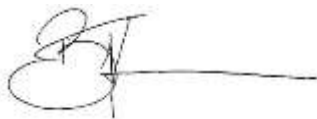


AGENDA

Notice is hereby given that an Ordinary Meeting of Council will be held at Mona Vale Memorial Hall on

Tuesday 27 September 2016

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



Ben Taylor
Acting General Manager

Issued: 22/09/2016

OUR VALUES

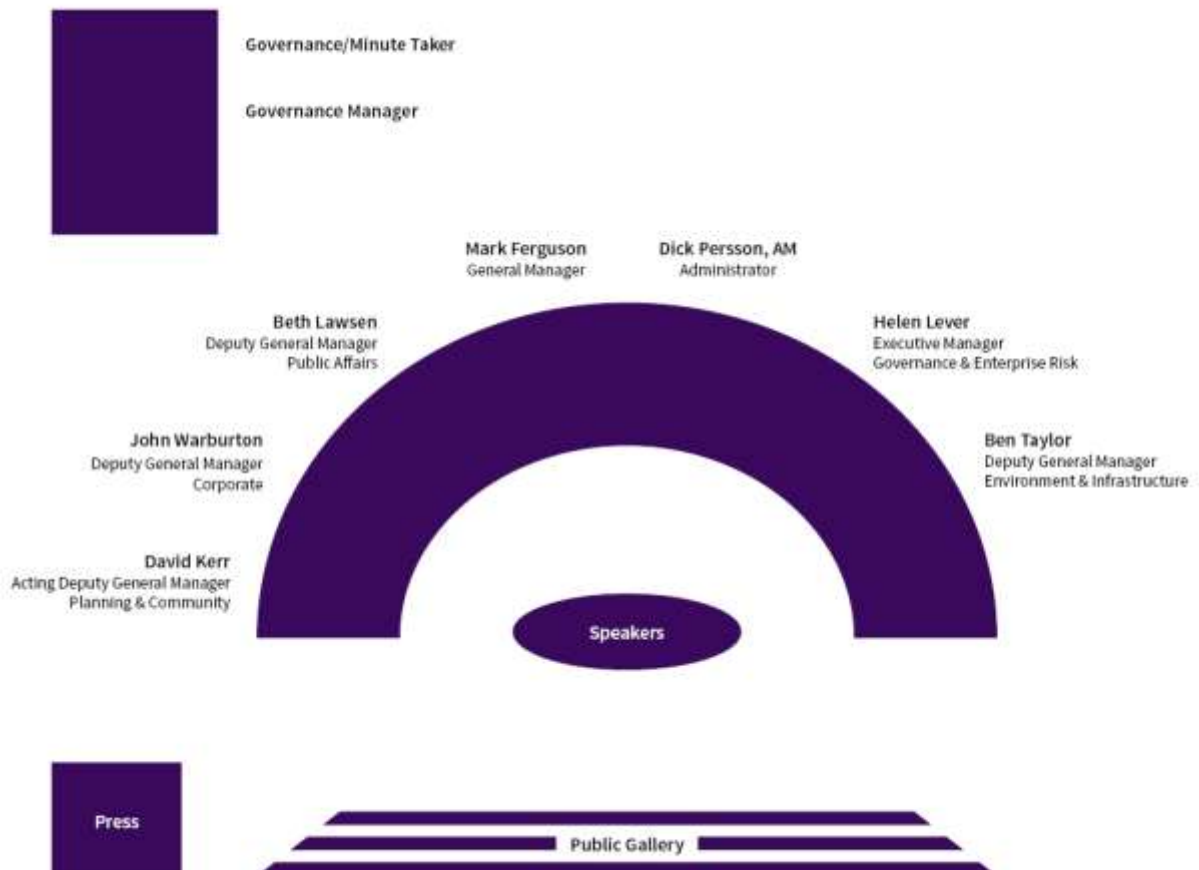
Respect

Empowerment

Service

Wellbeing

Equity



**Agenda for an Ordinary Meeting of Council
to be held on Tuesday 27 September 2016
at Mona Vale Memorial Hall
Commencing at 6:30pm**

OPENING PRAYER / ACKNOWLEDGEMENT OF COUNTRY

1.0 APOLOGIES

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

2.1 Minutes of Ordinary Council Meeting held 13 September 2016

3.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

4.0 PUBLIC FORUM

5.0 ADMINISTRATOR'S MINUTES

Nil

6.0 GENERAL MANAGER'S REPORTS

Nil

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11.1	RFT 2015/072 - Stormwater Maintenance Works Panel	
11.2	RFT 2016/086 - St Matthews Farm Reserve Skate Facility	
12.0	REPORT OF RESOLUTIONS PASSED IN CLOSED SESSION	

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

2.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 13 SEPTEMBER 2016

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 13 September 2016, copies of which were previously circulated, be confirmed as a true and correct record of the proceedings of that meeting.

7.0 CORPORATE SERVICES DIVISION REPORTS

ITEM 7.1	MONTHLY INVESTMENT REPORT - AUGUST 2016
REPORTING MANAGER	CHIEF FINANCIAL OFFICER
TRIM FILE REF	2016/301496
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

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

SUMMARY

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

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

The Investment Report shows that Council has total cash and investments of \$251,531,098 comprising:

- Trading Accounts \$30,169,938
- Investments \$221,361,160

Performance over the period from 13 May 2016 to date was strong having exceeded the benchmark: 2.89%pa vs. 2.16%pa.

CERTIFICATION – RESPONSIBLE ACCOUNTING OFFICER

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

FINANCIAL IMPACT

Actual investment income for the period from 13 May 2016 to date was \$1,810,204 compared to budgeted income of \$1,419,327, a positive variance of \$390,877.

SOCIAL IMPACT

Nil

ENVIRONMENTAL IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER CORPORATE SERVICES

That Council receive and note the Investment Report as at 31 August 2016, including the certification by the Responsible Accounting Officer.

REPORT

INVESTMENT BALANCES

INVESTMENT BALANCES - CONSOLIDATED				
As at 31-Aug-2016				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Trading Accounts				
Commonwealth Bank of Australia Ltd	A1+	5,577,129		1.35%
National Australia Bank Ltd	A1+	9,543,015		1.50%
Commonwealth Bank of Australia Ltd	A1+	461,077		0.40%
Commonwealth Bank of Australia Ltd	A1+	4,598,802		1.35%
		20,180,022		
At Call Accounts				
Commonwealth Bank of Australia Ltd	A1+	7,685,699	At Call	1.95%
AMP	A1	1,123,695	At Call	2.05%
Macquarie Bank	A1	62,664	At Call	1.40%
National Australia Bank Ltd	A1+	3,000,000	At Call	2.00%
Commonwealth Bank of Australia Ltd	A1+	10,279,379	At Call	1.95%
		22,151,437		
Mortgage Backed Securities				
Weighted Avg Life *				
Emerald Series 2006-1 Class A	AAA	1,018,749	22-Aug-22	2.175%
		1,018,749		
Term Deposits				
Bendigo & Adelaide Bank Ltd	A2	2,000,000	01-Sep-16	2.85%
ANZ	A1+	1,000,000	02-Sep-16	2.80%
ANZ	A1+	1,000,000	02-Sep-16	2.80%
ANZ	A1+	1,000,000	02-Sep-16	2.80%
ANZ	A1+	1,000,000	02-Sep-16	2.80%
Suncorp-Metway Ltd	A1	1,000,000	05-Sep-16	3.10%
ING Bank Australia Limited	A2	1,000,000	05-Sep-16	3.00%
Bank of Queensland Ltd	A2	1,000,000	06-Sep-16	2.95%
Newcastle Permanent	A2	1,000,000	12-Sep-16	2.85%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	12-Sep-16	2.72%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	12-Sep-16	2.91%
Newcastle Permanent	A2	1,000,000	19-Sep-16	2.80%
National Australia Bank Ltd	A1+	500,000	19-Sep-16	2.92%
Bank of Queensland Ltd	A2	1,000,000	19-Sep-16	3.00%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	20-Sep-16	2.95%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	22-Sep-16	2.94%
IMB Society	A2	1,000,000	26-Sep-16	3.00%
Newcastle Permanent	A2	1,000,000	26-Sep-16	2.80%
Bank of Queensland Ltd	A2	1,000,000	26-Sep-16	3.00%
ANZ	A1+	1,000,000	03-Oct-16	2.80%
ANZ	A1+	1,000,000	03-Oct-16	2.80%
ANZ	A1+	1,000,000	03-Oct-16	2.80%
ANZ	A1+	1,000,000	03-Oct-16	2.80%
National Bank	A1+	1,000,000	04-Oct-16	3.00%
National Bank	A1+	1,000,000	04-Oct-16	3.00%
National Bank	A1+	1,000,000	04-Oct-16	3.00%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	04-Oct-16	2.72%
National Australia Bank Ltd	A1+	1,000,000	04-Oct-16	2.85%
Bank of Queensland Ltd	A2	1,000,000	04-Oct-16	2.80%

INVESTMENT BALANCES - CONSOLIDATED				
As at 31-Aug-2016				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Term Deposits (continued)				
National Australia Bank Ltd	A1+	1,000,000	04-Oct-16	3.00%
Bank of Queensland Ltd	A2	1,000,000	07-Oct-16	3.10%
Suncorp-Metway Ltd	A1	1,000,000	10-Oct-16	2.95%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	10-Oct-16	2.73%
Bankwest	A1+	1,000,000	10-Oct-16	2.65%
National Australia Bank Ltd	A1+	1,000,000	10-Oct-16	3.08%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	17-Oct-16	2.72%
National Australia Bank Ltd	A1+	1,000,000	17-Oct-16	2.93%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	18-Oct-16	2.94%
IMB Society	A2	1,000,000	24-Oct-16	2.90%
Newcastle Permanent	A2	1,000,000	24-Oct-16	2.70%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	24-Oct-16	2.62%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	25-Oct-16	2.95%
Members Equity Bank Ltd	A2	1,000,000	28-Oct-16	3.10%
Auswide Bank	A2	1,000,000	31-Oct-16	3.12%
Suncorp-Metway Ltd	A1	1,000,000	31-Oct-16	2.95%
National Bank	A1+	1,000,000	01-Nov-16	3.00%
National Bank	A1+	1,000,000	01-Nov-16	3.00%
National Bank	A1+	1,000,000	01-Nov-16	3.00%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	01-Nov-16	2.91%
Bank of Queensland	A2	1,000,000	02-Nov-16	2.95%
Bank of Queensland	A2	1,000,000	02-Nov-16	2.95%
Westpac	A1+	1,000,000	03-Nov-16	2.73%
Westpac	A1+	1,000,000	04-Nov-16	2.74%
National Australia Bank Ltd	A1+	1,000,000	04-Nov-16	3.10%
Suncorp-Metway Ltd	A1	500,000	07-Nov-16	2.83%
National Australia Bank Ltd	A1+	1,000,000	07-Nov-16	2.80%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	09-Nov-16	3.00%
National Australia Bank Ltd	A1+	1,000,000	14-Nov-16	2.92%
Newcastle Permanent	A2	1,000,000	14-Nov-16	2.80%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	15-Nov-16	2.93%
Bank of Queensland Ltd	A2	1,000,000	18-Nov-16	3.00%
National Bank	A1+	1,000,000	21-Nov-16	3.00%
National Bank	A1+	1,000,000	21-Nov-16	3.00%
National Bank	A1+	1,000,000	21-Nov-16	3.00%
Suncorp-Metway Ltd	A1	1,000,000	21-Nov-16	2.95%
National Australia Bank Ltd	A1+	1,000,000	21-Nov-16	2.85%
Suncorp-Metway Ltd	A1	1,000,000	28-Nov-16	3.00%
IMB Society	A2	1,000,000	28-Nov-16	2.60%
Bank of Queensland Ltd	A2	1,000,000	28-Nov-16	3.00%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	30-Nov-16	3.00%
ME Bank	A2	1,000,000	02-Dec-16	2.70%
ME Bank	A2	1,000,000	02-Dec-16	2.70%
ANZ	A1+	1,000,000	05-Dec-16	2.70%
ANZ	A1+	1,000,000	05-Dec-16	2.70%
National Australia Bank Ltd	A1+	1,000,000	05-Dec-16	2.95%
National Australia Bank Ltd	A1+	750,000	05-Dec-16	2.80%

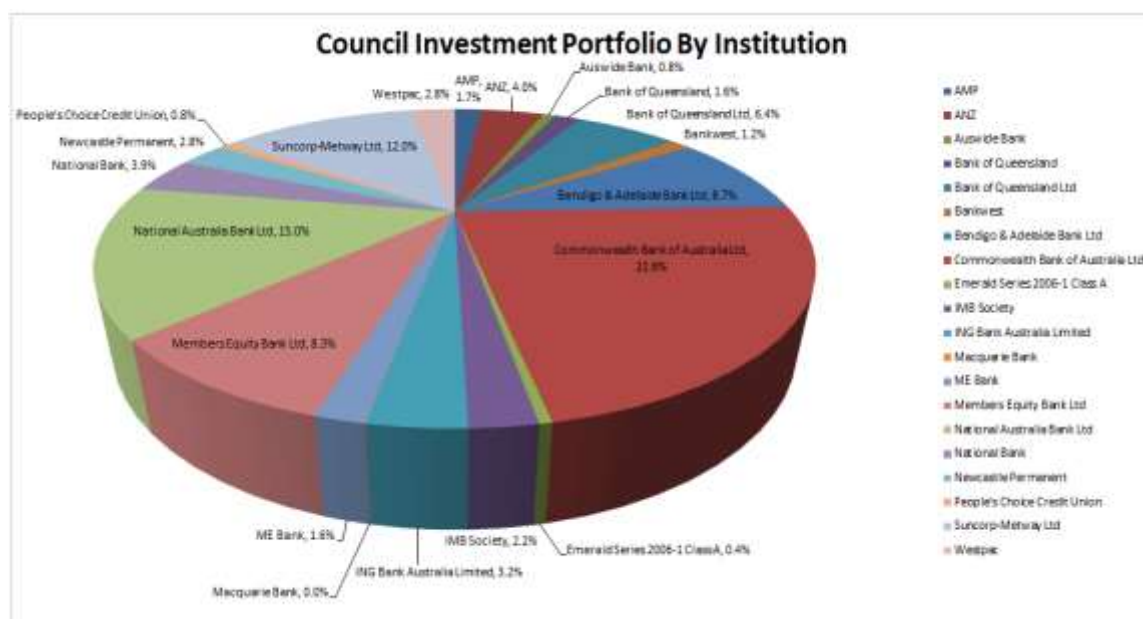
INVESTMENT BALANCES - CONSOLIDATED				
As at 31-Aug-2016				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Term Deposits (continued)				
Bank of Queensland Ltd	A2	2,000,000	05-Dec-16	3.00%
National Australia Bank Ltd	A1+	1,000,000	09-Dec-16	3.06%
ING Bank Australia Limited	A2	1,000,000	12-Dec-16	2.90%
Suncorp-Metway Ltd	A1	750,000	12-Dec-16	2.75%
IMB Society	A2	1,000,000	12-Dec-16	2.60%
National Australia Bank Ltd	A1+	1,000,000	13-Dec-16	2.95%
National Australia Bank Ltd	A1+	1,000,000	16-Dec-16	3.08%
ING Bank Australia Limited	A2	1,000,000	19-Dec-16	2.90%
ING Bank Australia Limited	A2	1,000,000	19-Dec-16	2.90%
IMB Society	A2	500,000	19-Dec-16	2.60%
Members Equity Bank Ltd	A2	1,000,000	19-Dec-16	3.00%
Members Equity Bank Ltd	A2	1,000,000	20-Dec-16	2.90%
ING Bank Australia Limited	A2	1,000,000	03-Jan-17	2.90%
National Australia Bank Ltd	A1+	1,000,000	05-Jan-17	3.08%
National Bank	A1+	719,877	09-Jan-17	2.95%
Suncorp-Metway Ltd	A1	1,000,000	09-Jan-17	2.90%
Suncorp-Metway Ltd	A1	1,000,000	10-Jan-17	3.03%
IMB Society	A2	1,000,000	16-Jan-17	2.60%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	16-Jan-17	3.09%
Bank of Queensland Ltd	A2	1,000,000	20-Jan-17	3.00%
Members Equity Bank Ltd	A2	1,000,000	24-Jan-17	3.10%
Suncorp-Metway Ltd	A1	3,000,000	24-Jan-17	3.00%
Members Equity Bank Ltd	A2	1,000,000	30-Jan-17	3.00%
Westpac	A1+	1,000,000	01-Feb-17	2.75%
Westpac	A1+	1,000,000	01-Feb-17	2.75%
Bank of Queensland	A2	1,000,000	03-Feb-17	2.75%
Bankwest	A1+	1,000,000	03-Feb-17	2.60%
Bankwest	A1+	1,000,000	03-Feb-17	2.60%
Bank of Queensland Ltd	A2	1,000,000	03-Feb-17	2.75%
ING Bank Australia Limited	A2	1,000,000	06-Feb-17	2.66%
Members Equity Bank Ltd	A2	2,000,000	07-Feb-17	3.05%
Bank of Queensland	A2	1,000,000	13-Feb-17	2.75%
Suncorp-Metway Ltd	A1	1,000,000	13-Feb-17	2.65%
Members Equity Bank Ltd	A2	2,000,000	13-Feb-17	3.10%
Suncorp-Metway Ltd	A1	1,000,000	20-Feb-17	2.65%
Suncorp-Metway Ltd	A1	1,000,000	20-Feb-17	2.65%
Newcastle Permanent	A2	1,000,000	20-Feb-17	2.80%
Members Equity Bank Ltd	A2	1,000,000	21-Feb-17	3.10%
ING Bank Australia Limited	A2	1,000,000	27-Feb-17	2.63%
ING Bank Australia Limited	A2	1,000,000	27-Feb-17	3.10%
Suncorp-Metway Ltd	A1	2,000,000	28-Feb-17	2.95%
Suncorp-Metway Ltd	A1	2,000,000	03-Mar-17	2.95%
Members Equity Bank Ltd	A2	1,000,000	07-Mar-17	3.12%
AMP	A1	1,000,000	09-Mar-17	2.95%
AMP	A1	244,246	09-Mar-17	2.95%
Newcastle Permanent	A2	1,000,000	13-Mar-17	2.70%
Suncorp-Metway Ltd	A1	1,000,000	13-Mar-17	2.95%

