

NORTHERN BEACHES
COUNCIL

NOTES

IMPLEMENTATION ADVISORY GROUP MEETING

held in the Councillors Room, Manly Town Hall on

WEDNESDAY 2 NOVEMBER 2016

northernbeaches.nsw.gov.au

**Minutes of the Implementation Advisory Group Meeting
held on Wednesday 2 November 2016
in the Councillors Room, Manly Town Hall
Commencing at 4:06pm**

ATTENDANCE:

Members

Jean Hay AM	(Chairperson)
Michel Regan	(Deputy Chairperson)
Kylie Ferguson	(Deputy Chairperson)
Alex McTaggart	
Jose Menano-Pires	
Cathy Griffin	

Council Officers

Mark Ferguson	General Manager
Beth Lawsen	Deputy General Manager Public Affairs
Helen Lever	Executive Manager, Governance & Enterprise Risk
Kate Lewis	Executive Manager, Community Engagement
Katie Kirwan	Governance (Notes)

Visitors

Trish O'Grady	Executive Assistant and Protocol Officer
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1.0 WELCOME AND INTRODUCTIONS

1.1 ACKNOWLEDGEMENT OF COUNTRY – JEAN HAY, AM

Jean Hay, AM gave an acknowledgement of Country.

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RECOMMENDATION

That an apology for non-attendance be received and noted from Dick Persson, AM.

2.0 CONFIRMATION OF NOTES OF PREVIOUS MEETINGS & REVIEW OF ACTION LOG

2.1 NOTES OF IMPLEMENTATION ADVISORY GROUP HELD 5 OCTOBER 2016

M Regan / K Ferguson

That the Notes of the Implementation Advisory Group held 5 October 2016, copies of which were previously circulated to all Members, are hereby confirmed as a true and correct record of the proceedings of that meeting.

3.0 REVIEW OF PREVIOUS ACTIONS

3.1 REVIEW AND UPDATE OF PREVIOUS ACTIONS AND BUSINESS ARISING - BETH LAWSEN

DISCUSSION

The following updates on the previous meetings actions were provided:

Action: Review the process and any Terms of Reference provided by invitation to LRC members, and to ensure they are made aware of the terms of reference for members.

Update: Beth Lawsen advised that the letters of membership to the IAG and LRC make no reference to absence however; the former Manly Code of Meeting Practice currently applies which states that three absences without an apology can result in removal from a committee.

Action: Enquire about getting a model of Mona Vale showing the Place Plan proposals.

Update: Mark Ferguson, General Manager advised Council will not be presenting a model at this stage. He advised that the Administrator has agreed to extend the public exhibition

period.

Action: Add topic to next IAG Agenda – 'Feedback from Listening Posts'

Update: B Lawsen advised that this feedback needs to be provided to the LRC so will be an agenda item for their next meeting on 23 November 2016.

4.0 COUNCIL UPDATES

4.1 DEE WHY TOWN CENTRE: PHASE 1 STREETScape UPGRADES – MARK FERGUSON

DISCUSSION

M Ferguson gave a presentation on the Dee Why Town Centre, Phase 1 Streetscape Upgrades (*Attachment 1*), and members discussed the following points:

- B-Line and PCYP
- Site A and the location for Police
- Potential traffic congestion
- RMS constraints

4.2 ADMINISTRATOR'S UPDATE - DICK PERSSON, AM

DECISION

In the absence of Dick Persson, AM, this Item was deferred until the next meeting.

4.3 GENERAL MANAGER'S UPDATE - MARK FERGUSON

DISCUSSION

M Ferguson circulated the 'Integration Update' report which will be going to the next Council Meeting on 25 October 2016 (see link to *Business Papers – Item 6.2*):

<http://www.northernbeaches.nsw.gov.au/sites/default/files/pdf/Agenda%20-%20Council%20Meeting%20-%208%20November%202016.PDF>

He discussed the contents of the report and in particular the progress of the integration of the core services.

There was further discussion around the merger savings fund and M Ferguson noted that by March 2017, it is expected that Council will have met the four year savings target.

