

AGENDA

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

Tuesday 25 July 2017

Beginning at 6.30pm for the purpose of considering and determining matters included in this agenda.



Mark Ferguson
Chief Executive Officer

Issued: 19/07/2017

OUR VALUES

Trust

Teamwork

Respect

Integrity

Service

Leadership



**Agenda for an Ordinary Meeting of Council
to be held on Tuesday 25 July 2017
at Mona Vale Memorial Hall
Commencing at 6.30pm**

ACKNOWLEDGEMENT OF COUNTRY

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2017 to 2031
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2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

2.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 27 JUNE 2017

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 27 June 2017, copies of which were previously circulated, be confirmed as a true and correct record of the proceedings of that meeting subject to clause B of Minute Item No. 116/17 Adoption of Operational Plan 2017/18 being amended to read as follows:

That:

- A. Council adopts the Draft Operational Plan 2017/18, including Draft Fees and Charges subject to:
 - a. Amending the Operational Plan as detailed in Table 11 in this report.
 - b. Amending the Fees & Charges Schedule as detailed in Table 9 in this report.
- B. The adopted Fees apply from 1 July 2018.**
- C. Council make the following rates and charges:
 - a. In accordance with Sections 494 and 495 of the *Local Government Act* 1993 (the Act), Ordinary and Special Rates are made as shown in Tables 2, 3 and 4 in this report;
 - b. In accordance with section 496 of the Act, Domestic Waste Management Charges are made as shown in Tables 5, 6 and 7 in this report;
 - c. In accordance with section 496A of the Act, Stormwater Management Service Charges are made as shown in Table 8 in this report;
 - d. Works on private land carried out by Council to be charged at the appropriate commercial rate (cost of the works and standard on-costs to provide full cost recovery plus a return to Council); and
 - e. In accordance with Section 611 of the Act 1993 a charge on the person for the time being in possession, occupation or enjoyment of a rail, pipe, wire, pole, cable, tunnel or structure laid, erected, suspended, constructed or placed on, under or over a public place.
- D. Council adopts an interest rate of 7.5% to be charged on overdue rates and charges.
- E. Loan funding for the road infrastructure works at the Kimbriki Waste Landfill Site of \$7.815m be included in Council's borrowing return to the Office of Local Government for 2017/18 unless the borrowings under the Local Infrastructure Renewal Scheme approved by Council on 24 February 2015 are executed before 30 June 2017.
- F. Council may carry out work on private land, either on request or by agreement with the owner of the land, or under relevant legislation.
- G. Council approve for exhibition draft Fees at Table 10.
- H. The Beach Parking Permit Policy (Policy No. NBC003) be amended to reflect that residents outside the Northern Beaches LGA are not entitled to purchase Beach Parking Permits.

6.0 CHIEF EXECUTIVE OFFICER'S DIVISION REPORTS

ITEM 6.1	STRONGER COMMUNITIES FUND - ROUND TWO ALLOCATION
REPORTING MANAGER	EXECUTIVE MANAGER TRANSFORMATION & PERFORMANCE
TRIM FILE REF	2017/229226
ATTACHMENTS	1 Final Probity Report - Stronger Communities Fund Northern Beaches Council (Round 2) (Included In Attachments Booklet) 2 Brief Project Descriptions (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek approval to allocate funding under Round 2 of the Stronger Communities Fund – Community Grants program.

SUMMARY

The Stronger Communities Fund (SCF) has been established by the NSW Government as part of the NSW Government's Fit for the Future reform program.

The fund includes two components:

- A community Grants Program allocation of \$1 million
- \$14 million allocated for major projects that improve community infrastructure and services (this has been addressed in separate report to Council)

This report discusses the first of these programs in detail and reports on the grant applications received and assessed by the panel utilising the criteria set out by the Office of Local Government.

RECOMMENDATION OF CHIEF EXECUTIVE OFFICER

That Round 2 of the Stronger Communities Fund – Community Grants Program totalling \$500,00 be allocated as agreed by the assessment panel as follows (listed alphabetically by organisation; project name; and funding allocation):

- Autism Spectrum Australia ASPECT – Bikes for kids with autism in Vern Barnett School - \$5,106.90
 - Avalon Beach Historical Society Incorporated – 9th Great Historic Photographic Exhibition - \$5,150
 - Change Creators Inc. – One Million Coffee Cups - \$10,000
 - Curly Community Garden – Curly Community Garden Food Forest Project - \$15,000
 - Disabled Surfers Association of Australia (Sydney branch) – Beach Access Matting & Trailer - \$17,996.79
 - Fighting Chance Australia – Stronger employment pathways for people with disability on the
-

	Northern Beaches - \$50,000
G.	Fisher Rd School P&C Association – Explore for all - \$28,200
H.	Lifeline Northern Beaches – Northern Beaches Suicide Call Back Service \$22,584
I.	Manly Warringah Women’s Resource Centre – Northern Beaches White Ribbon walk - \$5,000
J.	Manly Women’s Shelter – MWS Internal Bedroom - \$10,360
K.	Mona Vale Golf Club Limited – Wetland Rehabilitation - \$25,106.90
L.	Northern Beaches Indoor Sports Centre – NBISC lighting Upgrade - \$6,800
M.	NSW Justices Association Incorporated – I need a JP - \$5,260
N.	NSW State Emergency Service – Warringah Pittwater Unit – Upgrade of AV Facilities - \$27,676.95
O.	Peninsula Community Gardens Inc. – Community Garden Expansion - \$17,400
P.	Permaculture Northern Beaches – The Green Home - \$24,806.90
Q.	Pioneer Clubhouse – The Hub - \$29,137
R.	Rainbow Club – Swim the Warringah Rainbow 2017 - \$5,000
S.	Rotary Club of Dee Why Warringah Inc. – Community Welfare – Mental Health First Aid Courses - \$5,000
T.	Scotland Island Residents Association – SIRA Water Booking Automation - \$36,800
U.	Special Olympics Australia (Sydney Northern Beaches Region) – Special Olympics Festival of Sport - \$8,000
V.	StreetWork Incorporated – PRIDE Empowerment Program \$16,950
W.	Sydney Metropolitan Wildlife Services Inc. – Waratah Park Wildlife Monitoring Project \$5,629.54
X.	The Burdekin Association – Youth Support and Intervention Project - \$48,050
Y.	The Cottage Counselling Centre – Teen Anxiety Workshop - \$5,000
Z.	The Link Church Incorporated – Events By The Lake - \$8,700
AA.	Tibetan Friendship Group Australia Incorporated – Pray for World Peace Event - \$5,285
BB.	Wheelchair Rugby League Australia Inc. – Northern Beaches Wheelchair Rugby League - \$50,000.

REPORT

BACKGROUND

The Stronger Communities Fund (SCF) has been established by the NSW Government as part of the NSW Government's Fit for the Future reform program.

The Fund includes a Community Grants Program allocation of \$1 million with individual project funding up to \$50,000 to incorporated not for profit community groups, for projects that will develop more vibrant, sustainable and inclusive local communities.

The Northern Beaches Council has conducted two rounds of the SCF community grants program with Round 1 announced in December 2016 and this report addressing the allocation of funding out of Round 2. This second round opened on 3 April 2017 with a maximum funding pool of \$500,000 and closed on 13 May 2017.

Applications were sought from eligible organisations for projects that addressed the Assessment Criteria as set by the Office of Local Government:

- Deliver social, cultural, economic or environmental benefits to the local community;
- Address an identified community priority;
- Be well defined with a clear budget;
- Demonstrate that any ongoing or recurrent costs of the project can be met by the community group once grant funding has been expensed;
- The organisation must demonstrate the capacity to manage funds and deliver the project.

The Northern Beaches Communities Priorities were listed as and aligned with the 11 Strategic Reference Groups.

Council received 90 applications to round 2 requesting \$2,850,111.53. Applications were reviewed for eligibility in the first instance at which time 7 applications were removed from the assessment process. This was followed by an initial assessment of the remaining 83 applications which was undertaken by a panel comprising 5 staff members from different disciplines whose ranking and comments were sent to the SCF Assessment Panel for consideration during their independent assessment. Assessments were also undertaken by members of the IAG (Implementation Advisory Group) and these assessments were also provided to the SCF Assessment Panel.

The Office of Local Government has determined that the SCF Assessment Panel is to include:

- Administrator or delegate
- State Member(s) of Parliament, or representative;
- Regional coordinator of the Department of Premier and Cabinet, or delegate;
- Other members, appointed by the Administrator, as required;
- An independent probity adviser, appointed by the Administrator to advise the Panel on their deliberations and assessment process.

As the ultimate decision maker in this process, the Administrator has delegated his role on the SCF Assessment panel to a senior member of staff in the interest of probity.

The SCF Assessment Panels role is to make recommendations to the Administrator on projects to be funded. The panel members undertook individual assessments and submitted a score for each application against the above criteria resulting in a priority ranking. A round table discussion of the

Panel was held and consensus on the projects and funding allocation to be recommended was obtained. The successful projects support organisations to deliver outcomes within the disability sector, people at risk, environment, art and local volunteers that help to develop a more vibrant, sustainable and inclusive northern beaches.

The comments and scores for all levels of assessment will remain confidential however all applicants will be able to seek feedback on their application.

An independent probity advisor was appointed in accordance with the requirements of the OLG. In this capacity a review of all relevant documentation was undertaken as well as reviewing any declared conflict of interest and attending all meetings at which a panel recommendation was the intended outcome. The probity report is attached to this report.

The Panel recommendation has been reviewed by the Administrator with only minor alterations requested. The Panel has accepted the Administrator's alterations. The total funding allocation of \$500,000 has been distributed among 28 projects

TIMING

Round 1 of the SCF opened on 5 September 2016 and closed on 28 October 2016. Round 2 opened on 3 April and closed on 12 May 2017. During both rounds, the SCF community grants program was advertised and promoted through print and on-line media and direct email as well as temporary outdoor banners at key locations on the northern beaches and at the libraries in Manly, Dee Why and Mona Vale. Additionally, 3 separate information sessions were held during the opening weeks of each round at key locations in Manly, Dee Why and Warriewood and two grant writing workshops per round all of which were well attended.

FINANCIAL IMPACT

The recommended funding allocation for this round of the Stronger Communities Fund – Community Grants is \$500,000. This funding can be fully accommodated out of the Stronger Communities Fund allocated to the Northern Beaches Council.

SOCIAL IMPACT

Many of the recommended projects will provide social, economic or cultural outcomes for the northern beaches community including assistance and inclusion programs for disadvantaged and disabled residents including learn to swim and employment pathway programs. Funding has also been allocated to a volunteer organisation that will increase their capacity to service the northern beaches and a number of community events and services will become more sustainable and promote a more inclusive community.

ENVIRONMENTAL IMPACT

A number of environmental initiatives will be undertaken due to this funding allocation. Seven projects have received funding toward environmental education, wildlife monitoring wetland rehabilitation and community garden developments or improvements.

ITEM 6.2	MONTHLY INVESTMENT REPORT - JUNE 2017
REPORTING MANAGER	CHIEF FINANCIAL OFFICER
TRIM FILE REF	2017/212300
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 \$190,957,843 comprising:

- Trading Accounts \$12,319,324
- Investments \$178,638,519

Performance over the period from 13 May 2016 to date was strong having exceeded the benchmark: 2.81%pa vs. 2.07%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 \$6,100,249 compared to budgeted income of \$4,744,522, a positive variance of \$1,355,727.

SOCIAL IMPACT

Nil

ENVIRONMENTAL IMPACT

Nil

RECOMMENDATIONCHIEF EXECUTIVE OFFICER EXECUTIVE OFFICER

That Council receive and note the Investment Report as at 30 June 2017, including the certification by the Responsible Accounting Officer.

