

NORTHERN BEACHES
COUNCIL

NOTES

IMPLEMENTATION ADVISORY GROUP MEETING

held in the Guringai Room, Civic Centre, Dee Why on

WEDNESDAY 30 NOVEMBER 2016

northernbeaches.nsw.gov.au

**Notes of the Implementation Advisory Group Meeting
held on Wednesday 30 November 2016
in the Guringai Room, Civic Centre, Dee Why
Commencing at 4:19pm**

ATTENDANCE:

Members

Jean Hay AM	(Chairperson)
Michael Regan	(Joined the meeting at 5:06pm)
Alex McTaggart	(Joined the meeting at 4:34pm)
Jose Menano-Pires	
Cathy Griffin	

Council Officers

Dick Persson AM	Administrator (Joined the meeting at 5:09pm)
Mark Ferguson	General Manager
Beth Lawsen	Deputy General Manager Public Affairs
Helen Lever	Executive Manager, Governance and Enterprise Risk
Kate Lewis	Executive Manager, Community Engagement
Katie Kirwan	Governance (Notes)

Visitors

David Kerr	Acting Deputy General Manager (Joined the meeting at 5:06pm)
Andrew Pigott	Executive Manager Strategic Land Use Planning (Joined the meeting at 5:06pm)
Phil Jemison	Manager Urban Planning (Joined the meeting at 5:06pm)
Luke Perry	Senior Strategic Planner (Joined the meeting at 5:06pm)
Trish O'Grady	Executive Assistant and Protocol Officer

1.0 WELCOME AND INTRODUCTIONS

1.1 ACKNOWLEDGEMENT OF COUNTRY – JEAN HAY, AM

Jean Hay, AM gave an acknowledgement of Country.

1.2 APOLOGIES – JEAN HAY, AM

RECOMMENDATION

That an apology for non-attendance be received from Michael Regan and Kylie Ferguson.

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

2.1 MINUTES OF IMPLEMENTATION ADVISORY GROUP HELD 2 NOVEMBER 2016

C Griffin / J Menano-Pires

That the Notes of the Implementation Advisory Group held 2 November 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.

DISCUSSION

Jose Menano-Pires noted that he has not received a response to his query about consultancy costs. Mark Ferguson, General Manager advised that he does not have this information as yet and will provide it when available.

3.0 REVIEW OF PREVIOUS ACTIONS

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

DISCUSSION

Beth Lawszen, Deputy General Manager Public Affairs provided the following update on the previous meeting actions:

Action: Update on team mergers and relocations.

Update: The Implementation Plan is a standing item on the IAG agenda so this will not be a separate agenda item.

4.0 LRC AGENDA

4.1 NEXT IAG AND LRC MEETING - 7 DECEMBER 2016 - BETH LAWSEN

DISCUSSION

B Lawsen noted that there will be no meeting/function on 7 December 2016 as previously discussed.

The 2017 meeting dates for the Council Meeting, Strategic Reference Group (SRG), IAG and Local Representation Committee (LRC) will be circulated shortly.

ACTION: K Kirwan to circulate meeting dates for IAG, LRC, Council Meeting and SRGs.

There was general discussion around the future of the SRG meetings and J Menano-Pires noted that he believes it appropriate for them to continue beyond September 2017. M Ferguson confirmed that the SRGs will continue to June 2017 and then it will be up to the Elected Council to decide on a committee structure they wish to adopt.

NOTE: Alex McTaggart joined the meeting at 4:34pm

Cathy Griffin discussed the role of the LRC and asked Council Officers to consider seeking their input on some projects. She suggested a timetable of work until 30 June 2017 as this would help to make LRC members feel as though they are participating.

B Lawsen suggested that the LRCs input on draft Capex plan could be beneficial and will discuss this with the manager of that area to see if there is an appropriate opportunity for the LRC to have some input.

ACTION: B Lawsen to discuss opportunities for input from the LRC to the Capex plan with the Executive Manager Corporate Strategy & Planning.

5.0 GENERAL BUSINESS

DISCUSSION

Nil

6.0 GENERAL MANAGER'S REPORT

6.1 NORTHERN BEACHES COUNCIL IMPLEMENTATION PLAN PROGRESS – MARK FERGUSON

DISCUSSION

M Ferguson circulated an update on the integration project (*Attachment 1*) and noted the following points:

- Completed Department for Premier and Cabinet survey
- Completed staff survey

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Members discussed the results of the staff survey and noted that the results are generally positive. There were 750 responses out of 1600 staff members. The results will be published and the Executive Management Team (EMT) will respond to staff within a month to address any comments.

B Lawsen noted that EMT are holding 'roundtable' discussions with staff to discuss any major concerns or topics in an informal setting.

