



AGENDA

PARTNERSHIP AND PARTICIPATION STRATEGIC REFERENCE GROUP

Notice is hereby given that a meeting of the Partnership and Participation Strategic Reference Group will be held online via TEAMS on

WEDNESDAY 4 NOVEMBER 2020

Beginning at 6:00pm for the purpose of considering matters included in this agenda.

Committee Members

Cr Sue Heins (Chair)	
Mayor Michael Regan	
Cr Kylie Ferguson	
Cr Penny Philpott	
Tony Hilliger	Surf Life Saving Sydney Northern Beaches Inc
Ina Vukic	Northside Enterprise
Antony Biasi	
John Buggy	Belrose Open Space Corridor Association
Denice Smith	
Craig Susans	
Caroline Glass-Pattison	First Nations
Myriam Conrie	
Chris Fulton	
Hannah Jamieson	
David Hope	North Sydney District Council of P&C Associations
Jane Mecelli	

Council Officer Contacts

Melanie Gurney	Executive Manager Library Services
Andrew Grocott	Manager Community Engagement
Jasmine Evans	Governance Officer

Quorum

A majority of members including the Chair or one of the elected Councillors.

**Agenda for Partnership and Participation
Strategic Reference Group Meeting
to be held on Wednesday 4 November 2020
online via TEAMS
Commencing at 6:00pm**

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1.0 ACKNOWLEDGEMENT OF COUNTRY

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.

2.0 APOLOGIES

All members are expected to attend the meetings or otherwise tender their apologies to the Chair and Governance at councilmeetings@northernbeaches.nsw.gov.au.

3.0 DISCLOSURES OF INTEREST

Members should disclose any "**pecuniary**" or "**non-pecuniary**" interests in matters included in the agenda. The [Northern Beaches Council Code of Conduct](#) (the Code) provides guidance on managing conflicts of interests.

A **pecuniary interest** is defined in Section 4 of the Code as:

A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause 4.3.

A **non-pecuniary conflict of interest** is defined in Section 5 of the Code as:

A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.

If you required further information or guidance about disclosing an interest please contact Governance at councilmeetings@northernbeaches.nsw.gov.au.

4.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 MINUTES OF PARTNERSHIP AND PARTICIPATION STRATEGIC REFERENCE GROUP MEETING HELD 5 AUGUST 2020

RECOMMENDATION

That the Minutes of the Partnership and Participation Strategic Reference Group meeting held 5 August 2020, copies of which were previously circulated to all Members, be confirmed as a true and correct record of the proceedings of that meeting.

6.0 AGENDA ITEMS

ITEM 6.1	AUSTRALIA DAY AWARDS JUDGING PANEL - 5 MINS
REPORTING OFFICER	VOLUNTEER COORDINATOR
TRIM FILE REF	2020/636053
ATTACHMENTS	1 Community Service Awards Policy 2 Australia Day Awards 2021 - Nomination Guidelines and Criteria

EXECUTIVE SUMMARY

PURPOSE

To receive recommendations from the Partnership and Participation Strategic Reference Group (SRG) for members of the judging panel to select the winners of the 2021 Australia Day Awards.

SUMMARY/REPORT

Each year Northern Beaches Council celebrates and recognises outstanding contributions from local residents and volunteers through the annual Northern Beaches Australia Day Awards. Nominations are open for the following categories:

- Citizen of the Year
- Young Citizen of the Year (under 25 years)
- Senior Citizen of the Year (65 years and above)
- Community Event of the Year
- Sportsperson of the Year
- Outstanding Community Service Awards

There are up to 15 Outstanding Community Service Awards to be granted, and just one award for each of the other categories. Nominations close midnight Monday 9 November 2020.

<https://www.northernbeaches.nsw.gov.au/community/awards/australia-day-awards>

As per the Community Service and Australia Day Awards Policy (Attachment 1), the judging panel consists of five members of the Northern Beaches community. It is recommended that community members be sourced from members of the Community & Belonging SRG and Partnerships & Participation SRG, to represent a diverse range of interests, involvement and demographics.

Members of the judging panel are not permitted to nominate or encourage others to nominate on their behalf. Judges should be highly regarded in the community, with the ability to remain honest and impartial. A judge may be a former award winner or nominator, however cannot be a nominator or nominee for this year's awards.