REPORT

INVESTMENT BALANCES

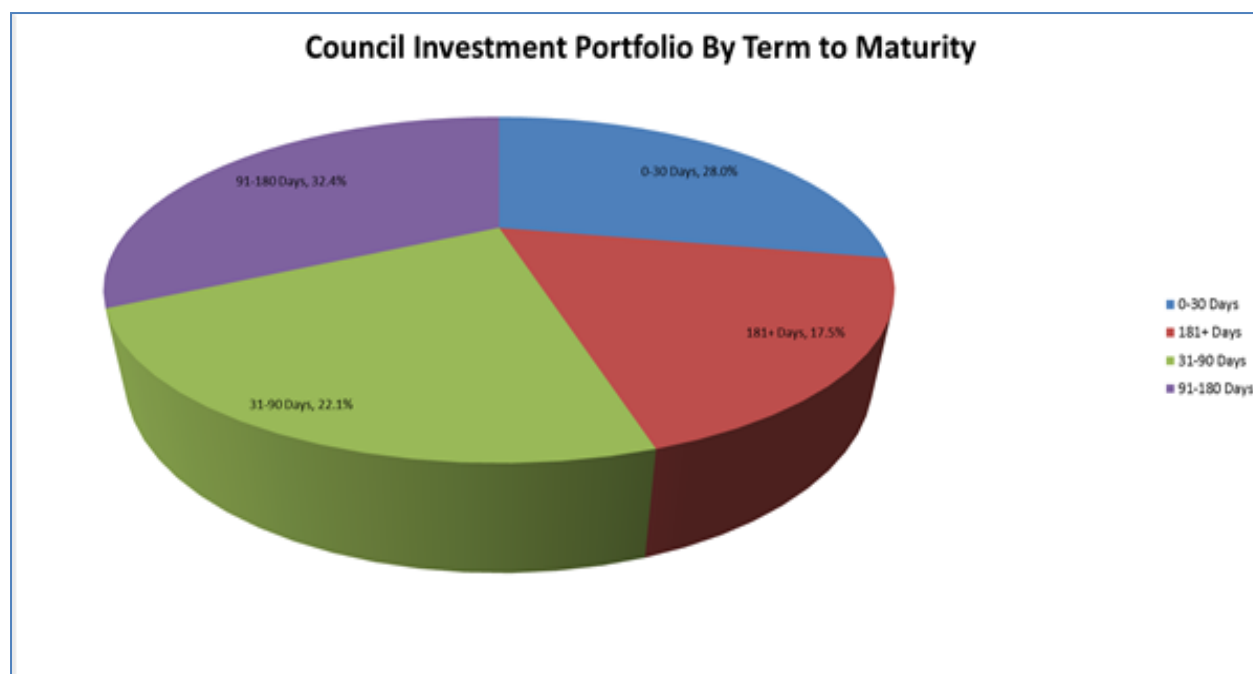
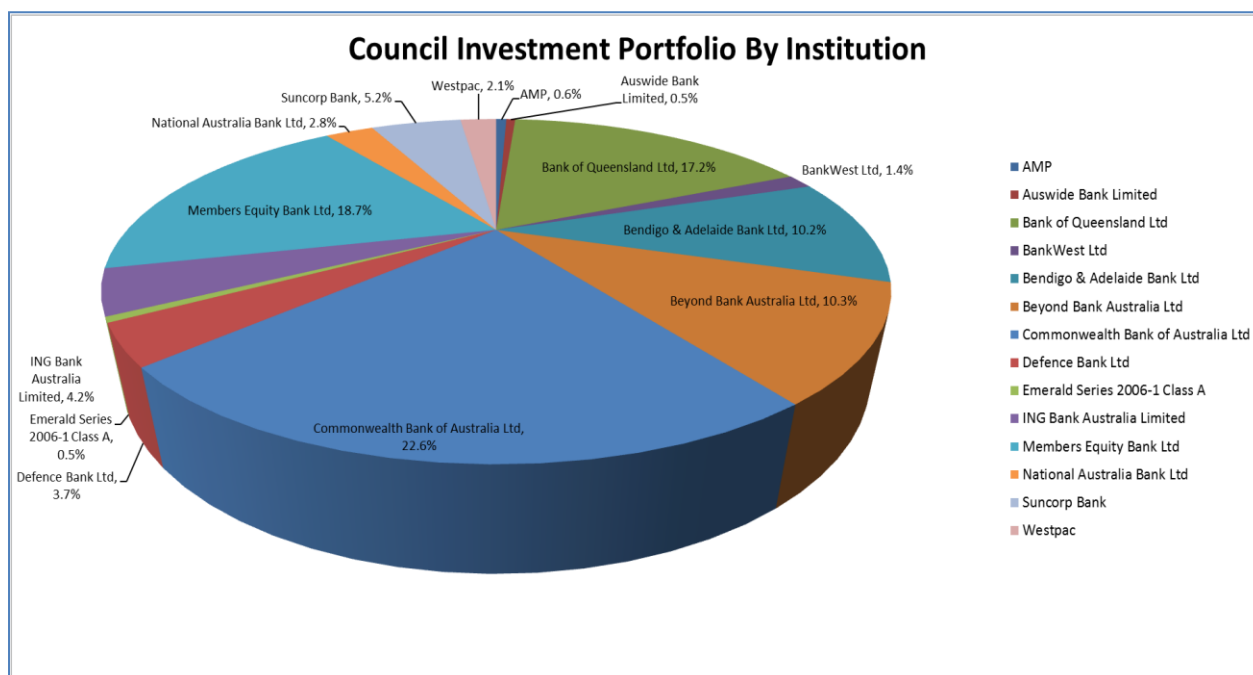
INVESTMENT BALANCES - CONSOLIDATED				
As at 30-Jun-2017				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Trading Accounts				
Commonwealth Bank of Australia Ltd	A1+	218,059		1.35%
National Australia Bank Ltd	A1+	1,148,342		1.50%
Commonwealth Bank of Australia Ltd	A1+	22,520		0.40%
Commonwealth Bank of Australia Ltd	A1+	4,110,672		1.35%
		5,499,593		
At Call Accounts				
Commonwealth Bank of Australia Ltd	A1+	7,858,505	At Call	1.85%
Commonwealth Bank of Australia Ltd	A1+	3,438,291	At Call	1.85%
AMP	A1	1,144,135	At Call	2.05%
National Australia Bank Ltd	A1+	1,400,000	At Call	2.00%
		13,840,931		
Mortgage Backed Securities				
Weighted Avg Life *				
Emerald Series 2006-1 Class A	AAA	954,314	21-Aug-51	2.185%
		954,314		
Term Deposits				
Suncorp Bank	A1	2,000,000	04-Jul-17	2.80%
Bank of Queensland Ltd	A2	1,000,000	06-Jul-17	2.80%
Members Equity Bank Ltd	A2	2,000,000	10-Jul-17	2.80%
National Australia Bank Ltd	A1+	719,877	10-Jul-17	2.70%
Members Equity Bank Ltd	A2	1,000,000	11-Jul-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	17-Jul-17	2.70%
Bank of Queensland Ltd	A2	1,000,000	19-Jul-17	2.80%
Members Equity Bank Ltd	A2	2,000,000	21-Jul-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	24-Jul-17	2.70%
Bank of Queensland Ltd	A2	2,000,000	25-Jul-17	2.80%
Bank of Queensland Ltd	A2	1,000,000	27-Jul-17	2.80%
Bank of Queensland Ltd	A2	2,000,000	31-Jul-17	2.75%
Bank of Queensland Ltd	A2	2,000,000	01-Aug-17	2.75%
Bank of Queensland Ltd	A2	2,000,000	04-Aug-17	2.80%
National Australia Bank Ltd	A1+	2,000,000	08-Aug-17	2.80%
ING Bank Australia Limited	A2	2,000,000	10-Aug-17	2.80%
Bank of Queensland Ltd	A2	1,000,000	14-Aug-17	2.80%
ING Bank Australia Limited	A2	2,000,000	15-Aug-17	2.79%
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%
ING Bank Australia Limited	A2	2,000,000	22-Aug-17	2.80%
Suncorp Bank	A1	2,000,000	28-Aug-17	2.65%
Beyond Bank Australia Ltd	A2	2,000,000	29-Aug-17	2.75%
Auswide Bank Limited	A3	1,000,000	05-Sep-17	2.70%
Beyond Bank Australia Ltd	A2	2,000,000	05-Sep-17	2.70%
Westpac	A1+	1,000,000	08-Sep-17	3.00%
Bank of Queensland Ltd	A2	2,000,000	11-Sep-17	2.65%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	13-Sep-17	2.75%

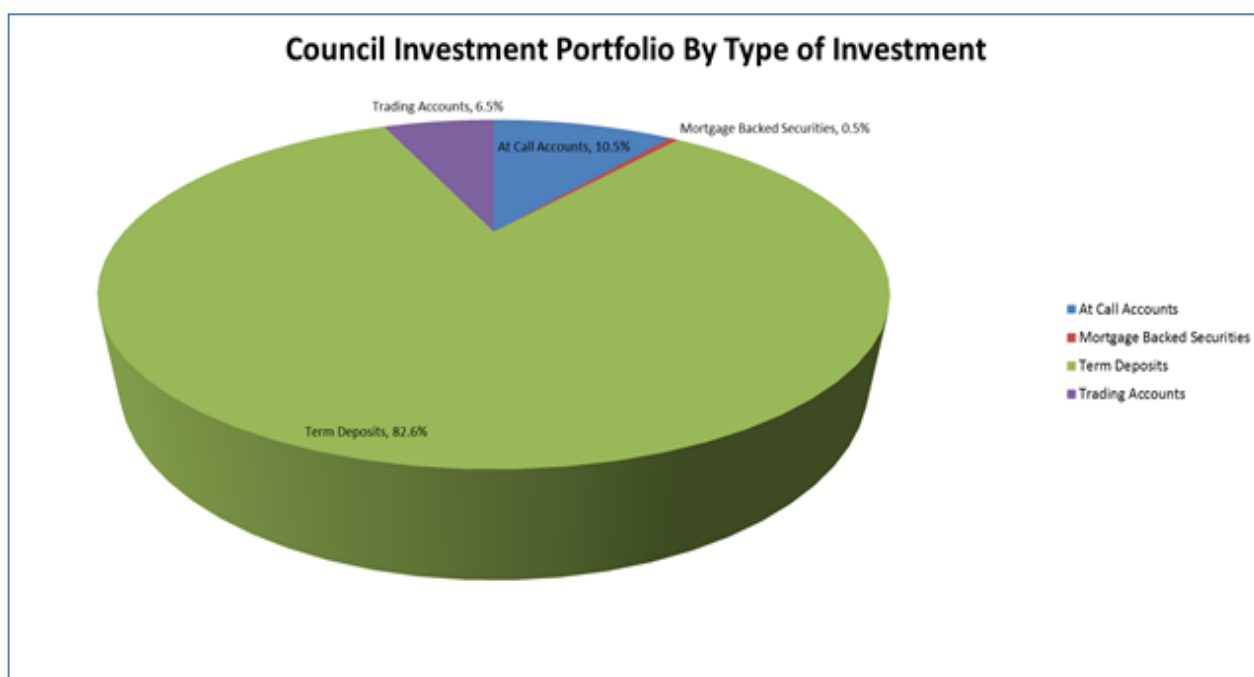
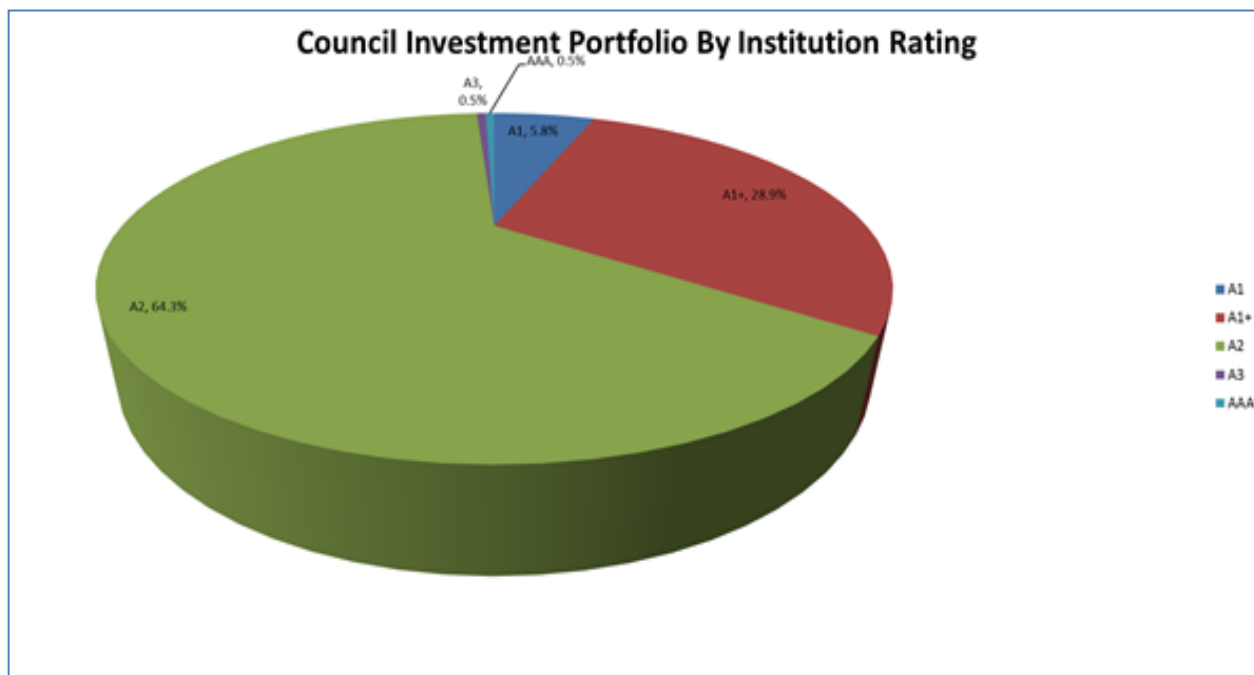
INVESTMENT BALANCES - CONSOLIDATED				
As at 30-Jun-2017				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Term Deposits (continued)				
Bendigo & Adelaide Bank Ltd	A2	2,000,000	19-Sep-17	2.70%
Bank of Queensland Ltd	A2	1,000,000	21-Sep-17	2.80%
Suncorp Bank	A1	2,000,000	25-Sep-17	2.65%
Bank of Queensland Ltd	A2	2,000,000	26-Sep-17	2.65%
Bank of Queensland Ltd	A2	2,000,000	29-Sep-17	2.80%
Bank of Queensland Ltd	A2	2,000,000	29-Sep-17	2.75%
Members Equity Bank Ltd	A2	1,000,000	03-Oct-17	2.80%
Bank of Queensland Ltd	A2	2,000,000	03-Oct-17	2.65%
Members Equity Bank Ltd	A2	2,000,000	05-Oct-17	2.60%
Bank of Queensland Ltd	A2	2,000,000	10-Oct-17	2.60%
Beyond Bank Australia Ltd	A2	1,000,000	12-Oct-17	2.75%
Bank of Queensland Ltd	A2	2,000,000	17-Oct-17	2.65%
Members Equity Bank Ltd	A2	2,000,000	19-Oct-17	2.60%
Members Equity Bank Ltd	A2	1,000,000	24-Oct-17	2.70%
Bank of Queensland Ltd	A2	1,000,000	24-Oct-17	2.60%
Beyond Bank Australia Ltd	A2	2,000,000	24-Oct-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	26-Oct-17	2.67%
Bank of Queensland Ltd	A2	1,000,000	31-Oct-17	2.65%
Bank of Queensland Ltd	A2	1,000,000	01-Nov-17	2.75%
Bank of Queensland Ltd	A2	2,000,000	03-Nov-17	2.60%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	07-Nov-17	2.65%
Members Equity Bank Ltd	A2	2,000,000	07-Nov-17	2.70%
Beyond Bank Australia Ltd	A2	1,000,000	10-Nov-17	2.75%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	14-Nov-17	2.64%
Suncorp Bank	A1	3,000,000	14-Nov-17	2.60%
Beyond Bank Australia Ltd	A2	2,000,000	16-Nov-17	2.75%
Members Equity Bank Ltd	A2	2,000,000	21-Nov-17	2.70%
Beyond Bank Australia Ltd	A2	2,000,000	23-Nov-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	05-Dec-17	2.65%
Beyond Bank Australia Ltd	A2	2,000,000	05-Dec-17	2.70%
Commonwealth Bank of Australia Ltd	A1+	500,000	08-Dec-17	2.68%
Beyond Bank Australia Ltd	A2	1,000,000	11-Dec-17	2.75%
Members Equity Bank Ltd	A2	2,000,000	12-Dec-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	12-Dec-17	2.70%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	15-Dec-17	2.67%
Defence Bank Ltd	A2	1,000,000	18-Dec-17	2.77%
Members Equity Bank Ltd	A2	1,000,000	19-Dec-17	2.65%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	20-Dec-17	2.80%
Members Equity Bank Ltd	A2	2,000,000	20-Dec-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	02-Jan-18	2.70%
Beyond Bank Australia Ltd	A2	2,000,000	09-Jan-18	2.75%
Suncorp Bank	A1	1,000,000	23-Jan-18	2.65%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	25-Jan-18	2.80%
Beyond Bank Australia Ltd	A2	1,000,000	29-Jan-18	2.75%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	31-Jan-18	2.80%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	06-Feb-18	2.80%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	13-Feb-18	2.80%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	20-Feb-18	2.72%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	27-Feb-18	2.68%

