000	15-Nov-18	2.60%
Bank of Queensland Ltd	A2	2,000,000	20-Nov-18	2.70%
Bank of Queensland Ltd	A2	2,000,000	22-Nov-18	2.60%
Bank of Queensland Ltd	A2	1,000,000	27-Nov-18	2.75%
Westpac Banking Corporation Ltd	A1+	1,000,000	04-Dec-18	2.60%
Bank of Queensland Ltd	A2	2,000,000	04-Dec-18	2.75%
Bank of Queensland Ltd	A2	2,000,000	06-Dec-18	2.60%
Auswide Bank Limited	A2	2,000,000	11-Dec-18	2.70%
Auswide Bank Limited	A2	2,000,000	11-Dec-18	2.82%
Bank of Queensland Ltd	A2	2,000,000	18-Dec-18	2.65%
Bank of Queensland Ltd	A2	3,000,000	18-Dec-18	2.75%
Bank of Queensland Ltd	A2	1,000,000	20-Dec-18	2.60%
Bank of Queensland Ltd	A2	2,000,000	03-Jan-19	2.60%
Bank of Queensland Ltd	A2	3,000,000	03-Jan-19	2.75%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	08-Jan-19	2.65%
Members Equity Bank Ltd	A2	2,000,000	08-Jan-19	2.75%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	10-Jan-19	2.62%
Bank of Queensland Ltd	A2	1,000,000	15-Jan-19	2.60%
Westpac Banking Corporation Ltd	A1+	1,000,000	17-Jan-19	2.65%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	22-Jan-19	2.61%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	29-Jan-19	2.74%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	31-Jan-19	2.61%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	01-Feb-19	2.60%

<b>INVESTMENT BALANCES</b>				
As at 31-Oct-2018				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
<b>Term Deposits (continued)</b>				
Commonwealth Bank of Australia Ltd	A1+	2,000,000	05-Feb-19	2.61%
Rural Bank Ltd	A2	2,000,000	05-Feb-19	2.77%
BankWest Ltd	A1+	2,000,000	07-Feb-19	2.75%
Members Equity Bank Ltd	A2	2,000,000	12-Feb-19	2.85%
Westpac Banking Corporation Ltd	A1+	2,000,000	14-Feb-19	2.62%
Westpac Banking Corporation Ltd	A1+	2,000,000	19-Feb-19	2.64%
Defence Bank Ltd	A2	2,000,000	21-Feb-19	2.80%
Westpac Banking Corporation Ltd	A1+	2,000,000	26-Feb-19	2.64%
Bank of Queensland Ltd	A2	2,000,000	26-Feb-19	2.75%
Members Equity Bank Ltd	A2	1,000,000	05-Mar-19	2.80%
Westpac Banking Corporation Ltd	A1+	2,000,000	07-Mar-19	2.65%
Auswide Bank Limited	A2	2,000,000	12-Mar-19	2.86%
Auswide Bank Limited	A2	2,000,000	12-Mar-19	2.82%
Suncorp Bank	A1	2,000,000	14-Mar-19	2.75%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	19-Mar-19	2.66%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	19-Mar-19	2.80%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	26-Mar-19	2.77%
Suncorp Bank	A1	3,000,000	28-Mar-19	2.75%
Auswide Bank Limited	A2	3,000,000	02-Apr-19	2.86%
Members Equity Bank Ltd	A2	2,000,000	04-Apr-19	2.80%
Bank of Queensland Ltd	A2	3,000,000	09-Apr-19	2.75%
Suncorp Bank	A1	2,000,000	11-Apr-19	2.75%
Bank of Queensland Ltd	A2	2,000,000	16-Apr-19	2.75%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	23-Apr-19	2.78%
Bank of Queensland Ltd	A2	2,000,000	30-Apr-19	2.75%
Suncorp Bank	A1	2,000,000	30-Apr-19	2.75%
BankWest Ltd	A1+	2,000,000	02-May-19	2.80%
BankWest Ltd	A1+	2,000,000	07-May-19	2.80%
Members Equity Bank Ltd	A2	3,000,000	09-May-19	2.80%
Members Equity Bank Ltd	A2	2,000,000	14-May-19	2.80%
BankWest Ltd	A1+	2,000,000	16-May-19	2.80%
BankWest Ltd	A1+	3,000,000	21-May-19	2.80%
Bank of Queensland Ltd	A2	2,000,000	23-May-19	2.75%
Suncorp Bank	A1	2,000,000	28-May-19	2.75%
People's Choice Credit Union	A2	2,000,000	04-Jun-19	2.90%
BankWest Ltd	A1+	3,000,000	04-Jun-19	2.75%
National Australia Bank Ltd	A1+	2,000,000	06-Jun-19	2.80%
Bank Australia Limited	A2	2,000,000	11-Jun-19	2.90%
Auswide Bank Limited	A2	2,000,000	13-Jun-19	2.80%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	18-Jun-19	2.75%
Bank of Queensland Ltd	A2	3,000,000	20-Jun-19	2.75%
Bank of Queensland Ltd	A2	2,000,000	25-Jun-19	2.75%
Bank of Queensland Ltd	A2	3,000,000	25-Jun-19	2.75%
Bank of Queensland Ltd	A2	2,000,000	27-Jun-19	2.75%
Members Equity Bank Ltd	A2	1,000,000	02-Jul-19	2.80%
Bank Australia Limited	A2	2,000,000	04-Jul-19	2.95%
Bank of Queensland Ltd	A2	2,000,000	09-Jul-19	2.75%
National Australia Bank Ltd	A1+	719,877	11-Jul-19	2.80%
National Australia Bank Ltd	A1+	1,000,000	11-Jul-19	2.73%

<b>INVESTMENT BALANCES</b>				
As at 31-Oct-2018				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
<b>Term Deposits (continued)</b>				
Auswide Bank Limited	A2	2,000,000	16-Jul-19	2.80%
Bank of Queensland Ltd	A2	2,000,000	25-Jul-19	2.75%
Bank of Queensland Ltd	A2	2,000,000	30-Jul-19	2.75%
Members Equity Bank Ltd	A2	2,000,000	01-Aug-19	2.85%
Members Equity Bank Ltd	A2	2,000,000	06-Aug-19	2.85%
Bank of Queensland Ltd	A2	2,000,000	06-Aug-19	2.75%
Auswide Bank Limited	A2	2,000,000	13-Aug-19	2.85%
Credit Union Australia Ltd	A2	2,000,000	13-Aug-19	2.75%
Members Equity Bank Ltd	A2	3,000,000	03-Sep-19	2.75%
Members Equity Bank Ltd	A2	2,000,000	05-Sep-19	2.75%
Members Equity Bank Ltd	A2	2,000,000	10-Sep-19	2.75%
Credit Union Australia Ltd	A2	1,000,000	12-Sep-19	2.75%
Bank of Queensland Ltd	A2	2,000,000	20-Sep-19	2.75%
National Australia Bank Ltd	A1+	2,000,000	10-Oct-19	2.75%
		<b>183,719,877</b>		
<b>Kimbriki Environmental Enterprises Pty Ltd</b>				
<b>Trading Accounts</b>				
Commonwealth Bank of Australia Ltd	A1+	2,339,436		0.90%
		<b>2,339,436</b>		
<b>At Call Accounts</b>				
Commonwealth Bank of Australia Ltd	A1+	641,067	At Call	1.45%
		<b>641,067</b>		
<b>Term Deposits</b>				
Commonwealth Bank of Australia Ltd	A1+	1,000,000	29-Nov-18	2.00%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	30-Nov-18	2.53%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	21-Dec-18	2.48%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	27-Dec-18	2.54%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	02-Jan-19	2.25%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	16-Jan-19	2.66%
Commonwealth Bank of Australia Ltd	A1+	7,262,705	29-Apr-19	2.52%
		<b>15,262,705</b>		
<b>New Council Implementation Fund</b>				
<b>Term Deposits</b>				
ING Bank Australia Limited	A1	900,000	21-Mar-19	2.70%
		<b>900,000</b>		

<b>INVESTMENT BALANCES</b>				
As at 31-Oct-2018				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
<b>Stronger Communities Fund</b>				
<b>Term Deposits</b>				
Members Equity Bank Ltd	A2	900,000	08-Nov-18	2.77%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	18-Dec-18	2.62%
Members Equity Bank Ltd	A2	500,000	15-Jan-19	2.75%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	14-Feb-19	2.60%
Suncorp Bank	A1	750,000	14-Feb-19	2.75%
Auswide Bank Limited	A2	1,000,000	18-Apr-19	2.62%
Bank of Queensland Ltd	A2	650,000	18-Jun-19	2.75%
Members Equity Bank Ltd	A2	2,000,000	23-Jul-19	2.70%
Westpac Banking Corporation Ltd	A1+	500,000	13-Aug-19	2.71%
ING Bank Australia Limited	A1	<u>2,000,000</u>	19-Dec-19	2.90%
		<b>11,300,000</b>		
<b>Stronger Communities Fund Round 2</b>				
<b>Term Deposits</b>				
Westpac Banking Corporation Ltd	A1+	5,100,000	13-Dec-18	2.60%
People's Choice Credit Union	A2	2,000,000	22-Jan-19	2.85%
Bank of Queensland Ltd	A2	3,000,000	05-Mar-19	2.65%
Members Equity Bank Ltd	A2	2,000,000	11-Apr-19	2.85%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	16-May-19	2.75%
Bendigo & Adelaide Bank Ltd	A2	3,000,000	11-Jun-19	2.77%
Bank of Queensland Ltd	A2	2,000,000	18-Jul-19	2.75%
Bank of Queensland Ltd	A2	<u>2,000,000</u>	30-Aug-19	2.75%
		<b>21,100,000</b>		
<b>Total Cash and Investments</b>		<b>240,996,644</b>		

## PORTFOLIO ANALYSIS

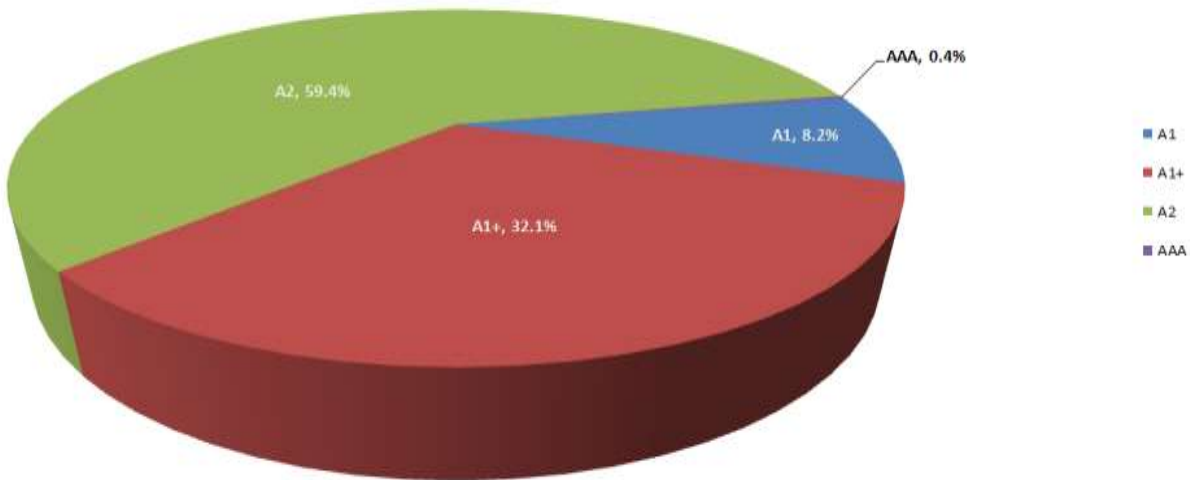


### Institutional Credit Framework – Compliance with Investment Policy Requirements

Clause 4.2.2 of Council's Investment Policy requires that exposure to an individual institution be restricted by their credit rating so that single entity exposure is limited, as detailed in the table below:

Long Term Rating	Short Term Rating	Maximum %	Portfolio Complies with Policy?
AAA (incl. government guaranteed deposits)			
AA+	A-1+	50%	Yes
AA			
AA-			
A+	A-1	40%	Yes
A			
A-			
BBB+	A-2	30%	Yes
BBB			
BBB-	A-3	10%	Yes
Unrated	Unrated	10%	Yes (\$Nil)

**Council Investment Portfolio By Institution Rating**



**Overall Portfolio Credit Framework – Compliance with Investment Policy Requirements**

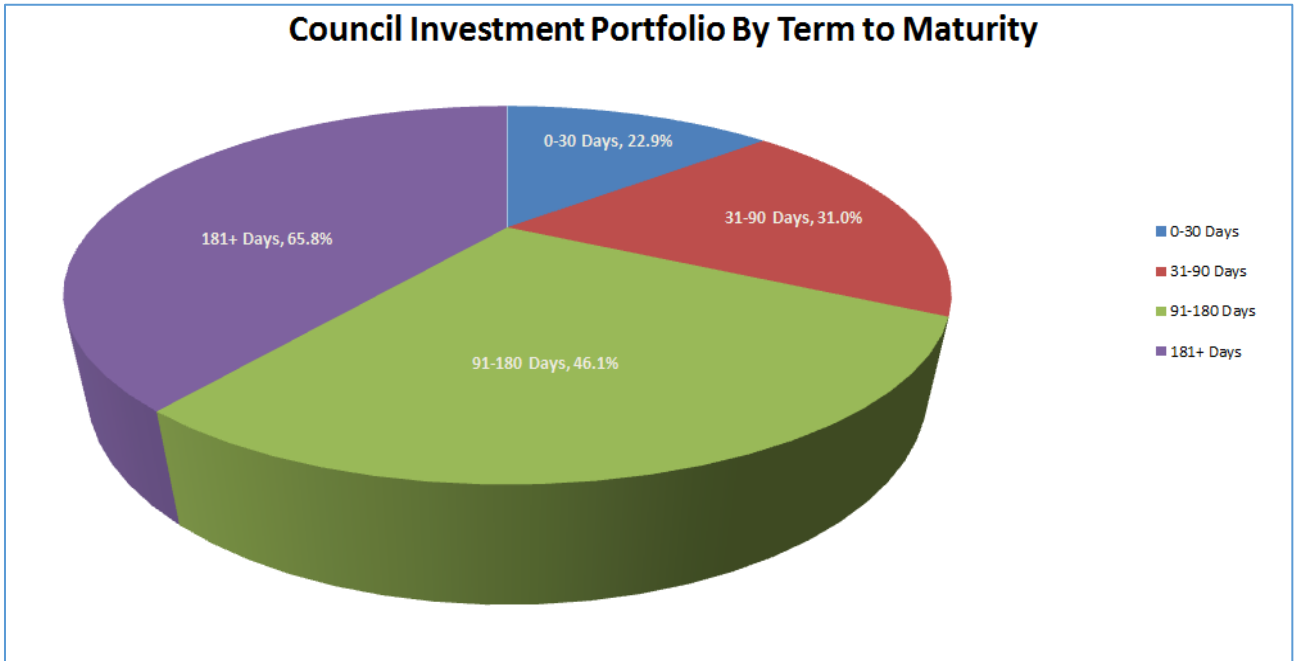
Clause 4.2.1 of Council's Investment Policy requires that the total percentage exposure within the market to any particular credit rating category be limited, as detailed in the table below:

S&P Long Term Rating*	S&P Short Term Rating*	Maximum %	Portfolio Complies with Policy?
AAA (incl. government guaranteed deposits)	A-1+	100%	Yes
AA+			
AA			
AA-			
A+	A-1	100%	Yes
A			
A-			
BBB+	A-2	80%	Yes
BBB			
BBB-	A-3	30%	Yes
Unrated**	Unrated**	20%	Yes (\$Nil)

\* Or Moody's / Fitch equivalents

\*\* Unrated Category is restricted to eligible managed funds such as the NSW Treasury Corporation Hour Glass Facilities

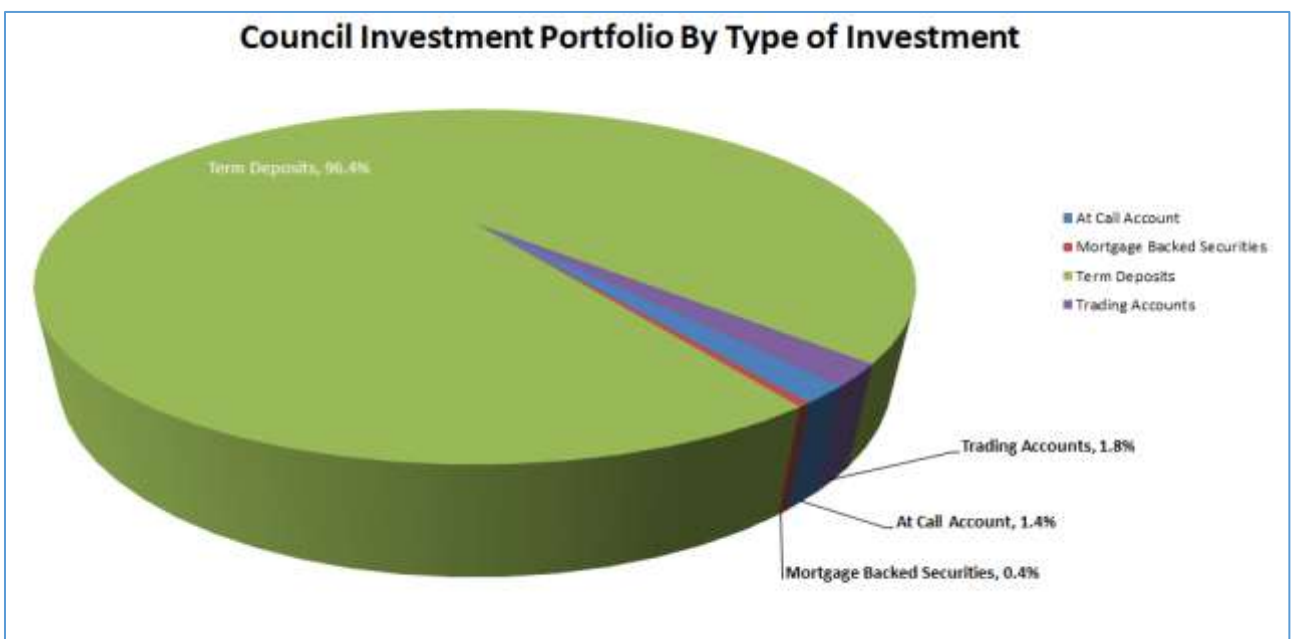




#### Term to Maturity Framework – Compliance with Investment Policy Requirements

Clause 4.2.3 of Council's Investment Policy requires Council's investment portfolio is to be invested within the following maturity constraints:

Overall Portfolio Term to Maturity Limits			Portfolio Complies with Policy?
Portfolio % <1 year	Min 40%	Max 100%	Yes
Portfolio % >1 year ≤3 year	Min 0%	Max 60%	Yes
Portfolio % >3 year ≤5 year	Min 0%	Max 30%	Yes

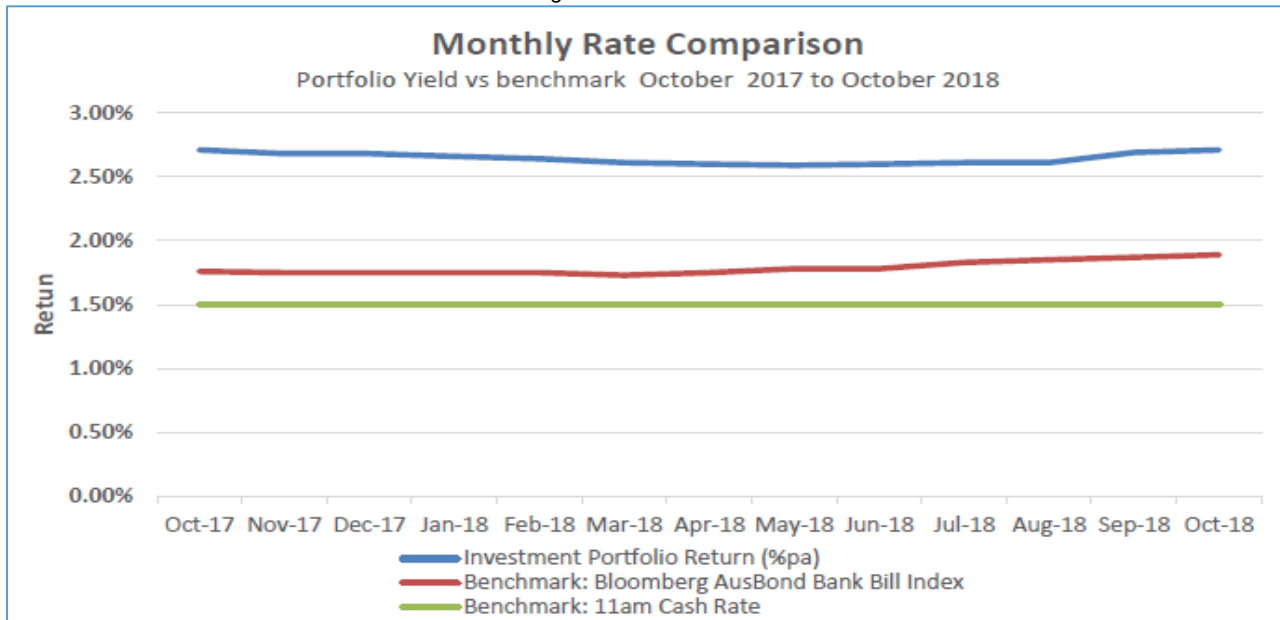


**INVESTMENT PERFORMANCE VS. BENCHMARK**

	Investment Portfolio Return (%pa)*	Benchmark: Bloomberg AusBond Bank Bill Index	Benchmark: 11am Cash Rate **
1 Month	2.71%	1.89%	1.50%
3 Months	2.67%	1.87%	1.50%
6 Months	2.64%	1.83%	1.50%
FYTD	2.66%	1.86%	1.50%
12 Months	2.64%	1.79%	1.50%

\* Excludes trading account balances

\*\* This benchmark relates to Cash Fund holdings



**MONTHLY INVESTMENT INCOME\* VS. BUDGET**

	31 October 18 \$	Year to Date \$
Investment Income	556,927	2,115,419
Adjustment for Fair Value	6	(14,043)
Total Investment Income	556,933	2,101,376
Budgeted Income	495,000	1,825,750

\*Includes all cash and investment holdings

Historical Portfolio Balance		
	2018-19	2017-18
<b>Jul</b>	209,605,515	192,788,320
<b>Aug</b>	254,510,268	224,541,055
<b>Sep</b>	254,769,836	221,786,511
<b>Oct</b>	240,996,644	211,440,341
<b>Nov</b>		224,335,322
<b>Dec</b>		238,474,454
<b>Jan</b>		231,952,491
<b>Feb</b>		246,219,499
<b>Mar</b>		238,498,965
<b>Apr</b>		228,632,853
<b>May</b>		233,702,341
<b>Jun</b>		220,859,601
<b>Average Portfolio Balance</b>	<b>239,970,566</b>	<b>226,102,646</b>



### Statement of Compliance

Portfolio Performance vs. Bank Bill Index over 12 month period.	✓	Council's investment performance did exceed benchmark.
Monthly Income vs. Budget	✓	Council's income from investments did exceed monthly budget.

### Investment Policy Compliance

Legislative Requirements	✓	Fully compliant
Portfolio Credit Rating Limit	✓	Fully compliant
Institutional Exposure Limits	✓	Fully compliant
Term to Maturity Limits	✓	Fully compliant

## ECONOMIC NOTES

(Source: Primarily extracted from information supplied by Laminar Capital Pty Ltd)

Despite sharp falls in many share markets around the world in October, indicators of global economic growth remain quite strong. The United States may become the first of the major economies where the central bank drives up its policy interest rate. The potentially growth-crimping trade war between the US and China has no end in sight.

US economic reports released in October still bear witness to a strong economy at risk of overheating and generating higher inflation. The advance reading of Quarter 3 GDP showed annualised growth at 3.5%, down from 4.2% in Quarter 2, but better-than-widely –expected, mostly because consumer spending was stronger-than-expected, 4.0% compared to 3.8% in Quarter 2.

In China, GDP growth slipped to 6.5% year-on-year in Quarter 3 from 6.7% in Quarter 2. The latest monthly readings for September point to the style of rebalancing in drivers of economic growth that the authorities want to see occur. In particular, a further acceleration in retail spending to 9.2% year-on-year in September from 9.0% in August and under 9% in July is a promising development and if it continues will help China to withstand the eventual hit to its growth rate from the trade war with the US. China's international trade is still very strong as Chinese companies bring forward exports to the US where they can to try and avoid higher tariffs. China's exports lifted to 14.5% year-on-year in September from 9.8% in August. Accelerating growth in retail sales inside China is a sign that the trade war may not diminish China's growth prospects.

In Europe, annual GDP growth on the final reading for Quarter 2 came in at 2.1% year-on-year, down from 2.5% in Quarter 1. The first look at Quarter 3 GDP is due this week and annual GDP growth may have settled lower to 1.9% year-on-year. Most economic readings released in Europe in October have been on the soft-side of expectations although the unemployment rate was at a cycle-low 8.1% in August and is well below 4% in Germany. The European Central Bank met and left its key policy rates unchanged but is still on track to end its bond purchasing program at the end of this year and starting lifting policy interest rates later next year.

In Australia, economic growth lifted pace quite sharply in the first half of 2018, notwithstanding comparatively soft activity in the housing sector. GDP rose by 0.9% quarter-on-quarter in Quarter 2 after an upwardly revised 1.1% gain in Quarter 1. At this stage Quarter 3 GDP (due for release early in December) is tracking around a 0.8% quarter-on-quarter gain which would lift annual GDP growth to 3.5% year-on-year from 3.4% in Quarter 2. At the heart of Australia's improving growth story is the strength of the labour market. The unemployment rate fell to a six-year low point of 5.0% in September. In New South Wales and Victoria, the unemployment rates fell to 10-year low points of respectively 4.4% and 4.5%. While wages growth is still rising only slowly, pockets of more rapid wages growth are developing and are likely to spread. Strong labour market conditions are encouraging the household sector to spend even in the face of weak housing and high household debt.

The export sector is another area of strength in the economy assisted by relatively fast rising export prices and a comparatively soft Australian dollar exchange rate. Business investment spending is improving slowly. Rising government spending is providing strong contribution to growth too.

Housing activity continues to weaken and will detract from GDP growth over the next year at least. House prices have further to fall in Australia's two biggest cities, Melbourne and Sydney, but the price falls are starting to improve housing affordability and are setting the groundwork for an owner-occupier led lift in housing demand starting potentially in 2020.

The RBA is still keeping its cash rate at the emergency low 1.50% rate established more than two years ago when Australian economic growth and inflation were much lower than they are currently. We expect the RBA to start upgrading its growth and possibly its inflation forecasts in November, a prelude to a first cash rate hike in the first half of 2019.

<b>ITEM 8.2</b>	<b>QUARTERLY BUDGET REVIEW STATEMENT - SEPTEMBER 2018</b>
<b>REPORTING MANAGER</b>	<b>CHIEF FINANCIAL OFFICER AND EXECUTIVE MANAGER STRATEGY, PERFORMANCE AND IMPROVEMENT</b>
<b>TRIM FILE REF</b>	<b>2018/692822</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">Quarterly Report on Service Performance - September 2018</a> (Included In Attachment Booklet 1)</b>

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## EXECUTIVE SUMMARY

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### PURPOSE

To present the financial and management results for the three months ended 30 September 2018.

### SUMMARY

The report details Council's consolidated financial position and management results for the three months ended 30 September 2018. The Budget Review Statement is a progress report on the Operational Plan 2018/19, with all changes detailed in this report.

The Surplus from Continuing Operations which includes Capital Grants and Contributions for the financial year is forecast to increase by \$1,050,373 to \$20,401,694. This increase is due to higher than anticipated Income from Continuing Operations of \$2,046,953 partially offset by higher than anticipated Expenses from Continuing Operations of \$996,580. The Surplus from Continuing Operations before Capital Grants and Contributions for the financial year is forecast to increase by \$267,339 to \$7,358,991. Capital Expenditure is forecast to increase by \$1,297,764 to \$120,325,023.

The increase in the Income from Continuing Operations forecast is a result of higher User Charges & Fees - \$566,035, Interest & Investment Revenues - \$250,000, Grants & Contributions for Operating Purposes - \$349,133, Grants & Contributions for Capital Purposes - \$783,034 and Gains on the Disposal of Assets - \$285,000 which has been partially offset by a decrease in Other Revenues - \$186,250. The higher Expenses from Continuing Operations are a result of higher Depreciation - \$1,750,000 and Other Expenses - \$973,932 which has been partially offset by decreases in Employee Benefits & Oncosts - \$777,985 and Materials and Contracts - \$949,367.

The Operational Plan 2018/19 contains 241 actions, with the majority progressing on schedule, and nine completed this quarter. Most performance measures have met their targets. Council was recognised through an award and two commendations, for high achievement in communications and collaboration with our community. Further detail on service achievements are at Attachment 1 *Quarterly Report on Service Performance – September 2018*.

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**RECOMMENDATION OF CHIEF EXECUTIVE OFFICER**

That:

- A. Council note the Budget Review Statement for the three months ended 30 September 2018.
  - B. Council approve the following changes to the Current Forecast in the September 2018 Business Review Statement:
    - a. An increase in the forecast Surplus from Continuing Operations which includes Capital Grants and Contributions of \$1,050,373 to \$20,401,694.
    - b. An increase in capital expenditure by \$1,297,764 to \$120,325,023.
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## REPORT

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### BACKGROUND

The Northern Beaches Council's Operational Plan 2018/19 was adopted on 26 June 2018. The Operational Plan is for the period 1 July 2018 to 30 June 2019.

The Quarterly Budget Review Statement is a regular progress report against the Operational Plan 2018/19. It has been prepared in accordance with the requirements of the *Local Government Act 1993* (s404(5)) and *Local Government (General) Regulation 2005 (Cl203)*, namely that the Responsible Accounting Officer report quarterly on a budget review statement and the Chief Executive Officer report at least every six months on the principal activities.

The Quarterly Budget Review Statement provides a minimum standard of reporting to adequately disclose the Council's overall financial position as well as provide sufficient information to enable informed decision making while ensuring transparency.

The report includes:

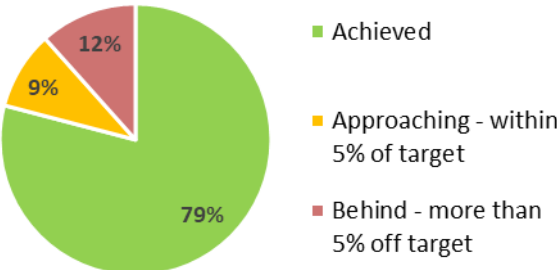
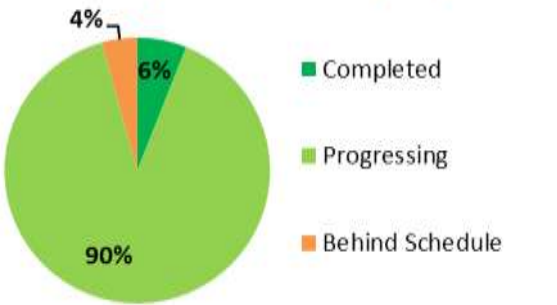
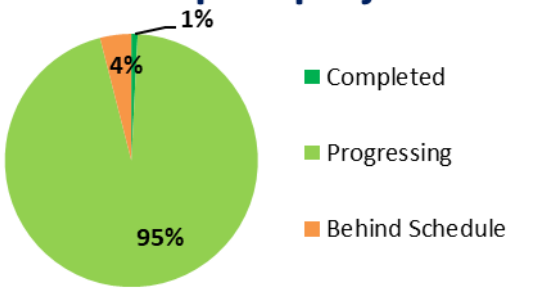
- Service Performance
- Income Statement
- Statement of Financial Position
- Cash Flow
- Cash and Investments Statement
- Capital Budget Statement
- Consultancy and Legal Expenses
- Contracts.

## OVERVIEW OF SERVICE PERFORMANCE

Progress on the delivery of 241 operational and capital projects, 43 performance indicators and five workload measures is reported this Quarter.

Overall 96% of projects are either progressing or complete (nine completed). The target for operational and capital projects is 80% are completed or progressing (on schedule) by 30 June 2019.

Of the 43 Performance Indicators, 79% have achieved their target while a further 9% are approaching their target (within 5% of the target). Two performance measures were unable to be reported on this quarter and reporting will commence in the December quarter.

Performance at a glance	
<h3>43 Performance indicators</h3>  <ul style="list-style-type: none"> <li>■ Achieved</li> <li>■ Approaching - within 5% of target</li> <li>■ Behind - more than 5% off target</li> </ul>	<h3>3 x Awards and Recognition</h3> <p><b>Northern Beaches Hospital Precinct Structure Plan:</b></p> <ul style="list-style-type: none"> <li>❖ <b>Special commendation</b> - Community Collaboration, Greater Sydney Planning Awards</li> <li>❖ <b>Winner</b> - Excellence in Communication, Local Government Week Awards</li> </ul> <p><b>Northern Beaches Brand Roll Out:</b></p> <ul style="list-style-type: none"> <li>❖ <b>Highly commended</b> – Excellence in Communication, Local Government Week Awards</li> </ul>
Project status: 96% completed or progressing on schedule	
<h3>116 Operational projects</h3>  <ul style="list-style-type: none"> <li>■ Completed</li> <li>■ Progressing</li> <li>■ Behind Schedule</li> </ul>	<h3>125 Capital projects</h3>  <ul style="list-style-type: none"> <li>■ Completed</li> <li>■ Progressing</li> <li>■ Behind Schedule</li> </ul>

A more detailed report on service performance is at Attachment 1 *Quarterly Report on Service Performance – September 2018*. This shows by the 16 key services the highlights for the quarter, status and commentary on operational and capital projects, performance indicators and workload measures.



## FINANCIAL CONSIDERATION

### Responsible Accounting Officer Budget Review Statement

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

*"It is my opinion that the Budget Review Statement for Northern Beaches Council for the period ending 30 September 2018 indicates that Council's projected financial position at 30 June 2019 will be satisfactory, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure."*

*David Walsh Chief Financial Officer, Northern Beaches Council.*

### Income Statement

The result for the three months ended 30 September 2018 shows some variations between budgeted and actual results. Comments have been provided and the forecasts have been amended where necessary. The reports for the 16 services included in the Delivery Program 2018-2021 are each provided separately.

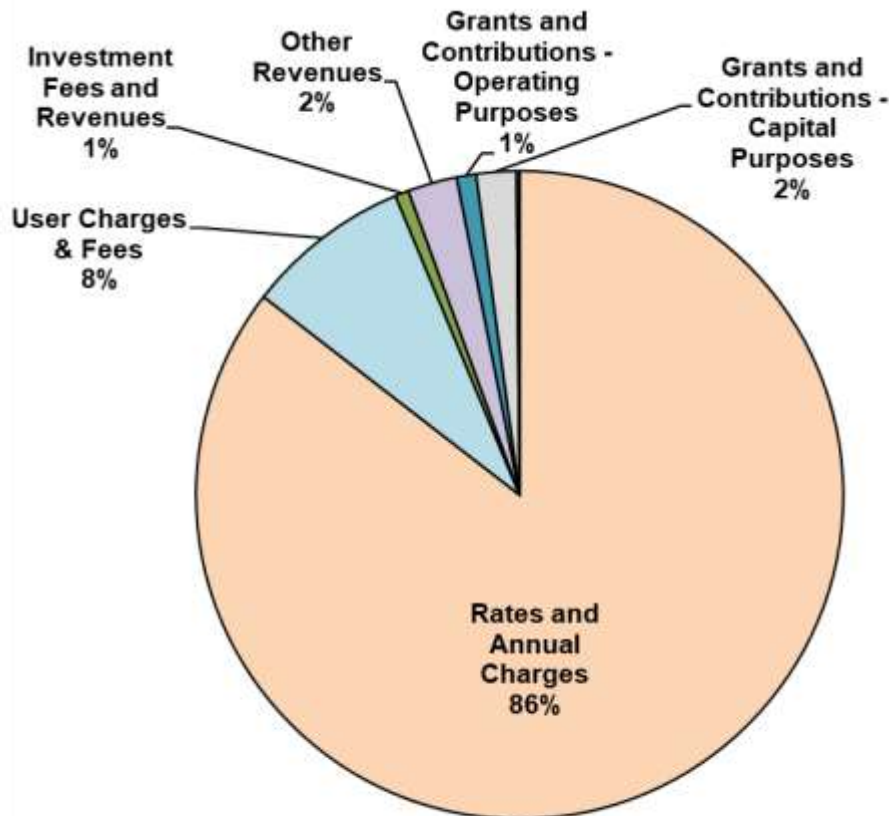
### Income Statement

For the Period 1 July 2018 to 30 September 2018

	YTD Actual \$	YTD Forecast \$	YTD Variance \$	% Variance	Annual Budget \$	Approved Forecast \$	Current Forecast \$
<b>Income From Continuing Operations</b>							
Rates and Annual Charges	210,932,045	210,459,571	472,474	0.2%	210,459,571	210,459,571	210,459,571
User Charges & Fees	20,370,844	18,974,963	1,395,881	7.4%	79,537,549	79,537,549	80,103,584
Investment Fees and Revenues	1,675,592	1,431,123	244,469	17.1%	5,748,087	5,748,087	5,998,087
Other Revenues	6,086,307	5,392,957	693,350	12.9%	25,278,626	25,278,626	25,092,376
Grants and Contributions - Operating Purposes	2,402,239	3,446,225	(1,043,986)	(30.3)%	14,743,788	14,743,788	15,092,921
Grants and Contributions - Capital Purposes	4,937,860	2,561,459	2,376,401	92.8%	11,985,007	12,259,669	13,042,703
Gains on disposal of Assets	369,191	216,250	152,941	70.7%	765,000	765,000	1,050,000
<b>Total Income From Continuing Operations</b>	<b>246,774,078</b>	<b>242,482,548</b>	<b>4,291,530</b>	<b>1.8%</b>	<b>348,517,628</b>	<b>348,792,290</b>	<b>350,839,242</b>
<b>Expenses From Continuing Operations</b>							
Employee Benefits & Oncosts	(28,553,563)	(31,952,171)	3,398,608	10.6%	(134,415,239)	(134,415,238)	(133,637,253)
Borrowing Costs	(926,977)	(785,979)	(140,997)	(17.9)%	(3,572,110)	(3,572,110)	(3,572,110)
Materials and Contracts	(24,620,631)	(27,334,683)	2,714,052	9.9%	(119,018,998)	(120,666,620)	(119,717,252)
Depreciation and Amortisation	(9,087,798)	(8,846,340)	(241,458)	(2.7)%	(35,386,051)	(35,386,051)	(37,136,051)
Other Expenses	(7,965,091)	(8,576,918)	611,827	7.1%	(35,400,950)	(35,400,950)	(36,374,882)
<b>Total Expenses From Continuing Operations</b>	<b>(71,154,060)</b>	<b>(77,496,091)</b>	<b>6,342,032</b>	<b>(8.2)%</b>	<b>(327,792,348)</b>	<b>(329,439,969)</b>	<b>(330,437,548)</b>
<b>Surplus / (Deficit) from Continuing Operations</b>	<b>175,620,018</b>	<b>164,986,457</b>	<b>10,633,562</b>	<b>6.4%</b>	<b>20,725,280</b>	<b>19,352,321</b>	<b>20,401,694</b>
<b>Surplus / (Deficit) Before Capital Grants &amp; Contribution</b>							
	<b>170,682,158</b>	<b>162,424,998</b>	<b>8,257,160</b>	<b>5.1%</b>	<b>8,740,273</b>	<b>7,092,652</b>	<b>7,358,991</b>
<b>Surplus / (Deficit) Before Capital Grants &amp; Contribution</b>							
	<b>170,682,158</b>	<b>162,424,998</b>	<b>8,257,160</b>		<b>8,740,273</b>	<b>7,092,652</b>	<b>7,358,991</b>
Less: Rates yet to be allocated	(116,439,550)	(116,439,550)	-				
<b>Surplus / (Deficit) Before Capital Grants &amp; Contribution</b>	<b>54,242,608</b>	<b>45,985,448</b>	<b>8,257,160</b>				

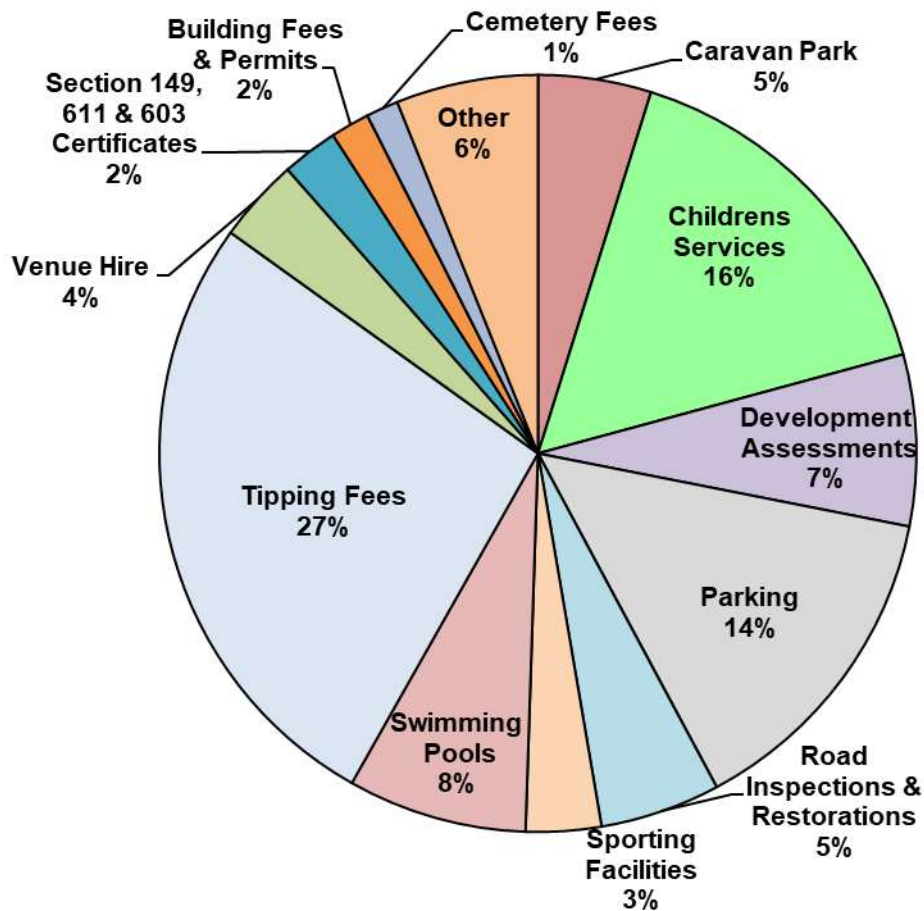
Actual Results

**INCOME FROM CONTINUING OPERATIONS**



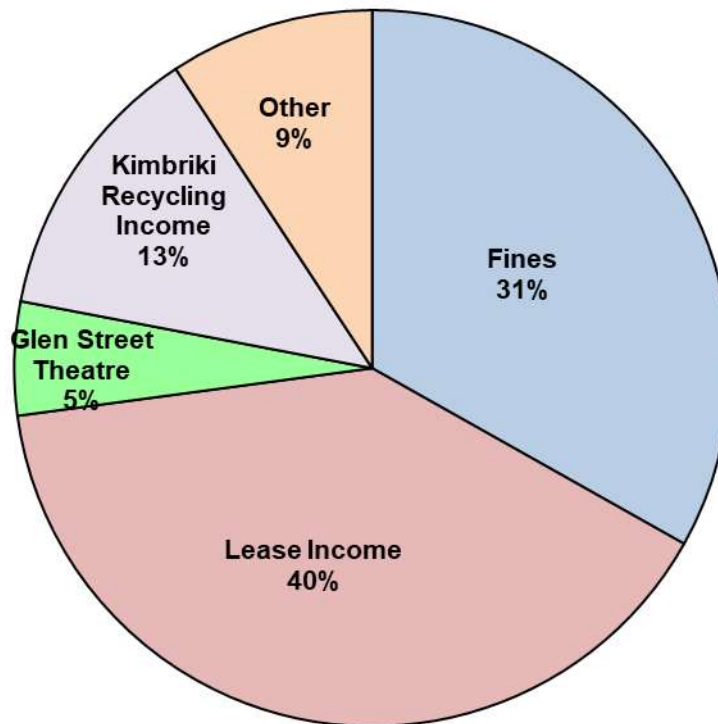
Income Item	1 July 2018 - 30 Sept 2018			% Variance
	YTD Actual (\$'000)	YTD Budget (\$'000)	YTD Variance (\$'000)	
Rates and Annual Charges	210,932	210,460	472	0.2%
User Charges & Fees	20,371	18,975	1,396	7.4%
Investment Fees and Revenues	1,676	1,431	244	17.1%
Other Revenues	6,086	5,393	693	12.9%
Grants and Contributions - Operating Purposes	2,402	3,446	(1,044)	(30.3)%
Grants and Contributions - Capital Purposes	4,938	2,561	2,376	92.8%
Gains on disposal of Assets	369	216	153	70.7%
<b>Total Income</b>	<b>246,774</b>	<b>242,483</b>	<b>4,292</b>	<b>1.8%</b>

**User Charges & Fees**



User Charges & Fees Item	1 July 2018 - 30 Sept 2018			
	YTD Actual (\$'000)	YTD Budget (\$'000)	YTD Variance (\$'000)	% Variance
Tipping Fees	5,445	5,564	(118)	(2.1)%
Parking	2,868	2,517	351	13.9%
Childrens Services	3,250	3,271	(21)	(0.7)%
Swimming Pools	1,561	1,571	(10)	(0.6)%
Caravan Park	984	1,010	(26)	(2.6)%
Development Assessments	1,489	1,201	288	24.0%
Road Inspections & Restorations	1,046	348	698	200.5%
Venue Hire	730	858	(128)	(14.9)%
Sporting Facilities	655	585	70	12.0%
Section 149, 611 & 603 Certificates	488	490	(3)	(0.6)%
Building Fees & Permits	339	391	(52)	(13.2)%
Cemetery Fees	281	167	114	68.1%
Other	1,236	1,002	234	23.3%
<b>Total User Charges &amp; Fees</b>	<b>20,371</b>	<b>18,975</b>	<b>1,396</b>	<b>7.4%</b>

**Other Revenues**



Other Revenue Item	1 July 2018 - 30 Sept 2018			
	YTD Actual (\$'000)	YTD Budget (\$'000)	YTD Variance (\$'000)	% Variance
Fines	2,018	1,828	190	10.4%
Lease Income	2,417	2,196	221	10.1%
Glen Street Theatre	312	404	(92)	(22.9)%
Kimbriki Recycling Income	776	598	178	29.9%
Other	563	367	196	53.3%
<b>Total Other Revenue</b>	<b>6,086</b>	<b>5,393</b>	<b>693</b>	<b>12.9%</b>

Total Income from Continuing Operations at the end of September is \$246,774,078 which is \$4,291,530 ahead of forecast. The principal reasons for this variance is as follows:

### **Rates & Annual Charges**

Rates and Annual Charges to the end of September 2018 were \$210,932,045 which is \$472,474 higher than the forecast. Rates were \$204,996 higher than forecast due to the timing of pensioner rebates and Domestic Waste Management Charges were \$267,479 higher than forecast due to higher annual charges of \$84,304 and lower pensioner rebates of \$183,174 related to domestic waste.

### **User Charges & Fees**

User Charges & Fees to the end of September 2018 are \$20,370,844 which is \$1,395,881 higher than forecast. The principal areas which were ahead of forecast were Transport, Traffic and Active Travel \$704,264, Parks and Recreation \$351,391, Customer Service \$212,741, Environmental and Sustainability Services \$191,282, Property and Facilities \$171,976 and Development Assessment \$151,513.

In Transport, Traffic and Active Travel the principal items are higher fees from Parking of \$142,125 following the implementation of upgrades of parking station and meter infrastructure, higher Road Permits fees of \$218,710 and Road Restoration charges of \$305,882 reflecting the current higher levels of development activity.

In Parks and Recreation, the principal items are additional fees for Dinghy and Boat Storage, the hire of sporting facilities and applications for tree permits.

In Customer Service this is primarily a result of the budgeted timing of the sale of parking permits having been allocated evenly over the financial year which is not consistent with the actual timing of the sales.

In Environmental and Sustainability Services these are primarily related to higher than anticipated Development Engineering income from a larger than expected numbers of applications for street levels and post-development inspections.

In Property and Facilities these are primarily due to the timing of Cemetery fees \$113,781 and the reallocation of fees of \$57,749 for accommodation at Currawong from Other Revenues.

In Development Assessment development application fees were higher than forecast as a result of three significant Development Applications which were submitted during the quarter, however the remaining number of applications and value of the development received was less than forecast.

This has been partially offset by the lower User Charges & Fees in Community, Arts and Culture \$101,839 and Strategic & Place Planning \$104,682. The lower User Charges & Fees in Community, Arts and Culture primarily related to two Community Centres being closed for renovation during July to September. The Tramshed was due to open in July and opened on 13 October 2018, and Beacon Hill Memorial Hall was due to close at the end of July, yet closed a month early on 1 July 2018. The lower User Charges & Fees in Strategic & Place Planning related to Planning Proposals.

### **Interest & Investment Revenues**

Interest & Investment Revenues to the end of September 2018 were \$1,675,592 which is \$244,469 ahead of forecast. The investment portfolio performed strongly over the financial period and interest was higher than forecast as a result of funds for capital works being rolled over from the previous financial year.



## Other Revenues

Other Revenues to the end of September 2018 were \$6,086,307 which was \$693,350 higher than the forecast. The principal areas which were ahead of forecast were Environmental Compliance \$201,273, Kimbriki Resource Recovery Centre \$148,857, Corporate Support Services \$84,888, Property and Facilities \$64,682 Governance and Risk Services \$55,364 and Transport, Traffic and Active Travel \$52,955.

In Environmental Compliance this is primarily a result of higher than expected fine income.

In Kimbriki Resource Recovery Centre this was principally due to high metal recoveries during the quarter.

In Corporate Support Services the higher Other Revenues principally relates to legal fees recovered on outstanding debts.

In Property and Facilities, the higher Other Revenues primarily related to the lease income from telecommunication sites and permanent sites at the Sydney Lakeside Caravan.

In Governance and Risk Services the principal item ahead of forecast is legal fees recovered.

In Transport, Traffic and Active Travel the principal item ahead of forecast is insurance costs recovered.

## Grants & Contributions provided for Operating Purposes

Grants & Contributions provided for Operating Purposes at the end of September 2018 were \$2,402,239 which was \$1,043,986 lower than the forecast.

The principal areas which were behind forecast were Corporate Support Services \$708,494 and Transport, Traffic and Active Travel \$433,612.

In both Corporate Support Services and Transport, Traffic and Active Travel this was principally due to the prepayment of 50% of the 2018/19 Financial Assistance Grant at the end of the last financial year.

## Grants & Contributions provided for Capital Purposes

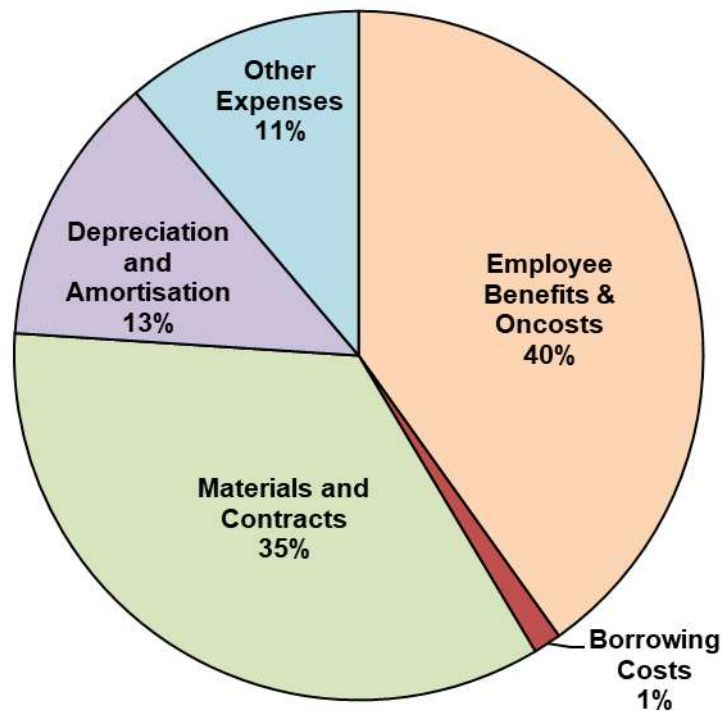
Grants & Contributions provided for Capital Purposes at the end of September 2018 were \$4,937,860 which was \$2,376,401 higher than the forecast.