The nomination guidelines and criteria (Attachment 2) provide further outline of the awards nomination and judging process.

Judging will begin with an individual online review of the nominations, requiring scoring against assessment criteria. This stage will begin approximately Monday 16 November 2020 and judges will be allocated two weeks to complete the online assessments in their own time. As a guide to the time required by the judges, 33 nominations required assessment for the 2020 Awards. Due to the strong community response to the Covid-19 pandemic, it is anticipated that this number may increase this year.

The five judges will then meet face to face for a final discussion to determine the award recipients.

The judging night proposed is as follows:

Date: Thursday 3 December 2020

Time: 4.30pm until approximately 7.00pm

Venue: Either Manly Town Hall or Dee Why Civic Centre

RECOMMENDATION OF VOLUNTEER COORDINATOR

That the Partnership and Participation Strategic Reference Group nominate up to three community members to the judging panel for the 2021 Australia Day Awards.

Council Policy

Community Service Awards

Policy Statement

Council recognises that the community is enhanced through the endeavours of its residents and volunteers who work to improve the lives of others and make the Northern Beaches a better place to live. Council's Community Service Awards recognise the outstanding contributions by publicly acknowledging and thanking them in a spirit of community pride.

Principles

1. That Council recognises the outstanding contribution of Northern Beaches' volunteers throughout the year where appropriate.
2. That this program include:
 - Australia Day Citizen of the Year Awards (5)
 - Outstanding Community Service Awards (15)
3. That the Australia Day Citizen of the Year awards program focus on the contribution of individual volunteers but also highlight the contribution of the organisations for which they work.
4. That the Outstanding Community Service Awards focus on recognising Northern Beaches residents who have made a significant contribution to the Northern Beaches and its community. One Outstanding Community Service Award can be awarded to a non-resident who has made a significant contribution to the Northern Beaches Community.
5. That a Panel comprising five community members be convened to judge the nominations received. In addition, two staff members will serve as facilitators on the panel – they will not vote.
6. The Mayor and Councillors are unable to submit a nomination/s for the awards.
7. That the Judging Panel be provided with all necessary information to assist them with their deliberations including information relating to any other awards those nominees may have received.

Table 1: Annual awards and number of persons eligible per year

Australia Day Awards
Citizen of the Year
Senior Citizen of the Year (65 years or older)
Young Citizen of the Year (under 25 years)
Sportsperson of the Year
Community Event of the Year
Outstanding Community Service Awards
Up to 15 awards will be presented annually



The guidelines and eligibility criteria for each category will be reviewed annually and promoted via Council's communication channels. Detailed award guidelines and eligibility criteria are available on Council's website.

All nominees must be residents of, or events held within, the Northern Beaches Local Government Area, with the exception of the Outstanding Community Service awards whereby one non-resident may be awarded. Recipients are objectively selected by the Judging Panel on merit and against the Award criteria. The panel is made up of five community members. Two staff members will serve as facilitators on the panel, but will not vote. A member of the panel is to declare an interest and stand aside from the Panel should they be related to a nominee, or consider that for any reason a conflict of interest may arise.

The Australia Day Awards are announced and presented at or around the timing of the Northern Beaches Australia Day celebrations on 26 January each year.

Scope and application

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

References and related documents

- Local Government Act 1993
- Northern Beaches Council Australia Day Awards Nomination Guidelines and Criteria (these are reviewed and updated annually)

Definitions

Event: An activity or thing that happens or takes place as a singular occurrence though that may be over more than one day

Responsible Officer

Executive Manager Community, Arts & Culture

Review Date

30 June 2023

Revision History

Revision	Date	Status	TRIM Ref
1	26 June 2019	First draft Australia Day Awards policy	2019/281707
2	26 November 2019	Community Service Awards Policy referred to Council for adoption.	2019/624057
3	11 September 2020	Community Service Awards Policy amended according to Ordinary Council meeting 26 November 2019	2019/624057

Australia Day Awards 2021

Nomination guidelines and criteria

Recognise and nominate someone who has made a valuable contribution to the Northern Beaches community.