INVESTMENT BALANCES - CONSOLIDATED				
As at 30-Jun-2017				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Term Deposits (continued)				
Commonwealth Bank of Australia Ltd	A1+	1,000,000	02-Mar-18	2.65%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	06-Mar-18	2.73%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	13-Mar-18	2.72%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	16-Mar-18	2.71%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	27-Mar-18	2.68%
Beyond Bank Australia Ltd	A2	1,000,000	29-Mar-18	2.75%
Members Equity Bank Ltd	A2	1,000,000	15-May-18	2.75%
Defence Bank Ltd	A2	2,000,000	15-May-18	2.80%
Defence Bank Ltd	A2	2,000,000	22-May-18	2.80%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	26-Jun-18	2.80%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	29-Jun-18	2.75%
		138,219,877		
Kimbriki Environmental Enterprises Pty Ltd				
Trading Accounts				
Commonwealth Bank of Australia Ltd	A1+	6,819,732		0.90%
		6,819,732		
At Call Accounts				
Commonwealth Bank of Australia Ltd	A1+	5,354,506	At Call	1.45%
Commonwealth Bank of Australia Ltd	A1+	818,891	At Call	1.45%
		6,173,397		
Term Deposits				
Commonwealth Bank of Australia Ltd	A1+	1,000,000	17-Jul-17	2.66%
		1,000,000		
New Council Implementation Fund				
Term Deposits				
Bank of Queensland Ltd	A2	400,000	13-Jul-17	2.80%
BankWest Ltd	A1+	1,000,000	13-Jul-17	2.50%
BankWest Ltd	A1+	1,000,000	15-Aug-17	2.60%
Members Equity Bank Ltd	A2	750,000	15-Sep-17	2.60%
Beyond Bank Australia Ltd	A2	650,000	15-Sep-17	2.70%
		3,800,000		
Stronger Communities Fund				
Term Deposits				
ING Bank Australia Limited	A2	2,000,000	15-Aug-17	2.79%
BankWest Ltd	A1+	750,000	15-Sep-17	2.60%
Members Equity Bank Ltd	A2	900,000	24-Oct-17	2.70%
Bank of Queensland Ltd	A2	500,000	13-Nov-17	2.65%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	18-Dec-17	3.00%
Defence Bank Ltd	A2	1,000,000	18-Dec-17	2.77%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	19-Dec-17	2.66%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	17-Jan-18	3.00%
Members Equity Bank Ltd	A2	1,000,000	17-Jan-18	2.70%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	16-Feb-18	3.00%
Bendigo & Adelaide Bank Ltd	A2	500,000	13-Apr-18	2.70%
Defence Bank Ltd	A2	1,000,000	12-Jun-18	2.85%
		14,650,000		
Total Cash and Investments		190,957,843		

* 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





INVESTMENT PERFORMANCE VS. BENCHMARK

	Investment Portfolio Return (%pa)*	Benchmark: Bloomberg AusBond Bank Bill Index	Benchmark: 11am Cash Rate **
1 Month	2.67%	1.82%	1.50%
3 Months	2.71%	1.86%	1.50%
6 Months	2.75%	1.93%	1.50%
FYTD	2.81%	2.07%	1.55%
12 Months	2.80%	2.04%	1.52%

* Excludes trading account balances

** This benchmark relates to Cash Fund holdings

MONTHLY INVESTMENT INCOME* VS. BUDGET

	30 Jun 17 \$	Year to Date \$
Investment Income	376,140	6,148,913
Adjustment for Fair Value	(13,081)	(48,664)
Total Investment Income	363,059	6,100,049
Budgeted Income	298,551	4,744,522

*Includes all cash and investment holdings

ECONOMIC NOTES

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

Global economic growth signals took a stronger turn on balance in June with hints that US GDP growth will be firmer in Quarter 2, quite pronounced improvement in Europe plus signs that growth is holding up quite well through much of Asia, including China. Against these signs of improving global economic activity, economic growth in Australia has weakened, although there are tentative signs of improvement in Quarter 2 with employment growth and retail spending both taking a stronger turn in April and continuing in May. Most economies still have considerable spare capacity and can grow without exerting untoward pressure on inflation. A notable exception is the United States where unemployment has fallen to a 16-year low point prompting concern at the Federal Reserve (Fed) that the economy is operating close to full capacity.

In the US economy the weaker growth patch in Quarter 1 evident in annualised GDP growth slipping to 1.2% from 2.1% in Quarter 4 2016 may be on the brink of a renewed push stronger in Quarter 2. Housing activity, at the leading edge of economic growth, seemed to take a turn for the better in May. An impressive feature of the new home sales data was a sharp lift in prices. Regional manufacturing purchasing manager reports also appear to have taken a much stronger turn in June. Despite these signs of improving economic activity growth in non-farm payrolls has been comparatively soft, up 138,000 in May after a 174,000 increase in April. Retail sales remain lack-luster too with the core reading, excluding automobile sales, flat in May after rising 0.3% month-on-month in April.

In China, May economic readings were mostly quite firm and consistent with Quarter 2 GDP holding up above 6.5% year-on-year. In May export growth showed a surprise acceleration to 8.7% year-on-year. Growth in urban fixed asset investment spending slipped only slightly to 8.8% year-on-year while industrial production and retail sales were both steady at respectively 6.5% year-on-year and 10.7% year-on-year. China's authorities still face a difficult balancing act in maintaining 6.5% annual GDP growth while at the same time recalibrating key growth drivers and conducting necessary economic reforms. At this stage, the difficult economic policy balancing act is being achieved and China is unlikely to compromise global economic growth prospects in 2017 as many forecasters feared at the beginning of the year.

Europe continues to show impressive signs of improvement. The unemployment rate is down to a decade low of 9.3%. Consumer confidence in Europe is the strongest it has been in a decade. A potential Trump-like shift in continental European politics widely feared early in the year in key elections in Holland and France has not occurred and in France has produced a stunning shift to pro-reform, pro-Europe centrism. The recovery in Europe can also be allowed to run on by the European Central Bank with plenty of excess capacity limiting risk of higher inflation. While the EU strengthens, the brexiting UK looks more vulnerable, especially in the wake of the Government's June election debacle that turned hope of a bigger parliamentary majority to minority government at best and a weak negotiating position in approaching Brexit talks.

The Australian economy slowed quite sharply in Quarter 1. A sharp downturn in spending on housing and weaker exports were the main culprits for the weak growth rate. Exports were hit by weather damage to transport infrastructure in Quarter 1 and with repairs in April will start to recover in Quarter 2. In contrast, the down-turn in spending on housing is only just beginning and the efforts of banking authorities to contain excessive lending for investment housing, a rapid cooling of overseas investment interest in Australian housing, falling home building approvals and home building work in progress all point to a negative drag on economic growth most quarters over the next year or two. Weaker housing activity typically spills over to less robust growth in household consumption spending too. At this stage, there are promising signs for government spending on infrastructure and exports. There is also reasonable hope that after a year of very strong Australian company profit growth business investment spending will no longer be falling.

The investment portfolio return over the period 13 May 2016 to 30 June 2017 was 2.81% versus the Ausbond Bank Bill Index return of 2.07%.

7.0 CUSTOMER & CORPORATE DIVISION REPORTS

ITEM 7.1	NORTHERN BEACHES COUNCIL - COMMUNITY ENGAGEMENT, DIGITAL AND INFORMATION ARCHITECTURE AND ADOPTION OF IDENTITY
REPORTING MANAGER	EXECUTIVE MANAGER COMMUNICATIONS & ENGAGEMENT (STRATEGIC)
TRIM FILE REF	2017/237224
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To seek Council endorsement of the Northern Beaches Council identity which evolves the current identity making it a shared vision for the community to be applied and rolled out across all Council operations including the digital and information architecture for the Council's website and social media.

SUMMARY

The identity project is a key mandatory deliverable specified by the NSW Department and Premier and Cabinet to be completed prior to the Local Government elections due to be conducted in September 2017.

By creating a coherent and consistent identity across the diverse service lines of Council it is anticipated that there will be a significant uplift in overall customer experience.

Evolving the current identity with staff and community input has enabled Council to better engage with and understand what the Northern Beaches means to the community and to explore the unifying strengths and positive characteristics that unite our community. The initial Northern Beaches Council identity was developed without any community engagement and was always considered an interim solution, however the evolved identity has been developed with significant community and staff input.

This platform project is an essential dependency for a suite of approved integration projects including:

- website development
- management of signage program
- implementation of a unified uniform and fleet
- social media strategy execution
- establishment of a recognisable business-wide protocol for internal and external corporate and place communications, and
- delivery of Council's new strategies for customer service, digital transformation and events

The objective of this project is to support the development of a unifying vision and evolve the identity in a way that inspires for future success of both the Council and the community it serves.

RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council endorse the visual identity and architecture framework for the Northern Beaches Council.

REPORT

BACKGROUND

In November 2016 Council engaged the professional services of the agency *Principals* to assist in evolving the current identity to present a unifying vision and presentation of the former Councils' services into one new organisation.

The evolution of the identity has been designed to support the development of the draft community vision and the organisation's operational services, legacy programs and to define the next phase of Council's identity. This feeds directly into projects such as signage, uniforms, fleet, communications, digital and social media.

The Project has delivered:

- broad scale consultation and research into the identity of the Northern Beaches community.
- an evolved Northern Beaches Council identity with a developed unifying vision and collective presentation of the three former Councils' products, services, assets and activities
- a strategy and architecture of the organisation's legacy products and services, assets and programs/activities
- integration of the new corporate vision with the corporate values and Northern Beaches community priorities into a style guide and identity toolkit to be applied across all areas of Council such as: the portfolio of Northern Beaches Council frontline personnel (uniforms), built, natural and movable assets, the environment plus communications and digital channels
- improved transparency and access to organisational information for the community via the various customer touch points
- a logical and coherent structure to the 125+ service lines of the organisation to present intuitive and user-friendly model for the public to navigate online
- evolution of multiple digital platforms into one under the new website (currently under construction)
- creation of a corporate and place identity structure creating a sense of place for the Northern Beaches.

During the process community stakeholders and staff supported the clearly defined strategy, articulating the positioning, values, personality traits and creative idea.

The stakeholders consulted included:

- Implementation Advisory Group (IAG)
- Local Representative Committee (LRC)
- Community reference panel
- Staff identity ambassadors
- Indigenous groups and representatives
- Businesses and groups
- Residents
- Staff
- Special youth groups.

This approach was supported by and heavily relied on input from the Implementation Advisory Group (IAG) and Local Representative Committee (LRC), comprising many of the previous Mayors and Councillors of the three former Councils as outlined below.

IAG	LRC – Economic	LRC - Social	LRC – Environment
Jean Hay (Chair)	Michael Regan (Chair)	Jean Hay (Chair)	Kylie Ferguson (Chair)
Alex McTaggart	Jose Menano-Pires	Alex McTaggart	Cathy Griffin
Michael Regan	Candy Bingham	Stephen Pickering	Barbara Aird
Jose Menano-Pires	Alan Le Surf	Wayne Gobert	Hugh Burns
Kylie Ferguson	Sue Heins	Vanessa Moskal	Ian White
Cathy Griffin		Bob Giltinan	Julie Hegarty
		Duncan Kerr	Pat Daley
		Kay Millar	

The community, staff, IAG and LRC helped establish an outline of the positioning associated with the identity for the “Place” of Northern Beaches and the “Council” as follows:

Place

Everyone who lives, works and visits the Northern Beaches knows that it’s an extraordinary place. At the beach and in the bush, in our villages and urban communities, everyone is welcome and everyone has a story waiting to be heard. It’s a community of people who love and are proud to be part of the area. At the heart of The Northern Beaches is our collaborative spirit, where people pitch in, contribute and support each other.

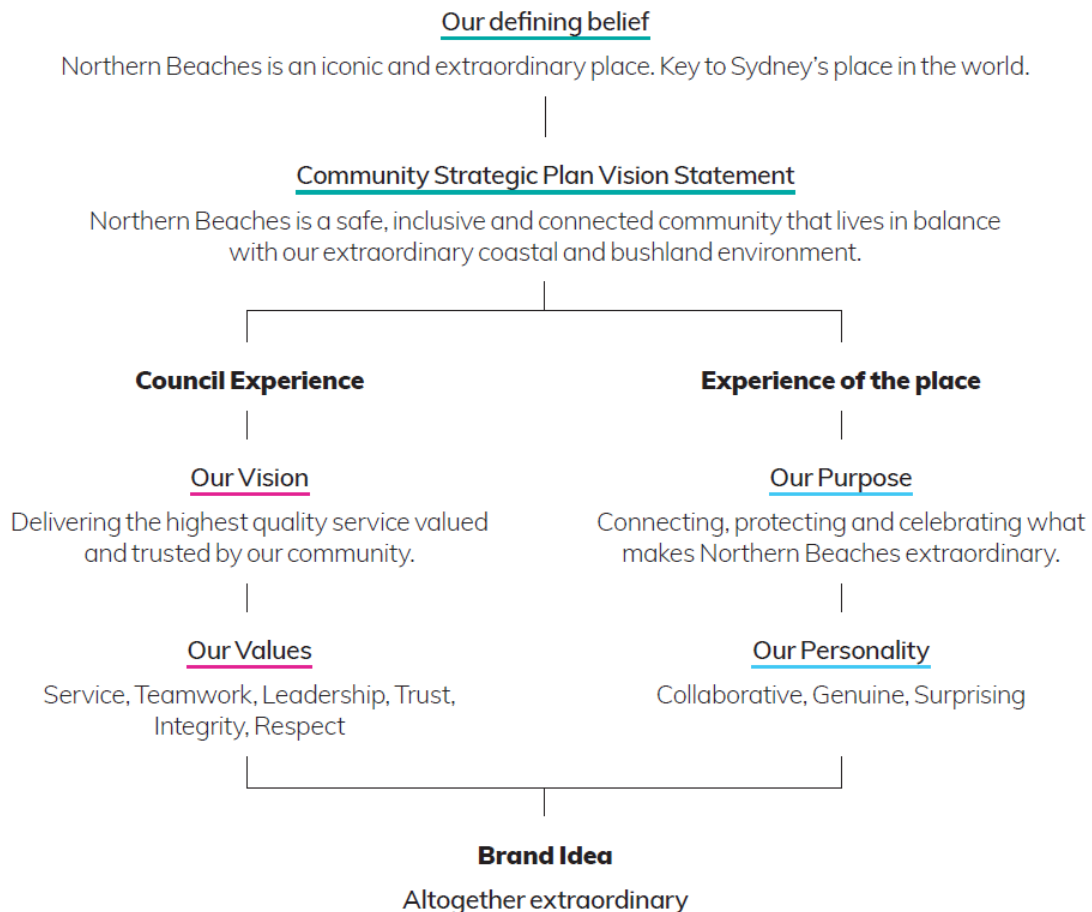
Council

We all want to maintain what makes The Northern Beaches extraordinary. Our habitat, our culture, our sense of place. So even as it grows and develops, together we will protect what makes our place special. So that everyone in the future can love it as much as we do.

In the Northern Beaches, it’s altogether extraordinary.

The brand idea is a positioning device only and not designed to be a tagline. This was developed to ensure there is strategic alignment to the Corporate Vision, Corporate Values and the draft Community Strategic Plan (CSP).

This framework can be seen in the following diagram which demonstrates the overall strategy.



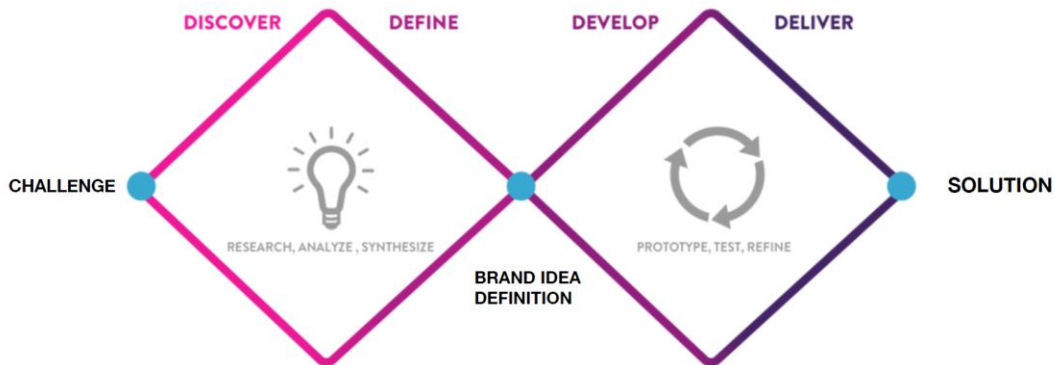
CONSULTATION

Stakeholder and community consultation commenced in February 2017 and continued throughout the lifespan of the project into July 2017.