INVESTMENT BALANCES - CONSOLIDATED				
As at 31-Aug-2016				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Term Deposits (continued)				
AMP	A1	1,000,000	15-Mar-17	2.95%
AMP	A1	1,000,000	15-Mar-17	2.95%
National Australia Bank Ltd	A1+	1,000,000	17-Mar-17	2.79%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	21-Mar-17	3.10%
National Australia Bank Ltd	A1+	1,000,000	24-Mar-17	2.79%
Bank of Queensland Ltd	A2	1,000,000	27-Mar-17	2.80%
Members Equity Bank Ltd	A2	1,000,000	31-Mar-17	3.12%
Suncorp-Metway Ltd	A1	2,000,000	04-Apr-17	2.91%
Members Equity Bank Ltd	A2	1,000,000	12-Apr-17	3.12%
National Australia Bank Ltd	A1+	2,000,000	18-Apr-17	2.80%
Bank of Queensland Ltd	A2	1,000,000	24-Apr-17	2.80%
Suncorp-Metway Ltd	A1	1,000,000	28-Apr-17	2.90%
Members Equity Bank Ltd	A2	2,000,000	02-May-17	3.20%
Suncorp-Metway Ltd	A1	1,000,000	02-May-17	2.90%
Auswide Bank	A2	1,000,000	04-May-17	3.12%
ME Bank	A2	1,000,000	05-May-17	3.00%
ME Bank	A2	1,000,000	05-May-17	3.00%
People's Choice Credit Union	A2	1,000,000	05-May-17	3.10%
People's Choice Credit Union	A2	1,000,000	05-May-17	3.10%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	16-May-17	3.00%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	30-May-17	3.00%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	05-Jun-17	3.00%
Bank of Queensland Ltd	A2	1,000,000	27-Jun-17	2.80%
Bank of Queensland Ltd	A2	2,000,000	25-Jul-17	2.80%
National Australia Bank Ltd	A1+	2,000,000	08-Aug-17	2.80%
Westpac	A1+	1,000,000	18-Aug-17	3.00%
Westpac	A1+	1,000,000	18-Aug-17	3.00%
Westpac	A1+	1,000,000	18-Aug-17	3.00%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	22-Aug-17	2.85%
		167,964,123		
Kimbriki Environmental Enterprises Pty Ltd				
Trading Accounts				
Commonwealth Bank of Australia Ltd	A2	9,989,915		1.15%
		9,989,915		
At Call Accounts				
Commonwealth Bank of Australia Ltd	A2	4,226,852	At Call	1.70%
		4,226,852		
Term Deposits				
Commonwealth Bank of Australia Ltd	A2	1,000,000	16-Jan-17	2.79%
		1,000,000		

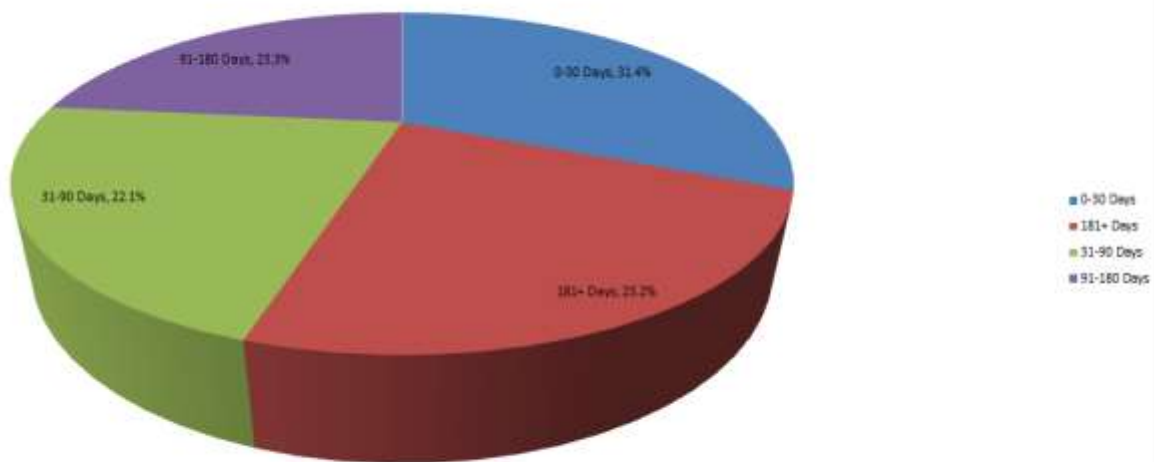
INVESTMENT BALANCES - CONSOLIDATED				
As at 31-Aug-2016				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
New Council Implementation Fund				
Term Deposits				
Members Equity Bank Ltd	A2	2,000,000	15-Sep-16	3.00%
Members Equity Bank Ltd	A2	2,000,000	17-Oct-16	3.00%
Members Equity Bank Ltd	A2	2,000,000	14-Nov-16	3.00%
Suncorp-Metway Ltd	A1	1,000,000	14-Dec-16	2.98%
Suncorp-Metway Ltd	A1	1,000,000	13-Jan-17	3.00%
Suncorp-Metway Ltd	A1	1,000,000	14-Mar-17	2.95%
Suncorp-Metway Ltd	A1	1,000,000	15-May-17	2.93%
		10,000,000		
Stronger Communities Fund				
Term Deposits				
National Australia Bank Ltd	A1+	3,000,000	14-Dec-16	2.95%
National Australia Bank Ltd	A1+	2,000,000	13-Feb-17	2.91%
Suncorp-Metway Ltd	A1	3,000,000	13-Apr-17	2.95%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	16-Jun-17	2.95%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	18-Dec-17	3.00%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	17-Jan-18	3.00%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	16-Feb-18	3.00%
		15,000,000		
Total Cash and Investments		251,531,098		

* Weighted Average Life is the anticipated date of repayment of Council's full principal in mortgage backed securities based upon the expected repayment of a critical balance of underlying mortgages. It is calculated by professional actuaries and its use is market convention for securities such as these. Council's investment policy recognises Weighted Average Life dates as appropriate maturity dates for these securities.

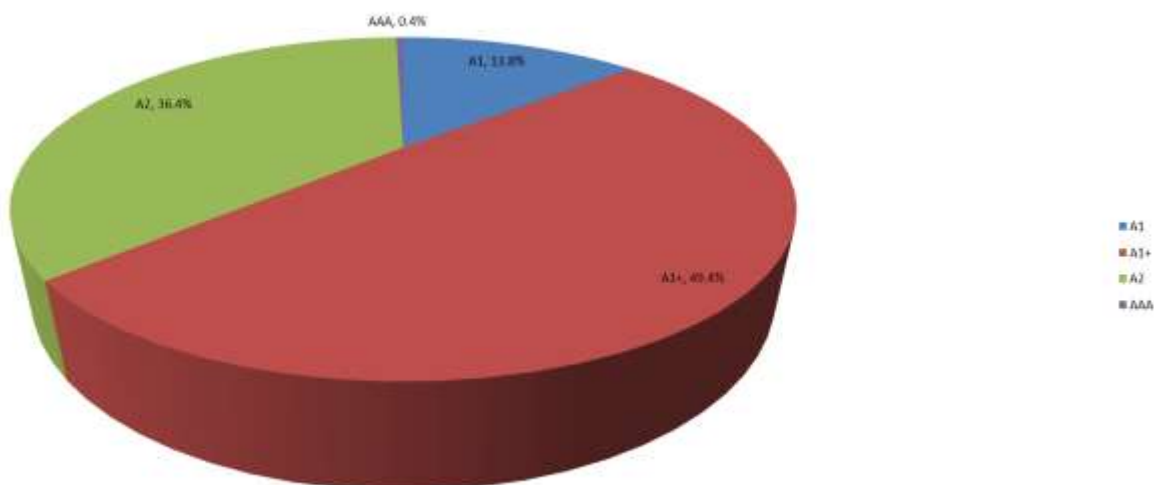
PORTFOLIO ANALYSIS

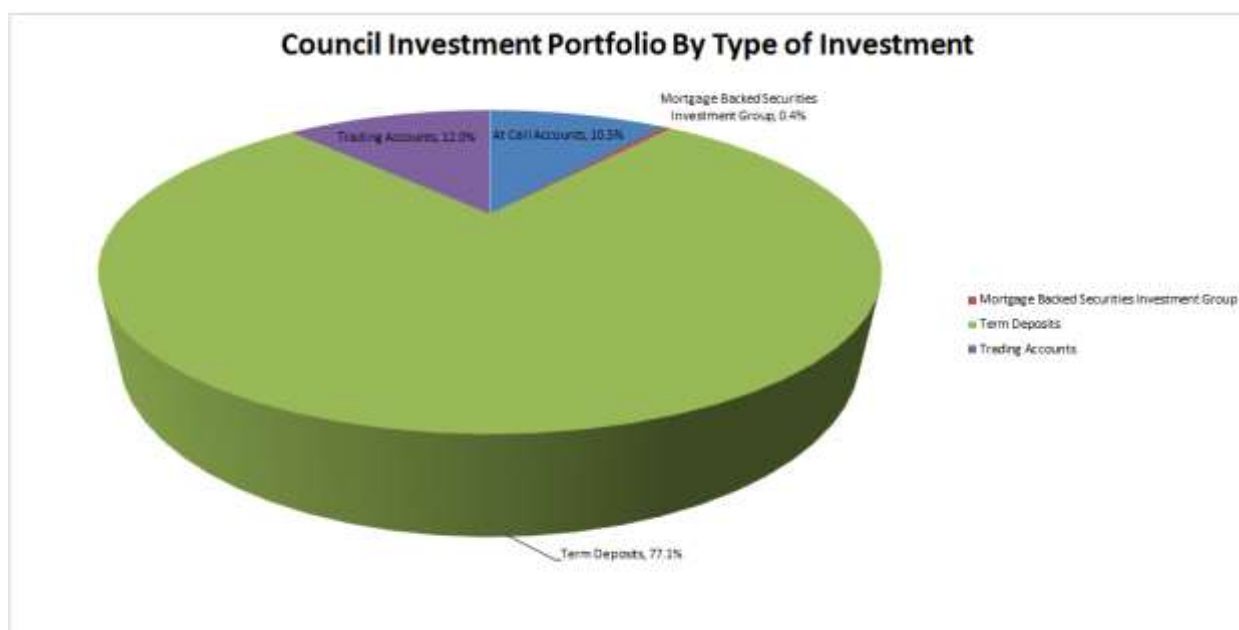


Council Investment Portfolio By Term to Maturity



Council Investment Portfolio By Institution Rating





INVESTMENT PERFORMANCE VS. BENCHMARK

	Investment Portfolio Return (%pa)*	Benchmark: Bloomberg AusBond Bank Bill Index	Benchmark: 11am Cash Rate **
1 Month	2.83%	2.22%	1.50%
3 Months	2.89%	2.23%	1.67%
6 Months	N/A	N/A	N/A
FYTD	2.89%	2.16%	1.67%
12 Months	N/A	N/A	N/A

* Excludes trading account balances

** This benchmark relates to Cash Fund holdings

MONTHLY INVESTMENT INCOME* VS. BUDGET

	31 Aug 16 \$	Year to Date \$
Investment Income	513,871	1,845,470
Adjustment for Fair Value	(11,446)	(35,266)
Total Investment Income	502,425	1,810,204
Budgeted Income	402,675	1,419,327

*Includes all cash and investment holdings

ECONOMIC NOTES

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

Global economic growth picked up slightly in August mostly on signs of improving growth prospects in the United States and early indications that European growth had been little impacted by the Brexit vote in Britain. July economic readings from China, however, were mostly softer than expected as too were most Australian June economic readings. A small number of central banks eased their monetary policy settings further in August, including the Bank of England and the RBA. The US Federal Reserve was on the opposite tack with senior Fed officials, including Chairman Janet Yellen, citing signs of improvement in the US economy as potentially leading to an official interest rate hike as soon as the next FOMC meeting in late September.

Returning to economic data released over the past month in the United States economic growth according to the second estimate of Quarter 2 GDP rose at 1.1% annualised pace from 0.8% in Quarter 1 marking a soft first half of 2016 on the face of it. Digging below the surface of the Quarter 2 GDP reading, there are signs of underlying improvement. Consumer spending grew at a strong 4.4% annualised pace in Quarter 2 while a rundown of business inventories detracted 1.3 percentage points from GDP growth in the quarter. Most likely strong consumer spending and attempts by businesses to rebuild depleted stocks will promote much stronger GDP growth in Quarter 3.

In contrast to the US the pace of economic growth in China still seems to be fading. July exports, -4.4% year on year; imports, -12.5% year on year; urban fixed asset investment, +8.1% year on year; industrial production, +6.0% year on year; and retail sales, +10.2% year on year were almost all weaker than expected and softer than in June. Unless there is a material improvement in August and September readings annual GDP growth running at 6.7% year on year in both Quarter 1 and Quarter 2 is likely to slip to around 6.4% in Quarter 3. As always, China's authorities may act to prime growth through easier macro policy settings but there are mounting impediments to changing macro-policy settings including the pressing need for more economic reform especially of state-owned enterprises that are often the conduit for greater government spending. Also there are signs of unwanted residential property price inflation (house prices up 7.9% year on year in July) from earlier bouts of monetary easing. Currency depreciation is the policy tool available with fewest unwanted adverse economic impacts in China. It seems likely that currency depreciation will continue to be the major part of stimulatory growth initiatives from the authorities.

In Europe the dust is settling after Britain's Brexit vote with comparatively little disruption to the slow economic recovery view. Of course, the real test still lies ahead when and if Britain starts the formal divorce proceedings from the EU. Both the European Central Bank (ECB) and the Bank of England (BoE) remain prepared to act with easier policy settings. The ECB is waiting for more economic information while the BoE chose to act at its August policy meeting cutting its official interest rate 25bps to 0.25% while also surprising by announcing an extension of asset purchases, or QE, too.

In Australia, most June economic readings were pretty dour. Home building approvals fell by 2.9% month on month after falling 5.4% in May. Retail trade rose only 0.1% month on month in June after a 0.2% increase in May and real retail trade rose in Quarter 2 by 0.4% q-o-q down from 0.5% in Quarter 1. The international trade deficit widened much more than expected in June to \$A3.2 billion from \$A2.4 billion in May. The signs are that Quarter 2 GDP growth, due to be released next week, will show a much softer quarterly growth rate than the 1.1% q-o-q recorded in Quarter 1.

The investment portfolio return over the period 13 May to 31 August was 2.89% versus the Ausbond bank bill index return of 2.16%.

ITEM 7.2	NORTHERN BEACHES COUNCIL BEACH PARKING PERMIT POLICY
REPORTING MANAGER	EXECUTIVE MANAGER CUSTOMER SERVICE
TRIM FILE REF	2016/274599
ATTACHMENTS	1 ↓ Northern Beaches Council - Beach Parking Permit Policy

EXECUTIVE SUMMARY

PURPOSE

To consider submissions received during the public exhibition of the draft Beach Parking Permit Policy and seek Council's adoption of the final Policy.

SUMMARY

At its meeting on 7 July 2016, Council approved exhibition of the draft Beach Parking Permit Policy and it was placed on public exhibition from 13 July to 11 August 2016.

Written notification was placed in the Manly Daily and the policy was also placed for public view at each of Northern Beaches Council's main offices (Manly, Mona Vale, Avalon and Dee Why) as well as all Council libraries, Council's website and *Your Say Warringah*, inviting the community to make submissions.

In total 38 submissions were received. Results of the submissions are addressed in this report

RECOMMENDATION OF DEPUTY GENERAL MANAGER CORPORATE SERVICES

That Council:

- A. Adopts the Northern Beaches Council Beach Parking Permit Policy.
 - B. Rescind existing beach parking permit policies under the former three Councils of Manly, Warringah and Pittwater.
-

REPORT

BACKGROUND

At an extraordinary council meeting on the 19 May 2016, council resolved to implement one beach parking permit across the Northern Beaches, allowing free permit parking in designated council operated pay and display carparks.

The Beach Parking Permit Scheme Policy was developed and provides a framework for council to determine eligibility for the allocation of beach parking permits, including the provision of additional permits, the replacement of permits and the locations where these permits are valid.

Council approved the exhibition of the draft Beach Parking Permit Policy at its meeting 7 July 2016.

CONSULTATION

The draft Beach Parking Permit Policy was on public exhibition from 13 July to 11 August 2016.

Consultation included:

- Notice in the Manly Daily on 16 July 2016
- Promotion of the Policy and links to online documents on Council's website
- Hardcopies of the document available for viewing at each of Northern Beaches Council main offices (Manly, Mona Vale, Avalon and Dee Why) as well as at all Council libraries

The following areas of Council were also consulted in formulating this policy:

- Customer Service
- Regulation and Enforcement
- Marketing and Communications

CONSIDERATION OF SUBMISSIONS

38 public submissions were received within the public exhibition period.

1 received as a late submission - sent in good faith within the public exhibition period.

In favour:

21 in favour of one permit extending from Manly to Palm Beach across 40 designated pay and display car parks.

1 supported one permit but only for rate payers.

Against:

6 identified as tenants also requesting to receive free permits.

Response The key criteria for this scheme is the provision of free permits to ratepayers. Non ratepaying residents are eligible to purchase a permit at a reduced price.

5 requests for permits to extend to residential zones, such as Manly Lagoon and Rowland Reserve.

Response Zoned parking schemes are not within the scope of this policy.

3 against the increase in the fee for additional permits for both residents and non-ratepayers.

Response The fees charged are not within the scope of the policy. No policy change.

Miscellaneous

1 incorrectly believed a section of Palm Beach was excluded from free parking. This is not the case.

1 completely unrelated to the policy.

CONCLUSION

Only a small number of objections were received from the community. The issues raised are not material enough to recommend changing the policy.

FINANCIAL IMPACT

Nil

SOCIAL IMPACT

Nil

ENVIRONMENTAL IMPACT

Nil



Beach Parking Permits

1 Purpose of Policy

- This policy relates to the allocation of annual Beach Parking Permits which allow free parking in designated Council operated Pay and Display reserve car parks.
- This policy also provides specific locations where Beach Parking Permits are valid.
- To establish that no parking fees apply at Manly Dam on ANZAC Day (25 April) and Remembrance Day (11 November).

2 Principles

This policy provides Council with a framework for determining the criteria and eligibility in which Beach Parking Permits are issued.

The principles for the allocation and distribution of Beach Parking Permits by Council are to ensure;

- Equitable allocation, consistent with the needs of our ratepayers, residents and community groups.
- The issue and distribution of these permits is transparent and meets auditing as well as probity requirements.
- Applicants who do not meet the eligibility requirements for a free permit can purchase permits in accordance with Council's Fees and Charges schedule.
- Beach Parking Permit owners must comply with the conditions of use as outlined on the reverse side of the permit sticker.

3 Criteria for Eligibility for Allocation of Parking Permits

The criteria used to determine the eligibility for the allocation of Beach Parking Permits is;

3.1 Ratepayers

Two (2) Beach Parking Permits will be issued on the back of the first instalment of the Rates notice to all Northern Beaches ratepayers.

Purchasers of property within Council's Local Government Area (LGA) will be issued with two (2) Beach Parking Permits upon notification of the property transfer from the Office of Land & Property Information.

3.2 Northern Beaches Residents

Residents are entitled to purchase Beach Parking Permits in accordance with the current Fees and Charges schedule. Proof of residence is required.