Enquiries

Northern Beaches Council - Volunteer Coordinator
02 8495 6602
volunteer@northernbeaches.nsw.gov.au

Award Categories

- Citizen of the Year
- Senior Citizen of the Year
- Young Citizen of the Year
- Sportsperson of the Year
- Community Event of the Year
- Outstanding Community Service Awards

How to Nominate

- There is no fee to nominate and no limit to the number of times an individual can nominate i.e. one person can nominate multiple people/events
- The nomination closing deadline is midnight, Monday 9 November 2020
- Please complete the nomination form available at northernbeaches.nsw.gov.au
- Please read both the general and category specific guidelines and eligibility criteria prior to submitting a nomination
- Additional supporting information may be attached with each nomination

Judging Process

- Nominations will be reviewed by an appointed judging panel of community representatives
- The selection of recipients will be based upon the nominations received and information available to the judging panel at the time. The judges' decisions are final and no correspondence will be entered into
- Northern Beaches Council reserves the right to withdraw an award if further information or the recipients conduct draws the awards into disrepute
- Judging will take place in November/December 2020
- All entrants will be notified whether successful or not by 21 December 2020
- Winners will be presented in a ceremony to be held on 21 January 2021

Privacy Policy

- Nomination documents will remain confidential
- Northern Beaches Council may use nomination information for the purpose of promoting the awards, and in such case nominees will be contacted for consent
- The nominator must seek permission from the nominee (or their parent/guardian) prior to submission
- Council staff may make minor corrections to your nomination form if required or requested

General Criteria and Eligibility

- Nominees must be Australian citizens and have contributed to the Northern Beaches Local Government Area (LGA)
- If the nominee does not reside within the Northern Beaches LGA, they can only be considered for the Outstanding Community Service Award (if all other criteria are met)
- Unsuccessful nominees may be re-nominated in subsequent years
- Self nominations will not be accepted, except for the Community Event of the Year where an organiser may nominate their event
- Awards will not be granted posthumously
- Northern Beaches Councillors, Council employees or state and federal politicians are not eligible to be nominated. Retired politicians and officers will only be considered for work beyond their official duties
- At least two referees must be supplied with the nomination and they must be able to verify the information provided
- All nomination information and material submitted remains the property of Northern Beaches Council
- Members of the judging panel and Councillors are not permitted to nominate or encourage others to nominate on their behalf
- If a member of the judging panel is nominated, they may choose whether to renege their position on the panel or make their nomination redundant
- An award does not have to be granted should the judging panel decide that no nominee fits the criteria sufficiently
- A person can be nominated for multiple categories if eligible, however cannot be granted more than one award. If nominated, eligible and chosen for multiple award categories, the judging panel will make a decision as to the best category in which to award the recipient

- The nominee will be considered for all categories they are eligible for, even if they have not specifically been nominated for those categories
- Where age is required for eligibility in a particular category, the nominee's age is considered as of Australia Day 26th January 2021
- Previous recipients will be considered eligible for any eligible categories subject to:
 - the panel agreeing that a suitable amount of time has lapsed since the original award was given;
 - the nomination demonstrates the nominee has continued their service in the intervening period or has contributed in a different way to that awarded in the past; and
 - the panel agree that a second or repeat award is appropriate

Award Category Criteria and Eligibility:

Citizen, Senior Citizen and Young Citizen of the Year

- Nominees for Senior Citizen of the Year must be aged over 65 years as of 26 January 2021
- Nominees for Young Citizen of the Year must be aged under 25 years as of 26 January 2021
- The nominee must reside in the Northern Beaches LGA.
- The nominee should be held in high regard in the Northern Beaches community
- The nominee must have made an outstanding service or positive contribution to benefit the Northern Beaches community within the year immediately prior to the award being granted
- The nominee must demonstrate strong ethical and community values
- The nominee must demonstrate leadership, innovation and/or creativity through their service
- Regard will predominately be given to the nominee's community/charitable/school activities and achievements in the Northern Beaches LGA for the year immediately prior to granting of the Award. The nominee's additional past activities and achievements should be included to add merit to the nominees long-term and ongoing contributions
- The award is only available to an individual, not a group

