

Quarterly Report - Business Actions September 2017

This progress report is for the period 1 July to 30 September 2017 against the actions in the Operational Plan 2017/18. The structure of the report reflect the Operational Plan with separate chapters for eight outcome areas.

For each action an overall status is shown as well as commentary on progress todate. The following symbols reflect the status of actions:



Complete



Progressing



Delayed – the action will not be delivered this financial year

The report contains 213 actions four are complete, 207 are progressing and two have been delayed and will not be undertaken this financial year.

QUARTERLY REPORT - BUSINESS ACTIONS

Protection of the Environment

Key:  Complete  Progressing  Delayed

OPERATIONAL PROJECTS



Deliver programs to protect, preserve and manage bushland and biodiversity to benefit future generations. - Executive Manager Natural Environment & Climate Change

Bushland management includes contractor bush regeneration, maintenance works and response to customer requests relating to bushland areas. During this quarter, annual bush regeneration contracts for numerous sites were awarded with options to continue for another 12 months in 18/19. More than 50 customer requests relating to trees in bushland were also received.

Biodiversity management involved pest plant and animal control programs, operational management including responding to customer requests, assessment of development applications and strategic programs. More than 45 customer requests relating to biodiversity management such as feral animal control were received during this quarter. Over 230 development application referrals were received. Strategic programs this period included monthly bird surveys at Curl Curl Lagoon in coordination with staff and volunteers to develop an understanding of riparian vegetation as habitat.



Deliver programs to protect, preserve and manage our coasts, estuaries and waterways to benefit future generations - Executive Manager Natural Environment & Climate Change

During this quarter, annual bush regeneration contracts for coastal dunes, creek and lagoon riparian areas have been awarded with options to continue for another 12 months in 18/19.

Council has applied for state government funding to progress coastal protection works at Collaroy-Narrabeen Beach. Council is continuing to work with government agencies including the Office of Environment and Heritage and Department of Primary Industries – Lands around these activities. Meanwhile, coastal protection works are progressing at road ends and public reserves and assessing development applications for works to protect private property.

Boats, kayaks and canoes dumped in foreshore riparian areas were removed from Pittwater and Narrabeen Lagoon. These areas will now be restored and revegetated. Watercraft storage is proposed at a number of locations with a 32 bay storage facility being recently installed at Jamieson Park, Narrabeen.

Council has a number of other lagoon management initiatives occurring. In the Manly Lagoon catchment, groundwater monitoring is being undertaken to better understand groundwater inputs into the lagoon. At Curl Curl Lagoon, monthly bird surveys are being undertaken to develop an understanding of riparian vegetation as habitat. An information session was also held in August for Narrabeen Lagoon State Park Advisory Committee Members.



Natural hazard management planning, mitigation works, warning systems and awareness campaigns - Executive Manager Natural Environment & Climate Change

Council undertakes natural hazard management planning, mitigation works, warning systems and awareness campaigns. These programs encompass flood, coastal, bushfire, geotechnical and creek bank erosion natural hazards.

The flood program is on schedule with additional grant funding recently obtained to undertake the Greendale Creek Flood Study and McCarrs Creek Floodplain Risk Management Study and Plan. Final draft reports for the Manly to Seaforth Flood Study and Manly Lagoon Floodplain Risk Management Study and Plan have been prepared with the intention of seeking approval for public exhibition at the end of 2017. A new tool to estimate peak flooding up to 12 hours in advance is in the final stages of testing prior to delivery in the next reporting period.

Preparation for hazard reduction burns have been undertaken on numerous sites. A number of control burns completed, and others postponed by the Rural Fire Service due to extremely dry weather.

A significant rock fall occurred from the cliff face at North Avalon headland in August. Geotechnical engineers assessed the area and recommend appropriate actions to manage the site following the incident. Council continues to monitor the site and is implementing the consultant's recommendations. Geotechnical Engineers have also undertaken annual monitoring of cliff top stability at Long Reef, Dee Why, Curl Curl, Freshwater and Queenscliff headlands.



Deliver targeted environmental sustainability engagement and education to assist in protection of the natural environment - Executive Manager Natural Environment & Climate Change

The Coastal Environment Centre successfully completed a number of programs this reporting period. School education programs were run with 53 schools reaching more than 3,700 students, and 20 school holiday programs saw over 400 attendees take part in coastal education.

The Manly Environment Centre also had a busy period with over 400 students attending video conference sessions. These distance learning sessions allow students to participate in events such as the Manly Arts Festival at SeaLife Sanctuary, "Say No to Single Use Plastic" exhibition and Plastic Free July.

Council participated in Sustainable House Day in September by hosting a 'Building Sustainable Homes' information evening at Manly Town Hall. Over 60 participants learnt about sustainable building practices including passive design, solar panels and batteries.

NAIDOC week was celebrated in conjunction with the Aboriginal Heritage Office through the running of guided walks at Manly Dam. Over 60 people enjoyed some bush tucker and heard Aboriginal stories of country. Additionally, the Weaving Bridges Project was launched with the mounting of a stunning installation on the Stuart Sommerville bridge at Queenscliff. Over 150 community members took part in a smoking ceremony and viewed the large poster competition display.

More than 500 volunteers contributed over 3,000 hours this reporting period on environmental projects such as tree planting, bush regeneration, protection of Cabbage Tree Bay Aquatic Reserve, and plant propagation at the Manly Dam Community Nursery.

CAPITAL PROJECTS

Coastal Protection Works



Collaroy-Narrabeen coastal protection works - Executive Manager Natural Environment & Climate Change

Council is undertaking a number of actions to ensure the construction of protection works on public land is coordinated with the works to occur on private property.

NSW Soil Conservation Service has been engaged to assist with the planning for construction of public protection works adjoining private property at 1126 to 1144 Pittwater Road. This includes detailed design, identifying suitable quarries to source the appropriate rock for the works as well as finalising the Construction and Traffic Management Plans.

The Review of Environmental Factors for the coastal protections works adjoining the Collaroy Beach car park and South Narrabeen Surf Club is also being finalised.



Fairy Bower sea wall Project - Executive Manager Natural Environment & Climate Change

The preliminary design for the sea wall upgrade at Fairy Bower is currently being finalized by consultants. The project involves multiple internal and external stakeholders including Sydney Water, NSW Department of Primary Industries (Fisheries), Office of Environment and Heritage. Consultation with these stakeholders continued during this quarter.

Stormwater Program



Manly Oval Stormwater Upgrade - Executive Manager Capital Projects

Engineering studies are underway to confirm if the works are still required now underground carpark at oval is not continuing



Planned stormwater new works program - Executive Manager Natural Environment & Climate Change

This program provides upgrades and improvements to the existing stormwater network, to reduce the occurrence of flooding. Council is in the process of undertaking a significant data gathering and investigations phase. This is helping to allocate resources to the higher risk assets and those which will result in the greatest benefit.

Current works include Kuyora Place, North Narrabeen; The Crown of Newport Reserve and various other works improvements. Design and investigation works are continuing for delivery in the later part of 2017 /18.