3.3 Residents outside the Northern Beaches LGA

Residents outside the Northern Beaches LGA are entitled to purchase Beach Parking Permits in accordance with the current Fees and Charges schedule. These permits are identified as non-resident permits.

3.4 Additional Permits

Ratepayers and residents can each purchase up to two (2) additional Beach Parking Permits per property, in accordance with the current Fees and Charges schedule. Proof of residence is required.

3.5 Community Groups (including Surf Life Saving Clubs, Rural Fire Service and State Emergency Service)

Community groups who demonstrate a community and/or volunteer service activity requiring parking at Pay and Display reserve carparks are entitled to one (1) Beach Parking Permit per operational vehicle owned by the organisation.

Individual active members (who are not existing Northern Beaches ratepayers) of the organisation may also apply for permits if a community and/or volunteer service activity requiring parking at Pay and Display reserve carparks is demonstrated.

Application forms must be completed and signed by the applicant and authorised by a responsible Officer of the organisation and returned to Council in order for applications to be considered.

To comply with Council's audit controls the number of Parking Permits distributed to each organisation will be monitored and Council expects the distribution to reflect active membership. Should Council perceive that an organisation has breached what is "reasonably expected", Council may conduct an audit.

3.6 Tenants in Common and rateable Retirement Villages

Tenants in Common and residents of rateable retirement villages who do not receive individual rates notices on application are entitled to two (2) Beach Parking Permit per household.

3.7 Schools

Local schools are entitled to one (1) Beach Parking Permit per school vehicle used to transport pupils to and from Pay and Display reserve carparks for the education of children in the Northern Beaches community. Permits will be distributed to each school upon application.

If private vehicles are used for regular transporting of pupils to and from these reserve carparks, then authorisation from the Principal will be required prior to Beach Parking Permits being issued.

The application form needs to be completed and signed by the Principal in order for applications to be considered.

Note: School buses with a valid Beach Parking Permit are not permitted to park in the designated tourist bus zone clearly marked "Bus Taxi Only" or "Tourist Bus".

3.8 Council Owned Vehicles

One (1) Beach Parking Permit will be issued for all Council-owned / leased vehicles.

Council employees that use their personal vehicle for Council related activities at Pay and Display reserve carparks are entitled to one (1) Parking Permit upon justification of an operational need and authorisation by the employee's Executive Manager.

3.9 Council "Contract" Service Providers

Council "contract" service providers are not entitled to a free Beach Parking Permit. These groups are defined as commercial enterprises and are entitled to purchase permits under Council's current Fees and Charges schedule.

3.10 Temporary Parking Permits for Events

Fixed term permits may be issued for special circumstances or approved event bookings on Council managed land.

Through the Council booking process, temporary event parking permits will be considered and assessed on a case by case basis under the appropriate events policy.

3.11 Discretionary applications

Subject to the discretion of the Deputy General Manager - Corporate and eligibility requirements, Annual applications will be considered from other community based, not for profit organisations, and individuals whose association with these organisations necessitates parking at a Pay and Display reserve carpark.

4 Mobility Parking Scheme Permit

Issued by Roads & Maritime Service (RMS), vehicles displaying a valid mobility parking scheme permit in the correct manner do not require a Beach Parking Permit and are exempt from payment of fees at Pay and Display meters.

5 Replacements of Parking Permits

Council will issue a replacement Beach Parking Permit free of charge in cases where;

- The faulty permit is returned in some form to substantiate a legitimate request for replacement.
- A vehicle has been written off or the windscreen has been damaged. Documentary evidence is required to support requests of this nature.
- A vehicle has been sold and the permit is returned in some form.

In other circumstances, a fee is payable for the replacement of permits as in accordance with the current Fees and Charges schedule.

In order to receive a replacement at the rate listed in the current Fees and Charges schedule, documentary evidence or a completed Statutory Declaration is required.

Replacement fee is applicable when;

- Permits have been lost, misplaced or disposed of.
- A vehicle has been sold and the Beach Parking Permit has not been returned to Council.

6 Locations where Parking Permits are Valid

Parking Permits are only valid at Councils' Pay and Display reserve carparks (refer to Attachment 1).

7 Designated areas excluded from Beach Parking Permit scheme

- Church Point Reserve
- Woorak Reserve / Iluka Park Boat Trailer Parking area
- Rowland Reserve
- Council operated parking stations
- Designated residential parking precincts and 1 hour meter / ticket parking zones (as sign posted)
- Designated tourist bus zone clearly marked "Bus Taxi Only" or "Tourist Bus"

- Pittwater Park – Palm Beach (non residents)

8. Authorisation

It is effective from **[INSERT DATE HERE]**

9. Who is responsible for implementing this policy?

Executive Manager Customer Service Operations

10. Document owner

Deputy General Manager - Corporate

11. Legislation and references

a. Definitions

Active member: Defined as a current member or volunteer that is carrying out essential duties, such as a surf club member undertaking regular beach and surf patrols.

Community Service and/or volunteer activity: Defined as an essential service that is holistically provided to the wider community and is not an activity limited to a section of the organisation (such as organisation of events; swim clubs or nipper programs).

12. Document History

Revision	Date	Change	TRIM Ref
1	27/09/2016	First Northern Beaches Council Beach Parking Permit Policy	2016/194623

NORTHERN BEACHES PARKING AREAS

1. Avalon Beach
2. Bayview Baths
3. Bilarong Reserve
4. Bilgola Beach
5. Birdwood Park
6. Clareville Beach
7. Clontarf
8. Collaroy Beach North
9. Collaroy Beach South
10. Dee Why Beach
11. Dee Why Headland
12. Devitt St Beach Carpark
13. Fisherman's Beach
14. Freshwater Beach
15. Gore Street, Freshwater
16. Governor Phillip Park, Palm Beach
17. Jamieson Park
18. Long Reef Beach
19. Manly Beachfront *
20. Manly Dam
21. McKillop Park Reserve
22. Mid Curl Curl
23. Mid Narrabeen
24. Middle Creek Reserve
25. Mona Vale Beach
26. Moore Road, Freshwater (beach end)
27. Narrabeen St Beach Carpark
28. Newport Beach
29. North Curl Curl
30. North Narrabeen Beach
31. North Narrabeen Rockpool
32. Ocean Road, Palm Beach
33. Pittwater Park, Palm Beach **
34. Robertson St Beach Carpark
35. Sandy Bay
36. Shelley Beach
37. South Curl Curl
38. Spit Bridge (Battle Boulevard Only)
39. Warriewood Beach
40. Whale Beach
41. Winnererromy Bay Reserve

* Four Hour Parking ONLY - Manly beachfront metered parking spaces along North and South Steyne

Note: There are areas where parking permits ARE NOT VALID, including:

- 1X. Rowland Reserve, Bayview
- 2X. Church Point Reserve, Church Point
- 3X. Woorak Reserve and Iluka Park, Palm Beach



ITEM 7.3	NORTHERN BEACHES COUNCIL DRAFT POLICY FOR PAYMENT AND REIMBURSEMENT OF EXPENSES INCURRED BY, AND PROVISION OF FACILITIES TO, THE MAYOR, DEPUTY MAYOR AND COUNCILLORS
REPORTING MANAGER	EXECUTIVE MANAGER GOVERNANCE & ENTERPRISE RISK
TRIM FILE REF	2016/240011
ATTACHMENTS	1 ➡ Draft Policy for Payment and Reimbursement of Expenses Incurred by, and Provision of Facilities to, The Mayor, Deputy Mayor and Councillors (Included In Attachments Booklet)

REPORT

PURPOSE

For Council to place the draft *Policy for Payment and Reimbursement of Expenses Incurred by, and Provision of Facilities to, The Mayor, Deputy Mayor and Councillors* on exhibition.

REPORT

On 12 May 2016 the Local Government (Council Amalgamations) Proclamation 2016 under the *Local Government Act 1993* was made. The result was that the former Manly, Warringah and Pittwater Councils were merged to form a single entity – Northern Beaches Council.

As part of this process, all former Council policies, plans, strategies and codes were to exist until the new Council adopts a new version of same.

As such, this report seeks to recommend that Council place on exhibition for consideration the draft *Policy for Payment and Reimbursement of Expenses Incurred by, and Provision of Facilities to, The Mayor, Deputy Mayor and Councillors* for a period of 28 days and that the results and final Policy be reported back to Council for consideration and adoption.

The new draft Policy incorporates elements of the three former Council's policies, however is more closely aligned in form to the former Warringah Council equivalent Policy.

The changes in provisions in the new draft Policy include references to the Administrator; the formation and provisions for the Implementation Advisory Group (IAG) and Local Representation Committees (LRCs); guidelines around the use of e-tags; arrangements for damaged and / or broken equipment and the deletion of the provision of Glen St Theatre tickets (former Warringah Council provision).

FINANCIAL IMPACT

Forecast expenditure outlaid by Council as a result of the implementation of the subject Policy, does not impact on existing budget provisions in this regard.

SOCIAL IMPACT

Nil

ENVIRONMENTAL IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER CORPORATE SERVICES

That Council place on exhibition the draft *Policy for Payment and Reimbursement of Expenses Incurred by, and Provision of Facilities to, The Mayor, Deputy Mayor and Councillors* for 28 days and that the submissions received and final Policy be reported back to Council for consideration and adoption.

ITEM 7.4	NORTHERN BEACHES COUNCIL INVESTMENT AND RATES AND ANNUAL CHARGES HARDSHIP POLICIES
REPORTING MANAGER	CHIEF FINANCIAL OFFICER
TRIM FILE REF	2016/305708
ATTACHMENTS	<ol style="list-style-type: none"> 1 📄 Draft Investment Policy (Included In Attachments Booklet) 2 📄 Investment Policy Submission Summary (Included In Attachments Booklet) 3 📄 Draft Rates and Annual Charges Hardship Policy (Included In Attachments Booklet) 4 📄 Rates and Annual Charges Hardship Policy Submission Summary (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To recommend to Council the adoption of the following two policies:

- Investment Policy
- Rates and Annual Charges Hardship Policy

SUMMARY

An Investment Policy and a Rates and Annual Charges Hardship and Recovery Policy are key financial policies which provide comprehensive guidelines for Council's staff and management to ensure best practice financial management and that appropriate fiscal responsibility is exercised.

Council resolved on 7 July 2016 to exhibit an Investment Policy and a Rates and Annual Charges Hardship and Recovery Policy. The policy exhibition was advertised in the Manly Daily on Saturday 23 July 2016 and exhibited at each of the former Council's customer service centres, libraries and on the website between Monday 20 July 2016 and Friday 26 August 2016. The draft Investment Policy was also reviewed by Council's Investment Advisors and also by the NSW Treasury Corporation (TCorp).

After consideration of submissions received, a number of amendments to the draft Investment Policy are proposed. These are detailed in the marked up copy of the Policy attached and also in the attached Report. The principal changes are as follows:

- Clause 3.6: Ethics and Conflicts of Interest – amended to include a requirement that where financial institutions are offering equivalent investment returns with the same credit ratings and the investment conforms with the Investment Policy then preference will be given to institutions demonstrating environmental and social responsibility.
- Clause 3.7: Audit, Risk and Improvement Committee – this clause has been added to require that the policy be reviewed annually by the Audit, Risk and Improvement Committee.
- Clause 3.8: Linking Investments to Underlying Liabilities – this clause has been added to provide that investments should seek to maximise return whilst having regard to the timing and nature of future liabilities and Council's cash flow profile.

After consideration of submissions received, no significant amendments are proposed to the Rates and Annual Charges Hardship Policy. However, it is proposed that the name of this policy be

amended from the “Rates and Annual Charges Hardship and Recovery Policy” to be the “Rates and Annual Charges Hardship Policy”.

RECOMMENDATION OF DEPUTY GENERAL MANAGER CORPORATE SERVICES

That Council adopt the:

- A. Northern Beaches Council Investment Policy.
 - B. Northern Beaches Council Rates and Annual Charges Hardship Policy.
-

REPORT

BACKGROUND

Investment Policy

The Local Government Code of Accounting Practice and Financial Reporting Guidelines require a council to maintain an investment policy. The Code recommends that Councils establish an investment strategy as part of its overall plan and have a process to regularly review the strategy which should be undertaken at least annually.

Council's strategy will be to work exclusively within the Minister's guidelines, minimising risk and following rigorous contemporary standards of investment practice to review market conditions, and protect Council's interest and the assets of our ratepayers and residents.

The Investment Policy primarily sets out to:

- Establish a clear understanding of investment goals and objectives.
- Define and assign responsibilities for investing activities.
- Offer guidance and define limitations regarding the investment of assets.
- Manage assets in accordance with the relevant legislation, prudential standards and regulations.
- Establish the relevant investment horizon for which the assets will be managed.
- Establish a basis of evaluating and monitoring investment performance.

From Council's perspective we are seeking to implement a policy that will:

- Ensure the security of Council funds by setting parameters for exposure to credit risk and duration risk within the investment portfolio;
- Subject to those constraints and Council's liquidity requirements, maximise the earnings from the portfolio; and
- Establish a framework for monitoring the investments and comparing performance to appropriate benchmarks.

There are a number of important components to be aware of in the development of an investment policy. Typically these would include:

- **Legislation** – all Councils have specific legislative and/or statutory regulations that prescribe a certain amount of information relating to investments. An investment policy must be drafted with these prescribed regulations in mind.
- **Approved Investments** – typically guidance is given in the applicable legislation as to the types of securities that can be invested in. The investment policy is used to clarify what types of investments we can make.
- **Diversification Limits/Investment Restrictions** – typically these are used to establish an appropriate level of diversification within investment portfolios. Generally there are two main components relating to diversification of the portfolio. Firstly, asset allocation is the process of setting overall portfolio guidelines as to the exposure to different asset classes to optimise the risk/reward trade-off based on our specific situation and goals. Secondly, diversification guidelines relating to exposure within each asset class, that is, the maximum allocation to a particular security/institution. In many cases, a maximum term of investment is also specified.

Council's draft Investment Policy has been prepared in accordance with the Office of Local Government's Investment Guidelines with the underlying purpose to ensure Council maintains an investment policy that complies with the Local Government Act 1993, the Local Government (General) Regulation 2005 (LGGR) and the Ministerial Investment Order and ensures it or its representatives exercise care, diligence and skill that a prudent person would exercise in investing council funds.

The principal elements of the proposed Investment Policy are as follows:

Investment Strategy

An Investment Strategy will run in conjunction with the Investment Policy. The Investment Strategy will be reviewed once a year. The Strategy will outline:

- Council's cash flow expectations;
- Optimal target allocation of investment types, credit rating exposure and term to maturity exposure; and
- Appropriateness of overall investment types for Council's portfolio.

Investment Advisor

Council's investment advisor must be approved by Council and licensed by the Australian Securities and Investment Commission. The advisor must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of the investment policy.

Approved Investments

Investments are limited to those allowed by the Ministerial Investment Order.

Prohibited Investments

The investment policy prohibits but is not limited to any investment carried out for speculative purposes, including;

- Derivative based instruments;
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Stand alone securities issued that have underlying futures, options, forwards contracts and swaps of any kind.

This policy also prohibits the use of leveraging (borrowing to invest) of an investment.

Prudent Person Standard

The investment will be managed with the care, diligence and skill that a prudent person would exercise. As trustees of public monies, officers are to manage Council's investment portfolios to safeguard the portfolio in accordance with the spirit of this Investment Policy, and not for speculative purposes.

Ethics and Conflicts of Interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. This policy requires officers to disclose any conflict of interest to the General Manager.

Independent advisors are also required to declare that they have no actual or perceived conflicts of interest.

Guidelines

The following Guidelines are key elements of the Policy:

- **Risk Management Guidelines** - Investments are expected to achieve a market average rate of return in line with Council's risk tolerance including Preservation of Capital, Diversification, Market Risk, Liquidity Risk, Maturity Risk and Leveraging Risk.
- **Credit and Maturity Guidelines** - Investments are to comply with three key criteria relating to the Overall Portfolio Credit Framework (*to limit overall credit exposure of the portfolio*), Institutional Credit Framework (*limit exposure to individual institutions based on their credit ratings*) and Term to Maturity Framework (*limits based upon maturity of securities*).

Reporting Requirements

The following reporting requirements are key elements of the Policy:

- **Reporting and Reviewing of Investments** - All investments are to be appropriately recorded in Council's financial records and reconciled at least on a monthly basis. A monthly report will be provided to Council. The report will detail the investment portfolio in terms of performance, percentage exposure of total portfolio, maturity date and changes in market value. This Investment Policy will be reviewed at least once a year or as required in the event of legislative changes. The Investment Policy may also be changed as a result of other amendments that are to the advantage of the Council and in the spirit of this policy. Any amendment to the Investment Policy must be by way of Council resolution.
- **Measurement** - The investment return for the portfolio is to be regularly reviewed by an independent financial advisor by assessing the market value of the portfolio. The market value is to be assessed at least once a month to coincide with monthly reporting. Any changes to the market value that has not been accounted for will be brought to account on a mark-to-market basis.
- **Performance Benchmarks** - The performance of the investment portfolio shall be measured against the industry standard AusBond Bank Bill Index and/or the Official Cash Rate.

Rates and Annual Charges Policy

Council acknowledges that ratepayers will, for various reasons from time to time, fail to pay rates when they become due and payable to Council. It is not the intention to cause hardship to any ratepayer through Council's recovery procedures and consideration will be given to acceptable arrangements to clear the debt prior to the end of the current financial year, where possible.

The proposed policy recognises that due to exceptional circumstances, owners may at times encounter difficulty in paying rates and charges as they fall due, or adhere to a regular payment arrangement. This policy provides the framework to be followed to provide assistance to those owners who are suffering genuine financial hardship.

The Act provides Council with the following options for providing assistance to ratepayers who are finding it difficult to pay their rates and charges because of financial hardship:

1. Assistance by Periodical Payment Arrangements (Section 564)
2. Assistance by writing off accrued interest and costs (Section 567)
3. Assistance to extend pensioner concession to avoid hardship (Section 577)
4. Abandonment of Pensioners' Rates and Charges (Section 582)
5. Assistance due to General Revaluation of the Local Government Area (Section 601)
6. Deferral of Recovery Proceedings against Eligible Pensioners (Section 712)

The draft policy is in line with the guidelines recommended by the Local Government & Shires Association in August 2011.

CONSULTATION

The draft Investment Policy and Rates and Annual Charges Hardship Policy were exhibited from 18 July 2016 to 26 August 2016. The consultation plan included:

- Online exhibition on each of the former Council's websites;
- Hardcopies of each policy placed at each of the former Council's customer service centres and in libraries;
- Advertisements placed in the Manly Daily on 23 July 2016

Feedback was invited via posting a submission online, email, mail or by telephone.

The exhibition generated two online submissions relating to the draft Investment Policy and three online submissions relating to the draft Rates and Annual Charges Hardship Policy.