Sportsperson of the Year

- There are no age restrictions for Sportsperson of the Year
- The nominee must reside in the Northern Beaches LGA
- The nominee must have made a positive contribution to advance their performance and their sport within the Northern Beaches LGA within the year prior to the award being granted
- The award is only available to an individual, not a group

Community Event of the Year

- The event nominated must be presented in the Northern Beaches LGA since November 2019 and prior to nominations closing in 2020
- The event should have a proven benefit to the Northern Beaches community
- The event must demonstrate community values and must achieve community involvement, acceptance and support.
- Consideration should be given for new events created to accommodate the constraints associated with Covid-19, including virtual/online events

Outstanding Community Service Awards

- Unlike the other award categories, this category recognises commitment over a long period of time, beyond the year prior to the award being granted
- The award may be granted to more than one person/as a group, only if each person in the group has dedicated the same level of commitment to the same service
- Up to 15 awards will be presented in this category subject to the final decision of the judging panel
- The nominee must have made a positive contribution to benefit the Northern Beaches community
- The nominee must have demonstrated a special concern and commitment to the community through their consistent efforts and support of local community activities
- The nominee must have been involved over a number of years in unpaid community work within the Northern Beaches
- The nominee must demonstrate strong ethical and community values
- One non-resident of the Northern Beaches may be awarded if:
 - * the person has rendered exceptional community service within the local government area; and
 - * the person fully satisfies all other criteria detailed above

ITEM 6.2	SOCIAL SUSTAINABILITY STRATEGY DEVELOPMENT – 45 MINS
REPORTING OFFICER	SOCIAL PLANNING & STRATEGY COORDINATOR
TRIM FILE REF	2020/616970
ATTACHMENTS	1 Presentation Phase 2 P&P SRG November

EXECUTIVE SUMMARY

PURPOSE

To provide an update on the status and approach to develop a Social Sustainability Strategy and gather input from the Partnership and Participation Strategic Reference Group.

SUMMARY

Council is in the process of developing Better Together, Social Sustainability Strategy 2041. This strategy will set a long term social direction for building skills and knowledge in the community that enable wellbeing and resilience.

Stakeholder engagement is critical to the development of the strategy and the Strategic Reference Groups are a priority group identified for consultation and input. This report and the presentation in the meeting will provide a foundation understanding of the project.

The workshop at the meeting will explore some key themes, challenges and opportunities that will inform the development of the strategy.

RECOMMENDATION OF SOCIAL PLANNING & STRATEGY COORDINATOR

That the Partnership and Participation Strategic Reference Group:

1. Note the Social Sustainability Strategy presentation
 2. Provide feedback on:
 - A. Draft strategic framework
 - B. Strengths, challenges and opportunity mapping
 3. Note the next Strategic Reference Group Engagement activity proposed for February 2021
-

REPORT

BACKGROUND

A project is underway to develop a Social Sustainability Strategy (the Strategy) for Northern Beaches over a 20 year horizon, *Better Together, Social Sustainability Strategy 2041*.

The Strategy will be a key mechanism for Northern Beaches Council to achieve its commitment to the community in delivering the *Shape 2028* community vision “**A safe, inclusive and connected community that lives in balance with our extraordinary coastal and bushland environment.**”

The Strategy will identify opportunities to enhance and support every member of the community to experience a safe, inclusive and connected community.

The proposed approach to developing the Strategy will provide Council and the community with:

- A **long-term social direction** that builds upon existing services, social resources and skills in the community
- A framework for **building the skills and knowledge of the community** to respond to social challenges through strong partnerships
- **Strengthen the ability of the community recover** from unexpected social, political, environmental and financial impacts.

The positioning of this Strategy has been mapped within the broader suite of Council strategies and plans. This is important to ensure that the interaction with other key documents such as *Shape 2028*, *Towards 2040*, *Protect Create Live 2040*, and *Move 2030* is complimentary in scope and strategic direction.

Developing the strategy with the community is crucial to ensure that what is developed represents a shared resource that capture the breadth of strengths, challenges and opportunities for all people living and working on the Northern Beaches.

This approach includes a detailed stakeholder engagement plan that seeks to maximise opportunities to incorporate collaboration and build partnerships with key stakeholders inside and outside of Council. This collaboration and partnerships is a critical delivery objective of the Strategy and is integral to its long-term success.