This principally relates to higher developer contributions of \$1,272,128 and the receipt of the first milestone payment of \$1,250,000 within Corporate Support Services and Parks and Recreation of \$82,713 as a result of Council receiving two grants from the Social Housing Community Improvement Fund for upgrades to Warri Reserve, Balgowlah and Cross Street Reserve, Brookvale earlier than anticipated. This has been partially offset by lower Grants and Contributions for Capital Purposes of \$92,450 in Property and Facilities and \$193,628 in Transport, Traffic and Active Travel as a result of timing of receipt of the capital component of the RMS Block Grant.

## Net gains from the disposal of assets

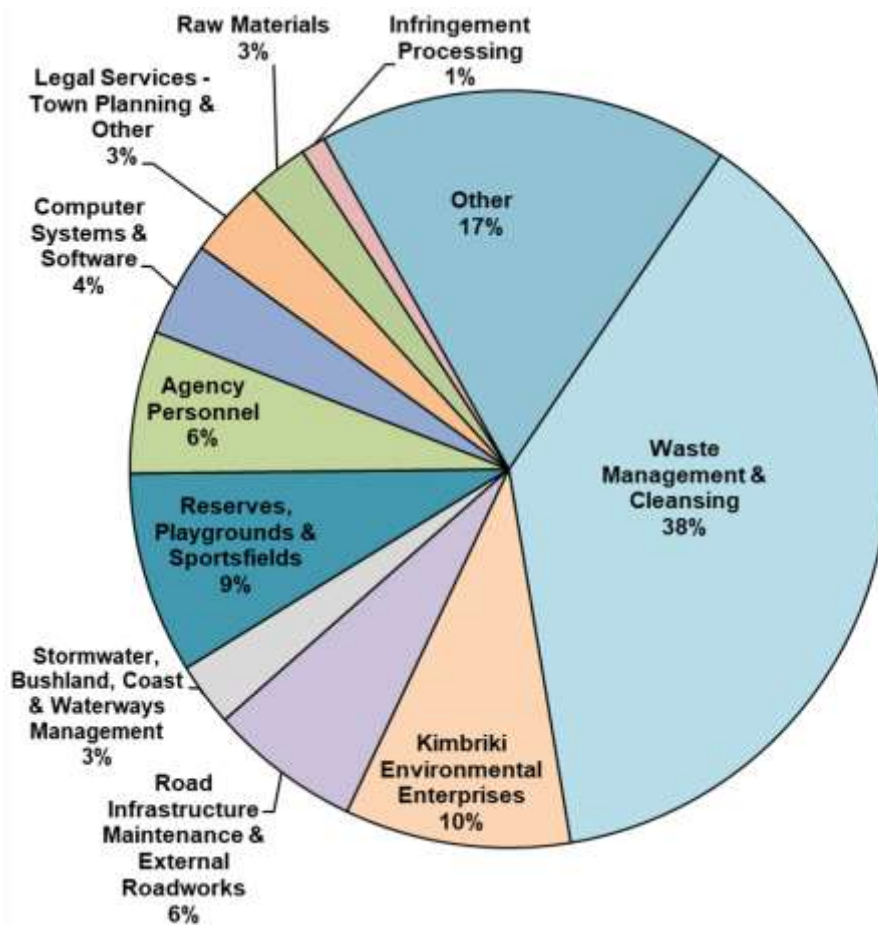
Net gains from the disposal of assets to the end of September 2018 were \$369,191 which was \$152,941 higher than the forecast and is principally related to the closure and sale of a section of the road reserve adjacent to 1153 Barrenjoey Road, Palm Beach for \$285,000 in accordance with a Council resolution on 25 July 2017 offset by lower gains by \$132,059 of plant and fleet.

## EXPENSES FROM CONTINUING OPERATIONS



Expense Item	1 July 2018 - 30 Sept 2018			
	YTD Actual (\$'000)	YTD Budget (\$'000)	YTD Variance (\$'000)	% Variance
Employee Benefits & Oncosts	28,554	31,952	3,399	10.6%
Borrowing Costs	927	786	(141)	(17.9)%
Materials and Contracts	24,621	27,335	2,714	9.9%
Depreciation and Amortisation	9,088	8,846	(241)	(2.7)%
Other Expenses	7,965	8,577	612	7.1%
<b>Total Expense</b>	<b>71,154</b>	<b>77,496</b>	<b>6,342</b>	<b>8.2%</b>

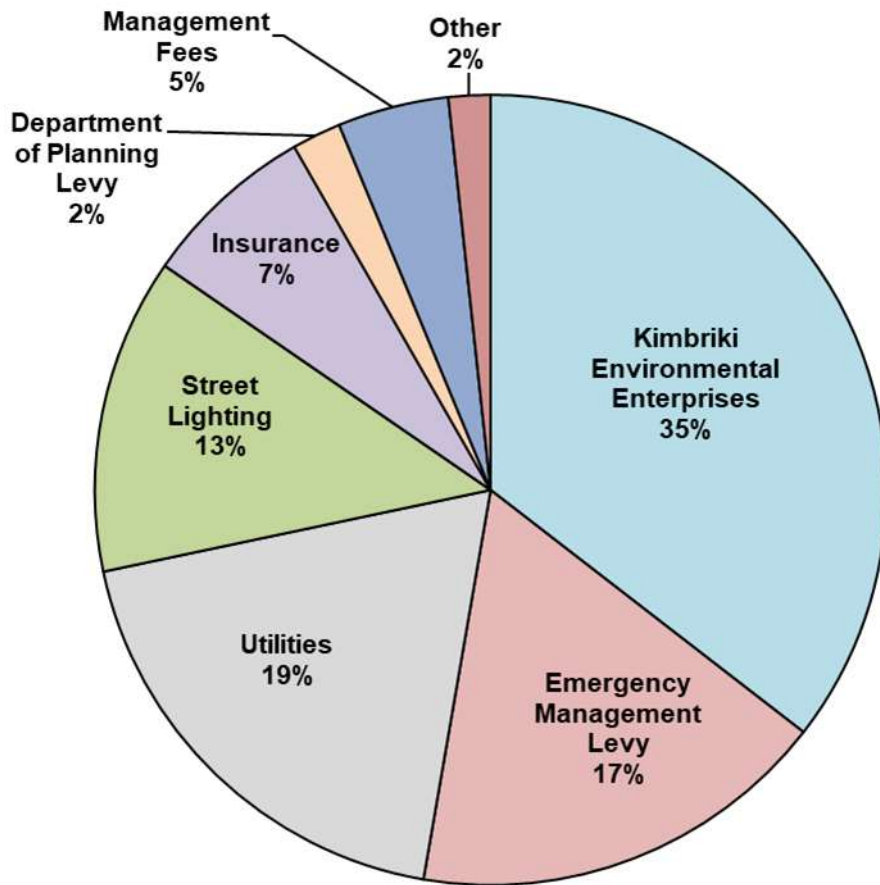
**Materials & Contracts**



Materials & Contracts Item	1 July 2018 - 30 Sept 2018			
	YTD Actual (\$'000)	YTD Budget (\$'000)	YTD Variance (\$'000)	% Variance
Waste Management & Cleansing	9,342	10,520	1,177	11.2%
Kimbriki Environmental Enterprises	2,372	3,412	1,040	30.5%
Road Infrastructure Maintenance & External Roadworks	1,590	1,796	205	11.4%
Stormwater, Bushland, Coast & Waterways Management	669	828	159	19.2%
Reserves, Playgrounds & Sportsfields	2,122	2,223	101	4.5%
Agency Personnel	1,497	603	(893)	(148.0)%
Computer Systems & Software	995	1,397	402	28.8%
Legal Services - Town Planning & Other	812	819	7	0.8%
Raw Materials	638	910	271	29.8%
Infringement Processing	260	281	21	7.6%
Other	4,322	4,545	223	4.9%
<b>Total Materials &amp; Contracts</b>	<b>24,621</b>	<b>27,335</b>	<b>2,714</b>	<b>9.9%</b>



**Other Expenses**



Other Expenses Item	1 July 2018 - 30 Sept 2018			
	YTD Actual (\$'000)	YTD Budget (\$'000)	YTD Variance (\$'000)	% Variance
Kimbriki Environmental Enterprises	2,827	2,933	106	3.6%
Emergency Management Levy	1,372	1,372	(0)	(0.0)%
Utilities	1,511	1,405	(107)	(7.6)%
Street Lighting	1,029	1,115	86	7.7%
Insurance	568	697	129	18.5%
Department of Planning Levy	160	160	(0)	(0.0)%
Management Fees	362	374	12	3.3%
Other	136	521	385	73.9%
<b>Total Other Expenses</b>	<b>7,965</b>	<b>8,577</b>	<b>612</b>	<b>7.1%</b>

Total Expenses from Continuing Operations at the end of September is \$71,154,060 which is \$6,342,032 less than forecast. The principal reasons for this variance is as follows:

**Employee Benefits & On-Costs**

Employee Benefits & On-Costs at the end of September 2018 were \$28,553,563 which was \$3,398,608 less than the forecast principally as a result of higher than anticipated vacancies. A number of the vacancies have been filled by agency personnel which is separately disclosed under Materials & Contracts.

Employee Benefits & On-Costs were less than forecast in fourteen of Council's sixteen services. The principal differences are as follows:

	\$
Children's Services	215,526
Community, Arts and Culture	136,810
Corporate Support	460,491
Development Assessment	266,200
Environment and Sustainability	411,112
Environmental Compliance	469,067
Library Services	187,143
Parks and Recreation	203,305
Property and Facilities	324,443
Transport, Traffic and Active Travel	533,921
Other	190,590
Total	<u>3,398,608</u>

**Borrowing Costs**

Borrowing Costs to the end of September were \$926,977 which was \$140,997 higher than forecast. This is largely due to higher remediation costs at Kimbriki offset by lower than anticipated interest rates on those borrowings that are subject to a variable rate.

**Materials & Contracts**

Materials & Contracts to the end of September were \$24,620,631 which was \$2,714,052 lower than forecast. Materials & Contracts were less than forecast in thirteen of Council's sixteen services. The principal differences are as follows:

	\$
Community, Arts and Culture	224,654
Corporate Support	430,753
Economic Development, Events and Engagement	99,868
Environment and Sustainability	92,523
Governance and Assurance	208,350
Parks and Recreation	133,313
Strategic & Place Planning	172,553
Transport, Traffic and Active Travel	156,974
Waste and Cleansing	1,177,498
Other	17,566
Total	<u>2,714,052</u>

## Depreciation & Amortisation

Depreciation and Amortisation to the end of September 2018 were \$9,087,798 which was \$241,458 higher than forecast. The higher Depreciation relates to the revaluation of Buildings at the end of the last financial year which has resulted in an increase in the annual assessment of depreciation by \$1.75 million.

## Other Expenses

Other Expenses to the end of September 2018 were \$7,965,091 which was \$611,827 lower than forecast. Other Expenses were less than forecast in fourteen of Council's sixteen services. The principal differences are as follows:

	\$
Community and Culture Services	175,111
Corporate Support Services	136,231
Governance & Risk Services	67,099
Kimbriki Resource Recovery Centre	106,171
Transport, Traffic and Active Travel	113,435
Other	13,780
Total	<u>611,827</u>

## Forecast Changes

These overall movements are detailed in the table below:

	Annual Budget \$	Approved Forecast \$	Variance \$	Current Forecast \$	Variance \$
Total Income From Continuing Operations	348,517,628	348,792,290	274,662	350,839,242	2,046,953
Total Expenses From Continuing Operations	(327,792,348)	(329,439,969)	(1,647,621)	(330,437,548)	(996,580)
Surplus / (Deficit) from Continuing Operations	20,725,280	19,352,321	(1,372,959)	20,401,694	1,050,373
Surplus/ (Deficit) before Capital Grants & Contributions	8,740,273	7,092,652	(1,647,621)	7,358,991	267,339

The Surplus from Continuing Operations which includes Capital Grants and Contributions is forecast to increase by \$1,049,373 to \$20,401,694.

The significant changes which result in an increase of \$2,046,953 in the forecast Income from Continuing Operations are as follows:

- User Charges & Fees have been forecast to increase by \$566,035. User Charges & Fees are forecast to increase within Parks and Recreation by \$400,000 principally from additional fees for Dinghy and Boat Storage, within Property & Facilities \$201,250 for reallocation of fees for accommodation at Currawong from Other Revenues, and within Environment and Sustainability Services \$160,795 in line with the year to date trends in development engineering application fees and charges. These increases have been partially offset by a forecast decrease in Children's Services of \$196,000 as a result decreased utilisation of places with Harbour View Children's Centre operating on reduced numbers of children while undertaking renovations. The service is due to re-open in January 2019.
- Interest & Investment Revenues have been forecast to increase by \$250,000 as a result of interest on funds for capital works rolled over from the previous financial year.

- Other Revenues have been forecast to decrease by \$186,250 due to the reallocation of fees in Property and Facilities for accommodation at Currawong to User Charges & Fees which has been partially offset by higher anticipated legal fees recovered on outstanding debts in Corporate Support Services.
- Grants & Contributions – Operating Purposes have been forecast to increase by \$349,133. due to higher than anticipated grant funding within Children’s Services as the NSW Department of Education have now advised that the Legacy funding would continue until June 2019 pending an external review of the funding.
- Grants & Contributions – Capital Purposes have been forecast to increase by \$783,034. This is due forecast to increase within Corporate Support Services of \$1,250,000 as a result of Connecting Communities grant for the Dee Why Lagoon and Narrabeen pedestrian bridges from Transport for NSW and an increase within Transport, Traffic and Active Travel of \$580,000 as a result of a RMS – ‘Boating Now’ grant for the Church Point Masterplan Wharf extension partially offset by a reduction of \$1,046,966 within Property and Facilities due to a delay in the receipt of RMS ‘Boating now’ grant of \$922,304 for Bells and Carols Wharf until the next financial year and a reduction in the grant for the Rowland Reserve Boating facilities renewal of \$124,662.
- Gains on disposal of Assets are forecast to increase by \$285,000 as a result of the closure and sale of a section of the road reserve adjacent to 1153 Barrenjoey Road, Palm Beach in accordance with a Council resolution on 25 July 2017.

The significant changes which result in an increase of \$996,580 in the forecast Expenses from Continuing Operations are as follows:

- Employee Benefits & Oncosts have been forecast to decrease by \$777,985. Transport, Traffic and Active Travel is forecast to decrease by \$700,000 as a result of cost efficiencies generated, Children’s Services is forecast to decrease by \$100,000 as a result of the decreased utilisation of places at Harbour View Children’s Centre which is operating on reduced numbers of children while undertaking renovations and a forecast decrease in Environmental Compliance of \$350,000 due to a reallocation to Materials and Contracts for Agency Personnel costs as a cover vacancies. These reductions have been partially offset by an increase in Kimbriki Resource Recovery Centre of \$372,014 which represents a reallocation from Materials and Contracts to ensure all expenses were reported consistently for all Services.
- Materials and Contracts have been forecast to decrease by \$949,367. Transport, Traffic and Active Travel is forecast to decrease by \$1,000,000 as a result of cost efficiencies generated and Kimbriki Resource Recovery Centre is forecast to decrease by \$1,345,946 as a result of a reallocation to Materials and Contracts and Other Expenses to ensure all expenses were reported consistently for all Services. These decreases have been partially offset by an increase in Environmental Compliance of \$350,000 due to a reallocation from Employee Benefits & Oncosts for Agency Personnel costs as a cover vacancies and an increase of \$1,046,577 to undertake the urgent Narrabeen Lagoon sand removal works.
- Depreciation and Amortisation is forecast to increase by \$1,750,000 as a result of the increase in the annual assessment of building depreciation.
- Other Expenses are forecast to increase by \$973,932 which represents a reallocation from Materials and Contracts to ensure all expenses were reported consistently for all Services.

The Surplus from Continuing Operations before Capital Grants and Contributions for the full financial year is forecast to increase by \$267,327 to \$7,358,981 reflecting the changes noted above excluding the forecast changes to Grants & Contributions – Capital Purposes.

## Capital Budget Statement

Total Expenditure on Capital Works for the three months ended 30 September 2018 is \$13,866,596.

	YTD Actual \$	YTD Forecast \$	Variance \$
Total Capital Expenditure	13,866,596	11,960,560	(1,906,036)

Total Expenditure on Capital Works for the full financial year is forecast to increase by \$1,297,764 to \$120,325,023.

	Annual Budget \$	Approved Forecast \$	Variance \$	Current Forecast \$	Variance \$
Total Capital Expenditure	111,282,815	119,027,258	(7,744,443)	120,325,023	(1,297,764)

The changes to the forecast are shown below.

Description	\$
<b>Changes identified in the Approved Forecast</b>	
Rollovers from 2017/18 and other projects - item 8.2 - 25 Sep 2018	(9,709,259)
Reduction in Capital projects budget for 2018/19 - item 8.2 - 25 Sep 2018	1,964,820
<b>Approved Capital Expenditure forecast changes</b>	<b>(7,744,439)</b>
<b>Proposed Changes to the Approved Capital Expenditure forecast</b>	
<u>Reclassification to Specific Projects - no impact on Budget</u>	
IT Software - New Works	(40,500)
IT Systems - New Works	40,500
Service Delivery - Replacement	(1,085,800)
IT - Infrastructure - Replacements	1,085,800
Coastal Walk Art Trail	(97,905)
Public Art	97,905
Forestville War Memorial Fields Masterplan	(30,931)
Forestville War Memorial Playing Fields - Netball Court	30,931
Warriewood Rugby Park Clubhouse	(400,000)
Nolans Reserve Sports Amenities Works	(400,000)
Sport Buildings Works Program	800,000
North Narrabeen Rock Pool Amenities Works	(311,000)
Beach Buildings Work Program	300,000
Swim Club Buildings Works Program	11,000
	-
<u>Brought forward from 2019/20</u>	
Foreshores Renewal Program	(150,000)
Recreational Trails Renewal Program	(50,000)
Place Making Infrastructure	(160,000)
Sportsfields Renewal Program	(400,000)
	(760,000)
<u>Rollover from 2017/18</u>	
Kimbriki Leachate Treatment Plant	(682,426)
<u>Reduction in Capital Works Budget</u>	
Rowland Reserve Boating Facilities Renewal	124,662
Eramboo Driveway	120,000
	244,662
<u>Increase in Budget</u>	
Kimbriki Vehicles - Replacement Water Truck urgently needed for site dust suppression	(100,000)
<b>Total Net Changes identified in the Proposed Forecast</b>	<b>(1,297,764)</b>

The reclassification to specific projects has no overall impact on the forecast and represents a reallocation of program works to individual projects such as the reallocation of the Sports Building Works Program - \$800,000 to Warriewood Rugby Park Clubhouse - \$400,000 and Nolans Reserve Sports Amenities Works - \$400,000.

In relation to the works brought forward from 2019/20 the factors that necessitate this change are:

- Completion of condition audit of seawalls – Many seawalls in the Pittwater embayment are reaching the end of their useful life and require renewal to ensure that Council incurs no financial loss from the loss of the assets they are protecting and to ensure there are no service continuity issues for the community and business. One seawall in particular in Clareville has been identified as at risk of imminent failure. This asset has been identified as a critical asset due to the consequences of its failure being potentially catastrophic.
- Completion of the bridge audit
  - Two bridges in Avalon have been identified as being at imminent risk of failure and have been demolished in one instance and will not be replaced and another will be demolished shortly and requires replacement asap.
  - Many other bridges are approaching the end of useful life particularly on Manly Scenic Walkway.
- Council Resolved in February for staff to accelerate the sportsfield lighting program where there is an opportunity. Council recently tendered for lighting renewals for the 18/19 financial year as planned and included two projects from the 19/20 program as provisional items. Council is in a position to proceed with these renewal projects if funding is approved.
- Council has also successfully received grants for playground upgrades and also wants to continue with the Balgowlah shops paving renewal by accessing the reserve internally restricted for this purpose.

Project	Change	Note
Sportsfield Renewal Program	\$400,000	Accelerate sportsfield lighting renewals to include Porter Reserve and Newport Oval
Foreshore Renewal Program	\$150,000	Funding design for the Clareville Seawall and bringing Clontarf seawall completely into this financial year
Recreational Trail Renewal	\$50,000	Expediting Central Road Bridge replacement
Placemaking Infrastructure	\$160,000	Completion of Balgowlah Plaza shops

The rollover from 2017/18 of \$682,426 represents costs for works budgeted in 2017/18 that are contracted and are currently being finalised for the Kimbriki Leachate Treatment Plant.

The reduction in the Capital Works Budget of \$244,662 relates to Rowland Reserve Boating Facilities Renewal - \$124,662 which has been completed under budget and the Eramboo Driveway which is not an asset of Council and will be completed as an operational project.

The increase in the budget for Site Vehicles of \$100,000 at Kimbriki Resource Recovery Centre is to allow for a replacement Water Truck urgently needed for dust suppression.



Northern Beaches Council  
Income Statement  
for the Three Months Ended 30 September 2018

Budget 30 June 2019 \$'000		Actual 1 July 2018 to 30 Sept 2018 \$'000
<b>Income from Continuing Operations</b>		
210,460	Rates & Annual Charges	210,932
79,538	User Charges & Fees	20,371
5,748	Interest & Investment Revenues	1,676
25,279	Other Revenues	6,086
14,744	Grants & Contributions - Operating Purposes	2,402
11,985	Grants & Contributions - Capital Purposes	4,938
765	Gains on Disposal of Assets	369
	- Share of interests in Joint Venture using Equity Method	-
<b>348,519</b>	<b>Total Income from Continuing Operations</b>	<b>246,774</b>
<b>Expenses from Continuing Operations</b>		
(134,415)	Employee Benefits & On-Costs	(28,554)
(3,572)	Borrowing Costs	(927)
(119,019)	Materials & Contracts	(24,621)
(35,386)	Depreciation & Amortisation	(9,088)
(35,401)	Other Expenses	(7,965)
	- Loss on Disposal of Assets	-
	- Share of interests in Joint Venture using Equity Method	-
<b>(327,793)</b>	<b>Total Expenses from Continuing Operations</b>	<b>(71,154)</b>
<b>20,724</b>	<b>Surplus/(Deficit) from Continuing Operations</b>	<b>175,620</b>
	- Minority Interests	-
20,724	Surplus/(Deficit) attributable to Council	175,620
<b>8,739</b>	<b>Surplus/(Deficit) before Capital Grants &amp; Contributions</b>	<b>170,682</b>

**Northern Beaches Council**  
Budget review for the quarter ended - 30 September 2018  
Consolidated Income and Expenses

	Original Budget \$'000	Changes Already Approved By Council \$'000	Approved Forecast \$'000	Recommended changes for Council Resolution \$'000	Current Forecast \$'000	Actual 1 July 2018 to 30 Sept 2018 \$'000
<b>Income from Continuing Operations</b>						
Rates & Annual Charges	210,179	-	210,460	-	210,460	210,932
User Charges & Fees	79,725	-	79,538	566	80,104	20,371
Interest & Investment Revenues	4,712	-	5,748	250	5,998	1,676
Other Revenues	22,802	-	25,279	(186)	25,092	6,086
Grants & Contributions - Operating Purposes	12,395	-	14,744	349	15,093	2,402
Grants & Contributions - Capital Purposes	20,858	275	12,260	783	13,043	4,938
Gains on Disposal of Assets	500	-	765	285	1,050	369
Share of interests in Joint Venture using Equity Methc	-	-	-	-	-	-
<b>Total Income from Continuing Operations</b>	<b>351,171</b>	<b>275</b>	<b>348,792</b>	<b>2,047</b>	<b>350,839</b>	<b>246,774</b>
<b>Expenses From Continuing Operations</b>						
Employee Benefits & Oncosts	(130,786)	-	(134,415)	778	(133,637)	(28,554)
Borrowing Costs	(3,972)	-	(3,572)	-	(3,572)	(927)
Materials and Contracts	(115,105)	(1,648)	(120,667)	949	(119,717)	(24,621)
Depreciation and Amortisation	(33,310)	-	(35,386)	(1,750)	(37,136)	(9,088)
Other Expenses	(40,050)	-	(35,401)	(974)	(36,375)	(7,965)
Loss on Disposal of Assets	-	-	-	-	-	-
Share of Interest In Joint Venture	-	-	-	-	-	-
Share of interests in Joint Venture using Equity Methc	-	-	-	-	-	-
<b>Total Expenses From Continuing Operations</b>	<b>(323,223)</b>	<b>(6,218)</b>	<b>(329,441)</b>	<b>(996)</b>	<b>(330,437)</b>	<b>(71,155)</b>
<b>Surplus / (Deficit) from Continuing Operations</b>	<b>27,948</b>	<b>(5,943)</b>	<b>19,351</b>	<b>1,051</b>	<b>20,402</b>	<b>175,619</b>



**Northern Beaches Council**  
**Budget review for the quarter ended - 30 September 2018**  
**Balance Sheet**

Budget 30 Jun 2019 \$'000	Actual 30 September \$'000
<b>ASSETS</b>	
<b>Current Assets</b>	
7,168 Cash & Cash Equivalents	11,506
136,191 Investments	239,886
19,387 Receivables	143,626
82 Inventories	209
1,510 Other	4,181
0 Non Current Assets Classified as "held for sale"	-
<b>164,338 Total Current Assets</b>	<b>399,408</b>
<b>Non-Current Assets</b>	
954 Investments	3,377
1,751 Receivables	1,234
4,835,092 Infrastructure, Property, Plant & Equipment	4,911,947
23 Investments Accounted for using the equity method	0
2,080 Investment Property	6,085
0 Intangible Assets	-
<b>4,839,900 Total Non-Current Assets</b>	<b>4,922,643</b>
<b>5,004,238 Total Assets</b>	<b>5,322,051</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
42,858 Payables	39,552
6,384 Borrowings	5,225
29,240 Provisions	28,046
<b>78,482 Total Current Liabilities</b>	<b>72,823</b>
<b>Non-Current Liabilities</b>	
0 Payables	-
26,177 Borrowings	27,133
39,387 Provisions	41,135
<b>65,564 Total Non-Current Liabilities</b>	<b>68,268</b>
<b>144,046 Total Liabilities</b>	<b>141,091</b>
<b>4,860,192 Net Assets</b>	<b>5,180,960</b>
<b>EQUITY</b>	
4,700,936 Retained Earnings	5,021,633
158,417 Revaluation Reserves	158,417
4,859,353 Council Equity Interest	5,180,050
839 Minority Equity Interest	910
<b>4,860,192 Total Equity</b>	<b>5,180,960</b>

**Northern Beaches Council**  
**Budget review for the quarter ended - 30 September 2018**  
**Cash Flow Statement**

<b>Budget 30 June 2019 \$'000</b>		<b>Actual 30 September 2018 \$'000</b>
<b>Cash Flows from Operating Activities</b>		
<b><u>Receipts:</u></b>		
210,460	Rates & Annual Charges	77,215
79,144	User Charges & Fees	29,653
5,748	Interest & Investment Revenue Received	1,676
26,729	Grants & Contributions	7,340
-	- Deposits & Retentions Received	-
25,279	Other	6,086
<b><u>Payments:</u></b>		
(134,690)	Employee Benefits & On-Costs	(28,554)
(121,019)	Materials & Contracts	(35,539)
-	- Borrowing Costs	(927)
-	- Deposits & Retentions Received	(119)
(36,206)	Other	(9,229)
<b>55,445</b>	<b>Net Cash provided (or used in) Operating Activities</b>	<b>47,603</b>
<b>Cash Flows from Investing Activities</b>		
<b><u>Receipts:</u></b>		
-	- Sale of Investment Securities	63,028
2,415	Sale of Infrastructure, Property, Plant & Equipment	725
-	- Sale of Non-current assets classified as "held for resale"	-
<b><u>Payments:</u></b>		
-	- Purchase of Investment Securities	(94,020)
(109,867)	Purchase of Infrastructure, Property, Plant & Equipment	(11,867)
-	- Purchase of Intangibles	-
-	- Inventory	-
<b>(107,452)</b>	<b>Net Cash provided (or used in) Investing Activities</b>	<b>(42,133)</b>
<b>Cash Flows from Financing Activities</b>		
<b><u>Receipts:</u></b>		
-	- Proceeds from Borrowings & Advances	-
<b><u>Payments:</u></b>		
(6,965)	Repayment of Borrowings & Advances	-
-	- Repayment of Finance Lease Liabilities	-
-	- Dividends Paid to Minority Interests	-
<b>(6,965)</b>	<b>Net Cash Flow provided (used in) Financing Activities</b>	<b>-</b>
<b>(58,972)</b>	<b>Net Increase/(Decrease) in Cash &amp; Cash Equivalents</b>	<b>5,469</b>
-	- Net Increase/(Decrease) in Investments	-
<b>218,285</b>	<b>Plus Cash &amp; Cash Equivalents at beginning of year</b>	<b>6,037</b>
<b>159,313</b>	<b>Cash &amp; Investments - end of the period</b>	<b>11,506</b>
-	- Plus: Investments on Hand - end of period	243,263
<b>159,313</b>	<b>Cash, Cash Equivalents &amp; Investments - end of year</b>	<b>254,770</b>

**Northern Beaches Council**  
**Budget review for the quarter ended - 30 September 2018**  
**Cash and Investments Statement**

<b>Budget 30 June 2019 \$'000</b>		<b>Actual 1 July 2018 to 30 Sept 2018 \$'000</b>
<b>159,313</b>	<b>Total Cash and Investments</b>	<b>254,770</b>
	Represented by:	
	<b>Externally Restricted</b>	
27,844	Developer Contributions	37,906
7,914	Specific Purpose Unexpected Grants	3,624
244	Domestic Waste Management	20,319
	- Stormwater Management Levy	649
	- Stronger Communities Fund Grant	30,236
	- New Council Implementation	1,106
	- Other	720
<b>36,002</b>	<b>Total Externally Restricted</b>	<b>94,560</b>
	<b>Internally Restricted</b>	
	- Merger Savings Fund	9,032
	- Unexpended Loans	1,479
9,944	Deposits, Retentions & Bonds	12,599
6,202	Employee Leave Entitlement	6,180
	- Cemetery Reserve	3,706
	- Balgowlah Area Improvements	295
	- Manly Meals on Wheels	230
13,004	Other	5,630
<b>29,150</b>	<b>Total Internally Restricted</b>	<b>39,151</b>
<b>65,152</b>	<b>Total Restricted Cash</b>	<b>133,711</b>
<b>94,161</b>	<b>Total Unrestricted / Available Cash</b>	<b>121,059</b>

**Northern Beaches Council**  
Budget review for the quarter ended - 30 Sept 2018  
Cash & Investments

	Original Budget \$'000	Changes Already Approved By Council \$'000	Approved Forecast \$'000	Recommended changes for Council Resolution \$'000	Current Forecast \$'000	Actual 1 July 2018 - 30 Sept 2018 \$'000
<b>Total Cash and Investments</b>	159,313	-	159,313	1,502	160,815	254,770
<b>represented by:</b>						
<b>Externally restricted</b>						
Developer Contributions	27,844	-	27,844	-	27,844	37,906
Specific Purpose Unexpended Grants	7,914	-	7,914	1,250	9,164	3,624
Domestic Waste Management	244	-	244	-	244	20,319
Stormwater Management Levy	-	-	-	-	-	649
Stronger Communities Fund	-	-	-	-	-	30,236
New Council Implementation	-	-	-	-	-	1,106
Other	-	-	-	-	-	720
<b>Total Externally Restricted</b>	36,002	-	36,002	1,250	37,252	94,560
<b>Internally Restricted</b>						
Merger Savings Fund	-	-	-	-	-	9,032
Unexpended Loans	-	-	-	-	-	1,479
Deposits, Retentions & Bonds	9,944	-	9,944	-	9,944	12,599
Employee Leave Entitlement	6,202	-	6,202	-	6,202	6,180
Cemetery Reserve	-	-	-	-	-	3,706
Balgowlah Area Improvements	-	-	-	-	-	295
Manly Meals on Wheels	-	-	-	-	-	230
Other	13,004	-	13,004	-	13,004	5,630
<b>Total Internally Restricted</b>	29,150	-	29,150	-	29,150	39,151
<b>Total Restricted Cash</b>	65,152	-	65,152	1,250	66,402	133,711
<b>Total Unrestricted/ Available Cash</b>	94,161	-	94,161	252	94,413	121,059

**Northern Beaches Council**  
**Budget review for the quarter ended - 30 September 2018**  
**Capital Budget Statement**

<b>Budget</b>		<b>Actual</b>
<b>30 June 2019</b>		<b>1 July 2018</b>
<b>\$'000</b>		<b>to 30 Sept 2018</b>
		<b>\$'000</b>
<b>Capital Funding</b>		
13,205	Working Capital	298
37,848.96	Depreciation	5,823
4,210	Capital Grants & Contributions	1,907
	External Restrictions	
5,277	- S94	951
7,525	- S94A	907
19,500	- DWM	-
2,100	- Unexpended Capital Grants & Contributions	-
8,911	- Stronger Communities Fund	1,195
	- - New Council Implementation Fund	-
21	- Other	-
	Internal Restrictions	
3,781	- Merger Savings Fund	518
5,823	- Other	1,405
	Income from Sales of Assets	
3,081	- Plant and Equipment	862
<b>111,283</b>	<b>Total Capital Funding</b>	<b>13,867</b>
<b>Capital Expenditure</b>		
28,021	Plant & Equipment	1,311
2,369	Office Equipment	173
	- Furniture & Fittings	-
3,072	Land Improvements	998
20,348	Buildings	2,586
19,889	Other Structures	3,128
1,833	Roads, Bridges & Footpaths	36
26,086	Stormwater Drainage	3,794
6,948	Open Space/Recreational Assets	1,217
1,345	Library Books	137
31	Art Collection	6
801	Swimming Pools	470
540	Other Assets	12
<b>111,283</b>	<b>Total Capital Expenditure</b>	<b>13,867</b>

**Northern Beaches Council**  
**Budget review for the quarter ended - 30 September 2018**  
**Capital Budget Statement**

	Original Budget \$'000	Changes Approved By Council \$'000	Approved Forecast \$'000	Recommended changes for Council Resolution \$'000	Current Forecast \$'000	Actual 1 July 2018 to 30 Sept 2018 \$'000
<b>Capital Funding</b>						
<b>Rates &amp; Other Untied Funding</b>						
Rates & Other Untied Funding	-	-	-	-	-	-
Working Capital	13,205	1,380	14,585	(118)	14,467	298
Depreciation	37,849	4,425	42,274	1,932	44,206	5,823
Capital Grants & Contributions	4,210	275	4,485	(467)	4,018	1,907
<b>External Restrictions</b>						
- S94	5,277	547	5,824	-	5,824	951
- S94A	7,525	1,051	8,576	-	8,576	907
- DWM	19,500	-	19,500	-	19,500	-
- Unexpended Capital Grants & Contributions	2,100	-	2,100	100	2,200	-
- Stronger Communities Fund	8,911	(145)	8,765	-	8,765	1,195
- New Council Implementation Fund	-	41	41	-	41	-
- Other	21	-	21	-	21	-
<b>Internal Restrictions</b>						
- Merger Savings Fund	3,781	258	4,039	-	4,039	518
- Other	5,823	87	5,910	(150)	5,760	1,405
<b>Income from Sale of Assets</b>						
- plant and equipment	3,081	(173)	2,908	-	2,908	862
- land and buildings	-	-	-	-	-	-
<b>Other</b>	-	-	-	-	-	-
<b>Total Capital Funding</b>	<b>111,283</b>	<b>7,744</b>	<b>119,027</b>	<b>1,298</b>	<b>120,325</b>	<b>13,867</b>
<b>Capital Expenditure</b>						
Plant & Equipment	28,021	774	28,795	100	28,895	1,311
Office Equipment	2,369	(169)	2,201	-	2,201	173
Furniture & fittings	-	-	-	-	-	-
Operational Land	-	-	-	-	-	-
Community Land	-	-	-	-	-	-
Land improvements	3,072	141	3,213	682	3,896	998
Open Space/Recreational Assets	20,348	453	20,801	600	21,401	2,586
Buildings	19,889	1,261	21,149	(125)	21,025	3,128
Other Structures	1,833	2,078	3,910	160	4,070	36
Roads, Bridges & Footpaths	26,086	2,190	28,277	(120)	28,157	3,794
Stormwater Drainage	6,948	849	7,797	-	7,797	1,217
Library Books	1,345	70	1,415	-	1,415	137
Art Collection	31	-	31	-	31	6
Swimming Pools	801	-	801	-	801	470
Other Assets	540	98	638	-	638	12
<b>Total Capital Expenditure</b>	<b>111,283</b>	<b>7,744</b>	<b>119,027</b>	<b>1,298</b>	<b>120,325</b>	<b>13,867</b>

## Consultancy and Legal Expenses

The table below discloses expenditure to date on Consultancies and Legal Expenses:

Expense	1 July 2018 to 30 Sep 2018 \$	Budgeted (Y/N)
Consultancies	131,282	Y
Legal Fees	812,146	Y

## Contracts

Contracts entered into during the three months to 30 September 2018 that exceed \$50,000 are detailed below:

Contractor	Contract Detail & Purpose	Contract Value \$	Commence -ment Date	Expected Finish Date	Budgeted
Underground Civil Solutions	Under Boring Power & Water to Mona Vale Rock Pool	129,879	2/07/2018	31/07/2018	Yes
Ward Civil and Environmental Pty Ltd	Church Point Precinct Upgrades	2,930,736	27/09/2018	8/04/2019	Yes
Retaining Specialists Pty Ltd	51 Winbourne Rd Stormwater Headwall Remediation (Construction)	150,001	30/07/2018	2/10/2018	Yes
Commonwealth Bank of Australia	Banking and Collection Services	10,466,000	1/07/2018	30/06/2023	Yes
Forms Express Pty Ltd	Printing and Distribution Services for Rates Notices, Parking Permits and Ancillaries	640,000	1/07/2018	30/06/2023	Yes
KPMG Australia Pty Ltd	Internal Audit Services	1,665,292	2/08/2018	1/08/2021	Yes
Energy and Management Services Pty Ltd	Consultancy Services for Utility Account Validation, Payment and Tarrif Optimisation	163,279	7/08/2018	6/08/2020	Yes
Sydney Civil Pty Ltd	Oaks Avenue Streetscape Upgrade	3,010,000	19/07/2018	23/02/2019	Yes
Sydney Civil Pty Ltd	Howard Avenue Streetscape Upgrade	2,001,346	19/07/2018	18/12/2018	Yes
Tract Consultants Pty Ltd	Design Consultancy Services for the shared path from Newport Beach - Avalon Beach	205,342	17/07/2018	16/01/2019	Yes
Reino International Pty Ltd t/as Duncan Solutions Australia	Supply & Maintenance Services of Pay & Display Parking Ticket Machines	1,278,978	31/08/2018	30/08/2021	Yes
Mansour Paving (Aust) Pty Ltd; EzyPave Pty Ltd; State Civil Pty Ltd; +1 to receive	Minor Works Panel Streetscape Renewal and Paving	150,001	1/07/2018	30/04/2020	Yes
Tuff Turf 'N' Co Pty Ltd	Lionell Watts Sports Field Design, Construction & Maintenance of Synthetic Playing Field	2,529,415	30/07/2018	8/03/2019	Yes
Working Brands Australasia Pty Ltd t/as Totally Workwear Brookvale	Workwear and Uniform for Northern Beaches Council	150,001	4/07/2018	3/07/2021	Yes
Rapid Map Services Pty Ltd	Asset Data Collection and Mapping	126,400	2/08/2018	12/12/2018	Yes
Fleetwood Urban Pty Ltd	Quarter Sessions Road Walkway	118,904	10/09/2018	31/12/2018	Yes
Outback Imaging Pty Ltd	Implementation of Ezescan scanning solution	55,782	27/08/2018	28/09/2018	Yes
Waterforms International Pty Ltd	Provision of Testing, Monitoring and Maintaining Water Quality and Equipment for Water Features	285,556	1/09/2018	30/06/2020	Yes
The Trustee for the Turf One Unit Trust	Synthetic Grass Sports Field Maintenance	353,275	1/09/2018	31/08/2021	Yes
Green Options	Rueb Hudson and Denzil Joyce Field Rectification Works	286,222	6/08/2018	3/12/2018	Yes
A Star Sports Industries Pty Ltd	Manly Oval Protective Boundary Netting	73,139	13/07/2018	29/08/2018	Yes
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	20/09/2018	30/06/2019	Yes
Phillips KPA Pty Ltd	Consultancy Services for Northern Beaches University Campus	118,114	11/07/2018	30/06/2019	Yes
Evergreen Turf Australia	Newport Oval Drainage Works	72,430	17/09/2018	31/10/2018	Yes
Evergreen Turf Australia	Beacon Hill Drainage Works	85,610	24/09/2018	15/10/2018	Yes
GPM Constructions Pty Ltd	Narrabeen Lagoon Entrance Clearance 2018	965,867	3/09/2018	19/12/2018	Yes
Sydney Stone Masons Pty Ltd	East Esplanade Park Landscape Improvements	73,791	31/08/2018	26/10/2018	Yes
Tooljooa Pty Ltd	Burnt Bridge Creek Bushland Restoration Project	114,350	22/08/2018	14/06/2019	Yes
Tooljooa Pty Ltd	Manly Scenic Walkway Bushland Restoration Project	116,162	21/08/2018	14/06/2019	Yes
Waratah Eco Works Pty Ltd	Seaforth-Balgowlah Bushland Restoration Project	128,178	22/08/2018	14/06/2019	Yes

Tenders approved under delegation during the three months to 30 September 2018:

Tender	Description	Date approved	Value	Contingency
2018/024	Utility Validation and Consolidation	04/07/2018	163,279	-
2018/039	Supply & Maintenance Services of Pay & Display Parking Ticket Machines	16/07/2018	1,278,978	38,774
2018/046	Provision of Tree Maintenance Services	25/09/2018	3,150,000	-
2018/059	Manly Dam Public Amenities Renewal	18/09/2018	481,400	-
2018/125	Testing, Monitoring & Maintaining Water Quality & Equipment for Water Features	09/08/2018	285,556	-
2018/139	Synthetic Grass Sports Field Maintenance	09/08/2018	353,275	-
2018/158	Lionel Watts Inclusive Playground	20/09/2018	3,075,983	330,000
2018/166	Design Consultancy Services for Manly Community Preschool and Youth Centre (Kangaroo Street)	13/09/2018	143,040	-
2018/181	Narrabeen Lagoon Entrance Clearance Work 2018	16/08/2018	965,867	-

### Financial Performance Measures

The following financial performance measures indicate that Council is in a strong and sustainable financial position:

\$ '000	Amounts	Indicators	Benchmark
	31/03/2018 \$'000	31/03/2018 %	
<b>1. Operating Performance</b>			
Total continuing operating revenue excluding capital grants and contributions less operating expenses	<b>80,717</b>	26.67%	>0
Total continuing operating revenue excluding capital grants and contributions	<b>302,607</b>		
<b>2. Own Source Operating Revenue</b>			
Total continuing operating revenue excluding all grants and contributions	<b>302,607</b>	87.19%	>60%
Total continuing operating revenue inclusive of capital grants and contributions	<b>347,080</b>		
<b>3. Unrestricted Current Ratio</b>			
Current assets less all external restrictions	<b>243,189</b>	5.94x	>1.5x
Current liabilities less specific purpose liabilities	<b>40,944</b>		

### SOCIAL CONSIDERATIONS

The report discloses progress on implementing the Operational Plan 2018/19 which includes the continued delivery of community services and capital works. These initiatives will have a positive social impact on the community.

### ENVIRONMENTAL CONSIDERATIONS

The report provides progress on implementing the Operational Plan 2018/19 which includes a range of projects which will protect and enhance our natural environment through management of beach and coastal issues; implementing catchment management initiatives; and undertaking comprehensive environmental works in our urban and bushland settings.

### GOVERNANCE AND RISK CONSIDERATIONS

The Quarterly Budget Review Statement meets the statutory reporting requirements in relation to disclosing the progress in implementing the Operational Plan 2018/19 and Council's overall financial position at the end of the quarter. It is provided to enable informed decision making while ensuring transparency.



<b>ITEM 8.3</b>	<b>FINANCIAL STATEMENTS AND AUDIT REPORTS FOR THE YEAR ENDED 30 JUNE 2018</b>
<b>REPORTING MANAGER</b>	<b>CHIEF FINANCIAL OFFICER</b>
<b>TRIM FILE REF</b>	<b>2018/664021</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">Northern Beaches Council Financial Statements 2017/18</a> (Included In Attachment Booklet 1)</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To present Council's audited financial reports, together with the Auditor's report in accordance with Section 419 (1) of the Local Government Act 1993 (the Act).

#### SUMMARY

At Council's meeting on 25 September 2018, Council referred the 2017/18 General and Special Purpose Financial Statements for the year ended 30 June 2018 to Council's Auditors for audit. The Auditor's reports were subsequently received by Council and have been attached to the General Purpose and Special Purpose Financial Statements.

A public notice of the date of the Council Meeting for presentation of the audited General Purpose and Special Purpose Financial Statements was placed in the Manly Daily on Saturday 27 October 2018. These audited Financial Statements have been available for public inspection at Council's Avalon Customer Service Centre, Dee Why Civic Centre, Manly Town Hall and Mona Vale Customer Service Centre and Libraries at Dee Why, Forestville, Glen Street in Belrose, Manly, Mona Vale and Warringah Mall in Brookvale and by viewing on Council's website since 26 October 2018. They are now presented to Council for adoption in accordance with Section 419(1) of the Act.

Council is required to submit the Auditor's report to a public meeting during the public exhibition period. Submissions on the Auditor's report or the audited Financial Statements close on 4 December 2018. The audited Financial Statements are included in the separate attachment booklet.

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#### RECOMMENDATION OF CHIEF EXECUTIVE OFFICER

That:

- A. In accordance with Section 419 (1) of the Local Government Act 1993, the audited Financial Statements and the Auditor's Reports for 2017/2018 are hereby received.
  - B. A further report be presented to Council on 18 December 2018 detailing any submissions received in respect of Council's audited Financial Statements, if applicable.
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**REPORT**

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**BACKGROUND**

At Council's meeting on 25 September 2018, Council resolved:

*That the recommendations listed below and contained in the Minutes, be adopted:*

- A. *The Annual Financial Statements for the year ended 30 June 2018 be adopted by Council.*
- B. *The Mayor, a nominated Councillor, Chief Executive Officer and Chief Financial Officer be authorised to sign the necessary Financial Statements.*
- C. *The Annual Financial Statements for the year ended 30 June 2018 be referred to the Council's Auditor for audit.*
- D. *Council hereby delegate to the Chief Executive Officer authority, upon receipt of the Auditor's report of the Council, to:*
  - a) *Forward a copy to the Office of Local Government*
  - b) *Arrange for the public notice of the Council Meeting for presentation to the public, in the required format to be placed in the Manly Daily*
  - c) *Arrange for the Council's audited financial reports and a copy of the Auditor's Reports to be made available for public inspection on Council's web page and in printed format at Council's Customer Service Centres and Libraries*
  - d) *List the audited financial reports and Auditor's Reports on the Agenda for the next available Council Meeting for presentation to the public, which allows for the 7 days' public notice requirement.*

The Auditor's Reports were received by Council on 17 October 2017 and have been attached to the General Purpose and Special Purpose Financial Statements.

The draft net operating result for the year ended 30 June 2018 of \$78.469m and Net Operating Result before Capital Grants and Contributions of \$24.870m were reported to the Council on 25 September 2018. These results have since been confirmed following the completion of the audit.

The principal features of the Financial Statements for the year ended 30 June 2018 are as follows:

	1 July 2017 - 30 June 2018 \$'000
<b>Income Statement</b>	
Total income from continuing operations	391,112
Total expenses from continuing operations	312,643
Operating result from continuing operations	78,469
Net operating result for the period	78,469
Net operating result before grants and contributions provided for capital purposes	24,870
<b>Balance Sheet</b>	
Total current assets	234,880
Total current liabilities	76,398
Total non current assets	4,918,315
Total non current liabilities	71,456
<b>Total equity</b>	5,005,341
<b>Other financial information</b>	
Unrestricted current ratio	3.09x
Operating performance ratio	7.97%
Buildings infrastructure renewals ratio	99.79%
Debt service cover ratio	4.62x
Rates and annual charges outstanding percentage	3.87%

Attached, in the separate attachment booklet, are the audited financial statements and includes:

- Auditor's Report dated 17 October 2018 on the General Purpose Financial Statements
- Report dated 17 October 2018 on the Conduct of the Audit
- Auditor's Report dated 17 October 2018 on the Special Purpose Financial Statements
- Auditor's Report dated 17 October 2018 on Special Schedule No.2.

In accordance with Section 417 (1) of the Local Government Act 1993, the auditor must prepare two reports:

- A report on the General Purpose Financial Statements
- A report on the Conduct of the Audit.

#### Auditors Report on the General Purpose Financial Statements

In the opinion of the Auditor:

- The Council's accounting records have been kept in accordance with the requirements of the Local Government Act 1993, Chapter 13, Part 3, Division 2.
- The financial report:
  - has been presented, in all material respects, in accordance with the requirements of this Division
  - is consistent with the Council's accounting records
  - presents fairly, in all material respects, the financial position of the Council as at 30 June 2018, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards.
- All information relevant to the conduct of the audit has been obtained.
- No material deficiencies in the accounting records or financial report have come to light during the audit.

#### Report on the Conduct of the Audit

The following information is summarised from the report:

##### **Income Statement**

Council's operating result (\$78.5 million including the effect of depreciation and amortisation expense of \$33.9 million) was \$29.6 million higher than the 2016–17 result. The increase from the previous period is primarily due to the differing reporting periods. Council was formed on 12 May 2016 following an amalgamation and the initial reporting period was from 13 May 2016 to 30 June 2017. The operating result for the period ended 30 June 2017 was affected by the additional expenses attributed to the extended period.

The net operating result before capital grants and contributions (\$24.9 million) was \$17.4 million higher than the 2016–17 result. The increase is mainly due to the additional expenses attributed to the extended prior period as noted above.

Rates and annual charges revenue (\$210.3 million) increased by \$2.2 million (1.1 per cent) in 2017–2018. The variance can be attributed to an increase in rates arising from a special variation relating to the former Warringah Council offset by a reduction in annual charges due to the differing reporting periods.

Grants and contributions revenue (\$69.5 million) decreased by \$6.2 million (8.2 per cent) in 2017–2018 due to:

- \$3.9 million of 2017–2018 financial assistance grants received in 2016–17
- One-off ‘New Council Implementation Fund’ grant of \$10 million was received in 2016–17
- The above decreases were offset by an increase of \$6 million in capital funding from the ‘Stronger Communities Fund’.

### Statement of Cash Flows

Council’s cash and cash equivalents balance at 30 June 2018 was \$6 million. The net cash flow for the period was a decrease of \$23.8 million.

The reduction is mainly due to investing in longer term deposits and holding fewer funds in cash and cash equivalents.

Financing activities for the previous period included the early repayment of \$35.7 million of borrowings. Loan repayments for 2017–18 were \$10.4 million.

### Financial Position

#### Cash and Investments

External restrictions mainly related to developer contributions, specific purpose grants and Domestic Waste funds. Unspent grants from the ‘Stronger Communities Fund’ have increased by \$17.4 million.

Internal restrictions primarily related to employee leave entitlements and deposits, retentions and bonds.

There is a significant amount of unrestricted cash to fund day-to-day operations.

### Performance Ratios

#### 1. Operating Performance Ratio

The ‘operating performance ratio’ measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by the Office of Local Government (OLG) is greater than zero per cent.

2018	2017
7.97%	1.31%

The indicator of 8.0 per cent was above the industry benchmark of greater than zero per cent. The ratio for the previous period was impacted by the additional amalgamation grants received as well as a higher level of expenditure related to amalgamation. The ratio was also affected by the longer accounting period expenses with no corresponding rates revenue.

2. Own Source Operating Revenue Ratio

The 'own source operating revenue ratio' measures Council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60 per cent.

2018	2017
82.23%	81.15%

Council's own source operating revenue ratio of 82.2 per cent reflects a low level of reliance on externally sourced grant revenue and exceeded the OLG benchmark of greater than 60 per cent.

3. Unrestricted Current Ratio

The 'unrestricted current ratio' is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The benchmark set by OLG is greater than 1.5 times.

2018	2017
3.09x	2.67x

This ratio indicated that Council currently had 3.1 times of unrestricted assets available to service every one dollar of its unrestricted current liabilities. This exceeded the industry benchmark.

4. Debt Service Cover Ratio

The 'debt service cover ratio' measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by OLG is greater than two times.