Submissions were given a unique reference number and their content was transcribed and summarised for each policy in the attachments to this report with Council comments recorded against each submission received. All people that made a submission were contacted by email to acknowledge the receipt of their submission and also to thank them for taking part in this consultation process. All people making a submission were advised of the date that this report was to be presented to Council.

In addition to the above, the draft Investment Policy was also reviewed by Council's Investment Advisors (Laminar Capital Pty Ltd) and also by The New South Wales Treasury Corporation (TCorp).

The issues raised during the consultation process have been carefully considered and proposed amendments to the draft policies are detailed below.

Proposed Amendments to the Draft Investment Policy

The proposed amendments are marked up on the attached copy of the draft policy. The main amendments to the draft policy are as detailed below:

Environmental & Social Responsibility	Clause 3.6 (Ethics and Conflicts of Interest) was amended to include a requirement that where financial institutions are offering equivalent investment returns with the same credit ratings and the investment conforms with the Investment Policy then preference will be given to institutions demonstrating environmental and social responsibility.
Review of Investment Policy by Audit, Risk and Improvement Committee	Clause 3.7 was added to the policy to require that the policy be reviewed annually by the Audit, Risk and Improvement Committee.
Linking Investments to Underlying Liabilities	Clause 3.8 was added to the policy to provide that investments should seek to maximise return whilst having regard to the timing and nature of future liabilities and Council's cash flow profile.
Term to Maturity Framework	Clause 4.2.3 was amended to reduce the percentage limit for investments within the 1 – 3 year period from a maximum of 70% to a maximum of 60%.

Proposed Amendment to the Draft Rates and Annual Charges Hardship Policy

The full name of the draft policy placed on exhibition was the “Rates and Annual Charges Hardship and Recovery Policy”. However, as the primary focus of this policy is in relation to the provision of hardship assistance to ratepayers it is proposed that the name of the policy should be amended to be the “Rates and Annual Charges Hardship Policy”.

FINANCIAL IMPACT

Nil

SOCIAL IMPACT

Adoption of these policies will ensure that a consistent and socially responsible approach is adopted when dealing with hardship relating to rates and annual charges and that Council considers social impacts when making investment decisions.

ENVIRONMENTAL IMPACT

Adoption of the Investment Policy will ensure compliance with the Local Government Act 1993 and will ensure that Council considers environmental and social responsibility issues when making investment decisions.

There are no environmental impacts in relation to the Rates and Annual Charges Hardship Policy.

ITEM 7.5	CAPITAL WORKS PROCUREMENT PROCESS
REPORTING MANAGER	EXECUTIVE MANAGER, PROCUREMENT
TRIM FILE REF	2016/304054
ATTACHMENTS	NIL

REPORT

PURPOSE

Council resolved at the 9 August 2016 meeting - *That Council prepare an outline for a review of the Capital Works procurement process and report back to Council in September 2016.*

REPORT

For the purpose of this report, Capital Works are defined as works undertaken on Councils' range of assets - including buildings, roads, parks and reserves and stormwater assets.

Capital works procurement is undertaken by staff in different business units across the Northern Beaches Council. In order to assess whether improved outcomes could be achieved through consideration of alternative procurement methods or changes to process, it is proposed that a review of capital works procurement be undertaken.

In determining the scope of the review relevant stakeholders were consulted from Major Projects, Property Management and Commercial, Transport and Urban and Parks and Reserves.

Based on this consultation, it is proposed that a review of the capital works procurement process be undertaken to include:

- Current practices across the organisation
- Investigation of alternative options and practices used by other councils and levels of government, such as selective tendering using NSW Department of Finance and Services accredited builders or using alternate forms of contract
- How the estimates used in the budget allocation process are determined
- Role and responsibility of the Major Projects team

The review will be undertaken by Major Projects with the assistance of Procurement and in consultation with all relevant stakeholders.

FINANCIAL IMPACT

Nil

SOCIAL IMPACT

Nil

ENVIRONMENTAL IMPACT

The review will include consideration of including sustainability in the design of Council works, and the use of sustainable and recycled materials during construction.

RECOMMENDATION OF DEPUTY GENERAL MANAGER CORPORATE SERVICES

That a review of the capital works procurement process be undertaken and the outcomes reported back to Council within twelve months.

ITEM 7.6	PROPOSED AMENDMENT TO FITNESS CENTRE MEMBERSHIP - MANLY ANDREW BOY CHARLTON POOL
REPORTING MANAGER	EXECUTIVE MANAGER, AQUATIC SERVICES
TRIM FILE REF	2016/304237
ATTACHMENTS	NIL

REPORT

PURPOSE

To seek approval for public exhibition of proposed new fees for Fitness Centre memberships at Manly Andrew 'Boy' Charlton Aquatic Centre for 2016/17.

REPORT

Manly Andrew 'Boy' Charlton Aquatic Centre opened to the community on Saturday 13 August, 2016 with the intent of providing community access to sport and recreational facilities. During public exhibition of the draft Manly Andrew 'Boy' Charlton Aquatic Centre fees and charges for 2016/17, a number of submissions were lodged by community members concerned with the proposed fees and charges for Fitness Centre memberships. These submissions were responded to within the consultation processes of the former Manly Council. The fees were adopted as a trial introductory offer with the intention of reviewing after three months.

Northern Beaches Council Aquatic Services has undertaken a review of the Fitness Centre membership pricing including the introductory offer currently available until 31 January, 2017. This review has concluded that current fees do not represent value and are not market competitive when benchmarked against comparable facilities. This has resulted in the Fitness Centre being under-utilised by community members, this is evidenced by the low uptake of memberships including the introductory offer.

The Fitness Centre membership provides access to all pools, spa, sauna, gymnasium and fitness classes.

Below is the proposed 2016/17 fees and charges for Fitness Centre memberships:

Manly Andrew Boy Charlton Fitness Centre Membership Fees (Inc. GST)

Fitness Centre Membership	Adopted Fees & Charges 2016/17 Membership	Introductory Membership Offer	Proposed Membership
12 month adult	\$2,766.40	\$1,990.00	\$1,248.00
12 month concession	\$2,329.60	\$1,690.00	\$1,092.00
6 month adult	\$1,729.00	\$1,245.00	\$676.00
6 month concession	\$1,456.00	\$1,050.00	\$598.00

The net financial impact to Council is expected to be positive as a result of providing an accessible and value for money service. It is also anticipated that if the new fees and charges are adopted that the difference in membership pricing is refunded to existing members.

RECOMMENDATION OF DEPUTY GENERAL MANAGER CORPORATE SERVICES

That Council place on exhibition the following new fees for 2016/17 Fitness Centre memberships at Manly Andrew 'Boy' Charlton Aquatic Centre for 28 days and that the results be reported back to Council:

- A. 12 Month Adult Membership - \$1,248.00
 - B. 12 Month Concession - \$1,092.00
 - C. 6 Month Adult - \$676.00
 - D. 6 Month Concession - \$598.00
-

8.0 ENVIRONMENT & INFRASTRUCTURE DIVISION REPORTS

ITEM 8.1	RFT 2015/072 - STORMWATER MAINTENANCE WORKS PANEL CONTRACT
REPORTING MANAGER	EXECUTIVE MANAGER NATURAL ENVIRONMENT & CLIMATE CHANGE
TRIM FILE REF	2016/248875
ATTACHMENTS	NIL

REPORT

PURPOSE

To report on the assessment of tenders for the Stormwater Maintenance Works Panel contract (RFT2015/72) and recommend tenderers to be accepted to the panel.

REPORT

Council has been utilising a Stormwater Maintenance Works Panel Contract since 2011, which was used to engage pre-qualified contractors to undertake stormwater maintenance works such as CCTV investigations, high pressure pipe cleaning, services locating, GPT cleaning, CDS unit cleaning, surveying, pipe patching and relining, stormwater maintenance general and waste disposal. The current panel contract has now expired, and a new panel contract is required for the engagement of pre-qualified contractors. A public tender process was undertaken to seek pre-qualified service providers for the Stormwater Maintenance Works Panel. Fifteen (15) tenders were received and evaluated with thirteen (13) recommended to be accepted for various sub-panels within the contract.

The new panel tender is for the former Warringah area as panels of contractors are already in place for the former Manly and Pittwater areas under a SHOROC services panel. It is envisaged that an integrated panel contract will be developed in the future to cover these activities across the whole Northern Beaches; however this panel contract is required in the interim to provide a continued level of service for these tasks.

FINANCIAL IMPACT

No budget commitment is made through the acceptance of these tenderers to the panel. Works will be undertaken from existing budgets.

SOCIAL IMPACT

Nil

ENVIRONMENTAL IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council adopt the recommendation contained in Item 11.1 of the Confidential Agenda, RFT 2015/072 – Stormwater Maintenance Works Panel Contract.

ITEM 8.2	RFT 2016/086 - ST MATTHEWS FARM RESERVE SKATE FACILITY
REPORTING MANAGER	EXECUTIVE MANAGER PARKS & RESERVES
TRIM FILE REF	2016/305864
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To seek Council's approval to accept the lump sum tender from Concrete Skateparks PTY LTD for construction of a new skate facility at St Matthews Farm Reserve, Cromer.

SUMMARY

Council is seeking to appoint an experienced skate park contractor to undertake the construction of a new skate facility at St Matthews Farm Reserve, Cromer.

With the adoption of the St Matthews Farm Reserve masterplan in 2012, a junior skate facility was identified for the reserve. The skate facility design was prepared in 2015/2016, with construction scheduled for 2016/2017.

Council called for tenders to undertake the specified works and the tender of Concrete Skateparks Pty Ltd was assessed as offering Council the best value for money.

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Accept the tender of Concrete Skateparks Pty Ltd for RFT 2016/086 – St Matthews Farm Reserve Skate Facility Works.
 - B. Delegate authority to the General Manager to execute all necessary documentation to give effect to this resolution and to approve contract payments up to the amount specified in the confidential tender report.
 - C. Increase the 2016-2017 budget for CN5845 Skate Park Program as per Item No. 11.2 of the Confidential Agenda.
-

REPORT

BACKGROUND

St Matthews Farm Reserve, located on South Creek Road, Cromer NSW, is a significant open space that is highly valued by the local and regional community for the environmental, recreational and sporting opportunities it provides. St Matthews Farm is one of 13 separate reserves that join to form a continuous open space network known as the Dee Why Valley and South Creek Open Space Corridor. In 2012 Warringah Council approved the St Matthews Farm masterplan after a rigorous community engagement process. A key action of the masterplan was to develop a skate facility in the reserve to cater for the local community.

CONSULTATION

Council commenced the design process for the skate facility in 2016. Council undertook a collaborative community engagement process on the design during April and May. Council engaged the local community through on site events, social media advertising and Council's community engagement register. A key target for the engagement process was young people, one innovative way to engage this demographic included organising a popup skate event at St Matthews Farm, promoting the event via KALOF and other social media. This event was attended by over 200 local skaters and their families who were encouraged to offer their ideas on skate elements to be included in the design. All comments and suggestions from this event were positive and constructive, as well as understanding the scale and limit of funding available for the project.

A second drop in session a fortnight later held on site for residents to review the proposed plans and raise any concerns about this project. Several residents attended including representatives of sporting clubs that use the reserve.

The major themes from the engagement process included:

- Option two was the preferred option, but there were features in option one that people really responded to so many of these have been incorporated into the final design
- People responded positively to the landscaping and wanted more trees

There were two concerns raised, noise and lighting. These concerns were discussed and the following solutions incorporated into the final design.

- Improving the lighting to decrease antisocial behavior. Council has responded by committing to lighting the skate park as part of the St Matthews Farm lighting renewal project scheduled in the 2017-2018 financial year.
- A raised landscaped mound, has been incorporated into the design to help deflect skate boarding and basketball noise away from adjacent residential properties.

Council finalised the engagement activities and completed the construction documentation in July 2016 and issued a tender for construction.

TENDERS RECEIVED

Tenders were invited through the Council's electronic tender system (Tenderlink) and advertised in the Sydney Morning Herald on Tuesday 2nd August 2016 and the Manly Daily on Saturday 6th August 2016.

A site briefing was held at 11:00am on Tuesday 16 August 2016 at St Matthews Farm Reserve, Cromer. Three (3) tenderers attended the site briefing.

The tender submission period closed at 2 pm on Tuesday 23rd August 2016. Three submissions were received.

FINANCIAL IMPACT

Additional funding is required to cover the estimated final construction costs of the skate facility as per the confidential report. The additional budget required will be funded through savings in other S94A funded projects.

ENVIRONMENTAL IMPACT

Nil

SOCIAL IMPACT

The construction of the skate park will provide tremendous social and recreational benefits to the community in the Cromer area, particularly promoting active recreation opportunities for young people.

TIMING

This contract could be awarded at the start of October 2016 and the duration of the works are projected to take 12 weeks. Dates provided in the tenderer's submission are as follows:

- Project commencement 4 October 2016
- Project completion 23 December 2016

CONCLUSION

The Tender Evaluation Panel concludes that Concrete Skateparks PTY LTD offered the best value for money tender for the St Matthews Farm Skate Facility of Tender RFT2016/086.

ITEM 8.3	NARRABEEN LAGOON STATE PARK EXPANSION
REPORTING MANAGER	EXECUTIVE MANAGER NATURAL ENVIRONMENT & CLIMATE CHANGE
TRIM FILE REF	2016/249269
ATTACHMENTS	1 ↓ Stage 1 Expansion - Outline of inclusions 2 ↓ Stage 2 Expansion Overview Map 3 ↓ Narrabeen Lagoon State Park Advisory Committee - amended Terms of Reference

EXECUTIVE SUMMARY

PURPOSE

To provide an update on the expansion of the Narrabeen Lagoon State Park and changes to the Terms of Reference of the Advisory Committee.

SUMMARY

At the Council Meeting of 2 June 2016 it was resolved that staff undertake a number of actions to expand the Narrabeen Lagoon State Park and amend the Terms of Reference for the Narrabeen Lagoon State Park Advisory Committee. As part of Stage 1, Council staff in cooperation with Department of Industries – Lands (Lands), have identified adjacent foreshore Crown Land parcels for immediate inclusion. This process is underway. Council is also investigating the inclusion of additional parcels in the Narrabeen Lagoon catchment that are under a range of different owners. Amendments are proposed to the Terms of Reference for the Narrabeen Lagoon State Park Advisory Committee in order to enable stronger community involvement in the management of the State Park.

Correspondence has been sent to the Minister administering the Crown Lands Act 1989, The Hon. Niall Blair, and to the Member for Pittwater, the Hon. Rob Stokes, seeking support to expedite both the State Park expansion and amendments to the Terms of Reference. In addition, Council has approached all major State land owners in the catchment to progress Stage 2 of the expansion.

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Note the update on the expansion of the Narrabeen Lagoon State Park.
 - B. Adopt the amended Terms of Reference for the Narrabeen Lagoon State Park Advisory Committee.
 - C. Select community representatives for the Narrabeen Lagoon State Park Advisory Committee and commence Committee meetings.
-

REPORT

BACKGROUND

At the Council Meeting of 2 June 2016 it was resolved that staff undertake a number of actions to expand the Narrabeen Lagoon State Park and amend the Terms of Reference for the Narrabeen Lagoon State Park Advisory Committee.

The State Park is proposed for expansion in two stages. Stage 1 consists of priority foreshore Crown Land parcels within the former Warringah and Pittwater Council areas. Stage 2 includes the expansion of the State Park to include government owned parcels within the Narrabeen Lagoon catchment. The amendments to the Terms of Reference will enable increased community representation and involvement in setting the long-term management direction for the Park and assisting in the prioritisation of State Park projects. Department of Industries – Lands (Lands) have been consulted about the proposed amendments, and have provided their comments to Council.

Stage 1 Expansion

Stage 1 of the proposed expansion will incorporate a number of adjacent foreshore Crown Land parcels into the State Park. Council staff have carried out due diligence on these parcels and determined that there are no major impediments to the inclusion of these parcels in the State Park.

Council has worked with Lands to identify the parcels and Lands have conducted status searches on the parcels. Lands have identified two small parcels which have complicated tenure arrangements. These are the rock shelf at North Narrabeen and a small parcel on the eastern shore of the lake. Because of their complicated tenure they will be assessed during the Stage 2 expansion.

For the remaining parcels proposed to be included, the Reserve Trust needs to be changed to the Narrabeen Lagoon State Park Reserve Trust for them to be included in the State Park. Council has written to Lands requesting this, and Lands are making these changes.

Attachment 1 provides additional details on the land parcels associated with the Stage 1 investigations.

Correspondence has also been sent to the Member for Pittwater, the Hon. Rob Stokes, and to the Minister administering the Crown Lands Act 1989, The Hon. Niall Blair, seeking support to expedite both the State Park expansion and amendments to the Terms of Reference.

Stage 2 Expansion

Stage 2 of the proposed expansion seeks to include additional government land parcels within the Narrabeen Lagoon catchment into the State Park (see Attachment 2). A number of State Government agencies and Northern Beaches Council hold land within the catchment. In addition, many of the land parcels are Crown Land, subject to Aboriginal Land Claims.

Land owned by State Government agencies

Correspondence has been sent to the Department of Environment and Planning, Roads and Maritime Services, the State Sporting Venues Authority and Lands about their land holdings within the catchment. There are a number of issues to address in relation to these parcels, including:

- Whether the land parcels are surplus to the needs of these agencies and therefore available to the State Park.
- Whether there are any constraints, costs or other liabilities associated with the parcels that might preclude their incorporation into the State Park.

Council is awaiting responses from these agencies.

Land owned by Council

There are also a number of parcels owned and managed by Council that were identified as having potential to be included in the State Park, subject to consideration of associated constraints, costs or liabilities. Council staff have met and discussed these parcels. They have carried out due diligence and determined that there are no major impediments to the inclusion of most of these parcels into the State Park. A number of small parcels were identified as having no benefit for inclusion in the State Park. These parcels have poor quality vegetation and are not contiguous with other land parcels. In addition, the parcels at Cromer Road have high maintenance costs associated with the fire trail that outweigh any potential benefit. These parcels are identified in Attachment 2 in red.

Crown Land Under Claim

In addition, many of the land parcels in the catchment are Crown Lands, subject to Aboriginal Land Claims that were lodged by the Metropolitan Local Aboriginal Land Council. These are identified in Attachment 2 in orange. Council has received advice from Lands that until these claims have been determined, it would not be appropriate for Lands to progress any changes to the current reservation without the written support of the Land Council. In addition, if the Aboriginal Land Claims are granted, the Crown reservation would automatically be revoked by the granting of freehold title. Council staff have written to the Land Council to discuss the potential future management of these parcels.

The land parcels with complicated tenure that were held over from the Stage 1 expansion are shown in Attachment 2 in yellow. It should be noted the transfer or gazettal of any of the Stage 2 parcels is dependent on the agreement of the various landowners, and is subject to the workload of State government staff.