WORK TO DATE

Engagement has occurred with internal stakeholders through two internal Working Groups, one across Council and one from the Community, Arts and Culture Business Unit.

Feedback and input was gathered from a workshop with the Community and Belonging Strategic Reference Group in August.

This preliminary work has produced:

- Draft visions each of the three pillars (Safe, Inclusive and Connected) and a draft strategic framework.
- Detailed stakeholder identification.
- Strengths and opportunities mapping focusing on wellbeing, resilience and capacity building.
- Commencement of a draft issues/discussion paper documenting current state, population forecasts and key challenges facing the Northern Beaches in terms of Social Sustainability, and
- Identification of priority populations.

STAKEHOLDER ENGAGEMENT

In developing a Stakeholder Engagement approach, the following key objectives were identified:

- Deliver an educative piece for internal and external sector stakeholders around the benefits of the Social Sustainability Strategy and how it is relevant to them; including other Council strategies (internal) and helping build community capacity by supporting the sector (external);
- Develop a community endorsed vision of the three key pillars - safety, inclusion and connectedness and capture the areas of strength relating to wellbeing, resilience and capacity building in the community which will inform action plans flowing from the Social Sustainability Strategy;
- Gather targeted feedback on key community issues and the experience of priority groups; and
- Leverage the rapport built in genuine engagement to achieve buy-in from key stakeholders for the ongoing delivery and collaboration with Council to address each priority area over the life of the strategy.

To achieve these objectives a four-phased approach to engagement is proposed.

CONSULTATION WITH THE STRATEGIC REFERENCE GROUPS

To create meaningful opportunities to contribute to the direction and content of the Strategy, we will engage with the Strategic Reference Group's in Phases 1 to 3.

Phase 1 - The Community and Belonging SRG was consulted at the August 2020

Phase 2 - All Strategic Reference Groups will be engaged individually at the November meetings.

Phase 3 - A dedicated workshop in February 2021, inviting participation from all members of all Strategic Reference Groups.

TIMING

The timeframe for delivery of a Social Sustainability Strategy is June 2021.

COVID19 PANDEMIC RESPONSE

Consideration has been given to the impact of Covid19 on both the ability to meaningfully engage, and the context of any medium to long-term impacts of the pandemic on the community.

Given we are still in the midst of the pandemic response, it makes it difficult to fully comprehend or forecast what the primary and lasting impact of the pandemic will be on the community. To date the data and analysis coming from the research sector about the evolving impact on the community indicate it is primarily exacerbating existing social issues. Examples include an increase in domestic violence, household financial stress and an increase in mental health concerns.

Within the context of the Social Sustainability Strategy, this indicates that we can move forward with a long-term outlook and be confident that these issues will be captured within the proposed engagement process. More consideration will be made as the project progresses around the prioritisation of issues, as this is likely to be where we see changes in community need rather than the creation of new areas of focus. For example, the reduction and loss of income and employment experienced disproportionately by women and younger workers may affect the prioritisation of this priority group higher now than pre covid19.

WORKSHOP

The workshop will explore the evidence collected internally for discussion with the community.

Consider the presentation on the following elements:

- Draft Strategic framework – themes
- Suggested approach to phase 2 engagement
- Strengths
- Challenges
- Opportunities.

Items for discussion:

- Feedback regarding suggested approach to Phase 2 Engagement
- Discuss benefits and challenges in achieving strong partnership and participation
- Build on opportunities for partnerships and participation.

Better Together

Social Sustainability Strategy 2041



Why have a Social Sustainability Strategy?