2018	2017
4.62x	1.00x

The debt service cover ratio of 4.6 times exceeded the industry benchmark. The ratio for the previous period was impacted by the early repayment of borrowings.

5. Rates and Annual Charges Outstanding Ratio

The 'rates and annual charges outstanding ratio' assesses the impact of uncollected rates and annual charges on council's liquidity and the adequacy of debt recovery efforts. The benchmark set by OLG is less than 5 per cent for metro councils.

2018	2017
3.87%	2.80%

Council's outstanding rates and charges ratio of 3.9 per cent was within the industry benchmark of less than five per cent.

6. Cash Expense Cover Ratio

This liquidity ratio indicates the number of months the Council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by OLG is greater than three months.

2018	2017
8.59 months	5.94 months

Council's cash expense cover ratio of 8.6 months well exceeded the benchmark of greater than three months due to the significant cash reserves and investment balances at the end of the year.

7. Building and Infrastructure Renewals Ratio (Unaudited)

The 'building and infrastructure renewals ratio' assesses the rate at which these assets are being renewed against the rate at which they are depreciating. The benchmark set by OLG is greater than 100 per cent.

This ratio is sourced from Council's Special Schedule 7 which has not been audited.

2018	2017
99.79%	92.22%

Council's building and infrastructure renewals ratio of 99.8 per cent did not meet the benchmark due to planned asset renewals not being completed by the financial year end.

**Legislative Compliance**

The audit procedures did not identify any instances of non-compliance with legislative requirements or a material deficiency in the Council's accounting records or financial reports. The Council's:

- accounting records were maintained in a manner and form to allow the general purpose financial statements to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.

**Auditor's Report on the Special Purpose Financial Statements**

The Auditor-General of New South Wales audited the special purpose financial report of Northern Beaches Council's Declared Business Activities listed below, which comprise the Income Statement for the year ended 30 June 2018, the Statement of Financial Position as at 30 June 2018, notes comprising a summary of Significant accounting policies and other explanatory information and the Statement by Councillors and Management.

The Declared Business Activities of the Council are:

- Children Services
- Kimbriki Environment Enterprises
- Glen Street Theatre
- Certification
- Aquatic Centres
- Parking Stations
- Sydney Lakeside Caravan Park.

In the opinion of the Auditor the financial report presents fairly, in all material respects, the financial position of the Council's declared Business Activities as at 30 June 2018, and its financial performance for the year then ended, in accordance with the Australian Accounting Standards described in Note 1 and the Local Government Code of Accounting Practice and Financial Reporting.

### **Auditor's Report on Special Schedule 2 - Permissible Income for general rates**

In the opinion of the Auditor the Schedule of the Council for the year ending 30 June 2019 is prepared, in all material respects in accordance with the requirements of the Local Government Code of Accounting Practice and Financial Reporting issued by the Office of Local Government, and is in accordance with the books and records of the Council.

### **CONSULTATION**

As required by Section 418 of the Act, Council must give seven (7) days public notice for the meeting at which it presents the Council's Audited Financial Statements and Auditors' Reports. The public notice appeared in the Manly Daily on Saturday, 27 October 2018. Section 420 of the Act requires that all submissions in respect of the Audited Financial Statements must be in writing and must be lodged with the Council within seven (7) days after this meeting. Copies of all submissions received must be referred to the Council's Auditors. Submissions on the Auditor's report or the audited Financial Statements close on 4 December 2018.

### **TIMING**

Council's financial statements for the year ended 30 June 2018 must be prepared and audited in accordance with the Act.

### **FINANCIAL CONSIDERATIONS**

The attached reports fairly present Council's operating result and financial position for the financial year ended 30 June 2018 and accord with relevant accounting records.

### **SOCIAL CONSIDERATIONS**

Council is accountable to the community for its financial position and results. The presentation of the financial statements in accordance with Australian Accounting Standards and Australian Accounting Interpretations, the Local Government Act (1993) (NSW) and Regulations, and the Local Government Code of Accounting Practice and Financial Reporting promotes good corporate governance, transparency and external accountability.

### **ENVIRONMENTAL CONSIDERATIONS**

There are no environmental impacts from the presentation and public exhibition of the annual financial statements.

### **GOVERNANCE AND RISK CONSIDERATIONS**

The Annual Financial Statements and their presentation is in compliance with Australian Accounting Standards and Australian Accounting Interpretations, the Local Government Act (1993) (NSW) and Regulations, and the Local Government Code of Accounting Practice and Financial Reporting. They were reviewed by the Audit, Risk and Improvement Committee and endorsed for presentation prior to referral to audit in accordance with their Charter, which is based on the guidelines issued by the Chief Executive of the Office of Local Government pursuant to section 23A of the Local Government Act 1993.



<b>ITEM 8.4</b>	<b>ANNUAL REPORT 2017/18</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER STRATEGY, PERFORMANCE AND IMPROVEMENT</b>
<b>TRIM FILE REF</b>	<b>2018/405899</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↗</a> Annual Report 2017/18 (Included In Attachment Booklet 1)</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To present the 2017/18 Annual Report.

#### SUMMARY

Council is required to prepare an Annual Report on its achievements against objectives and performance targets set out in the Operational Plan 2017/18.

The Annual Report 2017/18 details Council's financial position as well as achievements over the last 12 months in delivering on actions in the Operational Plan 2017/18. It has been prepared in accordance with the Local Government Act 1993 and the Local Government (General) Regulations 2005, Circular No 18-28 of September 2018 and other relevant legislation and guidelines.

The Audited General Purpose and Special Purpose Financial Statements for the Year Ended 30 June 2018 form part of the Annual Report 2017/18. The Audited Statements are separately reported to Council at Item 8.3 and will be incorporated into the Annual Report.

The Annual Report is required to be submitted to the Minister for Local Government by 30 November 2018.

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#### RECOMMENDATION OF CHIEF EXECUTIVE OFFICER

That Council note the Annual Report 2017/18.

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## REPORT

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### BACKGROUND

The Northern Beaches Council's first integrated Operational Plan 2017/18 was adopted in June 2017. The Local Government Act 1993 (The Act) and Local Government (General) Regulations 2005 (The Regulation) require Council to prepare an Annual Report on the implementation of the Operational Plan. The Report must:

- Be prepared within five months of the end of the financial year, and detail achievements against objectives and performance targets set out in the Operational Plan.
- Include the audited General Purpose and Special Purpose Financial Statements.
- Be submitted to the Minister and the Office of Local Government by 30 November; and provided to the Information and Privacy Commissioner of NSW, the State Library of NSW and placed on Council's website.
- Detail progress in implementing Council's Disability Inclusion Action Plan (Disability Inclusion Act 2014 NSW) and be provided to the Minister for Disability Services and the NSW Disability Council.
- Meet all legislative requirements as well as guidelines and checklists from the Office of Local Government.

### ANNUAL REPORT

The Annual Report 2017/18 details Council's achievements over the last year in line with the Operational Plan 2017/18.

At a glance this includes:

- 87% of targets were met for community satisfaction measures
- 78% of targets were met for performance measures
- 86% of operational projects were completed or on schedule at 30 June
- 71% of capital projects were completed or on schedule at 30 June
- 13 industry awards for collaboration, communications, customer service and heritage restoration
- 39 actions delivered to make the Northern Beaches and Council more accessible for persons with a disability.

Over \$78.7 million in capital works were delivered. A new flood-proof bridge at Warriewood was constructed; carpark and roadworks completed at Church Point; upgrading Manly's Whistler Street Car Park; a new synthetic sportsfield at Cromer; and more sporting facilities in Forestville, Terrey Hills and Belrose.

Town centres were improved in Avalon, Balgowlah, Narrabeen, Dee Why, Manly and beyond with better plazas, amenities, community and childcare centres. The active travel network was extended by 51 km with new footpaths and cycleways, including works on the new Coast Walk stretching from Palm Beach to Manly.

A range of programs supported a healthier environment. This included improvements at Kimbriki and to our stormwater network, extensive bush regeneration, sustainability education and advice, and more solar panels installed on Council buildings.

Over \$960,000 in funding was provided to the community via grants to support much-needed projects in arts, sports, youth, special needs and the environment. Key partnerships brought the 'Avalon Youth Hub' to life, as well as the new PCYC in Dee Why.

Council was also successful in securing \$41 million in grant funding. This will allow for the delivery of high-priority community projects over coming years.

Integration of systems and co-location of staff has continued and deliver benefits for the community. This has improved the ease and efficiency for the community to make enquiries, payments, library loans, lodge development applications and access childcare.

### **Navigating the Document**

The Annual Report consists of three sections:

- Overview - provides a snapshot of the performance of our services, including programs, projects and performance indicators as well as highlights for the year. The information is structured by the eight goals in the Community Strategic Plan
- Statutory Returns - provides detailed responses to meet Council's statutory reporting requirements under various Acts and Regulations
- Financial Statements – The Annual Financial Statements are separately reported to the 27 November Council meeting and will be included in the Annual Report following the meeting.

### **CONSULTATION**

There has been no consultation.

### **TIMING**

The Annual Report is required to be submitted to the Minister for Local Government by 30 November 2018.

### **FINANCIAL CONSIDERATIONS**

The cost of producing the Annual Report has been funded from existing budget.

### **SOCIAL CONSIDERATIONS**

The delivery of social programs and projects is detailed in the Report.

### **ENVIRONMENTAL CONSIDERATIONS**

The delivery of environmental programs and projects is detailed in the Report.

### **GOVERNANCE AND RISK CONSIDERATIONS**

The Report has been prepared in accordance with the relevant legislation and guidelines and informs the community on the progress in implementing the Operational Plan.

<b>ITEM 8.5</b>	<b>STRONGER COMMUNITIES FUND - QUARTERLY REPORT</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER STRATEGY, PERFORMANCE AND IMPROVEMENT</b>
<b>TRIM FILE REF</b>	<b>2018/691915</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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**EXECUTIVE SUMMARY**

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**PURPOSE**

To provide an update on the delivery of community projects funded from the \$36.1 million Stronger Communities Fund.

**SUMMARY**

Council received \$36.1 million from the NSW Government's Stronger Communities Fund (SCF) to provide funding to kick start the delivery of improved infrastructure and services to the community. A condition of the SCF is progress reporting quarterly to Council.

A summary of the program of work and expenditure to 30 September 2018 is below:

Program	SCF allocation	Expenditure to 30 September 2018
Community Grants Program	\$1,000,000	\$948,354
Connecting Communities Program	\$14,000,000	\$6,869,641
Tied Grants Program	\$21,100,000	\$1,227,173
<b>Total</b>	<b>\$36,100,000</b>	<b>\$9,045,168</b>

The Community Grants Program allocated \$1,000,000 to support 53 community projects across a variety of focus areas including disability, art and culture, the environment, sporting, supporting people at risk and volunteer organisations. By 30 September 2018, 39 projects have been completed.

The *Connecting Communities Program* is a \$32.6 million multi-year program of works partially funded by SCF (\$14 million). It will deliver a spectacular world class coast walk and cycleway stretching from Manly to Palm Beach and west into the Frenchs Forest hospital precinct, a network of inclusive playgrounds and improvements to sporting and surf life saving facilities. This program will be delivered over three years. Significant progress has been made with cycleway connections and shared paths with many of the Active Play projects already completed. Works have commenced on playgrounds and are progressing well.

The Tied Grants Program commenced in October 2017 whereby the NSW Government allocated \$21,100,000 for the following 11 projects:

1. Church Point Community Park (Pasadena)
2. Wakehurst Parkway flood mitigation
3. Mona Vale Public School – Regional Performing Arts Centre
4. Mona Vale Surf Life Savings Club (SLSC) refurbishment
5. Long Reef SLSC refurbishment

6. Currawong Beach heritage refurbishment
7. North Pittwater foreshore improvements
8. Scotland Island wastewater feasibility study
9. Northern Pittwater permanent netball courts
10. Newport Surf Club refurbishment (planning)
11. Barrenjoey Community Performance Space.

These projects are in various stages of feasibility assessment, planning and delivery.

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**RECOMMENDATION OF CHIEF EXECUTIVE OFFICER**

That Council note the Stronger Communities Fund September Quarterly Update.

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**REPORT**

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**BACKGROUND**

The Stronger Communities Fund (SCF) was established by the NSW Government to provide new councils with funding to kick start the delivery of improved infrastructure and services to the community. Northern Beaches Council received \$36.1 million from the SCF for the following programs:

- Community Grants Program - \$1 million
- Connecting Communities Program - \$14 million
- Tied Grant Program - \$21.1 million

Quarterly progress reports on expenditure and outcomes of the SCF are required until these funds are spent.

**COMMUNITY GRANTS PROGRAM**

The Community Grants Program of \$1 million has been fully allocated to 53 community projects with successful applications announced at Council meetings on 16 December 2016 and 25 July 2017. These projects have been progressing well with a total of 39 projects completed, five this quarter.

The projects successfully completed in the current quarter are:

<b>Recipient</b>	<b>Project &amp; Outcomes</b>
Avalon Beach Historical Society	<b>9<sup>th</sup> Great Historic Photographic Exhibition - \$5,150</b> Held over 4 days in June 2018, attracting over 1,800 visitors including approximately 300 students from two local schools. Funding enabled the hire of exhibition space, staging costs and promotional activity.
NSW Justices Association – Northern Beaches Branch	<b>I need a JP - \$5,260</b> Supported the recruitment and training of volunteer JPs to join the Association and refresher training for those already in the Association. An ‘open day’ and training toolkit resulted in the recruitment of four new volunteers to serve at existing and new Community JP Desks in Northern Beaches.
Northern Beaches Interchange (NBI)	<b>Beaches After School Club - \$49,750</b> Funding has enabled NBI’s After School Club to operate three days per week during school term, providing support for children with disabilities aged 5-18. Children from outside and within Arranounbai School may attend the Club, and funding has subsidised program placement for some families in need before they obtained their NDIS funding.

Recipient	Project & Outcomes
Sustainable Organisations of Manly	<p><b>Single-Use-Plastic Reduction Project - \$35,100</b></p> <p>Supported a successful, multifaceted campaign to reduce the impact of single-use-plastic on the environment:</p> <ul style="list-style-type: none"> <li>• 'Tank the Turtle' campaign reached over 1,800 students through school visits and videoconferencing</li> <li>• Collaborated with responsible cafes to sign up 17 new cafes and promoted other local recycling initiatives</li> <li>• Hosted screenings of 'Straws', 'A Plastic Ocean', and 'Chasing Coral', and started the 'Operation Straw' citizen-led project collecting over 3,000 straws from Manly Cove</li> <li>• Signed up 40 local business to go plastic straw free</li> <li>• Launched Plastic Free Manly water bottle campaign in collaboration with Sydney Water with over 200 attendees</li> </ul> <p>Trained volunteers to engage with local business and provide businesses with a sustainability toolkit.</p>
Fisher Road School P&C Association	<p><b>Explore for All - \$28,200</b></p> <p>Funding enabled the purchase and installation of specialised play and exercise equipment for children K-12 with moderate to severe intellectual disability, including a soft-fall mulch layer and borders to ensure safety. As the school is open to the public on weekends and school holidays, the greater community can access this asset.</p>

Nine projects are expected to be finalised in the next quarter. A further four projects will finish by June 2019.

## CONNECTING COMMUNITIES PROGRAM

The \$32.6 million Connecting Communities Program is being funded in part by the SCF (\$14 million).

The Program comprises:

1. The \$22.3 million *Connecting the Northern Beaches* program, providing a continuous all-weather walkway from Palm Beach to Manly and an extensive Council-wide cycleway and shared path network focused on the B-Line. This will deliver 35.5km of new cycleway and shared paths (12.4km off road and 23.1km on-road) and 36km of continuous all weather coastal walkways including 8km of new boardwalks, stairs, footpaths and tracks including the Palm Beach Walkway from Palm Beach Wharf to Beach Road.
2. The \$10.3 million *Connecting All Through Play* program features a regional network of inclusive accessible playgrounds including two major new all abilities playgrounds at Manly Dam and Lionel Watts, upgrades to play areas across the Northern Beaches to make them more inclusive. It also includes \$4 million for sporting facilities and surf lifesaving clubs.

## Connecting the Northern Beaches

Since the program commenced 31kms of cycleways and shared paths have been delivered with the following work undertaken in this quarter.

- Shared path from Robert Dunn Reserve to Mona Vale Surf Club has been completed.

The Coast Walk is also well advanced with 4.3kms delivered since the program commenced. Works were undertaken during this quarter at the following locations:

- Pathway from Palm Beach Wharf to Governor Phillip Park, Palm Beach was completed
- Work commenced from Hunter Street Warriewood to Sydney Road North Narrabeen along Narrabeen Park Parade.
- Hillcrest Avenue at Mona Vale has commenced.

## Connecting All Through Play

### Inclusive Play

Below is the status of work on inclusive play projects this quarter:

- Council will consider the Manly Dam playground proposal for implementation at November Council meeting
- Lionel Watts playground has been tendered and is due to commence in November 2018.

### Active Play

Below is the status of work this quarter upgrading sporting facilities:

- Lighting upgrades have been completed at Careel Bay Tennis Club, Forestville Park, LM Graham Reserve and North Narrabeen Reserve
- Lighting upgrade on Passmore Reserve and John Fisher Park is in progress, all design documentation is completed and DAs to be lodged in November
- Design drawings are being finalised to upgrade the clubhouse at Lionel Watts Reserve, Frenchs Forest
- Work has commenced to upgrade fields 3 and 4 to synthetic at Lionel Watts Reserve.

Below is the status of work on upgrading Surf Life Saving Clubs this year:

- South Narrabeen – tender closing 1 November. Construction works in March – April 2019
- North Steyne – initial site inspection undertaken. Building is heritage listed so works will require additional planning
- Warriewood – initial meetings held with club representatives
- Queenscliff – initial meetings held with club representatives
- Mona Vale – architect engaged, consultation commenced and concept plans drawn up
- Long Reef – architect engaged, consultation commenced and concept plans drawn up.



## TIED GRANTS PROGRAM

Council on 24 October 2017 accepted the \$21.1 million tied grants for 11 projects. Progress on these projects for the quarter is below.

**1. Church Point Community Park:** acquisition of Pasadena and conversion to open space

Status: Council has resolved not to pursue acquisition of the Pasadena. A request to reallocate the remaining funds to projects within the Tied Grants Program has been submitted. A formal response from the Office of Local Government has not been received.

**2. Wakehurst Parkway Flood Mitigation**

Status: The original scope of the Flood Mitigation Options Development Assessment has been completed. The extension to the Ecology and biodiversity study has been completed. The Acid Sulfate Soils and Contamination Assessment along with the Aboriginal Heritage Due Diligence are both underway while the Feasibility Study is under procurement.

**3. Mona Vale Public School: Regional Performing Arts Centre:** feasibility study and business case preparation.

Status: The Feasibility Study has been finalised and a separate report on this project is on the agenda for the Council meeting on 27 November.

**4. Mona Vale Surf Life Saving Club: refurbishment**

Status: The community engagement report has been approved and is now published on Council's YourSay web page. The documentation for the development application is currently being finalised by the design consultant for lodgment of the DA in October. Council requested an additional \$2.5m be re-allocated from the Pasadena funding. Minister Stokes announced the additional funding on 26 October however formal notification has not been received.

**5. Long Reef Surf Life Saving Club: refurbishment**

Status: The second stage of community engagement has now commenced with the concept plans being presented to the community. Comments close 11 November 2018. Council requested an additional \$2.5m be re-allocated from the Pasadena funding. Minister Hazzard announced additional funding on 17 October however formal notification has not been received.

**6. Currawong Beach Heritage: refurbishment and upgrade of existing infrastructure**

Status: Council requested an additional \$1.68m be reallocated from the Pasadena funding to enable all 9 cabins to be refurbished as well as the games room. Minister Stokes announced the additional funding on 27 October however formal notification has not been received. Works are expected to commence April 2019, the games rooms is scheduled to be rebuilt as a priority, with the cabins commencing winter 2019. Due to the additional works being undertaken, an extension request will be submitted to the Office of Local Government to acquit the funds.

**7. North Pittwater Foreshore Improvements:**

- **Hudson Parade, Clareville:** improve pedestrian safety and provide a footpath between Clareville Beach and Taylors Point.

Status: Concept design has been amended following internal review and the final concept design will go on public exhibition for four weeks. Council requested an additional \$250,000 from the Pasadena re-allocation. Formal notification on the outcome of this request has not been received.

- **George Street, Avalon:** extend the seawall at George Street to the end of the road.

Status: Stage 1 has been completed. Council requested \$120,000 of the Pasadena funding to complete Stage 2 including new stair and path access to Careel Bay foreshore and finishing works for George Street seawall.

- **South Palm Beach:** Landscaping works to restore grassed area amenity, improve access and drainage, construct stone flagged plaza opposite shops and construction of pathways between pavilion and culvert.

Status: Implementation of stage 1 of the South Palm Beach Masterplan (Black rock to Ocean Place) has commenced and is expected to be completed by mid-December 2018. Work on feasibility of the boardwalk has commenced. An additional \$550,000 was requested for this project to enable implementation of priority improvements from the Pasadena re-allocation. A formal response has not yet been received.

**8. Scotland Island Wastewater Feasibility Study:** feasibility of providing a reticulated water and/or wastewater service.

Status: First meeting of the community working group has been held. The tender was issued with three tenders received by the closing date and evaluation is in progress. Request for quote issued and quote received for independent peer review.

**9. Northern Pittwater Permanent Netball Courts:** four new hardcourts, lighting and ancillary infrastructure at Avalon Beach for training.

Status: Project has been delayed due to the first stage of Avalon Place Plan process. A concept design has been prepared and stormwater investigations are ongoing. An additional \$250,000 was requested from the Pasadena reallocation to address the funding shortfall. A formal response has not been received.

**10. Newport Surf Club Refurbishment:**

Status: Preparation of planning documentation ongoing.

**11. Barrenjoey Community Performance Space:** Development of a multi-use community facility and performance space within the grounds of Barrenjoey High School managed by the NSW Department of Education.

Status: Concept plans and cost estimates by a Quantity Surveyor have been provided by the Department of Education. Council staff are progressing discussions to establish milestones and payment instalments with appropriate governance. An additional \$50,000 was requested from the Pasadena reallocation. A formal response to this request has not yet been received.

## CONSULTATION

A “YourSay” page has been set up to inform the community on progress and future works and receive feedback on the *Connecting Communities Program*. This includes an interactive map of cycle and pathways routes with information constantly being updated.

Engagement planned over coming months includes:

- Surfview Road and Darley Street, Mona Vale
- Hillcrest Avenue Mona Vale
- Whale Beach Road, from Florida Road to Norma Road, Palm Beach
- Barrenjoey Road from Newport SLSC to The Serpentine and then along Barrenjoey Road to Ross Street through to Avalon SLSC
- Palm Beach Golf Course to Black Rock, Palm Beach
- Avalon netball courts as part of the Avalon Place Plan
- Hudson Parade foreshore works – concept design will go on public exhibition in October/November
- South Palm Beach Masterplan – Boardwalk feasibility report on public exhibition in February 2019.

## FINANCIAL CONSIDERATIONS

At 30 September 2018 a combined total of \$11,902,272 has been spent on the *Connecting Communities Program*, *Community Grants Program* and *Tied Grants* of which \$9,045,168 is from the SCF as follows:

Program	Total Expenditure	SCF
Community Grants	\$948,354	\$948,354
Connecting Communities		
• Cycleways	\$4,197,825	\$1,838,689
• Pathways	\$3,552,093	\$3,552,093
• Inclusive play	\$1,426,563	\$1,060,991
• Active Play	\$550,264	\$417,868
Tied Grants	\$1,227,173	\$1,227,173
<b>Total Expenditure</b>	<b>\$11,902,272</b>	<b>\$9,045,168</b>

## SOCIAL CONSIDERATIONS

The entire Northern Beaches community will benefit from significant social, health and well-being improvements derived from use of this community infrastructure that physically and socially connects them to their community and natural environment through improved active and public transport links and upgraded community infrastructure and the programs implemented by our community groups.

## ENVIRONMENTAL CONSIDERATIONS

Appropriate environmental impact assessments will form part of the detailed design for the major projects and where possible works will be undertaken to minimise environmental impacts. The anticipated number of users of the new cycleways and footpaths as well as the lighting upgrades across a number of sporting facilities will have a positive impact on air quality and is another step towards reducing our community's greenhouse gas emissions. The foreshore improvement projects and the Scotland Island wastewater project will improve water quality within the Pittwater estuary upon implementation.

## GOVERNANCE AND RISK CONSIDERATIONS

The Stronger Communities Fund requires the funds to have been spent or committed by 30 June 2019 and acquitted by 31 December 2019, while the Tied Grants require a commitment by 31 December 2018 and acquittal by 30 June 2019. Any uncommitted funds from either stream are to be returned to the Office of Local Government (OLG). A written request for a six month extension of time to deliver three of the Tied Grant projects and a 12 month extension for one tied project has been submitted to the Office of Local Government for consideration.

Although the delivery timeframe for the *Connecting Communities* program exceeds these timeframes, due to the mixed funding sources it is anticipated Council will be able to meet the acquittal timeframe prior to completion of the full program of works by utilising the Stronger Communities Fund first.

An internal review process is in place for determining variation requests from community grant recipients to ensure that this public money is being spent in accordance with the objectives of the Stronger Communities Fund.

<b>ITEM 8.6</b>	<b>DRAFT FRAUD AND CORRUPTION PREVENTION POLICY</b>
<b>REPORTING MANAGER</b>	<b>HEAD OF INTEGRITY AND COMPLAINTS</b>
<b>TRIM FILE REF</b>	<b>2018/719269</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↓</a> Draft Northern Beaches Council Fraud and Corruption Prevention Policy</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To seek approval for the public exhibition of the draft Fraud and Corruption Prevention Policy.

#### SUMMARY

The draft Fraud and Corruption Prevention Policy has been developed to be considered as part of Council's approach to fraud and corruption control and the current Model Code of Conduct, 2015.

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#### RECOMMENDATION OF CHIEF EXECUTIVE OFFICER

That the draft Fraud and Corruption Prevention Policy be placed on public exhibition for 28 days with the outcome reported to Council.

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## REPORT

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### BACKGROUND

Council's approach to managing staff conduct in line with the Model Code of Conduct (2015) extends to the management and prevention of fraud and corruption.

Council has a Zero-Tolerance position on any fraudulent or corrupt behaviour and will act swiftly and decisively through relevant policies, legal or legislative mechanisms to deal with those who engage in, attempt to obscure or in any way participate in or encourage this behaviour.

Council is committed to establishing a framework to prevent fraud and corruption, proactively monitor, maintain and build awareness of its fraud and corruption prevention controls and strategies.

Fraud and corruption prevention was previously a function of the Governance and Risk business unit, however due to the close alignment to the Code of Conduct with respect to preventing fraud and corruption and how instances of fraud or corruption may be managed and reported, the Chief Executive Team (CET) agreed that the function be transferred to the Office of Integrity and Complaints Resolution (OICR).

Once the policy is adopted, in cooperation with the Governance and Risk Business Unit the OICR will lead fraud and corruption control through a fraud and corruption plan and framework.

### CONSULTATION

The community consultation process will include:

- Information on the 'Your Say' project web page including online submission form
- Copies of the draft policy being made available in all customer service locations
- Email notifications to our community engagement database, registered community groups and other key stakeholders.

### TIMING

The public exhibition will run for a period of 28 days. At the conclusion of the exhibition period the submissions will be considered and the final policy will be presented for consideration at the ordinary Council meeting on 26 February 2018.

### FINANCIAL CONSIDERATIONS

There are no financial implications for publicly exhibiting the draft policy.

### SOCIAL CONSIDERATIONS

This draft policy ensures a consistent and transparent approach in relation to gifts and benefits offered to council officials.

### ENVIRONMENTAL CONSIDERATIONS

There are no environmental impacts from the public exhibition of the draft policy.

## **GOVERNANCE AND RISK CONSIDERATIONS**

The draft policy is based on the Office of Local Government Model Code of Conduct and the Audit Office of NSW therefore aligns with the expected minimum standard that will be applied across all New South Wales councils.

The policy position reduces Council's exposure to risks by adopting a zero tolerance approach to fraud and corruption prevention.





# Northern Beaches Council

## Fraud and Corruption Prevention Policy



## Council Policy

### Fraud and Corruption Prevention

#### Policy Statement

The purpose of this policy is to clearly articulate Council's commitment to maintaining trust and building advocacy with the community and its stakeholders through a robust and vigilant fraud and corruption prevention approach.

The NSW community expects public officials to deliver services with integrity and in the best interests of the public. Fraudulent and corrupt conduct by a public official can result in significant resource costs to Council. It also puts at risk the reputation of all staff, Councillors and delegates and undermines trust with the community.

Accordingly, Northern Beaches Council has a Zero-Tolerance position on any fraudulent or corrupt behaviour and will act swiftly and decisively through relevant policies, legal or legislative mechanisms to deal with those who engage in, attempt to obscure or in any way participate in or encourage this behaviour.

Council is committed to establishing a framework to prevent fraud and corruption, proactively monitor, maintain and build awareness of its fraud and corruption prevention controls and strategies.

#### Principles

1. That Council investigates any allegations or suspected corruption or fraudulent activity in line with the New South Wales Independent Commission Against Corruption (ICAC) Act 1988, subject to the ICAC not conducting its own investigation and advising Council.
2. That Council will make available the resources to fund the fraud and corruption management and prevention activities including awareness and education programs and funding for investigations of alleged corrupt or fraudulent activity
3. That Council implements a robust fraud and corruption prevention plan
4. That Council reports fraud and corruption statistics to relevant stakeholders, including the ICAC
5. That Council regularly reviews this policy and the fraud and corruption prevention plan.

#### Scope and Application

This policy applies to:

- all council staff and councillors
- permanent employees, whether full-time or part-time
- temporary or casual employees
- all contractors working for or on behalf of Council
- employees of contractors providing services to or on behalf of Council
- other people who perform council official functions whose conduct and activities could be investigated by an investigating authority, including volunteers

## References and related documents

- The NSW Independent Commission Against Corruption (ICAC) Act 1988
- The NSW Local Government Act 1993
- The Model Code of Conduct
- The Internal Reporting (PID) Policy
- The Gifts and Benefits Policy
- Council Values.

## Definitions

*Contractors:* Individuals or entities who perform a task or provide a service to or on behalf of Council, whether or not they are bound by a written contract to do so

*Consultants:* Individuals who or entities that provide consultancy services to or on behalf of Council. Consultancy does not refer to the provision of services from the Council to external organisations

*Council:* The Northern Beaches Council

*Corrupt Conduct:* Any dishonest activity where a staff member acts contrary to the interests of the Council and abuses their position of trust in order to achieve some personal gain or advantage for themselves or another person or entity

*Fraud:* Deliberate and premeditated activity which involves the use of deception to gain advantage and/or obtain a financial benefit to the detriment of the Council.

*Wrongdoing:* Any corrupt conduct, maladministration, serious and substantial waste of public money or government information contravention.

## Responsible Officer

Head of Integrity and Complaints Resolution

## Review Date

Two years from the date the policy is adopted.

## Revision History

Revision	Date	Change	HPE CM Ref
1	29 October 2018	Draft Created	
2	2 November 2018	2 <sup>nd</sup> Draft Created	2018/698020
3	2 November 2018	3 <sup>rd</sup> Draft created	2018/698020
4	14 November 2018	4 <sup>th</sup> Draft ceated	2018/698020

<b>ITEM 8.7</b>	<b>REVIEW OF CODE OF CONDUCT</b>
<b>REPORTING MANAGER</b>	<b>HEAD OF INTEGRITY AND COMPLAINTS</b>
<b>TRIM FILE REF</b>	<b>2018/670008</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">⇒</a> Model Code of Conduct (2015) (Included In Attachment Booklet 1)</b>

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## EXECUTIVE SUMMARY

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### PURPOSE

The purpose of this report is to provide an opportunity for the Council to review its current Code of Conduct in accordance with the legislative requirements of the Local Government Act, 1993.

### SUMMARY

The Local Government Act, 1993 requires the Code of Conduct to be reviewed by a Council within 12 months of its election to office. The current Code of Conduct for Northern Beaches Council is the NSW Office of Local Government model Code of Conduct prescribed under clause 20 of the Local Government (Council Amalgamations) Proclamation, 2016 (Attachment 1).

At the 25 September 2018 Council meeting, Council resolved (Resolution 287/18) its support for the 2018 model Code of Conduct which is soon to be prescribed by the NSW Office of Local Government. The Office of Local Government has been clear in advising that formal adoption of the 2018 model Code of Conduct is not to be pursued prior to it being prescribed. Therefore, the current model 2015 Code of Conduct which is currently the proclaimed code for Northern Beaches Council is put before Council to reconsider until the model 2018 Code of Conduct is prescribed, at which time the Council is to review and adopt its own code of conduct based on the new 2018 model code and procedures.

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### RECOMMENDATION OF CHIEF EXECUTIVE OFFICER

That Council review and adopt the current NSW Office of Local Government model Code of Conduct 2015 as the Northern Beaches Council Code of Conduct.

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## REPORT

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### BACKGROUND

Section 440(7) of the Local Government Act, 1993 (the Act) states that a council must, within 12 months after each ordinary election, review its adopted code and make such adjustments as it considers appropriate and as are consistent with section 440 of the Act.

Clause 20 of Local Government (Council Amalgamations) Proclamation, 2016 required the 2015 NSW Office of Local Government model Code of Conduct to be the code in place for the Northern Beaches Council. This remains the current Code of Conduct in effect for Council (Attachment 1).

The NSW Office of Local Government's model Code of Conduct is prescribed by the Local Government (General) Regulation, 2005 outlining the minimum requirements for a council's code of conduct. It is underpinned by procedures for dealing with breaches of the code and provisions in the Local Government Act, 1993 to impose sanctions.

A new regulation will shortly give effect to the 2018 model Code of Conduct. After the new code and procedures are prescribed, councils across NSW will have six months to adopt a code of conduct and associated procedures that meet or exceed the new requirements.

It is proposed that the current Code of Conduct is not put to public exhibition should no changes be adopted by Council to the existing code as the code has been in operation since the Proclamation and is based upon the NSW Office of Local Government model code (with no amendments or alterations). Extensive stakeholder consultation was undertaken by the NSW Office of Local Government at the time of drafting and issuing its 2015 model code.

When the 2018 model Code of Conduct is reviewed for adoption, a public exhibition process will be undertaken by Council to ensure that community feedback on the proposed code is received and considered by councillors prior to its adoption.

Training based on the model Code of Conduct 2015 has been formally provided to Councillors during their induction and a training session was held for councillors on 30 January 2018. In addition, Councillors have received regular guidance and information updates on the application of the Code of Conduct through a regular information email from the Office of Integrity and Complaints Resolution.

### TIMING

The Local Government Act, 1993 requires the Code of Conduct to be reviewed by Council within 12 months of its election to office. The 2018 model Code of Conduct cannot be adopted by councils until it has been prescribed and this is imminent. Once it is prescribed, the Council will be required to review and adopt its Code of Conduct based on the minimum requirements of the 2018 model.

### FINANCIAL CONSIDERATIONS

This report has no financial impacts.

### SOCIAL CONSIDERATIONS

The model Code of Conduct sets the minimum standards of ethical and appropriate conduct for council officials in relation to their general conduct, conflicts of interests and personal benefit, relationships between council officials, access to council resources and information, and maintaining the code's integrity.

### ENVIRONMENTAL CONSIDERATIONS

This report has no environmental impacts.

## **GOVERNANCE AND RISK CONSIDERATIONS**

The code of conduct is a requirement of the Local Government Act, 1993 and the minimum requirements provided within the model Code of Conduct are prescribed under the Local Government (General) Regulation, 2005. Breaches of a council's code of conduct are to be dealt with in accordance with the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW (issued by the NSW Office of Local Government) which is also prescribed under the Local Government (General) Regulation, 2005. The model Code of Conduct 2015 is the code which currently applies to Northern Beaches Council in accordance with clause 20 of the Local Government (Council Amalgamations) Proclamation, 2016.

## 9.0 CUSTOMER AND CORPORATE DIVISION REPORTS

<b>ITEM 9.1</b>	<b>BALGOWLAH SEAFORTH COMMUNITY LIBRARY FUNDING</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER LIBRARY SERVICES</b>
<b>TRIM FILE REF</b>	<b>2018/682454</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To seek approval to provide the 2018/19 funding allocation of \$22,000 to Balgowlah Seaforth Community Library.

The funding will assist the community based library to purchase books for their collection and manage ongoing minor operational expenses.

#### SUMMARY

Council provides an annual subsidy to Balgowlah Seaforth Community Library as it is seen as a cost effective approach to delivering basic library services in the localities of Balgowlah and Seaforth.

Balgowlah Seaforth Community Library has made a formal application for financial support to continue their operations.

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#### RECOMMENDATION OF GENERAL MANAGER CUSTOMER AND CORPORATE

That in accordance with the Local Government Act, Section 356, Part (1) Council approve the 2018/19 funding allocation of \$22,000 for Balgowlah Seaforth Community Library.

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## REPORT

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### BACKGROUND

As a principle Council provides funding to community libraries to compliment the popular and valuable network of public and community libraries across the local government area. By way of example, in October 2018, Council approved funding of \$65,000 for Avalon and \$24,000 for Terrey Hills community libraries.

Balgowlah Seaforth Community Library is free for all residents of the Northern Beaches local government area. The former Manly Council historically provided the library an annual subsidy to assist with the development of their library collection and minor operational expenses.

The library is housed in a Council building for the purposes of delivering a library service to their local community. Volunteers assist with the management of the library operations and Council provides ongoing management and infrastructure support, such as library development techniques, telephony and building maintenance.

The Community Library core operations include providing the community with access to:

- a wide selection of fiction/non-fiction, audio books, videos and DVDs
- assistance to school students researching projects.

#### ***Balgowlah Seaforth Community Library hours:***

Monday – Friday: 2:00pm – 4.45pm

Thursday and Saturday: 9.30am – 11.30am

### FINANCIAL CONSIDERATIONS

While funding has been budgeted in the current financial year Northern Beaches Library operational budget, Council resolution is required to disburse the funds in line with the Local Government Act 1993, Section 356, Part (1).

### SOCIAL CONSIDERATIONS

Balgowlah Seaforth Community Library is an important social and community asset which not only provides a library service to residents in the local government area but also opportunities for volunteering within their community.

### ENVIRONMENTAL CONSIDERATIONS

There are no environmental considerations.

### GOVERNANCE AND RISK CONSIDERATIONS

There are no governance and risk considerations.

<b>ITEM 9.2</b>	<b>DELEGATED AUTHORITY TO THE MAYOR - CHRISTMAS/NEW YEAR RECESS 2018/2019</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER GOVERNANCE AND RISK</b>
<b>TRIM FILE REF</b>	<b>2018/593445</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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**EXECUTIVE SUMMARY**

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**PURPOSE**

To grant delegated authority to the Mayor over the 2018-2019 Christmas and New Year recess period.

**SUMMARY**

Over the Christmas and New Year recess period Council may consider granting delegated authority to the Mayor to make decisions of a critical or urgent nature where required in the Council's absence.

It is proposed that this delegation be granted to the Mayor for the 2018-2019 recess period commencing from 19 December 2018 following the Ordinary Council meeting held on 18 December 2018 and ceasing on 5 February 2019, the day Council reconvenes for its first briefing.

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**RECOMMENDATION OF GENERAL MANAGER CUSTOMER AND CORPORATE**

That:

- A. Council, pursuant and subject to the limitations of section 377 of the Local Government Act, 1993 grant authority to the Mayor to make provision for decisions to be made on critical or urgent Council matters during the 2018-2019 Christmas and New Year recess being 19 December 2018 to 5 February 2019 inclusive.
  - B. Staff provide a report to Council on 26 February 2019 outlining how the delegated authority was exercised.
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## REPORT

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### BACKGROUND

Over the Christmas and New Year recess period a provision may be put in place for decisions of a critical or urgent nature to be made by the Mayor or the Deputy Mayor (in the Mayor's absence) if Council grants delegated authority to the Mayor during this period. It is considered a prudent practice in the absence of the Council for such delegated authority to be granted to the Mayor over the Christmas and New Year recess period in the event of a critical or urgent matter arising.

It is proposed that the Council's Christmas and New Year recess period commence after the last ordinary Council meeting of the 2018 year. This year it is proposed the recess period will begin on Wednesday 19 December 2018 and conclude on Tuesday 5 February 2019, which is the day the Council will reconvene for its first formal scheduled briefing.

A report outlining how the delegated authority was exercised during the period will be provided to Council at the 26 February 2019 Ordinary Council meeting.

The delegation to the Mayor over the Christmas and New Year recess period is consistent with the provisions of section 226 of the *Local Government Act 1993* which states, in part, that the role of the Mayor is:

*"to exercise, in cases of necessity, the policy-making functions of the governing body of the Council between meetings of the Council".*

It is important to note that the following powers, duties or functions of the Council under section 377 of the *Local Government Act, 1993* cannot be delegated by the Council:

- the appointment of a general manager
- the making of a rate
- a determination under section 549 as to the levying of a rate
- the making of a charge
- the fixing of a fee
- the borrowing of money
- the voting of money for expenditure on its works, services or operations
- the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment)
- the acceptance of tenders to provide services currently provided by members of staff of the council
- the adoption of an operational plan under section 405
- the adoption of a financial statement included in an annual financial report
- a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6
- the fixing of an amount or rate for the carrying out by the council of work on private land
- the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work

- the review of a determination made by the council, and not by a delegate of the Council, of an application for approval or an application that may be reviewed under section 82A of the Environmental Planning and Assessment Act 1979
- the power of the Council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194
- a decision under section 356 to contribute money or otherwise grant financial assistance to persons
- a decision under section 234 to grant leave of absence to the holder of a civic office
- the making of an application, or the giving of a notice, to the Governor or Minister
- this power of delegation
- any function under this or any other Act that is expressly required to be exercised by resolution of the Council.

The powers, duties or functions under section 377 of the Local Government Act 1993 as listed above can only be exercised by the Council as a body corporate and through resolution of the Council.

#### **TIMING**

The 2018-2019 recess period is proposed to commence the day after the last Ordinary Council meeting on 18 December 2018 and conclude on Tuesday 5 February 2019.

#### **FINANCIAL CONSIDERATIONS**

Decisions which are made by the Mayor or the Deputy Mayor (in the Mayor's absence) if Council grants delegated authority to the Mayor during this period may have financial considerations and will be considered on an individual basis as appropriate.

Financial considerations will be advised in the report to Council (in February 2019) outlining the exercising of the delegated authority during the period.

#### **SOCIAL CONSIDERATIONS**

Decisions which are made by the Mayor or the Deputy Mayor (in the Mayor's absence) if Council grants delegated authority to the Mayor during this period may have social considerations and will be considered on an individual basis.

Social considerations will be advised in the report to Council (in February 2019) outlining the exercising of the delegated authority during the period.

#### **ENVIRONMENTAL CONSIDERATIONS**

Decisions which are made by the Mayor or the Deputy Mayor (in the Mayor's absence) if Council grants delegated authority to the Mayor during this period may have environmental considerations and will be considered on an individual basis.

Environmental considerations will be advised in the report to Council (in February 2019) outlining the exercising of the delegated authority during the period.

## **GOVERNANCE AND RISK CONSIDERATIONS**

It is considered a prudent practice in the absence of the Council for delegated authority to be granted to the Mayor over the Christmas and New Year recess period in the event of a critical or urgent matter arising.

Decisions which are made by the Mayor or the Deputy Mayor (in the Mayor's absence) if Council grants delegated authority to the Mayor during this period may have governance and risk considerations and will be considered on an individual basis.

Governance and risk considerations will be advised in the report to Council (in February 2019) outlining the exercising of the delegated authority during the period.

<b>ITEM 9.3</b>	<b>GIFTS AND BENEFITS POLICY</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER GOVERNANCE AND RISK</b>
<b>TRIM FILE REF</b>	<b>2018/708307</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↓</a> Gifts and Benefits Policy (DRAFT)</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To report the results of the public exhibition and to seek adoption of the draft Gifts and Benefits Policy.

#### SUMMARY

The draft Gifts and Benefits Policy has been developed to be considered alongside the current Model Code of Conduct 2015, in particular Part 5 Personal Benefit. The position in relation to gifts and benefits taken by Northern Beaches Council is to accept zero gifts or benefits and to require all offers of gifts and/or benefits to be registered.

Council, at its meeting on 16 October 2018, approved the draft policy to go on public exhibition. The exhibition period was from 18 October 2018 to 15 November 2018.

13 people viewed the draft Policy via the Your Say project page with 2 submissions being made. These submissions and the recommended Council response are detailed in this report.

An expanded definition for councillors is proposed in the definition section of the draft policy which is provided at Attachment 1.

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#### RECOMMENDATION OF GENERAL MANAGER CUSTOMER AND CORPORATE

That Council adopt the Northern Beaches Gifts and Benefits Policy to replace the former Pittwater Council Gifts and Benefits Policy.

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**REPORT**

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**BACKGROUND**

The model Code of Conduct (2015), issued by the Office of Local Government, sets the minimum standards of conduct for council officials across New South Wales with Part 5, Personal Benefit, detailing the requirements in relation to gifts and benefits. The Office of Local Government released a new model Code of Conduct (2018) in September 2018 which is yet to be prescribed. Both versions of the model Code of Conduct (model codes) have been considered during the development of the Northern Beaches Council Draft Gifts and Benefits Policy (draft policy).

The draft policy at Attachment 1 incorporates some new provisions from the model Code of Conduct 2018 but overall takes a stronger position than both versions of the model codes by outlining the position that no gifts and/or benefits are to be accepted.

The draft policy also differs from the model codes by requiring that all gifts or benefits offered must be recorded in the Northern Beaches Council Gifts and Benefits Register. This is considered a pertinent measure to identify trends or any individuals/organisations repeatedly offering gifts to council officials.

Exceptions to the draft policy may be considered for child care centres, pre-schools and aquatic centres that run swim programs, where the gift or benefit is an end of year/seasonal gift of thanks of under \$20 value from the child/attendee of a program.

Once the new model Code of Conduct 2018 is prescribed, Council may revisit the draft policy and re-determine how the Gifts and Benefits Policy may be optimally realigned to the new model code.

**SUBMISSIONS SUMMARY**

13 people viewed the draft Policy via the Your Say' project page with 2 submissions being made. These submissions are summarised below and include a recommended Council response.

<b>Submission Topic</b>	<b>Recommended Council response</b>
<p><u>Definition of council officials</u></p> <p>The submission endorsed the draft policy but queried whether Mayor and Councillors were included in the policy.</p>	<p>The "council officials" definition in the draft policy included councillors.</p> <p>For clarification purposes, an expansion to the definition of councillors has been added to include those councillors who hold the office of Mayor and Deputy Mayor.</p>
<p><u>Exception process</u></p> <p>A query was made regarding the inclusion of an additional role in the list of possible exceptions to the zero gift acceptance rule in the policy.</p>	<p>The Chief Executive Officer has the authority to approve any exceptions to the zero gift/benefit acceptance requirement. No amendments have been made to the policy as a result of this submission.</p>



## **CONSULTATION**

Senior Council staff have been consulted on the draft policy.

The community consultation process included:

- Information on the 'Your Say' project web page including online submission form
- Copies of the draft policy being made available in all customer service locations
- Email notifications to our community engagement database, registered community groups and other key stakeholders.

## **TIMING**

The draft policy will take effect immediately following adoption by Council.

## **FINANCIAL CONSIDERATIONS**

There are no financial implications for publicly exhibiting the draft policy.

## **SOCIAL CONSIDERATIONS**

The policy ensures a consistent and transparent approach in relation to gifts and benefits offered to council officials.

## **ENVIRONMENTAL CONSIDERATIONS**

There are no environmental impacts relating to the adoption of the draft policy.

## **GOVERNANCE AND RISK CONSIDERATIONS**

The draft policy is based on the Office of Local Government Model Code of Conduct and therefore aligns with the expected minimum standard that will be applied across all New South Wales councils. The policy position reduces risk exposures to Council by taking a zero acceptance of gifts or benefits approach.



## Council Policy

### Gifts and Benefits

#### Policy Statement

To provide direction to council officials on gifts and benefits offered in relation to Council's functions and/or an individual's role and responsibilities with Council.

#### Principles

1. Zero gift and benefit position.
2. All offers must be recorded in Council's Gift and Benefits Register.
3. Exceptions to the policy must be approved by the Chief Executive Officer.
4. This policy is in addition to the provisions in the Model Code of Conduct, Part 5 Personal Benefit.

#### Zero Gift and Benefit Position

In the course of their duties, council officials may encounter situations in which they are offered gifts or benefits for a variety of reasons. The intent behind a gift can either be considered as a gift of influence, or a gift of gratitude.

Regardless of the intent, public perception is a key consideration in determining Council's position regarding gifts and benefits offered to council officials and delegates.

A zero gift and benefit position establishes an unambiguous position and consistency of approach as it applies to council officials, which can be communicated clearly to ratepayers, residents, customers and suppliers.

#### How are offers of gifts and benefits to be dealt with?

All offers of gifts and benefits should be refused, regardless of value, and the offer immediately reported to your supervisor (for staff) or the Chief Executive Officer (for councillors) using the Gifts and Benefits Disclosure Form. All offers will be recorded in Council's Gift and Benefits Register.

#### *Unable to refuse/return a gift or benefit*

Where a gift or benefit, cannot be refused or returned easily the gift must be surrendered to Council. Examples of this are:

- Anonymous gifts (received through the mail or left without a return address)
- A gift received in a public forum where attempts to refuse or return it would cause embarrassment or offence to the donor.

In instances such as this, the supervisor (staff) or Chief Executive Officer (councillors) will determine how to deal with the gift which may include donation to an appropriate charity.

#### Exceptions

Exceptions to this policy are entirely at the Chief Executive Officer's discretion and will be determined in writing with reasons given for any specific exceptions. In determining an exception, the Chief Executive Officer will also determine whether the gift in question may be retained by a Council official or an alternative for how the gift may be retained.



Examples of the circumstances where exceptions may be approved by the Chief Executive Officer, include:

- a) Staff of Council's child care centres or pre-school locations - for gifts of token value and only when the gifts are offered by children attending the centre/preschool as a Christmas gift or gift of thanks associated with their role.
- b) Program staff of Council's two aquatic centres (Frenchs Forest and Manly) for gifts of token value and only when the gifts are offered by attendees of swim or other program classes at the aquatic centres as a Christmas gift or gift of thanks associated with their role.

Token value in relation to gifts considered under the Chief Executive Office exception process is set at \$20. Any gifts with an estimated value of more than \$20 are not considered 'token' and should be refused and returned. Where the value of a gift cannot be established, the refusal process should be adopted.

### Scope and application

This policy applies to all employees, agents, officers, councillors and committee members of Northern Beaches Council.

### References and related documents

- Model Code of Conduct 2015
- Draft Model Code of Conduct 2018
- Local Government Act 1993
- Electoral Funding Act 2018

### Definitions

*Council officials:* includes councillors, members of staff of a council, administrators, council committee members and delegates of council.

*Councillors:* all councillors including those holding the office of Mayor and Deputy Mayor.

*Gift or a benefit:* something offered to or received by a council official or someone personally associated with them for their personal use and enjoyment.

*Not a gift or benefit:*

- a) a political donation for the purposes of the Electoral Funding Act 2018
- b) a gift provided to the council as part of a cultural exchange, diplomatic tie or civic relationship that is not converted for the personal use or enjoyment of any individual council official or someone personally associated with them
- c) attendance by a council official at a work-related event or function for the purposes of performing their official duties, or
- d) free or subsidised meals, beverages or refreshments of token value provided to council officials in conjunction with the performance of their official duties such as, but not limited to:
  - i) the discussion of official business
  - ii) work-related events such as council-sponsored or community events, training, education sessions or workshops
  - iii) conferences
  - iv) council functions or events



- v) social functions organised by groups, such as council committees and community organisations.

*Associates:*

- a) a relationship between a council official and another person that is particularly close, for example, parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the person or of the person's spouse, current or former spouse or partner, de facto or other person living in the same household
- b) other relationships that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship
- c) an affiliation between the council official and an organisation, sporting body, club, corporation or association that is particularly strong.

**Responsible Officer**

Executive Manager Governance and Risk

**Review Date**

October 2022

**Revision History**

Revision	Date	Change	TRIM Ref
1	16 Oct 2018	First draft Northern Beaches Council Policy.	2018/631469
2	21 Nov 2018	Draft updated to include Mayor in council officials definition.	2018/631469

<b>ITEM 9.4</b>	<b>ENTERPRISE RISK MANAGEMENT POLICY REVIEW</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER GOVERNANCE AND RISK</b>
<b>TRIM FILE REF</b>	<b>2018/715430</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↓</a> Enterprise Risk Management Policy (reviewed version)</b>

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## REPORT

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### PURPOSE

The purpose of this report is to provide an opportunity for the Council to review the current Enterprise Risk Management Policy and the amendments proposed to be made in updating the policy for currency.