Terms of Reference

Council staff have consulted with Lands in amending the Terms of Reference, and Lands have provided comments and support for the amendments. The Terms of Reference have been amended to increase the level of community involvement in the State Park, particularly in assisting with long term planning and prioritising strategic goals. The Committee will now include up to four community members who have knowledge and preferably experience of the Narrabeen Lagoon State Park, including:

- One environment representative
- One recreational representative
- One business representative
- One ratepayer / community representative.

The amended Terms of Reference are at Attachment 3.

Once the Terms of Reference have been adopted, the community members will be recruited via a public process.

CONSULTATION

To date the Advisory Committee has provided important strategic guidance in the establishment and expansion of the State Park. Lands have been consulted and have reviewed the proposed changes to the Terms of Reference. Once adopted, these will enable stronger community involvement in setting the long-term management direction for the Park, and in assisting the prioritisation of Park projects.

TIMING

The Stage 1 expansion is currently underway and will be finalised once Lands workload allows.

The Stage 2 expansion is ongoing. Transfer and gazettal of appropriate Stage 2 parcels is dependent on the agreement of the various landowners, the outcome of further due diligence investigations, and the workload of State government agencies.

FINANCIAL IMPACT

Costs involved in the Stage 1 expansion can be met within current operational funding.

Additional funds may be required to progress the Stage 2 expansion. Once more information is forthcoming from state agencies, staff can determine what the costs are likely to be and recommend sustainable funding options to offset these costs in future progress reports.

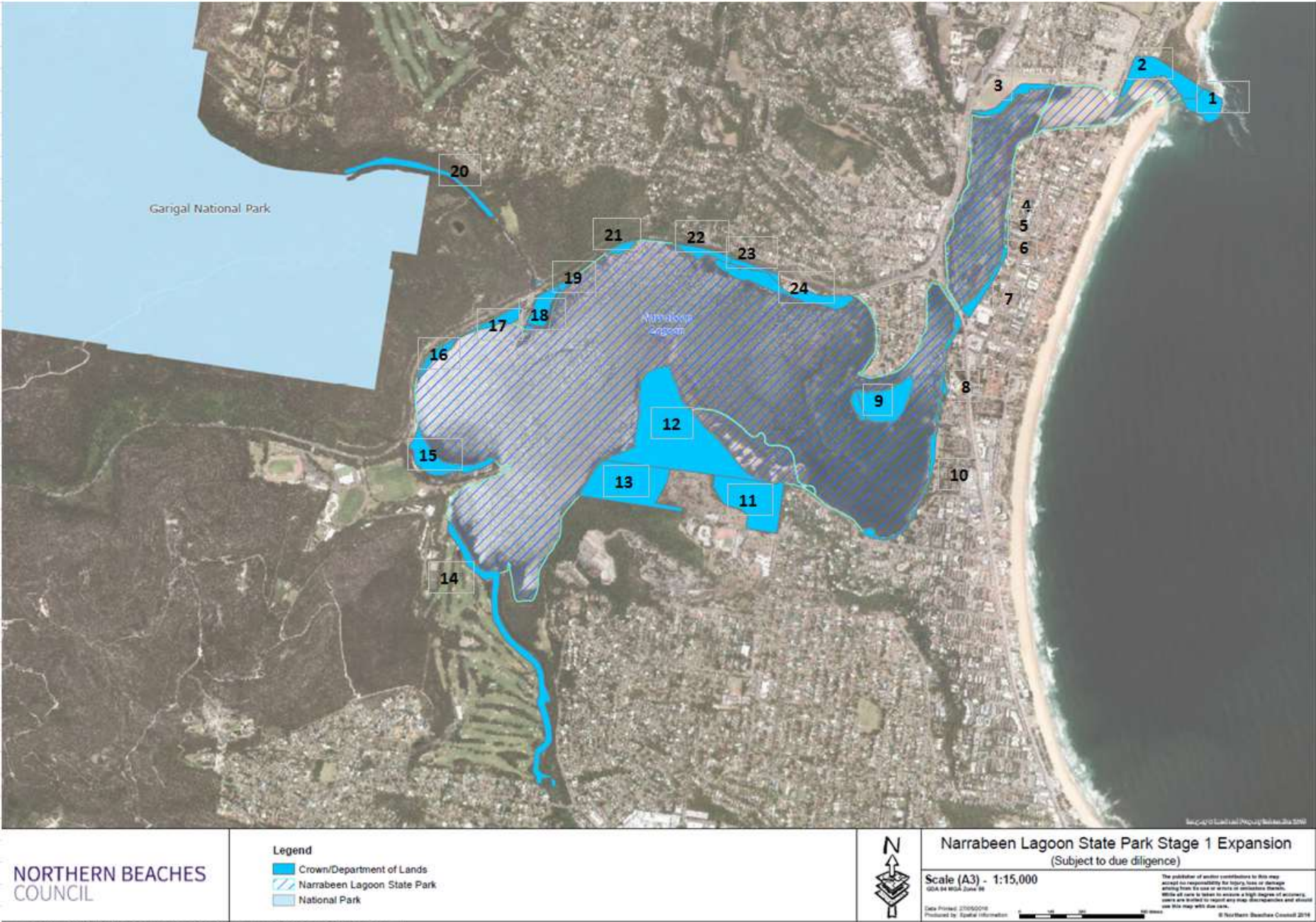
SOCIAL IMPACT

Narrabeen Lagoon State Park, including its surrounding trail, is one of the Northern Beaches' most frequently visited recreation destinations. Expanding the State Park further protects the recreational amenity of this area. Amending the Terms of Reference for the Narrabeen Lagoon State Park Advisory Committee will increase community involvement in setting the long-term management direction for the Park, and in assisting in prioritising State Park projects.

ENVIRONMENTAL IMPACT

Narrabeen Lagoon State Park and its surrounding foreshore is one of the Northern Beaches' most ecologically healthy waterways. Expanding the State Park further protects the environmental value of this area.

Narrabeen Lagoon State Park Stage 1 Expansion – Progress Report



Map Number	Action	Reason
1, 4	Postpone to Stage 2	Complicated tenure, require further investigation which would delay Stage 1 expansion
2	Change Reserve Trust to Narrabeen Lagoon State Park Reserve Trust	Currently Lake Park Reserve Trust
3	Change Reserve Trust to Narrabeen Lagoon State Park Reserve Trust	Currently Lake Park Oval Reserve Trust
5 -10, 16, 21, 24	No further action required	Investigation into database anomalies has clarified that these parcels are already in the State Park.
11 - 13	Change Reserve Trust to Narrabeen Lagoon State Park Reserve Trust	Currently Jamieson Park Reserve Trust
15	Change Reserve Trust to Narrabeen Lagoon State Park Reserve Trust	Currently Wakehurst Parkway Reserve Trust
14, 17 - 20	Add to Narrabeen Lagoon State Park Reserve Trust	Currently managed by Council, no Reserve Trust
22	Change Reserve Trust to Narrabeen Lagoon State Park Reserve Trust	Currently Bilarong Park Reserve Trust
23	Add to Narrabeen Lagoon State Park Reserve Trust	Currently Lands, no Reserve Trust



NARRABEEN LAGOON STATE PARK ADVISORY COMMITTEE

TERMS OF REFERENCE

1. PURPOSE

- 1.1. To act in an advisory role to the Narrabeen Lagoon State Park Trust (NLSPT) and assist in prioritising the Trust's strategic goals and long-term planning for ecological health, land management and sustainable recreation and business use of the Park.
- 1.2. To facilitate and enable communication between the NLSPT, the community and stakeholders with an interest in Narrabeen Lagoon State Park.
- 1.3. To provide a forum in which to allow the expression of views and opinions from a variety of stakeholders including the community, land owners and policy makers.
- 1.4. To facilitate volunteer activities that are consistent with the strategic goals of the Park.

2. OUTCOMES

- 2.1. The Committee is recognised by communities and stakeholders as a means whereby their views can be discussed and inputs considered into the planning, management and development of Narrabeen Lagoon State Park.
- 2.2. The NLSPT receives advice from the Committee, as requested, on management proposals and/or other issues of interest to the NLSPT.
- 2.3. The NLSPT remains informed of important community and stakeholder issues of interest.
- 2.4. The Reserve Trust Manager will manage the NLSP using the following principles:
 - 2.4.1. Establish water quality outcomes suitable for protection of the natural environment and for public recreation.
 - 2.4.2. Maintain and enhance the natural environment, accepting the principles of ecosystem based total catchment management.
 - 2.4.3. Promote and enhance the unique environmental, cultural heritage and recreational values of the State Park.

3. ACCOUNTABILITY

- 3.1. The Committee is responsible to the NLSPT in regard to all its activities.
- 3.2. The Committee is advisory only. It has no decision making authority, cannot commit the NLSPT to expenditure, and will instead consider all matters referred to it by the NLSPT directly, or in accordance with these Terms of Reference.
- 3.3. The Committee and its individual members are not to engage in any media activities or purport to speak for, or on behalf of NLSPT, or the Community Advisory Committee, without prior written consent of the NLSPT.
- 3.4. Members of the Committee agree to be bound in their membership by these terms of reference and all relevant corporate policies and requirements of the NLSPT Manager.
- 3.5. Members of the Committee agree to declare any potential or actual conflicts of interest, and at all times agree to act in the best interests of the Committee, the community of New South Wales and the NLSPT.
- 3.6. Community members of the Committee should aim to reflect the broad perspectives of the New South Wales community, and bring to the Committee knowledge of the opinions and concerns of the community and/or stakeholder groups, that might genuinely impact Narrabeen Lagoon State Park.

4. MEMBERSHIP

- 4.1. There will be 10 Committee members, representing a range of community and stakeholder groups who wish to contribute to the Narrabeen Lagoon State Park.
- 4.2. The Chair will be the nominee of the Minister administering the *Crown Lands Act 1989*.
- 4.3. Up to four community members shall be appointed to the Committee by the Trust Manager providing they have knowledge (and preferably, experience) of the Narrabeen Lagoon State Park:
 - One environment representative
 - One recreational representative
 - One business representative
 - One ratepayer / community representative
- 4.4. Three members shall be appointed to the Committee as representatives of the main land owner groups in the catchment:

- One from Northern Beaches Council (Trust Manager)
 - One from NSW Crown Lands (Land owners)
 - One from Metropolitan Local Aboriginal Land Council (MLALC).
- 4.5. Two members shall be appointed to the Committee representing the State agencies with expert technical and policy information regarding the overall management of the lagoon environment:
- One from NSW Department of Primary Industries (Fisheries)
 - One from NSW Office of Environment and Heritage.
- 4.6. The members of the Committee will be formally appointed by agreement between NSW Crown Lands and the Trust Manager.
- 4.7. The Trust Manager will provide secretarial support for the administration of the Committee.
- 4.8. Community member appointments will be for a two year period. Community members will be eligible for reappointment with a maximum of 2 terms / 4 years.
- 4.9. Members of the Committee are not paid.
- 4.10. Members cannot claim reimbursement from NLSPT for the cost of attending Committee meetings.
- 4.11. A member may at any time resign from his or her office by giving 4 weeks notice in writing.

5. PROCEEDINGS

- 5.1. The Committee will meet at regular intervals, at least two times a year.
- 5.2. A quorum is constituted if at least half the total number of members is present, including a Trust Manager representative and the Chair (or delegate).
- 5.3. The NLSPT will determine the agenda and matters for consideration by the Committee (incorporating relevant suggested items from Committee members as appropriate).
- 5.4. The Chair and Secretary of the Committee will prepare an agenda for each meeting.
- 5.5. Meetings will be minuted and will contain all recommendations of the Committee.
- 5.6. Committee recommendations will be reached by consensus wherever possible.

- 5.7. In the event that a matter needs to be voted upon, each member, including the chair of the Committee, will have an equal vote.
- 5.8. In the event of a tied vote, the motion will be deemed to be lost.
- 5.9. All Committee recommendations are to the Trust Manager who will consider the recommendations in accordance with its own governance arrangements. The Committee has no decision making authority.
- 5.10. A copy of the minutes will be provided to the NLSPT within 14 days from the meeting.
- 5.11. The Chair of the Committee will be invited to attend in person when the Trust Manager is considering Committee reports should they wish to provide further information.
- 5.12. All members of the Committee will be bound by Council's values and the Office of Local Government's Model Code of Conduct for Local Councils in NSW (November 2015) [www.olg.nsw.gov.au/Model Code of Conduct.pdf](http://www.olg.nsw.gov.au/Model%20Code%20of%20Conduct.pdf). Members considered to be acting contrary to the Model Code of Conduct , Council's values or these Terms of Reference may have their membership revoked by the Trust Manager.

ITEM 8.4	INGLESIDE CHASE RESERVE BIOBANKING APPLICATION
REPORTING MANAGER	EXECUTIVE MANAGER NATURAL ENVIRONMENT & CLIMATE CHANGE
TRIM FILE REF	2016/307937
ATTACHMENTS	1 ↓ Ingleside Reserve Map 2 ↓ Biobanking Brochure

EXECUTIVE SUMMARY

PURPOSE

To seek Council resolution to apply to the NSW Office of Environment & Heritage (OEH) to register Ingleside Chase Reserve as a biobank site, and to seek endorsement to develop policy to pursue biobanking as a management option in appropriate bushland reserves throughout the Local Government Area (LGA).

SUMMARY

Ingleside Chase Reserve is a 70-hectare bushland reserve owned and managed by Council and is located on the Warriewood Escarpment between the suburbs of Warriewood, Ingleside and Elanora Heights. It contains a number of vegetation communities and a suite of listed threatened species. The reserve is currently managed via bushland restoration and hazard reduction contracts.

Council has engaged ecological consultants to conduct surveys, assessment and reporting required to establish the reserve as a biobank site under the OEH's Biodiversity Banking and Offsets Scheme.

A biobank site is an area of land over which the landowner has agreed to place a biobanking agreement to manage land for conservation. A Biobanking Assessment Report has been prepared to calculate the number of biodiversity credits for Ingleside Chase Reserve based on the vegetation type and fauna species present. The credits can be purchased by developers looking to offset their environmental impact. The proceeds then go into the Biobanking Trust Fund which provides for the environmental management of the reserve in perpetuity.

Biodiversity offset credits are likely to be sought by the State Government as part of the upcoming Ingleside Precinct development and Mona Vale Road upgrades. The offsets required by these projects can remain in the Northern Beaches LGA by the potential uptake of biodiversity credits made available through biobanking Ingleside Chase Reserve.

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Endorses the submission of a biobanking application to the NSW Office of Environment & Heritage to establish a biobank site at Ingleside Chase Reserve.
 - B. Delegate authority to the the Deputy General Manager Environment & Infrastructure to execute the biobanking application to the NSW Office of Environment & Heritage.
 - A. Staff develop a framework for the use of Council owned or managed reserves as offsets for environmental impacts.
-

REPORT

BACKGROUND

Ingleside Chase Reserve is a 70-hectare bushland reserve owned and managed by Council and is located on the Warriewood escarpment between the suburbs of Warriewood, Ingleside and Elanora Heights. It contains a number of vegetation communities and a suite of listed threatened species. The reserve is currently managed via bushland restoration and hazard reduction contracts. Council has engaged ecological consultants to conduct surveys, assessment and reporting required to establish the reserve as a biobank site under the NSW Office of Environment & Heritage's (OEH) Biodiversity Banking and Offsets Scheme.

A biobank site is an area of land over which the landowner has agreed to place a biobanking agreement to manage land for conservation. The biobanking agreement places a legal covenant on the title of the land and provides ongoing funding for management. Extensive information is available on the OEH website, however *Attachment 2* provides a useful summary and background information on the scheme.

A Biobanking Assessment Report has been prepared to calculate the number of biodiversity credits for Ingleside Chase Reserve based on the vegetation type and fauna species present. The credits can be purchased by developers looking to purchase biobanking credits as offsets for environmental impacts. The sale of credits then goes into a Biobanking Trust Fund which then provides for reserve management costs in perpetuity.

While development offsets are considered a last resort, Council's preference is for offset sites to remain local and notes that current and previous State Government infrastructure projects have obtained offsets outside the Northern Beaches LGA. Biodiversity offset credits are likely to be sought by the State Government as part of the upcoming Ingleside Precinct development and Mona Vale Road upgrades. The offsets required by these projects can remain in the Northern Beaches LGA by the potential uptake of biodiversity credits made available through biobanking Ingleside Chase Reserve.

As part of the proposed biobanking agreement, funding provided would be used for biodiversity conservation actions, including bush regeneration, revegetation, weed and pest animal control, fencing, bushfire management, signage and track maintenance. The establishment of a biobank site does not preclude the current recreational activities identified within the reserve Plan of Management (PoM). However it does limit the extent to which these activities can be amended, particularly in terms of intensity of usage.

Benefits of establishing a biobank site at Ingleside Chase Reserve include:

- The provision of biodiversity offsets that are kept local to the Northern Beaches
- Ongoing, in perpetuity funding to the value of approximately \$100,000 per year for management of the reserve for conservation purposes.
- Facilitation of the implementation of some of the management actions which have been identified within the adopted PoM.
- The in-perpetuity management of the reserve's high conservation values.
- Management of the existing wildlife corridor linkage between Garigal and Ku-ring-gai National Parks
- Potential profits earned through the sale of biodiversity credits will be used for biodiversity conservation purposes on the Northern Beaches

Should Northern Beaches Council establish a biobank site, there is a legal requirement for public exhibition of the proposal including amendments to the Ingleside Chase Reserve POM, and associated community consultation.

Potential disadvantages to Council in establishing a biobank site include:

- The potential need to make minor revision to the existing PoM to include provision for biobanking.
- The potential for perceptions of conflicts with Council being both a consent authority for developments and offset provider should the development be approved
- The establishment of a biobank site is in perpetuity and is therefore restrictive to changes in land use, including use by the community or the operational needs of Council
- Council is responsible for the actual implementation of the works required by the biobank site management plan.

It is noted that the former Warringah Council resolved to “Support the use of the NSW Biobanking and Offset Scheme as a mechanism to manage environmentally significant land within Warringah.”

CONSULTATION

OEH has been consulted during the preparation of the biobanking application regarding direction and advice (by Eco Logical Australia on behalf of Council).

TIMING

The application to the OEH will be lodged as soon as possible.

FINANCIAL IMPACT

Based on future management costs over a 20 year period it is expected that approximately \$2,000,000 will be generated and funded if all credits are sold. This is approximately \$100,000 towards management of the reserve at no major annual cost to Council.

Currently NBC allocate \$20,000 per annum of Council funds on management of the reserve however the management outcomes are limited in such a large and diverse reserve.

The preparation of the Biobanking Assessment Report by Eco Logical Australia has cost Council \$41,000.

SOCIAL IMPACT


Ingleside Chase Reserve has a network of walking tracks which are well used by the community. The significant increase in funding per annum will allow optimum management which will improve aesthetic and intrinsic values, allowing the community to continue to enjoy the environment of the reserve.