Warriewood Valley Creekline works - Executive Manager Natural Environment & Climate Change

Staff from a number of Council departments are working together to better coordinate and streamline water management in Warriewood Valley, especially in regard to how creek management works are timed, co-ordinated and delivered with development activity. Council is also currently working with a number of developers to explore opportunities to deliver these works in an efficient and timely manner.

Stormwater Program



Planned stormwater renewal program - Executive Manager Natural Environment & Climate Change

This program undertakes renewal works on the existing stormwater network to reduce the occurrence of flooding or hazards associated with asset deterioration. Investigations are underway to ensure resources are allocated to the higher risk assets and those which will result in the greatest benefit. A consolidated program for pipe relining will then be undertaken, commencing in early 2018.

Renewal works are also being planned for major culverts under Jackson Road, Warriewood. Hydraulic analysis and other investigations are being undertaken on the stormwater network at Fairy Bower and South Manly Beach to determine any necessary works to be included along with required pipe repairs.



Reactive stormwater renewals program - Executive Manager Natural Environment & Climate Change

The Reactive Stormwater Renewal Works Program reactively renews the existing stormwater network in order to reduce the occurrence of flooding or address hazards from asset deterioration. Significant effort is being undertaken by Council's stormwater engineers to investigate a number of current issues to be implemented over the coming months.

Projects that are moving into the construction phase include Bligh Crescent, Seaforth and Vale Avenue, Dee Why. 'Patch Lining' has been completed at Ara Crescent, Cromer; Newell Place, Frenchs Forest; Wallamatta Crescent, Newport; Starkey Street, Killarney Heights; Ballyshannon Road, Killarney Heights; Kens Road, Frenchs Forest; Lady Davidson Circuit, Forestville and Coreen Avenue, Terry Hills. Lining works will soon be undertaken at Gordon Street, Clontarf; Norma Road, Palm Beach and St Andrews Gate, Elanora.



Gross Pollutant Traps - renewals - Executive Manager Natural Environment & Climate Change

The gross pollutant traps protect local water quality and wildlife by preventing floating pollutants and sediment entering our creeks, waterways and beaches. Council is currently assessing the condition and risk of its consolidate trap network to prioritise works.

Bushland Program



New community nursery - North Curl Curl Community Centre - Executive Manager Natural Environment & Climate Change

Planning for the Community Nursery at Curl Curl Community Hub is progressing with a project team formed to lead the concept design. The team are currently working on the draft concept and considering the community consultation approach that will be undertaken.

Rural Fire Service Program



Rural Fire Service Buildings Works Program - Executive Manager Property

Project is scheduled to start in October

Environmental Sustainability

Key:  Complete  Progressing  Delayed

OPERATIONAL PROJECTS



Align domestic waste and recycling services across the new Council area consistent with selected resource recovery infrastructure - Executive Manager Waste Management & Cleansing

A position paper and Council briefing paper has been completed.
Tender specification and contract documents to facilitate service alignment underway with tender expected to be called in early 2018.



Develop a Northern Beaches Waste Strategy - Executive Manager Waste Management & Cleansing

Project is scheduled to start in January

CAPITAL PROJECTS

Kimbriki Improvements



Kimbriki Road, Terrey Hills - new access road - Executive Manager Capital Projects

Design review required following resolution of uses at site
Expect to call tender for construction in early 2018



Kimbriki new excavator - Executive Manager Waste Management & Cleansing

The plant acquisition will not be proceeding.



Kimbriki high level drain - Executive Manager Waste Management & Cleansing

Development design works are progressing. Geotechnical report finalised . Survey works progressing



Kimbriki western bund wall on Area 3B - Executive Manager Waste Management & Cleansing

Scheduled works continue on the construction of the western bund wall in accordance with Kimbriki Environmental Enterprises (KEE) landfill cell construction program.



Kimbriki landfill cell development Area 4A - Executive Manager Waste Management & Cleansing

Development Application withdrawn by Kimbriki. A revised development application currently being prepared for Council's consideration.



Kimbriki Leachate Treatment Plant - Executive Manager Waste Management & Cleansing

Approval has been granted for the construction of a Leachate Treatment Plant and Rising Main. Project documents are currently being finalised ahead of appointing a Contractor for these works



Kimbriki Gas Capture System - Executive Manager Waste Management & Cleansing

Gas capture has been expanded to improve the environmental performance of the facility. Three new wells and associated collections lines in the new area 3b landfill were completed during this quarter.



Kimbriki vehicles - Executive Manager Waste Management & Cleansing

Fleet replacement as per fleet management plan



Kimbriki renewal program - Executive Manager Waste Management & Cleansing

Various projects underway. Reconstruction of storage dam and vegetation processing area completed. Installation of aeration system to dam completed.



Kimbriki other - Executive Manager Waste Management & Cleansing

IT and telecommunications infrastructure installed in Administration building

Energy Savings Initiatives



Energy saving initiatives works program (SRV) - Executive Manager Natural Environment & Climate Change

This program facilitates energy savings work in the former Pittwater area (as it was created through a Special Rate Variation). Projects to be delivered in the current financial year include the installation of a solar barbecue facility and lights at McCarrs Creek Reserve. Project documentation, including specifications, will be prepared during October.

Energy Savings Initiatives



Energy saving initiatives works program (revolving energy fund) - Executive Manager Natural Environment & Climate Change

A number of projects are currently under investigation:

- Solar photovoltaic installations at selected Council sites;
- The inclusion of a building management system and chiller upgrade for Manly Town Hall air-conditioning systems to improve the energy efficiency during the renewal of the system;
- Solar pathway lighting for Lagoon Park.

Quotes have also been called for the lighting upgrade for two Manly car parks.

Council has accessed the energy savings certificates that are available when street lighting is upgraded to more energy efficient models. Through an accredited certificate provider, Council has received more than \$3,600 income during this quarter that will be available for other energy efficiency projects.

Places for People

Key:  Complete  Progressing  Delayed

OPERATIONAL PROJECTS



Implement the Ingleside Land Release project - Executive Manager Strategic & Place Planning

The project is progressing however, to ensure an appropriate sustainable development framework is provided, additional studies / updates have been undertaken in relation to traffic and transport, water cycle management and biodiversity certification. This additional work is being finalized and will be used to inform the planning for the area prior to the formal exhibition of planning documents.



Implement the Northern Beaches Hospital Precinct Structure Plan - Executive Manager Strategic & Place Planning

The Hospital Precinct Structure Plan was endorsed by Council on 1 August 2017. The next stage of the project is underway including the preparation of planning documents to guide the future development of the area. Investigations are also underway in relation to the preparation of the Aquatic Reserve Masterplan.



Complete the Pittwater Waterway Strategy - Executive Manager Strategic & Place Planning

The first draft of Pittwater Waterway Strategy has been completed and is currently in the internal review phase.



Review the Manly Wharf Master Plan - Executive Manager Strategic & Place Planning

The project will commence in the next period with the establishment of a working party.



Implement the Affordable Housing Policy - Executive Manager Strategic & Place Planning

A number of actions in Council's Affordable Housing Action Plan are being progressed.