### REPORT

The Northern Beaches Council Enterprise Risk Management Policy provides Council's guidance in accordance with international standards towards managing risk at an enterprise level. The Enterprise Risk Management Policy was adopted by Council on 25 July 2017 to give effect to Council's commitment and approach to Enterprise Risk Management and to integrate the risk management policies, procedures and practices across the three former Councils.

The suggested changes to the Policy for Council's review are not considered to be material or substantive amendments but are proposed to ensure the currency of the subject policy.

Subject to any further recommendations of Council, the following items are submitted for endorsement in respect of updating the Enterprise Risk Management Policy and are highlighted at Attachment 1:

- References to the Risk Management Standard "AS/NZS 31000:2009" updated to read "AS/NZS 31000:2018"
- "Risk Management Strategy" amended to read "Risk and Opportunity Management Framework"
- "Risk Management Procedure" amended to read "Risk Management Assessment Guideline"
- "Risk Management Risk Register" amended to read "Strategic and Operational Risk Registers"
- The next policy review date be nominated as "November 2020".

The proposed policy amendments outlined above were accepted and noted by the Audit Risk and Improvement Committee at its 13 November 2018 meeting.

### FINANCIAL CONSIDERATIONS

This report has no financial impacts. The activities outlined within this report are resourced from existing operational budgets.

### ENVIRONMENTAL CONSIDERATIONS

This report has no environmental impacts.

### SOCIAL CONSIDERATIONS

This report has no social impacts.

**GOVERNANCE AND RISK CONSIDERATIONS**

Council's oversighting and endorsement of Enterprise Risk Management Policy underpins Council's commitment to the strategic objective of Good Governance as outlined within the Community Strategic Plan. The policy is key to Council's governance and assurance framework with regard to satisfying itself that an appropriate risk framework is operating as related to the strategic objectives and decisions of Council.

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**RECOMMENDATION OF GENERAL MANAGER CUSTOMER AND CORPORATE**

That Council adopt the Enterprise Risk Management Policy.

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## Council Policy

### Enterprise Risk Management

#### Policy Purpose

The purpose of the Policy is to communicate Council's commitment to:

- using risk management as a tool to effectively manage risk as an integral part of planning and decision making across the organisation
- manage identified risks and actively monitor the risk environment
- to establish clear guidelines to ensure that councillors and staff at all levels are aware of potential risks and of their individual responsibility for the effective management of those risks.

#### Policy Statement

To build the Northern Beaches Council into an innovative organisation that fosters flexibility, seeks opportunity and focuses on results. Council recognises the importance of a risk framework to strengthen its capacity to effectively identify, understand and capitalise on challenges and pursue opportunities.

Council recognises that unmitigated risks can adversely impact its ability to achieve strategic and operational objectives. Accordingly, Council is committed to a holistic, consistent and systematic approach to risk management to ensure that risks are identified, fully understood, adequately communicated, monitored and effective controls put in place to manage risks.

Council's approach to Enterprise Risk Management (ERM) ~~is~~ will be consistent with the *Australian/New Zealand Risk Management Standard: AS/NZS ISO 31000:2018* ~~2009~~ and the directions under the *Local Government Act (1993)*.

This policy seeks to give effect to this commitment and approach.

#### Policy Objectives

The objective of this Policy is to establish a risk management framework that will formalise the principles and practices for effective risk management across Council. The primary objectives of Council's ERM Policy are:

- to promote sound decision making using the ERM Framework to ensure Council move with increased confidence towards the achievement of our objectives
- to promote good governance by demonstrating transparent and responsible risk management processes aligned with accepted best practice standards and methods
- to promote a risk aware culture where all Councillors and all staff assume accountability for managing risks
- to effectively integrate risk management into Council's executive planning activities to ensure the achievement of strategic objectives as identified in the Community Strategic Plan and associated documents
- to implement the risk framework to enhance accountability and deliver positive strategic and operational outcomes
- to provide staff with necessary tools to manage risks



- to provide an innovative, flexible and resilient framework through continuous refinement to ensure the consistent management and/or mitigation of risks which may impact on Council.

Council's understanding and management of potential risks will provide greater certainty and security for councillors and Council staff, for our stakeholders and for our community. Council's ability to make sound decisions using a risk management tool will ensure we move with increased confidence towards the achievement of our objectives.

### **Risk Management Principles**

The Northern Beaches Council ERM Framework complies with the risk management process prescribed in *AS/NZS ISO 31000:2018* and seeks to achieve principles set by the Standard.

The principles and practices of risk management involve coordinated activities to direct and control the organisation with regard to risk. It is a systematic process that involves:

- establishing the context of risks
- identifying risks
- analysing risks
- addressing risks
- monitoring and reviewing risks
- communication and consultation.

Risk management does address uncertainty but it cannot eliminate all risk. Council's risk management is implemented and maintained as follows:

- The ERM Framework considers the internal and external context and is therefore aligned with strategic objectives, statutory obligations, processes, services, culture, structure and operating environment.
- Risks are prioritised on a 'top down' basis. The key emphasis is on higher level 'strategic' risks cascading to operational risks. This approach enables the full integration of managing risk throughout all Council's processes.

Council's approach is documented as follows:

- **Why** the ERM Framework will be implemented (outlined in this Policy).
- **How** the Policy will be implemented (contained in the Risk Management Strategy, supported by risk procedures and an action plan).
- **Where** identified risks will be captured (Risk Register with treatment plans).

### **Risk Appetite Acknowledgment**

Council acknowledges that at times it must undertake activities that inherently carry greater risks in pursuit of its vision and strategic objectives. This will necessitate that Council may accept risks that:

- facilitate transition and transformation opportunities
- generate additional sources of income, improve efficiency and seek savings
- maintain and/or improve levels of services to the community
- are proportionate with the potential reward.

Council recognises that its acceptance of risk will always be subject to ensuring that potential benefits and risks are fully understood and that sensible measures to manage the risks are established.

Council, Senior Management and staff will have regard for Council's stated Risk Appetite detailed in the ERM Strategy in both strategic and operational decision making. Council's risk appetite will be reviewed annually or whenever a significant change to Council's operating environment occurs. This review will be coordinated by the Manager, Enterprise Risk. Proposed changes to Council's Risk Appetite will be endorsed by Senior Management following review by the Audit, Risk and Improvement Committee.

### **Roles and Responsibilities**

The following is a broad overview of the roles and responsibilities for the management of risk within Council. Full roles and responsibilities are contained in the Risk Management Strategy.

**Council** is ultimately responsible for adopting and committing to the ERM Policy, monitoring the strategic risk environment and considering risk management issues contained in Council reports.

**Senior Management** are responsible for ensuring the ERM Framework (Policy and Strategy) are effectively implemented and monitored within their areas of responsibility.

**All staff** are responsible for adequately considering risks associated with decisions they make and to ensure they consistent with the ERM Framework.

**Audit, Risk and Improvement Committee** is responsible for periodic oversight of the ERM Framework and that it is implemented effectively.

### **Scope and application**

Senior Management will be responsible for creating an environment where staff assume responsibility for Enterprise Risk Management through consistent Risk Management practices as part of their everyday activities and decision making. Appropriate training and resources will be made available to assist staff in identifying, assessing and controlling risks.

### **Responsible Officer**

General Manager Customer and Corporate

### **References and related documents**

This Policy provides the over-arching guidance for Council's Risk Management Program. It is supported by:

- Risk and Opportunity Management Framework Strategy
- Risk Management Assessment Guideline Procedure
- Risk Management Strategic and Operational Risk Registers
- Fraud and Corruption Control Plan
- Business Continuity Plan

If there are any amendments to this policy, all other policies and plans must be reviewed in order to ensure that they align.

### Legislation

- Local Government Act (NSW) 1993
- Local Government (General) Regulation 2005
- Australian Standard AS/NZS ISO 31000:2018 Risk Management Principles and Guidelines

### Definitions

*Senior Management:* Refers to Level 1 (CEO), 2 (General Managers) and 3 (Executive Managers)

*Strategic:* Longer term and/or high level risks/opportunities that have the potential to impact on Council's ability to deliver its key services, e.g. preparing for an ageing workforce, poor financial planning and failure to comply with legislative requirements.

*Operational:* Day to day risks/opportunities that impact the quality of the services that Council delivers, e.g. poor contract management, the adequacy of the Business Continuity program or the effectiveness of the Workplace Health and Safety system.

*Residual risk:* The remaining level of risk after risk treatment measures have been taken into account.

*Risk:* The effect of uncertainty on objectives. Note: effect can be positive or negative

*Risk acceptance:* An informed decision to accept the likelihood of a particular risk and its consequences.

*Risk Appetite:* The level of risk that an organisation is prepared to accept before mitigation action is deemed to be necessary.

*Risk Tolerance:* The readiness to bear the risk (after risk treatment) in order to achieve objectives.

*Risk analysis:* A systematic use of available information to determine how often specified events may occur and the magnitude of their consequences.

*Risk assessment:* The overall process of risk analysis and risk evaluation.

*Risk control:* That part of risk management which involves the implementation of policies, standards, procedures and physical changes to eliminate or minimise adverse risks.

*Risk evaluation:* The process used to determine risk management priorities by comparing the level of risk against predetermined standards, target risk levels or other criteria.

*Risk identification:* The process of determining what can happen, why and how.

*Risk management:* The culture, processes and structures that are directed towards the effective management of potential opportunities and adverse effects.

*Risk management process:* The systematic application of management policies, procedures and practices to the task of establishing the context, identifying, analysing, evaluating, treating, monitoring and communicating risk.

*Risk treatment:* Selection and implementation of appropriate options for dealing with risk.

### Review Date

The policy is due for review in the first year of the new elected Council and then every 2 years thereafter. The next review is due in July 2018 **November 2020**.

**Revision History**

Revision	Date	Change	HPE CM Ref
1	25/7/2017	Policy adopted by Council with no changes following exhibition	2017/136547
2			
3			

<b>ITEM 9.5</b>	<b>MINUTES FROM THE STRATEGIC REFERENCE GROUP MEETINGS HELD IN AUGUST/SEPTEMBER 2018</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER GOVERNANCE AND RISK</b>
<b>TRIM FILE REF</b>	<b>2018/331352</b>
<b>ATTACHMENTS</b>	<ol style="list-style-type: none"><li>1 <a href="#">Community &amp; Belonging - Minutes - 22 August 2018</a> (Included In Attachment Booklet 2)</li><li>2 <a href="#">Partnership &amp; Participation - Minutes - 12 September 2018</a> (Included In Attachment Booklet 2)</li><li>3 <a href="#">Places for People - Minutes - 13 September 2018</a> (Included In Attachment Booklet 2)</li><li>4 <a href="#">Transport &amp; Travel - Minutes - 20 September 2018</a> (Included In Attachment Booklet 2)</li><li>5 <a href="#">Economic &amp; Smart - Minutes - 26 September 2018</a> (Included In Attachment Booklet 2)</li><li>6 <a href="#">Environment - Minutes - 27 September 2018</a> (Included In Attachment Booklet 2)</li></ol>

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## REPORT

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### PURPOSE

To report the minutes of the six (6) Strategic Reference Group (SRG) meetings held during August and September 2018.

### REPORT

The minutes of the six (6) SRG meetings held during August and September 2018 are provided at Attachments 1 to 6 for Council to note.

SRGs are aligned to the Community Strategic Plan (CSP) outcome areas. SRGs meet quarterly to consider and to be advised on projects aligned to their respective CSP goals and strategies. The groups contribute advice, feedback and other support to Council in relation to issues, initiatives and requirements outlined within their charters.

The SRGs provide an avenue for the local community and key stakeholders to play an active and meaningful role in contributing to Council's CSP focus areas. They help shape future Council plans, policies and strategic outcomes, with informed consideration of community needs across the Northern Beaches area. The SRG meetings consider topics related to strategic workshops and project updates, and provide a forum for informative discussion to provide advice back to Council.

In accordance with the SRG Terms of Reference, the draft minutes of the meetings are reported to Council, and the following documents are now put forward for Council consideration:

<b>Strategic Reference Group</b>	<b>Meeting Date</b>
Community & Belonging	22 August 2018
Partnership & Participation	12 September 2018
Places for People	13 September 2018
Transport & Travel	20 September 2018
Economic & Smart Communities	26 September 2018
Environment	27 September 2018

### **FINANCIAL CONSIDERATIONS**

SRG meetings are supported under existing operational budgets.

### **SOCIAL CONSIDERATIONS**

The SRGs provide valuable advice to many of the Community Strategic Plan goals which relate to social and community based outcomes. Each SRG is positioned to ensure involvement and engagement with a broad range of stakeholders, community groups, associations and the wider community.

### **ENVIRONMENTAL CONSIDERATIONS**

Some SRGs positively contribute advice regarding Council's management of the environment and natural hazards in accordance with the Community Strategic Plan outcome areas.

### **GOVERNANCE AND RISK CONSIDERATIONS**

The SRGs provide advice to Council in regard to the Community Strategic Plan outcome areas. The SRGs are conducted in accordance with Council's governance framework.

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### **RECOMMENDATION OF GENERAL MANAGER CUSTOMER AND CORPORATE**

That Council note the minutes of the six (6) Strategic Reference Group meetings held during August and September 2018.

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<b>ITEM 9.6</b>	<b>CONFIRMED MINUTES OF THE AUDIT, RISK &amp; IMPROVEMENT COMMITTEE MEETING HELD ON 5 SEPTEMBER 2018 AND RECONVENED ON 18 SEPTEMBER 2018</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER GOVERNANCE AND RISK</b>
<b>TRIM FILE REF</b>	<b>2018/680075</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">⇒</a>ARIC Minutes 5 Sept 2018 (Part 1) (Included In Attachment Booklet 2)</b> <b>2 <a href="#">⇒</a>ARIC Minutes 18 Sept 2018 (Reconvened from 5 Sept 2018) (Included In Attachment Booklet 2)</b>

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## REPORT

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### PURPOSE

To report the minutes of the Audit, Risk and Improvement Committee meeting held on 5 September 2018 and reconvened on 18 September 2018.

### REPORT

The Audit, Risk and Improvement Committee plays a pivotal role in the governance framework to provide Council with independent assurance and assistance in the areas of internal audit, risk management, compliance and control, governance, organisational performance and improvement and external accountability responsibilities.

In accordance with the Audit, Risk and Improvement Committee Charter, the minutes of Audit, Risk and Improvement Committee meetings are to be reported to Council. The confirmed minutes of the meeting held on 5 September 2018 and reconvened on 18 September 2018 are reported in full as per Attachment 1 and Attachment 2.

### FINANCIAL CONSIDERATIONS

Funding to support the Audit, Risk and Improvement Committee is included in existing operational budgets.

### ENVIRONMENTAL CONSIDERATIONS

There are no environmental impacts in relation to this report.

### SOCIAL CONSIDERATIONS

Council is accountable to the community for the delivery of the Community Strategic Plan, and a key function of the Audit Risk and Improvement Committee is to promote good corporate governance, transparency and external accountability.

### GOVERNANCE AND RISK CONSIDERATIONS

The Committee functions in accordance with the guidelines issued by the Chief Executive of the Office of Local Government pursuant to section 23A of the Local Government Act 1993 pursuant to section 23A of the Local Government Act 1993 and in consideration of Part 4A of the Local Government Act 1993 as proposed by the Local Government Amendment (Governance and Planning) Act 2016.



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**RECOMMENDATION OF GENERAL MANAGER CUSTOMER AND CORPORATE**

That Council note the confirmed minutes of the Audit, Risk and Improvement Committee Meeting held on 5 September 2018 and reconvened on 18 September 2018.

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<b>ITEM 9.7</b>	<b>COMMUNITY GRANTS AND PARTNERSHIP PROGRAM</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER COMMUNITY ENGAGEMENT AND COMMUNICATIONS</b>
<b>TRIM FILE REF</b>	<b>2018/677812</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To present to Council an interim approach for the expenditure of monies available for possible event sponsorship for 2018/19 period and to propose a new Australia Day grant fund for participating local community service groups.

#### SUMMARY

Further to the Council resolution arising from the report entitled *2018/19 Community Grants Program* of 16 October 2018, a new additional funding stream offering sponsorship has been developed, ready for immediate implementation if so resolved. It is designed to complement the existing funding streams and further extend Council's support to the community to enable the delivery of more local events and activations.

The program is underpinned by a philosophy of partnership whereby Council will seek to support the delivery of new and innovative events as well as ensure existing events continue to expand and prosper on the Northern Beaches.

To this end, this report also seeks to recognise previous funding arrangements that existed between the former Councils and a number of community events. It is envisaged this process will help community event organisers access new multi-year sponsorship agreements and will create more certainty in this regard.

Since the first round of Event Grants was run, Council has also received several more requests for event funding and the new sponsorship stream will create further opportunities for Council to provide greater benefit for the community and ensure the continued growth of high quality events on the Northern Beaches.

To ensure equity, transparency and fairness across the Northern Beaches community, the new sponsorship application process will be streamlined and responsive so it can provide timely responses and ongoing certainty to community event organisers.

There is \$155,583 in unallocated event grant funding for the current financial year. It is proposed that if adopted by Council the new funding stream process for Event Grants and Sponsorship will be open immediately to the community via the website and publicised widely.

Further, the historic partnerships between the various former Councils and the local community groups who participate in the Australia Day event program have evolved over many years and currently there are different arrangements between Council and the community groups across all sites with little equity or consistency. It is proposed that to address these issues and to provide greater transparency, that a new Australia Day Grants fund be adopted.

## RECOMMENDATION OF GENERAL MANAGER CUSTOMER AND CORPORATE

That:

- A. A new funding stream for event sponsorship be adopted as part of the broader Community Grants and Partnership Program.
  - B. Sponsorship grants will be open all year, will be negotiated upon request, offer multi-year agreements with eligible applicants and will be reviewed monthly by a panel of no less than three staff.
  - C. Staff support local community event organisers who had previous funding arrangements with the former Councils in the year prior to amalgamation, to access multi-year sponsorship agreements.
  - D. Staff budget for reoccurring events such as funding for local Christmas Carol events, ANZAC Day services in the annual budget process.
  - E. Staff support new applicants to help them seek funding through the new sponsorship stream or the event grants stream.
  - F. Staff implement the proposed Australia Day Grant Funding Model for 2019 and budget for the grants in the annual budget process.
  - G. Staff support new applicants to help them seek funding through the new sponsorship stream or the event grants stream.
  - H. Staff refine and develop this policy for further consideration by Council in May 2019.
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## REPORT

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### BACKGROUND

Northern Beaches Council implemented a Community Grant program across four streams including Sport and Recreational Infrastructure, Community and Cultural Development, Events, and Eco-Schools which commenced in June 2018.

Council committed \$210,000 to the 2018/19 Events Grants Program that was divided into three streams to provide grants to eligible organisations of up to \$5,000 for local events or place activations, up to \$10,000 for signature or regional events, and between \$20,000 and \$50,000 for major events.

The Events Grants Program has been developed in line with the Northern Beaches Events Strategy 2018 – 2023 and aims to support the delivery of a rich and diverse calendar of events across the Northern Beaches that will see enhanced economic, social, environmental and/or cultural benefits for the local community.

As a result of the first round of event grants, 17 local events were recommended for funding to the value of \$54,417 in cash support and fee waivers. There is currently \$155,583 in unallocated event grant funding.

Further to the Council resolution 2018/19 Community Grants Program item 8.2 – resolved on 16 October and following a review of the first round of the Event Grants Program, a revised Community Grants and Partnership Program has been developed that extends Council support to also offer sponsorship funding for various suitable community events.

The following outlines the interim approach ahead of a new policy coming to Council in 2019:

### **About the Community Grants and Partnership Program**

#### **Event Grants and Sponsorship**

This program is designed to encourage the delivery and sustainability of more community events that will make a positive contribution to the vitality of our places and the wellbeing of our people. Whilst the Event Grants program has already been adopted by Council, the new sponsorship category will provide an opportunity for Council to further partner with community event organisers to help them deliver exciting and engaging events on the Northern Beaches. Events that seek to raise funds for third parties are ineligible to receive a grant, but will be eligible to receive sponsorship as an in-kind contribution. The distinction between grants and sponsorship is defined as:

#### **Grants**

Grants are cash and/ or in-kind support provided to applicants to underwrite a specific project or purpose. They are made ONLY to support the work described in the grant proposal or defined components and are typically limited to the time period described in the grant proposal. This funding stream seeks to help support new or one-off event activities and to nurture new ideas or innovative events on the Northern Beaches.

#### **Sponsorship**

Sponsorships are cash and/ or in-kind support agreements between Council and organisations to help cover operational costs including marketing, promotion and administration. Sponsorship is provided in exchange for certain specified benefits to eligible organisations on an ongoing basis for a period of up to three years. Sponsorship funding seeks to ensure existing events continue to expand and prosper on the Northern Beaches.

### Community Grants and Partnership Program

The new expanded Community Grants and Partnership Program will provide an additional stream of sponsorship funding in addition to the existing categories, as follows:

Community Grants and Partnership Program		
Funding category	Funds	Round per year
Sponsorship <b>(NEW)</b>	Negotiated upon consultation  Multi-year funding available upon request.	Requests received all year
Event Grants	Grants from \$5,000 - \$50,000  Three categories including: <ul style="list-style-type: none"> <li>•Local Events and Activations</li> <li>•Regional/ signature Events</li> <li>•Major Events.</li> </ul>	Requests received all year
Community and Cultural Grants	Grants from \$2,000 to \$10,000.	One round
Sport and Recreation Infrastructure Grants	Grants up to \$50,000 each.	One round
Eco-Schools	Up to \$2,000 across five areas.	One round
Artist in Residence	Three artist residences - Six-month and \$2,000 with Eramboo Artist Environment.  Two nine-month residencies with \$3,000 at Kimbriki Resource Recovery Centre.	One round
Local Heritage Fund	Funding support from the NSW Office of Environment and Heritage with grants of between \$200 and \$3,000 per property, but no more than 50% of the cost of the project.	One round

### Pre-amalgamation Community Event Funding Partners

Council recognises that various funding arrangements existed between the former Councils and a number of existing community events. The revised Community Grants and Partnership Program provides an opportunity to recognise Council's support for community event organisers and provide them with future certainty.

The table below lists examples of pre-existing community event partnerships:

<b>Pre-amalgamation community event funding partners</b>			
<b>Community Event</b>	<b>Funding prior to 2016</b>	<b>Current request</b>	<b>Requested amount</b>
Pittwater Ocean Swim Series	Annual funding \$5,000	Request for multi-year sponsorship.	\$5,000
Avalon Surf Club Christmas Carols	Annual funding \$1,000 - \$2,000	Request for multi-year sponsorship.	\$2,000
Mona Vale Rotary Christmas Carols	Annual funding \$1,000 - \$2,000	Request for multi-year sponsorship.	\$2,000

### **Application and Approval Process**

To ensure equity, transparency and fairness across the Northern Beaches community, the new sponsorship application process will be streamlined and responsive so it can provide timely responses and ongoing certainty to community event organisers.

As an interim process, the following principles have been designed to guide the delivery of the program:

#### **Principles**

- Fair and equitable access
- Good governance, transparency and reporting
- Streamlines and simplifies process
- Clear and easy to follow guidelines
- Responsive and agile approval process
- Readily available support and help
- Clear timeframes on the approval process.

#### **Funding Eligibility, Application and Approval Process**

Sponsorship grants will be open all year and will be negotiated upon request. Multi-year agreements are available to eligible applicants for up to three years.

Funding eligibility and the application process will be consistent with Council's existing guidelines that have already been adopted in the Events Grants program. This is to ensure a consistent framework is applied across all the grant funding streams.

The submissions for sponsorship will be assessed against the selection criteria and weighted accordingly by Council staff and successful recipients reported to the CEO and Council quarterly.

A staff panel made up of three staff and a senior manager, will review the applications monthly and report the recommendations to the CEO. The CEO will determine whether applications are consistent with the guidelines, criteria and monetary limits.

Due to the timing of a number of requests, it is proposed that staff:

- 1) Work immediately and directly with former existing community event funding partners to provide a streamlined process that offers multi-year agreements consistent with historical funding agreements, including those community groups that did not have formal agreements, to ensure existing events continue to expand and prosper on the Northern Beaches.
- 2) Promote the new sponsorship funding stream to the broader community and local event organisers.

Contact new community event organisers who have requested funding support to assist them in potentially accessing the new sponsorship funding stream.

### **Australia Day – Partnering with our community**

Northern Beaches Council, together with the local community groups, has a tradition of delivering one of the largest Australia Day event programs in Sydney. The BBQ breakfasts kicked off at Dee Why in 1987 and Newport and Narrabeen BBQs followed and have been running for over 20 years. The addition of the pool parties was introduced at the Warringah Aquatic Centre in 2014 and at the Manly Andrew Boy Charlton Pool in 2018.

The partnership between Council and the local community groups, who bring together hundreds of volunteers who support the delivery of the event on Australia Day, is characterised by the funding model between Council and the participating community groups. This model has evolved over many years. Council recognises the importance of providing local community service groups with an opportunity to profile the organisations they represent to the broader community on a nationally significant day, as well as, the chance to raise funds for their community service programs.

In 2018 there were 38 community groups registered and more than 500 volunteers participated on the day. The event has transformed from a community run BBQ into a major event. As such, Council manages the overall planning, production and delivery of the event and carries the risk and insurance associated with the event. Volunteers take up a variety of roles from BBQ cooking, through throwing competitions, to face painting. Council covers the cost of the event and the budget forecast for 2018/19 is \$215,000.

The event sites in former Warringah at Dee Why, Narrabeen and the Warringah Aquatic Centre and now with the addition of the pool party at the Manly Andrew Boy Charlton Aquatic Centre, operate as Council run events with pre-planning conducted in consultation with the community groups and a volunteer site coordinator. There is a challenge in managing the high number of volunteers at each site and ensuring they work in a safe environment.

Previously, the profits from the sale of the food and beverage (less the cost of purchase of food and beverage that came back to Council), gold coin donations from volunteer run activities and a revenue share from some selected activities i.e. Rides, were split among the participating community groups at each site. The profit split for the volunteer groups at Dee Why, Narrabeen, Manly Andrew Boy Charlton Aquatic Centre and the Warringah Aquatic Centre over the past three years is as follows:

<b>Australia Day Volunteer group profit split - Analysis</b>				
<b>2018</b>	<b>Dee Why</b>	<b>Narrabeen</b>	<b>MABCAC</b>	<b>WAC</b>
<b>No: groups at the site</b>	16 groups	11 groups	2 groups	4 groups
<b>Av. No: attendees</b>	20,000	4,000	500	1,000
<b>Total income shared</b>	\$16,310.40	\$6,292.77	\$550.48	\$1,278.00
<b>Each group received</b>	\$1,019.40	\$572.07	\$275.24	\$319.50

2017	Dee Why	Narrabeen	MABCAC	WAC
<b>No: groups at the site</b>	15 groups	11 groups	-	4 groups
<b>Av. No: attendees</b>	30,000	7,000	-	800
<b>Total income shared</b>	\$23,910.00	\$9,702.00	-	\$2,000.00
<b>Each group received</b>	\$1,594.00	\$882.00	-	\$500.00
2016	Dee Why	Narrabeen	MABCAC	WAC
<b>No: groups at the site</b>	15 groups	11 groups	-	4 groups
<b>Av. No: attendees</b>	25,000	5,000	-	500
<b>Total income shared</b>	\$18,615.00	\$7,337.00	-	\$3,696.00
<b>Each group received</b>	\$1,241.00	\$667.00	-	\$924.00

Income and the profit split varies year to year due to the impact of weather on the number of attendees / customers, the volume of sale of food and beverage, changes to revenue streams i.e. Different food items for sale, changes to activities and rides which all impact on the price structure.

At Newport, the event is managed by Council and the participating community groups have a strong sense of ownership and direction of the event site. Council has responsibility for pre-planning, production, risk management, compliance, safety and insurance, as well as the overall cost of the running the event. Council works in consultation with the local community groups who coordinate the event stage program and manage a number of tasks such as the ordering of food and beverage.

The former Pittwater Council historically provided the community groups with a grant including an annual CPI increase. In 2018 the value of the grant was \$12,462.00. This money, along with profits from the sale of food and beverage and other revenue from ride contracts was shared among the groups at that site. The table below shows the value shared between the groups over the past three years:

Newport site profit split	2018	2017	2016
<b>No: groups at the site</b>	5 groups	5 groups	5 groups
<b>Av. No: attendees</b>	3,000	3,000	2,000
<b>Council grant</b>	\$12,400	\$12,217	\$11,977
<b>Total shared incl. Council grant</b>	\$15,705.00	\$16,809.80	\$15,653.32
<b>Each group received</b>	\$3,141.00	\$3,361.96	\$3,130.67

The historic partnerships between the various former Councils and the local community groups who participate have evolved over many years with little or no supporting documentation. Currently there are different arrangements between Council and the community groups across all sites with little equity, consistency or transparency. Subsequently, there are significant differences across the sites in the profit share/ funding arrangements.

It is proposed that to address these issues of inequity between the volunteer groups and the sites and to provide greater transparency, that a new **Australia Day Grants fund** be adopted across all existing Council / community events.



The model includes funding based on each participating community group receiving a:

- 1) Grant of \$2,000.00 for community groups working at Newport, Narrabeen and Dee Why BBQ sites.
- 2) Grant of \$500.00 for community groups working at the two aquatic centres sites.
- 3) Split of 100% of the sales from food and beverages (delivered by volunteers) to the groups participating at the subject event site.
- 4) Split of 100% of gold coin donations for volunteer run activities (excluding contracted rides, coffee vendors, other revenues/ sponsorships etc.) to the groups participating at the event site.
- 5) Limit on the number of participating volunteer groups at each site (to ensure effective and safe volunteer management).

The grant fund of \$2,000 is derived from the average of the profit split between the community groups across the BBQ sites at Dee Why, Narrabeen and Newport over the past three years. The grant fund of \$500 is proposed for the community groups working at the two aquatic centres that reflect the average profit split over the past three years that is derived from activities other than BBQ breakfasts. The estimated 100% of sales from food and beverage, plus gold coin donations for volunteer run activities is based on the average of income from those sources over the past three years relative to each site.

It is recommended that the number of participating community groups be capped at the current level with a maximum of four groups at the aquatic centres. This is to ensure the safe and effective management of the hundreds of volunteers who turn up on the day.

The Budget impact of the new funding model based on a split across a maximum of 32 groups across the BBQ sites and 8 groups across the aquatic centres is \$77,000 in grant funding which can be funded from the current operating budget for 2019.

Under the previous Australia Day budget model, Council recovered the cost of the purchase of food and beverage items from the sale income before profits were split among the community groups.

Under the new model, without any cost recovery this is forecast to impact on the Australia Day operating budget by an estimated \$20,000 in 2019 based on the average of food and beverage costs incurred over the past three years.

Proposed new Australia Day funding model:

	Dee Why	Narrabeen	Newport	MABCAC	WAC
<b>Current av. profit split</b>	\$1,300	\$700	\$3,200	\$300	\$900
<b>New Grant fund</b>	\$2,000	\$2,000	\$2,000	\$500	\$500
<b>Estimated 100% sales from F&amp;B plus gold coin donations (based on 3 year av. income)</b>	\$37,000	\$17,000	\$9,000	\$600	\$3,000
<b>No: Groups to share</b>	16	11	5	2 (max 4)	4 (max 4)
<b>• Estimated forecast profit split to each group in 2019</b>	\$2,400	\$1,700	\$2,200	\$550	\$1,800

*Subject to variation depending on weather impacting visitation affecting sales and donations.*



## **CONSULTATION**

Feedback has been received from the initial round of applicants in the Events Grants program that has helped to inform the development of the new sponsorship funding stream. Further consultation has taken place with Council staff across a number of business units involved in the process of supporting and delivering community events.

## **TIMING**

The new sponsorship funding stream if so resolved will be ready for immediate implementation. Due to the timing of community events, it is envisaged the first round of sponsorship funds will be approved by December 2018. Payment of funds will not be made until a funding agreement has been signed and all necessary approvals have been granted.

## **FINANCIAL CONSIDERATIONS**

There is \$155,583 in unallocated event grant funding available for further distribution through the Event Grants and Sponsorship program in 2018/19.

The Budget impact is \$77,000.00 in grant funding which can be funded from the unallocated event grant budget for 2019.

Under the previous Australia Day budget model, Council recovered the cost of the purchase of food and beverage items from the sale income before profits were split among the community groups. Under the new model, without any cost recovery this is forecast to impact on the Australia Day event operating budget by an estimated \$20,000 in 2019 (based on the average of food and beverage costs over the past three years).

## **SOCIAL CONSIDERATIONS**

The addition of the sponsorship funding stream is designed to complement the existing funding streams and further extend Council's support to the community to enable the delivery of more local events and activations.

The program is underpinned by a philosophy of partnership whereby Council will seek to support the delivery of new and innovative events as well as ensure existing events continue to expand and prosper on the Northern Beaches.

To this end, this report also seeks to recognise previous funding arrangements that existed between the former Councils and a number of community events. It is envisaged this process will help community event organisers access new multi-year sponsorship agreements and will create more certainty for community events.

## **ENVIRONMENTAL CONSIDERATIONS**

All Events that take place on the Northern Beaches and that are delivered in partnership with Council are required to adhere to Council's Waste Management Policies and processes and gain approval before the event can be approved through the events bookings process.

## **GOVERNANCE AND RISK CONSIDERATIONS**

To ensure effective and efficient grant management processes, application forms and acquittal requirements will be proportionate to the size of the sponsorship awarded and the anticipated Community benefits outcomes of the sponsorship program. Applications will be assessed objectively by a staff panel against the assessment criteria and all conflicts of interest will be declared as part of this process.

<b>ITEM 9.8</b>	<b>ALCOHOL PROHIBITED AREAS ON AUSTRALIA DAY 2019</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER COMMUNITY ENGAGEMENT AND COMMUNICATIONS</b>
<b>TRIM FILE REF</b>	<b>2018/688994</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↓</a> Email from Supt David Darcy NSW Police - Request to Install Temporary Alcohol Prohibited Areas (APAs) on Australia Day 2019</b>

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## REPORT

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### PURPOSE

To establish temporary Alcohol Prohibited Areas (APAs) on all sand areas of all beaches as well as the adjacent reserves within the Northern Beaches Local Government Area on Australia Day, 26 January 2019.

### REPORT

Council received correspondence on 2 November 2018 from the Northern Beaches Police Local Area Commander (Attachment 1) requesting the sand area of all beaches as well as the adjacent reserves be declared as 'alcohol prohibited areas' for Australia Day, 26 January 2019. The request was made to, where required, assist Police in reducing antisocial behaviour brought on by the excessive consumption of alcohol in these areas.

This is the second time the request was made to establish the temporary APAs on both the sand areas of beaches as well as the adjacent reserves, the first time being for Australia Day in 2017. Every other year including 2018 the request was for the sand areas only to be declared temporary APAs.

This request reflects similar requests in previous years from the Local Area Command and comes as a result of previous incidents on Australia Day at Shelly Beach, Manly Wharf, East and West Esplanades, Jump Rock, Fairlight Beach, Freshwater Beach Reserve, Dee Why Beach Reserve, Long Reef Beach Reserve, Collaroy Beach Reserve, Mona Vale Beach Reserve and Newport Beach Reserve.

Under Section 632A of the *Local Government Act 1993*, the proposal to declare an APA does not require public exhibition and consultation before being adopted by Council. Final approval for APAs must be granted by the Local Area Commander of Police, from whom this request was received.

### FINANCIAL CONSIDERATIONS

Costs associated with the installation of signage to identify the temporary APAs can be accommodated within the 2018/19 operational budget.

### ENVIRONMENTAL CONSIDERATIONS

It is likely that the introduction of the temporary APAs will result in a reduction of litter and damage.

### SOCIAL CONSIDERATIONS

The introduction of the temporary APAs provide Local Area Command with regulatory processes with which to manage antisocial behaviour, public disturbances and other alcohol-related incidents.

## GOVERNANCE AND RISK CONSIDERATIONS

The introduction of the temporary APAs will be done in accordance with the *Local Government Act 1993* and will likely result in a safer environment for the public with reduced risk of instances related to excessive consumption of alcohol.

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## RECOMMENDATION OF GENERAL MANAGER CUSTOMER AND CORPORATE

That:

- A. Council declares temporary Alcohol Prohibited Areas on all sand areas of all beaches as well as the adjacent reserves within the Northern Beaches Local Government Area on Australia Day, 26 January 2019 from 6:00am for a period of 24 hours.
  - B. Council produces and installs temporary signage across all beaches and adjacent reserves. This can be funded from existing operational budget.
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**From:**  
**Sent:** Tuesday, 30 October 2018 11:28 AM  
**To:** Mick Darda  
**Subject:** Request for APAs by NSW Police [SEC=UNOFFICIAL]

Dear Michael,

As you are aware Australia Day has at times been operationally challenging for the Northern Beaches Police Area Command. One of the key challenges is antisocial behaviour associated with excessive consumption of alcohol in public places.

A successful strategy we've employed with the assistance of Northern Beaches Council in previous years has been the temporary declaration of Alcohol Prohibited Areas (APAs) on all sand areas of all beaches and beach reserves.

I formally request Northern Beaches Council to once again assist us by providing the temporary APAs for Australia Day 26 January, 2019.

Kind regards,

Dave Darcy  
Superintendent  
Commander, Northern Beaches Council.

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<b>ITEM 9.9</b>	<b>MANLY INNOVATION HUB FEE WAIVER</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER COMMUNITY ENGAGEMENT AND COMMUNICATIONS</b>
<b>TRIM FILE REF</b>	<b>2018/737045</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">Letter - Manly Innovation Hub - Request for Support</a></b>

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## REPORT

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### PURPOSE

To seek approval to waive fees for the Manly Innovation Hub to use part of the Seaforth Village Community Centre (Training Room and Reading Room) for a period of 12 weeks to pilot their first Venture Accelerator Program in early 2019.

### REPORT

The Manly Innovation Hub was started in August 2018 by Greg Twemlow, supported by a foundation team of 12 local residents/businesses from a range of professional backgrounds. The team members have been volunteering their time to establish a business accelerator program on the Northern Beaches, and are actively working to achieve not-for-profit status for the Manly Innovation Hub.

Manly Innovation Hub is seeking a fee waiver for use of the Training Room and Reading Room located within the Seaforth Village Community Centre, to pilot its *Core Venture Accelerator* program. The program is proposed to run for 12-weeks starting 4 February 2019. It will consist of 30-50 participants working in teams to develop, market test and refine their business ideas with intensive mentoring. This program is designed to expand local education and economic opportunities on the Northern Beaches by equipping the next generation of entrepreneurs with skills and confidence through project based learning supported by intensive mentoring while launching new enterprises with capacity to grow. By focusing on groups under-represented in existing venture accelerator programs, including women returning to work, young adults and the over-50's, Manly Innovation Hub is investing in the human capital that drives innovation and building economic resilience within our local community.

The pilot program will support the Manly Innovation Hub to prove its concept to attract funding streams, including corporate sponsorships and government grants, to establish an ongoing innovation program.

Council support for the pilot program demonstrates the organisation's action to deliver on a number of the key goals outlined in the Community's Strategic Plan, *SHAPE 2028*. *These goals include:*

**Goal 13, Strategy C - "*Facilitate innovative environments and hubs where start-up businesses, entrepreneurs and innovators are supported and connected*".**

**(Goal 14, Strategy C) - "*Attract knowledge-based industries to meet the skills and aspirations of residents and support a thriving business environment*".**

### FINANCIAL CONSIDERATIONS

The total fee to hire the two rooms for 40 hours per week over 12 weeks is \$24,960 and the fee to use the Reading Room for up to 6 hours per week for program development prior to the program's commencement is \$156 per week, according to Council's schedule of fees and charges. Given current usage of the Training Room and Reading Room, with only one casual booking of the Training Room and no current or planned use of the Reading Room, the forgone income to Council by granting this fee waiver is considered acceptable.

The original intent for the Training Room was for co-working and innovation purposes and the current furniture and IT fit-out has been planned accordingly. Any additional cleaning and waste services or office equipment, associated with the use of the space would be covered by the Manly Innovation Hub. As a community use hirer, the Manly Innovation Hub would be obliged to accord with the Northern Beaches Community Centre Hirer's Terms and Conditions. This will include a requirement to provide a Public Liability Insurance certificate, comply with all relevant legislation and casual hirer's refundable bond of \$1,500 upon application.

### **ENVIRONMENTAL CONSIDERATIONS**

There are no environmental impacts associated with the request for waiving these fees.

### **SOCIAL CONSIDERATIONS**

The Core Venture Accelerator pilot program is an initiative that promises to provide an environment where innovative business ideas are developed, market tested and refined before being pitched to investors, sponsors and the community.

Manly Innovation Hub is designed to be a place to support the community in launching new enterprises, focusing on groups under-represented in existing venture accelerator programs including women, young adults and over-50s. By mentoring participants and developing entrepreneurial skillsets, Manly Innovation Hub aims to develop social and economic resilience in our community, equipping participants with new skills to take advantage of structural changes in their economy.

This initiative is an opportunity for Council to partner with a local business model that seeks to promote new business ventures with capacity to scale-up.

This initiative will also promote greater use of Seaforth Village Community Centre, with an additional 30-50 people working on-site. This would assist in activating the wider Seaforth Village and supporting local businesses in the centre.

### **GOVERNANCE AND RISK CONSIDERATIONS**

Manly Innovation Hub is actively working to become incorporated with a Not-for-Profit status. There are currently no other non-profit business accelerator programs on the Northern Beaches.

It is noted that fee waiver, if granted by Council, is strictly for a period of 12 weeks.

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### **RECOMMENDATION OF GENERAL MANAGER CUSTOMER AND CORPORATE**

That Council grant a waiver of hiring fees for the Manly Innovation Hub for a period of 12 weeks to use the specified rooms within the Seaforth Village Community Centre in order to pilot the *Core Venture Accelerator* program.

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**Manly  
Innovation  
Hub**

David Kerr,  
Acting Chief Executive Officer  
Northern Beaches Council  
725 Pittwater Rd, Dee Why

Dear David,

Manly Innovation Hub (MIH) has been designed to develop social and economic resilience in our northern beaches economy. At a time of unparalleled change in our societies, it's vital that people are equipped to take advantage of structural changes in their economy. MIH is a place to support the community in launching new enterprises, focusing on women, young adults and over 50s. Our mission is to positively impact the social and economic fabric of our community.

MIH hopes to engage with NB Council and find ways that our two organisations can collaborate for the benefit of the northern beaches community and for Council. Initial conversations with council staff have identified a potential opportunity for Council to partner with Manly Innovation Hub to support a pilot business accelerator program for a 12 week period in early 2019 by providing space at Seaforth Village Community Centre. This initial support from Council would enable the hub to demonstrate our startup accelerator program and attract corporate sponsorship to help expand our programs. This partnership would demonstrate Council's support for innovation and economic development and would be the start of an ongoing collaborative relationship between our two organisations.

Manly Innovation Hub (<https://www.manlyinnovationhub.com/>) was launched in July 2018 with objectives to harness innovation to ensure the Northern Beaches will grow and prosper by bringing together local entrepreneurs and accelerating the growth of early stage ventures. Manly Innovation Hub (MIH) is the only not-for-profit innovation startup accelerator organisation on the Northern Beaches and we are hoping to engage with Northern Beaches Council to collaborate for the benefit of the Northern Beaches Community.

The MIH was conceived by myself, an experienced entrepreneur and resident of Manly, based on my experience working at Creative HQ in Wellington, New Zealand in 2014. CreativeHQ was formed by Wellington Council in 2004. Our initial launch in August has been quickly followed with promising enthusiasm from the community and I am now supported by a Foundation Team of 15 local residents with a broad range of impressive skills. This foundation team have been meeting regularly in addition to two larger 'meetup' events which have been well attended with the second opened by Local MP James Griffin. Priorities for MIH include establishing not-for-profit status, identifying

Manly Innovation Hub – founded July 2018 – E: [greg@manlyinnovationhub.com](mailto:greg@manlyinnovationhub.com)



**Manly  
Innovation  
Hub**

corporate sponsors and finding a physical location to operate from.

Initial conversations with council economic development staff have identified an opportunity for Council to partner with Manly Innovation Hub to support a pilot incubator program while also activating Seaforth Village Community Centre . The Core accelerator program proposed by Manly Innovation Hub consists of a structured 12 week program where cohorts of around ten teams work full time to develop, market test and refine their idea through an iterative process with intensive mentoring and support from a diverse range of experienced businesspeople and entrepreneurs. Participants develop commercialisation, communication and networking skills through the program which culminates in a 'pitch night' where the teams pitch their business ideas to an audience of investors, sponsors, stakeholders and the community at large.

I have been shown through the Seaforth Community Centre by council staff on Monday 13th August and consider it an ideal location to run our first pilot business incubator program. We are busy establishing our not-for-profit status and won't be ready to start the pilot program until early 2019. In terms of our needs to run our first full 12 week program, exclusive use of the Training Room and the Library room would be ideal to accommodate the anticipated 30-50 participants who would be working full-time from the site in addition to visits from our community of mentors and program supporters.

The Training Room (exclusive use) – would provide a quiet workspace with approximately 20 workstations, kitchenette and the use of lockers for groups to keep project materials on-site. The Library Room (exclusive use) – would provide a more relaxed workspace to accommodate group work, overflow from the training room and large program meetings. The Meeting Room (partial use) – would provide space for meetings and mentoring sessions supported by AV capability when not in use by other paid bookings.

Initial in-kind support of 12 weeks free use of the Seaforth Village Community Centre would help the Manly Innovation Hub to establish ourselves and prove our concept. It would support Council objectives to activate Seaforth Village Community Centre and demonstrate Council's support for innovation and economic development. The Manly Innovation Hub is in many ways a kind of good news factory, insofar as everything it does will be for the benefit of our community. We anticipate that all organisations that support our vision will enjoy recognition for their role in helping MIH realize its vision.

I look forward to continuing this conversation,

Manly Innovation Hub – founded July 2018 – E: [greg@manlyinnovationhub.com](mailto:greg@manlyinnovationhub.com)





Regards,  
Greg Twemlow

Founder, Manly Innovation Hub  
[greg@manlyinnovationhub.com](mailto:greg@manlyinnovationhub.com) | 0412 555 416

**Links to further information:**

<https://www.linkedin.com/in/gregtwemlow/>

<https://www.manlyinnovationhub.com/programmes>

<https://www.linkedin.com/pulse/innovation-hubs-gaining-momentum-how-manly-hub-can-put-greg-twemlow/>

Manly Innovation Hub – founded July 2018 – E: [greg@manlyinnovationhub.com](mailto:greg@manlyinnovationhub.com)

## 10.0 ENVIRONMENT AND INFRASTRUCTURE DIVISION REPORTS

### ITEM 10.1

#### ADOPTION OF THE MANLY LAGOON FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN

#### REPORTING MANAGER

EXECUTIVE MANAGER NATURAL ENVIRONMENT & CLIMATE CHANGE

#### TRIM FILE REF

2018/557604

#### ATTACHMENTS

- 1 [Final Manly Lagoon Floodplain Risk Management Study and Plan, October 2018 \(Included In Attachment Booklet 3\)](#)
- 2 [Final Manly Lagoon Floodplain Risk Management Study and Plan - Figures \(Included In Attachment Booklet 3\)](#)

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### EXECUTIVE SUMMARY

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#### PURPOSE

To recommend adoption of the Final Manly Lagoon Floodplain Risk Management Study and Plan, prepared by WMA Water, dated October 2018.

#### SUMMARY

Northern Beaches Council has prepared a Floodplain Risk Management Study and Plan (FRMS&P) for the Manly Lagoon Catchment which extends from Frenchs Forest in the west and flows generally south-east to the entrance to the Tasman Sea at Manly Lagoon.

The FRMS&P identifies options to address the flooding identified in the Manly Lagoon Flood Study which was adopted in 2013. The FRMS&P has received financial and technical support from the NSW Office of Environment and Heritage.

A range of structural, property and flood response options have been assessed using detailed economic and multi-criteria analysis which includes various parameters such as environmental impacts, community acceptance, technical feasibility etc.

The Draft Manly Lagoon Floodplain Risk Management Study and Plan was endorsed for public exhibition at the Council meeting on 17 April 2018. During the exhibition period from 11 June to 13 July 2018, letters and information brochures were sent to approximately 3,700 properties, 2 drop in sessions were held, information was displayed at the Customer Service Centres and Council libraries and a 'Have Your Say' project webpage was established.

At the completion of the public exhibition period, the project webpage had 225 visits, there were 40 attendees at drop-in sessions, and 6 written submissions were received. The Northern Beaches Floodplain Management Committee were then consulted and informed of the recommended options and results of the public exhibition process.

The Floodplain Risk Management Study and Plan recommends a range of options to manage flood risk, including flood related development controls, improvement to flood warning systems, levee feasibility assessments and strategies to manage storage of floodwaters in Manly Dam. The recommended options will be further investigated and if feasible, implemented according to their priority.

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#### RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT AND INFRASTRUCTURE

That Council adopt the Manly Lagoon Floodplain Risk Management Study and Plan (October 2018).

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## REPORT

### BACKGROUND

#### NSW Government's Flood Prone Land Policy and Council's Obligations

Under the NSW Government's Flood Prone Land Policy, the management of flood affected land is the responsibility of Local Government. The State Government subsidises flood mitigation works to alleviate existing problems, and provides specialist technical advice to assist Councils to undertake their floodplain management responsibilities.

The NSW Government's Flood Prone Land Policy provides a framework to:

- ensure the sustainable use of floodplain environments.
- develop solutions to flooding problems.
- ensure new development is compatible with the flood hazard.

The Flood Prone Land Policy is implemented in 5 sequential stages. These are described below, and this report refers to Steps 3 and 4 of the process.

NSW Government Flood Prone Land Policy recommended steps	Council has complied with the Policy as follows:
<p>1. <b>Formation of a committee:</b> forum for discussing technical, social, economic and environmental issues.</p>	<p>The Manly Lagoon Catchment Coordinating Committee was utilised to advise and oversee the completion of the Flood Study (in 2013).</p> <p>Membership consisted of representatives of the Office of Environment &amp; Heritage (OEH), the State Emergency Service (SES), former Warringah and Manly Councillors, Environmental Groups and Community Members, with technical advice provided by Council staff.</p> <p>The Northern Beaches Flood Management Committee has been consulted in the finalisation of the Floodplain Risk Management Study and Plan.</p>
<p>2. <b>Flood Study:</b> determines the nature and extent of the flood problem and is publicly exhibited upon completion.</p>	<p>The Flood Study was completed in June 2013. Through this process the floodplain was mapped, the community was consulted and approximately 3,700 private properties were identified as flood affected.</p>
<p>3. <b>Floodplain Risk Management Study:</b> evaluates management options for the floodplain in respect of both existing and proposed development and is publicly exhibited upon completion.</p>	<p>The Floodplain Risk Management Study (FRMS) commenced in March 2015. It involved the following:</p> <ul style="list-style-type: none"> <li>▪ Review of existing flood information and updating of modelling with best available information.</li> <li>▪ Identification of management options for investigation through workshops with a diverse range of internal stakeholders.</li> <li>▪ Feasibility assessment of options through economic, social and environmental impact investigation.</li> <li>▪ Ranking of options through a multi-criteria assessment matrix approach.</li> </ul> <p>Public exhibition of the FRMS occurred from 11 June to 13 July 2018, and the final report is now recommended for adoption following amendments to reflect comments during the public exhibition period.</p>

NSW Government Flood Prone Land Policy recommended steps	Council has complied with the Policy as follows:
<p>4. <b>Floodplain Risk Management Plan (FRMP):</b> involves preparation of a formal plan to guide Council's management of the floodplain, using information from the flood study and FRMS, and formal adoption by Council after a period of public exhibition.</p>	<p>Public exhibition of the FRMP occurred from 11 June to 13 July 2018, and the final report is now recommended for adoption following amendments to reflect comments during the public exhibition period.</p>
<p>5. <b>Implementation of the Plan:</b> construction of any recommended flood mitigation works to protect existing development, and the use of Local Environmental Plans to ensure that new development is compatible with the flood hazard.</p>	<p>The plan will be implemented according to Council resources and available grant funding.</p>

### Description of Manly Lagoon Catchment

The Manly Lagoon catchment is situated towards the south of the Northern Beaches Council Local Government Area. The Manly Lagoon catchment occupies a total area of approximately 18km<sup>2</sup>, extending from Frenchs Forest and flowing generally south-east to the entrance to the Tasman Sea via Manly Lagoon.