ENVIRONMENTAL IMPACT

The intent of biobanking is to increase conservation values at biobanked sites through sufficiently-funded management which allows better environmental outcomes. Such outcomes in Ingleside Chase Reserve include increasing habitat value and conservation of flora and fauna through better threatened species management, reducing impact of weeds and feral animal pests, and reducing human impacts to improve water quality in the Narrabeen, Fern and Mullet Creek catchments.



NORTHERN BEACHES
COUNCIL

 Ingleside Chase
reserve boundary

Ingleside Chase Reserve - Proposed BioBank site



Scale: 1cm = 70m
Aerial Photography - Feb 2014
Licensed from NearMap
This plan is not survey accurate

BioBanking

Biodiversity Banking and Offsets Scheme

for conservationists



BioBanking is a biodiversity banking and offsets scheme that improves biodiversity and provides funds for landowners to manage their land for conservation. BioBanking is a voluntary scheme that supports landowners to take care of their bushland forever ... and pays them to do it.



What is BioBanking?

BioBanking is a market-based scheme that brings together:

- landowners who create biodiversity credits by establishing a bioBank site
- purchasers who buy the credits created.

Purchasers may be conservationists, philanthropists or government departments interested in conserving biodiversity in perpetuity. Developers who need to offset the loss of biodiversity from a development site are also purchasers.

There are two types of biodiversity credits – species credits and ecosystem credits.

Conservationists or philanthropists may decide to target particular threatened species by only buying credits for those species or credits for ecosystems that support them. Conservationists may also choose to focus on a particular geographic region with a view to creating a linked corridor or protecting a vulnerable area.

Behind the scenes

BioBanking applies a consistent scientific methodology to assess biodiversity, whether for a proposed conservation or development site.

The BioBanking Credit Calculator is a computer program that uses the methodology and calculates the number and classes of credits created at a bioBank site or those required to offset clearing at a development site.

Three databases underpin the methodology and calculator:

- Vegetation Types Database – describes vegetation types for each of the 13 catchment management

Further information

Website: www.environment.nsw.gov.au/biobanking
Phone: 131 555
Email: biobanking@environment.nsw.gov.au

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authority (ICMA) area in NSW. There are approximately 1600 in total. Vegetation types are used in the methodology as a surrogate for general biodiversity values.

- Vegetation Benchmarks Database – identifies the range of quantitative measures that represent the benchmark condition for each vegetation type
- Threatened Species Profile Database – contains information for all listed threatened species, populations and communities, such as their habitat characteristics, range, response to management actions, life history strategies, survey requirements, and ability to withstand loss in numbers and extent.

The data underpinning the calculator is reviewed and updated on a regular basis. The calculator and all databases are available for free on the BioBanking website.



Ensuring improved biodiversity outcomes in perpetuity

A biobanking agreement is registered on the land title of a biobank site to ensure biodiversity is protected and managed forever. When land that includes a biobank site is sold, the new owner takes over the obligations of the biobanking agreement and in return receives the annual payments from the BioBanking Trust Fund.

Biodiversity offset credits must be purchased from a biobank site that has:

- the same vegetation type as the development site
- another vegetation type with the same predicted species, or
- a more cleared vegetation type that contains the same threatened species.

This ensures more endangered ecosystems are not lost in favour of those under less threat.



Previously, the preferred location for an offset was often on the same site as the development. In some cases this was not practical for the best use of land close to infrastructure. Sometimes it also led to conflict between development and conservation objectives for the future. BioBanking offers more flexibility for where credits may be obtained, leading to better results for biodiversity.

How much is a credit worth?

Many variables influence how much a credit is worth, such as the underlying value of the land, the condition of the vegetation and the demand for particular credit types. Landowners, or other credit owners, are also allowed to build a profit margin into their credit price.

Land that is close to urban areas (such as on the outskirts of Sydney) may be more expensive and if used for a biobank site may generate credits with higher prices.

The condition of the vegetation on a biobank site will affect the cost of the management actions required, which in turn will affect the credit price required to ensure these actions can be completed.

As BioBanking is a market based scheme, demand from purchasers and the supply of credits will also affect their price. For example, a credit in high demand from developers may have a higher price than a credit with low demand. The biobanking public register lists expressions of interest, credits available for sale and all past credit transactions, which may help inform negotiations regarding the price of credits.



Conservationists or philanthropists may decide to target particular threatened species or areas. The biobanking public register lists expressions of interest from landowners wanting to establish biobank sites as well as biodiversity credits available for sale. Both can be searched by CMA subregions, vegetation type and threatened species.

If an expression of interest matches a conservationist's requirements, they may approach the landholder and enter into an option to purchase credits after an assessment is undertaken and a biobanking agreement granted.

Conservationists can publicise the types of credits they are interested in purchasing by submitting a 'credits wanted form' to be included in the 'list of wanted credits' on the BioBanking website.



How does BioBanking work?

The assessment process

Applications for biobanking agreements (for biobank sites) and biobanking statements (for development sites) must include a site assessment by an accredited BioBanking Assessor using the current version of the calculator.

The credits generated by a biobank site or required by a development site will vary as each site has different vegetation types, conditions and threatened species.

Buying and selling credits

Biodiversity credits are sold by biobank site owners to fund the management of their land. Anyone can purchase biodiversity credits. Purchasers can choose to retire the credit, or keep them for possible resale at a later date. If a developer buys credits to offset the effects of a development site, they must retire them so they cannot be traded again.



ITEM 8.5	NORTHERN BEACHES SPORTSGROUNDS STRATEGY AND GOLF COURSES REVIEW
REPORTING MANAGER	EXECUTIVE MANAGER PARKS & RESERVES
TRIM FILE REF	2016/306102
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To conduct an analysis of the usage of golf courses as part of the Northern Beaches Sportsgrounds Strategy, including how to best use the land currently occupied by Warringah Golf Course for recreational purposes, and to not proceed with the proposed District Park tender process until the outcomes of the Strategy and Review have been considered by Council.

SUMMARY

Major sporting groups including the Manly Warringah Pittwater Sporting Union (Sporting Union) have approached Council calling for new and improved sportsgrounds and facilities. The Northern Beaches community enjoys its sport and participation continues to increase, particularly from women, putting Council's sportsfields under increasing pressure.

Council has recently commenced work on a long term sports facility plan, the Northern Beaches Sportsgrounds Strategy, to guide development of sportsgrounds and facilities for the next 15 years.

The Sporting Union, the Manly Warringah Football Association, AFL and Cricket have advocated that Council review whether any of the seven Council golf courses could be more equitably used for sporting fields. These sporting groups represent almost all of the 45,000 registered users of the Northern Beaches sportsgrounds.

In response to the advocacy from these major sporting groups it is proposed to also review the equitable use of Council's public golf course land and incorporate this as part of the Strategy.

It is considered that the views of the whole Northern Beaches community should be sought prior to making major decisions on Council-owned open space at this time, in particular the best use of the land currently occupied by Warringah Golf Course for recreational purposes. As such, it is proposed to not proceed with the tender process to lease land occupied by the Warringah Golf Course, North Manly Bowling and Recreation Club, and Warringah Recreation Centre until Council considers the outcomes of the Sportsgrounds Strategy and Golf Courses Review.

The review of golf courses and the Sportsgrounds Strategy will include comprehensive community engagement, with the first step the development of a discussion paper in November 2016. It is planned that recommendations and a draft Sportsgrounds Strategy will be brought back to Council for consideration in early 2017.

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Note that sporting groups have approached Council advocating for more sporting fields, suggesting some of Council's golf course land could be converted to sporting fields.
 - B. Conduct a review of golf courses as part of the Northern Beaches Sportsgrounds Strategy,
-

including how to best use the land currently occupied by Warringah Golf Course for recreational purposes for the Northern Beaches community.

- C. Commence the community engagement process for the review and Strategy with a discussion paper in November 2016.
 - D. Not proceed with the tender process to lease land occupied by the Warringah Golf Course, North Manly Bowling and Recreation Club, and Warringah Recreation Centre until the completion of the Northern Beaches Sportsgrounds Strategy and Golf Courses Review.
-

REPORT

BACKGROUND

Major sporting organisations including the Manly Warringah Pittwater Sporting Union (Sporting Union) have recently approached Council about the need for new and improved sportsgrounds and facilities on the Northern Beaches and a coordinated approach to planning and management of sports facilities. The Northern Beaches community enjoys its sport and participation continues to increase, particularly from women, putting Council's sportsfields under increasing pressure.

As reported to the Council meeting 23 August 2016 Council in conjunction with Clubs, Associations and the Sporting Union has already begun work on a long term sports facility plan - the Northern Beaches Sportsgrounds Strategy. This Strategy will guide development of sportsgrounds and facilities on the Northern Beaches for the next 15 years.

There are more than 150 sportsfields and facilities across over 55 locations on the Northern Beaches. However, the Sporting Union, Manly Warringah Football Association, AFL and Cricket have called on Council to also investigate the use of recreational and golf course land for sportsfields as their increasing needs are not being met. These four major sporting groups represent almost all of the 45,000 registered users of the Northern Beaches sportsgrounds. This excludes volunteers, non-playing members and spectators.

Football (soccer) on the Northern Beaches has experienced significant growth in recent years, particularly female players. Registrations have increased from 15,000 to 18,000 participants over the past five years and female participation has increased by 25% over the past ten years, with over 4500 players in 2016. Cricket on the Northern Beaches has experienced a 46% increase in junior teams over the last four years, with over 1700 junior players in 2015.

There are currently 13 golf courses on the Northern Beaches, six private and seven public. Research undertaken by the former Pittwater and Warringah Council's supported investigation into sportsfields and golf courses. The former Pittwater Council's Public Space and Recreation Strategy (2014) indicated that the current supply of sportsfields was insufficient and recommended investigation into more equitable use of golf courses. The former Warringah Council's Recreation Strategy (2009) reported that golf courses accounted for 4% of Warringah's open space where as only 2% of land was used for other active sports and recommended a review of golf provision and demand.

In response to the advocacy from these major sporting groups it is proposed to also review the equitable use of Council's golf course land and incorporate this as part of the Strategy. It is planned that this review will be undertaken in conjunction with the executive group of each participating golf course. The findings of this review will be integrated with the Sportsgrounds Strategy, which will be developed with comprehensive community input.

DISTRICT PARK AND THE WARRINGAH GOLF CLUB

District Park is one of the Northern Beaches most significant open spaces. District Park comprises approximately 62 hectares of public open space in Manly Vale and North Manly. The park includes four sportsgrounds, (David Thomas, Miller, Passmore and Nolan Reserves), and the Warringah Golf Course. The golf course occupies 30 hectares of the park. Built facilities in the park include several amenities buildings, the Warringah Recreation Centre, a child care centre, two bowling clubs, a rifle club and a skate park.

In 2015 the former Warringah Council completed a detailed review of the District Park Plan of Management and adopted a new Plan of Management. In keeping with this Plan of Management, Warringah intended to invite tenders for a 20 year lease of District Park land which consisted of three leased areas - the Warringah Golf Course, North Manly Bowling and Recreation Club, and the Warringah Recreation Centre. These leases are due to expire in August 2017. The lease from September 2017 was proposed to include the entire land area of the golf course, bowls club, and

the recreation centre as a single leased and managed area, as well as the design, construction, and centralised management and operation of a new Sports and Community Building on the site of the North Manly Bowling and Recreation Club.

It is considered that the views of the whole Northern Beaches community should be sought prior to making major decisions on Council open space at this time, in particular the best use of the land currently occupied by Warringah Golf Course for recreational purposes. District Park is of significance to all residents of the Northern Beaches.

As such, it is proposed to not proceed with the tender process to lease land occupied by the Warringah Golf Course, North Manly Bowling and Recreation Club, and Warringah Recreation Centre until the completion of the Northern Beaches Sportsgrounds Strategy and Golf Courses Review.

NEXT STEPS

The review of golf courses and the Sportsgrounds Strategy will include comprehensive community engagement, with the first step development of a discussion paper in November 2016. It is planned that recommendations and a draft Sportsgrounds Strategy will be brought back to Council for consideration in early 2017.

The outcomes of the review and the Strategy may necessitate a review of Plans of Management including for District Park.

CONSULTATION

Council's Implementation Advisory Group (IAG) of former Councillors have been consulted on the approaches from the sporting groups for Council to review its golf courses and provide more sporting fields. The IAG supported the review and engagement of the Northern Beaches community prior to deciding on the future of District Park.

It is planned there will be comprehensive consultation with sports clubs, associations, state sporting organisations, schools, the broader community, golf clubs in the process of undertaking the Sportsgrounds Strategy and Golf Courses Review. Community engagement activities will include (but not be limited to):

- Interviews with every Northern Beaches sports code that utilises sportsgrounds and facilities.
- Interviews with representatives from the executive of each participating golf course.
- Community consultation and project updates on the Strategy and the Review including via the online "Your Say" project page throughout the project.
- Sports Forum and community drop in sessions.

TIMING

The planned timing for the Sportsgrounds Strategy and Golf Courses Review includes:

- Commence community engagement including with golf, sports codes October 2016
- Discussion paper to inform Sportsgrounds Strategy and Golf Courses Review for community consultation, November 2016
- Report to Council with recommendations arising from community engagement for the future of District Park and requesting approval to exhibit the Draft Sportsgrounds Strategy, March 2017
- Public exhibition of Draft Sportsgrounds Strategy, April 2017

- Report to Council requesting adoption of the Final Sportsgrounds Strategy, May 2017

FINANCIAL IMPACT

The Sportsgrounds Strategy aims to provide a financially sustainable plan to bridge the gaps between identified supply and demand for sportsgrounds and facilities.

SOCIAL IMPACT

The Sportsgrounds Strategy is essential for successful, sustainable planning and management of our sports facilities to create more opportunities to be active, to encourage participation in sport and physical activity, and to strengthen our local sport and recreation sector.

The Sportsgrounds Strategy will consider the changing nature of sports participation, sports trends and local and regional demographics. The Northern Beaches demographics point to a growing population, an increasing proportion of older people, and in the former Warringah a higher than average rate of participation in recreation. In addition the Sportsgrounds Strategy will also consider a broader recreation planning context and be informed by the adjoining Councils and the sport and recreation planning of agencies including the Greater Sydney Commission.

ENVIRONMENTAL IMPACT

The Sportsgrounds Strategy will identify opportunities to complement and enhance the environmental, natural and built values of the Northern Beaches open spaces and sportsgrounds, including consideration of opportunities for adaptive reuse. A sustainable and environmentally responsible approach to sport and recreation planning and development will be adopted.

9.0 PLANNING & COMMUNITY DIVISION REPORTS

ITEM 9.1	EXHIBITION OF DRAFT MONA VALE PLACE PLAN
REPORTING MANAGER	EXECUTIVE MANAGER, STRATEGIC LAND USE PLANNING
TRIM FILE REF	2016/283817
ATTACHMENTS	<ol style="list-style-type: none"> 1 ☞ Mona Vale Development Feasibility Memo (Included In Attachments Booklet) 2 ☞ Mona Vale Town Centre - Traffic and Parking Strategy (Included In Attachments Booklet) 3 ☞ Draft Mona Vale Place Plan (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek Council approval to undertake the public exhibition process of the draft Mona Vale Place Plan for a period of 40 days.

SUMMARY

On 3 June 2013, former Pittwater Council resolved that Mona Vale Town Centre would undergo a place planning process.

From early 2014 Council staff undertook a comprehensive engagement and research process, which captured input from over 5000 stakeholder groups and individuals. These findings are captured in *Imagine Mona Vale – Engagement Summary for Mona Vale Place Plan* which was presented to former Pittwater Council at its 17 August 2015 meeting.

Building on the community aspirations captured in *Imagine Mona Vale*, the draft Mona Vale Place Plan articulates key priorities and next steps for Mona Vale Town Centre. Feasibility studies have been undertaken in relation to affordable housing, parking and traffic. These studies have provided the data and analysis to substantiate the concepts put forward in the draft Mona Vale Place Plan.

The draft Mona Vale Place Plan has been constructed as a vision document that articulates the strategic direction for Mona Vale Town Centre. It sets the scene for the centre to evolve iteratively as opportunities arise, projects are trialed and funding is sourced. The Place Plan contains the foundation directions for the Planning and Assessment Business Unit which will inform and guide for the planning controls for Mona Vale (Development Control Plan and Local Environmental Plan).

RECOMMENDATION OF DEPUTY GENERAL MANAGER PLANNING & COMMUNITY

That the Draft Mona Vale Place Plan be placed on exhibition for 40 days and the results of the exhibition be reported back to Council.

REPORT

BACKGROUND

What is a Place Plan?

A Place Plan is a tactical, action-oriented strategy centred around the community's connection to a place. It establishes a vision and path forward, allowing for incremental change that is aligned with the current and future needs of a community.

A Place Plan identifies the infrastructure and investment needs in a town centre, village or place of significance so that resources can be targeted appropriately. The purpose of a place-based planning approach is to ensure people are at the centre of all planning and design solutions for places. In essence it is designing places for people.

Place Planning creates a framework for exploring the strengths and opportunities in a place. With the community's vision at the fore, it facilitates a ground up approach where plans are tested and trialed before investment is made.

Place Planning in Mona Vale

On 3 June 2013 Council resolved that Mona Vale would undergo a place planning process.

Mona Vale holds strategic importance in the Northern Beaches. As the highest order centre in the former Pittwater LGA, Mona Vale plays a significant role in contributing to employment targets, job containment and housing targets (Pittwater Land Use Planning Strategy 2011).

Mona Vale is of strategic importance in relation to upcoming infrastructure projects. Mona Vale will be a major stop on the B-Line, rapid bus transit system linking the Northern Beaches with Sydney's CBD. The NSW Government has also committed to an upgrade of Mona Vale Road and redevelopment of Mona Vale Hospital.

The draft Place Plan has been created within this context, and it is the goals and priorities established through the place planning process that ensures Mona Vale is positioned as the northern end of the peninsula's vibrant urban town centre.

Process to Date

June 2013	Council resolves to undertake place planning process in Mona Vale
2014	Former Pittwater Council participates in Future Cities program
September 2014	Village Economies Summit with focus on Mona Vale
September 2014 – June 2015	<p>"Spotlight on Mona Vale"</p> <ul style="list-style-type: none"> - Piloting and testing concepts and activations - Demonstrate different use of spaces and places - Undertake dialogue with the community on IMAGINE Mona Vale
January 2015 – June 2015	<p>"Urban Talks Series"</p> <ul style="list-style-type: none"> - Industry experts discussing key themes in relation to Mona Vale (transport, access, economic development, community connection, night time economies, lighting and design, affordable housing, urban fabric and public realm) - Continued piloting placemaking initiatives

	- Capturing conversations with stakeholders
August 2015	<i>Imagine Mona Vale – Engagement Summary for Mona Vale Place Plan</i> ratified by Council
August 2016	<i>Imagine Mona Vale – Engagement Summary for Mona Vale Place Plan</i> awarded Highly Commended at RH Dougherty Awards

Areas of Additional Investigation

Following the adoption of the *Imagine Mona Vale – Engagement Summary*, Council staff and consultants worked to undertake further concept work and analysis. Using the priorities set through community engagement, additional modeling and research was undertaken on the following areas:

- Affordable housing and lower cost housing
- Traffic – vehicular and pedestrian
- Parking
- Nightlife and weekend economy
- Social/civic infrastructure

Key considerations addressed within the Place Plan are as follows:

Affordable Housing and Lower Cost Housing

Analysis demonstrates the merit and feasibility of affordable and lower cost housing in Mona Vale Town Centre. Diversity of housing stock is essential to creating a sustainable community. As detailed in *Pittwater Social Plan 2012 – 2016*, without affordable housing, young people and key workers are forced out of the area. This in turn has a negative bearing on vitality and services.