Complete the Brookvale Structure Plan - Executive Manager Strategic & Place Planning

The Brookvale Structure Plan was endorsed for public exhibition by Council on 8 August 2017. The Structure Plan has now been placed on exhibition for public comment and submissions close on 20 November 2017.



Commence a review of Land Use Strategy for the Northern Beaches - Executive Manager Strategic & Place Planning

Awaiting release of the draft District Plan (expected in October 2017) before the project commences



Implement the actions of the adopted District Plan - Executive Manager Strategic & Place Planning

The North District Plan is not due for release by the Greater Sydney Commission and the NSW Government until December 2017, accordingly this project has not commenced.



Review the Manly Section 94 Plan - Executive Manager Strategic & Place Planning

An administrative review of the Manly Section 94 Plan was completed. Minor changes were made to the Plan which is now available on Council's website.



Review and update the Warringah Section 94A Plan - Executive Manager Strategic & Place Planning

Project initiation phase has commenced with a consultant engaged to prepare a new Section 94 Plan for Dee Why Town Centre and to identify amendments required to the existing Warringah Section 94A Plan.

CAPITAL PROJECTS

Public Amenities Improvements



Collaroy Beach - new accessible public amenities and ramp upgrades - Executive Manager Parks & Recreation

This project is progressing well. The tender will be issued in October with work commencing late January 2018



Public amenities works program - Executive Manager Property

This program of works sees the refurbishment of North Harbour Public Amenities, including the construction of an accessible amenity within the footprint of the existing building. This work is due to commence after the summer season for completion in June 2018



Manly Dam - public amenities works - Executive Manager Property

This project sees the refurbishment of public amenities adjacent to the playground at Manly Dam to provide improved facilities to users of the recreation area. The refurbished amenities building will consist of improved male, female and accessible amenities as well as change rooms and showers.



Nolans Reserve - sports amenities works - Executive Manager Property

This project sees the replacement of the two existing sports amenities buildings in Nolan's Reserve with a new building adjacent to the pedestrian track. The project is currently behind schedule but is still on track to be completed in this financial year.



Cromer Park - sports amenities west works - Executive Manager Property

This project aims to renew the Cromer Park Sports Amenities West, with documentation currently being prepared to tender the works in November 2017.



Church Point - public amenities works - Executive Manager Property

This project aims to renew the public amenities at Church Point and is on hold pending the result of the proposed acquisition of the Pasadena site.



North Narrabeen Rock Pool - public amenities works - Executive Manager Property

This project sees the renewal of the existing male and female public amenities, the construction of an accessible amenity within the existing footprint and refurbishment of the swimming club on the top level at North Narrabeen Rock Pool. This project is progressing through design and is tracking to project timelines.



Marine Parade, Manly public amenity building - Executive Manager Capital Projects

The new amenities building is expected to be completed early November 2017

Playgrounds Improvements



Berry Reserve Inclusive Playground Upgrade - Executive Manager Parks & Recreation

The detailed design for Berry Reserve Playground is complete. Equipment and specialised landscape items are currently being procured. It is anticipated that work will commence on site in February 2018



Allambie Oval Upgrades - new playground, multi-use court and pathway - Executive Manager Parks & Recreation

Project is scheduled to start in November

Playgrounds Improvements



Parkes Road, Collaroy - playground and pathway lighting - Executive Manager Parks & Recreation

Project is scheduled to start in January



Connecting all Through Play - Inclusive Play - Executive Manager Capital Projects

Detailed design of Manly Dam Trail, Manly Dam Playground and Lionel Watts Playground all progressing well. Further design work required with a view to tender and then commence works for all three late 2017/18 financial year.



Playgrounds - new and upgrades - Executive Manager Parks & Recreation

Scoping works for this year's playground works is almost complete following the receipt of a condition audit report for all Northern Beaches Councils playgrounds.



Connecting Communities - Pilot Project Local Parks - Executive Manager Capital Projects

Playgrounds at Lindrum, Maple, Pusan and Windrush Reserves completed. Finalisation of works at Wentworth Reserve expected in October.



Playground renewal program - Executive Manager Parks & Recreation

Work is progressing well on the playground renewal program. Work will commence in November on the renewal of the playground at Crescent Reserve, Newport, the softfall at Collaroy Beach and fencing, swings and pathways at North Harbour Reserve, Balgowlah. Consultation is currently underway for the renewal of the playground at Tania Park, Epworth Reserve, Elanora Heights, Minmai Reserve, Mona Vale and Riddle Reserve, Bayview.

Sportsgrounds Improvements



Connecting all Through Play - Active Play - Executive Manager Capital Projects

Allocations under the program have been reported to Council. Further work to develop the program underway



Sportsgrounds - new and upgrades - Executive Manager Parks & Recreation

Work is progressing well for this project with Seaforth Oval irrigation underway and the car park at Jackson Road, Warriewood completed. Further work on the access road at Jackson Road will be required to tie into the levels of the new car park.



Sports Club capital assistance program - Executive Manager Parks & Recreation

Project is scheduled to start in October



Lionel Watts Oval Frenchs Forest - synthetic sportsfield design and preparatory works - Executive Manager Parks & Recreation

The draft concept plan for Lionel Watts has been finalised and is likely to be publicly exhibited in December 2017. The delivery of the project is scheduled for spring 2018 to April 2019.



Forestville War Memorial Playing Fields - netball court upgrade - Executive Manager Parks & Recreation

The design is progressing well and Council will issue a tender for design and construction in October 2017. The construction of the netball courts will be prioritised for completion before April 2018.

Sportsgrounds Improvements



Cromer Park Field 2 - synthetic sportsfield - Executive Manager Parks & Recreation

This project has commenced construction phase. The site has been established, demolition work has been completed and top soil identified for reuse at natural turf field projects has been stripped and stockpiled.



Youth play space - new - Executive Manager Parks & Recreation

Work on the new skate park at Terrey Hills Oval is progressing well with a very successful consultation event in September 2017. Council has scheduled to release a design and construct tender for the site in November 2017.



Sportsfield renewal program - Executive Manager Parks & Recreation

Balgowlah lighting will be completed in October 2017. The tender for the remaining lighting projects will be released in early October 2017. A contract has been awarded for the construction of new and renewed cricket wickets with work to commence in October 2017. The reconfiguring of existing net structures will result in an additional 6 nets across the local government area.



Sport buildings works program - Executive Manager Property

This program of works sees the replacement of the existing scoreboard at Brookvale Oval, including upgrade to the existing housing structure.

A development application is currently being assessed.

Remaining funds have the potential to be allocated to the works at Nolans Reserve Sports Amenities and Warriewood Rugby Park Clubhouse.



Warriewood Rugby Park Clubhouse - sports amenities works - Executive Manager Property

This project sees the delivery of a replacement sports amenities building at Pittwater Rugby Park. The building is progressing well through design in a collaborative project delivery approach with the key users of the reserve.

Foreshore and Building Improvements



Narrabeen Beach Viewing Tower - Executive Manager Property

This program of works sees the construction of a new lifeguard viewing hut at Narrabeen Beach.