Working with *Principals*, Council was able to carry out formal discussions with businesses, residents, visitors, community members and staff to understand perceptions, strengths and weaknesses of the Northern Beaches from different perspectives.

The community and staff were directly engaged to test the four different phases of the project, these were:

- Discovery
- Definition
- Development
- Delivery



Specifically the community engagement covered strategy, information architecture structures, creative ideation, creative concepts, creative development, creative testing to help refine the final recommendations. This has resulted in a highly user centric approach.

Also integrated into this, is the community engagement process for developing and confirming the draft Community Strategic Plan (CSP) being Council's primary / overarching strategic document.

An overview of the process conducted is outlined below.

**PROCESS
OVERVIEW**

**STAGE 1
IMMERSION**

Project kick-off
Briefing on existing research and strategy
Digital research and analytics review
Peer and competitor brand touchpoint audit
Staff and management engagement
External stakeholder engagement

**STAGE 2
HYPOTHESES**

Creation of Brand positioning hypothesis: prototype territories, stories and visuals as stimulus for community workshop engagement
Creation of simplified architecture structures
Information Architecture hypothesis testing and internal workshops

**STAGE 3
CO-CREATION**

Community co-creation and testing of hypothesis, brand architecture structures and visual reference
Online community testing of Information Architecture structures

**STAGE 4
STRATEGY REFINEMENT**

Co-creation strategy workshop with key internal stakeholders
Final recommendations for brand strategy and architecture
Present, refine and finalise Information Architecture and Digital Architecture structures

**STAGE 5
CREATIVE EXECUTION**

Visual identity directions for council identity refresh
Develop, refine and finalise chosen visual refresh direction for Council identity
Brand Style guidelines creation
Handover of information Architecture and Digital Architecture structures

**WHO IS
CONSULTED?**

Stage 1

Staff
HR
Management
Leadership Team
LRC/IAC
Chamber of Commerce
Community organisations
Youth advisory group
Sporting association representative
Residents
Working Group
Steering Group

Stage 2

Residents
Internal digital team
Working Group
Steering Group

Stage 3

Community groups and stakeholders (mix from all cohorts)
Staff
Management
Working Group
Steering Group
Leadership Team

Stage 4

Management
Leadership Team
LRC/IAC
Working Group
Steering Group
Community representatives

Stage 5

Management
Leadership Team
LRC/IAC
Working Group
Steering Group

TIMING

16 Jan – wc 20 Feb

wc 20 Feb – wc 27 Feb

wc 6 Mar – wc 20 Mar

wc 27 Mar – wc 1 May

wc 1 May – wc 31 July

FOR THE FUTURE © Principals 2017

More than two thousand community members have contributed their time and insights so far.

This included:

- Community Engagement Register email (n=11,500)
- Manly Daily advertising community workshops on 24 Feb, 4 Mar, 11 Mar, 18 Mar 2017
- Community ENews promoting community workshops (n=61,000)
- Your Say Northern Beaches website loaded with project information

- Full day kick off meeting with the Project Steering Committee and Principals full project team for Identity and Digital project
- Alignment of the Community Strategic Plan project and Corporate Values project
- Project overview presented to Executive Management Team and Leadership Team
- Peer review and audit of best practice completed
- Review of all existing research (n=25,000+ data points) and strategic documentation on identity, with a full research brief by Micromex.
- 11 x 1:1 interviews with internal stakeholders conducted
- 9 x 1:1 interviews with external stakeholders conducted
- Group discussion with Aboriginal and Torres Strait Islander community conducted
- 7 x Information Architecture card sorting 1:1 interviews conducted
- Workshop with Library team on Information Architecture development
- Online Staff survey regarding strategy (sent to n=1,800)
- Online Community Register survey regarding strategy
- Preparation of stimulus material for community and staff engagement workshops
- Recruitment for community and staff workshops, online panel and online tree testing (for IA project) has commenced
- Phase 3 community and staff engagement workshops 9 x 3hr sessions scheduled
- 9 x 3hr Community Workshops completed across the Northern Beaches Area. Approximately 200 participants. Includes the LRC.
- Staff Identity Ambassador Group established 80 participants
- 6 co-creation workshops undertaken
- Community Advisory Panel established
- 6 co-creation workshops undertaken
- Online staff survey completed. 164 total responses.
- Online panel survey infield – 26 responses
- Online Information Architecture tree testing completed. 25 total participants and responses
- Mid project briefing and planning sessions with Community Strategic Plan (CSP) and Values project teams to align thinking and strategic development.
- Interview with IAG members completed
- Interviews with Business owners completed
- Interviews with Chamber of Commerce
- Final Strategy, Information Architecture structure and Digital Architecture ‘future state’ recommendations presented and approval received.
- Online Staff survey – creative and iconography (sent to n=1,800)
- Online Community Register survey – creative and iconography
- Identity refresh brief approved.
- Initial creative concepts (x 3) presented to Community Reference Panel, Working Group, Steering Group, CEO, Administrator, LRC and IAG, EMT

- Community co-creations sessions on identity concepts # 1 completed.
- Identity ambassador workshop on identity concepts #1 completed.
- Community engagement around identity concepts at Manly Food and Wine Festival, Warriewood Markets and Frenchs Forest Organic Markets.
- Direction on preferred concept for identity approved.
- Engaging with wave specialists to inform the overall shape of the logo.
- Interview Aboriginal and Torres Strait Islander community representative
- Final creative approach presented to Community Reference Panel, Working Group, Steering Group, CEO, Administrator, LRC and IAG, EMT and Aboriginal and Torres Strait Islander representative.
- Further community and staff engagement discussions and workshop.
- Final creative presented to Community Reference Panel, Working Group, Steering Group, CEO, Administrator, LRC and IAG, EMT and Aboriginal and Torres Strait Islander representative.

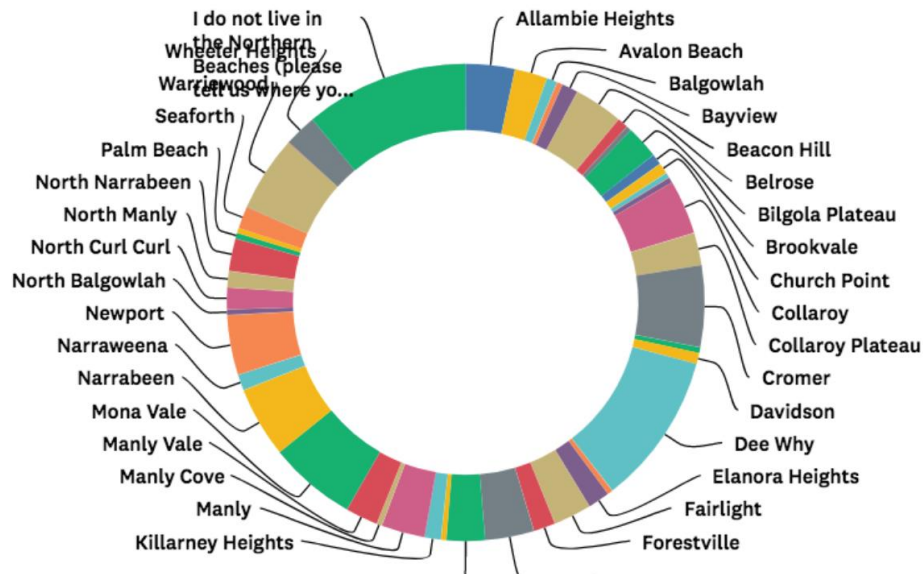
From the 'co-creation' sessions there is a strong hope and expectation from the community that the Council will be actively connected to the future, playing the role of:

- Agent "acting on our behalf"
- Connector – "connecting people and place" "social capital facilitator"
- Champion – "hero for the community and the environment"
- Steward – "Responsible for ensuring the place is enjoyed for generations to come"
- Spokesperson for community – "a non-political voice for the community".

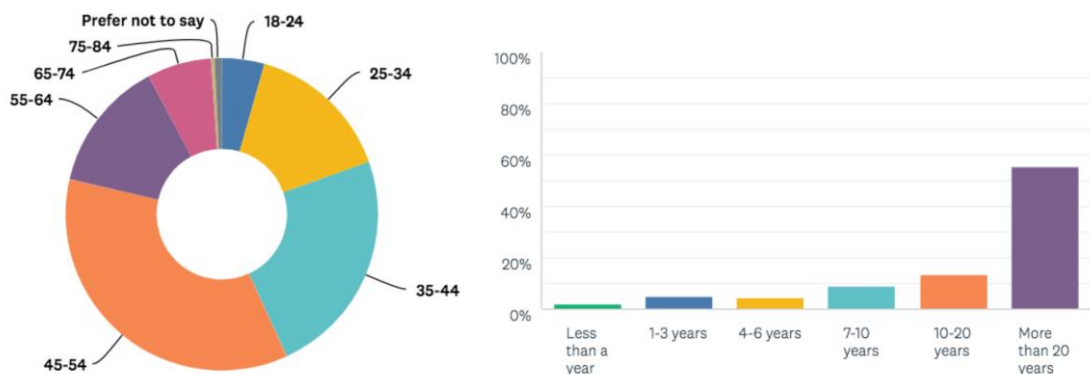
Onsite workshops, interviews and testing took place at:

- Avalon
- Belrose
- Dee Why
- Forestville
- Frenchs Forest
- Manly
- Mona Vale
- Terrey Hills
- Warriewood.

In addition to this over 100 interviews were conducted at A Taste of Manly, Frenchs Forest Organic Market, Avalon village and Dee Why. An online panel was used throughout the development of the project. A breakdown of the final 280 surveyed by location is seen below.



A good representation of ages with a strong level of residency tenure was also apparent.



In summary, the identity was co-created with community members and staff. The co-creation sessions established ambitions for the future, strategic direction, positioning, personality traits and ambitions,

Together the community and the staff have developed a vibrant colour palette and distinctive illustration style to reflect a diverse collection of flora, fauna and man-made elements synonymous with the Northern Beaches, represented in a clever way with an iconic mark for the Council and the community. The identity mark will be presented at the Council meeting on the 25th July 2017.

TIMING

Significant consultation with staff, community and senior Council stakeholders was undertaken throughout the duration of the project. Itemised as follows:

Phase 1 of the project concludes 31 July 2017 and includes deliverables of:

Community Consultation: Conduct workshops and interview to gain community and staff input into the evolution of the identity project. Digital engagement of staff also encouraged utilising Councils existing communications platforms.

Platform Service: Includes the research and development of the overarching Strategy and Architecture. This includes the consultation with the key stakeholders, undertaking all relevant searches e.g. IP Australia.

Creative development: This is solely for the creative development and evolution of the **corporate** and place mark.

Guidelines: Development of Style Guides.

Phase 2 begins (26 July 2017 – onwards)

Fabrication: Development and production of all assets, digital finished art assets toolkits. This stage of the process enters normal operational processes and budgetary frameworks.

FINANCIAL IMPACT

The community engagement, identity and digital information architecture project which was approved as part of the Phase 1 Transformation Projects of Northern Beaches Council has concluded.

The next phase is implementation / fabrication and there is minimal cost associated with rolling out the identity as it will be deployed as part of a program to integrate the service areas across the Local Government Area. The evolved identity will be used in print and incorporated in uniforms, e.g. pool and beach lifeguards, on building renewal works going forward, all advertising and on the website currently being developed. Such activities are part of Council's ongoing operations and have been budgeted in the 2017/2018 budget. Signage expenses required will be covered under the NSW Government's *New Council Implementation Fund* (NCIF).

SOCIAL IMPACT

The social impact of the *Community Engagement, Identity and Digital Information Architecture* project will result in a unique, fresh identity and customer centric design for Council's digital offering that has been developed in conjunction with the community and a range of targeted stakeholders.

ENVIRONMENTAL IMPACT

Nil

ITEM 7.2	STRATEGIC REFERENCE GROUPS - STRATEGIC PAPERS
REPORTING MANAGER	BUSINESS PERFORMANCE EXECUTIVE CUSTOMER & CORPORATE
TRIM FILE REF	2017/199252
ATTACHMENTS	<ol style="list-style-type: none"> 1 Affordable Housing Policy (Included In Attachments Booklet) 2 Affordable Housing Action Plan (Included In Attachments Booklet) 3 Draft Waste Strategy Framework (Included In Attachments Booklet) 4 Art Culture and Heritage Strategic Reference Group Directions Paper (Included In Attachments Booklet) 5 Community Safety Strategic Reference Group Directions Paper (Included In Attachments Booklet) 6 Economic Development & Tourism Strategic Reference Group Directions Paper (Included In Attachments Booklet) 7 Sustainable Transport Strategic Reference Group Directions Paper (Included In Attachments Booklet) 8 Placemaking Strategic Reference Group Directions Paper (Included In Attachments Booklet) 9 Inclusive Communities Strategic Reference Group Issues Paper (Included In Attachments Booklet) 10 Natural Environment Strategic Reference Group Directions Paper (Included In Attachments Booklet) 11 Key Issues for Young People - SRG Issues Paper (Included In Attachments Booklet) 12 Open Space and Recreation SRG Directions Paper (Included In Attachments Booklet)

REPORT

PURPOSE

To provide Council with a collection of strategic papers, capturing the deliberations of the Strategic Reference Groups appointed for Council's interim term 2016-17.

BACKGROUND

The new Northern Beaches Council established 11 SRGs in September 2016, to assist the Council to develop its first Community Strategic Plan (CSP) and address priority strategic issues:

Environment (3)	Social (5)		Economy(3)
Natural Environment	Inclusive Communities	Art, Culture & Heritage	Affordable Housing
Waste & Recovery Management	Youth	Open Space & Recreation	Economic Development & Tourism
Sustainable Transport	Community Safety		Place Making

With each SRG meeting 5-6 times, their early focus was on the CSP. The more recent focus has been on their priority areas, to develop SRG papers and contribute to Council strategies and plans.

REPORT

These SRGs have represented a unique opportunity to help shape the early directions of the new organisation, expanding its scope to the wider LGA and recognising the community's diverse needs, views and issues.

Figure 1 outlines their valuable strategic outcomes:

- Their role to help develop the CSP vision, issues, priorities, goals and strategies.
- Discussion on their nominated issues across many environmental, social and economic matters.
- A variety of SRG papers developed for future reference, as the Council prepares strategies, plans and policies for the new LGA.

The collection of the SRG papers is attached, and provides valuable ideas as the new Council works towards its future directions. Each paper also sets out how it links with the draft CSP which is currently on exhibition at <http://yoursay.northernbeaches.nsw.gov.au/communitystrategicplan2>.

Council acknowledges the SRG's valuable contributions and sincerely thanks members for their substantial commitment over the last 10 months.

FINANCIAL IMPACT

No direct financial impact on Council. These papers provide ideas for strategic and business planning.

ENVIRONMENTAL IMPACT

These papers provide ideas for strategic and business planning that will improve the Council's achievement of environmental goals – as outlined in Figure 1.

SOCIAL IMPACT

These papers provide ideas for strategic and business planning that will improve the Council's achievement of social goals – as outlined in Figure 1.