M Ferguson gave an update on the Implementation Plan and discussed the following:

- EMT have been briefed on the 25 core services and the projects aligned to these which have been assessed by the Steering Committee.
- The project business plan will be ready by 16 December and will be used as a basis for all 75 business projects.

M Ferguson advised he will provide a confidential summary of the projects to members.

M Ferguson noted that the position of Deputy General Manager Corporate Services will be advertised next year with the aim to make an appointment by July.

NOTE: Michael Regan, David Kerr, Andrew Pigott, Luke Perry and Phil Jemison joined the meeting at 5:06pm.

NOTE: Dick Persson, AM joined the meeting at 5:09pm

ACTION: Mark Ferguson to provide members with a confidential summary of the core services projects.

7.0 ADMINISTRATOR'S REPORT

7.1 NORTHERN BEACHES HOSPITAL PRECINCT STRUCTURE PLAN – DAVID KERR

DISCUSSION

Dave Kerr, Acting Deputy General Manager Planning & Community introduced himself and his team to members and presented the proposed Northern Beaches Hospital Precinct Structure Plan (the Plan) (*Attachment 2*).

Members and staff discussed the Plan and in particular, noted the following:

- Relocation of the high school to the current WAC site and the significant impact this will have on community.
- Whether finding an alternative, temporary pool facility in the same area was feasible.
- The new pool facility will be complimentary to the hospital with the inclusion of hydro therapy facilities etc.
- LEP controls will be addressed next year by the Elected Council.

Members discussed traffic implications and possible response from the community.

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8.0 SUMMARY OF ACTIONS

Circulate meetings schedule – IAG, LRC SRG and Council Meetings – 2017.

ITEM NO.	ACTION	RESPONSIBLE OFFICER	DUE DATE
4.1	Circulate 2017 meeting schedule for Council Meetings, IAG, LRC and SRGs.	Katie Kirwan	ASAP
6.1	Mark Ferguson to provide members with a confidential summary of the core services projects.	GM Office	1 February 2016

The meeting concluded at 6:14pm

This is the final page of the Minutes comprising 6 pages numbered 1 to 6 of the Implementation Advisory Group meeting held on Wednesday 30 November 2016 and confirmed on

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ITEM	PROJECT BRIEF UPDATE
REPORTING OFFICER	PAUL REID - PROGRAM MANAGEMENT OFFICE
TRIM FILE REF	N/A
ATTACHMENTS	

REPORT TO EXECUTIVE STEERING COMMITTEE MEETING
24 November 2016

PURPOSE

To review & provide in-principle sign off for all project briefs associated with each of the 25 Core Services as outlined within each stream.

BACKGROUND

This project brief signoff forms part of the integration process and is one of the pre-determined stage gates. Following signoff, the next stage will be "*Analysis & Business Case Development*" when project briefs will be expanded on to produce business cases before the project is ultimately signed-off for integration.



7 lenses were used by the Executive to assist in the prioritisation of the 25 core services, these lenses should be kept in mind when reviewing all project briefs, lenses included;

- Maintaining business continuity
- Improving customer experience
- Realising productivity improvements (Efficiency Dividends)
- Service is able to be substantially integrated by 1 July 2017
- Service is required to be integrated in light of dependencies with other priority services
- Maintaining regulatory compliance

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- Risk if serviced is not integrated

NCIF funding requested will be analysed using the DPC NCIF Guidelines & NBC NCIF Governance Framework.

As agreed at Executive Steering Committee the signoff session will be done on an exception basis – only those items called will be discussed and debated.

It is envisaged that there will be approximately a total of 75 project briefs in total. This number includes 9 Core Systems (Systems & IT) projects that have already commenced. The Project Brief file does not have the Human Resources projects included – due to the nature of these projects it is expected that these will be included by the end of this week. PMO will send these to all Executive Steering Committee (ESC) member early next week. It should be noted that a number of the HR projects have already been signed-off by (ESC).

IMPACT ON COUNCIL BUDGET

The impact on councils' budget will be determined by the projects that are chosen to be progressed. It should be noted that a number of projects will be funded from/within existing operational budgets. The NCIF is also available for projects where applicable.

CONSULTATION

Each project brief has been developed with all Executive Managers being involved in the project brief sign-off process. Project briefs should have also been sign-off by the relevant DGM where possible.

TIMING

Timings continue as planned and scheduled within the Integration Framework. The next stage gate is 16 December for Business Cases to start being delivered.

RISK ASSESSMENT

All project briefs once approved will undergo a full risk assessment process as part of the Business Case preparation exercise.