Works have begun on the construction and are behind schedule but will still be completed to scope.



Dinghy Storage - New - Executive Manager Property

Project is scheduled to start in February



Foreshores - new and upgrades - Executive Manager Parks & Recreation

Paradise Beach Retaining/ Seawall - this project is progressing well with preliminary, excavation, drainage and footing works completed.

Avalon Beach, the extension of terraces and construction of a staircase - quotes have been sought. The project will be completed by the beginning of December weather permitting.

Foreshore and Building Improvements



Foreshores renewal program - Executive Manager Parks & Recreation

The Foreshore Renewal program is progressing well. The Collaroy Beach seawall repair is 75% complete, stair renewal at Mona Vale, Whale and Palm Beach have been completed. The East Esplanade Landscape Plan will be presented to Council for endorsement for public exhibition in October. The geotechnical investigation is complete for the design development for the George Street, Avalon seawall. The Fisheries Permit is likely to be issued in November and final design is scheduled for completion in early November. Work is expected to commence in December.



Rockpool renewal program - Executive Manager Parks & Recreation

Work is progressing well on the rockpool program, Fairy Bower rockpool renewal is nearing completion with minor wall patching and finishing to be undertaken in October/November. The detailed design process for Collaroy rockpool renewal is nearing completion with a tender scheduled to be let in November 2017 and works to commence in May 2018.



Beach buildings works program - Executive Manager Property

This program of works focuses on the refurbishment of the community's beach buildings, which includes surf life saving club (SLSC) buildings, swim club buildings and lifeguard huts. The first works being undertaken are minor roof renewals at the Collaroy SLSC and balcony renewal works at the North Steyne SLSC.



Mona Vale Surf Life Savings Club - design works - Executive Manager Property

This project aims to deliver a new Surf Life Saving Club building at Mona Vale. Significant consultation is under way on the design and scope of the project, with the plan to have a concept ready for Development Assessment by the end of the calendar year.



Swim Club buildings works program - Executive Manager Property

This program of works is focused on the Freshwater Swim Club renewal, including concrete repairs, provision of storage and public access to the showers and change rooms.



Dinghy Storage - replacement of racks - Executive Manager Property

Works to renew racks at Regatta Reserve have been completed. Further locations will be undertaken later this financial year.



Manly Beach Controls Office and Viewing Platform - Executive Manager Property

This project involves the construction of a shade structure for the Manly Beach Viewing Platform. The project is on track for completion in time for the summer peak season.



Tidal Pools refurbishment - Executive Manager Property

Initial works to undertake storm damage repairs have been completed. Further works will be undertaken after the summer swimming season.



Marine Parade, Manly upgrade - Executive Manager Capital Projects

These works involve making improvements to the promenade and associated landscaped areas between Manly Beach and Shelly Beach. The works are planned to be carried out in the last quarter of the financial year in order to minimise impacts associated with the high visitation rates in the area over the warmer months



Beach equipment renewals - Executive Manager Parks & Recreation

New equipment has been procured and will be delivered early in October.

Foreshore and Building Improvements



Beach Accessibility Renewals - Executive Manager Parks & Recreation

Project is scheduled to start in January



Long Reef Surf Lifesaving Club Renewal - Executive Manager Property

This project sees the construction of a new Surf Life Saving Club, public amenities and cafe at Long Reef within the existing footprint. The project is on schedule, with Stage One of community consultation completed and two working group meetings having been held.

Reserves and Parks Improvements



Reserves - new and upgrades - Executive Manager Parks & Recreation

The tender for lighting along Lagoon Park will be issued in mid October 2017. Manly CBD Pedestrian and Mobility Access plan has been included on the agenda for the October 2017 Council meeting, this document identifies the lighting as a requirement.



Warriewood Valley - public space and recreation - Executive Manager Parks & Recreation

Project is scheduled to start in January



Walter Gors Reserve and Shared Walkway Dee Why Parade - Executive Manager Capital Projects

Establishment of landscape works continued.



Reserves renewal program - Executive Manager Parks & Recreation

Work is progressing well on this program. New tree protection measures for the palms in the Corso have been identified and will be installed prior to end of 2017. Work also includes the renewal of irrigation for this trees.



Recreational trails renewal program - Executive Manager Parks & Recreation

Manly Dam pedestrian trail renewals have commenced, these trails have been identified medium to difficult grade walking trail and will be renewed over the next several years to meet Australian Standards. Work has commenced on renewing the section of the Manly to Spit Walkway east of Clontarf Beach.

Aquatic Centre Improvements



Warringah Aquatic Centre - accessibility works - Executive Manager Property

Project is scheduled to start in October



Warringah Aquatic Centre Renewals - Executive Manager Property

Project is scheduled to start in October



Manly Aquatic Centre Renewals - Executive Manager Property

This project delivers the renewal of infrastructure and pool plant at the Manly Andrew Boy Charlton Aquatic Centre. The majority of works have been completed with only minor works left to be completed this year.

Cemetery Works

Cemetery Works



Cemetery works program - Executive Manager Property

This project involves the masterplanning and commencement of works at the Mona Vale Cemetery. Initial concept designs have been developed and are now being further refined.

Community and Belonging

Key:  Complete  Progressing  Delayed

OPERATIONAL PROJECTS



Investigate options to relocate the Youth and Family Counselling Service to enhance access for the Northern Beaches community - Executive Manager Community, Arts & Culture

The Department of Family & Community Services has confirmed funding for the Youth & Family Counselling Service for a three year period from July 2017 to June 2020. This 3 year funding period will support the continuation of current service delivery to clients, while planning processes continue locally and new Targeted Early Intervention specific contracts are negotiated and implemented.

Consideration to relocate the service will be undertaken in consultation with the Department of Family & Community Services pending the outcomes of the Targeted Early Intervention reform.



Implement a single Community Centre booking system for the Northern Beaches - Executive Manager Community, Arts & Culture

Scoping is due to commence on a project that will select and implement a single booking system for many Council functions, including community centres.



Review and harmonise fees for Council's 43 community centres - Executive Manager Community, Arts & Culture

The fees and charges of all community centres will be reviewed as part of the annual fees and charges process, with the aim to standardise and harmonise these fees.



Deliver an entrepreneur conference for young people on the Northern Beaches - Executive Manager Community, Arts & Culture

Program was planned for August, however low enrolment numbers necessitated the event being rescheduled for early 2018.



Undertaken Ingleside Land Release community development planning - Executive Manager Community, Arts & Culture

Research into community development requirements for the land release has commenced.



Review opportunities to expand the Manly Meals on Wheels service - Executive Manager Community, Arts & Culture

Looking to the future, it is essential that the Meals on Wheels Service adapts to consumer needs and preferences, continues to assist people to remain living at home. The review will look at new programs including lunch with a friend, weekend delivery and expansion of service.



Support for one Northern Beaches Club grants committee to assist licenced clubs with providing grants to local organisations - Executive Manager Community, Arts & Culture

This committee will not be meeting until November 2017.



Establishment of an expert access panel - Executive Manager Community, Arts & Culture

A review of all Council's current and former committees is currently being undertaken and following this an internal Inclusive Access Panel will be formed.