The topography of the catchment is varied. In the west of the catchment the topography grades relatively steeply from an elevation of around 160m AHD (metres above mean sea level) in the upper slopes to the floodplain areas west of Manly Lagoon. This part of the catchment includes the suburbs of Frenchs Forest, Allambie Heights, North Balgowlah and Beacon Hill. To the north and south of Manly Lagoon (including the suburbs of Balgowlah, Fairlight, and Queenscliff) the topography also grades relatively steeply from an elevation of around 50m AHD to the floodplain areas surrounding the Lagoon. The floodplain then grades gradually to the sea level at the Lagoon entrance at Queenscliff Beach.

The catchment of Manly Lagoon is predominantly urbanised, with industrial, commercial and residential development. There are two major commercial centres located within the catchment, namely Warringah Mall and Manly Vale. The Manly Lagoon floodplain is primarily open space, with a combination of golf courses, parks and reserves dominating the lower catchment. Manly Dam is located in the catchment with a catchment area of approximately 500 hectares. The dam catchment is predominantly bushland and accounts for approximately 25% of the total Manly Lagoon catchment area.

Manly Lagoon is fed primarily by Burnt Bridge Creek, Brookvale Creek and Manly Creek. These three waterways each form a distinct sub-catchment, with the Manly Creek sub catchment incorporating inflows from Manly Dam and Curl Curl Creek in the upper catchment. The main basin of Manly Lagoon is long, narrow and around 2 metres deep on average, but is only approximately 10% of its original size having been extensively filled for fields and development.



Figure 1 – Manly Lagoon study area

### **Basis for preparing a Floodplain Risk Management Study and Plan (FRMS&P)**

The Manly Lagoon Flood Study (2013) updated the Manly Lagoon Flood Study (1990) and reinforced the presence of significant flood risk within the catchment, particularly the lower catchment around Manly Lagoon. It also highlighted that during a 1 in 100 year flood particular streets, such as Riverview Parade, Campbell Parade, Lakeside Crescent, Pittwater Road, Cameron Avenue and Kenneth Road, would be subject to flood depths and velocities that could prevent evacuation, pose difficulty for an able-bodied adult to wade to safety, and potentially result in structural damage to buildings.

Due to the identified high flood risk, and parts of the catchment including Frenchs Forest and Brookvale currently undergoing structure planning processes, the Manly Lagoon FRMS&P was deemed a high priority.

The FRMS&P is a combination of two stages in the formal floodplain management process that confirm the flood risk and investigate and plan for options to manage the identified risk. It includes an assessment of the social, environmental and economic impact of structural hard engineering options, as well as flood warning and flood education programs as modifiers of people's behaviour during a flood event.

### **Implementation Program**

The Floodplain Risk Management Plan (FRMP) itself outlines an implementation program for the recommended measures. This program outlines the options recommended, description of the actions required, costs of the option and the relative priority.



Each option is classified in one of three categories:

- High priority
- Medium priority
- Low priority.

This classification of the options will guide the staging of their implementation, with high priority actions likely to be investigated further as an immediate priority, whereas medium and low priority actions will be implemented as budget and resources allow. The draft implementation program is outlined below in Table 2.

**Table 2 – Implementation program for actions identified in the Plan**

Option ID	Option	Description	Priority
<b>FLOOD MODIFICATION MEASURES</b>			
<b>LV02</b>	Clearview Place Levee	New levee located upstream of Warringah Mall near Clearview Place to prevent mainstream flooding. Levee set to 22.3m AHD.	Low*
<b>MD01</b>	Investigation into Manly Dam Airspace Availability	Further investigation into optimising the available flood storage in Manly Dam whilst satisfying all stakeholders is recommended.	High
<b>PROPERTY MODIFICATION MEASURES</b>			
<b>PM03</b>	Flood Proofing	Future development of commercial properties within Flood Planning Area (FPA) should incorporate flood proofing up to the Flood Planning Level (FPL).	High
<b>PM04</b>	Land Use Zoning	Changes to land use zoning should consider flood compatibility using outcomes from this report.	High
<b>PM05</b>	Flood Planning Levels	Update Flood Planning Level based on the 1% AEP + freeboard as defined in this FRMS. This does not affect any additional properties.	High
<b>PM07</b>	Changes to Planning Policy	DCP updated with FPL as discussed above.	High
<b>PM08</b>	Planning Certificates	Provide flooding info on Council's website, include up to date flooding info on future planning certificates requested.	High
<b>RESPONSE MODIFICATION MEASURES</b>			
<b>RM01</b>	Emergency Planning	Development of Local Flood Plan through the NSW SES.	High
<b>RM02</b>	Flood Warning	Add new stream gauges on each of the three creeks, continuation of Northern Beaches Flash Flooding Warning.	Low
<b>RM04</b>	Road Closures, Early Notifications	Add list of affected roads to Local Flood Plan, install depth indicators where noted.	Medium
<b>RM05</b>	Community Education and Awareness	Community engagement to prepare an ongoing flood education program (and appropriate evaluation system).	Medium

\*Note – Although the Clearview Place Levee is ranked as low in the study, the ranking is reflective of the difficulties in implementation and the resources required to assess the feasibility. However, it is still the highest ranked option involving structural works and the study recommends it be progressed further as mechanisms to fund investigations become available.

## **Proposed Mitigation Works**

### **Clearview Place Levee**

A levee at the rear of Clearview Place is the highest ranked structural option recommended in the Floodplain Risk Management Plan. The levee concept is 90m long and with a height set to the 1% AEP flood level.

The levee results in significant reductions in flood levels downstream through Clearview Place and large areas of Brookvale towards Brookvale Creek and Warringah Golf Course. This results in potential reductions in flood damages far in excess of the likely capital costs for construction therefore demonstrating significant economic merit.

The levee is located at the downstream end of Allenby Park which is a highly valued area of natural bushland in the catchment. Any potential impacts to the integrity of this area would have to be very carefully weighed against the proposed flood benefit. To assess this, a comprehensive feasibility study would be required to assess the full range of potential impacts of construction. This study along with full community consultation will be completed prior to the option proceeding to detailed design.

### **Manly Dam Airspace Investigation**

Modelling and analysis undertaken in the Floodplain Risk Management Study demonstrates that storing flood waters in Manly Dam can lower flood levels for large areas downstream by up to 0.2 – 0.3m. This is acknowledged in Council's current management practices by maintaining the water level of Manly Dam at 34.1m AHD which is 1.7m below the spillway crest of the dam.

Increasing the amount of flood storage in Manly Dam would likely further reduce flooding downstream, however there are a number of competing priorities and stakeholders that must be considered. These include Endangered Ecological Communities and the operations of two internationally recognised hydraulic laboratories.

The Floodplain Risk Management Plan recommends an investigation into optimising the operation of Manly Dam to maximise the flooding benefit without compromising the ability of other stakeholders to operate.

### **Development Controls and Land Use Planning Considerations**

The property modification measures recommended in the Floodplain Risk Management Plan relate to managing flood risk through strategic landuse planning and amendments to Council's planning controls to better manage flood risk.

Following a detailed assessment of the capacity of the stormwater system, there have been minor reductions recommended to flood levels in the upper catchment. These amended levels are recommended to be adopted and reflected in future planning controls. No additional properties will be identified as flood affected.

The recommendation regarding flood proofing has already been implemented through the integration of floodplain management following Council amalgamation. The new flood prone land Development Control Plan clause includes a requirement for existing development to be flood proofed when undertaking development requiring consent.

## Community Awareness Actions

There is an existing flood warning system on the Northern Beaches (operated by the NSW Government) which consists of a number of rainfall and water level gauges with SMS alerts to combat agencies and Council staff. The Floodplain Risk Management Plan identifies potential improvements to this system. These potential improvements will be examined at the end of the current contract with the relevant government agency in 2019.

Increasing flood awareness is one of the most effective mechanisms to reduce the flood risk to life. The implementation of a thorough community engagement program is recommended in the FRMP and will build upon previous programs undertaken by the three former Councils in association with emergency response agencies. Flood education has been recommended and supported by the Northern Beaches Flood Management Committee.

## CONSULTATION

As per Council resolution 099/18, public exhibition of the draft FRMS&P for the Manly Lagoon Catchment took place from 11 June to 13 July 2018. Opportunities for the community to participate in the review of the document included the following:

- A letter and plain English summary brochure was sent to approximately 3,700 home owners within the flood extent for the catchment (Probable Maximum Flood), inviting them to provide feedback on the Floodplain Risk Management Study & Plan.
- A 'Have Your Say' project webpage with numerous FAQs was published.
- A Community Engagement email was sent to interested residents and groups.
- Displays were placed in all Customer Service Centres, and all Council libraries.
- Advertisements were made in the Council Notices section of The Manly Daily.
- Two drop-in information sessions were provided.

During the public exhibition period the webpage received 220 site visits with 21 documents downloaded in total. The drop-in sessions were attended by a total of 40 people. A total of 6 submissions were received. These submissions were forwarded to the consultant for consideration in finalising the report. The primary themes of the submissions are outlined below with responses and any required amendments to the FRMS&P.

**Table 3 – Community feedback and how it has been addressed**

Topic of community response	Amendment to final FRMS&P
General support for further investigation into LV02 – Clearview Place Levee.	Comments are noted, support for this option is noted in the final FRMS&P.
Consider converting part of the culvert near Clearview Place to an open channel.	No amendment to final FRMS&P is recommended. There are a number of financial, environmental, technical and safety issues associated with this proposal and it is unlikely to provide flooding benefit.



Topic of community response	Amendment to final FRMS&P
Support for investigation into airspace availability (flood storage) in Manly Dam providing that environmental impacts and other stakeholders are considered.	Comments are noted, no amendments to the FRMS&P are considered necessary. A thorough feasibility assessment of all recommended options will be undertaken for this option. This will consider any potential environmental or social impacts.
Too much focus on Brookvale, further investigation is warranted for Campbell Parade, Manly Vale.	A levee at the eastern end of Campbell Parade was investigated in the Study however the likely cost of construction was larger than the likely reduction of flood damages. The recommended structural option would provide flood level reductions in the lower catchment including in the area around Campbell Parade. No amendments to the FRMS&P are recommended.
Comments regarding water quality in Manly Lagoon and requests for dredging to improve water quality.	<p>Comments are noted, no amendments to the FRMS&amp;P are considered necessary. This study specifically focuses on options which provide a meaningful flood benefit. Dredging options were investigated and provide no meaningful reduction in flood levels.</p> <p>The water quality benefits of dredging are not part of the scope of this study and would need to be explored separately to the floodplain risk management process.</p>
Support for flood related development controls, flood warning and flood education.	Comments are noted, support for this option is noted in the final FRMS&P.

## TIMING

Funding opportunities to commence implementation of the Floodplain Risk Management Plan can be explored in early 2019 following adoption of the Plan (but will be prioritised against other high priority activities in the Northern Beaches flood program).

## FINANCIAL CONSIDERATIONS

Implementation of the Manly Lagoon Floodplain Risk Management Study and Plan will be undertaken on a priority basis within Council's existing floodplain management and stormwater works programs. Grant funding through the NSW Government Floodplain Management Program will be investigated to assist in the implementation of recommended options.

## SOCIAL CONSIDERATIONS

The Floodplain Risk Management Study and Plan provides an additional understanding of the specific risks posed by flooding in the catchment, including appropriate emergency response arrangements. The outcomes of this study will be used to develop educational programs which assist in reducing the risk to the community of future flood events.

## ENVIRONMENTAL CONSIDERATIONS

Any structural options recommended for further investigation will require thorough feasibility assessments which will include detailed environmental studies.

## **GOVERNANCE AND RISK CONSIDERATIONS**

The preparation of the study was initially overseen by the previous Manly Lagoon Catchment Coordinating Committee and the Northern Beaches Flood Management Committee has been consulted during the finalisation of the Study and Plan. The preparation of a Flood Risk Management Study and Plan fulfils Council's obligation to identify and manage flood risk in accordance with the NSW Floodplain Development Manual and provides a level of protection for Council under the Local Government Act, 1993.

The NSW Government has provided technical support via the Office of Environment & Heritage throughout the preparation of the Study and Plan.

<b>ITEM 10.2</b>	<b>PUBLIC EXHIBITION OF THE INGLESIDE, ELANORA AND WARRIEWOOD OVERLAND FLOW FLOOD STUDY</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER NATURAL ENVIRONMENT AND CLIMATE CHANGE</b>
<b>TRIM FILE REF</b>	<b>2018/592780</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">⇒</a> Draft Report - Ingleside Elanora Warriewood Overland Flow Flood Study - Volume 1 (Included In Attachment Booklet 3)</b> <b>2 <a href="#">⇒</a> Draft Report - Ingleside Elanora Warriewood Overland Flow Flood Study - Volume 2 (Included In Attachment Booklet 3)</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To seek approval to publicly exhibit the Draft Ingleside, Elanora and Warriewood Overland Flow Flood Study (2018).

#### SUMMARY

The Draft Ingleside, Elanora and Warriewood Overland Flow Flood Study has been prepared for Northern Beaches Council to review and define the existing and future flood behaviour in the study area and to establish how best to manage identified flood risks. The study considers current catchment conditions, potential impacts of climate change, delineates overland flow paths and utilises the most up-to-date topographical data and floodplain modelling techniques. The study will update the flood risk for these areas identified in the Narrabeen Lagoon Flood Study (2013) and the Pittwater Overland Flow Flood Study (2013).

The study area is located completely within the Narrabeen Lagoon catchment, and includes areas within the suburbs of Ingleside, Elanora Heights, Warriewood and North Narrabeen. Although this is not the first flood investigation undertaken in the study area, it is considered the most accurate and reflects the overland flow nature of flooding in this location.

Where flood water running in the upper parts of a catchment overflow the main creeks, the flood water runs overland. This is referred to as overland flow and often needs to be considered as a special case. The Ingleside, Elanora and Warriewood Overland Flow Flood Study was undertaken to provide the definition of these overland flows within the northern part of the Narrabeen Lagoon catchment where significant overland flows were expected.

Like many flood studies, this study has identified areas of flood hazard, which have the potential to endanger life and property. The NSW Flood Prone Land Policy requires flood study draft reports to be publically exhibited for a minimum of 4 weeks to ensure all members of the community have an opportunity to comment. Submissions from the public exhibition will be considered and addressed in the final Flood Study, which will be reported back to Council in the new year.

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#### RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT AND INFRASTRUCTURE

That the Draft Ingleside, Elanora and Warriewood Overland Flow Flood Study (September, 2018) be placed on public exhibition for a period of at least 28 days.

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**REPORT**

**BACKGROUND**

**NSW Government's Flood Prone Land Policy and Council's Obligations**

Under the NSW Government's Flood Prone Land Policy, the management of flood affected land is the responsibility of local government. The State Government subsidises flood mitigation works to alleviate existing problems, and provides specialist technical advice to assist Councils to undertake their floodplain management responsibilities.

The NSW Government's Flood Prone Land Policy provides:

- A framework to ensure the sustainable use of floodplain environments.
- Solutions to flooding problems.
- A means of ensuring new development is compatible with the flood hazard.

The Flood Prone Land Policy is implemented in 5 sequential stages. These are described below, and this report refers to Step 2 of the process.

<b>NSW Government Flood Prone Land Policy recommended steps</b>	<b>Council has complied with the Policy as follows:</b>
<p>1. <b>Formation of a committee:</b> forum for discussing technical, social, economic and environmental issues.</p>	<p>The Northern Beaches Flood Management Committee has been consulted in the finalisation of the Study.</p> <p>Membership comprises representatives of the NSW Office of Environment &amp; Heritage (OEH), NSW State Emergency Service (SES), Councillors and Community Members.</p>
<p>2. <b>Flood Study:</b> determines the nature and extent of the flood problem and is publicly exhibited upon completion.</p>	<p>This Flood Study defines and updates the existing flood behaviour in the study area, and establishes the basis for subsequent floodplain management activities.</p>
<p>3. <b>Floodplain Risk Management Study:</b> evaluates management options for the floodplain in respect of both existing and proposed development and is publicly exhibited upon completion.</p>	<p>The next stage of the process is the Floodplain Risk Management Study, which will investigate risk management options and provide recommendations to reduce flood hazard.</p>
<p>4. <b>Floodplain Risk Management Plan:</b> involves preparation of a formal plan to guide Council's management of the floodplain, using information from the flood study and FRMS, and formal adoption by Council after a period of public exhibition.</p>	<p>The following stage of the process is the Floodplain Risk Management Plan, which will investigate risk management options and provide recommendations to reduce flood hazard.</p> <p>The Floodplain Risk Management Study and Plan is often undertaken in the same contract.</p>
<p>5. <b>Implementation of the Plan</b></p>	<p>The future plan will be implemented according to Council resources and funding availability.</p>

## The Study Area

The study area covers an area of approximately 16.5 km<sup>2</sup>, completely within the Narrabeen Lagoon catchment, and includes land within the suburbs of Ingleside, Elanora Heights, Warriewood and North Narrabeen. The study area is located north of Narrabeen Lagoon and drains to the lagoon then the ocean through the entrance at Narrabeen Head.

There are several creeks in the study area (Figure 1) including:

- Narrabeen Creek
- Mullet Creek
- Fern Creek
- Nareen Creek
- Deep Creek (and minor tributaries).

The catchment has a history of flooding and there is a need to better define the nature and extent of flooding in this area, in order to determine appropriate planning controls, as well as to establish the basis for the subsequent floodplain risk management study and plan.

Land use within the catchment comprises a mix of residential and commercial developments (including some light industrial areas), together with areas of open space such as Elanora Country Club, Boondah Reserve and North Narrabeen Reserve. The Warriewood Wetlands are a significant feature of the lower catchment.



Figure 1 – Study area for the Ingleside, Elanora and Warriewood Overland Flow Flood Study



## Previous Studies

The Draft Ingleside, Elanora and Warriewood Overland Flow Flood Study has been prepared for Northern Beaches Council to review and define the existing and future flood behaviour in the study area and to establish how best to manage identified flood risks. This study was previously titled the North Narrabeen Overland Flow Study but, on the advice of the Northern Beaches Flood Committee, has been renamed to provide greater clarity during the consultation process.

There have been a number of previous flood investigations undertaken in the study area. Although this is not the first flood investigation undertaken in the study area, it is considered the most accurate and reflects the overland flow nature of flooding in this location. The current flood behaviour in the catchment is based upon the following studies:

- a) The Narrabeen Lagoon Flood Study (2013) modelled catchment rainfall from the entire Narrabeen Lagoon catchment (including areas as far away as Beacon Hill and Frenchs Forest), as well as ocean flooding.
- b) The Pittwater Overland Flow Study (2013) investigated areas affected by overland flow upstream from the Narrabeen Lagoon waterbody.

Although these previous studies provided baseline data, they also identified some significant risk in this area that warranted more detailed definition. The study considers current catchment conditions, potential impacts of climate change, better delineates overland flow paths and utilises the most up-to-date topographical data and floodplain modelling techniques. The results supersede the previous modelling results for this area.

Where flood water running in the upper parts of a catchment overflow the main creeks, the flood water runs overland. This is referred to as overland flow and often needs to be considered as a special case. The Narrabeen Lagoon Flood Study process provides an understanding of the broad flood risk across the catchment but is not the best model to define these overland flow areas.

The Ingleside, Elanora and Warriewood Overland Flow Flood Study was undertaken to provide the definition of these overland flows within the northern part of the Narrabeen Lagoon catchment where significant overland flows have been observed and which do pose a risk. This study is not intended to update the flood level for Narrabeen Lagoon waterbody as this is well understood and this flooding is critical for a number of properties in the lower areas of the Narrabeen Lagoon catchment.

The Narrabeen Lagoon Flood Study adopted in 2013 mapped the flood risk within the lagoon waterbody and the main creeks which flow into Narrabeen Lagoon for the whole of the 55km<sup>2</sup> catchment. Following the adoption of the Flood Study, a Floodplain Risk Management Study and Plan (2018) was prepared to identify options for further investigation and implementation to manage this flood risk within the Narrabeen Lagoon catchment. This was the subject of a separate report to Council in October 2018 where it was recommended for public exhibition. The Public Exhibition has been scheduled to run until early December 2018 and is being carefully staged to avoid any confusion in the public (a recommendation from the Northern Beaches Flood Management Committee).

## Draft Ingleside, Elanora and Warriewood Overland Flow Flood Study

The key objective of the Flood Study is to gain a comprehensive understanding of flooding risk in the flood study area.

The Flood Study involved:

- Collection of flood related data.
- The establishment and calibration of the flood model.
- Undertaking modelling for a range of flood events of various magnitudes.
- Undertaking sensitivity analysis of the model results.
- Identification of the level of flood risk throughout the flood study area.
- Undertaking scenario modelling of potential impact of climate change and pipe blockages.

At the commencement of the study a questionnaire was distributed to residents in the study area. The purpose of the questionnaire was to identify which residents had experienced problems with flooding and to collate as much historical flood data as possible. 407 responses were received from the distributed questionnaires.

Of the responses received, 185 respondents had observed an overland flow within the catchment and 99 had experienced flooding of their properties; including 14 with inundation above floor level. 35 respondents indicated that flooding had caused damage to their property.

Based upon the above responses and a range of Council mapping data including stormwater network data, topographic or landform information, and land use information, a flood model was established to identify flood behaviour in the study area. This model was calibrated using data from the June 2016 rainfall and flood event.

The key outputs of the flood study include the identification of design flood information such as peak flood levels and velocities, provisional flood hazards (which inform the flood risk), preliminary categorisation of the hydraulic flows and preliminary flood planning extents.

### Overview of Flood Behaviour

In the upper portion of the catchment as a result of the steep terrain and low development density, there are few major overland flow paths outside of the creek channels. These channels contain most of the catchment runoff even in more severe storms like a 1 in 100 year (1% Annual Exceedance Probability- AEP) flood event. The most notable flood issues are the Ingleside Road and Powderworks Road crossings of Mullet Creek, which are likely to be overtopped relatively frequently.

The southern part of the mid-catchment comprises the residential area of Elanora Heights, draining primarily to Nareen Creek, while the northern part is remnant bushland draining to Mullet, Fern and Narrabeen Creeks. The catchment is very steep through these areas, resulting in widespread shallow overland flow, with relatively few concentrated flow paths apart from the creek channels. The most notable flood issues in the mid-catchment area are the corner of Powderworks Road and Elanora Road at the outlet of the Elanora Country Club golf course, and the Ponderosa Parade crossing at Narrabeen Creek.

In the lower reaches of the catchment, flooding is significantly more widespread than in the upper areas of the catchment, due to flatter topography; relatively small creek channels; the influence of Warriewood Wetlands, and backwater influences from Narrabeen Lagoon. There are large areas subject to significant inundation depths in severe storm events. All creeks flood over their banks in even relatively small events. The most significant overland flooding in the urbanised catchment areas occurs along the stretches where Nareen Creek is piped, with heavy inundation between Tatiara Crescent and Nareen Parade as well as between Narroy Road and Pittwater Road (although this is exacerbated by the flooding of the wetlands below Nareen Parade).

### Update to the Flood Planning Area

Land use planning is an effective means of minimising flood risk and damages from flooding. The Flood Planning Level (FPL) is a measure used to set heights such as minimum floor levels for new development. It is based upon the 1 in 100 Year flood level combined with a freeboard (typically 0.5m). The Flood Planning Area (FPA) identifies land below the Flood Planning Level which is subject to flood related development controls.

The current FPA will be updated based on the new results from this Flood Study. For areas in the lower catchment surrounding Narrabeen Lagoon, the results from the Narrabeen Lagoon Flood Study, 2013 are still relevant and will not be replaced.

As a result of this study, approximately 140 properties will no longer be identified as flood affected, however approximately 70 additional properties will be newly identified as flood affected. The changes relate primarily to a greater degree of accuracy in the updated modelling methodology, as well as more detail in the 'ground truthing' to ensure that the model represents the actual situation on the ground.

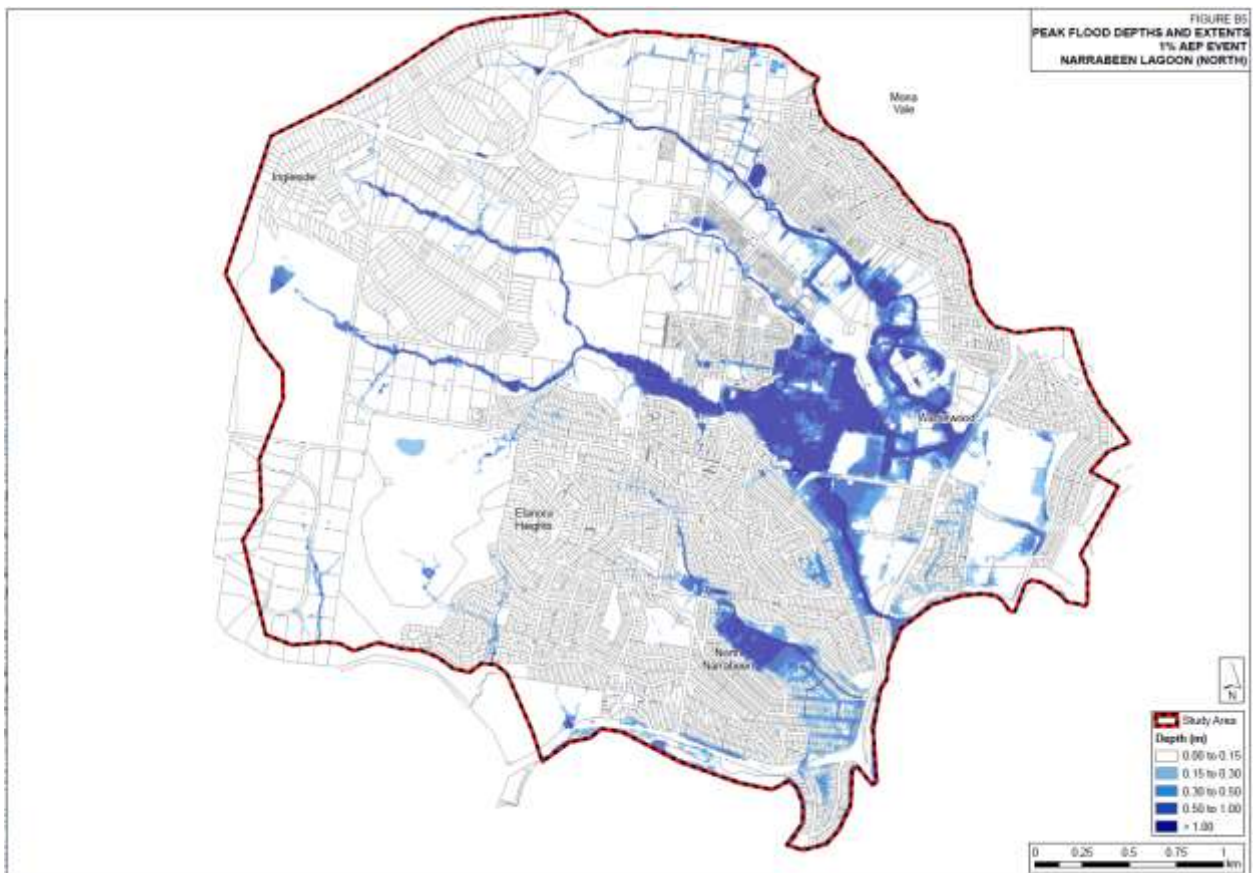


Figure 2 – 1 in 100 Year (1% AEP) flood extent for the Ingleside, Elanora and Warriewood Overland Flow Flood Study



## CONSULTATION

In accordance with the NSW Flood Prone Land Policy, the Draft Ingleside, Elanora and Warriewood Overland Flow Flood Study is now recommended to Council for public exhibition to allow for further community consultation.

Public exhibition is proposed during early 2019. As discussed above, the consultation will be staged to avoid conflict and confusion with the Narrabeen Lagoon Floodplain Risk Management Study and Plan (2018) which is currently on exhibition.

The community will be invited to participate in the review of the documents through (as a minimum):

- A letter and brochure being sent to all home owners and residents within the extent of flooding (the Probable Maximum Flood), inviting them to comment on the reports.
- Several sessions where the community can have one-on-one discussions with Council's flood officers and consultants in relation to how the study results may personally affect them.
- Posting of the draft report on Council's Your Say webpage.
- Displays in all Council Customer Service areas and Council libraries.
- An advertisement in the Council Notices section of "The Manly Daily".

Briefings will also be offered to the Member for Pittwater, the Hon. Rob Stokes MP.

Following the completion of the exhibition period the community's comments will be considered and amendments made where appropriate.

## TIMING

The public exhibition period is scheduled to run for a minimum of 28 days.

## FINANCIAL CONSIDERATIONS

Funding has been allocated in the existing 2018/19 budget for the public exhibition, review of submissions and preparation for the Final Report.

## SOCIAL CONSIDERATIONS

The Study will provide Council with better flood information and knowledge for this area and will provide effective management of flood risk for future development. Publicly available flood information can assist in raising community awareness to flooding and promote a more resilient community.

## ENVIRONMENTAL CONSIDERATIONS

No environmental impacts are expected as the Flood Study is an investigation of existing and future flood behaviour with no on-ground works proposed at this stage.

**GOVERNANCE AND RISK CONSIDERATIONS**

The Northern Beaches Flood Management Committee was consulted during the finalisation of the Flood Study and endorsed the public exhibition of the Study at their meeting of 20 September 2018.

The preparation of a Flood Study fulfils Council's obligation to identify flood risk in accordance with the NSW Floodplain Development Manual and provides a level of protection for Council under the Local Government Act, 1993.

<b>ITEM 10.3</b>	<b>REQUEST FROM THE COMMITTEE OF THE FRIENDS OF THE BIBLE GARDEN MEMORIAL INC FOR COUNCIL REPRESENTATION</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER PARKS AND RECREATION</b>
<b>TRIM FILE REF</b>	<b>2018/501813</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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## REPORT

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### PURPOSE

To seek approval to appoint Council representatives to the Committee of the Friends of the Bible Garden Memorial Inc.

### REPORT

The Committee of the Friends of the Bible Garden Memorial Inc (the committee) has requested the appointment of a Councillor and officer as representatives of Council. The Committee is a volunteer group who manage the Bible Garden on Council's behalf. Their role is outlined in a Plan of Management and an agreement with Council.

The Bible Garden is located at 6 Mitchell Road, Palm Beach and consists of a series of sandstone walls and lawn terraces with plants referenced in the Bible. This area is the only place where the panoramic and iconic view of the full crescent of Palm Beach can be enjoyed by the public. The Bible Garden can be booked through Council for weddings and other low impact events. Another way the community can enjoy the Bible Garden is to participate through volunteer gardening.

The Bible Garden Palm Beach Plan of Management (1993) states in reference to representation on the Committee that: *The Council representatives will be an elected Councillor and a Council Officer as nominated by the General Manager.*

### FINANCIAL CONSIDERATIONS

There are no financial considerations arising from the recommendation in this report.

### ENVIRONMENTAL CONSIDERATIONS

There are no environmental considerations arising from the recommendation in this report.

### SOCIAL CONSIDERATIONS

The involvement of Council on the Committee of the Friends of the Bible Garden Memorial Inc confirms our commitment to the committee, the volunteers and the future of the Bible Garden.

### GOVERNANCE AND RISK CONSIDERATIONS

The recommendation in this report aligns with the Bible Garden Palm Beach Plan of Management (1993).

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### RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT AND INFRASTRUCTURE

That Council endorse a Councillor and the Executive Manager Parks & Recreation to represent the Northern Beaches Council on the Committee of the Friends of the Bible Garden Memorial Inc.

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<b>ITEM 10.4</b>	<b>RESULT OF INVESTIGATION OF POTENTIAL SPORTSGROUND SITES FOR SYNTHETIC CONVERSION</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER PARKS AND RECREATION</b>
<b>TRIM FILE REF</b>	<b>2018/702091</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To report back to Council, the feasibility of future conversion of sportsgrounds to synthetic.

#### SUMMARY

Council resolved in October 2017 to investigate and prioritise natural turf sportsfields that could be converted to synthetic. Council has conducted a robust feasibility assessment of all district level sportsfields and has identified a number of sites that would be suitable for synthetic conversion.

The Sportsground Strategy 2017 has identified 10 additional fields need to be converted to synthetic to address the shortfall in sportsfield capacity to meet demand on the Northern Beaches. Since the adoption of the Strategy, Cromer 2 has been converted to synthetic and Lionel Watts fields 3 and 4 are currently being converted. Two of the six sportsfields proposed for the future Ingleside land release area have also being identified as being constructed as synthetic. Further opportunities may also exist for fields in partnership with the NSW Government on school sites.

The feasibility assessment has looked at factors such as community impact, capacity gains, environmental feasibility, financial investment, geotechnical suitability. The full list of criteria is listed in the body of the report.

Council has identified four sites that it considers as suitable for potential future synthetic conversion. In priority order these sites are:

1. Miller Reserve, Manly Vale (three fields)
2. Beacon Hill Oval Field 1, Beacon Hill
3. Careel Bay Playing Fields, Avalon
4. Kitchener Park, Mona Vale.

Council staff are in discussion with the remaining other potential sites to convert with various stakeholders. This includes locating a potential site to house two artificial hockey fields.

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#### RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT AND INFRASTRUCTURE

That:

- A. Council note the contents of the report.
  - B. Council include the conversion of Miller Reserve, Manly Vale in the draft Capital Works Program for 2019-2023 for consideration.
  - C. Council staff undertake more detailed investigations and confirm costings for Careel Bay Playing Fields and Kitchener Park and provide a further report to Council by 30 June 2019.
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**REPORT**

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**BACKGROUND**

Council resolved in October 2017 to:

- a. *Request staff prepare a short report to Council within three (3) months with a prioritised list of sporting fields that could be converted to synthetic surfaces.*
- b. *Include in the report special consideration for Seaforth Oval and Kitchener Park that have already been identified as priorities on the maintenance programs.*
- c. *Outline in the report options for the budgeting program to enable at least two of the highest priorities to be brought forward into the 2018/19 capital works program.*
- d. *Provide Councillors a briefing prior to the presentation of the report at an Ordinary Council meeting.*
- e. *Undertake to write to local State Government Members seeking financial assistance from state government funding for the delivery of synthetic field upgrades.*

A briefing was provided to the Councillors on 6 March 2018 and a supplementary memo requesting an extension as Council was currently in negotiation with Government Agencies on potential sites that could be converted to synthetic sportsfields.

Existing location of synthetic sportsfields:

- Cromer Park Fields 1 and 2
- Narrabeen Sports High School (outside school hours)
- Forestville War Memorial (Melwood Oval), Forestville, Fields 1 and 2
- Lionel Watts Oval, Belrose Fields 3 and 4 (under construction).

In response to this resolution, Council has undertaken an assessment of sites under Council's care and control that are currently categorised as sportsfields. The assessment of the sportsfields has been based on the following criteria assuming that existing users would not be displaced:

**Table 1: Assessment Criteria**

<b>Criteria</b>	<b>Weighting</b>
Capacity Increase	23%
Connectivity	5%
Security	9%
Ancillary/Supporting Infrastructure	9%
Cost/field	18%
Constructability	18%
Development Impact	9%
Sustainability	9%

The following conditions were applied to the assessment:

- Fields with sports that do not currently endorse synthetic surfaces were not considered
- Fields subject to one in ten flooding events were not considered
- Fields with sports that have a tailored synthetic solution that does not allow for multi-use sports were not considered.

The results of the assessment result in the shortlist detailed the table below. The sites are not listed in priority order:

**Table 2: Shortlisted sites**

Location	Comments
Miller Reserve, Manly Vale	Strong potential site, car parking would need to be expanded, location utilised by a number of sports
Cromer 3,4,5, Cromer	Good on most criteria but already hosts two synthetic fields and there is a desire to spread this type of facility equitably across the Northern Beaches as possible.
Beacon Hill Oval 1	Strong potential site however amenities would need upgrading and it is in relatively close proximity to Cromer Park.
Kitchener Park, Mona Vale	Good location but constructability compromised by sewer and water infrastructure. Costs to relocate or encapsulate this infrastructure estimated to be very high.
Careel Bay, Avalon	Located well to service northern end of Local Government Area. Potential geotechnical and contamination issues to be confirmed.
North Narrabeen - AFL field, North Narrabeen	Well used and established regional sporting hub. However the subgrade is highly contaminated with asbestos and is also in close proximity to the North Narrabeen High School synthetic site. While the asbestos does not pose any environmental or human health risk as it is encapsulated under the surface, excavating it and disposing it at a licensed landfill would be a significant cost to the project.
Tania Park, Balgowlah Heights	High constructability score but location and lack of facilities is a drawback. The potential hours of use are limited due to the lack of sportsfield lighting. Proximity to National Park is a concern. This would likely raise costs significantly to deter fauna, and redirect run off. Local stormwater network would need to be upgraded.
Seaforth Oval, Seaforth	A high use established sporting site but lack of frequent public transport is a drawback. The site is further compromised by its location surrounded by National Park. This would likely raise costs significantly to deter fauna, and redirect run off. Local stormwater network would need to be upgraded
David Thomas, Manly Vale	The riparian buffer zone is not sufficient to construct in this location

Based on the assessment Council did not progress further investigations at Tania Park, Seaforth Oval, Cromer Park and North Narrabeen Reserve. Further investigation on the feasibility of Careel Bay, Kitchener Reserve, Beacon Hill Oval and Millers Reserve has been undertaken. The results of this investigation are summarised below:

**Table 3: Results of further investigations**

Location	Comments
Miller Reserve, Manly Vale	Geotechnical investigations confirm this site would be a suitable site to convert with minimal ground stabilisation required.
Beacon Hill Oval 1, Beacon Hill	Geotechnical investigations confirm this site would be a suitable site to convert with minimal ground stabilisation required.
Careel Bay, Avalon	Geotechnical investigations confirm that this site would require significant stabilisation and potentially a concrete sub base to facilitate a synthetic sportsfield. This would dramatically escalates the costs. Would likely only be considered for a single field. Geographical location means warrants further investigation.
Kitchener Reserve, Mona Vale	While the site would require only minor stabilisation, the presence of a major Sydney Water main line across the site and sewer infrastructure on the periphery significantly complicates the project and will increase costs significantly. Sydney Water would require that the water main be encapsulated in reinforced concrete and the synthetic sportsfield structure above is supported by piers on either side. It is noted that this main line provides water supply to Mona Vale and the suburbs north of it. Geographical location means warrants further investigation.

In response to resolution (C) Council has already commenced construction on Lionel Watts fields three (3) and four (4) for development in 2018/2019. With the need to undertake community engagement, geotechnical, hydraulic investigation, produce a design and carry out a tender process, there is no opportunity to include another synthetic sportsfield in 2018/2019. Also, depending on the selected location, if Council was to proceed with installing another synthetic field above the two currently under construction at Lionel Watts, there would be significant impact on summer sport.

### CONSULTATION

Council has undertaken consultation with peak sporting bodies through the development of the Sportsground Strategy on the suitability and desirability of synthetic sportsfields.

### TIMING

Council is currently undertaking the construction of the synthetic sportsfields at Lionel Watts 3 and 4.



## **FINANCIAL CONSIDERATIONS**

Council has identified a potential synthetic conversion project to convert two fields in the approved Operational Plan scheduled for delivery in the 2020/2021 financial year. Subject to endorsement, the draft budget will be amended to reflect the larger scope proposed in converting all three senior football/two cricket fields to synthetic at Miller Reserve, Manly Vale. Council's project management methodology will require a business case for this project.

There is a clear established nexus to fund the conversion of natural fields to synthetic through the use of Section 7.11 and 7.12 development contributions as they provide additional capacity to increasing population. While the operational costs of synthetic sportsfields is lower than natural fields, the short projected useful life of the synthetic grass creates a significant depreciation burden. Council has minimised the exposure to this financial impact by componentising the pavement layer (earthworks and drainage) and the wearing layer (synthetic grass and infill).

Council is currently in negotiation with other major stakeholders to develop additional synthetic sportsfields. Council will pursue these opportunities and will look to enter into partnerships to deliver any additional sportsfields to offset the capital and depreciation costs associated with these assets.

## **SOCIAL CONSIDERATIONS**

The Northern Beaches Sportsground Strategy identified there is a 24 hectare gap in the provision of sportsfields on the Northern beaches. Synthetic sportsfields offer an additional 19 hours per field in capacity when compared to the sustainable use of natural fields and are a preferable method of bridging the service gap than acquiring land and clearing trees.

Organised sports provide the community with opportunities for increased physical activity and the also promote social cohesion and connectedness.

## **ENVIRONMENTAL CONSIDERATIONS**

While there is an increase in urban heat island effect created by synthetic sportsfields, they also eliminate the need for herbicides, pesticides and fertilisers from entering the catchment and the environmental issues these pollutants cause. Locating a synthetic sportsfield at Careel Bay Playing Fields would also lead to a decrease in leachates from the former landfill from entering Careel Bay itself.

Council is strongly advocating to the industry that current grass and infill recycling technology being used in the United States needs to be available in Australia to sustain the industry in the long term as Council does not support the disposal of the wearing surface of the sportsfield to landfill at the end of its useful life.

## **GOVERNANCE AND RISK CONSIDERATIONS**

Council is currently in negotiation with other major stakeholders to develop additional synthetic sportsfields. Council will pursue these opportunities and will look to enter into partnerships to deliver any additional sportsfields to defray the capital and depreciation costs associated with these assets.

<b>ITEM 10.5</b>	<b>ROSEBERRY STREET BALGOWLAH TRAFFIC STUDY</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER TRANSPORT AND CIVIL INFRASTRUCTURE</b>
<b>TRIM FILE REF</b>	<b>2018/575171</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">⇒</a>Balgowlah Manly Vale Traffic and Parking Review - Final Report (Included In Attachment Booklet 4)</b> <b>2 <a href="#">⇒</a>Balgowlah Manly Vale Traffic and Parking Review - Appendices A-L (Included In Attachment Booklet 4)</b>

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## EXECUTIVE SUMMARY

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### PURPOSE

For Council to consider a report on the findings and the key outcomes of traffic study to devise a suite of measures and strategies to assist Council to manage future traffic, parking pressures and pedestrian amenity within the study area.

### SUMMARY

Council resolved on 22 May 2018 that:

- A. *Council prepares a concept plan to improve pedestrian amenity in Roseberry Street following the outcome of the Traffic Study.*
- B. *Council undertake a comprehensive traffic study of this area.*
- C. *Council report on the possibility and traffic impact of joining the north and south sections of Quirk Road, linking Balgowlah Road and Kenneth Road.*
- D. *Council bring back a report on these matters within six (6) months.*

Staff commissioned an independent consultant's report to investigate and provide a range of opportunities in regard to traffic, transport, movement, and parking in the Manly Vale / Balgowlah commercial precinct and the changing type of development in the area.

The independent report by Bitzios is attached. It explores the existing and likely future issues experienced / expected in the study area. The report also identifies the impacts on the local and regional road network if no changes are made.

The report models the impacts of various infrastructure scenarios on the network, which will be used to inform upgrades / alterations to this section of the Council's Road Network Model (currently under development) and provide direction for future Capital and Operation programs in the precinct.

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**RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT AND INFRASTRUCTURE**

That:

- A. Council endorse the findings of the independent consultants' report and note that further consultation is required with the community prior to implementation of the short term actions.
  - B. Council note that short term actions to be undertaken as and when resourcing allows these to be assessed and reported to the Northern Beaches Local Traffic Committee for approval and subject to community consultation.
  - C. Council support further investigation of the substantial capital expenditure items, expressly the Quirk Road extension and new traffic control signal requirements around the precinct.
  - D. Council provide a copy of the traffic study to the Roads and Maritime Services (RMS) for its consideration in planning for the Beaches Link, including the potential to accelerate implementation of the major items to address local traffic issues as part of the Beaches Link project.
  - E. The implementation of the concept plan for improved pedestrian amenity is to be delayed until the traffic signal improvement works have been undertaken at the Balgowlah Road and Roseberry Street intersection as shown on Concept Plan RN-SK006 of the attached report.
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## REPORT

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### BACKGROUND

In 2015, Council resolved to rezone the land bounded by Condamine Street, Kenneth Road, Quirk Road and Balgowlah Road from IN2 Light Industrial to a more intensive B6 Enterprise Corridor land use. The approval and subsequent operations of large scale developments such as Bunnings, and Woolworths located on Roseberry Street have gradually increased traffic and parking pressures within the area.

These pressures are likely to be exacerbated with redevelopment in this area and the introduction of the B-Line multi-storey car park on Kenneth Road as well as an Aldi development on Roseberry Street.

Given the predicted expansion and growth within the study area, it is important to plan for traffic management, parking management and active transport provisions to ensure safety and accessibility is not compromised in future years.

### CONSULTATION

There has been no new consultation conducted associated with this study, however there has been consultation conducted on some of the initial actions undertaken to minimise the impacts in the short term prior to the commissioning of the report. The results of previous studies in this area, conducted in 2010 and 2015, were provided to the consultant as well as the feedback on the local changes and information related to customer and community requests over the last 3 years.

Once the program of works has been determined and work package priority allocated in line with available budgets further targeted community consultation will be undertaken. Some items will need to be carried out in response to / as part of the recent state government announcement of the Beaches Link Tunnel project and the corridor announcement for the extended Clearways project.

### TIMING

The recommendations in the report will need to be prioritised into future capital works program based on the needs of the overall Transport Network, taking into account the impact this precinct has on the regional movement corridor (Condamine Street) that runs through it.

Further work is also required to understand the likely impact that the Beaches Link tunnel project will have on the precinct, with the various project and community options looking to reallocate the flow of traffic in around and through the area to access the proposed Balgowlah portal. The Manly Vale B-Line commuter carpark is expected to open late 2018 and its usage may have an impact on the way people move around the precinct as well.

The proposed program of works to be provided to address the issues within the precinct are shown in the table below and the full details have been included in the attached report. Implementation is subject to the funding availability in future capital works programs.

Concept plans are contained in the attached reports Appendix K – Concept layout plans, which could be subject to change pending detailed site investigation, design progression and community consultation.

ID	Location	Description of Works
RN-1	Quirk Road (Kenneth Road to End)	Rectification of narrow road width
RN-2	Roseberry Street (adjacent to Balgowlah Road)	Rectification of narrow road width
RN-5	Sunshine Street (between Condamine Street and Highview Avenue)	Delineation on Sunshine Street
RN-7	Condamine Street / Kenneth Road	Intersection improvements to eastern leg
RN-8	Condamine Street / Balgowlah Road	Intersection improvements on all legs
RN-9	Balgowlah Road / Roseberry Street	Upgrade of intersection to traffic signal control
RN-10	Kenneth Road / Roseberry Street	Upgrade of intersection to traffic signal control
RN-11	Quirk Road Extension	Quirk Road extension, sporting field alterations and new parking and pathway through Council-owned land to Roseberry Street
CF-1	Balgowlah Road / Quirk Road	Sight line improvements
CF-5	Balgowlah Road / Roseberry Street	Pedestrian safety improvements
CF-7	Somerville Place	Conversion of road to one-way (southbound) only
PK-1	Roseberry Street & Surrounds	Parking wayfinding improvements
PK-2	Koorala Street	Parking restriction changes
PK-3	Manly West School Surrounds	Parking restriction changes
PK-4	Quirk Road (between Balgowlah Road and End)	Parking restriction changes
PN-1	Sunshine Street (between Somerville Place and Highview Avenue)	Pathway improvements
PN-2	Kenneth Road (between No.9 and Condamine Street)	Pathway improvements
PN-5	Hayes Street (between Condamine Street and Roseberry Street)	Pathway improvements
PN-6	Roseberry Street (Outside No. 20)	Pathway improvements
PN-7	Balgowlah Road (bus stop east of Quirk Road)	Pathway improvements
PN-8	Balgowlah Road (bus stop west of Quirk Road)	Pathway improvements
CN-2	Condamine Street (Kenneth Road to Pitt Street)	Cycleway improvements

## **FINANCIAL CONSIDERATIONS**

The initial high level financial costing provided within the report states that the overall cost of the improvements required to allow the precinct to function at an optimal level is in excess of \$13 million in 2018 dollars. Whilst this cost is planned to be spread over a number of financial cycles, a full cost benefit analysis needs to be carried out on the proposed work packages to ensure effective value for money for the community. It is noted that funding and other grant opportunities need to be further investigated.

## **SOCIAL CONSIDERATIONS**

Community connectivity that produces a better sense of connection and activation within the precinct as it further develops is of high importance. Further actions are expected to be taken to improve the amenity and useability of the precinct needs and ranked accordingly.

Where an action could have an adverse impact all options to minimise this impact shall be investigated; for example, where parking is removed directly in front of properties for through traffic movement improvement additional actions can be put in place to minimise the impact on the affected properties. This may be in the form of footpath upgrades, indented parking bays or high quality urban design elements to offset impacts and improve the overall amenity of the area.

## **ENVIRONMENTAL CONSIDERATIONS**

Additional road widths required may result in the removal of street trees and/or the conversion of open space to accommodate increase parking or road connections. Where this is unavoidable the remaining open green space is to be of a higher quality than the existing arrangements with the offset cost to be included in the overall project assessment.

## **GOVERNANCE AND RISK CONSIDERATIONS**

The use of an independent consultant has reduced the governance risks, with the implementation program suggested to be the subject of further public consultation prior to actions being undertaken.

Some actions need to be undertaken in the short term to eliminate further risk to the organisation from an operational risk perspective.

<b>ITEM 10.6</b>	<b>BEACHES LINK TUNNEL SUBMISSION</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER TRANSPORT AND CIVIL INFRASTRUCTURE</b>
<b>TRIM FILE REF</b>	<b>2018/634153</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">📄</a> Draft Beaches Link Tunnel Submission (Included In Attachment Booklet 4)</b> <b>2 <a href="#">📄</a> Community Engagement Report - Beaches Link Tunnel Submission (Included In Attachment Booklet 4)</b>

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## EXECUTIVE SUMMARY

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### PURPOSE

To seek Council's endorsement of the Council Submission on the Reference Design for the Beaches Link Tunnel Project.

### SUMMARY

The NSW Government released the Beaches Link Tunnel Reference design in July 2018 with a view to seeking feedback before finalising the design and formalising the Environmental Impact Assessment for the project.

It is recognised that the Beaches Link Tunnel Project would be the largest single investment in infrastructure by the NSW Government on the Northern Beaches. This State Significant Infrastructure project is estimated to cost \$8 billion and will be the most strategic change to transport on the Northern Beaches for generations. It is acknowledged that significant improvement is needed in the way our community travel around the Northern Beaches and connect to Greater Sydney. A well-functioning transport network is vital to the Northern Beaches' future. The current road network is congested, adding to delays that impacts local quality of life, economic viability and the way we move around.

However it is clear also that local residents have serious concerns about the local construction, traffic and environmental impacts of the project. It is critical these concerns be addressed by the NSW Government as it further refines the project design and develops its Environmental Impact Assessment for the project.

Council's traffic engineers have been reviewing the reference design in regards to impacts and opportunities for enhancement and Council has also has been engaging with the Northern Beaches community to seek community views on the project. The public engagement program has included an on line survey, meetings with community groups and Council hosting a Public Forum at Balgowlah RSL. The purpose of this forum was for the Councillors to hear the local community views on the overall project concept and the local impacts around the tunnel construction sites and for this feedback to inform Council's submission. Councillors also were provided a detailed briefing on the project's emissions management strategy by the RMS and the NSW Office of the Chief Scientist and Engineer.

A proposed submission is attached for consideration of Council based on this community feedback and also professional review by Council's traffic engineers.



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**RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT AND INFRASTRUCTURE**

That:

- A. Council note the community feedback received on the NSW Government's proposed Beaches Link project, including the overall support for Beaches Link as vital infrastructure and also serious concerns about the local construction, traffic and environmental impacts as well as the need for the tunnel provide a fast public transport link to further enhance the B-line.
  - B. Council endorse the delivery of the Beaches Link tunnel for the community of the Northern Beaches
  - C. Council strongly supports the inclusion of enhanced public transport in the tunnel and the NSW Government minimising impacts on local residents as detailed in Council's submission.
  - D. Council adopt the Council submission to the NSW Government and write to the Hon. Melinda Pavey MP Minister for Roads and Maritime advocating strongly for the community of the Northern Beaches.
  - E. Council continue to work with the Community to achieve the best outcome for the Northern Beaches Community should the NSW State Government advance the project to the next stage – Environmental Impact Statement assessment.
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**REPORT**

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**BACKGROUND**

The Roads and Maritime Services, on behalf of the NSW State Government released the Beaches Link Tunnel Reference design in late July 2018 with a view to seeking feedback before finalising the design and formalising the Environmental Impact Assessment.