Highlights

- A new, centrally located vibrant town centre that is connected to the Northern Beaches Hospital with a high street that includes retail and commercial uses, residential development and areas of open space;
- Up to 10% of new dwellings to be provided as affordable rental housing to support key workers
- The construction of a new community 50m Aquatic facility on the town centre site
- New pedestrian and cycle infrastructure to connect the town centre
- New, state of the art, education facilities to cater for primary and secondary students with shared recreation facilities
- New housing - approximately 2,200 new dwellings
- New jobs - approximately 4,300 new jobs inclusive of the Hospital

Background

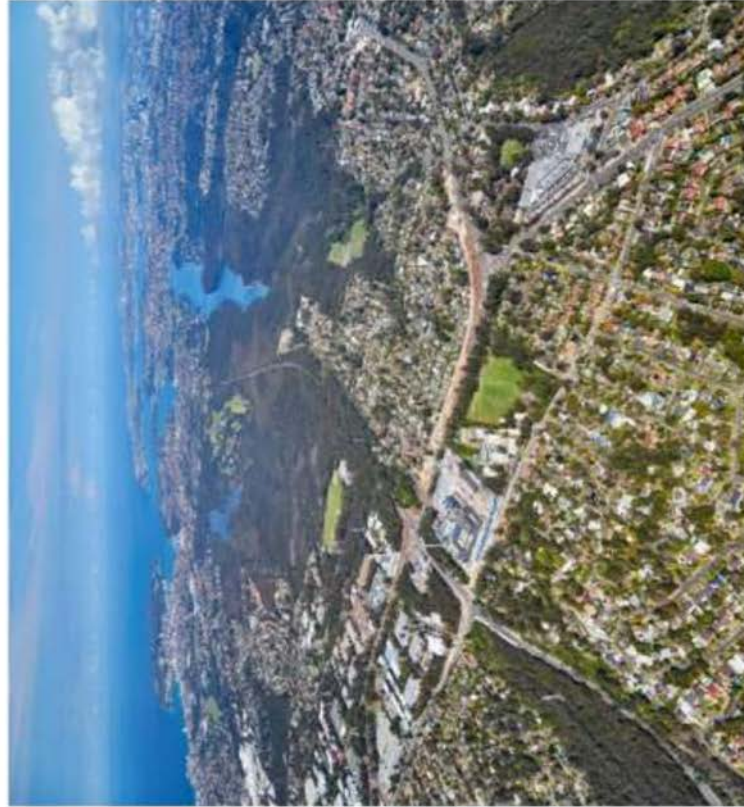
- New Hospital – due 2018 – 488 beds
- Road upgrades – due 2018 - \$500 million over two stages
- Frenchs Forest identified as a Strategic Centre
- Sydney is growing at 1.5% per annum and needs 35,000 new dwellings per year
- Council with 6 State Agencies has developed a plan to guide future growth.



Planning Context

Northern Beaches Hospital Precinct - Strategic Centre

- In 2014 the State Government released 'A Plan For Growing Sydney'.
- Northern Beaches Hospital Precinct – Strategic Centre.
- A new place will be created
- Also identified as a Strategic Centre in the Draft North District Plan.
- Hierarchy of centres similar to Hornsby and Brookvale/Dee Why.
- Significant growth in housing and employment to meet population projections.
- Potential for further growth with future transport investment.



Project Scope

Three Stages

- The original scope of work for the preparation of the Structure Plan identified three key stages:
 - Stage 1: Project Definition and Visioning (October 2014);
 - Stage 2: Scenario Development and Evaluation (November 2014 to November 2016);
 - Stage 3: Preferred Scenario Exhibition (November 2016 – February 2017).
- Stage 2 took longer than anticipated.

HOW CAN I GET INVOLVED?

- Keep an eye on the website for key updates.
- Register online for email updates.
- Visit one of our community drop-in sessions:

Thu 9 Oct
6 - 8.30pm
Forrestville RSL
22 Melwood Ave.
Forrestville

Sat 18 Oct
2.30 - 5pm
Forrestville RSL
22 Melwood Ave.
Forrestville

WHO IS PREPARING THE PRECINCT STRUCTURE PLAN?
The Plan is being prepared by Council in conjunction with the State Department of Planning and Environment. To prepare the Plan Council has appointed consultants, Horne Sholly, who has specific experience in the planning of areas around hospitals. They will be working with Council and the community to prepare the Precinct Structure Plan over the next 12 months. Given the importance of traffic, and transport issues to the area, the Horne Sholly team includes specialists in traffic and transport planning.

HOW CAN I FIND OUT MORE?