The aims of the 20-year strategy are:



a **long term social direction** that builds upon existing services, social resources and skills in the community



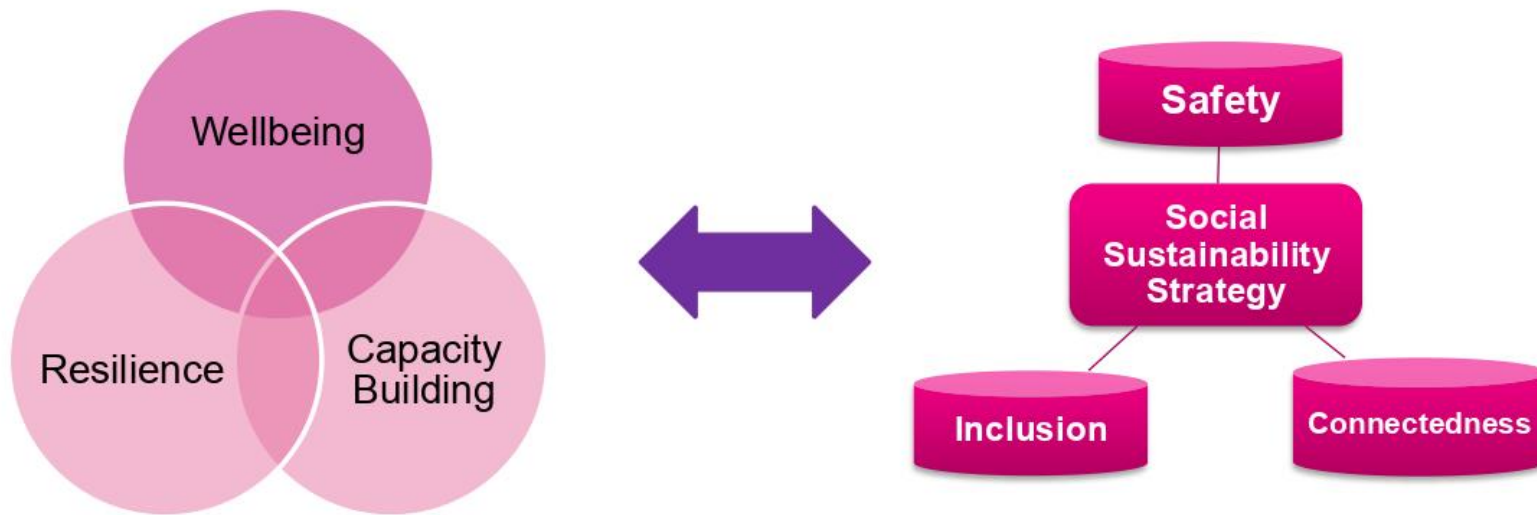
a framework for **building the skills and knowledge of the community** to respond to social challenges through strong partnerships



Strengthen the ability of the community to recover from unexpected social, political, environmental and financial impacts.

Where are we headed?

Collaborating with our community ensures we develop a shared resource that represents the strengths, challenges and opportunities for all on the Northern Beaches



What does Social Sustainability mean for the Northern Beaches?



Planning Framework

The Social Sustainability Strategy will align with the Community Strategic Plan vision.



*These are examples of the types of Action Plans that will support the Social Sustainability Strategy

Timeframe

Phase 1

July - September 2020

Education +
Baselining

- An educative piece with internal and external stakeholders around key Social Strategy concepts