M Ferguson also provided members the following updates:

Hospital Structure Plan:

A report is going to Council in November on this.

Manly Vale Public School:

The development application is going to the Joint Regional Planning Panel Going for assessment.

Warringah Golf Course Sportsfield Review:

It has been decided that this should be a decision made by the incoming elected Council. Council will continue with the project and create a discussion paper but no there will be no determination by the Administrator.

Marketing / Branding RFT:

This matter is discussed within the '*Integration Update*' report.

B-Line

Council are supportive of this but aware of the issue of Heaton Avenue, Clontarf and Council have written to the State Government to make their views known.

Kimbriki

Council are progressing with the tender process for new AWT, and Council will construct the road.

M Ferguson noted that the issue of waste is one of the main priorities for the transformation team as it is the top performing service according to the community survey.

Manly Andrew 'Boy' Charlton Aquatic Centre

There have been numerous discussions with the swimming clubs and Council have made a concessional offer to bring the fees into alignment with other clubs. They are yet to accept the offer.

M Ferguson discussed the report in the Manly Daily that cyanide was detected in the ground at the site. He noted that there is no threat to human health and external consultants have advised the levels are within acceptable standards. It was noted that this is the site of a former gas.

5.0 LRC AGENDA

5.1 DRAFT LRC AGENDA FOR 23 NOVEMBER 2016 MEETING - BETH LAWSEN

DISCUSSION

B Lawsen discussed the proposed agenda and noted the following items to be discussed:

- Results from the community engagement listening posts
- Notes from the Strategic Reference Group (SRG) meetings

B Lawsen discussed the SRG process and noted some clarification around cross team involvement needs to be clarified to ensure smooth running of the meetings.

Members provided the following feedback from the SRG meetings that have been conducted to date:

Community Safety: Jean Hay, AM

The meeting went well and the members were very enthusiastic.

Affordable Housing: Michael Regan

They are a very enthusiastic group and are keen to progress. He advised that the group want

tangible outcomes and will be making recommendations to Council. He noted that it is important for the members to feel like they are doing something worthwhile and suggested some community workshops about affordable housing, which may also assist in addressing some of the concerns held by the Mona Vale residents over the Place Plan.

Natural Environment: Alex McTaggart

He advised that his members are very knowledgeable and he is trying to ascertain each of their strategic alignment. His members have decided they want to make NSW a plastic free state. Trying to get each member's strategic alignment.

B Lawsen discussed the issue of alternative representation when a member cannot attend. A memo (*Attachment 2*) has been prepared for members of the Local Representation Committee to clarify this issue. – discussed memo. Clarified position with observers.

6.0 WORKSHOP TOPICS

Nil

7.0 PRESENTATIONS

Nil

8.0 GENERAL BUSINESS

8.1 STRONGER COMMUNITIES GRANTS – CATHY GRIFFIN

DISCUSSION

Members discussed the Stronger Communities Grants and the issues they face with making assessments of so many worthwhile applications.

8.2 TRANSITION AND LOCATIONS OF STAFF – MICHAEL REGAN

DISCUSSION

M Regan queried if there could be anything done to get teams from offices working together. M Ferguson discussed the issues around operating systems as well as compliance issues to consider. M Ferguson noted that one email system is rolled out and we will be the first Council in the state to have done this.

M Regan requested a standing item for future IAG agendas for updates on team mergers.

Action: B Lawsen to add 'Update on Team Mergers' as a standing item on all future IAG agendas.

9.0 NEXT MEETING

30 November 2016

SUMMARY OF ACTIONS

ITEM NO.	ACTION	RESPONSIBLE OFFICER	DUE DATE
8.2	Add 'Update on Team Mergers' as a standing item on all future IAG agendas.	B Lawsen	30 November 2016

The meeting concluded at 6:09pm

This is the final page of the Minutes comprising 7 pages numbered 1 to 7 of the Implementation Advisory Group meeting held on Wednesday 2 November 2016 and confirmed on Wednesday 30 November 2016