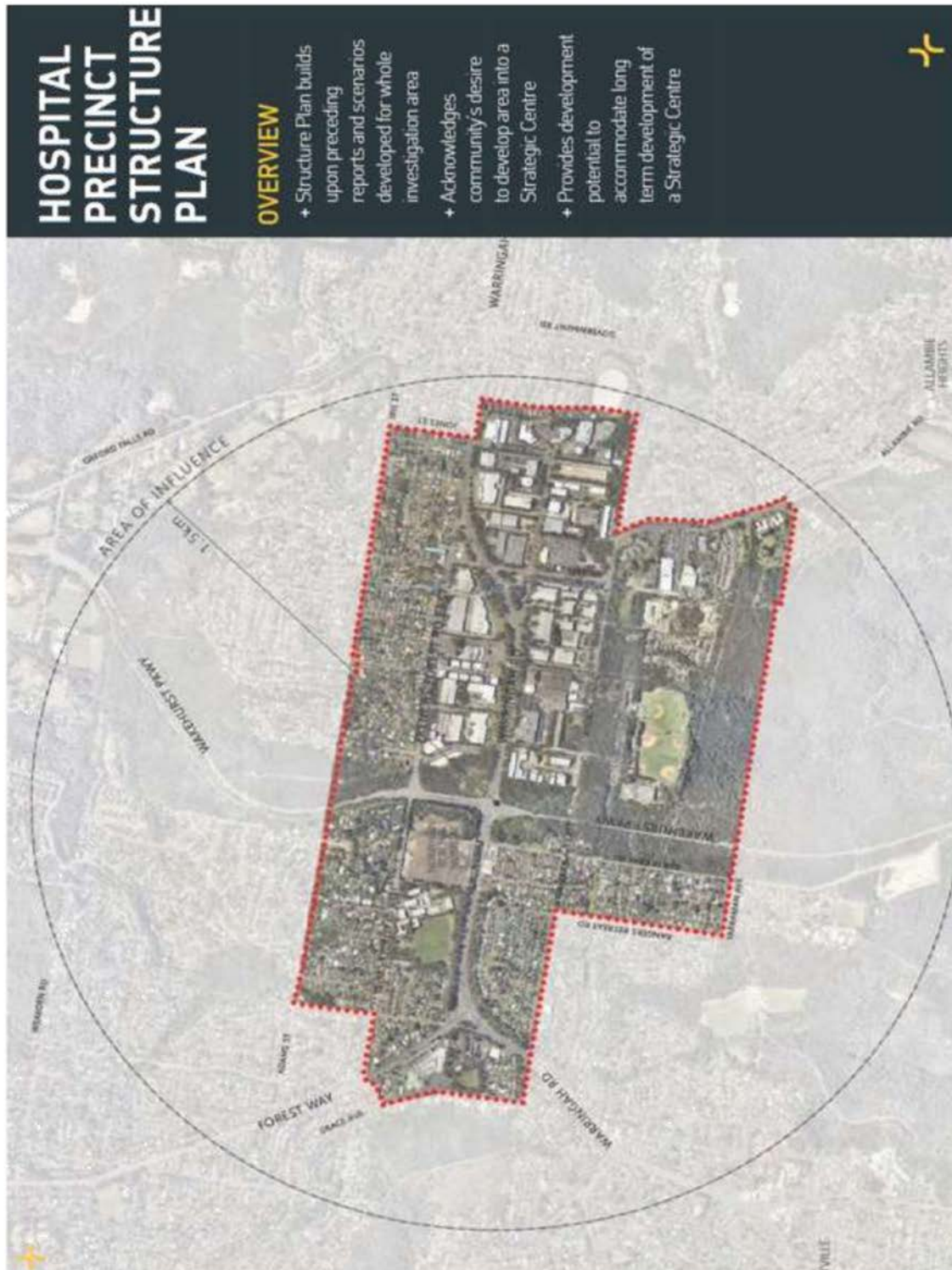
- More detailed information on the project can be found at www.nbcga.gov.au.
- Project information will be updated regularly and will be available for inspection at the project area at Council on 18/02/2017. You need to make to view at the project area at email communityengagement@nbcga.gov.au with any other questions.