Develop an online disability inclusion and access information hub - Executive Manager Community, Arts & Culture

This project has commenced with a review of the capacity of the current council website to facilitate the information hub.



Development of a Community Safety issues paper in consultation with key stakeholders. - Executive Manager Community Engagement & Communications

Planning for the development of a Community Safety issues paper is yet to commence. Key stakeholders will be the participants of the Community Safety Advisory Committee.



Development of a Creative Strategy - Executive Manager Community Engagement & Communications

A project plan is under development.



Trial place making activations in identified village and town centres - Executive Manager Community Engagement & Communications

Place Activation outcomes will be identified as part of auditing process of town and village centre.



Undertake a strategic review of the annual program of events - Executive Manager Community Engagement & Communications

Significant community and internal feedback has been received to date via the 'Your Say' section of Council's website, pop-up stalls and community workshops. A draft strategy and framework is being prepared for more extensive community consultation and feedback over the busy summer event period with the strategy to be finalised in early 2018.



Develop accessibility and inclusion guidelines and toolkit for Council events - Executive Manager Community Engagement & Communications

Accessibility review currently underway.



Cater for children from diverse and socio-disadvantaged backgrounds in our long day care, occasional care, vacation care, family day care and pre-school - Executive Manager Children's Services

Between July and September, eighteen children with additional needs were supported to participate in early childhood education and care, and five children with additional needs are attending long day care while their needs are assessed and funding is sought. Thirteen families received financial support from the government and other agencies so children could receive quality education and care while parents are working or attending a training course. Four pre-school children from disadvantaged backgrounds receive a reduced fee rate.

Integration Support funding enabled 18 children with additional needs to attend the Winter Vacation Care program. Three children were able to attend with additional government funding for their grandparent carers.



Meet National Quality Framework standards in providing service to children - Executive Manager Children's Services

Council continues to work proactively within the National Quality Framework to ensure the safety of children within our care. In this quarter, we have undertaken thorough reviews of our supervision policy as well as the procedure for safe arrivals and departures to Council's Family Day Care, Early Learning or Vacation Care centres. Additionally, Council has improved safety monitoring practices. For example, safe sleeping practices within our Family Day Care centres are being systematically monitored to ensure compliance with current Australian Standards.

A number of upgrades to Children's Services have been completed. The Belrose Children's Centre nappy change facility has been upgraded with a hydraulic nappy change lifter which will make it easier to look after the needs of children with additional needs. There have also been improvement to shading at two children's centres and the Brookvale Baby outdoor play area has been refurbished.

A range of community service achievements were also delivered including:

- Fostering environmental awareness in children, Belrose Children's Centre liaised with the local Bunnings to establish a relocatable compost and vegetable/ herb garden.
- Two childcare centres raised funds for Muscular Dystrophy and Bear Cottage through a Superhero fundraiser event
- Child protection strategies for children to help protect themselves and speak up if they feel unsafe were promoted at Dee Why Children's Centre
- A volunteer service at Round House Children's Centre continues to engage educators and community members who wish to help look after children



Amalgamate pre-schools to Kangaroo Street centre from Ivanhoe Park - Executive Manager Children's Services

Children's Services are working with the Property team to review the plans for the Kangaroo St site. This has involved collaborating with Community, Arts and Culture team to ensure the Project brief met the needs of the pre-school expansion and the community space for the stakeholders. The plans are currently being finalised to progress to the next stage.



Promote all library services at all the public library branches - Executive Manager Library Services

All the public libraries have consistent promotions about the library services on offer on the TV screens, posters and flyers as well as the library website.

This is now a business as usual function.



Review library opening hours across all the public libraries - Executive Manager Library Services

A door count study was completed in September to understand when customers use the library and what the peak demand periods are. The data from the study will be analysed in October and married to the feedback being gained from a customer survey which was launched in October. The customer survey is expected to provide further insights about what times best suit customer demand and needs.



Continue to support and promote the provision of community library services - Executive Manager Library Services

The Avalon Community Library Contract was renewed and funding allocated to support the Avalon Community Library Association's purchase of library materials and books. A Mona Vale library staff member was also seconded to coordinate the Avalon library service volunteers while the Avalon Community Library Association recruited for the Coordinator position.

Seaforth Community Library was also supported in acquitting their grant funds provided in the past financial year so that they can apply for funding this financial year.



Implement a single on-line booking system for all library events and programs held at the public libraries - Executive Manager Library Services

A needs analysis has been conducted to define Council requirements and an on-line booking system (Eventbrite) was selected as the software platform for a single on-line booking system. The implementation will proceed once the application has been aligned with our financial processes.



Review customer services processes and practices in all the public library branches - Executive Manager Library Services

Customer-centric telephone standards was the focus this month and have been finalised for roll out across the library service. All staff will be informed of the standards and coached to meet them from October 2017.



Operate Glen Street Library as part of the Glen Street Cultural Hub - Executive Manager Library Services

The library and theater are working together daily and on an ad-hoc basis to support each others programs and events such as the HSC Lock-in's.

A formal partnership program will be developed once the role of Theater Director is confirmed.



Implement an on-line customer suggestion process across all the public libraries - Executive Manager Library Services

The customer suggestion for purchase process has been built into the new library website. Customers can also provide comments and feedback online through the library website 'Contact Us' link.

In-branch supporting signage will be developed over the coming months to increase customer awareness of the online mechanisms in order to make it an integral part of the overall customer experience.



Implement a single library card to access all library services across the Northern Beaches public libraries - Executive Manager Library Services

The design for the single library card across the service was finalised. Three colour card options were selected as an interim solution until the service is operating on one library management system. This interim solution will provide one colour for each of the former library services so the home library for customers is easily identifiable.

Prototypes of the proposed cards will be developed in the coming month for testing through the library systems.



Establish a single library management system for customers to access all library loanable items across the Northern Beaches public libraries - Executive Manager Library Services

A specification for the new library management system has been developed aligned to the broad library business strategy. A 'Request for Tender' was issued and tenders received are currently being assessed.



Develop and implement a process to book use of the beach FreeWheeler - Executive Manager Parks & Recreation

A new form has been drafted for the request to use of the Beach Wheel Chair and the design has been completed by the Studio Team.



Establishment of inclusion conditions in funding agreements - Executive Manager Transformation & Performance

Initial scoping work of the project undertaken

CAPITAL PROJECTS

Library Upgrades



New library technology - Executive Manager Library Services

An assessment of library technology needs to be undertaken. The assessment will include the search for new technologies to replace the existing, ageing devices within the Home Library Service in order to improve the accessibility of library materials.



Mona Vale Library - new works - Executive Manager Property

This program of works sees the refurbishment of the existing Mona Vale Library to improve the functionality of the space, and meet the identified needs of the community and staff.



New library books - Executive Manager Library Services

The purchase of new library books is on schedule. The acquisition of books and library material is aligned to identified customer needs.



Mona Vale Library - upgrades - Executive Manager Property

This project involves the reconfiguration of Mona Vale Library to meet the needs of the library users and staff. The works are in the planning stage and this project is on track to be delivered as per the project timeline.