Phase 2

November – December 2020

Knowledge
Mining

- Issue and strength identification

Phase 3

Feb 2021

Prioritisation

- Filling knowledge gaps, targeted engagement

Phase 4

April – June 2021

Public
Consultation

- Sense Checking, targeted engagement, wellbeing survey, filling knowledge gaps

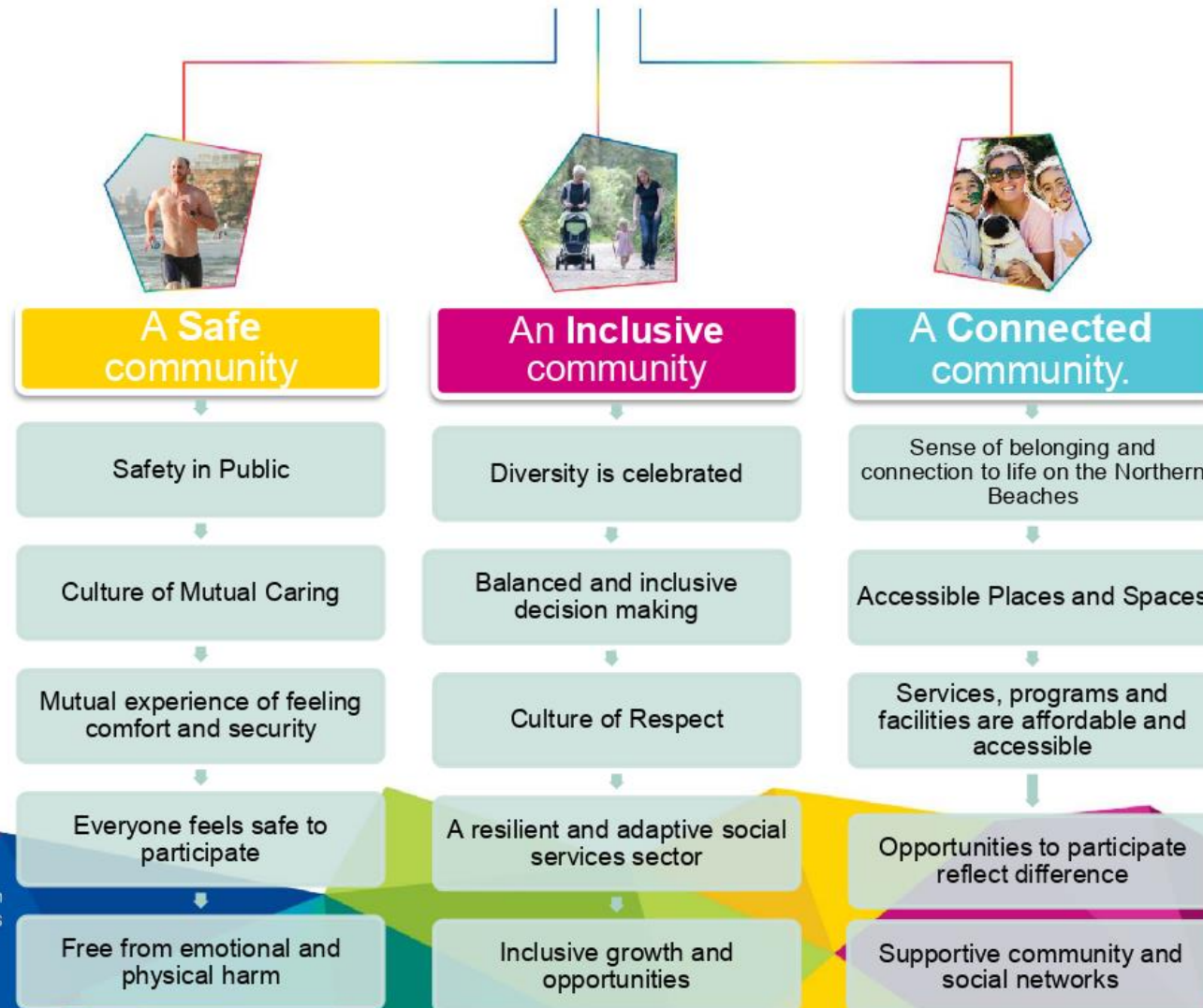
- Public exhibition

Workshop

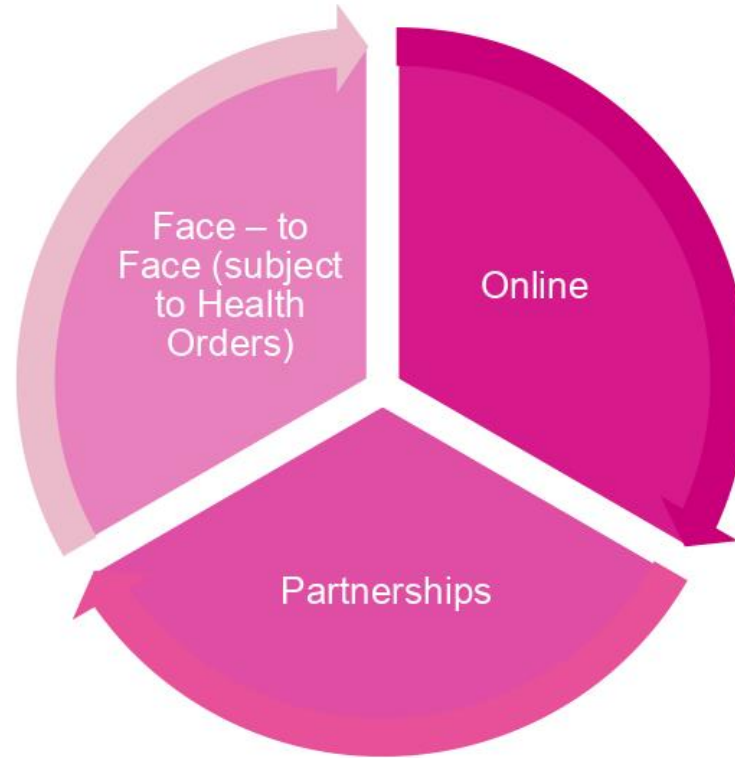
Focusing on how partnership + participation
can be strengthened throughout
engagement approach