Council in response, resolved that:

- A. *Council note the strategic significance of the Beaches Link tunnel to the Northern Beaches Community and the direct linkages to The Northern Beaches Community Strategic Plan.*
- B. *Council staff prepare a submission to RMS on the Beaches Link Tunnel driven by the goals of our Community Strategic Plan and draft Northern Beaches Transport Strategy for the approval of Council at its October meeting.*
- C. *In preparing the submission, Council engage with the local community, in particular those residing in Balgowlah, Seaforth, North Balgowlah and Manly Vale to ensure their views are heard and alternative proposals for the tunnel portals, road connections, worksites, emission stacks and retention of green space are fully considered by the RMS. Consultation forums with Council to include:*
  - a. *Council's Traffic & Transport team meeting directly with representatives of local groups to understand their ideas and enable identification of alternative solutions.*
  - b. *Council host a community forum to enable the local community to provide feedback on Council's submission for the Beaches Link project.*
- D. *Council advocate to the NSW Government on Council-wide and local impacts by addressing in the Council submission issues raised by the Northern Beaches community including:*
  - a. *Alternative Balgowlah access design proposals.*
  - b. *Unfiltered emission stacks in the Burnt Bridge Creek valley.*
  - c. *Impact on green open space.*
  - d. *Consideration of moving the portal on the Wakehurst Parkway further north.*
  - e. *Incorporating meaningful crossings for fauna.*
- E. *Funding for the community forum of up to \$15,000 be derived from delaying the implementation of the short term Manly Vale traffic study actions to mid-2019.*

It is recognised that the Beaches Link Tunnel Project would be the largest single investment in infrastructure by State Government on the Northern Beaches. This State Significant Infrastructure project is estimated to cost \$8 billion and will be the most strategic change to transport on the Northern Beaches for generations.

It is acknowledged that significant improvement is needed in the way our community travel around the Northern Beaches and connect to Greater Sydney. A well-functioning transport network is vital to the Northern Beaches' future. The current road network is congested, adding to delays that impacts local quality of life, economic viability and the way we move around. A network approach is proposed that complements the public transport and active transport networks and recognises that a tunnel and other road infrastructure for public transport will improve the efficiency of the overall transport network.

However it is clear also that local residents have serious concerns about the local construction, traffic and environmental impacts of the project. It is critical these concerns be addressed by the NSW Government as it further refines the project design and develops its Environmental Impact Assessment for the project.

### **Council submission**

Council's traffic engineers have been reviewing the reference design in regards to impacts and opportunities for enhancement and Council has also has been engaging with the Northern Beaches community to seek community views on the project. The public engagement program is outlined below.

Councillors also were provided briefings by the RMS on the project and a briefing on the project's emissions management strategy by the RMS and the NSW Office of the Chief Scientist and Engineer.

A proposed submission is attached for consideration of Council based on this community feedback and also professional review by Council's traffic engineers.

It is acknowledged that significant improvement is needed in the way our community travel around the Northern Beaches and connect to Greater Sydney. A well-functioning transport network is vital to the Northern Beaches' future. The current road network is congested, adding to delays that impacts local quality of life, economic viability and the way we move around. Council's key priority is improved public transport and the NSW Government's B-line has been a welcome addition that has significantly improved public transport patronage.

The community feedback received on the NSW Government's proposed Beaches Link project shows the overall support for Beaches Link as vital infrastructure with the need for the tunnel to provide a fast public transport link to further enhance the B-line.

Following significant community engagement and review of the proposed project, it is recommended Northern Beaches Council endorses delivery of the Beaches Link tunnel for the community of the Northern Beaches.

However it is clear also that local residents have serious concerns about the local construction, traffic and environmental impacts of the project. It is critical these concerns be addressed by the NSW Government as it further refines the project design and develops its Environmental Impact Assessment for the project.

On this basis, it is recommended Council strongly support the inclusion of enhanced public transport in the tunnel and the NSW Government minimising impacts on local residents. Key considerations in revising the project design should include:

- Ensuring enhances public transport within the tunnel to support increased mode shift from private to public transport use
- Exploring alternate options to address the community concerns regarding the Link Road and connectivity to the portal
- Maximising the green space at Balgowlah
- Ensuring independent scientific review of the project's potential air emissions from ventilation outlets by the Office of the Chief Scientist and Engineer and publicly available pre and post monitoring of emissions
- Potential impacts on flora and fauna
- Construction compound locations
- Enhanced consultation for future stages of the project.

## **CONSULTATION**

On Wednesday 17 October, Northern Beaches Council hosted a forum on the Beaches Link Tunnel. The objective of the community forum was to capture the opinions of the community to inform Council's submission to the RMS on the Beaches Link Tunnel reference design, issued in July 2018.

The community forum and subsequent feedback received via surveying attendees and the general community revealed that whilst there was support for the project amongst the community, there were particular elements of the reference design that were not supported.

The majority of speakers at the forum were concerned about the tunnel's potentially negative impacts on the community. Some of the speakers were supportive of the project and urged others to support what would be one of the most significant infrastructure investments on the Northern Beaches. Many speakers questioned what alternate major transport options (i.e. heavy rail or light rail) had been considered.

Sentiment from the community forum reflected similar themes presented to Council through submissions made directly by members of the public. Post survey results also reflected the perspectives of those who attended the public forum.

Council has considered feedback received via submissions, captured at the community forum and in the post event survey results. This feedback is identified in the attachment to this report and will form part of the submission Council is preparing to send to RMS by 30 November 2018.

## **TIMING**

The current stage of the project has been extended until 30 November to allow further engagement with the local community. Once the current stage is completed RMS will review their designs and commence the Environmental Impact Statement development phase of the project with a view to releasing this body of work sometime in 2019. The project stages are at the discretion of the NSW Government as to the timing and progression to construction.

## **FINANCIAL CONSIDERATIONS**

The project is fully funded by the NSW State Government, however Council could be subject to financial impacts through the need to upgrade nearby road network assets if these works are not identified prior to project approval and negotiated to be part of the project.

Other financial considerations are the impacts on property values near the construction sites and more broadly across the Northern Beaches. Secondary impacts to Council in the form of accelerated wear and tear on the local road network and the increased maintenance and operational costs of any assets handed back to Council upon completion if not constructed to the level expected by or acceptable to Council and the Community.

## **SOCIAL CONSIDERATIONS**

The social impacts to be considered are addressed in the submission but can be summed up in two categories – construction impacts and operational impacts. Roads and Maritime Services will be required to address these issues should the project proceed as an approval condition under the State Significant Infrastructure consent.

## **ENVIRONMENTAL CONSIDERATIONS**

The environmental impacts to be considered are addressed in the submission but can be summed up in two categories – construction impacts and operational impacts. Roads and Maritime Services will be required to address these issues should the project proceed as an approval condition under the State Significant Infrastructure consent. The majority of the community concerns fall into this category.

## **GOVERNANCE AND RISK CONSIDERATIONS**

Council will need to consider the Governance and Risk issues as part of any formal submission on the Environmental Impact Statement.

Council may have a role as a secondary approval body. As such there has been a need to quarantine some staff from the reference design assessment that has been undertaken to date to ensure probity for future assessments. Council's specialist technical teams have been investigating some parts of this project to determine risk issues to Council's potential future projects and current and future planned asset inventories.

Further governance and risk measures will need to be developed and put into place if the project proceeds to the next stage and through to construction and operation.

<b>ITEM 10.7</b>	<b>NORTHERN BEACHES TRANSPORT STRATEGY</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER TRANSPORT AND CIVIL INFRASTRUCTURE</b>
<b>TRIM FILE REF</b>	<b>2018/634159</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">☞</a> Northern Beaches Transport Strategy Community Engagement Report Move Northern Beaches Transport Strategy Draft Three (Included In Attachment Booklet 5)</b> <b>2 <a href="#">☞</a> Final Northern Beaches Transport Strategy - Community Engagement Appendices (Included In Attachment Booklet 5)</b> <b>3 <a href="#">☞</a> Northern Beaches Transport Strategy 2038 (Included In Attachment Booklet 5)</b>

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## EXECUTIVE SUMMARY

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### PURPOSE

To report on the community engagement and for Council to consider adoption of the MOVE – Northern Beaches Transport Strategy.

### SUMMARY

Traffic and road congestion continue to be a major issue for the Northern Beaches community. To take the lead on addressing this high priority for the community, Council released a Transport Strategy Discussion Paper in April 2018 to seek feedback on the community's aspirations, priorities and vision for how moving around, to and from the Northern Beaches will be achieved in the next 20 years. Council received over 2000 submissions from an extensive community engagement program and in collaboration with the Transport and Traffic Strategic Reference Group produced the draft *MOVE - Northern Beaches Transport Strategy*.

The future of transport on the Northern Beaches is encapsulated by the vision to “*enable freedom of movement to, from and within the Northern Beaches using a safe, smart, efficient, integrated and sustainable transport network*”. This vision will be realised through the focusing on clear directions under each of the following themes:

- Accessible and Liveable Place
- Active Travel
- Public Transport
- Efficient Road Network
- Smart Parking Management.

The draft strategy was endorsed by Council for public exhibition on 31 August 2018. Through an extensive engagement program, the draft strategy reached almost as many people as the discussion paper (over 2000 responses) as demonstrated in the attached engagement report.

It is clear from the community engagement there is strong support for the directions and priorities outlined in the strategy from the community. The outcomes of the community engagement are outlined in the report, together with recommended amendments to the strategy to reflect the issues raised by the community.

There is also strong support from the community for Council developing specific and more detailed plans for walking, cycling, parking, transport network, and other elements to address their requirements for Transport provision over the next 20 years.

The Strategy sets ambitious targets for the Northern Beaches by 2038, as noted below:

- A quarter of all trips by public transport
- Double the active travel trips; especially for households, commuters and school students
- Thirty percent reduction in trips by cars
- Thirty percent reduction in carbon emissions from transport
- Towards zero deaths on our roads.

Key priorities outlined in the strategy include:

- Partner with the NSW Government to implement a Bus Rapid Transit service by 2020 between Dee Why, Frenchs Forest, and Chatswood; followed by services between Mona Vale and Macquarie Park.
- Create and enhance “Places for People” that are integrated with public transport, creating vibrant, connected places with wide footpaths, safe cycling options, and where the car is not the first option.
- Prioritise smart, active travel network improvements through technology, end of trip facilities, and way-finding signage.
- Expanding the footpath and shared path networks to improve connectivity and safety that make walking and cycling attractive alternatives to the car, providing a safe environment for all users.
- Support the delivery of the Beaches Link Tunnel subject to the inclusion of public transport and minimising impacts on local residents.
- Develop local parking management plans for town and village centres.

It is recommended Council adopt the strategy and use this as the basis for its advocacy for transport infrastructure investment and the prioritisation of future Council investment.

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## **RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT AND INFRASTRUCTURE**

That Council adopt *MOVE – Northern Beaches Transport Strategy* as first ever strategy for the provision of a safe, smart, efficient, integrated and sustainable transport network for the Northern Beaches.

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## REPORT

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### BACKGROUND

A well-functioning and integrated transport network is vital to the Northern Beaches' future. Being able to safely and efficiently move people and goods, supports the liveability and economy of the Northern Beaches.

Mayoral Minute 02/2017 called for the development of the Northern Beaches Transport Strategy with particular emphasis on creating better east west linkages to key employment centres outside the Sydney central business district.

In response Council developed a transport discussion paper to facilitate a conversation with our community. The discussion paper was released for community engagement between Saturday 14 April and Sunday 13 May 2018. The community engagement period generated around 2000 responses from the community, received through Your Say Northern Beaches and written correspondence. Council also conducted eight information sessions where the community could directly engage with transport experts and strategic planners. Council directly engaged with local Members of Parliament, key State Government agencies and departments, advocacy groups and community groups. It was clear from the feedback that a demand for better public transport and more active transport options is shared throughout our community.

In collaboration with the Transport and Traffic Strategic Reference Group, Council has responded to this feedback with the draft MOVE - Northern Beaches Transport Strategy. This Strategy provides the framework for the delivery of our future transport network over the next 20 years. The strategy aims to change how we move around on the Northern Beaches and how we travel to other areas in Sydney, so that we can be less reliant on cars and use a more accessible, frequent and better public transport service. It also looks at how we can support active transport into the future, how we manage parking and the road network, as well as how we integrate transport with our new and existing precincts, towns and villages.

The vision espoused by the Strategy is to:

*“enable freedom of movement to, from and within the Northern Beaches using a safe, smart, efficient, integrated and sustainable transport network”.*

This vision will be achieved through focusing on over 30 key directions which support the following themes:

- Accessible and Liveable Place
- Active Travel
- Public Transport
- Efficient Road Network
- Smart Parking Management.

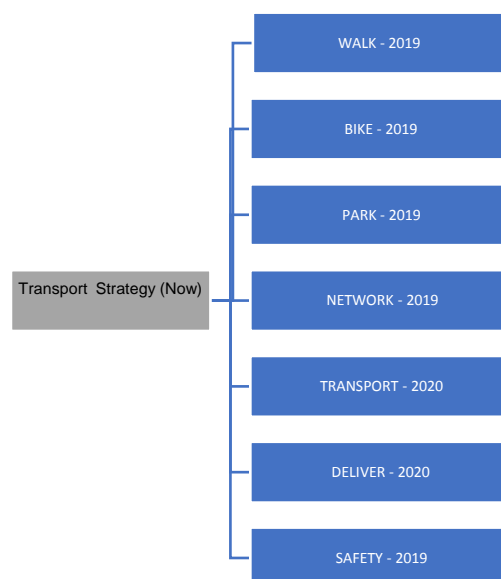
The Strategy sets ambitious targets for the Northern Beaches by 2038, as noted below

- A quarter of all trips by public transport
- Double the active travel trips; especially for households, commuters and school students
- Thirty percent reduction in trips by cars
- Thirty percent reduction in carbon emissions from transport
- Towards zero deaths on our roads.

The themes and priority directions proposed to achieve these targets in the Strategy are outlined below:

Themes	Priority Directions
<b>Accessible and Liveable Places</b>	Create and enhance “Places for People” that are integrated with public transport, creating vibrant, connected places with wide footpaths, safe cycling options, and where the car is not the first option
<b>Active Travel</b>	<p>Prioritise smart, active travel network improvements through technology, end of trip facilities, and way-finding signage.</p> <p>Expanding the footpath and shared path networks to improve connectivity and safety that make walking and cycling attractive alternatives to the car, providing a safe environment for all users</p>
<b>Public Transport</b>	<p>Partner with the NSW Government to implement a Bus Rapid Transit service by 2020 between Dee Why, Frenchs Forest, and Chatswood; followed by services between Mona Vale and Macquarie Park</p> <p>Plan for a rapid transit service on the Northern Beaches in the longer term</p>
<b>Efficient Road Network</b>	Support the delivery of the Beaches Link Tunnel subject to the inclusion of public transport and minimising impacts on local residents
<b>Smart Parking Management</b>	Develop local parking management plans for town and village centres

It is planned that the Strategy will be implemented through specific actions contained in the following program of 7 Action Plans. The development of these action plans is planned to commence after the adoption of this Transport Strategy.



## CONSULTATION

Council conducted a wide ranging and multi streamed engagement following on from the detailed engagement conducted during the discussion paper phase of the project.

The public exhibition period for the draft Move – Northern Beaches Transport Strategy 2038 was from 31 August 2018 till 7 October 2018. Community and stakeholder input captured during this public exhibition period has provided detail about current challenges and opportunities related to council's proposed approach to creating and sustainably managing an integrated active, public and private transport network.

Community and stakeholder input was sought through a range of online and face-to-face engagement methods, including:

- 1,350 downloads of documents related to the draft Move – Northern Beaches Transport Strategy
- 14,735 interactions with the draft Move – Northern Beaches Transport Strategy infographic animation, which includes over 14,200 views, 16 comments and 10 shares
- 8,585 interactions with the Chatswood Challenge digital video, released prior to the public exhibition period, which includes over 8,400 views, 44 comments and 68 shares
- 119 online comment forms completed though Council's 'Your Say' webpage
- 168 attendees at eight pop-up sessions at local markets, events, and Council's customer service centres and libraries
- Ten displays at Commuter Hubs, where 1,500 Transport Strategy Z Cards were handed out
- 23 written submissions were received
- Two stakeholder meetings with neighbouring councils, City of Ryde and Ku-ring-gai Council
- Five Council News electronic articles, and one printed article in the Manly Daily weekend edition
- Five posts on Council's Facebook page, which resulted in over 22,500 interactions.

### Community feedback received

Key consideration in submissions	Council response
<b>Accessible and Liveable places</b>	
Providing integrated transport solutions to encourage walking and cycling	Council will prioritise the delivery of walking and cycling networks and end of trip facilities to support public transport and shared mobility use in new and existing areas. This will include micro-mobility technology that will be introduced in the next few years. <b>Direction 5 in the Public Transport Theme was amended to incorporate shared mobility technology to the Strategy</b>
Providing designated infrastructure for cyclists, separated from pedestrians	Through the development of the Northern Beaches Bike Plan Council will investigate separated cycle networks in new developments such as Frenchs Forest and in locations where the opportunity to provide enhancements are possible. <b>No Change to the Strategy required</b>

Key consideration in submissions	Council response
<p>Providing off-road infrastructure to make walking and cycling both a safe and pleasant experience for users.</p>	<p>Council will develop the Northern Beaches Walking Plan and Bike Plan. Council will also enhance the experience with wayfinding signage, user education information and user friendly apps to allow better network usage. <b>No Change to the Strategy required</b></p>
<p><b>Active Travel</b></p>	
<p>Providing end of trip facilities at transport hubs, particularly near ferry terminals</p>	<p>Council will increase the number of end of trip facilities to encourage cycling and other active travel options at transport hubs and key destinations. In new developments the Development control could provide direction in what type and size of facilities are required. <b>No Change to the Strategy required.</b></p>
<p>Increasing safety by separating cyclists and pedestrians</p>	<p>Through the development of the Northern Beaches Bike Plan Council will investigate separated cycle networks. <b>No Change to the Strategy required.</b></p>
<p>Connecting missing links</p>	<p>Through the Northern Beaches Walking Plan and Bike Plan Council will plan to connect missing connections in the walking and cycling network. <b>No Change to the Strategy required.</b></p>
<p>Providing safe and accessible active transport infrastructure for the elderly population, as well as people using mobility devices such as wheelchairs and walking frames</p>	<p>Council will continue to deliver a footpath upgrade program and new footpath program to support older members of our community. Other enhancement will include the provision of rest points, seats, and handrails in the steeper areas. <b>No Change to the Strategy required.</b></p>
<p>Enhancing options for people pushing prams and for children walking and cycling to school.</p>	<p>Council will develop an active to school program to encourage behaviour change and model shift for the journey to and from school. <b>Direction 5 was re-worded to 'Develop travel change initiatives to encourage active travel and shared mobility use'.</b></p>
<p>More car share</p>	<p><b>As a result of feedback Council this is part of the draft shared mobility policy to be endorsed by Council to go on Public Exhibition in 2019.</b></p>
<p>Alternate means of mobility – electric scooters etc. more suitable for all users</p>	<p><b>As a result of feedback Council has added an additional direction to the Public Transport Theme calling out the need for incorporating shared mobility technology to the Strategy.</b></p>

Key consideration in submissions	Council response
<b>Public Transport</b>	
Reliability	<p>Council will develop a Public Transport Plan to seek to ensure that TfNSW delivers a reliable, frequent and affordable public transport system for the Northern Beaches and which explores innovation in the transport network, such as micro-mobility and shared mobility. This could include cross regional services to provide the connections that are currently missing with the current radial services.</p> <p><b>Strategy amended: Direction 5 was re-worded to 'Integrate on-demand and shared mobility services into the wider public transport network'. Another point was included in the section 'What this will look like in 2038' to include 'shared mobility services are integrated within the network'.</b></p>
Availability	
Frequency	
Affordability	
Connection to the Northern Beaches Hospital between Mona Vale and	<p><b>Council has noted the community feedback and added a new route for consideration to the Transport Network map on page 6 of the Strategy between Mona Vale and Frenchs Forest with a continuation towards Roseville on Warringah Road to either Chatswood or the City as a Cross regional route.</b></p>
Rail links instead of additional roads.	<p>Council noted that a number of responses indicated that the road tunnel should be considered as a rail option instead. It is considered that the implementation of a rail line would require a significant density increase to fund this option into the future, meaning likely a significant increase in the current population on the Northern Beaches. It is not considered that this is supported by the Northern Beaches community. <b>On this basis it is not recommended rail is a priority for the Northern Beaches in the medium term.</b></p>
Support for an East-West Connection along Warringah Road from Dee Why to Chatswood. Needs to be delivered now not in 2020 as stated in the Strategy	<p>Council is aware of the community support and need for this service now that the Northern Beaches Hospital has opened. <b>It is considered that due to delays in the delivery of the road connectivity works at Frenchs Forest and the lead time required to procure and construct the necessary, the timeline provided in the Strategy to deliver a fully operational Bus Rapid Transit service is realistic guide of the service commencing. No change required to the Strategy.</b></p>

Key consideration in submissions	Council response
<b>Efficient Road Network</b>	
Potential opportunities for the Beaches Link Tunnel to be a dedicated public transport tunnel	Council noted that a number of responses indicated that the road tunnel should be considered as a rail option instead. It is considered that the implementation of a rail line would require a significant density increase to fund this option into the future, meaning likely a significant increase in the current population on the Northern Beaches. It is not considered that this is supported by the Northern Beaches community. <b>On this basis it is not recommended rail is a priority for the Northern Beaches in the medium term.</b>
Availability of clear lanes on a 24/7 basis	Clearways are implemented on the main road network through the Roads and Maritime Services and Council will work closely with them ensure any proposed clearways considered are in the best interests of the community and an efficient road network corridor is achieved for the movement of people and freight when needed most.
Availability of dedicated lanes for public transport on specific hours of the day to efficiently use available infrastructure.	Council will further explore public transport networks and identify routes for dedicated public transport lanes through the development of the Northern Beaches Transport Plan. . <b>No Change to the Strategy required.</b>
<b>Smart Parking Management</b>	
Parking should be carefully managed to provide both residents and visitors with appropriate options	Council is developing a Northern Beaches Parking Plan to provide an innovative approach to parking management across the whole of the Northern Beaches. <b>No Change to the Strategy required.</b>
Park and Ride facilities were highlighted as a measure that could encourage public transport use for people who do not have feeder buses or train stations near their residence	Increasing the parking supply is not always an option so Council needs to work with the community to change mode of travel to public transport hubs, such as on-demand and ride-hail transport and active travel.  <b>Council has accelerated the delivery of the overall shared mobility policy, which includes Car Share and on demand transport option in response to the park and ride comments including the additional direction on Shared Mobility integration.</b>
Analysing and addressing parking options for shared use cars was important to increase mobility options for people in the Northern Beaches	Council is working to develop car share guidelines so that we can continue to support the existing car share schemes in operation and to facilitate expansions of the scheme to other areas.  <b>In response to community feedback a note has been added to the vision for 2038 around re-purposing car parks for shared mobility and autonomous vehicle hubs.</b>



Key consideration in submissions	Council response
<p>Motorcycle and scooter parking options are needed as people who use these vehicles would appreciate the opportunity to park in areas that cater specifically for this size vehicle.</p>	<p>Through the development of the Northern Beaches Parking Plan Council will continue to support and provide for dedicated motorcycle and scooter parking in areas of demand. <b>Re-worded Direction 5 to provide on-street and off-street parking for shared mobility providers.</b></p>

### TIMING

Council is already focussed on working with the NSW Government and advocating strongly on behalf of the community to seek implementation of further fast public transport links across the Northern Beaches and appropriate management of local issues associated with large scale infrastructure including the proposed Beaches Link tunnel.

Subject to endorsement by Council, it is intended the development of the 7 action plans that guide the delivery of the directions of the strategy will commence once the transport strategy is adopted. It is envisaged that the 7 plans will be completed in 2020 with the plans prioritised to ensure the capital delivery programs are forecast at the same time to enhance the delivery of the actions.

### FINANCIAL CONSIDERATIONS

The Strategy contains actions that require substantial financial input from the NSW Government due to the scale of the infrastructure proposed. The local actions will have financial implications and may require additional capital expenditure budget to allow the delivery of the actions. Some of the actions will provide a net financial benefit to the community moving forward, for example by alleviating the \$50 million loss in productivity per annum created by worse than metropolitan average congestion. Detailed financial modelling, cost benefit analysis, and where necessary infrastructure costings, will be provided in the plans to demonstrate the benefits of delivering the direction of the strategy.

Assets provided, as part of the regional infrastructure projects, where ownership reverts to Council will need to be considered in Council's Long Term Financial Plan. These assets will have an impact on Council finances in the future through ongoing depreciation and maintenance costs.

### SOCIAL CONSIDERATIONS

The purpose of the Strategy is to change behaviour in terms of how we travel around the Northern Beaches. The outcomes of this strategy are expected to be of a beneficial nature in terms of improved local community, health benefits through increased active travel and reduction in travel times allowing for more time for people to spend with their families and in the community.

### ENVIRONMENTAL CONSIDERATIONS

The overarching targets of the strategy will have significant positive environmental benefits, including reduction in CO<sup>2</sup> emissions. It is acknowledged that there will be some environmental impacts during the construction of the infrastructure required to allow the Northern Beaches better connection to the rest of Sydney. A reduction in the number of private car journeys in the short term and emerging technologies in the future are expected to see substantial environmental benefits over the next 20 years. Council will seek to ensure that construction activities of any of the infrastructure required to fulfil the strategy will be undertaken in a sensitive manner that minimises impacts on the local community and natural environment.



## **GOVERNANCE AND RISK CONSIDERATIONS**

The MOVE Strategy will provide a clear policy framework to direct Council advocacy, planning and implementation of a better transport network for the Northern Beaches community. Council will seek to work in a transparent and collaborative manner with State Government to fulfil the vision of the Strategy.

## 11.0 PLANNING PLACE AND COMMUNITY DIVISION REPORTS

<b>ITEM 11.1</b>	<b>PLANNING PROPOSAL FOR FRESHWATER VILLAGE CARPARK</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER STRATEGIC AND PLACE PLANNING</b>
<b>TRIM FILE REF</b>	<b>2018/610242</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">Planning Proposal - Freshwater Village Reclassification and Rezoning (Included In Attachment Booklet 6)</a></b> <b>2 <a href="#">Submissions Report (Included In Attachment Booklet 6)</a></b> <b>3 <a href="#">Proposed Reclassification (Included In Attachment Booklet 6)</a></b> <b>4 <a href="#">Minutes of the Local Planning Panel (Included In Attachment Booklet 6)</a></b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To seek Council's approval to submit a Planning Proposal to the Department of Planning to reclassify Oliver Street Carpark and Lawrence Street Carpark, Freshwater, from "Community" to "Operational" land and rezone the carparks from RE1 – Public Recreation to SP2 – Infrastructure (carpark).

#### SUMMARY

The Council owned Oliver Street and Lawrence Street carparks in Freshwater Village provide car parking for local residents visiting the center.

The current classification of these carparks under the *Local Government Act, 1993* as "Community" land prevents Council from granting a lease or a licence to Lawrence Street land owners for vehicular access to the rear of their properties via the carpark.

As a consequence, Lawrence Street land owners are either obtaining vehicular access from these carparks without authorisation or are obtaining vehicular access to their properties directly from Lawrence Street via a number of driveway crossings.

The reclassification of the carparks from "Community" to "Operational" land would:

- permit owners of shops fronting Lawrence Street to obtain legal access to their land from Council's carparks for unloading and parking etc.
- enable the gradual removal of driveway crossings on Lawrence Street as the shops are redeveloped with vehicular access from the carparks, improving pedestrian safety and amenity on Lawrence Street.

The carparks are currently zoned for RE1 - Public Recreation. The carparks have no current recreational or open space value. Re-zoning to SP2 – Infrastructure (carpark) would better reflect the current use and purpose for which the space is used and restrict the development of the site for other purposes.

Council has previously resolved to prepare a report to consult with the community regarding the proposed reclassification of Oliver Street carpark and Lawrence Street carpark in Freshwater Village from Community Land to Operational Land under the Local Government Act 1993 and to rezone the carparks from RE1 – Public Recreation so the land reflects the surrounding land use.

A report to consult with the community and frequently asked questions were exhibited from 28 July 2018 until 26 August 2018.

It is noted that the surrounding land is zoned B2 – Local Centre however, in order to accurately reflect the intended use and to remove any doubts regarding future use, the SP2 – Infrastructure (carpark) zone is recommended.

Thirteen (13) individual letters and eighty-six (86) pro-forma letters were received in support of the proposal and eight (8) submissions were received opposing the proposal. Issues raised include concerns for pedestrian and children safety in the carpark and the potential sale of the carparks by Council in the future. The submissions are addressed at Attachment 2.

It is recommended that Council submit a Planning Proposal to the Department of Planning and Environment to reclassify and rezone the carparks as outlined in the report.

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#### **RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE AND COMMUNITY**

That:

- A. Council submit a Planning Proposal to the Department of Planning and Environment for a Gateway determination to reclassify of Oliver Street carpark and Lawrence Street carpark in Freshwater Village from *Community Land* to *Operational Land* under the Local Government Act 1993, to rezone the carparks from RE1 – Public Recreation to SP2 – Infrastructure (carpark), and to adopt a 3 metre maximum building height control for the land.
  - B. Council continues to utilise the land as a carpark in its present form.
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## REPORT

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### BACKGROUND

With the commencement of the Local Government Act, 1993, Councils had 12 months to classify public land as either “Community” or “Operational” land. Council owned land not classified within 12 months of the implementation of the Local Government Act was automatically classified Community Land. A number of carparks, including Oliver Street and Lawrence Street carparks, were classified Community Land. A series of resolutions about the carparks by the former Warringah Council followed:

- 24 May 1994 - Council resolved to give public notice of its intention to reclassify both Oliver Street and Lawrence Street carparks to Operational Land. Proposed reclassification was exhibited for 28 days.
- 28 June 1994 - Council considered a report on the public exhibition and resolved to classify parcels of Council owned land, including Oliver Street and Lawrence Street Carparks, as Operational.
- 9 December 1997 - a report to Council after advice was received from the Department of Local Government questioning the validity of the process of land classification undertaken by Council in 1994. Council resolved to undertake consultation as part of the reclassification process.
- 22 February 2000 – a report to Council recommended reclassification of land to Operational in accordance with a report prepared by an external consultant. Council resolved not to pursue due to community concerns expressed at the time about the potential sale of a community asset.
- 14 July 2009 - a report to Council seeking to reclassification and rezoning of the Oliver Street Carpark. Council resolved to undertake community consultation, including a resident information session.
- 24 November 2009 - Council resolved to establish a Freshwater Village Working Party (FVWP) to consider issues relating to planning and reclassification of the carparks. The FVWP would report back to Council to make recommendations. The first meeting of FVWP was held in February 2010.
- 27 April 2010 – Report to Council recommending reclassification of carparks. A Notice of Motion was carried requiring further consultation with FVWP before rezoning and reclassification considered.
- 22 June 2010 – Council resolved to engage independent consultants to prepare a site specific DCP for Freshwater Village.
- 22 February 2011 – Council resolved to defer work on the DCP until a decision from Land and Environment Court was handed down regarding a development application for 91 units over 8 lots in the Village.
- 26 July 2011 – Council considered a request from FVWP to fund feasibility assessment of a new road from Oliver Street to Moore Road through the Oliver Street Carpark and 7 private properties. No resolution was made on the matter.
- 14 February 2012 - Council resolved to place the Freshwater Village DCP on public exhibition.
- 22 May 2012 - Council resolved to adopt the Freshwater Village DCP.

- 25 March 2014 - Council resolved to rezone a number of carparks in the Council area from Public Recreation to business zones and prepare planning reports to consult with the community about potential reclassification of a number of carparks including the Oliver and Lawrence Street Carparks to Operational land and to rezone these carparks to reflect the surrounding land use.
- Council publicly exhibited a report and frequently asked questions regarding the reclassification of Oliver Street carpark and Lawrence Street carpark from Community Land to Operational Land under the Local Government Act 1993 and to rezone the carparks from RE1 – Public Recreation to B2 – Local Centre from 28 July until 26 August 2018.

## CONTEXT

Freshwater Village is a low scale retail and commercial shopping strip dissected by Lawrence Street. Limited on-street parking is available in Lawrence Street. Oliver Street carpark and Lawrence Street carpark provide additional parking for the village when street parking has reached capacity (figure 1).

The village is zoned B2 – Local Centre, with the exception of Oliver Street Carpark and Lawrence Street Carpark which are zoned RE1 – Public Recreation under Warringah LEP 2011 (figure 2). The carparks are classified as Community Land under the Local Government Act 1993 (the Act).

Vehicular access from the carparks to land fronting Lawrence Street is generally not able to be granted via a licence due to the classification of the carparks as “Community” land under the Local Government Act. Such access is however preferred so as to reduce pedestrian / vehicular conflicts at driveway crossings in Lawrence Street.

Two recent development applications for the redevelopment of land at 15 Lawrence Street and 21 Lawrence Street were approved with vehicular crossings in Lawrence Street because Council could not grant approval to use the carparks for rear access.

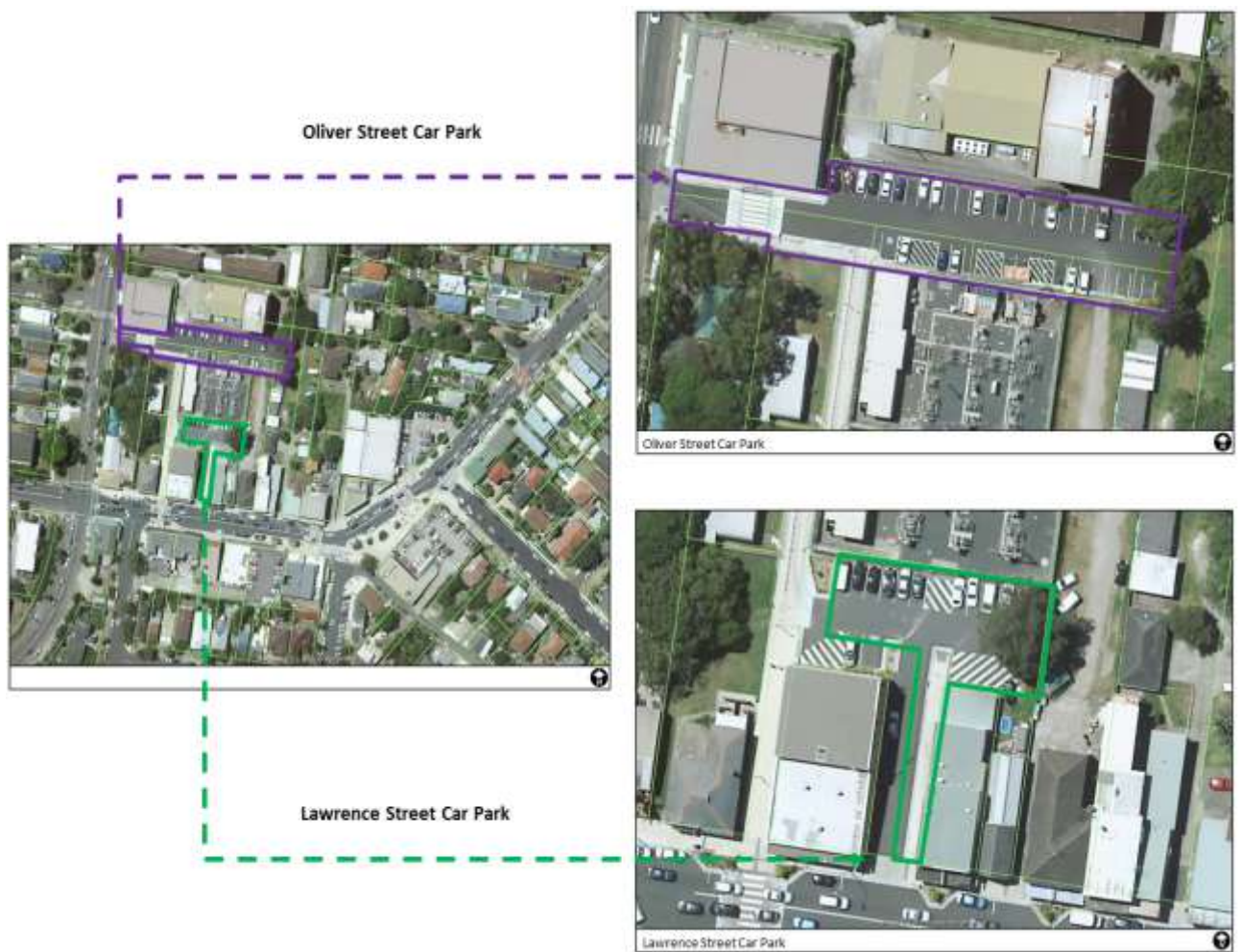


Figure 1: Location of Oliver Street and Lawrence Street carparks



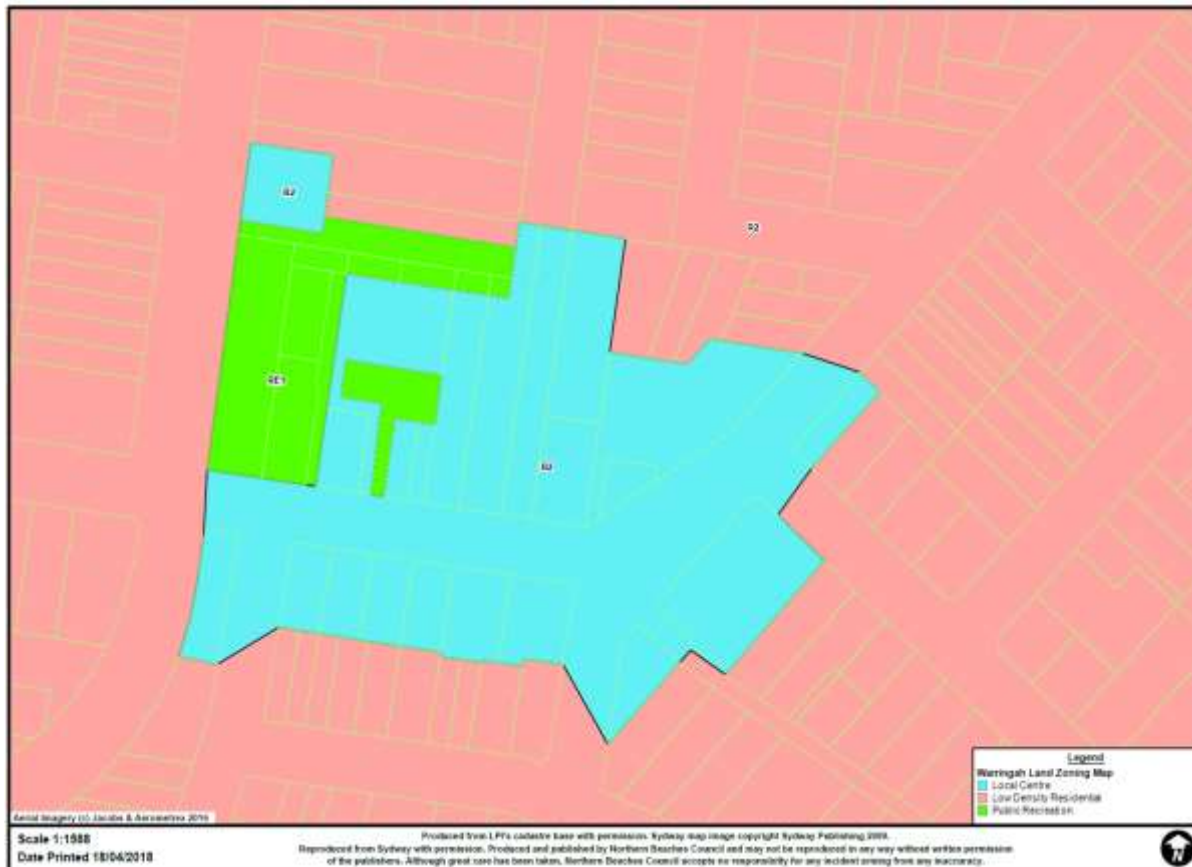


Figure 2: Current zoning of Freshwater under Warringah LEP 2011

## PLANNING PROPOSAL

The intended outcome of the Planning Proposal - Freshwater Village Reclassification and (Attachment 1) is to reclassify the carparks from Community Land to Operational Land under the Local Government Act 1993 and to rezone the carparks from RE1 – Public Recreation to SP2 – Infrastructure (carpark).

It is also proposed to adopt a 3 metre maximum building height control for the site. This will enable the installation of infrastructure and signage to support the functioning of the carpark. Currently the site has no building height control, as is the case for most Council-owned land that is zoned Public Recreation.

The Planning Proposal has been prepared in accordance with the Department of Planning’s “Guide to preparing Planning Proposals” and is consistent with relevant Ministerial Directions and State Environmental Planning Policies.

Council has reclassified and/or rezoned other carparks in the Council area in recent years, including the Starkey Street and Darley Street carpark in Forestville, the Collaroy Street carpark in Collaroy, and Lagoon Street carpark in Narrabeen.

The proposal to rezone the land to SP2 – Infrastructure (carpark) and to provide for a maximum 3 meter height limit will restrict the use of the site to a carpark and limit development potential.



## CONSULTATION

### Exhibition

A Report to consult with the community and Frequently Asked Questions were exhibited from 28 July 2018 until 26 August 2018. The exhibition material included:

- Manly Daily Ad
- Councils 'Your Say' page
- Email to registered community members who have registered their interest
- Hard copies were placed at Dee Why Library and Dee Why Civic Centre
- Approximately 300 letters sent to adjoining local residents and businesses.

### Submissions

Thirteen (13) individual letters and eighty-six (86) pro-forma letters were received in support of the proposal and eight (8) submissions were received opposing the proposal. Two (2) submissions did not clearly state support or opposition but raised issues for consideration.

Submissions in support of the proposal cited increased pedestrian safety and decreased traffic congestion in Lawrence Street and reducing the impact of trucks along Lawrence Street as reasons for support. Support was also given to the provision of more street parking.

Submissions opposed to the proposed reclassification and rezoning raised concerns that the carparks would be sold off and redeveloped and that an increase of traffic in the carpark would potentially impact the safety of children and pedestrians. A summary of submissions is provided (Attachment 2).

### Comment

The proposed reclassification (Attachment 3) of the carparks from "Community" to "Operational" land would:

- permit owners of shops fronting Lawrence Street to obtain legal access to their land from Council's carparks for unloading and parking etc
- enable the gradual removal of driveway crossings on Lawrence Street as the shops are redeveloped with vehicular access from the carparks, improving pedestrian safety and amenity on Lawrence Street
- support the objectives of the Development Control Plan for Freshwater.

Whilst the proposal could ultimately result in an increase in vehicular movements in the two carparks, the overall increase is likely to be small. The movement of vehicles in a carpark context is considered a better outcome than the retention or increase in driveway crossings in Lawrence Street. These driveway crossings have a detrimental impact on the amenity of the Lawrence Street retail precinct and compromise pedestrian safety by facilitating vehicular movements across the footpath at multiple locations along the street.

Following consideration of submissions, it is proposed to rezone the carpark to SP2 – Infrastructure (carpark) and to create a maximum height limit of 3 meters over the sites. Under the SP2 zone, only carparks, ancillary uses, roads and environmental protection works are permitted on the land. The 3 metre height limit will also ensure that development for the above purposes will not impact adjoining development. The rezoning of the land in this manner is consistent with the zoning of some other carparks in the Council area e.g. Avalon Parade carpark.

## **LOCAL PLANNING PANEL**

In accordance with new requirements for Planning Proposals introduced by the State government this year, a report and draft Planning Proposal was submitted to Council's Local Planning Panel meeting on 19 September 2018 for consideration and advice.

Four (4) members of the public spoke at the meeting, two in support and two expressed no preference but voiced concerns. The Local Planning Panel supported the progression of the Planning Proposal to a Gateway determination. The minutes of the Local Planning Panel are provided in (Attachment 4).

## **TIMING**

It is anticipated that the time of completion of the Planning Proposal is 6 – 12 months from the date of Council's approval to proceed. Following the issue of a Gateway determination Council will be required to formally exhibit the Planning Proposal for 28 days and undertake a public hearing following that exhibition, which is required when reclassifying land. The matter will be reported back to Council for final consideration following that exhibition and public hearing.

## **FINANCIAL CONSIDERATIONS**

The Planning Proposal process will be undertaken within the existing Strategic and Place Planning budget for 2018/19.

## **SOCIAL CONSIDERATIONS**

A reclassification will permit traffic to be redirected through the carparks and allow for safer pedestrian use of Lawrence Street and a decrease in traffic congestion.

## **ENVIRONMENTAL CONSIDERATIONS**

A reclassification will permit traffic to be redirected through the carparks and allow for safer pedestrian use of Lawrence Street and a decrease in traffic congestion.

## **GOVERNANCE AND RISK CONSIDERATIONS**

Regularising access to properties in Lawrence Street from Council's carparks will reduce potential risks to Council resulting from current unauthorised access.

<b>ITEM 11.2</b>	<b>EXHIBITION OF THE DRAFT NORTHERN BEACHES BUSH FIRE PRONE LAND MAP</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER STRATEGIC AND PLACE PLANNING</b>
<b>TRIM FILE REF</b>	<b>2018/594773</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↓</a> Draft Northern Beaches Bush Fire Prone Land Map</b> <b>2 <a href="#">↓</a> Comparison of Draft Bush Fire Prone Land Map with Bush Fire Prone Land Maps of Former Council Areas</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To amalgamate the three former Council's Bush Fire Prone Land Maps (BFPLMs) into one Northern Beaches BFPLM and undertake a five (5) year review in accordance with Section 10.3 of the Environmental Planning and Assessment Act, 1979 (EP&A Act).

#### SUMMARY

Bush Fire Prone Land Maps (BFPLMs) identify land that is at risk from bush fire attack, triggering specific requirements for development on affected land.

Due to Council amalgamation and a legislative requirement to review BFPLMs every five years, Northern Beaches Council in partnership with the NSW Rural Fire Service (RFS) has prepared a Draft Northern Beaches BFPLM 2018 (Draft Map) to replace the current Warringah BFPLM 2016, Pittwater BFPLM 2013 and Manly BFPLM 2010.

The Draft Northern Beaches Bushfire Prone Land Map (Attachment 1) has been prepared according to the specifications of the RFS "Guide for Bush Fire Prone Land Mapping". The Draft Northern Beaches Bushfire Prone Land Map (Draft Map) includes 77 additional properties as bush fire prone land and removes 690 properties from that categorisation.

The Draft Map will be placed on public exhibition for a minimum period of 28 days and submissions will be considered in consultation with the RFS. The final Draft Map will be reported back to Council, including any modifications recommended by RFS, and requesting approval for its submission to the Commissioner of the NSW Rural Fire Service for Certification.

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#### RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE AND COMMUNITY

That:

- A. Council place the Draft Northern Beaches Bushfire Prone Land Map on public exhibition for a minimum period of 28 days.
  - B. Following public exhibition and a consideration of submissions in consultation with the NSW Rural Fire Service, the final Draft Northern Beaches Bush Fire Prone Land Map including any modifications is reported back to Council for approval for its submission to the Commissioner of the NSW Rural Fire Service for Certification.
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## REPORT

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### BACKGROUND

In August 2002, the Rural Fires and Environmental Assessment Legislation Amendment Act 2002 (Amendment Act) came into effect. The Amendment Act amended both the Environmental Planning and Assessment Act 1979 (EP&A Act) and the Rural Fires Act 1997. The purpose was to ensure the protection of people, property and the environment against bush fires.

The Amendment Act requires councils to submit a Bush Fire Prone Land Map (BFPLM) for certification by the Commissioner of the NSW Rural Fire Service (RFS). The Amendment Act also requires a review of the map every 5 years.

Northern Beaches Council currently operates under three BFPLMs (Warringah BFPLM 2016, Pittwater BFPLM 2013 and Manly BFPLM 2010). There is a need to create one Northern Beaches BFPLM due to the amalgamation into one Northern Beaches Council and because the Manly BFPLM 2010 and Pittwater BFPLM 2013 are due for review.

The purpose of a BFPLM is to identify land that is at risk from bush fire attack (Bush Fire Prone Area). It also acts as a legislative trigger for additional planning and development controls on Bush Fire Prone Land. Development on this land must comply with the requirements of RFS's Planning for Bushfire Protection (2006). This document outlines the required bush fire protection measures for development in a Bush Fire Prone Area, such as Asset Protection Zones and emergency access. A BFPLM is also used to give effect to the Building Code of Australia's Australian Standard AS 3959-2009 'Construction of Buildings in Bush Fire Prone Areas'.

The EP&A Act, Section 10.3 requires that the information contained in a BFPLM to be made available for public inspection during normal office hours. Section 10.7 of the EP&A Act also requires Council to identify if a parcel of land is located in a Bush Fire Prone Area via a Section 10.7 Certificate (previously known as Section 149 certificates). Public access to BFPLMs allows owners, potential owners and other interested parties to be aware of the level of bush fire risk associated with a property.

### Methodology

The Draft Map (Attachment 1) has been prepared according to the specifications of the RFS "Guide for Bush Fire Prone Land Mapping" V5b, November 2015 (Guide). The Guide defines the type and quality of vegetation that is included on BFPLMs and the methodology for preparation. The review has comprised of an analysis of satellite photography, site visits and historical research, following the Guide's updated methodology.

### Proposed Changes

A comparison of Draft BFPLM with BFPLMs of former Council Areas (comparison map) (Attachment 2) is provided. The comparison map shows what land has been added or removed as part of the review process. It is noted that if any portion of a property is included as a Bush Fire Prone Area, the entire property is classified as bush fire prone. Changes have been summarised in the following two tables.

**Table 1:** Summary of Differences between the Current BFPLMs and the Draft Map:

	<b>Bush Fire Prone Land (ha)</b>	<b>Number of Bush Fire Prone Properties</b>
<b>Current BFPLMs</b>	18757	20039
<b>Draft Map</b>	18183	19304

**Table 2:** Summary of Proposed Changes to the Current BFPLMs:

	<b>Bush Fire Prone Land (ha)</b>	<b>Bush Fire Prone Properties</b>
<b>Additions to Map</b>	24	77
<b>Removal from Map</b>	90	690

The main reason for the removal of land identified as Bush Fire Prone Land (BFPL) on the Draft Map is that Vegetation Categories in the Guide have changed slightly, resulting in some land being re-categorised from Vegetation Category 1 (which requires a 100m BFPL buffer) down to Vegetation Category 2 (which requires a 30m BFPL buffer).

A number of inaccuracies in the former Manly BFPLM were also identified, resulting in an additional 77 properties being identified as BFPL on the Draft Map. The inaccuracies are summarised as follows:

- Some areas of Category 2 vegetation have been reclassified as Category 1 vegetation (noting that often the vegetation is continuous with the adjoining Category 1 vegetation). This has resulted in an extension to the buffer area from 30m to 100m.
- Some additions to Category 1 vegetation areas that were not previously mapped.
- A GIS buffer error for Category 1 vegetation where the buffer varied between 50-60m but should have been 100m (southern side of Wakehurst Golf Club).

Consideration was also given to the recent introduction of a new Category 3 under the RFS Guide. Council's Bushfire & Biodiversity Coordinator confirmed that Northern Beaches Council has mapped vegetation communities representative of the new Category 3. This was completed in consultation with the RFS.

### **Development Controls**

As noted above, development on properties that are located in a Bush Fire Prone Area are subject to additional development and planning controls. This includes compliance with Planning for Bushfire Protection (2006), Building Code of Australia as well as documentation on Section 10.7 Certificates.

In addition to these controls, the RFS's 10/50 Vegetation Clearing Entitlement Area is triggered by inclusion in a Bush Fire Prone Area. The Entitlement Area is governed by the RFS and allows clearing of vegetation in specific circumstances. Currently, the Entitlement Area is generally aligned to land designated as a Bush Fire Prone Area, with exceptions as outlined in Section 7.2 of the 10/50 Code of Practice.

### **CONSULTATION**

The Draft Map will be placed on public exhibition for a minimum period of 28 days. An advertisement will be placed in the *Manly Daily* and all affected landowners will be notified by letter of the proposals for change.

An interactive Draft Northern Beaches BFPLM property search tool will be provided on Council's website during the public exhibition period to help stakeholders review how the Draft Map affects their properties.

### **FINANCIAL CONSIDERATIONS**

The proposed exhibition and amendment process can be undertaken within Council's current operational budget.

## **SOCIAL CONSIDERATIONS**

The Northern Beaches BFPLM will provide important guidance to the community regarding requirements for bushfire protection when undertaking development in affected areas.