Replacement of library books - Executive Manager Library Services

Library books were progressively replaced to meet the needs of the community, where adult fiction, non-fiction and updates to the DVD collection accounted for the majority of spending.

Cultural Improvements



Public art purchases - Executive Manager Community, Arts & Culture

The "Oceanides" sculpture at Fairy Bower pool, dubbed the 'Sea Nymphs' by locals, was reinstalled following a huge fundraising effort by the community and supported by Northern Beaches Council.



Gallery Art Work Purchases - Executive Manager Community, Arts & Culture

Investigations ongoing. No purchases to date.



New creative art space - northern end of the Northern Beaches local government area - Executive Manager Property

This project aims to identify the scope and location of creative arts space in the northern end of the Northern Beaches. Extensive community engagement was commenced in August, including an on line survey and seeking members to establish a Working Group. The Working Group will provide advice to Council on the development of options and models, including potential sites, for the creative arts space.

Cultural Improvements



New public art installations - Executive Manager Community, Arts & Culture

This project is the development of a public art trail along the Northern Beaches Coastal Walkway. It will develop a strategy that provides a holistic cultural approach to the planning and delivery of the Public Art Trail, incorporating the delivery of public art that reflects the cultural, heritage and natural significance of the Northern Beaches coastline. Community engagement commenced in August, with an on line survey and a call for members of a Working Party that will advise Council on this project. The Working Party has been confirmed and will commence work on the project in December.



Manly Art Gallery and Museum - accessibility investigations - Executive Manager Property

This project focuses on the refurbishment of the Manly Art Gallery. This is a two year project with this year's deliverables including the preparation of a masterplan for the site, project scoping and design works.



Glen Street Theatre renewal works - Executive Manager Property

This program of works is allocated to minor works required for the Glen Street Theatre.

Community Centre Upgrades



Warriewood Valley New Community Centre - Executive Manager Property

This project sees the design of a new Warriewood Valley Community Centre being constructed. This year's program focuses on the concept design and DA. Preliminary feasibility and investigation work for this much needed community facility has now commenced.



Community buildings works program - Executive Manager Property

This program of works focuses on the renewal of Council's community buildings including Community Centres and Youth Centres. This years program is still being finalised with minor renewal to the Manly Youth Centre being the first works planned for delivery.



Community centres minor works program - Executive Manager Property

This works program delivers replacement of minor capital items within Council's Community Centres and is progressing as per plan.



Beacon Hill Community Centre and Youth Club - building works - Executive Manager Property

This project, which sees the refurbishment of the Beacon Hill Community Centre, is progressing to plan. Design documentation has been completed for the construction and is currently out to public tender.



Avalon Community Centre - building works - Executive Manager Property

This project focuses on the refurbishment of the Avalon Community Centre's roof. The roof structure has been affected by significant corrosion and this will be replaced through the delivery of this project.

Child Care Buildings



Children's Centres works program - Executive Manager Property

This program of works focused on the minor renewal of Council's Children's Centres. The main work this year relates to the renewal of the play area of Brookvale Child Care Centre and these works are progressing to plan.

Child Care Buildings



Harbourview Preschool / Community Centre - building works - Executive Manager Property

This project sees the modification of the existing HarbourView Childrens' Centre to bring to an appropriate level of service while also allowing for improved layout and supervision. The project has had a Section 96 amendment to the DA submitted and is awaiting assessment prior to progressing to construction.

Vibrant Local Economy

Key:  Complete  Progressing  Delayed

OPERATIONAL PROJECTS



Host and/or support business events and networks across the region - Executive Manager Community Engagement & Communications

Ongoing support was provided to Chamber of Commerce networks during the period



Work with local communities and businesses to identify ways to improve town centres - Executive Manager Community Engagement & Communications

The first step in ensuring effective collaboration across the five Wards is the recruitment of Place Coordinators. The recruitment process commenced this quarter and will facilitate local coordination and contact to community members, stakeholders, and businesses to improving local outcomes.

Place Coordinators and the Manager will continue to provide assistance to Council's major project teams to support the effective communication and delivery of improvements in town and village centres.



Develop policies and issue papers with appropriate actions to promote the regions economy - Executive Manager Community Engagement & Communications

An Economic Development & Tourism SRG Direction Paper was finalised and presented to Council in August 2017.



Finalise the Manly Destination Management Plan and commence a similar Plan for the whole region - Executive Manager Community Engagement & Communications

Draft Manly Destination Management Plan is being finalised and Council is continuing to collaborate with the Manly Chamber of Commerce with a view to updating the final document.



Coordination of Meet Your Street program - Executive Manager Community Engagement & Communications

Planning for the Meet Your Street Program is underway. Thirteen Meet Your Street applications have been received by Council for events in December. The program will be advertised from late October on Council's website to encourage additional neighbourhood events.

CAPITAL PROJECTS

Town Centre and Village Upgrades



Dee Why Town Centre - Redman Road Plaza East - Stage 1 - Executive Manager Capital Projects

Expected completion to be end of October, however there will be ongoing minor works.



Dee Why Town Centre - Design - Executive Manager Capital Projects

Detailed design and tender documentation for Pittwater Road south of Redman Road is being finalised for tender in October, and commencement of construction in early December.



Dee Why Town Centre - Construction - Phase 1 - Executive Manager Capital Projects

Project on schedule



Balgowlah Plaza - Executive Manager Capital Projects

The landscaping upgrade works to the Plaza are now progressing well. Works are expected to be completed by late October 2017



Manly Laneways - Executive Manager Capital Projects

These works form part of the "Manly 2015 Masterplan" and will provide improvements and upgrades to the paved pedestrian areas within the precinct. Works are progressing ahead of schedule and are 98% complete. Some additional works are currently being programmed near Whistler St carpark



Place Making Infrastructure (Enliven) - Executive Manager Community Engagement & Communications

Electrical Infrastructure installed at Winnererrremy Bay Reserve for Taste of the Beaches Event.

Transport, Infrastructure and Connectivity

Key:  Complete  Progressing  Delayed

OPERATIONAL PROJECTS



Undertake a review and detailed assessment of the location of bus stops for the Hop Skip Jump Bus Service to improve travel times, reliability and support safety at bus stops - Executive Manager Community, Arts & Culture

An audit of the four Hop Skip and Jumps routes and all bus stopping points was undertaken to identify issues causing safety concerns. Details of the specific locations, issues and proposed course of action were identified and presented to Council's Local Traffic Committee. Three of the four recommendations were adopted by the Traffic Committee and due for implementation.



Commence the development of a Northern Beaches Bike Plan identifying key strategies and programs to encourage bike riding throughout the area - Executive Manager Transport & Civil Infrastructure

The Bike Plan has been deferred to 2018/19 which will allow Council to complete an overarching Transport Strategy as well as the Northern Beaches Walking Plan during the current financial year and prior to starting the more detailed Bike Plan. An application will be submitted to Roads and Maritime Services through the active transport grant funding program 2018/19 to develop the Bike Plan.