Draft Strategic Framework

3 pillars supporting a socially sustainable Northern Beaches



Suggested approach to Phase 2 Engagement



Our communities strengths

Thriving social and
sporting
opportunities

Safe ways to
participate

High rates of
volunteering

Self- sufficient
economy with the
majority of
people employed
locally

High levels of
Community
Safety



Strong Not-for-
Profit presence

Socio-
economically
advantaged

Challenges for participation + partnerships

Incorporating
lived
experience

Relying on
virtual
participation

Time
constraints

Funding
landscape
within Social
Services
Sector

Accessing
the silent
majority

Opportunities for partnership + participation

Collaborative
Action Planning

Innovative use of
partnerships

Capitalising on
benefits of
virtual
consultation

Questions and Next Steps



ITEM 6.3	NORTHERN BEACHES ECONOMIC DEVELOPMENT PLAN WORKSHOP – 60 MINS
REPORTING OFFICER	TEAM LEADER, ECONOMIC DEVELOPMENT AND TOURISM
TRIM FILE REF	2020/632516
ATTACHMENTS	NIL

ISSUE

The purpose of this workshop is to identify local economic challenges and aspirations, as well as partnership opportunities, to help shape the Northern Beaches Economic Development Plan.

BACKGROUND

Council's Delivery Program states that an Economic Development Plan (EDP) be prepared for the Northern Beaches. Previous EDPs have been prepared for the former Pittwater and Warringah Councils, but this will be the first Northern Beaches wide EDP. Development of a Northern Beaches EDP is a key project in meeting the Community Strategic Plan (Shape 2028) Community Outcome of a 'Vibrant Local Economy', as well as the Local Strategic Planning Statement (Towards 2040) priorities around 'Jobs and Skills'.

Council is now developing an EDP which will have actions to work with the business community to support job growth and business activity across the Northern Beaches, over the next five years.

With the onset of the economic crisis due to the global COVID-19 pandemic, the EDP has heightened importance, and needs to recognise and respond to uncertain business conditions. It is proposed that the EDP includes both a short-term recovery phase (two years) and a longer-term economic growth phase (two to five+ years).

DISCUSSION

To kick-start the preparation of the EDP, council staff workshopped the following questions with members of the Economic & Smart Communities SRG as part of an 'extraordinary' meeting held on 14 October 2020.

1. What can be done to support business recovery from COVID-19 in the short-term?
2. What do you see as key barriers to business growth on the Northern Beaches?
3. What are the longer-term aspirations for the Northern Beaches as a place to do business?
4. What are your ideas on how these aspirations will be realised?

Council would now like to workshop these same questions with the Partnership & Participation SRG members to gain further insight into how we plan for local economic development from a divergent community perspective. This may include:

- identifying engagement opportunities for local business and broader community during the development of the plan, including building their capacity to implement it.
- exploring partnering opportunities (including State or Federal Government) to jointly meet businesses' needs.

In a group discussion, we will identify the engagement process and potential directions/themes to shape the Northern Beaches EDP.

The outputs from both the Economic & Smart Communities and Partnership and Participation SRG workshops will inform a discussion paper which will be presented at the next Economic & Smart Communities SRG on 18 November 2020.

RECOMMENDATION OF TEAM LEADER, ECONOMIC DEVELOPMENT AND TOURISM

That members of the Partnership & Participation Strategic Reference Group participate in the Northern Beaches Economic Development Plan workshop.