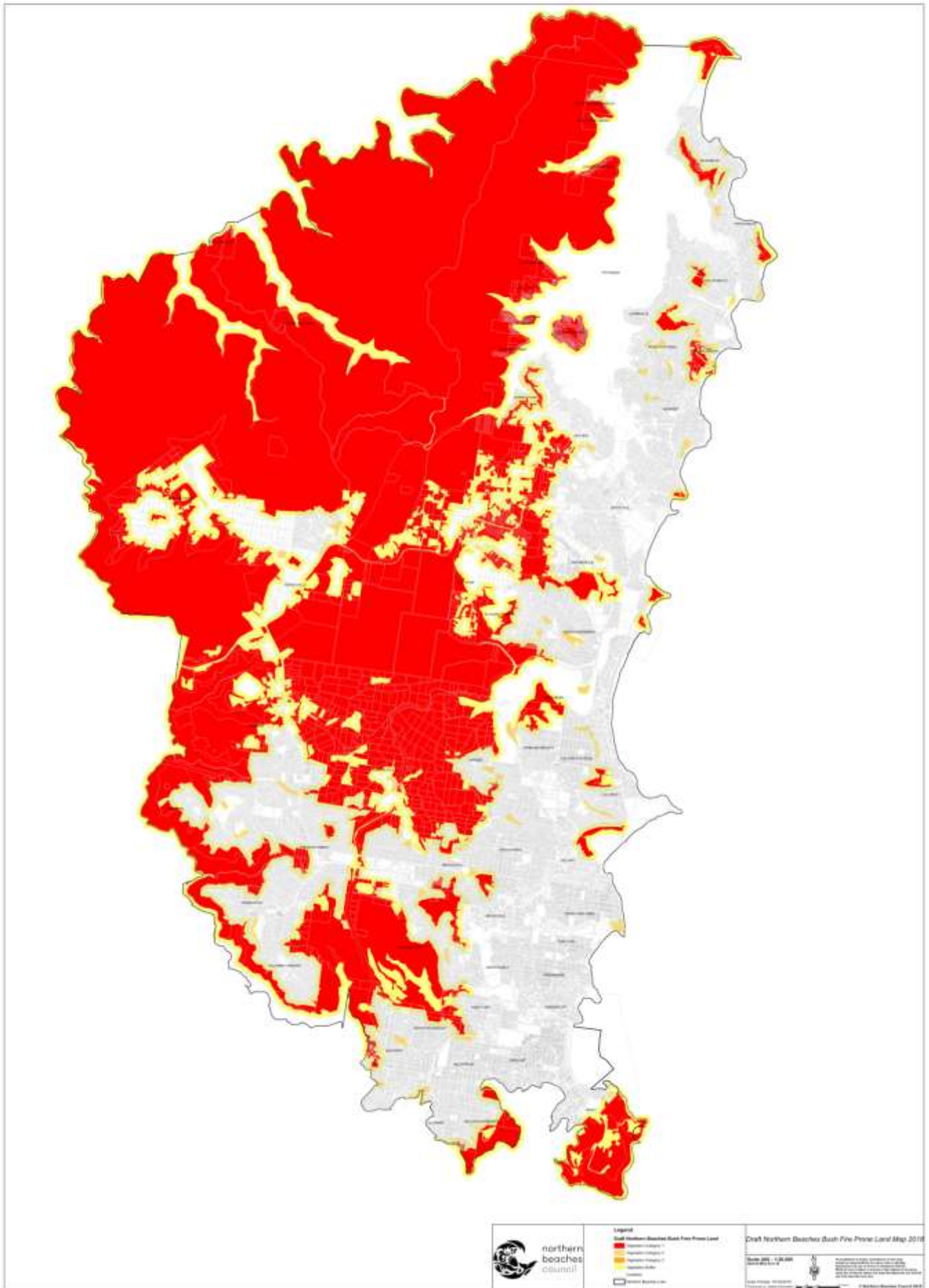
## **ENVIRONMENTAL CONSIDERATIONS**

The updated BFPLM will provide greater certainty for the community resulting in more consistent and better environmental outcomes.

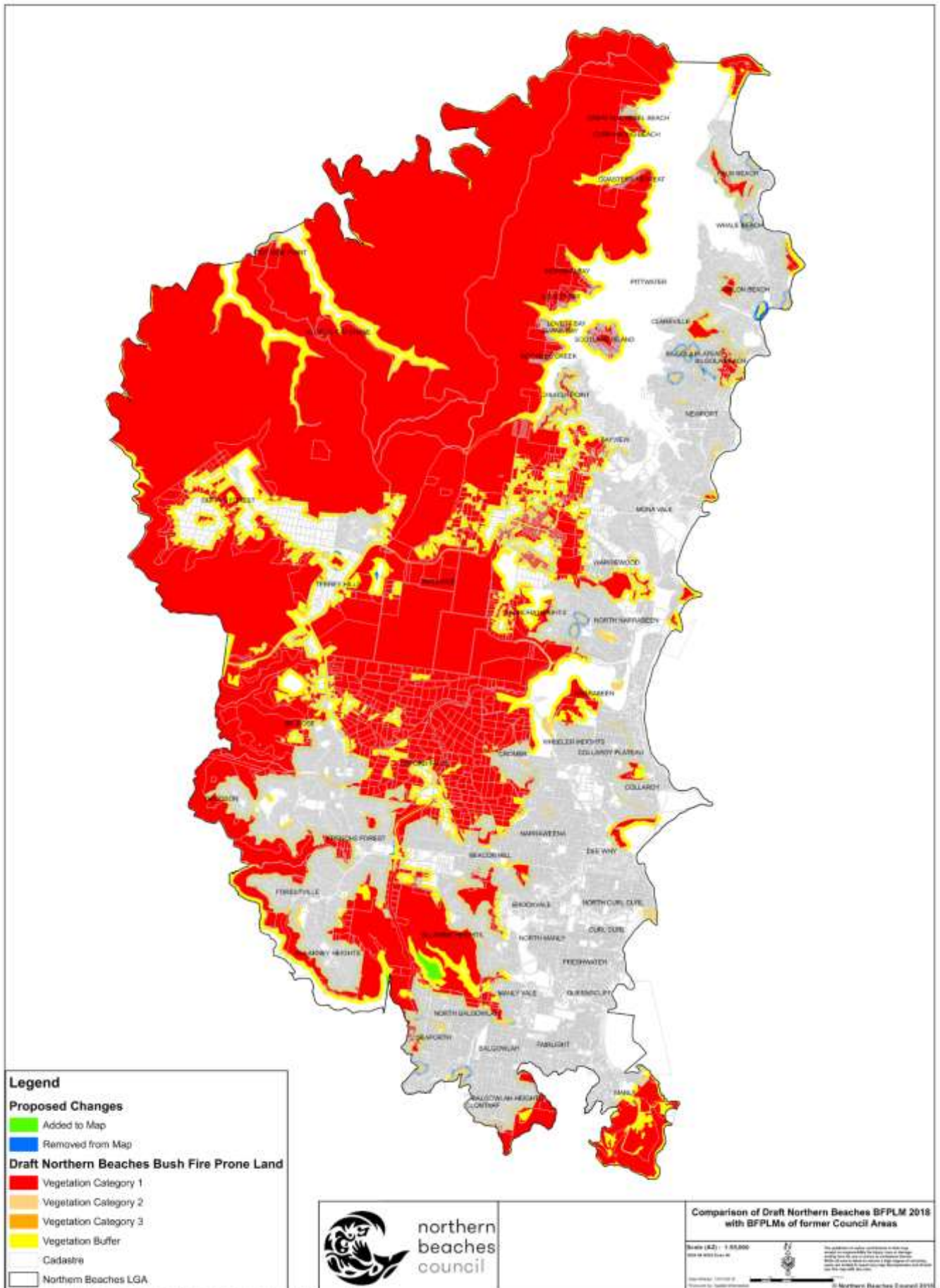
## **GOVERNANCE AND RISK CONSIDERATIONS**

The preparation of an updated BFPLM is a legislative requirement and provides an up-to-date analysis of bushfire risk in the Council area. Proceeding to review and re-make the BFPLM is important for the future safety of the Northern Beaches community.









<b>ITEM 11.3</b>	<b>PITTWATER WATERWAY STRATEGY 2038 (DRAFT)</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER STRATEGIC AND PLACE PLANNING</b>
<b>TRIM FILE REF</b>	<b>2018/526867</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">Pittwater Waterway Strategy 2038 (Draft) (Included In Attachment Booklet 6)</a></b>

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## EXECUTIVE SUMMARY

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### PURPOSE

To seek Council's endorsement to place the Pittwater Waterway Strategy 2038 (Draft) (Attachment 1) on public exhibition for a period of eight weeks.

### SUMMARY

At its meeting of 5 August 2013, the former Pittwater Council resolved, "*That Council undertake a strategic review of the land use planning provisions relating to the Pittwater waterway, commencing in July 2015*". Council commenced the Pittwater Waterway Review in July 2015 in partnership with Transport for NSW.

The Review is made up of two distinct stages:

Stage 1 – Pittwater Waterway Discussion Paper. The Discussion Paper provided an overview of key issues impacting the Pittwater waterway, with suggested strategies moving forward. The Paper was exhibited for 6 weeks from 1 April to 14 May 2017. Feedback received was reported to Council on 27 June 2017.

Stage 2 – Pittwater Waterway Strategy 2038 (Draft) (the Strategy). The Strategy (Attachment 1) sets the strategic framework for future planning to guide direction, decisions and actions associated with the Pittwater waterway. The future of Pittwater waterway is captured by the community vision, "*A place of natural wonder and beauty. It will be a place that balances the majesty of nature with vibrant and diverse activity. A place for all to enjoy*".

The vision will be realised through focusing on clear strategy objectives under each of the following themes:

- The economics of the waterway
- Natural environment
- Natural reserves and recreation
- Development of the waterway
- Activating the waterway
- Waterway regulation.

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### RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE AND COMMUNITY

That Council endorses the Pittwater Waterway Strategy 2038 (Draft) to be placed on public exhibition for a period of eight weeks.

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## REPORT

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### BACKGROUND

At its meeting of 5 August 2013, the former Pittwater Council resolved “*That Council undertake a strategic review of the land use planning provisions relating to the Pittwater waterway, commencing in July 2015*”.

The project was identified and established during the preparation of the Pittwater Standard Instrument Local Environment Plan (LEP). During the preparation of that new LEP a number of submissions were received regarding issues and challenges on the waterway. As a consequence of the scale of interest, the former Council resolved to undertake the review.

Council commenced the Pittwater Waterway Review in July 2015 in partnership with Transport for NSW. A Demographic & Economic Study was commissioned and extensive stakeholder and community consultation was undertaken in 2015 and 2016. Council directly engaged with State Government agencies and Departments, key stakeholders and the wider community through workshops and surveys.

It was clear from this conversation that the Pittwater waterway is an important natural asset that is highly valued and faces increasing demand pressures.

In response, Council developed The Pittwater Waterway Review Stage 1 - Discussion Paper (The Discussion Paper) to facilitate further discussion with our community. The Discussion Paper outlined the community vision for the waterway.

*“A place of natural wonder and beauty. It will be a place that balances the majesty of nature with vibrant and diverse activity. A place for all to enjoy”.*

The vision is to be achieved through focusing on the following themes:

- The Economics of the waterway
- Natural Environment
- Natural reserves and recreation
- Development of the waterway
- Activating the waterway
- Waterway regulation.

The themes within the Discussion Paper guided and directed community discussion on the key issues and suggested strategies identified during the initial consultation. The Discussion Paper was exhibited for 6 weeks from 1 April to 14 May 2017 with the feedback from the exhibition being report to Council on 27 June 2017. 141 people attended the community engagement events and 64 submissions were received from State Government agencies, key stakeholders and the wider community.

Importantly, feedback has been used to inform the Pittwater Waterway Strategy 2038. The Strategy sets the strategic framework for future planning and decision making over the next 20 years. The Strategy will guide and inform future direction, decisions and actions associated with the Pittwater waterway.

The themes and key strategy objectives are outlined below:

Theme	Our Objectives
Economics of the waterway	Sustainable economic growth balanced with the significance and intrinsic value of the natural environment
Natural environment	Protect, promote and celebrate the unique and valuable natural environment of Pittwater including its extensive ecological diversity and renowned scenic amenity
Natural reserves and recreation	Manage foreshore reserves in line with community aspirations and changing waterway dynamics
Development of the waterway	Manage increasing demand in boating, including associated pressure on boat storage and facilities
Activating the waterway	Provide a range of diverse opportunities to access, use and enjoy the waterway
Waterway regulation	Effectively regulate and manage Pittwater waterway sustainably and with transparency to meet the needs of the community and emerging demand pressures

## CONSULTATION

Council is planning to build on the extensive level of community consultation already undertaken as part of the Pittwater Waterway Review through a diverse engagement campaign, to ensure all stakeholders and interested persons can participate in the review.

## TIMING

Following the community engagement period, it is anticipated that a final version of the Strategy will be report to Council for consideration and adoption. Once adopted, work will commence immediately on developing an implementation plan to deliver the Pittwater Waterway Strategy 2038.

## FINANCIAL CONSIDERATIONS

Existing operational budgets will be utilised during the exhibition of the Strategy.

The Strategy contains actions that will have financial implications on Council's business units to ensure delivery of the Strategy over the next 20 years in accordance with the implementation plan. The Strategy also contains actions that will require financial input from the State Government and are to be delivered through ongoing conversations with relevant State Government Agencies.

## SOCIAL CONSIDERATIONS

The vision and strategy objectives all have strong social considerations and delivery of the Strategy will bring about significant social benefits to the community such as our objective of providing a range of diverse opportunities to access, use and enjoy the waterway.

**ENVIRONMENTAL CONSIDERATIONS**

The adoption of the Pittwater Waterway Strategy 2038 will have benefits from an ecologically sustainable development and environmental perspectives as it seeks to balance the vast array of competing demand pressures facing the waterway. The Strategy also includes recommendations for amending the Pittwater Local Environmental Plan 2014 (PLEP 2014) and Pittwater Development Control Plan (DCP 21) to balance the competing demand pressures identified as a driver of this Review and from the feedback received from key stakeholders and the community.

**GOVERNANCE AND RISK CONSIDERATIONS**

The Strategy is not a statutory document. However, the Strategy will provide a clear strategic framework to direct future Council actions to assist in delivering the community vision for the Pittwater waterway.

<b>ITEM 11.4</b>	<b>SUBMISSION TO THE DEPARTMENT OF PLANNING AND ENVIRONMENT REGARDING PUBLIC EXHIBITION OF PROPOSED AMENDMENTS TO THE PLANNING FRAMEWORK FOR SHORT-TERM RENTAL ACCOMMODATION</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER STRATEGIC AND PLACE PLANNING</b>
<b>TRIM FILE REF</b>	<b>2018/681193</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↗</a> Explanation of Intended Effect (Included In Attachment Booklet 6)</b>
	<b>2 <a href="#">↗</a> Submission to the Department of Planning and Environment (Included In Attachment Booklet 6)</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To advise Council of a submission made to the Department of Planning and Environment (the Department) regarding the proposed NSW planning framework for short-term rental accommodation (STRA).

#### SUMMARY

The Department released an “Explanation of Intended Effect” (EIE) (Attachment 1) for proposed changes to the NSW planning framework regarding STRA in October 2018.

The limited review timeframe and 16 November 2018 submission deadline prevented staff from seeking the endorsement of Council for a submission about the proposed changes. A request has been made to allow any resolutions of this report to be submitted after the Council meeting and be considered by the Department.

The EIE creates a new definition for STRA and makes it “exempt” development 365 days a year where the host is present and 180 days a year where the host is not present. STRA will be “complying” development on bushfire prone land and will require development consent on bushfire prone land with a Bushfire Attack Level greater than 29 bushfire risk rating. The changes will be accompanied by a mandatory Code of Conduct and changes to strata legislation.

Council’s submission generally supports the proposals but reiterates its preference to enable Councils to set local controls, particularly on rental periods, having regard to local circumstances such as the supply of long term affordable rental accommodation. Council’s submission also suggests that controls should also be considered for land affected by other hazards e.g. flooding, in addition to bushfire prone land.

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#### RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE AND COMMUNITY

That Council note the submission made to the Department of Planning and Environment on 16 November 2018 regarding the proposed NSW planning framework for Short-Term Rental Accommodation.

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## REPORT

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### BACKGROUND

In July 2017, the Department of Planning and Environment and the Department of Fair Trading, released an Options Paper on Short-term Holiday Letting in NSW following a Parliamentary Inquiry into the Adequacy of Regulation of Short Term Holiday Lettings in NSW.

At its meeting on 24 October 2017, Council resolved to forward a submission on the Options Paper to the Department of Planning with two key recommendations:

- Adoption of a standard definition of Short-term Holiday Letting which clearly distinguishes this development from other tourist and visitor accommodation
- Allowing Councils to develop their own controls for short-term holiday letting subject to further local research, in the same way that Council's deal with other like uses e.g. bed and breakfast accommodation.

On 5 June 2018, the NSW Government announced a new planning framework for short term rental accommodation (STRA). The framework includes state-wide planning controls and a mandatory Code of Conduct for online accommodation platforms, letting agents, hosts and guests, which aim to address impacts like safety, noise levels, disruptive guests, impacts on affordable rental housing and effects on shared neighbourhood amenities.

The framework will be implemented through amendments to planning instruments (such as Council's Local Environmental Plans), and strata and Fair Trading legislation and is expected to commence in 2019.

The Department released an "Explanation of Intended Effect" (EIE) (Attachment 1) for the proposed planning changes in October 2018 and Council had until 16 November 2018 to provide comment.

Council sought an extension of time to provide a submission so that the matter could be considered at a Council meeting, but did not receive a response to the requests. As such, a submission (Attachment 2) to the Department was made by staff on 16 November 2018 which generally reflected Council's previous submission and providing additional comments as discussed below.

### EXPLANATION OF INTENDED EFFECT (EIE)

In summary, the EIE outlines the following proposed changes to legislation:

- Creating a new definition for STRA.
- Permits STRA's where a "dwelling" is permissible with development consent in a zone.
- Making STRA's "exempt" development for 365 days a year where the host is present on-site overnight.
- Where the here the host is not present, the use is still "exempt" but the period of letting will be restricted to 180 days a year (in Greater Sydney).
- Making STRA's "complying" development on bushfire prone land where the host is not present overnight (with a maximum letting period of 180 days).
- Making STRA's subject to development consent where the land is subject a to a Bushfire Attack Level (BAL) of 29 risk rating or more.



- Dwellings in multi-unit buildings will be required to incorporate additional fire safety measures.
- The Strata legislation will be amended to allow an Owners' Corporation (by a 75% majority vote) to make a by-law that prohibits the use of a lot for short term holiday letting, but only where the lot is **not** the principal place of residence of the owner or tenant.
- A Mandatory Code of Conduct for online platforms, managing agents, hosts and guests developed by the Department of Finance, Services and Innovation(DFSI) to address complaints about STRA.
- DFSI oversight and enforcement of the Code (including legislative powers).
- Amendments to existing Local Environmental Plans (LEP) to reflect the new planning requirements.

### SUMMARY OF SUBMISSION

- Council agrees that some forms of residential accommodation such as boarding houses, seniors housing and group homes and 'affordable rental housing' approved under SEPP (Affordable Rental Housing) 2009 and SEPP No.70 (Affordable Housing) should be excluded from use as STRA to ensure they continue to meet their intended purpose.
- Council understands that the State-Wide permissibility of STRA and number of days in which it can take place has already been endorsed by Government, however Council would like to re-emphasise a preference for individual Council's to be able to establish location specific local policy responses to issues in consultation with their local communities.
- There is growing evidence that the expansion of STRA is impacting the affordability of longer term rental accommodation. A number of international cities have taken action to control and restrict STRA in an effort to address this concern. It is increasingly evident that many parts of Sydney are subject to the same pressures as these cities. Further research is required into the economic impacts of short-term letting on local communities and whether such holiday lettings impact on the provision of long-term affordable rental accommodation. In light of this Council recommends that the specification of the number of days per year that letting can occur should be managed locally via Council's LEPs.
- There is a need to consider other environmental hazards such as flood prone land (in addition to bushfire prone land) when developing exempt and complying development controls to improve the safety of STRA users.
- Concern is raised that there is limited oversight to ensure compliance with fire safety and evacuation requirements via exempt development, notably for STRA currently operating without consent.
- Council will need to work with the Department to update Pittwater LEP 2014 to align with the proposed Standard Instrument Order amendment as the LEP currently contains different provisions for short term holiday rental accommodation.
- Council queries the recommendation that development applications for STRA on bushfire prone land that exceed a BAL29 bushfire risk should be assessed by Council. Council requests that the Department provide development assessment guidelines to this effect.

## **CONSULTATION**

The exhibition was conducted by the Department of Planning and Environment. No consultation was undertaken by Council with the community on these proposals as insufficient time was available during the exhibition period. The community were able to make submissions directly to the Department.

## **TIMING**

A submission on the EIE was made to the Department of Planning and Environment on 16 November 2018.

## **FINANCIAL CONSIDERATIONS**

Proposed changes to the planning framework will support the economic value of the STRA industry.

## **SOCIAL CONSIDERATIONS**

The need for ongoing monitoring to determine whether STRA will impact on the supply of long-term affordable rental housing was highlighted by Council in its submission to the Department. In this regard Council recommended a preference to be able to locally control the number of days per year that letting can occur through its LEP.

## **ENVIRONMENTAL CONSIDERATIONS**

Council's submission identifies the need to consider other environmental hazards such as flood prone land (in addition to bushfire prone land) when developing exempt and complying development controls to improve the safety of STRA users.

## **GOVERNANCE AND RISK CONSIDERATIONS**

It is noted that the state-wide permissibility of STRA and number of days in which it can take place has already been endorsed by the NSW Government, however Council's submission does re-emphasise a preference for individual Council's to be able to establish location specific local policy responses to issues in consultation with their local communities.

<b>ITEM 11.5</b>	<b>NORTHERN BEACHES LOCAL ENVIRONMENTAL PLAN</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER STRATEGIC AND PLACE PLANNING</b>
<b>TRIM FILE REF</b>	<b>2018/688707</b>
<b>ATTACHMENTS</b>	1 <a href="#">Local Environment Plan Review (Included In Attachment Booklet 6)</a>
	2 <a href="#">Health Check (Included In Attachment Booklet 6)</a>

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## EXECUTIVE SUMMARY

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### PURPOSE

The purpose of this report is to seek Council's endorsement to submit a Local Environmental Plan Review (LEP Review) to the NSW Department of Planning and Environment for its approval and to proceed to prepare a Council-wide Local Strategic Planning Statement.

### SUMMARY

Following the release of 'The Greater Sydney Region Plan – A Metropolis of Three Cities' and the 'North District Plan' by the Greater Sydney Commission in March 2018, Council has three years to review and amend its Local Environmental Plans (LEPs) to implement the actions in those plans.

This includes the requirement to meet the following milestones:

- Undertake a review to identify how closely aligned the current Northern Beaches LEPs are to the North District Plan (i.e. LEP Review or 'Health Check') by 30 November 2018
- Prepare a Local Strategic Planning Statement (LSPS) to be exhibited by 1 July 2019 with the final version in place by 1 December 2019
- Prepare a Northern Beaches LEP to be submitted to the NSW Department of Planning and Environment (DPE) by June 2021.

The first of these milestones is addressed by the LEP Review (Attachment 1) and Health Check (Attachment 2).

The LEP Review concludes that Council is well placed to deliver on actions in the North District Plan, with Council's Delivery Program including a wide range of studies and investigations required to manage the newly proclaimed Local Government Area (LGA).

The LEP Review outlines a range of priorities and actions for the preparation of a Northern Beaches LSPS and LEP including a number of technical studies (e.g. employment study, housing strategy, social infrastructure study, transport investigations, character and environment).

This report recommends that Council prepare a Council-wide LSPS (as opposed to a ward-based LSPS) to allow place or locality based strategic planning that will align with the Council-wide Community Strategic Plan SHAPE 2028 (CSP) and LEP.

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**RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE AND COMMUNITY**

That:

- A. Council endorses the submission of the Local Environmental Plan Review to the NSW Department of Environment and Planning for its approval.
  - B. Council notes the priorities and actions for the preparation of a Northern Beaches Local Strategic Planning Statement and Local Environment Plan contained in the Review.
  - C. Council approves the preparation of a Council-wide Local Strategic Planning Statement.
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## REPORT

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### BACKGROUND

Land use planning on the Northern Beaches is currently controlled by four main plans: Manly Local Environmental Plan 2013 (MLEP2013), Pittwater Local Environmental Plan 2014 (PLEP2014) and Warringah Local Environmental Plans 2000 and 2011 (WLEP 2000 and WLEP 2011).

Eighteen Sydney councils, including the six high growth councils of the new Western Sydney City Deal, received funding from the Department of Environment and Planning to undertake their LEP reviews within two years. Council did not apply for this funding as it was considered the two year time frame was unrealistic given the need to develop an overarching land use strategy (including relevant studies), undergo comprehensive engagement with the community, and review and consolidate four planning frameworks into one.

Consequently Council has three years to update its LEP. This includes the requirement to meet the following milestones:

- Undertake a review to identify how closely aligned the current Northern Beaches LEPs are to the North District Plan (i.e. LEP Review or 'Health Check' – Attachments 1 and 2)
- Prepare a LSPS to be exhibited by 1 July 2019 with the final version in place by 1 December 2019
- Prepare a Northern Beaches LEP to be submitted to the DPE by June 2021.

Council had planned to prepare a Strategic Land Use Planning Study to inform the preparation of a new Northern Beaches LEP. This work will now encompass the preparation of Council's LSPS – a 20 year strategic vision for land use planning in the LGA.

The DPE has responsibility for reviewing Council's LEP Review and approving Council's LEP. The Greater Sydney Commission must approve Council's LSPS.

### LEP Review

This report summarises Council's LEP Review (Attachment 1) which has been prepared in accordance with NSW Department of Planning and Environment guidelines. In summary, the LEP Review provides:

- An analysis of the unique local land use planning context for the Northern Beaches that may influence strategic planning.
- A review of Council's four existing local environmental plans against the North District Plan planning priorities and actions including a review of existing studies, an overview of committed projects outlined in Council's Delivery Program and identification of barriers and gaps between the LEPs and District Plan actions.
- An overview of local strategic planning priorities for the Northern Beaches and a delivery program of key actions required to inform the preparation of the LSPS and a new Northern Beaches LEP.

## Statutory Context

The Environmental Planning and Assessment Act (EP&A Act) is the principle planning and development assessment legislation in NSW. Recent amendments to the EP&A Act (March 2018) introduced a shift from a regulatory focus towards a strategic planning focus that is more responsive to local context and the nature of the local community.

In March 2018, the NSW Government released 'The Greater Sydney Region Plan – A Metropolis of Three Cities' (Region Plan) and District Plans for each of the Greater Sydney's five districts. The plans were prepared concurrently with Future Transport 2056 and the State Infrastructure Strategy to better align land use, transport and infrastructure.

The Region Plan is built on a vision of three cities where most residents live within 30 minutes of their jobs, education and health facilities, services and great places – Western Parkland City, Central River City and Eastern Harbour City. The Northern Beaches is located within the Eastern Harbour City.

The Greater Sydney Region includes five districts: Western City District, Central City District, Eastern City District, North District and South District. The Northern Beaches is located within the North District which also encompasses Hornsby, Hunter's Hill, Ku-ring-gai, Lane Cove, Mosman, North Sydney, Ryde and Willoughby LGAs.

The North District Plan provides a 20-year plan to manage growth and achieve the 40-year vision of the Region Plan, whilst enhancing liveability, productivity and sustainability into the future. The North District Plan incorporates 22 planning priorities, supported by actions for achieving the planning priorities. The planning priorities directly relate to the directions of the Region Plan and four key themes: infrastructure and collaboration, liveability, productivity and sustainability.

## Land Use Planning Context

The Northern Beaches is home to approximately 268,666 people (ABS ERP, 2017). Population projections suggest that our population will grow to 297,950 by 2036 (DPE). However, this projection is based on 2011 Census data and revised population projections based on the 2016 Census data are expected to be released by DPE in mid-2019.

Population projections for Council by demographic consultants, based on the 2016 Census, suggest population will grow to 309,333 by 2036 (forecasts provided in November 2017). Therefore, until updated population projections are released by DPE, future local strategic planning for the Northern Beaches is to be based around projections within the range of 297,950 to 309,333 people by 2036.

The Northern Beaches lifestyle is highly valued and the opportunity to live and work locally drives high job containment and our \$20bn economy. Our beautiful and unique coastal and bushland environment is a major asset, making the Northern Beaches an extraordinary place to live.

Our community and economy are changing and growing, with housing affordability and an ageing population presenting major challenges. There are significantly fewer young adults (aged 20-39) in the Northern Beaches compared with Greater Sydney. Our population is ageing at a rate higher than the Sydney average, driving increased demand for service-based businesses and healthcare. Our working age population, while increasingly made up of highly skilled professionals and managers, is projected to decline. Young adults are leaving for more affordable coastal locations, to access education opportunities and live closer to jobs opportunities aligned to their skills and aspirations.

To achieve growth in jobs within 30 minutes of where we live, we need to work towards a more integrated approach to planning. Urban development on the Northern Beaches has historically been shaped by the car and is concentrated along our north-south spine. Our strategic centres at Frenchs Forest, Mona Vale, Dee Why and Manly have been identified as 'hubs', while major infrastructure projects including the B-Line, Northern Beaches Hospital and the Western Harbour Tunnel and Beaches Link will influence how we plan for the future. It is clear that a well-functioning transport network, integrated with access to local jobs and affordable homes for key workers is vital to the Northern Beaches' future liveability.

### **Housing and Jobs Targets**

The North District Plan requires Council to deliver a 5 year housing target of 3,400 dwellings (2016-2021). This target is consistent with historic growth patterns and is comparatively low when compared with targets in the remaining North District (i.e. 13%). It is anticipated that Council can meet the 5 year housing target through remaining capacity in existing zoned areas such as the Medium Density zones, Town Centres (such as Dee Why) and Warriewood Valley. Identified future growth areas at Frenchs Forest and Ingleside (under review) are planned to address longer term targets. As a result, no immediate changes are required to the current planning controls to address the immediate target, whilst continuing the future planning for growth areas remains a priority.

Council has commenced preparation of a Northern Beaches Housing Strategy in accordance with the NSW Department of Planning and Environment Guidelines. This work will identify housing gaps and opportunities to better cater for the changing needs of the Northern Beaches population. As required under the North District Plan, the Housing Strategy will need to identify a 6-10 year housing target and capacity to contribute to the North District 20 year target.

Council is also preparing an Employment Study to address the North District Plan's additional jobs targets for our strategic centres by 2036. These include: Frenchs Forest – 2,700-3,700; Dee Why/Brookvale – 3,000-6,000; Mona Vale – 700-1,700; and, Manly – 1,000-1,500.

Council will undertake extensive consultation in the preparation of these studies and ensure that future targets take into consideration the availability of appropriate infrastructure whilst minimising impacts on the environment and local character.

### **Health Check**

The health check has demonstrated that Council is well placed to deliver on the actions of the District Plan. The adopted Delivery Program demonstrates that Council has anticipated the need for a wide range of studies and investigations to manage the newly proclaimed Local Government Area.

### **Infrastructure and Collaboration**

The North District Plan's 'Infrastructure and Collaboration' theme contains priorities and actions for Council and the NSW Government to work collaboratively to plan for a city supported by infrastructure.

Council has demonstrated leadership in promoting infrastructure provision through the adoption of the Frenchs Forest Hospital Structure Plan in August 2017, which aligns forecast growth with infrastructure provision, with further stages dependent on delivery of Western Harbour Tunnel and Beaches Link and improved bus services. Council has also limited potential for growth in the Dee Why Town Centre Masterplan and the draft Brookvale Structure Plan in recognition of transport network constraints.



Transport is a key issue for the Northern Beaches. This has prompted Council to prepare the recently exhibited MOVE Transport Strategy 2038 (draft), which includes a 20 year vision with directions and aspirations to guide Council. This Strategy demonstrates Council's strong advocacy for public transport investment, particularly along east-west corridors.

For the Frenchs Forest Planned Precinct and Ingleside Growth Area, Council is pursuing a Green Star Communities rating to promote the use of sustainable infrastructure.

Developer contributions form an important component of Council's infrastructure program, however, its expenditure often relies on aligning with the priorities of NSW Government. It is therefore positive that the NSW Government has committed to collaborating with Councils in order to streamline integrated land use and infrastructure planning.

### Liveability

The North District Plan's 'Liveability' theme includes priorities and actions for Council to deliver social infrastructure reflecting community needs; create healthy, creative, culturally rich and socially connected cities; provide housing supply, choice and affordability with access to jobs, services and public transport; and, create and renew great places and local centres, respecting the District's heritage.

Council's Community Strategic Plan SHAPE 2028 (CSP) commits to building stronger, more inclusive communities. A number of programs are committed in Council's Delivery Program including implementation of Council's Affordable Housing Policy and Disability Inclusion Action Plan. Council is also preparing a number of studies that will address this theme, including an Open Space Strategy (including playgrounds), Community Centres Strategy, Arts and Creativity Strategy and Social Plan and specialised Plans for specific demographics (Youth, Aged, Disability, Culturally and Linguistically Diverse, etc.). This is in addition to the many services and programs delivered across Council and committed over the coming years.

With respect to creating and renewing great places, Council has undertaken a Town Centre Care Factor survey for main centres across the Northern Beaches to obtain baseline information and to allow Council to make evidence-based decisions and measure trends and change over time. Place based planning is already considered and committed in Council's Delivery Program with the development of Place Plans for Avalon, Mona Vale and Manly and along with Place Activation Plans for key centres. By undertaking place based planning Council will create and renew great places based on strong engagement with the community, respecting local character and heritage.

Responding to the 'missing middle' i.e. demand for medium density housing developments, will be a key priority for Council as it plans for future housing, ensuring development is in line with local character. A comprehensive Social Infrastructure Study and Demographic Analysis are required to inform a Housing Strategy and new LEP.

### Productivity

The North District Plan's 'Productivity' theme includes priorities and actions for Council to grow a stronger and more competitive Harbour CBD (i.e. the Eastern City); grow and invest in health and education precincts (i.e. Frenchs Forest Planned Precinct); grow investment, business opportunities and jobs in strategic centres; retain and manage industrial and urban services land; deliver integrated land use and transport planning and a 30-minute city; and, support growth in targeted industry sectors and leverage inter-regional transport connections.

The delivery of the Frenchs Forest Planned Precinct will provide a strong source for jobs growth in the LGA. Although Council has committed to the preparation of an Economic Development Plan, it needs an overarching Northern Beaches Employment Study including a review of industrial lands and retail strategy. Further work is required to integrate land use and transport planning and implement the 30-minute city concept.

Council is also preparing a Destination Management Plan, Arts and Creativity Strategy, Environment Strategy and Mountain Bike Strategy that will look to enhance and extend opportunities for a sustainable tourist economy in the Northern Beaches. As part of the MOVE Transport Strategy 2038 (draft), Council is preparing a Freight Plan which will look at opportunities to optimise the efficiency and effectiveness of the freight handling and logistics networks.

### Sustainability

The North District Plan's 'Sustainability' theme includes priorities and actions to protect and enhance waterways, bushland and biodiversity, and scenic and cultural landscapes. It also includes actions to better manage rural areas, increase the urban tree canopy cover and green grid connections and deliver high quality open space. Actions also relate to reducing carbon emissions and managing energy, water and waste efficiently, and adapting to the impacts of urban and natural hazards and climate change.

Protecting Council's bushland, biodiversity and waterways is a key priority for Council, as well as planning for natural hazards and climate change. A key strategy of the CSP is to ensure new development is consistent with best practice sustainability principles. This is reflected in Council's aim to deliver Ingleside and Frenchs Forest as Green Star Communities, and the currently exhibited DCP for Dee Why Town Centre requiring Green Star certification of buildings to promote best practice. For future planning, Council is preparing Climate Adaptation Plans for Frenchs Forest Planned Precinct and Ingleside Growth Area.

Council has an Urban Tree Canopy Plan (draft) which provides a strategic framework for the management of our urban trees and canopy cover, and Council is working with the DPE on a number of prototype Green Grid projects that will help to develop and coordinate the Green Grid for all stakeholders. The Open Space Strategy (including playgrounds) will look at updating former open space studies and plans and Council's Walking Plan, Bike Plan and Mountain Bike Strategy will be able to identify any further walking and cycling links that can be reflected in LEPs and Development Control Plans (DCPs). The Northern Beaches Environment Strategy will address relevant priorities and actions in this theme.

### **Local Strategic Planning Statement (LSPS)**

The recent amendments to the EP&A Act created a requirement for all Councils to prepare a Local Strategic Planning Statement (LSPS).

The LSPS will provide a 20-year vision for the LGA, building on the 10-year vision in Council's Community Strategic Plan SHAPE 2028 (CSP). It will include a planning vision, emphasising strategic land use, transport and environmental planning. It will set out planning priorities, actions to achieve those priorities, and an implementation program to deliver and monitor the actions.

The LSPS will draw together State, regional, district and local strategic planning priorities. It will shape Council's LEP and DCP and be supported by other tools such as contribution plans and place strategies.

Council will work together with the community to ensure we shape the outcomes we want to achieve in the future. This will require us to identify desired land use planning outcomes and what success looks like at a local level. The LSPS will be a pivotal tool that guides local strategic planning decisions.

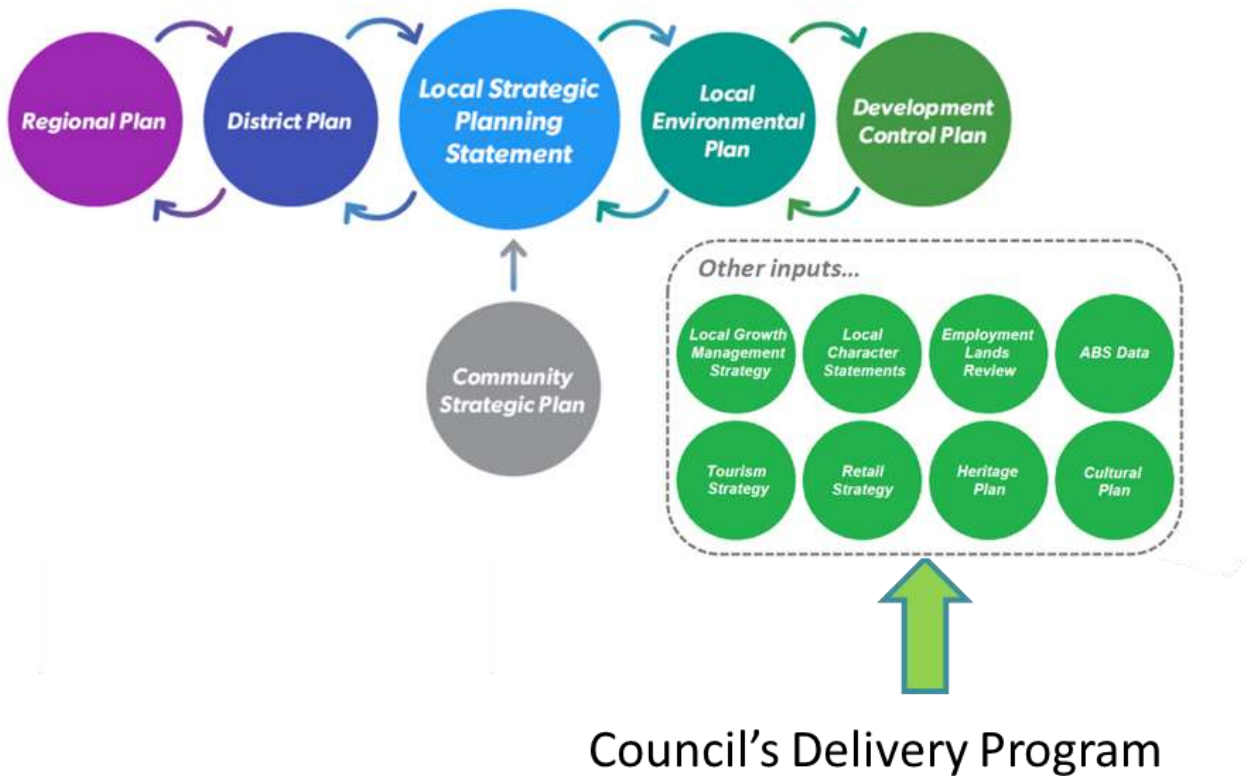


Figure 1: Local Strategic Planning Statements (Source: Greater Sydney Commission)

### LSPS Approach

As part of the EP&A Act changes, the NSW Government included provisions to give recently amalgamated councils the option to address matters in their first LSPS on a Ward basis if the council decided this approach was appropriate.

It is recommended that Council supports the preparation of a Council-wide LSPS as opposed to a Ward-based LSPS for the following reasons:

- Allows a place or localities based approach to planning
- Brings together the Northern Beaches community
- Gives more statutory weight to priorities for the Local Government Area (e.g. transport)
- Aligns with the CSP and Delivery Program
- Aligns with new LEP and DCP
- Considers housing and jobs regardless of Ward boundaries.

Importantly, a Council-wide LSPS does not mean a 'one-size fits all' approach. A Council-wide LSPS still allows for the recognition of local character that exists in centres and localities across the Northern Beaches.

## LEP Studies

The Health Check helped to identify important opportunities and inclusions to inform the LSPS and new LEP (see Table 1 below).

The majority of the North District Plan priorities and actions will be addressed in the studies addressed in Table 1 or in projects committed in Council's Delivery Program.

Longer term priorities will be subject to consultation with the community. These are likely to relate to areas where Council needs to undertake further investigation, or work with the NSW

Government. This includes the implementation of east-west public transport links, affordable rental housing targets for the entire LGA, and ensuring green infrastructure, sustainability and protection of the natural environment is suitably embedded in the NSW Planning Framework.

Table 1: Local Strategic Planning Required to Inform the LSPS and LEP

Technical Studies		Planning Controls
Stage 1	Stage 2 (As Required)	Stage 3
<ul style="list-style-type: none"> <li>• 1A - Community Engagement Strategy</li> <li>• 1B - Demographic Analysis</li> <li>• 1C - Employment Study</li> <li>• 1D - Housing Strategy</li> <li>• 1E - Social Infrastructure Study</li> <li>• 1F – Transport Investigations</li> <li>• 1G - Character Study</li> <li>• 1H – Environment Study</li> </ul>	<ul style="list-style-type: none"> <li>• 2A - Infrastructure Investigations (Utilities incl digital)</li> <li>• 2B - Infrastructure Investigations (Water cycle)</li> <li>• 2C - Contributions Plans</li> <li>• 2D - Feasibility Studies</li> <li>• 2E - Land Use and Infrastructure Implementation Plan</li> </ul>	<ul style="list-style-type: none"> <li>• 3A - Heritage</li> <li>• 3B – Public Places</li> <li>• 3C – Built Form</li> <li>• 3D - Sustainability</li> <li>• 3E - Environment</li> <li>• 3F - Transport</li> </ul>
* includes recommended planning controls		

In summary, investigations identified in Table 1 include:

- **Stage 1 - Technical Studies:** commencing this financial year. Council has drafted a Community Engagement Strategy to inform how we engage and consult for the three year LEP program. A Demographic Analysis will form an evidence-base narrative of how our community's characteristics and needs are changing, providing data that can underpin all LEP technical studies and highlighting implications for long term planning. The Housing Strategy and Employment Study will identify the feasibility of providing further housing and job growth on the Northern Beaches, referencing targets and actions in the North District Plan. The Social Infrastructure Study will include an audit of existing social infrastructure and identify future needs, while the Transport Investigations will look at transport constraints and opportunities to inform growth. The Character Study will address the NSW Department of Planning and Environment's Local Character and Place Guidelines and make recommendations for developing local character statements or locality plans for individual areas to facilitate placed based planning. The Environment Study will identify environmental constraints and look at special areas for protection including cultural and scenic landscapes.
- **Stage 2 – Technical Studies (As Required):** commencing next financial year as required. This stage will be informed by the LEP technical studies, including the Housing Strategy and Employment Study. These investigations will look at the impacts of further growth in terms of developer feasibility, infrastructure needs and impacts (including utilities and water cycle). Further studies for Stage 2 may be identified throughout the process. A Northern Beaches Land Use and Infrastructure Implementation Plan will be developed in collaboration with the NSW Government and outline plans for the growing Northern Beaches and the infrastructure needed to support this growth.

- **Stage 3 – Planning Controls:** commencing next financial year. It involves an assessment of existing planning controls and recommendations for future planning controls (i.e. LEP and DCP provisions) that represent best practice and respond to the North District Plan, Community Strategic Plan and Local Strategic Planning Statement (draft and final). Where not identified in the Stage 1 Technical Studies, planning controls will be collated with respect to: Heritage; Public Places; Built Form; Sustainability; Environment; and, Transport (e.g. parking and active travel connections).

## CONSULTATION

Council engaged extensively with the community for the preparation of the Community Strategic Plan SHAPE 2028 (CSP). More than 2,000 people contributed to developing the CSP between late-2016 to late-2017. The CSP gives a timely and clear indication of community views and values. The consultation identified community issues, priorities and a vision for the Northern Beaches. The consultation included independently facilitated workshops, online surveys, focus groups, listening posts and other engagement events. The CSP will provide a valuable contribution and foundation for the LSPS, LEP and DCP.

A draft Community Engagement Plan has been prepared for the LSPS and new Northern Beaches LEP. The Community Engagement Plan outlines a comprehensive program for consultation across the three year project.

To date this project has included briefing sessions with Council and Strategic Reference Groups. With the publication of the LEP Review, Council will formally commence Phase 1 of Community Engagement program to raise awareness and generate interest in the project.

## TIMING

This review will be submitted to the NSW DPE for an initial appraisal and reported to the Greater Sydney Commission's (GSC) Strategic Planning Committee as part of the GSC's assurance role.

The next step will involve commencing the technical studies identified in Table 1. These studies will inform the preparation of the Local Strategic Planning Statement (LSPS) which will then inform a new Northern Beaches LEP, both of which will give effect to the District Plan.

The attached LEP Review includes a program outlining studies and investigations required to prepare a Northern Beaches LEP. This program is subject to endorsement by DPE.

## FINANCIAL CONSIDERATIONS

It is anticipated that the costs involved in developing a consolidated planning framework will be in the order of \$2.5m across a three year period. Council has allocated adequate funding this financial year to prepare the relevant technical studies, including funding from other divisions to support cross-Council investigations. Funding for next years' investigations will be adopted with Council's annual budget.

## SOCIAL CONSIDERATIONS

By giving effect to Council's CSP and North District Plan the new LSPS, LEP and DCP will address the need to deliver healthy, safe and inclusive places for people of all ages and abilities and strengthen social connections within and between communities.

**ENVIRONMENTAL CONSIDERATIONS**

By giving effect to Council's CSP and North District Plan the new LSPS, LEP and DCP will aim to protect and enhance waterways, bushland and biodiversity, and scenic and cultural landscapes. Council will also look to better manage rural areas, increase the urban tree canopy cover and green grid connections and deliver high quality open space. Requirements also include the reduction of carbon emissions and managing energy, water and waste efficiently, and adapting to the impacts of urban and natural hazards and climate change.

**GOVERNANCE AND RISK CONSIDERATIONS**

Councils' identification of the scope and priorities for local strategic planning will be a streamlined process supported by the Greater Sydney Commission (GSC) and the DPE and follows a similar approach to GSC's review of A Plan for Growing Sydney. The LEP Roadmap program is being undertaken by all metropolitan Councils with assurance from DPE and GSC.



<b>ITEM 11.6</b>	<b>REPORTING VARIATION TO DEVELOPMENT STANDARDS - SEPP 1 - DEVELOPMENT STANDARDS AND CLAUSE 4.6 OF LOCAL ENVIRONMENT PLANS</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER DEVELOPMENT ASSESSMENT</b>
<b>TRIM FILE REF</b>	<b>2018/688233</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To report to Council variations to development standards granted under State Environmental Planning Policy No. 1 – Development Standards (SEPP 1) or under Clause 4.6 of the Manly Local Environment Plan (MLEP 2013), Pittwater Local Environment Plan (PLEP 2014), and the Warringah Local Environment Plan (WLEP) 2011), as required by the NSW Department of Planning and Environment.

#### SUMMARY

During the period 1 July 2018 to 30 September 2018, the following variations were granted.

- 2 variations under State Environmental Planning Policy No. 1 – Development Standards
- 6 variations under Clause 4.6 of Pittwater Local Environment Plan 2014
- 20 variations under Clause 4.6 of Manly Local Environment Plan 2013
- 13 variations under Clause 4.6 of Warringah Local Environment Plan 2011.

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#### RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE AND COMMUNITY

That Council notes the development applications granted approval with variations to development standards during the period 1 July 2018 to 30 September 2018.

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**REPORT**

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**BACKGROUND**

The following tables indicate all variations under each planning instrument and the level of determination either by staff under delegation, from the General Manager or by a determination panel. The independent external panels include the Northern Beaches Local Planning Panel (NBLLP) and the Sydney North Planning Panel (SNPP). The internal staff panel is the Development Determination Panel (DDP).

**SEPP 1 Variations Granted under the Pittwater LEP2014**

The following SEPP1 variations were granted during the period 1 July 2018 to 30 September 2018.

App. No.	Address	Category of Development	SEPP 64 Advertising and Signage Development Standard	% of variation	Determined by
DA2018/0272	1 A Park Street Mona Vale	Signage on bus shelter	Size of sign	257%	LPP

**Clause 4.6 Variations Granted under the Pittwater LEP2014**

The following applications had a Clause 4.6 variation granted during the period 1 July 2018 to 30 September 2018.

App. No.	Address	Category of Development	Clause 4.6 Development Standard	% of variation	Determined by
DA2018/0309	8 Narla Road Bayview	Residential - Alterations and additions	Height of buildings	13.12%	DDP
DA2018/0397	34 Neptune Road Newport	Residential - Alterations and additions	Height of buildings	11.29%	DDP
DA2018/0434	1 A Elanora Road Elanora Heights	Residential - Single new detached dwelling	Height of buildings	46%	DDP
DA2018/0502	16 Cheryl Crescent Newport	Residential - New second occupancy	Height of buildings	9%	Delegated Authority
DA2018/0508	5 Joanne Place Bilgola Plateau	Residential - Alterations and additions	Height of buildings	31.80%	DDP
DA2018/0814	66 & 66 A Herbert Avenue Newport	Residential - Alterations and additions	Height of buildings	40.70%	DDP

**SEPP 1 Variations Granted under the Manly LEP2013**

No SEPP1 variations were granted during the period 1 July 2018 to 30 September 2018.

### Clause 4.6 Variations Granted under the Manly LEP2013

The following applications had a Clause 4.6 variation granted during the period 1 July 2018 to 30 September 2018.

App. No.	Address	Category of Development	Clause 4.6 Development Standard	% of variation	Determined by
DA2017/1304	23 & 25 Lauderdale Avenue Fairlight	Residential - New multi-unit	Minimum subdivision lot size  Floor space ratio	Lot 1 0.72% Lot 2 16.5% Lot 3 14.1%  Lot 1 15.3% Lot 2 19.3% Lot 3 16%	LPP
DA2018/0540	57 Addison Road Manly	Residential - Other	Height of buildings Floor space ratio	27% 92.1%	LPP
DA2018/0594	14 Abbott Street Balgowlah Heights	Residential - Alterations and additions	Height of buildings Floor space ratio	9.4% 13.4%	DDP
DA2018/0617	106 Balgowlah Road Balgowlah	Residential - New multi-unit	Minimum subdivision lot size	6.30%	Delegated Authority
DA2018/0722	2 Steinton Street Manly	Residential - Alterations and additions	Height of buildings Floor space ratio	9% 36%	LPP
DA2018/0788	15 Griffiths Street Fairlight	Residential - Alterations and additions	Floor space ratio	19.50%	DDP
DA2018/0789	15 Griffiths Street Fairlight	Residential - Alterations and additions	Floor Space Ratio	13.70%	DDP
DA2018/0816	5 Edgecliffe Esplanade Seaforth	Residential - Alterations and additions	Height of Buildings Floor space ratio	41.1% 27.5%	DDP
DA2018/0882	21 Baranbali Avenue Seaforth	Residential - Alterations and additions	Height of buildings	8.2%	Delegated Authority
DA2018/1062	12 Rosedale Avenue Fairlight	Residential - Alterations and additions	Floor space ratio	14.05%	DDP
DA2018/1286	2 Lombard Street Balgowlah	Residential - Alterations and additions	Floor Space Ratio	5.80%	Delegated Authority

### SEPP 1 Variations Granted under the Warringah LEP2011

The following SEPP1 variations were granted during the period 1 July 2018 to 30 September 2018.