Commence the development of a Northern Beaches Pedestrian Access and Mobility Plan (PAMP) to ensure accessibility throughout the Northern Beaches - Executive Manager Transport & Civil Infrastructure

The Northern Beaches walking plans will ensure accessibility for pedestrians throughout the Northern Beaches. The project has commenced and a tender request is being prepared to undertake the planned works.



Develop and deliver active travel projects in accordance with the Active Travel Strategy including the development of walking and cycle networks. - Executive Manager Transport & Civil Infrastructure

The delivery of active travel projects underway across the northern beaches in accordance with existing active travel strategies. Recent improvements include dockless bike sharing in the Manly area; cycle parking hoops installed at Manly Food Co-op, Whistler Street Manly; cycle stencils in Balgowlah Road and Wanganella Street, Balgowlah; path and kerb upgrades on Addiscombe Road, Manly Vale and cyclist way finding signs.

Council is also preparing projects to be considered through the 2018/19 Roads and Maritime Services grants program.



Continue to work with State Government on the roll out of the B-line Service on the Northern Beaches - Executive Manager Transport & Civil Infrastructure

The B-line delivery project is underway with the first service to commence during November. The final infrastructure is expected to be delivered during the 2018/19 financial year. Connectivity works that are being delivered by Council as part of the project are proceeding according to the agreed timeline.



Commence a review of accessible parking provision - Executive Manager Transport & Civil Infrastructure

The development of a Parking Strategy will consider the provision of accessible parking.

CAPITAL PROJECTS

Active Travel – Cycleways and Footpaths



Footpaths new - Executive Manager Transport & Civil Infrastructure

Three new footpaths completed.



Bike plan implementation - new works - Executive Manager Transport & Civil Infrastructure

Project is scheduled to start in November



Connecting Communities - Footpaths Programs - Executive Manager Capital Projects

Consultation on a number of sites has been undertaken for coastal walkway. Contract has been signed for Palm Beach Walkway



Connecting Communities - Cycleways Program - Executive Manager Capital Projects

Shared paths completed in Brookvale, Manly Vale, Dee Why west.
On road cycleways between Avalon and Palm beach completed.
Currently constructing shared paths in Collaroy, Narrabeen, Mona Vale and Beacon Hill.



Warriewood Valley - pedestrian and cycleway network - Executive Manager Parks & Recreation

The construction of a crushed rock path from Jackson Road to the Angus Gordon Boardwalk will be carried out in May 2018 per the approved Review of Environmental Factors to avoid impacts on the local bat population.



Narrabeen Lagoon Trail - aquatic boardwalk - Executive Manager Parks & Recreation

Detailed design and the review of environmental factors are both progressing well for this project. Council is still likely to issue a tender in early December for this project. It is anticipated that work will commence in Winter 2018.



Little Manly Boardwalk - Executive Manager Parks & Recreation

Council has developed a concept design and have undertaken preliminary investigations and community engagement on the proposed boardwalk. It is likely that broader community engagement will commence in October 2017.



Footpath renewal - Executive Manager Transport & Civil Infrastructure

Project is scheduled to start in October

Road and Related Infrastructure Upgrades



New traffic facilities - Executive Manager Transport & Civil Infrastructure

Project is scheduled to start in October



Scotland Island roads and drainage improvements - Executive Manager Transport & Civil Infrastructure

Project is scheduled to start in January



Warriewood Valley - new bridge MacPherson Street - Executive Manager Transport & Civil Infrastructure

The MacPherson Street bridge construction is progressing on schedule. The bulk of the road works are expected to be completed in December 2017.

Road and Related Infrastructure Upgrades



Warriewood Valley - traffic and transport infrastructure - Executive Manager Transport & Civil Infrastructure

Design works have commenced to develop traffic and transport infrastructure within the Warriewood Valley.



Parking station and meters infrastructure - Executive Manager Transport & Civil Infrastructure

Project is scheduled to start in November



Church Point - new carpark - Executive Manager Transport & Civil Infrastructure

The Church Point Boardwalk works have been completed and the new road alignment was opened in September. Work has commenced on the construction of the car parking facility as well as finalization of the 40kmph high pedestrian zone



Bus stop renewal - Executive Manager Transport & Civil Infrastructure

Project is scheduled to start in October



Car park renewal - Executive Manager Transport & Civil Infrastructure

Project is scheduled to start in October



Kerb and gutter renewal - Executive Manager Transport & Civil Infrastructure

The renewal of kerb and gutter throughout Council's area is on target. The works have been scoped and procurement is underway.



Retaining wall renewal - Executive Manager Transport & Civil Infrastructure

Project is scheduled to start in October



Road resheeting program - Executive Manager Transport & Civil Infrastructure

The program to repair and resheet roads throughout Council's area is on schedule.



Bridge renewal - Executive Manager Transport & Civil Infrastructure

Project is scheduled to start in January

Wharf Upgrades



Church Point - wharf extension - Executive Manager Transport & Civil Infrastructure

The project to extend the wharf and to provide an upgrade to associated infrastructure is on schedule with further design and consultation with Roads and Maritime Services undertaken in September.



Currawong Wharf - access works - Executive Manager Property

This project looks to renew and upgrade the Currawong Wharf to meet accessibility and other functional requirements. The project is contingent on funding being provided by the Roads and Maritime Service and is on hold pending the provision of that funding.



Mackerel Beach Wharf - access works - Executive Manager Property

This project aims to fully renew the Mackerel Beach Wharf to modern standards and to the needs of the community. Currently this project requires co-funding from the Roads and Maritime Service which is not currently available and as such is on hold until these funds become available.

Wharf Upgrades



Wharves works program - Executive Manager Property

The initial design works for the renewal have been undertaken.
Public consultation will be required before progressing.



Rowland Reserve Boating Facilities Renewal - Executive Manager Property

Work progressing well to have the new pontoons in place in time for the peak boating season.

Good Governance

Key:  Complete  Progressing  Delayed

OPERATIONAL PROJECTS



Research the user experience of systems and processes - Executive Manager Customer Service

Initial investigations to identify particular customer needs have been undertaken. User experience, particularly in regards to meeting needs of people with disability, will be considered and assessed. Key projects that incorporate user experience considerations include new customer service front counter and call centre at Mona Vale and online forms and payments.



Preparation of the Long Term Financial Plan 2018-2028 - Chief Financial Officer

Project is scheduled to start in November



Review Councils light fleet policy - reduction in vehicles, fuel and emissions - Executive Manager Transport & Civil Infrastructure

A strategy is being developed to reduce Council's environmental impact via the reduction of fuel usage and subsequent emissions from Council's motor fleet.

Elements that combine to make up the strategy are currently under review. Some elements include appropriate vehicle selection, utilisation, driver/operator education, car sharing and use of bio fuels.



Review and implementation of templates for procurement across the Northern Beaches Council in accordance with provisions of the Local Government (General) Regulation - Chief Financial Officer

All procurement templates have undergone an initial review and are available to staff on the intranet. Further review will be undertaken by key stakeholders through the Capital Works Procurement review project.