The former Pittwater area faces a challenge to retain its young people. In addition, the largest group (29%) of the individual workforce is on the lowest income quartile. Recognising this is the state of play, the Place Plan argues it is essential that the future strategy for the Centre should include some form of affordable housing.

Kenisis Consultancy has undertaken research into Mona Vale, and has identified sites that are more conducive to affordable housing than market housing. The Place Plan presents a feasible test site for affordable housing in Mona Vale, while not excluding other potential sites.

Traffic – Vehicular and Pedestrian

Consultation revealed that improved walkability and traffic management was one of the community's top priorities for Mona Vale. Following this, consultants were engaged to analyse Mona Vale's traffic flow and parking and test the viability of a number of improvement strategies (traffic calming and re-direction). The analysis undertaken is attached in full, and underpins the strategy outlined in the draft Place Plan.

The analysis supported the need to improve amenity for pedestrians and drivers, and addressed traffic flow management now and into the future.

Parking

The parking study supports the more effective use of the existing parking supply and provides a number of parking strategy recommendations as outlined in the Draft Place Plan.

A key recommendation is an amendment to the Pittwater 21 DCP. The draft Place Plan advocates for a reduction in on-site parking requirements. This reduction is crucial to the intensification of Mona Vale Town Centre, and will further a number of Council initiatives relating to economic development, housing affordability and active travel.

Nightlife and Weekend Economy

Mona Vale Town Centre is a successful centre, with the bulk of activity occurring during business hours on weekdays.

Engagement revealed a strong demand for increased activity in Mona Vale on evenings and weekends. Extended opening hours and a greater variety of commercial and social offerings were seen as key to creating a positive atmosphere and natural surveillance during the evenings and weekends. This vision is endorsed by the local Chamber of Commerce, who developed a submission for the Place Plan with a defined “eat street” in Mona Vale.

Social/Civic Infrastructure

There is strong support for enhancing the social and community functions at “the heart” of Mona Vale. The community’s priorities of increased social and creative space, improved safety and enhanced public domain have informed concepts put forward in the draft Place Plan.

CONSULTATION

As noted previously the draft Mona Vale Place Plan has been formulated through extensive consultation with local community and industry experts between January 2014 and June 2015. This process is described in *Imagine Mona Vale – Engagement Summary for Mona Vale Place Plan*.

The methodologies employed in the Mona Vale Place Planning process have gained industry recognition, including at the 2016 RH Dougherty Awards where *Imagine Mona Vale – Engagement Summary for Mona Vale Place Plan* was highly commended.

TIMING

It is proposed that the draft Place Plan be placed on public exhibition for 40 days with submissions invited from the community.

During the exhibition period an information booth will be set up in the Mona Vale Town Centre on a selection of days with Place Management staff available for discussion on the draft Place Plan. Briefings will be scheduled during the exhibition period with key stakeholder groups to inform them of the plan.

The draft Plan will be made available on Council’s website. At the close of the exhibition period, submissions will be collated and presented to Council for consideration.

FINANCIAL IMPACT

Budget

Allocated Expenditure:

As part of the 10 year Special Rate Variation works program, Mona Vale Place Plan has an initial budget of \$2.3 million over 6 years - of this \$700,000 is allocated in the Northern Beaches Operational Plan 2016 – 2017, Appendix 2 Former Pittwater Operational Plan, Key Direction 4: Integrating our Built Environment.

Future Expenditure/Revenue:

The draft Place Plan document is a visionary and guideline document. As such, some of the proposed works require further analysis, costing and fund-sourcing.

Similarly, public domain improvements may generate possibilities for increased revenue. This will be identified in future works programs as appropriate.

SOCIAL IMPACT

Place planning is about designing places for people. All concepts proposed in the draft Mona Vale Place Plan are designed to promote community connectedness, well-being and belonging.

The draft Place Plan operates within the context of Council's social and community planning instruments, including the *Pittwater Social Plan 2012 – 2016*. It furthers positive social outcomes by describing the policy and planning settings required to provide greater amenity, access, safety and housing options in Mona Vale Town Centre.

Mona Vale Place Plan recognises that Mona Vale is made up of precincts, each with a unique character and function. The draft plan articulates an incremental evolution that celebrates and enhances these discrete areas and their associated communities.

ENVIRONMENTAL IMPACT

The Draft Place Plan champions social, economic and environmental sustainability.

Key environmental considerations/improvements include:

- Public domain concepts include landscaped street design to assist temperature control
- Shading and water sensitive urban design principles
- Promotion of active transport and public transport
- Enhancing walkability to minimize the frequency of private car trips

ITEM 9.2	APPLICATION TO AMEND WARRINGAH DEVELOPMENT CONTROL PLAN 2011, PART G6 - DEE WHY RSL
REPORTING MANAGER	EXECUTIVE MANAGER STRATEGIC LAND-USE PLANNING
TRIM FILE REF	2016/287131
ATTACHMENTS	<ol style="list-style-type: none"> 1 ➡Application to amend Warringah Development Control Plan 2011, Part G6 (Included In Attachments Booklet) 2 ➡Extract of Warringah Development Control Plan 2011, Part G6 Dee Why RSL Club (Included In Attachments Booklet) 3 ➡Draft Warringah Development Control Plan 2011 (Amendment 8) (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

Seek Council's approval to publicly exhibit amendments to *Warringah Development Control Plan 2011* (WDCP 2011) relating to the Dee Why RSL Club.

SUMMARY

On 30 June 2016, Council received an application (refer Attachment 1) from Dee Why RSL Pty Ltd to amend Part G6 of WDCP 2011. WDCP 2011 contains site specific controls for the Dee Why RSL Club, located at 932 Pittwater Road, Dee Why (refer Attachment 2).

The DCP Amendment Application was submitted together with a development application for demolition works and redevelopment of part of the Dee Why RSL (DA2016/0648). The development application is currently being assessed and will be the subject of a separate report.

The DCP Amendment Application requests amendments to accommodate changes to the final stage of development envisioned in Part G6 of WDCP 2011.

The DCP Amendment Application was publicly exhibited together with DA2016/0648 for 31 days. Seven (7) submissions were received.

Draft *Warringah Development Control Plan 2011 (Amendment 8)* (Draft DCP) (refer Attachment 3) has been prepared following assessment of the proposal, consideration of public submissions, and further consultation with the applicant.

It is recommended that Council exhibit the Draft DCP in accordance with Section 18 of the *Environmental Planning and Assessment Regulation 2000*.

RECOMMENDATION OF DEPUTY GENERAL MANAGER PLANNING & COMMUNITY

That Council publicly exhibit draft *Warringah Development Control Plan 2011 (Amendment 8)* for a period of at least 28 days in accordance with the requirements of Section 18 of the *Environmental Planning and Assessment Regulation 2000*.

REPORT

BACKGROUND

On 30 June 2016, Council received an application (refer Attachment 1) to amend Part G6 of *Warringah Development Control Plan 2011* (WDCP 2011) relating to the Dee Why RSL Club.

The DCP Amendment Application was lodged by the Dee Why RSL Club and applies to Lot 1, DP 706230, known as 932 Pittwater Road, Dee Why (the site). The site is occupied by the Dee Why RSL Club and AMF Bowling Centre.

The DCP Amendment Application states that amendment of WDCP 2011 is required to accommodate the works in a development application for the subject site (DA2016/0648). DA2016/0648 was lodged concurrently with the application and is currently being assessed.

Historical Context

The site was located in the E16 Pittwater Road North locality under *Warringah Local Environmental Plan 2000* (WLEP 2000). The “Desired Future Character Statement” for the E16 locality stated:

‘The Dee Why RSL Club will continue to cater for the recreational and leisure needs of the community. Development involved in the further expansion of the existing approved building and car parking areas is to be assessed with regard to a Masterplan for the site. This Masterplan will address issues such as views, visual impact, management of traffic and impact upon the amenity of the locality.’

DA2001/0394 was subsequently lodged with Council on 4 April 2001 together with a proposed Masterplan for the site. The Masterplan outlined a five (5) stage upgrade:

- Stage 1: Car parking, Club extensions and landscaping.
- Stage 2: Club fitout and landscaping.
- Stage 3: Administration fitout.
- Stage 4: Tourist accommodation and car parking.
- Stage 5: Car parking, food court extension, main entry and tourist accommodation.

DA2001/0394 for the Stage 1 works and the Masterplan were approved/adopted concurrently by Council at its meeting of 17 July 2001. Further development applications amended the Masterplan, however the principle of a five (5) stage upgrade largely remained.

In 2005 the *Environmental Planning and Assessment Act 1979* (the Act) was amended to make existing masterplans “deemed” Development Control Plans (deemed DCP) under the Act. The Masterplan for the site operated as a deemed DCP until the adoption of *Warringah Local Environmental Plan 2011* (WLEP 2011).

On 27 March 2012, Council resolved to review WDCP 2011 to provide site specific controls for the Dee Why RSL Club site. The review involved the translation of the existing Masterplan/ deemed DCP controls into WDCP 2011. It did not involve a detailed review of the existing controls to determine their continued suitability. On 26 February 2013, Council resolved to adopt *Warringah Development Control Plan (Amendment 3)*, creating Part G6 of WDCP 2011.

Part G6 of WDCP 2011 contains site specific controls for the site, including objectives, requirements, and design principles for several built-form characteristics, and Masterplan drawings reflecting the five (5) stage upgrade plan (refer Attachment 2).

Assessment of Proposed DCP Amendments

The DCP Amendment Application requests amendments to accommodate changes to the final stage of development envisioned in Part G6 of WDCP 2011 as proposed in DA2016/0648. In summary, the proposed amendments include:

- Updated masterplan drawings to allow for development as proposed by DA2016/0648
- Relaxing of boundary envelope standards to allow minor encroachments
- Removal of references to residential development
- General removal of 'Design Principles' from the 'Notes' sections of the plan.

The proposed changes are generally supported however it is considered that the continued inclusion of detailed drawings in WDCP 2011 for the site is not required to achieve identified planning outcomes and is contrary to the current role and form of DCPs recommended by the Department of Planning and Environment. In addition, the inclusion of detailed drawings in a DCP unreasonably and unnecessarily prescribes future development on the site.

It is therefore recommended that the WDCP 2011 is amended to remove detailed masterplan drawings and to provide an amended and updated set of objectives and requirements to achieve desired planning outcomes. Table 1 summarises the requested changes by the applicant and Council's response.

The applicant has indicated their in-principle support for the suggested alternative approach recommended above, including the removal of detailed drawings from the DCP.

Table 1: Response to application to amend WDCP 2011.

WDCP 2011 Part G6 Section	DCP Amendment Application Request	Council's Response
Masterplan Drawings	Update Masterplan drawings for the subject site to reflect the works described in DA2016/0648.	Masterplan drawings are recommended to be removed. As the purpose of the drawings was to aid in planning for future development, the drawings are no longer necessary.
Preliminary	No change requested.	Removal of reference to Stage 5 of the approved Masterplan, as it is recommended that Masterplan drawings are removed. Retain reference to future development, as Part G6 will continue to apply to development beyond Stage 5. Removal of references to Design Principles, as the recommendations below will remove Design Principles.
Section 1 – Masterplan	Update the requirements section to clarify that Masterplan drawings are not applicable to development beyond 'Stage 5'.	The section is recommended to be removed due to the Masterplan drawings being removed.

Section 2 – Built Form	Remove 'Note - Design Principles'.	Removal of 'Design Principles' is supported. The objects and requirements in the section are suitable to help ensure that development on the subject site will respect the surrounding residential development and natural characteristics.
Section 3 – Boundary Envelope	Inclusion of statement to allow encroachments where objectives are satisfied. Inclusion of 'architectural roof features' to exceptions to the boundary envelope standards.	Inclusions are not supported. Encroachments may already be considered on a merit based assessment of development applications. This method allows for flexibility for high quality designs that meet the objectives of the section.
Section 4 – Boundary Setbacks	Removal of requirements for residential development on the subject site.	Removal is supported. The reference to 'residential development' relates to previous plans for tourist style accommodation on the subject site. Future residential development may be assessed under the appropriate provisions of WDCP 2011 and WLEP 2011.
Section 5 – Safety and Security	Removal of Design Principle for provision of a safe and friendly environment for all age groups.	Removal is supported, provided that requirements are included which: <ul style="list-style-type: none">- Maximise activity in publicly accessible areas, and- Reduce opportunities for crime and antisocial behaviour. These requirements will help improve safety through high quality design.
Section 6 – Views	No change requested.	No change recommended.
Section 7 – Landscaping and Civic Improvements	Removal of Design Principle relating to awareness of ANZAC / RSL movements.	Removal supported.
Section 8 – Economic and Social Sustainability	Removal of reference to Masterplan drawings. Removal of Design Principle relating to provision of high quality entertainment and employment in Dee Why. Instead, these are to be included as requirements.	Changes supported. Including entertainment and employment outcomes as requirements will aid in the assessment of future development applications for the subject site.
Section 9 – Traffic generation, car parking and vehicular access	Removal of Design Principle providing an improvement of pedestrian access to the complex from Pittwater Road	Removal is supported, provided the inclusion of a requirement to maintain high quality pedestrian to the Club from Pittwater Road.

CONSULTATION

Council placed the DCP Amendment Application on public exhibition together with DA2016/0648 from 25 July to 25 August 2016 (31 days). The public exhibition included:

- Two (2) advertisements in the Manly Daily.
- Approximately 1500 letters to local residents, businesses and land owners.
- Email notifications to community members.
- Yoursay webpage with background information and relevant documents.
- Availability of the application at Council's Customer Service Centre in Dee Why.

Seven (7) submissions were received, all supporting the RSL and the proposed development. None of the submissions explicitly addressed the requested changes to WDCP 2011. This is to be expected, given the relationship between DA2016/0648 and the requested changes to WDCP 2011.

TIMING

The Draft DCP will be publicly exhibited for a period of at least 28 days, in accordance with Section 18 of *Environmental Planning and Assessment Regulation 2000*. The results of the exhibition will be reported to Council when the exhibition is completed.

The applicant has requested that DA2016/0648 not be determined until WDCP 2011 changes have been completed.

CONCLUSION

The proposed amendments to WDCP 2011 are generally supported however it is considered that the DCP should be amended to remove detailed building drawings from Part G6 because:

- The drawings are not required to achieve identified planning outcomes.
- Future development can be addressed through amended DCP objectives and requirements.
- The inclusion of detailed drawings is contrary to the current role and form of DCPs recommended by the Department of Planning and Environment.
- The inclusion of detailed drawings unreasonably prescribes future development on the site.

FINANCIAL IMPACT

Nil

SOCIAL IMPACT

Nil

ENVIRONMENTAL IMPACT

Nil

ITEM 9.3	BUILDING FIRE SAFETY REPORT BY FIRE & RESCUE NSW - THE NEWPORT, 1 KALINYA STREET, NEWPORT
REPORTING MANAGER	EXECUTIVE MANAGER ENVIRONMENTAL COMPLIANCE
TRIM FILE REF	2016/304994
ATTACHMENTS	1 Building Fires and Safety Report by Fire & Rescue NSW

REPORT

PURPOSE

To report to Council the findings of Council's Building Surveyor's investigation into fire safety concerns at The Newport, 1 Kalinya Street, Newport, instigated by Fire and Rescue NSW (FRNSW).

REPORT

FRNSW conducted an inspection of the premises at The Newport, 1 Kalinya Street, Newport on 24 May 2016 identifying fire safety concerns in relation to egress and fire services (fire hose reels, fire extinguishers and fire blanket).

FRNSW notified Council on 28 July 2016 requesting Council inspect the premises to address the concerns identified, as well as identifying any other deficiencies relating to fire safety which are presented in a report in Attachment 1.

Section 121ZD of the Environmental Planning and Assessment Act 1979 (EP&A Act 1979) requires that Council table such reports and any recommendations made at the next meeting of Council.

Council is also to determine whether or not to issue an Order number 6 in the table to Section 121B of the EP&A Act 1979. Order number 6 is used to require the implementation of measures to prevent fire, suppress fire, prevent the spread of fire and to provide fire safety for building occupants.

Council staff carried out an inspection of the premises on 24 August 2016 where a number of fire safety concerns were noted in addition to those raised by FRNSW, including the lack of a current annual fire safety statement certifying that all essential fire safety measures are being maintained in accordance with the relevant performance requirements.

Following Council's investigation it is considered that a Building Code of Australia Audit report should be prepared by an appropriately qualified consultant for the building and that Council issue an Order number 6 under Section 121B of the EP&A Act 1979 to require the report from the building owner.

Council must provide notice to FRNSW of the determination.

FINANCIAL IMPACT

Nil

ENVIRONMENTAL IMPACT

Nil

SOCIAL IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER PLANNING & COMMUNITY

That Council:

- A. Issue an Order number 6 under *Section 121B of the EP&A Act 1979* to require the owner of The Newport at 1 Kaliynya Street, Newport to obtain and provide to Council a Building Code of Australia audit report for the building at the premises.
 - B. Provide notice to Fire and Rescue NSW of the above determination.
-



File Ref. No: BFS16/854 (10429)
TRIM Ref. No: D16/46616
Contact: Station Officer Paul Scott

28 July 2016

General Manager
Pittwater Council
Unit 11, 5 Vuko Place
WARRIEWOOD NSW 2102

Email: pittwater_council@pittwater.nsw.gov.au

Attention: Manager Compliance/Fire Safety

Dear Sir / Madam,

**Re: INSPECTION REPORT
Newport Arms Hotel
2 Kalinya Street Newport ("the premises")**

Fire & Rescue NSW (FRNSW) received correspondence on 9 May 2016, in relation to the adequacy of the provision for fire safety in or in connection with 'the premises'.

The correspondence stated in part that:

- *As far as I am made aware, this building no fire detection,*
- *No sprinkler system and very little in the way of portable fire extinguishers*

Pursuant to the provisions of Section 119T (1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 24 May 2016 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

The inspection was limited to the following:

- A conceptual overview of the building, where an inspection had been conducted without copies of the development consent or copies of the approved floor plans.

On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 119T (4) and Section 121ZD (1) of the EP&A Act. Please be advised that Section 121ZD (2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.