Fig. 1 - Strategic contribution of the SRGs



RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council note the achievements, and attached strategic SRG papers, produced by the 11 Strategic Reference Groups during the Council's interim period.

ITEM 7.3	CUSTOMER EXPERIENCE STRATEGY - OUTCOMES FROM PUBLIC EXHIBITION
REPORTING MANAGER	EXECUTIVE MANAGER CUSTOMER SERVICE
TRIM FILE REF	2017/228107
ATTACHMENTS	1 Customer Experience Strategy (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To report on the submissions received and seek adoption of the Customer Experience Strategy (the Strategy).

SUMMARY

Northern Beaches Council recognises the importance of the experience customers have when they interact with us and to optimise that experience Council has developed a Customer Experience Strategy. The Strategy supports our corporate values particularly the value of service and sets a framework for delivering our internal vision of the highest quality services to our customers. Over the next 5 years Council will focus on the principles outlined in the Strategy particularly the drivers, actions, tools and measures supporting each principle, to ensure customers' experience with Council will be optimised and our staff will be supported to provide the service delivery to our customers they continually strive for. The Strategy was placed on public exhibition from 31 May 2017 to 2 July 2017 and the report below outlines suggested changes to the draft Strategy.

RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council adopt the revised Customer Experience Strategy.

REPORT

BACKGROUND

A Customer Experience Strategy is crucial to creating and fostering a culture across the Northern Beaches Council that is service focused. The Strategy will create a clear vision in the organisation to engage with our customers in a clear, effective and consistent manner. Through embedding a strategic customer experience approach in our projects and deliverables Council will build upon the existing customer culture of the former Councils and foster a customer centred culture in our new organisation.

The draft Strategy is a high level 5 year road map for achieving our internal vision of *'Delivering the highest quality service, valued and trusted by our community'*. The strategy also supports our corporate values of trust, integrity, teamwork, service, respect and leadership and the draft community vision of a *'safe, inclusive and connected community that values the natural and built environment'*.

The strategy is aimed at ensuring we focus on customer outcomes at the beginning of a task, process or project, we consider customer needs when we develop options and select a preferred option based on a balanced analysis of business, operational and customer requirements. The strategy is also aimed at highlighting to our customers how Council is working to achieve an excellence in the customer experience.

The strategy uses drivers, actions and measures of success to ensure we meet current and emerging customer needs and achieve the highest level of experience for our customers.

The strategy has been informed by and subsequently developed on the following research, information and feedback from staff and customers:

- Community satisfaction survey results from 2014, 2015 and 2016
- The Northern Beaches Community Satisfaction survey conducted by the Department of Premier and Cabinet 2016
- Northern Beaches Council brand identity research 2017
- Staff feedback - workshops and online engagement
- Complaints, compliments and voice of customer feedback data
- Survey feedback from our community database
- Feedback from community leaders – presentations to the IAG, LRC and online survey
- Feedback from Council's Leadership Group – workshops and online engagement
- Feedback from Executive Management Team
- Emerging customer trends
- ABS 2011 Census data

The primary drivers outlined in the Strategy for achieving an enhanced customer experience are:

Consistency is the delivery of consistent services with integrity, accountability and common sense.

Empowered staff is encouraging our staff to go above and beyond for our customers and to take ownership of their issues and delivery of positive experiences.

Responsiveness is delivering a tailored and responsive service that is inclusive, consistent and effective and meets the changing and individual needs of our customers.

Information is being a trusted and reliable source of timely information and advice for our customers.

Strategies for achieving each of these drivers are detailed in the document and also include a 'how to guide' for the organisation and the tools we need to provide to our customers and staff to ensure we deliver on these. It is planned to implement the details of the Strategy over a 5 year period, with the following separate but aligned projects already underway:

- Delivery of a new Northern Beaches Council website
- Delivery of a new intranet
- Delivery of a Customer Relationship Management (CRM) System
- Implementation of Council's core systems including request management
- Implementation and staged roll out of digital forms for customers
- Implementation of a knowledge management system
- Development of a Customer Charter and phone and email etiquette
- Implementation of a performance management tool
- Development of a formal complaints and compliments process

CONSULTATION

From December 2016 consultation and feedback from the community has been undertaken and analysed. This has included an analysis of community satisfaction survey results from 2014, 2015 and 2016, the Northern Beaches Community Satisfaction survey conducted by the Department of Premier and Cabinet 2016, complaints, compliments and voice of customer feedback data and an online survey on Council's community database.

Consultation and feedback on the draft strategy with staff, Council's Leadership Group and Executive Management Team was also undertaken.

The draft strategy was on public exhibition for comment from 31 May 2017 to 2 July 2017. This has included:

- Information and online submissions form on the Your say page
 - <http://yoursay.northernbeaches.nsw.gov.au/customerexperience>
 - 219 visits, 91 downloads, 2 submissions and 1 registration for email updates
- Advertisements in the Manly Daily
- Community drop-in session at Manly Town Hall 3 June 2017 12pm to 7pm
- Emails to our community engagement database of 9500 people
- Emails to all registered community groups and other stake holders
- Workshop with Council's IDEas Group (Innovation and Digital Working Group)

Submissions

In total 2 submissions were received during the exhibition period. The submissions were as follows:

Submission Number	General Level of Support	Comment / Suggestion
1	Neither supportive or not	General comments were also received raising concerns about previous council performance including about transparency, engagement, trust and decision making processes - Comments were noted and forwarded to the Chief Executive. No change to Strategy required.
2	Neither supportive or not	General comments around the difficulty of making submissions and comments on the interim website. These comments were forwarded to the website project manager. Also comments were made in relation to a particular customer matter not being followed up by staff. This was altered to the appropriate officer who took action and responded directly to the customer. No change to strategy required.

WORKSHOP WITH IDEAS GROUP

18 volunteer staff undertook analysis of the Customer Experience Strategy as well as the Digital Transformation Strategy. Overall each Driver from the Strategy was tested with the workshop participants. The results on the overall satisfaction scale of Very Satisfied, through to Very Dissatisfied were:

- Driver 1 – participants were satisfied to very satisfied
- Driver 2 – participants were neutral to very satisfied
- Driver 3 – participants were satisfied
- Driver 4 – participants were neutral to satisfied

As a result of the workshop a number of edits have been made to the Strategy. These are:

Driver 1 - Consistency

- Minor rewording in point 2 and point 3 of strategies for clarity.
- Removal of point 5 under strategies as it was considered repetitive of point 1

Driver 2 – Empowered staff

- Addition of staff training and complaint, compliment and dealing with difficult customer behaviour guidelines were considered important tools for staff by the workshop participants.
- Addition of word measurable to Customer Service Charter in the how section.

Driver 4 – Information

- Removal of point 1 in strategies – Aim to provide the highest quality, innovative customer service was considered unnecessary by workshop participants as it is more an overall aim of the strategy and very closely aligned to the internal vision.
- Reordering of strategy points 1 to 4

- Addition of telephone and face to face services to online services as a tool for this driver. Workshop participants felt these services needed to be acknowledged and included as important tools for delivering information to customers.

Some minor wording and grammatical edits were also made throughout the draft document.

TIMING

Once adopted the Strategy will be displayed publicly on our website and communicated to all business units for future use and consideration. The Strategy will be supported by the Customer Service Charter which will also be displayed publicly. As outlined within the Strategy ongoing actions will be implemented.

FINANCIAL IMPACT

The need to measure our progress on each driver is critical to delivering an effective strategy. A number of costs within the measures of success are costed within existing projects or business systems. Some measures will incur an additional cost and have been the subject of project briefs and other project documentation. These are estimated below:

Measure of Success	Cost
CRM System including Knowledge Management Database and online services	estimated cost of \$350,000 per annum. It is envisaged these costs will be offset by efficiencies gained through greater insight into processes and the business and through faster processing times for customer enquiries. A Customer Relationship Management System provides a 360 degree view of the customer and also enables customers to log, view and track their requests to Council via a portal.
Total estimate per annum	\$350,000

SOCIAL IMPACT

A properly implemented strategy will create an enhanced experience of Council for our customers that is consistent, responsive and personalised and creates a digital experience for customers.

ENVIRONMENTAL IMPACT

Nil

ITEM 7.4	DIGITAL TRANSFORMATION STRATEGY
REPORTING MANAGER	CHIEF INFORMATION OFFICER
TRIM FILE REF	2017/228147
ATTACHMENTS	1 Digital Transformation Strategy (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek Council's approval to adopt the Digital Transformation Strategy (the Strategy) for the Northern Beaches Council.

SUMMARY

At the meeting on 30 May 2017, Council approved the Draft Digital Transformation Strategy to go on exhibition. The Strategy was on exhibition via Council's Your Say Platform from 31 May 2017 to 2 July 2017 (32 days). The Strategy was available for download as a PDF on the Your Say page as well as embedded digitally on the page. Notification of the exhibition was in the Manly Daily on Saturday 3 June 2017 and a drop in session was run at Manly Town Hall on 14 June 2017.

During exhibition the 'Your Say' page for the Digital Transformation Strategy had 444 visits, 184 downloads of the Strategy and 1 submission. A workshop was also run internally with staff from the IDEas Group (Innovation and Digital Working Group). This report provides an overview of the consultation activities undertaken and the resultant changes made to the Strategy.

RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council adopt the Northern Beaches Council Digital Transformation Strategy.

REPORT

BACKGROUND

The Digital Transformation service area was reported to Council on 8 November 2016. The following project description was developed and approved

On 12 May 2016 the Northern Beaches Council was formed via the amalgamation of the previous Manly, Warringah and Pittwater local government areas.

The organisational change required to create a new Northern Beaches Council and the recognition of an ongoing transition to a more digital economy and way of working has prompted the business to prioritise the creation of a Digital Transformation Strategy for the Northern Beaches Council.

The purpose of this project is to engage with staff and the community to create a vision for the Digital Transformation of the Northern Beaches Council. A desktop study of 12 similar strategies indicates that the following areas are likely to be of importance:

- *Online delivery of services to our customers*
- *Supporting staff working wherever they are via rich digital app-like experiences rather than via full screen PC based application, spreadsheet and web site experiences*
- *Identify and expand digital talent in the Northern Beaches Council*
- *Fostering digital talent and growth in the local government area*
- *Optimising staff accommodation using digital technologies*
- *Support participation by a broader range of residents through digital democracy*
- *Launching digital initiatives across the broader community*
- *Serving as digital industry thought leaders in local government*

At the meeting on 30 May 2017, Council approved the Draft Digital Transformation Strategy to go on exhibition.

CONSULTATION

The draft strategy was on public exhibition for comment from 31 May 2017 to 2 July 2017. This has included:

- Information and online submissions form on the 'Your Say' page
 - <http://yoursay.northernbeaches.nsw.gov.au/digtransform>
 - 444 page visits, 184 people downloaded documents
- Advertisements in the Manly daily on Saturday 3 June 2017
- Community drop-in session at Manly Town Hall (12pm-7pm 14 June 2017)
- Emails to our community engagement database of 9500 people
- Emails to all registered community groups and other stake holders
- Tailored email to industry contacts who had participated in the draft Strategy formation engagement.

During the exhibition period 1 submission was received via 'Your Say' and this was in support of Goal 1: Digitally connected community.

A workshop to give detailed feedback was also run internally with 18 staff from Council's IDEas Group (Innovation and Digital Working Group) on 28 June 2017.

As a result of the submission and the workshop a number of minor wording edits were made to the Strategy.

TIMING

Once adopted the Strategy will be available on Council's website and communicated to all business units for future use and consideration. Digital transformation plans in core areas will subsequently be developed to implement the Strategy.

FINANCIAL IMPACT

Digital transformation plans in core areas will be developed to implement the Strategy.

Any financial impact of implementing the associated digital transformation plans will be incorporated into the budget planning and review process.

SOCIAL IMPACT

The Strategy takes into consideration the impact of an increased digital service offering on customers without access to or desire to use technology and ensures face-to-face and telephone interactions will continue to be available.

The Strategy acknowledges that Council has a role in assisting the community in adopting digital services, both those provided by us and those provided by other agencies and organisations.

The Strategy recommends aligning Council services with State Government and Federal Government services to reduce the number of transactions our customers are required to instigate.

ENVIRONMENTAL IMPACT

The draft policy is unlikely to have significant environmental impacts.

ITEM 7.5	COMPLAINTS MANAGEMENT FRAMEWORK
REPORTING MANAGER	EXECUTIVE MANAGER GOVERNANCE & RISK
TRIM FILE REF	2017/143538
ATTACHMENTS	1 ↓ Northern Beaches Council Complaints Management Policy

EXECUTIVE SUMMARY

PURPOSE

To seek approval to place on public exhibition a draft Complaints Management Policy for Northern Beaches Council.

SUMMARY

Council is integrating and streamlining the way in which complaints and compliments are received, responded to and reported. An overarching framework is currently being developed, and the Complaints Management Policy forms a key element of this framework.

RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That:

- A. The Draft Complaints Management Policy be placed on public exhibition for a period of 28 days
 - B. The submissions received be brought back to Council for consideration for the adoption of the Policy.
-

REPORT

BACKGROUND

Prior to Proclamation of the Northern Beaches Council, each of the former Councils had their own Code of Conduct and Complaint Management System for dealing with conduct matters and complaints raised. The Harmonisation of Complaints Management and Code of Conduct project is a Core Services Phase 1 transition project. The aim of this project is to develop a fully integrated end to end complaint management framework for Northern Beaches Council. This includes the development of relevant policies, procedures, and codes for both complaints management and the Code of Conduct for all Council officials at Northern Beaches Council.

The harmonised solution will ensure there is an efficient and effective process for managing complaints and compliments in a consistent, timely, cost-effective, independent and unbiased manner.

Further, the solution being developed has regard to the principles contained within Australian Standard 10002: *Guidelines for Complaint Management in Organisations*; and to other relevant guidance provided by oversight bodies such as the NSW Ombudsman, and the NSW Office of Local Government.

The first elements of the harmonised approach includes the draft Complaints Management Policy.

CONSULTATION

It is proposed that the Draft Complaints Management Policy be placed on public exhibition for a period of 28 days to invite public comment.

Consultation will include:

- Notification in the Manly Daily
- Drop in session for interested community members to attend and ask questions of staff
- Information on Council's website.

TIMING

Following a review of all submissions received during the public exhibition period, the draft Policy will be reported to a Council meeting in October 2017.

FINANCIAL IMPACT

A guiding principle of this transition project is that the harmonised solution will be funded from existing operational budgets.

SOCIAL IMPACT

An effective harmonised solution builds a very strong level of community confidence that Council takes very seriously their complaints management process, Council officials abiding by the adopted Code of Conduct, and that any complaint management process is fair, impartial and thorough. It will meet community expectations that complaints will be investigated and resolved in an appropriate manner.

Further, the harmonised solution will provide the community with clear guidance and processes in regard to managing complaints and ensure that customer service standards are maintained.

ENVIRONMENTAL IMPACT

Nil

**Northern Beaches Council
Complaints Management Policy****POLICY STATEMENT**

This policy sets out the approach that Northern Beaches Council (Council) takes to ensuring that all customers are given the opportunity to make complaint about issues they may have regarding potentially inappropriate, unethical or unfair behaviours or practices committed by Council Officials – including members of the elected Council (Mayor and Councillors), or appointed Council officers (employees and contractors), and specifically in relation to the Code of Conduct.