Review and update tendering documentation guidelines to ensure procurement processes are inclusive and accessible - Chief Financial Officer

The procurement manual is progressing and a draft is due to be sent to key stakeholders for review by the end of October. This will include a review to ensure the manual promotes procurement that is inclusive and accessible.



Develop an effective Internal Audit Plan and conduct audits accordingly and ensure an effective Audit, Risk and Improvement Committee - Executive Manager Governance & Risk

Internal audits and probity audits were conducted during the period in accordance with the draft Internal Audit Plan.

The Internal Audit Plan for 2017/2018 is currently being revised and will be tabled at the next Audit, Risk and Improvement Committee meeting on 14 November 2017.



Ensure Local Government elections are conducted as required in conjunction with the NSW Electoral Commission - Executive Manager Governance & Risk

The local government elections were held on 9 September 2017 and 15 councillors were elected to represent the Northern Beaches Council.

The NSW Electoral Commission ran the election with Council providing support which included the preparation of the non-residential electoral roll, statutory advertising and additional community awareness advertising about the election, running candidate information sessions, and the appropriate direction of queries relating to the election and voting. All legislative regulations, procedures and requirements were met to ensure a fair and equitable election.



Implement an induction program for elected representatives and committee members and provide ongoing training and development programs - Executive Manager Governance & Risk

Following the local government election in September 2017, councillors attended a comprehensive induction program which incorporated briefings, training sessions and workshops. Information briefings have continued to ensure councillors are acquainted with the strategic functions of Council and councillors have been kept informed of external training opportunities.



Implement an Enterprise Risk Management Framework based on best practice and Australia Standards - Executive Manager Governance & Risk

Initial planning for the Risk Management Framework is underway.



Ensure effective business continuity processes are in place incorporating a Business Continuity Plan - Executive Manager Governance & Risk

Scoping is underway with an external contractor to provide a comprehensive Business Continuity Plan for Northern Beaches Council with an anticipated commencement date of December 2017.



Relevant Codes and Policies developed and reviewed to meet legislation and/or organisational requirements. Including staff training and awareness raising - Executive Manager Governance & Risk

Project is scheduled to start in February



Review the accessibility and inclusiveness of Council meetings - Executive Manager Governance & Risk

Investigation has commenced into closed captioning for the council meetings webcasts and recordings. Six hearing loops have been installed and signage is appropriately displayed.



Ensure that a complaint management framework including training and awareness activities, is developed and implemented to meet organisational need, best practice and Australian Standards - Head of Integrity & Complaints

Planning is underway with the Complaints Management Policy put on public exhibition during the period.



Preparation of the Workforce Management Plan 2018-2028 - Executive Manager Human Resources

Initial planning to develop the Workforce Plan has commenced.



Develop guidelines for inclusive recruitment and workplace practices - Executive Manager Human Resources

The main focus has been on developing and updating recruitment process documentation and forms during the quarter.



Develop disability awareness education and training for staff - Executive Manager Human Resources

Ways of delivering Disability Awareness Training within the business is currently under investigation.



Preparation of the Asset Management Strategy - Executive Manager Property

Project is scheduled to start in December



Preparation of Asset Management Plans for all asset classes - Executive Manager Property

Project is scheduled to start in February



Preparation of the Northern Beaches Community Strategic Plan (SHAPE 2028) - Executive Manager Transformation & Performance

The draft Community Strategic Plan is currently on exhibition until 12 November. The engagement includes five community workshops, youth workshop, a business event as well as an online survey.



Preparation of Delivery Program 2018-2021 - Executive Manager Transformation & Performance

Community engagement is planned for October/November to inform the development of the Delivery Program. This involves five community workshops, a youth workshop, and business event as well as an online survey.



Preparation of the Operational Plan 2018/19 - Executive Manager Transformation & Performance

Project is scheduled to start in January

CAPITAL PROJECTS

IT Improvements



IT Infrastructure - new works - Chief Information Officer

The purchasing and implementation of new IT infrastructure for the Northern Beaches Council is on schedule inline with the budget created.



IT Software - new works - Chief Information Officer

The project is on schedule. Work has commenced on the Workplace Health and Safety (WHS) Management System and Document Scanning Systems.



New IT Systems - Chief Information Officer

The implementation of an integrated Property and Rating System is progressing in accordance with the project plan data migration and testing currently underway.



IT Infrastructure - replacements - Chief Information Officer

The IT Infrastructure replacement project is on target for delivery on time and budget. The project team has been established and a detailed delivery plan will be created to ensure delivery remains on track to meet the Northern Beaches Council's requirements.

Civic Building and Compliance Works



Operational buildings works program - Executive Manager Property

This program of works delivers the renewal of Council's operational buildings. The scope of this years delivery includes works to Manly Town Hall and the Dee Why Civic Centre.



Disability Access (DDA) Compliance Works - Executive Manager Property

This program of works involves undertaking Disability Discrimination Act (DDA) compliance works to council buildings and will be allocated to the DDA requirements for the Beacon Hill Community Centre building upgrade works.



Building Code of Australia (BCA) compliance works - Executive Manager Property

This program of works is allocated to undertake Building Code of Australia (BCA) compliance works. The works will focus on the Beacon Hill Community Centre building renewal project.



Council Chambers renewal program - Executive Manager Property

This project involved the renewal of the Council Chambers and associated facilities to meet the need of an increased number of Councillors. The works have been substantially completed with the remaining works to be completed in the coming months.

Plant and Fleet



Major plant replacement program - Executive Manager Transport & Civil Infrastructure

The replacement of plant is occurring in accordance with the scheduled program



Light fleet replacement program - Executive Manager Transport & Civil Infrastructure

The replacement of vehicles is in accordance with the schedule.

Participation and Partnerships

Key:  Complete  Progressing  Delayed

OPERATIONAL PROJECTS



Launch a new Northern Beaches Council website and content management system
- Executive Manager Community Engagement & Communications

The new website, integrating former websites, and Content Management System was launched on 23 August. The content is being continuously monitored and updated. The website functionality is being continuously reviewed and improved for best practice in customer experience.



Continue to implement the Northern Beaches Council identity - Executive Manager Community Engagement & Communications

Council adopted the new brand Identity and work commenced on finalising the Style Guide. The Studio team have developed consistent guidelines and finalised the Identity suite. This has included re-branding major events, such as Taste of the Beaches and Manly Jazz Festival.



Continue to develop the signage style guide and rollout across Council assets - Executive Manager Community Engagement & Communications

The Signage Style Guide is in development. Production has commenced on the Street Blades and Park Identification signs.



Conduct a document and media accessibility audit - Executive Manager Community Engagement & Communications

Project is on track. A review of Council's website in accordance with Web Content Accessibility Guidelines has been completed with other channels to follow.



Develop and integrate inclusion participation guidelines into Council's community engagement framework - Executive Manager Community Engagement & Communications

A draft project brief has been prepared.



Build networks with key contacts regarding the best way to engage people with disability - Executive Manager Community Engagement & Communications

A draft project brief has been prepared.



Integrate accessibility and inclusion considerations into early stage project planning - Executive Manager Community Engagement & Communications

A draft project brief has been prepared.