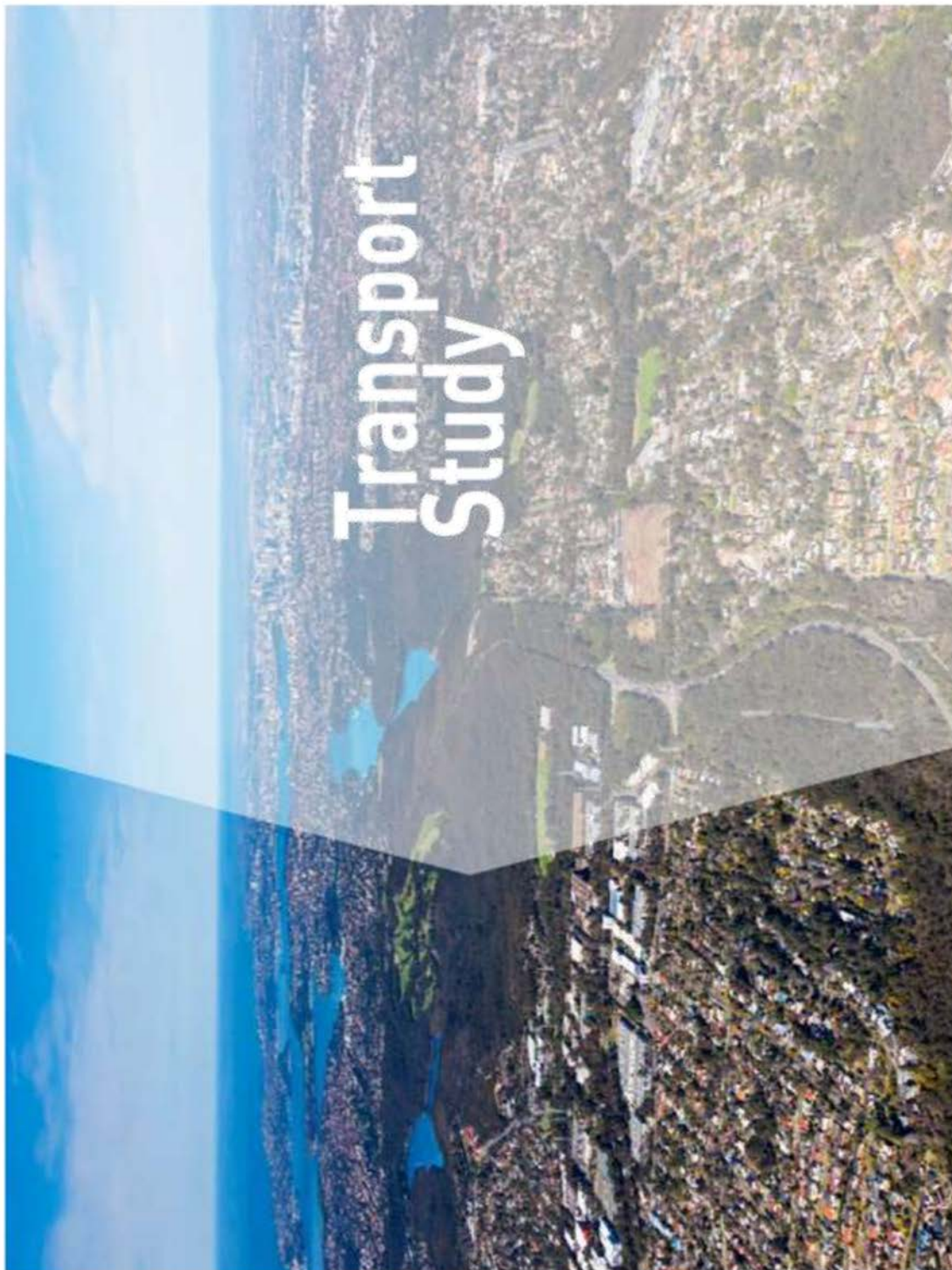
WHAT IS HAPPENING?

- The State Government is entering into a long term partnership to deliver the new Northern Beaches Hospital in 2018.
- The State Government is preparing major road upgrades surrounding the site.
- In response, Warringah Council is preparing a Hospital Precinct Structure Plan to guide future development around the new hospital.

WHAT IS A PRECINCT STRUCTURE PLAN?
A Precinct Structure Plan is a study which looks at an area (precinct) and develops a framework to guide future development. It is not a planning document, but a document which sets out the guidelines to guide the way for an area to grow.

WHY IS COUNCIL PREPARING THIS PLAN?
The Forestville area has been identified by the State Government as a potential specialist health precinct. It has potential for housing and employment growth to support the hospital and Council is undertaking the work as the growth is properly managed.