Council will adopt this policy to be effective as at 1 December 2017 and the policy will be supported by a complaints management system, resourcing and procedures.

Council values our customers' rights to complain about our decisions and actions in regard to the way we conduct our business. We commit to treating complaints seriously and dealing with them promptly, fairly and genuinely. Complaints and compliments provide unique information about the quality of services from the perspective of our residents and customers.

Council commits to continuous improvement, views complaints and compliments as an improvement opportunity, and uses the information gained from them to assist with identifying and improving policies, systems and services.

Effective management of complaints ensures that a complainant's issues are responded to in a consistent, timely and cost-effective manner. Furthermore, a robust complaints management framework promotes transparency and builds community confidence.

All complaints (as defined in this policy) will be treated in accordance with this policy. Depending on the nature of the complaint, they may also be assessed in accordance with other relevant policies, as outlined.

Where Council is unable to resolve complaints internally, complainants will be provided information about their avenues for seeking resolution and/or appeal externally.

Complaints that fall under the assessment criteria of the Public Interest Disclosures Act 1994 (PID Act) can be made directly to Council's Disclosure Coordinator, or to one of the other Nominated Disclosures Officers (refer to Council's Public Interest Disclosures (PID) Policy for further details).

PRINCIPLES

Council endorses the guiding principles set out in *Australian and New Zealand Standard (Guidelines for Complaint Management in Organisations) AS/NZS 10002:2014*. In particular, Council:

- has a strong 'top down' senior management ownership approach for complaints management;
- acknowledges that everyone has a right to make a complaint, and is responsive when liaising with complainants;
- is proactive in seeking feedback and complaints; and also makes it easy for complainants to get in touch;
- respects all complainants, and ensures they do not experience reprisal;
- is objective, unbiased and consistent in how we receive, consider and resolve complaints;
- resolves complaints in a timely and efficient manner, and is as transparent with each complainant as is reasonably practical;

- respects the privacy of complainants, particularly in relation to disclosure of their personal information; and
- has in place the necessary suite of policies, procedures, suitably qualified personnel and ancillary resources to ensure that complaints are effectively and professionally managed.

The Complaints Management Office

The Complaints Management Office is Council's focal point for complaints in relation to corruption, maladministration and misconduct – whether it is made by a staff member, a member of the elected Council, a member of the public or an external entity.

This Office does not deal with complaints regarding standards of service. The purpose of this Office is to deal with complaints about staff conduct and matters of concern regarding probity of service or business process.

This Office does not seek to substitute any complaint handling or investigative function by oversight agencies, such as the NSW Ombudsman, the Office of Local Government (OLG) or the Independent Commission Against Corruption (ICAC).

This Office seeks to ensure that Council's dealings with the community are consistent with the principles set out above. The Office also seeks to identify opportunities for systemic improvements to Council's processes. This Office does not overturn operational decisions made by Council.

In accordance with this approach, this Office provides a professional complaint handling service and utilises the opportunity of investigation and complaint handling to enhance and develop best practice and education across Council.

SCOPE AND APPLICATION

This policy deals with all complaints, and in particular those made in relation to potentially inappropriate, unethical or unfair behaviours or practices committed by Council Officials – particularly in relation to the Code of Conduct.

The guiding principles set out in this policy do not apply to how Council addresses general service requests and/or complaints regarding operational decisions and services delivered by Council – these are managed by the individual business units in the first instance. Similarly, staff grievances are dealt with through internal Human Resources related procedures, and Public Interest Disclosures are dealt with via the PID Policy. Further, complainants who are considered to be unreasonable in their dealings with Council can affect the overall success of the organisation, and are specifically managed by the Unreasonable Complainants Policy.

Council expects staff at all levels to be committed to fair, effective and efficient complaint handling.

REFERENCES AND RELATED DOCUMENTS

- Australian and New Zealand Standard (Guidelines for Complaint Management in Organisations) AS/NZS 10002:2014
- Code of Conduct
- Unreasonable Complainants Policy
- Protected Information Disclosure Policy

DEFINITIONS

Complainant

A person who makes a complaint.

Complaint

Expression of dissatisfaction made to or about Council, the probity of our services, the conduct of staff or the handling of a complaint; and where a response or resolution is explicitly or implicitly expected or legally required.

A complaint covered by this Policy can be distinguished from:

- staff grievances
- public interest disclosures made by our staff (refer to our internal reporting policy)
- responses to requests for feedback about the standard of our service provision (refer to the definition of 'feedback' below)
- reports of problems or wrongdoing merely intended to bring a problem to our notice with no expectation of a response (refer to definition of 'feedback')
- service requests (refer to definition of 'service request' below), and
- requests for information (refer to our access to information policy).

Complaint management system

The systems and internal procedures supporting the implementation of the complaint management policy.

Dispute

An unresolved complaint escalated either within or outside of our organisation.

Feedback

Opinions, comments and expressions of interest or concern, made directly or indirectly, explicitly or implicitly, to or about us, about our services or complaint handling where a response is not explicitly or implicitly expected or legally required.

Service request

Includes:

- requests for approval
- requests for action or service
- routine inquiries about the organisation's business
- requests for the provision of services and assistance
- reports of failure to comply with laws regulated by the organisation
- requests for explanation of policies, procedures and decisions.

Grievance

A clear, formal written statement by an individual staff member about another staff member or a work related problem.

Policy

A statement of Council's position on an issue defining the guiding principles used to set the organisation direction, administer its statutory requirements, address corporate risk and promote consistency of approach and administrative efficiency.

Procedure

Supports the Policies of the organisation by detailing what steps are to be taken to apply or implement Policy principles.

Public Interest Disclosure

A report about wrong doing made by a public official in New South Wales that meets the requirements of the Public Interest Disclosures Act 1994.

RESPONSIBLE OFFICER

Chief Executive Officer

REVIEW DATE

Three years from the date the policy is adopted.

REVISION HISTORY

Revision	Date	Change	HPE CM Ref
1	7 June 2017	First Internal draft	
2	17 June 2017	Draft version for EMT Review, and endorsement for Council place on public exhibition	
3	3 July 2017	Draft version incorporating feedback from CET (previously EMT)	

ITEM 7.6	POLICY REVIEW PROJECT - REVOKING AND ADOPTING OF POLICIES
REPORTING MANAGER	EXECUTIVE MANAGER GOVERNANCE & ENTERPRISE RISK
TRIM FILE REF	2017/213975
ATTACHMENTS	<ol style="list-style-type: none"> 1 Draft Access to Information Policy (Included In Attachments Booklet) 2 Draft Enterprise Risk Management Policy (Included In Attachments Booklet) 3 Draft Mayoral Discretionary Fund Policy (Included In Attachments Booklet) 4 Draft Privacy Policy (Included In Attachments Booklet) 5 Draft Procurement Policy (Included In Attachments Booklet) 6 Draft Scotland Island Emergency Water Pipeline and Non-Potable Water Policy (Included In Attachments Booklet) 7 Draft Storage of Watercraft on Council Foreshores Policy (Included In Attachments Booklet) 8 For Revocation - Allocation of Funds Obtained from the Sale of Council Real Property Policy (Included In Attachments Booklet) 9 For Revocation - Property Acquisition Reserve Fund Policy (Included In Attachments Booklet) 10 For Revocation - Code of Conduct – Community and Other Council Committees Policy (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To report the results of the public exhibition of seven draft policies and adopt them, and revoke three policies of the former Manly and Warringah Councils.

SUMMARY

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.

It is necessary that Northern Beaches Council has a clear and concise approach on policy matters therefore a Policy Review Project has commenced which involves a full and comprehensive review of the current policy register. The complexity of the review process will vary depending on the number of policies on the same topic, the community impact, the former approaches used and the consultation required.

The goal of the project is that all policies will be reviewed by September 2018, being 12 months following the Council election. The review of all policies has been scheduled into work plans over the next 14 months to achieve this deadline. A number of policies have already been reviewed, approved by Council and are now in place.

Council, at its meeting on 30 May 2017, approved seven draft policies to go on exhibition. The exhibition period was from Saturday 3 June to Saturday 1 July. 111 people viewed the draft policies via the “Your Say” website with four submissions being made. The submissions and Council’s response is summarised in this report.

There have been no changes made to the draft policies as a result of the public exhibition.

This report also details three policies of the former Manly and Warringah Councils that are proposed to be revoked as they are no longer relevant for Northern Beaches Council.

RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council:

- A. Adopt the following policies:
 - a. Access to Information
 - b. Enterprise Risk Management
 - c. Mayoral Discretionary Fund
 - d. Privacy
 - e. Procurement
 - f. Scotland Island Emergency Water Pipeline and Non-Potable Water
 - g. Storage of Watercraft on Council Foreshores
 - B. Revoke the following policies:
 - a. Allocation of Funds Obtained from the Sale of Council Real Property
 - b. Property Acquisition Reserve Fund
 - c. Code of Conduct – Community and Other Council Committees.
-

REPORT

BACKGROUND

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.

It is necessary that Northern Beaches Council has a clear and concise approach on policy matters therefore a Policy Review Project has commenced which involves a full and comprehensive review of the current policy register. The complexity of the review process will vary depending on the number of policies on the same topic, the community impact, the former approaches used and the consultation required.

The goal of the project is that all policies will be reviewed by September 2018, being 12 months following the Council election. The review of all policies has been scheduled into work plans over the next 14 months to achieve this deadline. A number of policies have already been reviewed, approved by Council and are now in place.

Council, at its meeting on 30 May 2017, approved seven draft policies to go on exhibition. The exhibition period was from Saturday 3 June to Saturday 1 July. 111 people viewed the draft policies via the “Your Say” website with four submissions being made.

Detailed below are the reviews of the policies that were placed on public exhibition and are now recommended for adoption.

Policy Name	Summary of Review
Access to Information	Access to Information is predominantly guided by legislation (Government Information (Public Access) Act 2009); this policy sets out Northern Beaches Council's commitment to transparency, provision of information and pro-active release of information. The policy has been developed with the former Warringah policy used as a base with a review of both policies from the former Manly and Pittwater Councils.
Enterprise Risk Management	The draft policy is a critical component of the Northern Beaches Council Enterprise Risk Management Framework. This policy integrates the best of the previous three Council's approaches to risk management. It will provide a foundation for the Framework to ensure a holistic, consistent and systematic approach is followed to manage risks at all levels throughout Council and align with the Australian/New Zealand Risk Management Standard: AS/NZS ISO 3100:2009.
Mayoral Discretionary Fund	<p>The draft policy replaces adopted policies from the former Warringah and Pittwater Councils and references to the former Manly Council's Payment of Expenses & Provision of Facilities to Mayor and Councillors. The draft policy provides a framework for the Mayor, on behalf of Council, to respond to requests for financial assistance to support individuals, local initiatives and community organisations with small financial donations.</p> <p>The Mayoral Discretionary Fund policy integrates the overall purpose of the previous policies for Warringah and Pittwater Councils while ensuring a transparent, consistent and equitable approach to supporting requests from the community that fall outside the Council's grants programs.</p>
Privacy	The draft policy is entirely new as none of the former councils had a

Management	Privacy Policy. All former councils had a Privacy Management Plan which have now been replaced with this high level policy and the Privacy Management (Plan) Procedure.
Procurement	The draft policy replaces former Council adopted policies from Pittwater and Manly and an internal policy from Warringah. The draft policy provides the framework for Northern Beaches Council to achieve value for money from their procurement whilst being fair, ethical and transparent. It covers seven principles which are to guide all procurement activities: Value for Money; Ethics and Probity; Equity; Environmental Sustainability; Social Sustainability and Local Supplier Engagement; Compliance and a Robust Procurement Framework.
Scotland Island Emergency Water Pipeline and Non-Potable Water	The draft policy has been updated to reflect the new Northern Beaches Council Policy Framework and template. There has been no change made to the policy from the former Pittwater Council.
Storage of Watercraft on Council Foreshores	This draft policy replaces the adopted Pittwater Council Watercraft Storage Policy and extends it into the wider Northern Beaches Council area. It provides a template for the organisation and administration of Council provided watercraft storage in foreshore areas.

SUBMISSIONS SUMMARY

111 people viewed the draft policies via the “Your Say” website with four submissions being made. These submissions and Council’s response are summarised below:

Submission Issue/Theme	Council Response
<u>Draft Access to Information Policy</u> <ul style="list-style-type: none"> Wording in the Policy Statement and how it relates to the governing act. Grammatical changes suggested. 	The submission addresses the alignment of the wording in the Policy Statement in regard to the public interest considerations under the Government Information (Public Access) Act 2009 in relation to access to information. Due consideration was given to the submission and it is considered that the policy statement is consistent with the Act and to further elaborate or provide additional interpretation to the wording as provided in the Act may be giving a procedural context to the Policy Statement which will be more appropriately addressed in procedural standards developed by Council.
<u>Draft Access to Information Policy</u> <ul style="list-style-type: none"> Possible omissions in the policy. 	The submission addresses possible omissions from the policy including the review process, updating of the disclosure log and updating the contracts register all of which are procedural standards rather than policy statements. The submission then asks questions relating to Section 217 of the Local Government Act and audit processes. These sit outside the scope of this policy which is intended to describe Council’s obligations under the Government Information (Public Access) Act 2009.
<u>Draft Privacy Policy</u> <ul style="list-style-type: none"> Possibility of the Privacy Policy being 	The submission discusses public access to the audio tapes of Council meetings at the former Manly Council. The submission requests that the policy be

applied to avoid transparency.	expanded to state that tapes will be available after the election of the new Council. The premise for adding this to the Privacy Policy is that a former Council held the view that releasing the audio tapes would be a violation of people's privacy. Due consideration was given to the submission and it is considered immaterial to the Northern Beaches Council Privacy Policy as the former Council discussed in the submission no longer exists and any rules that may have applied it are of no relevance to the Northern Beaches Council.
<p><u>Draft Enterprise Risk Management Policy</u></p> <ul style="list-style-type: none"> • Highlighting the importance of an Enterprise Risk Management Policy to enhance the environment for managing risks and fraud. • Outlining the role of the Audit and Risk Committee in managing risk. • Highlighting the importance of governance and a suggestion to adopt a governance policy which should be audited by the Audit and Risk Committee. • Suggestions for the composition of an Audit and Risk Committee. • Suggestions in regard to the interaction between councillors and staff. 	The submission addressed the broader context of the governance environment and the types of risks or fraud scenarios which may be encountered by a Council. Support for the implementation of risk management as a tool to effectively manage risk as an integral part of planning and decision making across Council will be taken into account in regard to the further procedural development of Council's risk management framework rather than being addressed in the policy statement.

POLICIES PROPOSED FOR REVOKING

The policies detailed below are proposed for revoking for reasons as identified in the table.

Policy Name	Former Council	Reason for Revoking
Allocation of Funds Obtained from the Sale of Council Real Property Policy	Warringah	For consistency proceeds from the sale of Council property should be transferred to working capital to be utilised under Council resolution. It is unnecessary to maintain a separate reserve.
Property Acquisition Reserve Fund	Manly	For consistency proceeds from the sale of Council property should be transferred to working capital to be utilised under Council resolution. It is unnecessary to maintain a separate reserve.
Code of Conduct – Community and Other Council Committees Policy	Warringah	This policy is a simplified version of a previous Code of Conduct of the former Warringah Council. Once the newly elected Council considers the structure of its committees a new policy, if required, can be developed based on the Code of Conduct currently in effect.