COMMENTS

The following items were identified as concerns during the inspection:

1. The Performance Requirement EP4.2 of the National Construction Code, Volume 1 Building Code of Australia (NCC) requires that suitable signs be installed to identify the location of exits. There were insufficient exit signs within the basement cellar to adequately direct people to an exit.
2. The bottle shop located on the western side of the building has two rollers doors as exits. It appears that the bottle shop has a floor area greater than 200m². If found to be greater than 200m², egress doors may need to be installed in accordance with Clauses D2.19 and D2.20 of the NCC.
3. Fire extinguishers and fire blankets installed within the outdoor kitchen and food preparation building are not located in the path of travel to an exit contrary to the requirements of Clause 3.2 and Clause 6.3 of Australian Standards (AS) 2444-2001;
4. The fire hose reel in the basement adjacent to the eastern exit is in a state of disrepair contrary to the requirements of Clause 182 of the EP&A Reg;

FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

RECOMMENDATIONS

FRNSW recommends that Council:

- a. Inspect and address any other deficiencies identified on 'the premises', and require item no. 1 through to item no. 4 of this report be addressed appropriately.

This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore awaits Council's advice regarding its determination in accordance with Section 121ZD (4) of the EP&A Act.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference BFS16/854 (10429) for any future correspondence in relation to this matter.

Yours faithfully



Edren Ravino
Building Surveyor
Fire Safety Compliance Unit

Unclassified

Fire & Rescue NSW

ABN 12 593 473 110

www.fire.nsw.gov.au

Community Safety Directorate
Fire Safety Compliance Unit

Locked Bag 12
Greenacre NSW 2190

T (02) 9742 7434
F (02) 9742 7483

bfs@fire.nsw.gov.au

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10.0 PUBLIC AFFAIRS DIVISION REPORTS

ITEM 10.1	APPOINTMENT OF STRATEGIC REFERENCE GROUP MEMBERSHIP
REPORTING MANAGER	DEPUTY GENERAL MANAGER PUBLIC AFFAIRS
TRIM FILE REF	2016/303987
ATTACHMENTS	1 Appointment of Strategic Reference Group Membership

REPORT

PURPOSE

To report to the Northern Beaches Council and to the community, applicants recommended for appointment to eleven Strategic Reference Groups; representing broadly the Social, Economic and Environment sectors of the Council business.

Northern Beaches Council resolved on 9 August 2016 to engage the community through an Expression of Interest application, and from this process to appoint representatives to advise Council in the development of the Vision, Priorities and Objectives for the draft Community Strategic Plan 2017.

REPORT

Expressions of Interest applications were sought for nominations to the eleven Strategic Reference Groups adopted by Council through advertising the opportunity in local media, on Council's website, Customer Service and Libraries and by email through community networks.

The Expression of Interest process was open for a period of three (3) weeks for the 11 groups.

A high level of experience, community interest, qualified expertise and enthusiasm to engage was demonstrated by the significant community response to become involved with the Council for the future Vision, Priorities and Objectives of the northern beaches.

Table 1. Represents the key topic areas allocated to the Strategic Reference Groups.

Strategic Reference Group
Affordable Housing
Economic Development and Tourism
Place Making
Natural Environment
Waste and Recovery Management
Sustainable Transport
Art, Culture and Heritage
Community Safety
Inclusive Communities
Open, Space and Recreation
Northern Beaches Youth

ASSESSMENT PROCESS

Initial assessment of the applications was prepared by qualified staff and the results were referred to a panel comprising the IAG members; Ms Jean Hay, Ms Kylie Ferguson, Mr Michael Regan (former Mayors and Deputy Mayor) with Ms Beth Lawsen Deputy General Manager Public Affairs, on Wednesday, 14 September 2016. A robust assessment process was undertaken for applications referring to their experience, expertise and areas of interest, capacity to communicate with their network, locality and previous collaborative efforts.

The IAG panel reviewed these recommendations to appoint to the Strategic Reference Groups from the nominations received. During the review process, the IAG members had access to the information provided by these applicants to support their application.

The purpose of this panel meeting was to ensure that the broadest range of candidates were appointed to these roles. A significant result to the invitation by Expression of Interest was received, with nearly 500 applications received and assessed.

CONCLUSION:

- 170 people representing the community, service organisations and statutory authorities drawn from across the northern beaches region are recommended for appointment to the Administrator and to the General Manager.
- Community representatives who have been appointed to a SRG will be invited to attend a meeting on 28th September 2016 hosted by the Northern Beaches Council Administrator and General Manager.
- This meeting for the appointed SRG representatives will be followed by a series of meetings to ensure the engagement of the widest range of people and their contribution to the Vision, Priorities and Objectives for the future of the Northern Beaches.

This report advises Council of the recommendations of the Implementation Advisory Group (IAG), for the appointments made by the Administrator and General Manager

FINANCIAL IMPACT

A budget has been allocated for the engagement of the community through the establishment of the Implementation Advisory Group, Local Representation Committee and the eleven Strategic Reference Groups.

ENVIRONMENTAL IMPACT

The environment of the northern beaches will be recognised and addressed through the three Environmental Strategic Reference Groups to ensure an environmental focus in the drafting Community Strategic Plan.

SOCIAL IMPACT

The establishment of the Strategic Reference Groups will provide the community and Council with key points of contact and stakeholder engagement for the period of Administration of the Council. Community engagement through these groups, will enable opportunity for the development of the Vision, Priorities, and Objectives for the draft Community Strategic Plan for the Northern Beaches Council.

RECOMMENDATION OF DEPUTY GENERAL MANAGER PUBLIC AFFAIRS

That Council:

- A. Approve the recommendations made by the Implementation Advisory Group to the Administrator for appointment of community representatives for the period September 2016 to June 2017 to the Strategic Reference Groups in their advisory capacity, and as outlined at Attachment 1.
 - B. Reply with letters and invitation to appointees to attend the inaugural Strategic Reference Groups meeting on 28 September 2016, advising of their appointment by the Council to a specific Strategic Reference Group and to provide the Terms of Reference, Code of Conduct and a calendar of meeting dates, venues and times.
 - C. Reply with letters of appreciation and advice, for future engagement opportunities to applicants who were not appointed, to ensure their future contact in engagement opportunities seeking contribution to workshops, focus groups, stakeholder meetings and via the Councils community data base.
-



Briefing Note for the appointment of Strategic Reference Group Members

Purpose

To appoint members to the 11 Strategic Reference Groups as confirmed by the IAG panel for approval by the Administrator.

Summary

Following agreement by Council on 9 August 2016, nominations were called for membership to 11 new Strategic Reference Groups. The expression of interest process was open for a period of three (3) weeks and over 490 applications for the 11 groups were received demonstrating significant community interest in the future of the northern beaches.

This note summarises the proposed members for the following SRGs:

Applications	First Preference Complete and valid applications	Second preferences	Third Preferences
Affordable Housing	49	Not considered	
Economic Development and Tourism	59	Not considered	
Place Making	20	Not considered	
Natural Environment	51	Not considered	
Waste and Recovery Management	23	29	
Sustainable Transport	16	21	
Art, Culture and Heritage	37	Not considered	
Community Safety	16	12	2
Inclusive Communities	33	3	
Open, Space and Recreation	38	Not considered	
Northern Beaches Youth	39	Not considered	

The initial assessments for the SRGs took place on Thursday, 8 September and Friday, 9 September 2016 by:

- Economic Strategic Reference Groups: Louise Hardy, Research Officer and Vicki Smith, Manager Cultural and Information / Library Services.
- Environment: Kate Lewis, Manager Community Engagement and Kathy Fuller, Principal Office Manager.
- Social: Jane Mulroney, Manager Corporate Strategy and Community Engagement and Alison Kellett, Research Officer.

The applications were assessed based on agreed criteria including:

- Nominated representative of a Registered Community Group and their ability to communicate with and represent the membership
- Nominated representative from a key stakeholder organisation
- Experience, skills and qualifications relevant to SRG
- Previous involvement in community groups and activities
- Applicants age group
- Attempt to achieve a least 2 members from each of the 5 wards across the region (Manly (M), Curl Curl (CC), Frenchs Forest (FF), Narrabeen (N) and Pittwater (PW)) and
- Gender balance where applicable.

A further meeting was held with the IAG panel which included Jean Hay, Kylie Ferguson, Michael Regan and Beth Lawsen on Wednesday, 14 September 2016 to review all 11 Strategic Reference Group nominations. The purpose of this meeting was to ensure that the broadest range of candidates were appointed.

The following are the applicants are recommended for the following Strategic Reference Groups:

Affordable Housing

	Nominee	Area	Group/ Organisation
1	Des Brady	PW	
2	John Aspinall		Urbaine Pty Ltd
3	Michelle Povah	PW	
4	Peter Fuller	N	
5	Charles Scott	CC	
6	Richard Ollerhead	FF	
7	Sandra Wilson	FF	
8	Tony Tenney	PW	Clareville and Bilgola Plateau Residents Association
9	Digby Hughes	M	
10	Neil McWilliam	M	Manly Community Centre and Services
11	Andrew McAnulty	Other	Link Housing
12	Rachelle Elphick	Other	Mission Australia
13	Sonia Lechner	Other	Uniting
14	Mark Shanahan	Other	Mark Shanahan Planning Pty Ltd
15	Warren Welsh	Other	The Burdekin Association

Economic Development and Tourism

	Nominee	Area	Group/ Organisation
1	Peter Middleton	PW	
2	Andrea Tattam	PW	
3	Samantha King	N	Business Education Network and Warringah Chamber of Commerce
4	John Dwyer	N	Terrey Hills Progress Association
5	Huw Adler	CC	
6	Gordon Lang	PW	
7	Adam Johnston	FF	
8	Vladimir Balandin	FF	
9	Ross Manford	M	
10	Louise Lye	M	
11	Daniel Robertson	Other	International College of Management
12	Matthew Hindman	Other	The Efficiency Group and Associated Family Entities
13	James Ferguson	Other	Novotel Manly Pacific
14	Kim Jones	Other	Pittwater Business Limited
15	Owen Coughlan	Other	NSW Business Chambers

Place Making

	Nominee	Area	Group/ Organisation
1	Dale Cohen	PW	
2	Emma Marshall	PW	
3	Alan Mason	PW	
4	Greg Stonehouse	Other	Eramboo
5	DA Wear	N	
6	Louise Hislop	CC	
7	Bryn Vanderfield	FF	
8	Les Irwig	FF	
9	Tanja Ianošević	M	
10	Louise Sureda	M	
11	Luisa Manfredini	M	
12	Helen Wilkins	M	
13	Evelyn Shervington	M	
14	Paul Klarenaar	Other	Northern Sydney Local Health District
15	Simon Dunn	Other	Mona Vale Chamber of Commerce

Natural Environmental

	Nominee	Area	Group/ Organisation
1	Edwina Laginestra	Other	WIRES NB
2	David Thomas	Other	Eco Divers
3	Whitney-May Lever	FF	
4	Paul Hackney	FF	
5	Rebecca Eddington	CC	
6	Tom Hazell	CC	
7	Yvonne Pflieger	CC	
8	Narelle Berry	M	
9	Jo Cooper	M	Director North Steyne SLS
10	Jacqueline French	M	Manly Community Forum
11	Roberta Conroy	PW	Bayview Church Point Residents Association, President
12	Marita Macrae	PW	Pittwater Natural Heritage Association, Chair
13	Merinda Rose	PW	Palm Beach & Whale Beach Association
14	Jacqueline Marlow	N	Friends of Narrabeen Lagoon Catchment
15	Phillip Colman	N	
16	Kathryn Ridge	M	

Waste and Recovery Management

	Nominee	Area	Group/ Organisation
1	Jude Furniss	Other	Bommie Australia
2	Stacey Randell	Other	NSW Business Chamber, Relationship Manager for all Northern Beaches Chambers
3	Anthony Petrolo	CC	
4	Natalie Warren	CC	
5	Cathy Natoli	N	
6	Kerry Euers	N	
7	Conny Harris	FF	
8	Richard Cox	FF	
9	Camila Cantoli	PW	
10	Billy Bragg	PW	
11	Rowan Hanley	PW	Surfrider Foundation Northern Beaches, Rise Above Plastics Representative
12	Emily Fewster	M	
13	Alicia Lloyd	M	Sustainable Organisations of Manly (SO Manly)
14	Louise Williams	M	
15	Ian Lang	M	Manly Community Forum

Sustainable Transport

	Nominee	Area	Group/ Organisation
1	Angela Doolan	Other	Easylink Services
2	Barbara Bice	Other	Ability Links, Settlement Services
3	David Owen	PW	CABPRA President
4	Gareth Jones	PW	Avalon Chamber
5	Michael Moulds	FF	
6	Matthew Jessup	FF	
7	Bradley Martin	FF	
8	Frank Peylaire	M	
9	Michelle Washington	M	
10	Francie Rigg	M	Manly Community Forum
11	Scott Brown	CC	
12	Anne Grunseit	CC	
13	Rebecca Bourcier	N	
14	David Morissey	CC	
15	Megan Bridge	N	Transport for NSW / B-Line

ART, CULTURE AND HERITAGE

	Nominee	Area	Group/ Organisation
1	Jim Boyce	Other	Manly, Warringah and Pittwater Historical Society
2	Neil Evers	Other	Budawa Aboriginal Signage Group
3	Sharon Cartwright	Other	Northern Beaches Chorus
4	Laura Greaves	M	
5	Gina O'Neill	M	
6	Julia Davenport	M	
7	Stefanie Schoeninger	M	
8	Martin Hardy	N	President of the Northern Beaches Orchestra
9	Stewart Wauchop	CC	
10	Penny Philpott	FF	
11	Richard Magee	N	
12	Lorrie Morgan	PW	
13	Caroline Glass-Pattison	CC	
14	John Pearson	PW	
15	Martin McCallum	PW	

COMMUNITY SAFETY

	Nominee	Area	Group/ Organisation
1	Thomas Loomes	Other	The Office of The Hon Mike Baird MP
2	Phillip Stone	Other	Sydney North Primary Health Network
3	Melissa Palermo	Other	Health Promotion, Northern Sydney Local Health District (Northern Beaches)
4	David Darcy	Other	NSW Police – NB LAC
5	Sarah Turner	M	Manly Chamber of Commerce
6	Shannon Job	M	Surf Life Saving Sydney Northern Beaches
7	Jacquiline Smith	M	Manly Community Centre & Services
8	Susan Watson	M	Manly Drug Education & Counselling Centre
9	Malcolm Pearse	CC	Community Corrections
10	Margaret White	PW	Zonta Club of Northern Beaches Inc
11	Sidar Demirbag	M	Late Night Food Traders
12	Simon Moriarty	CC	
13	Michael Olofinsky	FF	
14	Sharon Austin	N	
15	Ray Mathieson	M	Manly Community Forum
16	Lance Burrow	N	Northern Beaches Liquor Accord
17	Robert Tarrabay	Other	Transport for NSW

INCLUSIVE COMMUNITIES

	Nominee	Area	Group/ Organisation
1	Amanda Parkinson	Other	Sydney North Health Network
2	Tania Johnson	N	Uniting Church
3	Susan Watson	Other	Manly Drug Education & Counselling Centre
4	Maria-Elena Chidzey	Other	Manly Community Centre & Services Inc.
5	Carolyn McKay	Other	NBI (Northern Beaches Interchange)
6	Bill Gye	PW	Scotland Island Residents Association
7	Susan Alexander	N	Mona Vale Chamber of Commerce
8	Yvonne Parsons	PW	Mona Vale Hospital Auxiliary
9	Elaine Kent	M	
10	Julia Hornsby	PW	Warriewood Residents Association
11	Amanda Farrar	CC	
12	Kathryn Pritchard	CC	
13	Sandie Wong	FF	
14	Mark Daly	FF	
15	Greg Jones	PW	Principal Mona Vale Public School

OPEN SPACE AND RECREATION

	Nominee	Area	Group/ Organisation
1	Brent Manieri	Other	Surf Life Saving NSW/Surf Life Saving Services
2	Steve McInnes	Other	Surf Life Saving Sydney / Northern Beaches
3	Caroline Ghatt	FF	
4	Stephen Beatty	M	Manly Warringah District Cricket Club
5	Paul Smith	N	
6	Antony Pecar	N	Northern Beaches Cricket Council
7	Lynne Czinner	PW	Warriewood Residents Association
8	Chris Stead	PW	
9	Lisa Matthews	CC	Manly Rugby Football Club
10	Marissa Gidall	PW	
11	James Channon	PW	Tennis Northern Beaches
12	Matthew Ward	CC	
13	Jim Buda	M	Manly Warringah Cycle Club
14	Wayne Stevenson	FF	
15	Julie Whitfield	N	

NORTHERN BEACHES YOUTH

	Nominee	Area	Group/ Organisation
1	Rheza Tan	CC	NSLHD - Headspace Brookvale
2	Phillip Stone	Other	Sydney North Primary Health Network
3	Brandon Wescott	Other	Manly Community Forum
4	Eve Clark	CC	Northern Sydney Local Health District
5	Ian Bowsher	PW	Peninsula Community of Schools
6	Sam Wilkins	FF	
7	Su Young Lee	FF	
8	Jessica Chignell	FF	
9	Amy Warren	M	
10	Grace Blackford	M	
11	Georgia Llewellyn	N	
12	Justene Gordon	CC	The Burdekin Association
13	Isabelle Edwards	FF	
14	Brittany Ryan	PW	
15	Olivia Murray	PW	
16	Ryan Lagois	N	
17	Kevin Harris	M	

A Council report will be prepared for the meeting on 27 September 2016 recognising the process and appointments.

11.0 MATTERS PROPOSED TO TAKE PLACE IN CLOSED SESSION

RECOMMENDATION

- A. That, in accordance with the requirements of Section 10A of the *Local Government Act 1993* as addressed below, Council resolve to close the meeting to the public to consider and discuss:
- a Item 11.1 RFT 2015/072 - Stormwater Maintenance Works Panel on the basis that it involves the receipt and discussion of information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business [10A(2)(c) Local Government Act 1993]; and commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) Local Government Act 1993].
- This report discusses tender information and the disclosure of this matter in open meeting would, on balance, be contrary to the public interest in maintaining openness and transparency in council decision-making because the disclosure of this information would threaten the commercial position of the tenderers
- b Item 11.2 RFT 2016/086 - St Matthews Farm Reserve Skate Facility on the basis that it involves the receipt and discussion of information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business [10A(2)(c) Local Government Act 1993].
- This report discusses tender submissions and the disclosure of this matter in open meeting would, on balance, be contrary to the public interest in maintaining openness and transparency in council decision-making because the disclosure of this information would confer a commercial advantage to a person with whom the council is conducting business.
- B. That the resolutions made by the Council in Closed Session be made public after the conclusion of the Closed Session and such resolutions be recorded in the Minutes of the Council Meeting.
-

NORTHERN BEACHES COUNCIL