App. No.	Address	Category of Development	SEPP 64 Advertising and Signage Development Standard	% of variation	Determined by
DA2018/0404	4 - 6 Niangala Close Belrose	Signage on bus shelter	Size of sign	257%	LPP

### Clause 4.6 Variations Granted under the Warringah LEP2011

The following applications had a Clause 4.6 variation granted during the period 1 July 2018 to 30 September 2018.

App. No.	Address	Category of Development	Clause 4.6 Development Standard	% of variation	Determined by
DA2017/1287	21 Lawrence Street Freshwater	Mixed (Shop to housing)	Height of buildings	7.20%	LPP
DA2018/0105	44 Westmoreland Avenue Collaroy	Residential - Alterations and additions	Height of buildings	7%	Delegated Authority
DA2018/0199	19 Alexander Street Collaroy	Residential - Single new detached dwelling	Height of buildings	1.80%	Delegated Authority
DA2018/0578	116 A Booralie Road Duffys Forest	Residential - Single new detached dwelling	Height of buildings	2.40%	Delegated Authority
DA2018/0612	7 Pavilion Street Queenscliff	Residential - Alterations and additions	Height of buildings	8%	Delegated Authority
DA2018/0726	70 Warringah Road Narrabeena	Residential – Other (New exhibition home)	Height of buildings	3.20%	Delegated Authority
DA2018/0749	15 Carlisle Street Wheeler Heights	Residential - Alterations and additions	Height of buildings	4.95%	Delegated Authority
DA2018/0766	7 Errigal Place Killarney Heights	Residential - Single new detached dwelling	Height of buildings	4.1%	Delegated Authority
DA2018/0800	39 Undercliff Road Freshwater	Residential - New second occupancy	Height of buildings	7.00%	Delegated Authority
DA2018/0806	875 Pittwater Road Collaroy	Residential - Alterations and additions	Height of buildings	1.88%	Delegated Authority
DA2018/0871	203 Mona Vale Road Terrey Hills	Residential - Single new detached dwelling	Height of buildings	16.94%	LPP

DA2018/0903	19 Duke Street Forestville	Residential - Alterations and additions	Height of buildings	7.40%	Delegated Authority
DA2018/1026	3 / 1 A Queenscliff Road Queenscliff	Residential - Alterations and additions	Height of buildings	19%	LPP

### **FINANCIAL CONSIDERATIONS**

The costs associated with the assessment of variations are part of the Development Application assessment process.

### **SOCIAL CONSIDERATIONS**

All Development Applications are required to consider the social impact through Section 79C of the *Environmental Planning and Assessment Act 1979*.

### **ENVIRONMENTAL CONSIDERATIONS**

All Development Applications are required to consider the environmental impact through Section 79C of the *Environmental Planning and Assessment Act 1979*.

### **GOVERNANCE AND RISK CONSIDERATIONS**

Reporting variations to Council satisfies the Department of Planning and Environments requirements and provides transparency in decision making, hence reducing the risk to the organisation.

<b>ITEM 11.7</b>	<b>DRAFT ARTS AND CREATIVITY STRATEGY</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER COMMUNITY, ARTS AND CULTURE</b>
<b>TRIM FILE REF</b>	<b>2018/663419</b>
<b>ATTACHMENTS</b>	1 <a href="#">↗</a> <b>Draft Arts and Creativity Strategy (Included In Attachment Booklet 6)</b> 2 <a href="#">↗</a> <b>Community Engagement Summary Report (Included In Attachment Booklet 6)</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To seek Council endorsement to publicly exhibit the draft Arts and Creativity Strategy (Attachment 1).

#### SUMMARY

The draft Arts and Creativity Strategy (the draft Strategy) has been developed to progress the community's long term vision for the Northern Beaches of a 'safe, connected and inclusive community that lives in balance with our extraordinary coastal and bushland environment'. (Northern Beaches Community Strategic Plan 2017).

The draft Strategy will create a shared reference and long-term direction for enabling the arts, thereby supporting the wellbeing of the Northern Beaches community.

Based on extensive research and community engagement with more than 800 community members, the draft Strategy provides:

- A vision for the arts: *The Northern Beaches community is enriched by creative and cultural experiences that enhance wellbeing and build social cohesion.*
- 19 Future Directions for realising community benefits across three outcome areas:
  - Better Places and Spaces
  - Diverse Programs and Activations
  - Active Participation and Engagement.

The community engagement identified a strong interest in the community for 'grass roots' level involvement in the arts. The draft Strategy seeks to leverage this broad commitment as well as Council investments and current arts programs in working to improve community wellbeing, enhancing our places and supporting a thriving local economy.

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#### RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE AND COMMUNITY

That Council endorse the public exhibition of the draft Arts and Creativity Strategy for a minimum period of 28 days.

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## REPORT

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### BACKGROUND

There is a large evidence base from Australia and overseas that firmly establishes the links between the arts and individual or community wellbeing. This is directly through arts programs and initiatives, or indirectly through better design of our built environments.

Council is preparing the first Arts and Creativity Strategy for the Northern Beaches in recognition of the important role the arts has in terms of community wellbeing, urban design and contributing to local economy and tourism.

Taking its starting point in the community's long term vision of a more connected community, the draft Strategy establishes a clear framework for building on this strong foundation in realising community benefits through the arts. This is closely aligned with the Greater Sydney Commission's *North District Plan – connecting our communities* (2018). Specifically, the draft Strategy seeks to progress the identified planning priority of 'fostering healthy, creative, culturally rich and socially connected communities' (N4).

This is an important reference as the North District Plan sets out the NSW Government's long term vision for Greater Sydney 2056, and all Council's future plans and strategies (many of which will relate to arts and creativity) must relate back to this overarching plan.

The draft Arts and Creativity Strategy provides high level strategic directions for the next ten years which will be implemented through Council's work plans (e.g. as part of the Integrated Planning and Reporting Framework); strategic and urban land use planning and urban renewal projects; and through tactical plans and strategies such as the Economic Development Strategy, Destination Management Plan, and Social Plan, which are scheduled for commencement in 2019.

### Current interest and participation in the arts

Research for this Strategy confirmed the importance of the arts to community belonging, health and a sense of identity and place. Northern Beaches residents already participate actively in the arts; for example, our phone survey showed that more than one third of residents visited Glen Street Theatre and Manly Arts Gallery and Museum in the last 12 months, and many were regular users of these valued local cultural venues.

An overview of current attitudes and participation in the arts is shown in **Figures 1 and 2** below. This is based on an independent phone survey conducted by Jetty Research in June to July 2018 (see also Attachment 2).

*Figure 1: Attitudes towards Council's role in the arts*

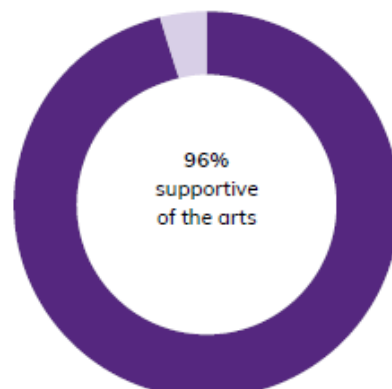
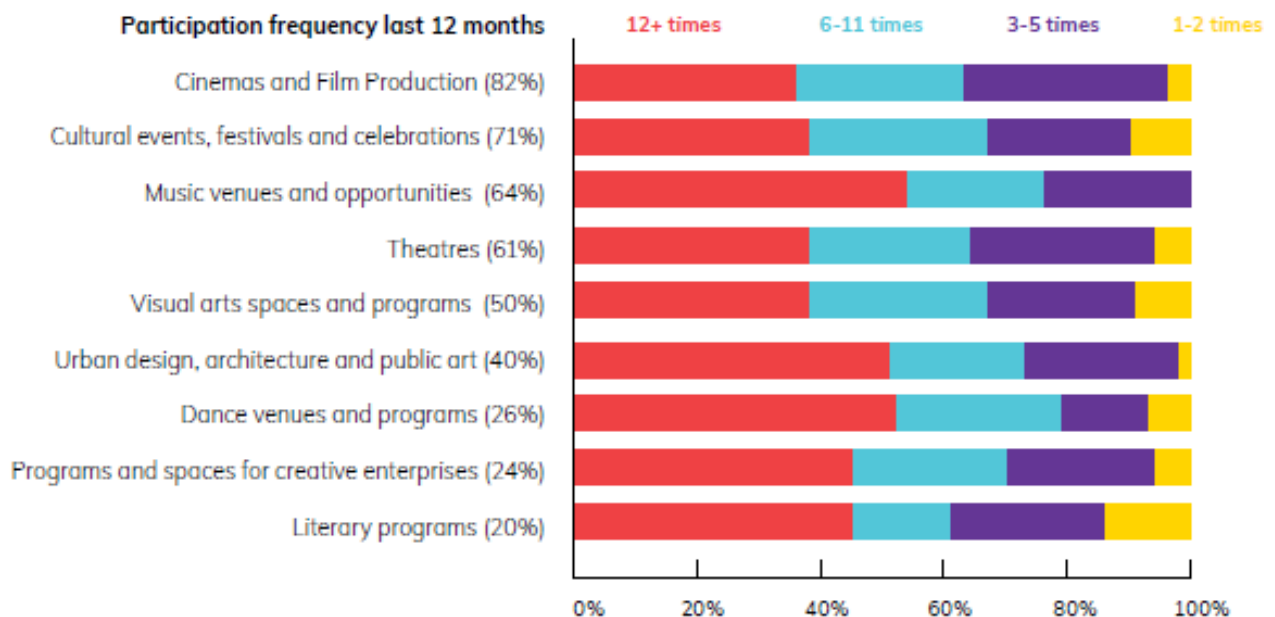


Figure 2: Current participation in the arts



## CONSULTATION

Community engagement for the development of the draft Strategy took place from May to September 2018. More than 800 community members from across the Northern Beaches participated in the engagement. A summary report is provided in Attachment 2, with detailed reports from the engagement events available via the project Your Say webpage: <https://yoursay.northernbeaches.nsw.gov.au/artscreativity>

### Community engagement objectives

The umbrella theme for all engagement activities was to create a new narrative for arts and culture on the Northern Beaches. Specific objectives include:

- Gather data regarding current participation and attitudes towards arts and creativity (current status)
- Gather community input on opportunities for using arts and creativity to enable a more connected community, hereby delivering on their vision for Northern Beaches, as per the Community Strategic Plan, as well as addressing the goals of a liveable city, as per North District Plan (future/desired goal)
- Inspire and motivate community involvement and identify opportunities for using arts and creativity as ways to improve community wellbeing (community participation).



An overview of the engagement is presented in the table below.

**Table 1: Overview of Community Engagement (2018)**

Engagement activity	Date	Participants	Description
<b>Information and Networking evening</b>	16 May	General community (120)	Promoting the arts on Northern Beaches and building networks
<b>Phone survey</b>	21 June to 2 July	Randomly selected residents (404)	Quantitative marketing research survey of participation, satisfaction and attitudes
<b>'Futuring Workshop'</b>	17 July	Arts and creatives stakeholders (20)	Developing a vision for arts and creativity on the Northern Beaches
<b>'Creative Mixer'</b>	31 July	General community and creatives (60)	Setting future directions for arts and creativity
<b>Online Survey</b>	9 July to 12 August	General community (254)	Quantitative and qualitative survey of attitudes and opportunities
<b>Youth Focus Group</b>	10 September	Youth stakeholders (10)	Understanding how we can build a more creative future through the arts

## FINANCIAL CONSIDERATIONS

The preparation of the draft Arts and Creativity Strategy has been provided for within Council's annual budget. The draft Arts and Creativity Strategy includes outcomes and future directions aimed at contributing to creating a thriving local economy and support tourism.

## SOCIAL CONSIDERATIONS

The draft Arts and Creativity Strategy defines a vision for the arts which will have a positive social impact on the Northern Beaches community: 'enriched by creative and cultural experiences that enhance wellbeing and builds social cohesion'.

## ENVIRONMENTAL CONSIDERATIONS

The draft Arts and Creativity Strategy includes outcomes and future directions aimed at using the arts as a powerful way to create awareness of environmental sustainability and encourage behavioural change that helps protect the environment.

## GOVERNANCE & RISK CONSIDERATIONS

There are no specific governance and risk considerations associated with the draft Arts and Creativity Strategy.

<b>ITEM 11.8</b>	<b>NORTHERN BEACHES CULTURAL COLLECTION MANAGEMENT AND GIFT POLICY AND PUBLIC ART POLICY</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER COMMUNITY, ARTS AND CULTURE</b>
<b>TRIM FILE REF</b>	<b>2018/654343</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">☞</a> Draft Northern Beaches Collection Management and Gifts Policy (Included In Attachment Booklet 6)</b> <b>2 <a href="#">☞</a> Northern Beaches Collection Management and Gifts Guidelines (Included In Attachment Booklet 6)</b> <b>3 <a href="#">☞</a> Draft Public Art Policy (Included In Attachment Booklet 6)</b> <b>4 <a href="#">☞</a> Public Art Guidelines (Included In Attachment Booklet 6)</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To seek Council approval for the public exhibition of the draft Northern Beaches Cultural Collection Management and Gifts Policy and the draft Public Art Policy.

#### SUMMARY

The draft Northern Beaches Cultural Collection Management and Gifts Policy and the draft Public Art Policy define the principles and objectives by which the Northern Beaches Council's cultural collections, including visual art, public art, heritage objects and civic items, will be developed and managed into the future.

The Northern Beaches Cultural Collection includes artworks, objects and historic and civic material acquired by and managed by the former Manly, Warringah and Pittwater Councils and all cultural items acquired by and managed by Northern Beaches Council since 2016.

The draft Northern Beaches Cultural Collection Management and Gifts Policy has been developed to manage and maintain these existing cultural collections to the highest standards, and to ensure that future collection development reflects and records the distinctive cultural identity and artistic expression of the Northern Beaches area.

The draft Public Art Policy provides a framework that expresses Council's commitment to the vital role public art plays in strategic and place planning and arts and cultural development across the Northern Beaches. The Policy sits within an overall framework of different plans and strategies that Council has developed to improve the quality of our public spaces and enhance the relationship between the community and their environment through public art.

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#### RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE AND COMMUNITY

That Council endorse the public exhibition of the draft Northern Beaches Cultural Collection Management and Gifts Policy and the draft Public Art Policy, and associated Guidelines, for a minimum period of 28 days.

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## REPORT

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### BACKGROUND

Northern Beaches Council is the custodian of a diverse cultural collection that includes artworks, public art, civic ephemera and local history items which directly relate to the Northern Beaches area and its communities. The Collection encompasses a series of existing sub-collections established by the former Manly, Pittwater and Warringah Councils. These include the Manly Art Gallery & Museum Collection, Local Studies Collections (Manly, Warringah and Pittwater), Community Art Collections (Warringah, Pittwater), Public Art Collections and Civic Collections (Manly, Warringah, Pittwater).

Council's management and development of these collections supports the role that cultural objects play in creating community well-being, and preserving and expressing local identity and connection to place. These collection items also support Council's art gallery and library exhibition programs, decorate our administrative offices, enliven our public spaces and serve as a valuable community resource for researching and interpreting the history of the Northern Beaches.

These many collections (of varying size and scope) hold value from a social, historic and cultural perspective for the Northern Beaches community. They are also a significant financial asset. Manly Art Gallery & Museum's Collection was valued at over \$7M in 2010. Council is also currently actively developing and expanding its collection of public art with the high profile Coast Walk Public Art project.

Currently, there is no Northern Beaches Council-endorsed policy providing governance or direction for any of this valuable material. The relevant public policies developed under the former councils, that had previously provided a framework to assess offers of donation of artistic, heritage or cultural material, and guidelines to manage these items, including public art, were revoked in 2016.

With the imminent acquisition of \$2 million worth of public art along the coastline from Manly to Palm Beach, Council has received an influx of offers for the donation of artworks and heritage items from the community, along with many and varied suggestions for public art commissions for the project. With no current policy in place providing governance or direction for any of the cultural collections inherited from the three former councils, including public art, Council has no overarching framework to assess these offers of donation of artistic, heritage or cultural material, nor guidelines to manage these items into the future.

The Northern Beaches Cultural Collection Management and Gifts Policy and Public Art Policy have been drafted that both manages these offers and requests. They clearly communicate the principles and purpose of how and why Council collects cultural material (including public art) and will provide a clear and coordinated direction for developing and managing all Council's cultural collections into the future.

An audit of past policies developed by the former councils (now revoked) and current operational procedures associated with the existing cultural collections has been undertaken. A series of collection management and public art policies were also benchmarked from other councils that have significant arts and cultural collections.

### CONSULTATION

Internal consultation has occurred with the Director and Curators of Manly Art Gallery & Museum, the Arts and Cultural Development team, the Local Studies Librarians and Local Studies Historian, the Senior Heritage Planners and Strategic and Place Planning Manager. These positions currently manage or oversee existing cultural collections which would be covered by the Northern Beaches Collection Management and Gifts Policy and/or Public Art Policy. Both the draft Policies will be placed on public exhibition for a minimum of 28 days and also undergo further internal consultation, prior to being finalised.

**TIMING**

Following public exhibition, the draft Policies will be reported back to Council for its consideration of submissions.

**FINANCIAL CONSIDERATIONS**

The draft Policies promote the long term financial sustainability of developing and managing Council's cultural collections, including commissioning and acquiring public art for the Coast Walk. The Policies will integrate the management and care of cultural items within Council's long term financial and strategic resourcing planning, and ensure they are maintained, preserved, appreciated and utilised long into the future.

**SOCIAL CONSIDERATIONS**

The draft Policies demonstrate Council's commitment to delivering an inclusive and connected community through promoting effective and responsible development and management of Council's diverse cultural assets. The implementation of the Policies will ensure Council's cultural collections reflect the values of the community and important connections with the past and the present are retained for future generations.

**ENVIRONMENTAL CONSIDERATIONS**

The draft Policies promote the use of sustainable practices in the management and development of Council's cultural assets to protect the needs of future generations.

**GOVERNANCE AND RISK CONSIDERATIONS**

The adoption of these Policies will provide an appropriate framework to guide the management and development of Council's cultural collections into the future.

<b>ITEM 11.9</b>	<b>MINUTES OF COMMUNITY SAFETY COMMITTEE MEETING HELD 11 OCTOBER 2018</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER COMMUNITY, ARTS AND CULTURE</b>
<b>TRIM FILE REF</b>	<b>2018/681135</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">Minutes - Community Safety Committee - 11 October 2018</a> (Included In Attachments Booklet)</b>

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## REPORT

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### PURPOSE

To report the minutes of the Community Safety Committee meeting held on 11 October 2018.

### REPORT

The Community Safety Committee is an advisory committee of Council to collaborate, consider and advise on ways to maintain, improve, resolve and progress issues that impact on community safety and crime prevention across the Northern Beaches.

At the meeting of 11 October 2018 the Committee discussed recent community consultation by the Police. The Committee also received an update on the East Esplanade Community Safety Management Plan and the actions of the Suicide Prevention Working Party.

Minutes from 11 October 2018 are presented for notation.

### FINANCIAL CONSIDERATIONS

This report contains no financial considerations.

### ENVIRONMENTAL CONSIDERATIONS

This report contains no environmental considerations.

### SOCIAL CONSIDERATIONS

The Committee provides valuable advice relating to social and community based outcomes. It includes involvement and engagement with a broad range of stakeholders.

### GOVERNANCE AND RISK CONSIDERATIONS

The Committee is conducted according to Council's governance framework and adopted Terms of Reference.

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### RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE AND COMMUNITY

That Council note the Minutes of the Community Safety Committee meeting held on 11 October 2018.

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## 12.0 NOTICES OF MOTION

<b>ITEM 12.1</b>	<b>NOTICE OF MOTION NO 61/2018 - MANLY SWIMMING CLUB</b>
<b>TRIM FILE REF</b>	<b>2018/705025</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

Submitted by: Councillor Sarah Grattan

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### MOTION

That Council sponsor the Manly Swimming Club's Invitational Swim Meet on 18 November 2018 by:

- A. Waiving the fees for the hire of the MABC pool.
  - B. Providing a pool staff member to operate the electronic timing system.
- 

### BACKGROUND FROM COUNCILLOR SARAH GRATTAN

The fees for hiring the pool for Manly Swimming club increased substantially after the new Manly Andrew Boy Charlton (MABC) pool opened. There was a stand-off for a season when this historic & community club stopped operating and income to the pool fell and the club lost members. Prior to the commencement of the swimming season in 2017 there was a much vigorous debate amongst Councillors and staff as to how and how much the Council should charge for clubs to use the pool.

Northern Beaches Council and Manly Swimming Club came to a compromise in late 2017. Fees were raised, but the concessional rate would not escalate. With concerns over ongoing viability of the club and impact on members, a few Councillors said that we would try and support the swim club in other ways, eg. via promotion of the club and/or through advising of access to Council's grant programs.

A year on, the Manly swimming club is working hard to improve both its ranking amongst the swimming clubs and its financial position. The employment by Council of top coach Justin Rothwell has seen a fantastic improvement in the quality and performance of swimming at the Manly ABC pool, including some swimmers competing at National level. This has resulted in a step improvement in the number of elite swimmers at Manly Swimming Club and the strengthening of the program for its junior swimmers.

The Club's vision is to return Manly to become a top swimming club in the State. To raise funds to support its elite swimmers and its junior program, Manly Swimming Club is undertaking a fundraiser, an Invitational Swim Meet on 18/11/18. The Northern Beaches Council & MABC Pool management has agreed to charge the Club at the foundation club rate for the hire of the pool. Other Swimming clubs have been invited to come and participate in the meet which will run from 3pm to 8pm. The club makes money off swimmers paying an entry fee per race. Qualified Technical Officials will also be present. They have graciously volunteered their time for the afternoon.

The Vice-President of Manly Swimming Club has asked Council to sponsor the event specifically by the waiving the fees for the hire of the pool and the providing a pool staff member to operate the electronic timing system. This is estimated to be worth a sponsorship of \$1500.

I seek Council's support in agreeing to this one-off sponsorship arrangement. It would be a positive gesture towards the Manly swim club and serves as encouragement to the club in taking steps to secure its financial capacity to deliver on its mission.

**Funding Source:**

This motion is proposed to be funded from within existing operational budgets, noting that the current income position for the Manly Andrew Boy Charlton Aquatic Centre is ahead of forecast year to date position and the impact of this reduction in revenue is not likely to significantly impact the end of financial year position.

As the event is held prior to the timing of the Council meeting, Council officers have agreed to withhold charging this fee until the decision has been made on this motion.

**CHIEF EXECUTIVE OFFICER REPORT**

*In accordance with Council's Code of Meeting Practice Clause 4.15(a) I offer the following report on this matter to assist Council in the deliberation of this motion:*

This matter is addressed by Item 9.7 on the Council meeting business paper.



<b>ITEM 12.2</b>	<b>NOTICE OF MOTION NO 62/2018 - CLAUSE A16.5 OF THE DISTRICT PARK TENDER</b>
<b>TRIM FILE REF</b>	<b>2018/707859</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

Submitted by: Councillor Stuart Sprott

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## **MOTION**

That:

- A. Council write to the three top ranked tenderers of the District Park Lease tender and ask to be released from clause A16.5.
  - B. Should the permission noted in A be received, that Council then publish the details of the tender submission/s to show an open and transparent tendering process.
- 

## **CHIEF EXECUTIVE OFFICER REPORT**

*In accordance with Council's Code of Meeting Practice Clause 4.15(a) I offer the following report on this matter to assist Council in the deliberation of this motion:*

This motion has been reviewed and can be implemented as written within existing resources and will not impact on operational budgets.

<b>ITEM 12.3</b>	<b>NOTICE OF MOTION NO 63/2018 - SAFER ROADS AROUND OUR SCHOOLS</b>
<b>TRIM FILE REF</b>	<b>2018/707892</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

Submitted by: Councillor Stuart Sprott

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## **MOTION**

That:

- A. Staff prepare a report for Council on measures to improve pedestrian safety around our schools, including consideration of a program traffic and pedestrian safety inspections around all the schools in the Local Government Area to identify current and future traffic safety issues taking into account the future growth areas and changing traffic conditions of the Northern Beaches.
- B. This be reported to Council within three months.

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## **BACKGROUND FROM COUNCILLOR STUART SPROTT**

The safety of children around our schools is a critical priority for Council. The need for road safety measures around Dee Why Public School recently highlighted to me the importance of Council conducting pro-active traffic and pedestrian safety inspections around all the schools in the Local Government Area (LGA) to identify current and future traffic safety issues taking into account the future growth areas and changing traffic conditions of the Northern Beaches. When developing pit future works programs these works should be a high priority.

I am advised by staff that this motion can be implemented within existing operational budgets.

## **CHIEF EXECUTIVE OFFICER REPORT**

*In accordance with Council's Code of Meeting Practice Clause 4.15(a) I offer the following report on this matter to assist Council in the deliberation of this motion:*

This motion has been reviewed and can be implemented as written within existing resources and will not impact on operational budgets.

<b>ITEM 12.4</b>	<b>NOTICE OF MOTION NO 64/2018 - CASTLE DRUMMING CONCERNS</b>
<b>TRIM FILE REF</b>	<b>2018/730720</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

Submitted by: Councillor Rory Amon

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## MOTION

That:

- A. Council notes the contents of the Background, including residents' concerns.
- B. Council to contact Northern Beaches Local Area Command providing the content of this motion and background, and asking what can be done by Police and Council to eliminate any unlawful behaviour by attendees of the Castle Drumming event, regarding use of illicit substances at McCarrs Creek Reserve, noise violations and illegal camping.
- C. Council staff otherwise report back to Councillors regarding any action taken by police and/or Council in relation to the issues raised by this motion.

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## BACKGROUND FROM COUNCILLOR RORY AMON

For the past five years, a group known as Castle Drumming has gathered on public land at McCarrs Creek Reserve on the first Saturday of each month from 3pm until late in the evening and early Sunday morning. The event consists of drinking, partying and drumming late in to the night and early evening. There are also reports of the use of illicit substances at this event.

Up to 400 people attend this event each month at McCarrs Creek Reserve.

Camping is not permitted at McCarrs Creek Reserve. Notwithstanding, many attendees of the Castle Drumming event camp overnight. In essence, Castle Drumming's event is a pop-up music festival without any safeguards.

The event is organised through the following Facebook Group <https://www.facebook.com/groups/CastleDrumming/>, which has close to 4,000 members. Membership of the group is by application only and each applicant goes through a careful vetting process. Residents have reported to me that they have attempted to join the group so they may ventilate their concerns with the monthly event, but have been rejected as they are locals and that the Castle Drumming administrators will not accept their requests to join.

I have been provided an audio clip recorded by a resident from their home several hundred metres away at about 11pm on 3 November 2018. It consists of non-stop drumming. Attached to this background are photos surreptitiously taken showing illegal camping at McCarrs Creek Reserve. A sample clip of the noise residents deal with until late in the evening and early morning can be accessed here: <https://m.youtube.com/watch?v=ssE-u-lYgeo>. This link is provided on the Castle Drumming Facebook group description.

For years, residents have made noise complaints to Council and local Police. However, years on, the event still continues, with illegal camping, with residents bracing themselves on the first Saturday of each month for an evening of disturbance. It is also disturbing that Council and Police may be overlooking the use of illicit substances in this public space on a regular basis.

Images provided:











**CHIEF EXECUTIVE OFFICER REPORT**

*In accordance with Council's Code of Meeting Practice Clause 4.15(a) I offer the following report on this matter to assist Council in the deliberation of this motion:*

Approximately a fortnight ago Council approached Northern Beaches Local Area Command regarding the unauthorised use of McCarrs Creek Reserve. The Local Area Commander was very supportive and proposed a joint operation between Council and the Police.

As an initial step, Council approached the organisers to advise them of the unauthorised use of McCarrs Creek Reserve and will erect signage at the site.



<b>ITEM 12.5</b>	<b>NOTICE OF MOTION NO 65/2018 - REZONING OF PARCELS OF LAND, MANLY WARRINGAH MEMORIAL PARK</b>
<b>TRIM FILE REF</b>	<b>2018/730101</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

Submitted by: Councillor Candy Bingham

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## **MOTION**

That Council prepare a Planning proposal to rezone the five lots owned by Sydney Water and the Crown at the north east corner of the intersection of Wakehurst Parkway and Kirkwood Street in Allambie Heights/Seaforth, from Low Density Residential (R2) to Public Recreation (RE1) under the Warringah Local Environmental Plan 2011.

The five lots consist of:

- A. Three Crown land lots:
  - a. Lot 76 DP 504237
  - b. Lot 77 DP 504237
  - c. Lot 2 DP 710023.
- B. Two Sydney Water lots:
  - a. Lot 1 DP 710023 – bushland site (surplus land)
  - b. Lot 1 DP 835123 – with water tower (reservoir).

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## **BACKGROUND FROM COUNCILLOR CANDY BINGHAM**

These parcels of land are within the boundaries of the Manly Warringah War Memorial Park Plan of Management.

The land includes bushland and part of the Wakehurst Golf Course, and a section is traversed by the circuit trail for cycling and walking within the Memorial Park.

In addition, the bushland area protects the Manly Dam Catchment and is part of a wildlife corridor. It also contributes to the scenic amenity of the Park.

The land has an important function in protecting the natural environment of the Manly Dam Catchment and providing for recreation.

Rezoning the parcels of land to RE1 would be consistent with the former County Open Space zoning and with the current zoning of the adjoining Manly Warringah War Memorial Park.

The rezoning proposal would correct what is now seen as an anomaly in WLEP2011, and ensure that the future land use is consistent with the protection and management of the Manly Warringah War Memorial Park.

## History

In the Warringah LEP 1985 the 3 Crown land lots and adjoining bushland on Sydney Water land were zoned County Open Space.

Crown land identified as County Open Space in WLEP1985 within Manly Dam Catchment was identified as public open space in WLEP2000 – with the exception of the three Crown land lots currently zoned R2 (low density residential). The exclusion of these lots appears to be an anomaly. The three lots of Crown land were zoned R2 in the translation of WLEP2000 (Manly Lagoon Locality) to WLEP2011.

### Sydney Water land

Between 1985 and 2000 the undeveloped land was zoned as County Open Space similar to other Crown land around the boundaries of the Catchment that has since been incorporated into the Manly Warringah War Memorial Park.

As part of the 'place based' WLEP2000, the bushland site was included with the adjoining Sydney Water land, previously zoned for special uses in the 1985 zoning map. WLEP2000 did not identify special uses sites and in the rezoning process to the standard instrument WLEP2011 the bushland site was converted to R2 (low density residential) without any intervening environmental assessment taking place.

The former zoning as County Open Space should be acknowledged and environmental values protected via rezoning this parcel of land to RE1 consistent with the surrounding Park.

The land shares a common boundary with the Park on three sides, and should be integrated into the Park.

Images identifying the parcels of land in question:





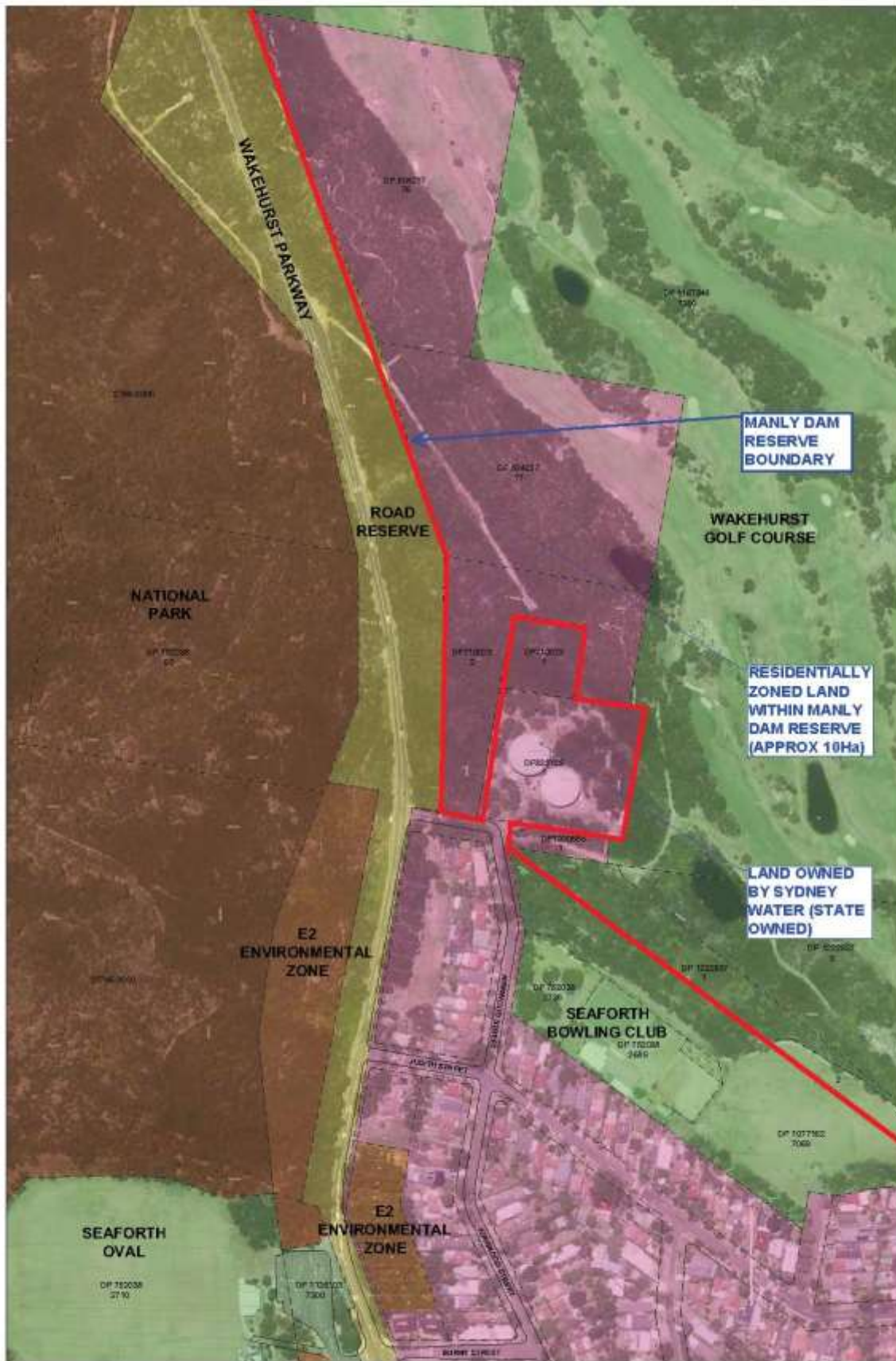


DIAGRAM SHOWING RESIDENTIAL LAND ZONING IN MANLY DAM RESERVE

**CHIEF EXECUTIVE OFFICER REPORT**

*In accordance with Council's Code of Meeting Practice Clause 4.15(a) I offer the following report on this matter to assist Council in the deliberation of this motion:*

When preparing Warringah LEP 2011 Council was required to take the existing provisions of Warringah LEP 2000, and translate these into the State Government's new Standard Instrument LEP format.

Under Warringah LEP 2000, the Sydney Water and Crown land referenced above were all located in the G3 Manly Lagoon Suburbs Locality and were deemed to be residential land. Under Warringah LEP 2000, none of these parcels was zoned Public Open Space or Open Space Reservation. Accordingly, in making Warringah LEP 2011, all of these lots were zoned R2 Low Density Residential, consistent with the zoning under the previous planning instrument.

It is not known if Sydney Water or the Crown will be supportive of the proposal to rezone their land.

It is noted that the two Sydney Water lots (Lot 1 DP 710023 and Lot 1 DP 835123) are not located within the Manly Warringah War Memorial Park Plan of Management.

This motion can be delivered within existing operational budgets.

<b>ITEM 12.6</b>	<b>NOTICE OF MOTION NO 66/2018 - COLLAROY CLEARWAYS NO WAY</b>
<b>TRIM FILE REF</b>	<b>2018/731002</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

Submitted by: Councillor Rory Amon

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## **MOTION**

That:

- A. Council opposes the current Roads and Maritimes Service Collaroy Clearways proposal between Lismore Ave and Fielding Street.
- B. Council accepts the petition organised by Collaroy Clearways Action Group opposing the Collaroy Clearways proposal containing over 3,200 signatures.
- C. Council write to the Roads and Maritimes Service:
  - a. Informing of Council's opposition to the current Collaroy Clearways proposal.
  - b. Requesting that all surveys, studies and/or modelling prepared to support the Collaroy Clearway proposal be made public.
  - c. Requesting that, if no surveys, studies or modelling has been prepared to support the Collaroy Clearway proposal, that they be prepared by the Roads and Maritimes Service to demonstrate the benefit of the current proposal or any alternative proposal vis-a-vis the status quo.
  - d. Requesting that the proposed Collaroy Clearways or any alternative proposal not be implemented until the actions requested at 'b' and 'c' have occurred and until after further community consultation occurs in that context.
  - e. Requesting that the future briefing of Councillors on this matter address the matters raised in the background to this motion, as well as 'b' to 'd' above.

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## **BACKGROUND FROM COUNCILLOR RORY AMON**

### **SUMMARY**

The community does not support the Collaroy Clearways proposal as it stands due to the following:

- A. The Proposal will not reduce congestion during the off-peak periods, as the corridor is operating under good level of service.
- B. The Proposal will dramatically reduce the number of parking spaces and only provide 14 new parking spaces.
- C. Parking restrictions will have negative impacts to B-Line commuters and the B-Line program.
- D. Parking restrictions will increase the time drivers will search for parking on local roads, increasing congestion and safety risks.
- E. Safety risks will be exacerbated for drivers using driveways on Pittwater Road between Hay Street and Hadleigh Avenue.

- F. Local residents will push for Resident Parking Schemes, which would then cancel part of the “benefits” in the Proposal.
- G. Local businesses will be negatively impacted by the Proposal. Patrons of local businesses will think twice before visiting local businesses due to no on street parking being available.
- H. The viability of community groups and programs, such as Nippers, Collaroy and Long Reef Surf Clubs, Long Reef Golf Club, Collaroy Cougars Rugby Club, Collaroy Swim Club, Dee Why Soccer Club, will be threatened with a loss of over 500 parking spaces on weekends.

The Collaroy Clearways Action Group has collected 3,266 signatures against the proposal.

## **BACKGROUND**

In May 2018, Councillors were briefed by the Roads and Maritimes Service (RMS) regarding a proposal to implement extended Clearways along the Pittwater Road Corridor from The Spit to Mona Vale. In August 2018, this was publicly announced.

In October 2018, the RMS released a proposal to implement Clearways between Lismore Ave, Dee Why, and Fielding Street, Collaroy, in both directions as follows (Collaroy Corridor):

- A. Weekdays - 6am to 7pm.
- B. Weekends and Public Holidays - 9am - 6pm.

The RMS proposes to implement such Clearways along the whole Pittwater Road corridor. Currently, Clearways along the Collaroy Corridor are only in place on weekdays - 6am-10am southbound, and 3pm-7pm northbound. There has been no community complaint about the current Clearways being inadequate or a desire expressed for extended Clearways. In fact, the current Clearways work well, balancing the needs of local businesses and Northern Beaches commuters during peak hour travel.

### Lost parking

The Collaroy Corridor contains 230 parking spaces Northbound and 309 parking spaces Southbound along Pittwater Road.

The Clearways proposal will result in the following lost parking spaces:

- A. Weekday:           230 spaces southbound - between 10am and 7pm.  
                          309 spaces northbound - between 6am and 3pm.
- B. Weekend:         230 spaces southbound - between 9am and 6pm.  
                          309 spaces northbound - between 9am and 6pm.

If the total parking turnover is taken into account (as per Sydney Clearways Strategy – Appendix) the loss in parking spaces along the corridor is significantly higher and will amount to over 1,300 spaces.

### A Proposal to destroy Collaroy

The RMS' Clearways proposes 277 new spaces. In fact, these are existing spaces with changed parking restrictions. There is only a net gain of 14 spaces.

Even if the Proposal would include the provision of 277 new car spaces, this would still be short of 262 spaces (in relation to the original 539 lost).

The Proposal will affect significantly the current parking arrangements of B-Line users. These commuters drive to parking spaces with no or 12P restrictions and take the bus to their destinations. The total number of loss of car spaces for this specific public is at least 150.

The Collaroy Corridor is home to 70 businesses, 500 employees, and thousands of residents in the vicinity of the Collaroy Corridor. These are businesses which will have no parking outside their premises, and very limited (if any) ability to take deliveries. Further, all spare local street parking will be taken by displaced B-Line commuters.

The community have not been informed if parking surveys were undertaken to support the proposed clearway and changes to parking restrictions. The findings do show that parking and subsequently access will be heavily jeopardised by the Proposal. Patrons of local businesses will think twice before visiting local businesses.



<b>ITEM 12.7</b>	<b>NOTICE OF MOTION NO 67/2018 - MOBILE PHONE RADIOCOMMUNICATIONS INFRASTRUCTURE</b>
<b>TRIM FILE REF</b>	<b>2018/732449</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

Submitted by: Councillors Vincent De Luca OAM, Sue Heins and Rory Amon

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## **MOTION**

That Council call upon the Federal Government to give Local Government the power to consult, assess and determine (at the applicant's expense) all applications for Mobile Phone Radiocommunications Infrastructure (including low impact facilities) to ensure local consultation and decision making.

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## **BACKGROUND FROM COUNCILLORS VINCENT DE LUCA OAM, SUE HEINS AND RORY AMON**

Mobile Phone Base Station means a mobile phone radiocommunications transmitter and its associated infrastructure including any antennas, housings and other equipment.

Mobile Phone Radiocommunications Infrastructure means fixed radiocommunications infrastructure used, intended to be used, or capable of being used to supply Public Mobile Telecommunications Services and includes a Mobile Phone Base Station.

NOTE: Mobile Phone Radiocommunications Infrastructure includes both low impact facilities and facilities that are not low impact.

The following link is to the 'Code' to which Carriers must comply, which includes requirements for public exhibition sections 6 & 7.

For new installations (not-co-located installations) the Carrier is to refer to Council for comment on draft consultation plans prior to exhibition, Section 11 deals with complaints management which is handled by the Carrier, then if complainant is dissatisfied, then it is referred to Australian Communications and Media Authority.

[https://www.commsalliance.com.au/data/assets/pdf\\_file/0018/32634/C564\\_2011.pdf](https://www.commsalliance.com.au/data/assets/pdf_file/0018/32634/C564_2011.pdf)

## **CHIEF EXECUTIVE OFFICER REPORT**

The following are extracts from the Australian Communications and Media Authority's and Department of Communications and Arts webpages:

*Telephone companies need to install facilities to be able to deliver services to their customers. While current government policy allows the rollout of these facilities, one of the aims of the Telecommunications Act 1997 is to balance the needs of telephone companies with the rights of landowners and occupiers and local residents.*

*When installing large telecommunications facilities such as mobile phone towers, telephone companies generally need to obtain local council planning permission and comply with relevant state and territory planning laws. However, telephone companies licensed by the ACMA as 'carriers' may install a limited range of facilities without seeking state or territory planning approval. The most common of these are 'low-impact facilities'*

*Low-impact facilities are those which, because of their size and location, are considered to have a low visual impact and be less likely to raise significant planning, heritage or environmental concerns. The Telecommunications (Low-impact Facilities) Determination 1997 lists types of low-impact facilities. Examples of low-impact facilities are:*

- *small radiocommunications dishes and antennae;*
- *underground cabling and cable pits; and*
- *public payphones.*

*Facilities such as overhead cabling and freestanding mobile phone towers are not classified as low-impact facilities and their installation requires local council approval. However, the determination identifies certain equipment as low impact when it is mounted on existing structures such as buildings, poles or towers. It also classifies an extension of up to five metres on an existing tower as low impact, provided the tower has not previously been extended.*

*A carrier authorised under the Telecommunications Act to install a low-impact facility is immune from some state and territory laws, including town planning and environmental laws.*

*This immunity applies during the inspection of land, the installation of certain types of telecommunications facilities, including low-impact facilities, and the maintenance of facilities.*

*Carriers installing low-impact facilities for mobile phone networks must also comply with the additional requirements in the Industry Code for Mobile Phone Base Station Deployment C564:2011.*

This Industry Code is designed to require Carriers to consult with Council's and the Community directly when proposing Low Impact infrastructure. This involves providing information on websites, signs on site and responses to interested and affected parties. It also provides a mechanism for complaint handling.

Recent experience with the major carriers is that they are responsive to concerns of affected parties and as a result have explored alternative options.

A change in the Commonwealth Legislation would be required for the submission of Development Applications for all Mobile Phone Radiocommunications Infrastructure (including low impact facilities) to bring the approval process into a local government context.

Under our current Development Control Plans this would include neighbour notification in accordance with Council's notification policy and assessment of the application in accordance with Council processes and may require more resources/staff to manage the additional applications due to current volume of upgrading of infrastructure from 4G to 5G networks.

## 13.0 QUESTIONS ON NOTICE

<b>ITEM 13.1</b>	<b>QUESTION ON NOTICE NO 13/2018 - CONDITION OF SURF CLUBS ON MANLY BEACH</b>
<b>TRIM FILE REF</b>	<b>2018/701144</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

Submitted by: Councillor Alex McTaggart

### QUESTION

As there are 3 surf club buildings on the Manly beach, Manly Life Saving Club (LSC), Steyne Surf Life Saving Club (SLSC) and Queenscliff SLSC all in varying condition.

Can a Council clarify if the asset condition analysis report by Asset Technology Pacific took into account all 3 buildings, as to ensure that Council knows its total long term replacement/refurbishment costs for the Manly beach precinct?

### BACKGROUND

I note that on 16th October council resolved to proceed with design of a new club for Manly Life Saving Club.

At that meeting a condition report by Asset Technology Pacific into the state of the existing Manly Life Saving Club was tabled which included costing of a number of options. Further there was an identified funding shortfall.

<b>ITEM 13.2</b>	<b>QUESTION ON NOTICE NO 14/2018 - THE WARRIEWOOD VALLEY LAND RELEASE</b>
<b>TRIM FILE REF</b>	<b>2018/727586</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

Submitted by: Councillor Alex McTaggart

### **QUESTION**

The Warriewood Valley Land Release has not yet been finalised in terms of residential uptake, the commercial components, the various infrastructure elements outlined in the section 94 plan, the completion of the creek line corridors nor the valley community centre or required sports field.

In view of recent poor press regarding various activities in the land release area can the CEO outline the current staff strategy for coordinating all the elements of the land release and importantly outline the response process for breaches of planning controls within the valley?

## 14.0 RESPONSES TO QUESTIONS ON NOTICE

### ITEM 14.1 RESPONSE TO QUESTION ON NOTICE NO 12/2018 - CAPITAL EXPENDITURE AND RENT RECEIVED FOR THE CAFE IN THE COUNCIL OWNED "BUPA" BUILDING

**TRIM FILE REF** 2018/669146

**ATTACHMENTS** NIL

Submitted by: Councillor Stuart Sprott

#### QUESTION

1. Could I please have the total capital expenditure and rent received to date for the cafe in the Council owned 'Bupa' building also known as the old Seaforth TAFE site.
2. Could Council please present the ROI or return on investment to council at the next Council meeting.

#### RESPONSE

The re-development and long term lease of the former Seaforth TAFE site was a project embarked on by the former Manly Council. After entering into a long term 99-year lease with Bupa for the entire site Manly council entered into a 99-year sub-lease for the Seaforth Village Community Centre portion of the site.

Approximately \$1,000,000 was spent on the development and fitout of the Seaforth Village Community Centre, cafe and adjacent office space provided to the Australian Doctors International organisation.

Prior to completion of the building a commercial leasing agent was asked to investigate the interest in leasing the site as a café and advised that there was no interest, partly due to the unknown activation timeline of the rest of the site. In an attempt to enliven the Seaforth Village Community Centre and meet Council's undertaking to provide a café space for Bupa guests and patients, a short term licence for the café space at Seaforth Village Community Centre was put out for operators.

A suitable operator was sourced that could bring a portable coffee cart to the site that Council had fit out as a warm shell. Given there were some delays in the final completion of the site the new licence did not commence until after the amalgamation to the Northern Beaches Council. The 11-month term was undertaken by Dieter Steinbush, Sole Director of Fiftysixclarency Pty Limited and traded as Hipwood Café. The initial licence term was 1 July 2017 to 31 May 2018 and annual rent was set at 15% of profit. The Café did not run at a profit during the initial 11-month lease term. Given the losses Mr Steinbush was suffering, he employed Christine Alcorn to run the café while he went back to run to his profitable café in the city. Dieter gave the relevant notice and ended his licence agreement with council on 31 May 2018.

In May 2018 Council was actively reviewing the best future use of the Seaforth Village Community Centre site. Given this uncertainty, it was decided that a tender process for a long term retail lease was still not appropriate.

The employee running the café for the last months of the previous licence term advised she would like to stay on as she had established a client base with the Bupa patients and community and would be happy to keep the café operating to give Council time to conduct a formal tender process. Notification of Council's intention to offer a 12 month licence to the new operator was undertaken with just one submission with concerns over plastic straws and utensils which was addressed. A 12 month licence commenced 1 June 2018 to 31 May 2019 with annual rent of \$5,214.24 + GST plus garbage removal costs. The new café is trading under the name of Grassroots Canteen and the only change to the fit out is a portable removable bench supplied by the tenant in place of the portable coffee cart supplied by the previous tenant.

It is council's intention to undertake a formal EOI / tender process for the site once the future of the site has been fully clarified.

## 15.0 MATTERS PROPOSED TO TAKE PLACE IN CLOSED SESSION

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### RECOMMENDATION

That:

A. In accordance with the requirements of Section 10A of the *Local Government Act 1993* as addressed below, Council resolve to close the meeting to the public to consider and discuss:

- a Item 15.1 Supreme Court Proceedings - Whistler Street Carpark on the basis that it involves the receipt and discussion of advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege [10A(2)(g) Local Government Act 1993].

This report provides advice concerning litigation, namely, New South Wales Supreme Court Proceedings No 2017 / 00324554, in which Council is the defendant, and which would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege. Further, the advice concerns legal matters that meet the requirements of Section 10B(2) of the LGA.

- b Item 15.2 RFT 2018/065 - Unified Communications Solution on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) Local Government Act 1993].

This report discusses tenders received for RFT 2018/065 Unified Communications Solution and the disclosure of this matter in open meeting would, on balance, be contrary to the public interest in maintaining openness and transparency in council decision-making because the disclosure of this information would prejudice the commercial position of the organisations who supplied it.

- c Item 15.3 RFT 2018/062 - Renewal and Recycling of Residential Waste Bins on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) Local Government Act 1993].

This report discusses the Tender for replacement of residential waste bins and the disclosure of this matter in open meeting would, on balance, be contrary to the public interest in maintaining openness and transparency in council decision-making because the disclosure of this information would prejudice the commercial position of the organisation(s) who supplied it.

- d Item 15.4 RFT 2018/106 - Play Area Landscape Works Package for Brookvale Childrens Centre on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) Local Government Act 1993].

This report discusses the landscape works package for Brookvale Childrens Centre and the disclosure of this matter in open meeting would, on balance, be contrary to the public interest in maintaining openness and transparency in council decision-making because the disclosure of this information would prejudice the commercial position of the organisations who supplied it.



- e Item 15.5 RFT 2018/215 - Landscaping and Monumental Masonry Works Package for Mona Vale Cemetery on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) Local Government Act 1993].

This report discusses landscaping and monumental masonry works package for Mona Vale Cemetery and the disclosure of this matter in open meeting would, on balance, be contrary to the public interest in maintaining openness and transparency in council decision-making because the disclosure of this information would prejudice the commercial position of the organisations who supplied it.

- f Item 15.6 Consideration of Potential Land Purchase on the basis that it involves the receipt and discussion of information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business [10A(2)(c) Local Government Act 1993].

This report discusses a potential land dealing between Council and a private landholder and the disclosure of this matter in open meeting would, on balance, be contrary to the public interest in maintaining openness and transparency in council decision-making because the disclosure of this information could provide a commercial advantage to the owner of the land and potentially disadvantage Council's position in negotiations.

- g Item 15.7 Organisation Structure on the basis that it involves the receipt and discussion of personnel matters concerning particular individuals (other than councillors) [10A(2)(a) Local Government Act 1993].

This report discusses a personnel matter and the disclosure of this matter in open meeting would, on balance, be contrary to the public interest in maintaining openness and transparency in council decision-making.

- B. The resolutions made by the Council in closed session be made public after the conclusion of the closed session and such resolutions be recorded in the minutes of the Council meeting.
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## 17.0 REPORT OF RESOLUTIONS PASSED IN CLOSED SESSION

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In accordance with Part 15 of the Code of Meeting Practice, resolutions passed during a meeting, or a part of a meeting, that is closed to the public must be made public by the chairperson as soon as practicable. The resolution must be recorded in the publicly available minutes of the meeting.

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northern  
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council