CONSULTATION

The seven draft policies were placed on public exhibition from Saturday 3 June to Saturday 1 July. The consultation process was:

- Information on the 'Your Say' project web page including online submission form
 - 111 page visits, 85 people downloaded documents
- Copies of policy available in all customer service and library locations
- Advertisements in the Manly Daily
- Bulk emails to our community engagement database, registered community groups and other key stakeholders.

In relation to the revoking of the three policies, extensive consultation has occurred with Executive Management Team, Leadership Group and relevant Executive Managers.

TIMING

The draft policies will be effective immediately once adopted by Council. The policies recommended for revoking will be revoked immediately following the decision of Council.

FINANCIAL IMPACT

Any financial impact of implementing the draft policies will be factored into the 2017/18 budget.

There is no financial impact through revoking the three policies identified in this report.

SOCIAL IMPACT

The community will benefit from having access to current and consistent policies on Council's website.

ENVIRONMENTAL IMPACT

The implementation of the draft policies will not have significant environmental impacts.

The revoking of the identified policies will not have significant environment impacts.

ITEM 7.7	ALTERNATIVE PROCUREMENT FOR THE SUPPLY OF HIGH PERFORMANCE LEADERSHIP COACH PROGRAM FOR LEVEL 4 MANAGERS NORTHERN BEACHES COUNCIL
REPORTING MANAGER	EXECUTIVE MANAGER HUMAN RESOURCES
TRIM FILE REF	2017/235687
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To seek Council approval for an alternative procurement process for the continued delivery of a High Performance Leadership Coach (HPLC) Program for the Level 4 Management Team by Griffith Consulting Group, within section 55 (3) of the Local Government Act; “a contract where, because of extenuating circumstances, remoteness of locality or the unavailability of competitive or reliable tenderers, a Council decides by resolution (which states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders”.

SUMMARY

Griffith Consulting Group has led and facilitated a successful HPLC Program with all levels of staff of the former Warringah Council, including the Executive Management Team, the Leadership Group, Line Managers and non-supervisory staff. The Group facilitated a program for the Executive Managers of Northern Beaches Council in 2016 and 2017.

To ensure an integrated and consistent approach to building and aligning leadership capability, having the members of the recently formed Level 4 management team (81 Northern Beaches staff members) undertake the program in 2017 will result in a consistent leadership message and language across the senior and middle leadership levels in the Council. It will reinforce long term development and consistency in applying the appropriate leadership behaviours and will assist those in a leadership role with the transition from management to leadership.

The cost to roll-out the HPLC Program for the Level 4 Managers, is up to \$295,000. This exceeds the \$150,000 tender threshold therefore Council approval for an “Alternative Procurement” process is sought.

RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council:

- A. Pursuant to Section 55 (3) (i) of the Local Government Act, resolves that a satisfactory result would not be achieved by inviting tenders for the provision of a High Performance Leadership Coach Program for Level 4 Managers because of the following extenuating circumstances:
 - i) Griffith Consulting Group has successfully delivered the program to the Executive Managers of Northern Beaches Council and the Senior Leadership Group, Line Managers and non-supervisory staff of the former Warringah Council. It is considered that a satisfactory result will not be achieved by inviting tenders as it would drive inconsistency into the leadership approach of Council. There is significant benefit in having the program delivered by the same organisation to ensure consistency. In addition, the Level 4 Managers have recently participated in an organisational
-

structure change and will be in the forming stage as a cohort.

- B. That Council delegate authority to the Chief Executive Officer to negotiate and enter into a contract with Griffith Consulting Group for the provision of the High Performance Leadership Coach Program up to the limit of \$295,000.
-

REPORT

BACKGROUND

Following the proclamation of the new Northern Beaches Council, the Executive Management Team successfully implemented a centralised leadership program through Griffith Consulting Group. The first phase of the program delivered a leadership program to develop the CEO, General Managers and Executive Managers using an integrated approach to building and aligning leadership capability across the leadership cohort. The key outcome was a consistent leadership level approach and language regarding leadership and, in particular, leading change in a public sector environment. The program was a five month leadership journey, based on the self-managed, long-term development of the individual and used a blended learning approach with a combination of seminars, learning workshops, small study groups and coaching sessions.

There was positive feedback from the managers who attended the program and it was requested that the program be continued to assist the formation of the next layer of leadership (Level 4) when formed following the organisational structure changes. In addition, it was requested that the HPLC program be continued to ensure a consistent leadership approach is formed.

The cost quoted to roll-out the HPLC Program for all members of the Northern Beaches Council Level 4 managers is up to \$295,000. Section 55 of the Local Government Act states that tenders must be called for contracts over \$150,000, however, it allows exemptions from the tender process for “a contract where, because of extenuating circumstances, remoteness of locality or the unavailability of competitive or reliable tenderers, a Council decides by resolution (which states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders”.

As Griffith Consulting Group has successfully delivered the program to the Senior Leadership Group of the Northern Beaches Council it is considered that a satisfactory result will not be achieved by inviting tenders and will only add to time delays in delivering the program. There is significant benefit in having the program delivered by the same organisation to ensure consistency. Council concurrence with this strategy is sought.

CONSULTATION

The Chief Executive Team and Senior Management Group have been consulted about the value of a centralised High Performance Leadership Program and the consistency in language and integrated approach using the Griffith Consulting Group.

TIMING

Time is critical as the Level 4 management structure has only recently been appointed following an organisational structure change for the Northern Beaches Council. It is critical to bring this team together soon after formation to establish as a line management group and develop leadership capability aligned to the Senior Managers in Council. To ensure that a consistent leadership message and language are achieved across all leadership levels in the new organisation and in order to maintain momentum the program needs to be implemented for the level 4 Management Team by December 2017.

FINANCIAL IMPACT

Delivery of the HPLC Program for all members of the Level 4 Management Team over five months will cost up to \$295,000. This includes: the delivery of five seminar workshops, the Success without Stress four day program and follow up session, manuals, workbooks, feedback materials and certificates at the conclusion of the program. It also includes program coordination and scheduled emailing throughout the program to the participants.

SOCIAL IMPACT

Nil

ENVIRONMENTAL IMPACT

Nil

ITEM 7.8	NOTES OF THE IMPLEMENTATION ADVISORY GROUP AND LOCAL REPRESENTATION COMMITTEE MEETINGS
REPORTING MANAGER	BUSINESS PERFORMANCE EXECUTIVE CUSTOMER & CORPORATE
TRIM FILE REF	2017/009158
ATTACHMENTS	<ol style="list-style-type: none"> 1 IAG Notes of the Meeting held 5 April 2017 (Included In Attachments Booklet) 2 IAG Notes of the Meeting held 3 May 2017 (Included In Attachments Booklet) 3 IAG Notes of the Meeting held 7 June 2017 (Included In Attachments Booklet) 4 LRC Notes of the Meeting held 19 April 2017 (Included In Attachments Booklet) 5 LRC Notes of the Meeting held 17 May 2017 (Included In Attachments Booklet) 6 LRC Notes of the Extraordinary Meeting held 31 May 2017 (Included In Attachments Booklet)

REPORT

PURPOSE

To report the meeting notes from the Implementation Advisory Group (IAG) and Local Representation Committees (Social, Economic & Environment LRC) meetings held on 5 April, 19 April, 3 May, 17 May, 31 May (extraordinary) and 7 June respectively.

REPORT

The following meetings and associated documents are being reported to Council:

Committee	Meeting Date
Implementation Advisory Group	5 April, 3 May and 7 June – Meeting Notes
Local Representation Committees (Social, Economic & Environment)	19 April and 17 May – Meeting Notes 31 May – Extraordinary Meeting Notes

FINANCIAL IMPACT

Nil

SOCIAL IMPACT

Nil

ENVIRONMENTAL IMPACT

Nil

RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council note the Meeting Notes from the:

-
- A. Implementation Advisory Group (IAG) meetings held on 5 April, 3 May and 7 June 2017.
- B. Local Representation Committee (LRC) meetings held on 19 April, 17 May and 31 May 2017 (extraordinary).
-

ITEM 8.2	ACTIVE PLAY PROGRAM
REPORTING MANAGER	EXECUTIVE MANAGER TRANSFORMATION AND PERFORMANCE
TRIM FILE REF	2017/223713
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To seek approval to allocate funding under the Active Play Program – a component of the Connecting All Through Play Program in accordance with the recommendation of the review panel.

SUMMARY

On 16 December 2016 Council approved the \$10.3 million *Connecting All Through Play Program* that includes the *Inclusive Play Program* and the *Active Play Program* placing Council on the path to establishing the Northern Beaches as the world's most innovative destination for inclusive play.

The Active Play component will provide significant investment into surf club and sporting facilities that promote active and inclusive play, encouraging a fit and healthy lifestyle for our community.

These are new projects that were not funded by the former Councils which are now able to be delivered thanks to the formation of the Northern Beaches Council.

Council has committed to invest \$2 million into sporting facilities to improve and increase the capacity of our existing facilities so more people can play more often and \$2 million for Surf Life Saving Clubs for priority upgrades to improve accessibility and inclusiveness and support the role of our surf lifesavers.

The funding will be rolled out over three years with \$2 million in 2017/18, and \$1 million each in the two subsequent years and will be sourced equally from the Stronger Communities Fund and Merger Savings Fund.

Council invited sporting clubs, associations and Manly, Warringah and Pittwater Sporting Union (Sporting Union) as well as each Surf Life Saving Club on the Northern Beaches to submit project proposals to be incorporated into the capital works schedule under the Active Play Program. To be considered under this program, projects must be for infrastructure on land that is under the care, control and management of the Northern Beaches Council. Additionally, proposals for sporting facilities must demonstrate that the project will increase participation and the capacity of existing facilities. Proposals for surf clubs must improve accessibility and inclusiveness through the delivery of new or upgraded infrastructure.

Ten projects have been prioritised under the sporting stream as best meeting the priorities of the Active Play Program and are also supported under the Northern Beaches Sportsground Strategy. Six Surf Clubs will undergo upgrades that will improve accessibility and inclusiveness.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Approve the following projects and associated estimated funding to be delivered under the Active Play Program over the next 3 years:

Sporting stream (allocation of up to \$2 million)

- a) Tennis Courts, lighting upgrade – Careel Bay Tennis Courts, Hitchcock Park, Avalon – estimated cost \$25,000
- b) Convert greens to two futsal courts with lighting Manly Vale Calabria Bowling Club – Manly Vale – estimated cost \$140,000
- c) Convert two tennis courts to two futsal Courts – Wakehurst Tennis Centre, Seaforth – estimated cost \$70,000
- d) Upgrade to clubhouse and community centre – Lionel Watts Reserve, Frenchs Forest – estimated cost \$500,000
- e) Sportsfield lighting upgrade to LED – Forestville Park, Forestville – estimated cost \$145,000
- f) New Pump Track (BMX) – JJ Melbourne Hills Reserve, Terrey Hills – estimated cost \$150,000
- g) New sportsfield lighting and drainage– Passmore Reserve, Manly Vale – estimated cost \$300,000
- h) New sportsfield lighting – Frank Gray & Mike Pawley Reserves (John Fisher Park) Curl Curl – estimated cost \$440,000
- i) Sportsfield lighting upgrade – LM Graham Reserve, Fairlight – estimated cost \$90,000
- j) New sports field and lighting – Nth Narrabeen Reserve, Nth Narrabeen – estimated cost \$140,000

Surf Club stream (allocation of up to \$2 million)

- k) South Narrabeen SLSC - Installation of a Lift – estimated cost \$203,500
- l) North Steyne SLSC - access ramp and accessibility upgrades including addition of accessible public toilets, improvements to internal and external stairs, and improvements to male and female toilets; – estimated cost \$200,000
- m) Warriewood SLSC - Accessibility upgrade to club entry and installation of lift – estimated cost \$337,500
- n) Queenscliff SLSC – Installation of lift – estimated cost \$150,000
- o) Mona Vale SLSC – accessibility components in new building – estimated cost \$554,500
- p) Long Reef SLSC – accessibility components in new building – estimated cost \$554,500.

- B. Authorise the Chief Executive Officer to amend allocated funding estimates if required in line with the final assessed project costs.
-

REPORT

BACKGROUND

The Active Play program has been developed by Council as part of the Connecting All Through Play Program adopted by Council in December 2016 to promote active and inclusive play in our community through the delivery of infrastructure projects in our surf clubs and sporting facilities. Projects identified as a priority within this program will improve and increase the capacity of our existing facilities and improve accessibility and inclusiveness.

The Active Play Program is being funded jointly from the Stronger Communities Fund, which is an allocation from the NSW State Government as part of Council's amalgamation and also from the Merger Savings Fund established at amalgamation to capture and reallocate the savings resulting from the merger. Each fund will contribute \$2 million for a total available fund of \$4 million, split equally between the two streams, sporting facilities and surf clubs. Sporting facilities will have a minimum funding amount of \$20,000 per project and surf clubs will have a minimum funding amount of \$50,000 per project. No maximum funding amount was applied, however funds are limited to a maximum of \$2 million per stream.

Projects were sought from incorporated, not-for-profit organisations that are either a surf lifesaving club or an incorporated sporting body located on the Northern Beaches. Individual sporting clubs were invited to make a submission but must demonstrate their project has the support of a sporting association body with a letter of support.

EVALUATION

Projects must be for infrastructure on land that is under the care, control and management of the Northern Beaches Council. Proposals were required to address the community priorities identified for sporting facilities as the project must demonstrate it will increase participation and the capacity of existing facilities. Project proposals for surf clubs must improve accessibility and inclusiveness through the delivery of new or upgraded infrastructure. All applications were reviewed against the programs assessment criteria:

1. Address an identified community priority as identified above;
2. Value for money - applicant contribution, realistic budget, community benefit against investment; and
3. Project readiness

Project proposals were reviewed by a staff panel of five with an additional independent (non-voting) member of the Sporting Union reviewing the sporting stream proposals. The panel undertook individual reviews followed by a round table discussion on the merits of each application.

RECOMMENDED PROJECTS

1. Surf Life Saving Clubs

The evaluation committee recommend funding be allocated toward the following Surf Life Savings Clubs for accessibility upgrades:

a) South Narrabeen SLSC

Addition of a lift to allow access to the upper floor.

This project has an existing approved DA for addition of a lift and for other works that have already been completed. The current proposal will require a S96 to make changes to take account of changes in legislation relating to lifts that have come into force since the DA was approved.

- b) North Steyne SLSC** – Addition of an access ramp, improvements to internal and external stairs, improvements to male and female toilets and addition of accessible toilets.

North Steyne SLSC is listed in the LEP as being of heritage significance so the addition of a ramp will be designed in a manner that is sympathetic to the heritage status of the building. This project will require a DA and public consultation.

- c) Warriewood SLSC** – New club entrance with lift to upper level

Warriewood SLSC has requested a funding allocation to create a new entrance to the club which will incorporate a lift to allow access to the upper level. The project will require a DA and public consultation.

- d) Queenscliff SLSC** – Addition of a lift to allow access to the upper floor.

Queenscliff SLSC has an existing DA for works associated with a masterplan for the building. This DA was approved in 2013 and some components of the work have already been undertaken. Works to be funded out of the Active Play Program include the installation of a lift along with any structural works that are necessary to enable the addition of the lift.