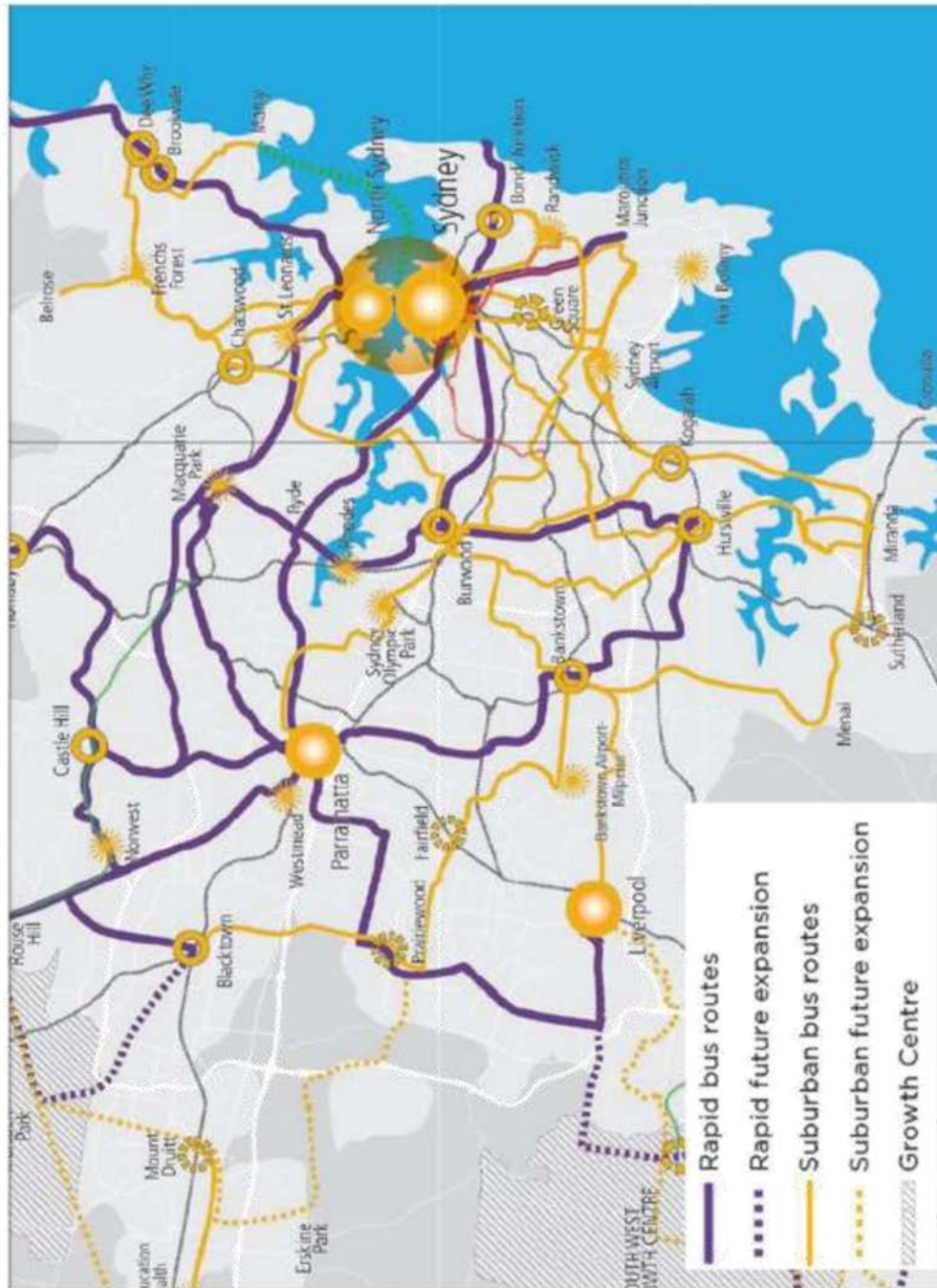


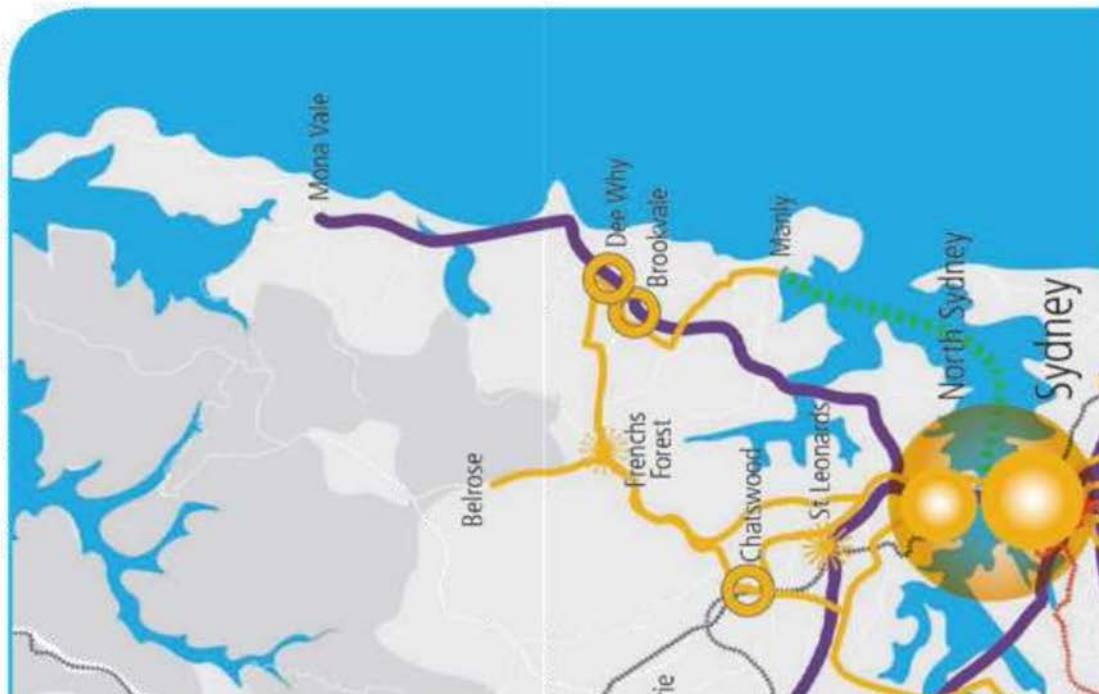
Preferred Growth Scenario

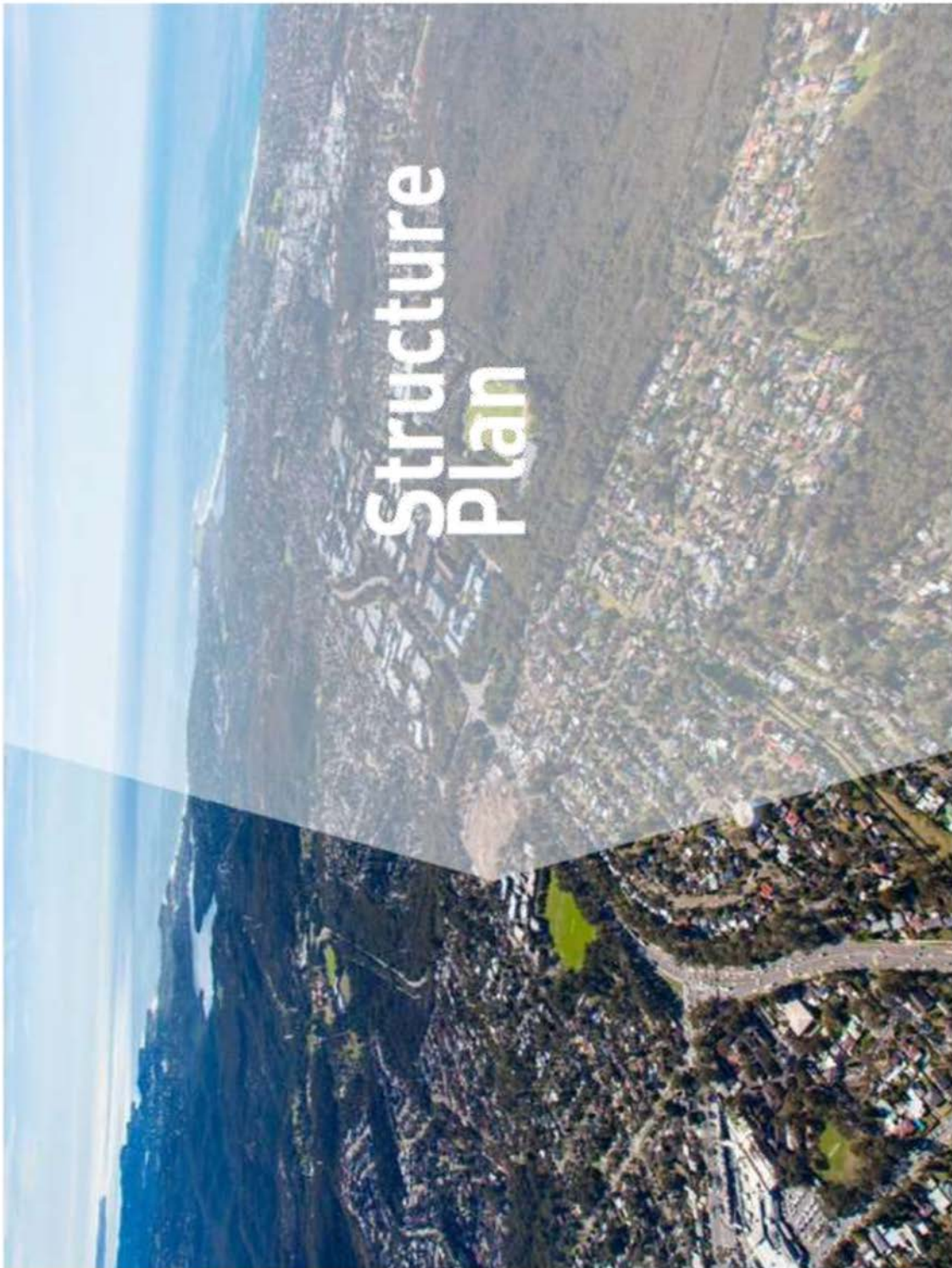
Trip Generation Location | Magnitude

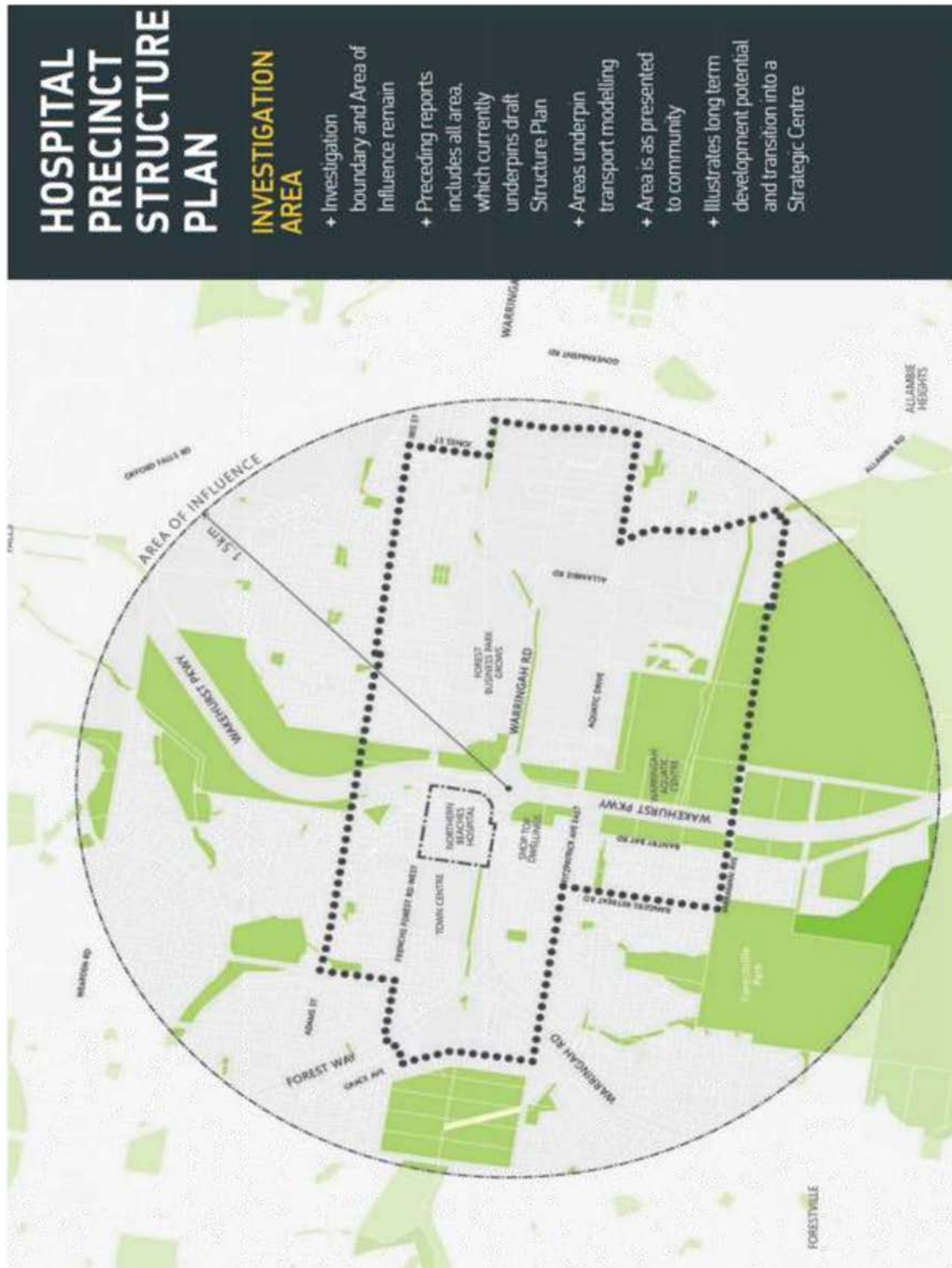


Future public transport















Town Centre Site

- Retail uses
- High Street connection
- Pedestrian and Cycleway connectivity to Hospital and new development
- Aquatic Facility
- Community uses
- A connected, vibrant and new place

INDICATIVE DEVELOPMENT - PEDESTRIAN/CYCLE CONNECTIONS



Aquatic Centre Site

- Construction of a new state of the art educational facility to replace the existing Forest High School.
- New school to be constructed within the footprint of the existing aquatic centre.
- Potential to cater for 1500 students.
- Existing school to remain open until a new school is built.
- Aquatic Facility to be built on the new town centre site.
- Alternative facilities available whilst new facility is under construction.

Next Steps

INDICATIVE TIMEFRAME