- e) Mona Vale SLSC** –

Northern Beaches Council has identified the redevelopment of Mona Vale Surf Life Saving Club as a key priority and this funding will be a key contribution towards the accessibility components of the new building.

The new facility will include a lift and accessible amenities.

- f) Long Reef SLSC** –

Northern Beaches Council has identified the redevelopment of Long Reef Surf Life Saving Club as a key priority and this funding will be a key contribution towards the accessibility components of the new building.

Long Reef has identified accessible components within the new building will include a lift and accessible public and club amenities.

2. SPORTING FACILITIES

Under the Sporting stream the following projects will deliver increased participation and/or the capacity of the facility:

- g) Careel Bay Tennis Courts, Hitchcock Park, Avalon** - Tennis Courts, Lighting upgrade

An upgrade court lighting will improve night play conditions and be compliant with Tennis Australia club tennis competition lighting standards. The upgrade will incorporate LED instead of traditional metal halide lighting that will reduce power consumption/maintenance costs and greenhouse gas emissions and increase night.

- h) Manly Vale Calabria Bowling Club, Manly Vale** - Convert greens to two futsal courts

Extension of the current futsal courts from 2 to 4 and the associated lighting. Participation in active play will be increased by a larger number of futsal teams participating in a larger number of tournaments throughout the year. Participants from sporting associations, schools and the general public can train and play futsal, football, hockey and bowls all year round. The extended courts will ease congestion on the Manly Warringah Football Associations football clubs by offering wet weather facilities to conduct their training sessions when fields are closed.

- i) Wakehurst Tennis Centre, Seaforth** - Convert two tennis courts to two futsal Courts

Additional futsal courts in the area will increase participation in active play and encourage tennis players to play futsal and futsal players to be involved in tennis. This project also increases

capacity as the facility is currently under utilised and this will contribute towards the masterplan of a multi-sport facility. Future plans include making 4 of the plexi-pave courts multipurpose (tennis/netball/basketball)

j) Lionel Watts Reserve, Frenchs Forest - Upgrade to clubhouse and community centre

Creation of a modern building containing club and change rooms that service the Wakehurst Redbacks Cricket club, the Wakehurst Tigers Football Club and the Forest Lions Junior AFL Club. A facility that will complement the high class synthetic field upgrade about to be commenced at the site and enabling wet weather viewing which will come hand in hand with an all-weather sporting facility. The new facility will include the canteen, storage, toilet (including disabled toilet) and change room facilities. This project will increase the capacity of the current facility, increase inclusiveness and participation of females in all three sports. The proposal includes an upgrade to the disabled toilet facility which will improve accessibility to disabled spectators. Council will work with the users to refine the submitted design.

k) Forestville Park, Forestville - Sportsfield lighting upgrade

Replace current, ineffective lighting towers to ensure facilities at least meet, if not exceed, Australian Standards. This will enable more sporting events to be held throughout the year, particularly late afternoon and into the night. Current lighting is not considered acceptable by bodies such as NSW Rugby League. This will remove the need to hire portable lighting towers to ensure there is adequate light, deemed safe by the regulatory bodies which will both increase participation and capacity. This will also mean training can be spread out more during the afternoon and into the evening.

l) JJ Melbourne Hills Reserve Terrey Hills - New Pump Track (BMX)

A pump track is a small version of a BMX track. When asphalted, a pump track can be used not only with BMX bikes and mountain bikes, but also with balance bike, skateboards, scooters, or any wheeled contraption, making it fun for everyone.

The pump tracks are designed with low technical difficulty, which makes it accessible to all public. It is also the best facility to learn the basics of bike riding and BMX racing. As such, it is ideal for complete beginners and smaller kids to get the important skills to tackle the bigger BMX track.

m) Passmore Reserve, Manly Vale - Lighting and drainage

These improvements will improve the capacity of the sportsfield by 50% by enabling training and competition to be held at night throughout the year and drainage will reduce the number of ground closures due to wet weather. A number of sports currently utilize this reserve including but not limited to Football (Soccer), Ultimate Frisbee and Touch Football.

n) LM Graham Reserve, Fairlight - Lighting Upgrade

This project will upgrade existing lighting to meet Australian Standards increasing capacity, allow competition games after dark and will also reduce the load on other fields. An upgraded training venue for multiple sports including football (soccer) and cricket.

o) Frank Gray & Mike Pawley Reserves (John Fisher Park) Nth Curl Curl - New Sportsfield Lighting

These improvements will improve the capacity of the sportsfield by 50% by enabling training and competition to be held at night. Sports currently utilising these fields include Hockey, Junior AFL, Senior AFL, Junior Cricket, Senior Cricket. By increasing the capacity of these fields, the wear and tear on Weldon Oval will be reduced.

p) North Narrabeen Reserve, North Narrabeen - New sports field and lighting

Creates a new sportsfield for touch football/Oztag at an existing facility and provides associated lighting. Providing increased capacity of the facility both day and night and will benefit sports including Rugby Union, Touch Football and Junior AFL.

Not all project proposals have received funding under this program. Organisations whose submission has not been successful will be advised in writing. Additionally, not all components of a successful project submission have been allocated funding through this program.

CONSULTATION

Information on the Active Play Program was sent directly to all Surf Clubs and leaseholders of all sport facilities on land that is under the care, control and management of the Northern beaches Council. The information was distributed by email on at least two separate occasions and detailed the eligibility and assessment criteria, program priorities and additional information. The Council website also contained the same information on the program.

In addition to this the Council conducted significant community engagement throughout April and May this year, seeking feedback from a broad range of the community on the Sportsgrounds and Golf Courses Discussion Paper.

Engagement activities included: six community drop in sessions, a sports forum, random telephone survey of 400 participants, an online survey with over 4000 completions and 600 online comments via our Your Say page.

More than 5,000 public comments have been captured and analysed during this phase of Community Engagement. The majority of comments support the need for more sports fields on the Northern Beaches to meet an increasing demand for fields.

TIMING

Information on the Active Play Program was emailed directly to all surf clubs and sporting organisations as identified above on 2 May 2017 and again on 25 May 2017. The Active Play program closed on 13 June 2017

FINANCIAL IMPACT

The \$4 million program will be rolled out over three years with \$2 million in 2017/18, and \$1 million each in the two subsequent years and will be sourced equally from the Stronger Communities Fund and Merger Savings Fund. The projects described above will utilise \$4 million with \$2 million allocated to 10 projects within the sporting stream and \$2 million towards 6 projects within the SLSC stream.

ITEM 8.3	FINAL WEST NEWPORT PARKING DEMAND MANAGEMENT STRATEGY
REPORTING MANAGER	EXECUTIVE MANAGER TRANSPORT & CIVIL INFRASTRUCTURE
TRIM FILE REF	2017/124816
ATTACHMENTS	1 Final West Newport Parking Demand Management Strategy (Included In Attachments Booklet) 2 West Newport Parking Demand Management Strategy Community Engagement Summary (Included In Attachments Booklet)

REPORT

PURPOSE

To seek Council adoption of the Final West Newport Parking Demand Management Strategy.

REPORT

Council on 28 February 2017 resolved to endorse the Draft West Newport Demand Management Strategy and place the Strategy on public exhibition. A community engagement process was conducted and the Strategy updated to reflect comments received.

The Final West Newport Parking Demand Management Strategy (refer Attachment 1) is recommended to be adopted by Council based upon the following priority principles:

1. Prioritise the parking needs of local businesses within 400m radius of their location
2. Prioritise the parking needs of the community to access local businesses
3. Reduce availability of long term trailer/caravan parking on streets or in car parks.

The Northern Beaches Traffic Committee has endorsed the proposed changes included in the Strategy from a technical traffic engineering perspective.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Adopt the Final West Newport Parking Demand Management Strategy.
 - B. Commence implementation of the recommendations outlined in the Final West Newport Parking Demand Management Strategy as a priority.
-

REPORT

BACKGROUND

Council prepared the draft West Newport Parking Demand Management Strategy to manage parking demands in the local area and to improve the availability and turnover of parking spaces to support local business and the community.

Council endorsed the draft West Newport Parking Demand Management Strategy for public exhibition at the Council meeting held on Tuesday 28 February 2017.

It is recommended that the strategies outlined in Attachment 1, Final West Newport Demand Management Strategy, be adopted by Council.

COMMUNITY ENGAGEMENT

Following the endorsement of the West Newport Parking Demand Management Strategy at the Council Meeting held on Tuesday 28 February 2017, a 28-day engagement process commenced between Thursday 2 March and Wednesday 29 March 2017 to seek community comments relating to the draft Strategy being proposed.

Twenty-one (21) submissions were received relating to the proposed strategies during the exhibition period, including one from State Transit Authority and one from the Northern Beaches Council Environmental Compliance business unit.

After reviewing these submissions the following key issues and amendments to the Strategy were made:

- Based on submissions received from the Newport Residents Association and Northern Beaches Enforcement Team, an amendment has been made to Strategy 1 Area 1: Queens Parade Parking to change the parking conditions in the existing P10 (10 minute parking) outside Newport Kindergarten so that they apply 7 days a week rather than on a part time basis. This has been supported by Newport Kindergarten.
- Newport Public School requested Council to consider increasing parking supply in Stuart Street (between Queens Parade and Gladstone Street) through angled parking on the western side. This has been added as an extra item under strategy 5.
- Sydney Buses has requested that the outbound Bus Zone in Kalinya Street be relocated further north to the intersection of Kalinya Street and Gladstone Street to improve the turning arc in congested periods and to improve road safety. This has been added as an additional item in Strategy 1 Area 3b. In conjunction with relocating the Bus Zone the bus stop will be upgraded to meet DDA requirements and the seat will also be relocated. Engagement with residents will take place prior to the change being made. The relocation of the Bus Zone will result in no net loss of parking spaces.

Following the 28-day exhibition period, the proposed changes (including the amendments outlined above) included in the draft West Newport Parking Demand Management Strategy were considered and endorsed by the Northern Beaches Council Traffic Committee on Tuesday 6 June 2017. This endorsement confirms the changes are supported by STA, RMS and Council's Traffic Engineers.

A detailed overview of all submissions received and community engagement undertaken during this project can be viewed in Attachment 2, West Newport Parking Demand Management Strategy – Community Engagement Summary.

TIMING

Once the Final West Newport Parking Demand Management Strategy is adopted by Council, strategies one and two, which relate to time restricted parking and wayfinding signage, will be implemented immediately.

Council will also continue to work with local stakeholders to implement strategies three to seven.

FINANCIAL IMPACT

Proposed measures relating to changes to parking restrictions and wayfinding signage can be implemented using existing operational budgets.

ENVIRONMENTAL IMPACT

No environmental impacts are expected through the implementation of the West Newport Parking Demand Management Strategy.

SOCIAL IMPACT

The recommended strategies will provide benefits to local businesses through increased parking availability for visitors and customers, resulting in employment opportunities in the local community. Implementation will also encourage modal shifts from private motor vehicle to an active and sustainable mode of travel.

ITEM 8.4	BARRENJOEY ROAD PALM BEACH - PROPOSED ROAD RESERVE CLOSURE AND SALE OF LAND ADJACENT TO 1153 BARRENJOEY ROAD PALM BEACH
REPORTING MANAGER	EXECUTIVE MANAGER PROPERTY
TRIM FILE REF	2017/163355
ATTACHMENTS	1 Survey Plan - Road Reserve Land adjoining 1153 Barrenjoey Road Palm Beach

EXECUTIVE SUMMARY

PURPOSE

To consider an application for the closure and sale of a portion of road reserve in Barrenjoey Road, Palm Beach adjacent to 1153 Barrenjoey Road, Palm Beach.

SUMMARY

The subject road reserve has an area of approximately 231.1m². The location of the subject land is shown in Attachment 1 of this report. The purpose of the proposed road reserve land purchase is to formalise access arrangements to the property and for future development.

In July 2015, the owner of 1153 Barrenjoey Road, Palm Beach applied for a road reserve closure and purchase of land adjoining their property in accordance with the provisions of Section 14 of Council's Streetscape Management Guidelines and Road Reserve and Streetscape Management Policy No 193 and Property Management Policy No 200.

The proposal will provide financial resources to assist with ongoing road works and will provide financial assistance for high priority road asset improvements.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Authorise an application to NSW Department of Industry – Lands for road reserve closure under the provisions of the Roads Act 1993 for the road identified in this report being part Barrenjoey Road, Palm Beach adjacent to 1153 Barrenjoey Road, Palm Beach (Lot 9A DP 13374).
 - B. Dispose of the subject land in accordance with its Road Reserve and Streetscape Management Policy No 193 and Property Management Policy No 200 (purchase price subject to independent valuation) and the sale is subject to the land being consolidated with the adjoining land at 1153 Barrenjoey Road, Palm Beach (Lot 9A DP 13374).
 - C. Authorise the Chief Executive Officer or the authorised delegate to execute all documentation necessary in order to give effect to this resolution.
 - D. Authorise all costs associated with the proposal referred to in this resolution, including but not limited to, Council's legal costs and GST if applicable, be funded by the applicant.
-

REPORT

BACKGROUND

The owner of 1153 Barrenjoey Road, Palm Beach has applied to Council for a road reserve closure and purchase of land adjoining their property. The application has been made in accordance with the following:

- Council's Road Reserve and Streetscape Management Policy No 193
- Streetscape Management Guidelines
- Property Management Policy No 200
- Roads Act 1993

Council has previously supported formal closure and sale of road reserve to adjoining property owners in Palm Beach.

The subject road reserve has an area of approximately 231.1m². The location of the subject land is shown in Attachment 1 of this report. The purpose of the proposed road reserve land purchase is to formalise access to this property and for future development.

The zoning of the subject land is E4 - Environmental Living which is consistent with the adjoining land zoning in accordance with Pittwater Local Environmental Plan 2014.

As the subject land is not a marketable parcel, Council is able to consider the sale of this land to an adjoining owner in accordance with its Policy. Additionally, a requirement of the Policy is that any road reserve that is closed and sold must be consolidated with the adjoining land owned by the purchaser.

CONSULTATION

Council has undertaken the required statutory notification of the road reserve closure proposal in the accordance with the Roads Act 1993 on behalf of the NSW Department of Industry – Lands. This included a notice in the Manly Daily, Council's webpage, letters to adjoining/nearby property owners and service authorities.

The public notification period was for 28 days and Council is required to consider and address all objections received from neighbouring owners and various authorities. The public notice period commenced on 20 August 2016 and concluded on 19 September 2016.

Submission received

(i) Authorities:

Fourteen authorities were consulted and one authority provided initial objections to the proposed road closure.

Jemena – On 13 September 2016, Jemena confirmed it would require an easement over its infrastructure (gas main) in order for its objection to be lifted or the applicant to provide sufficient evidence that Jemena's infrastructure is not affected by the proposed road closure.

(ii) Adjoining residents:

Twenty-six residents were notified, and seven written submissions were received.

Summary of the submissions received are as follows:

- Residents request that the proceeds from the sale be directed to the local community in particular – the Palm Beach Walkway project – which links the Palm Beach Ferry Wharf and Governor Phillip Park.
- Residents wish to ensure that the change in ownership of the land does not compromise the design of the pedestrian walkway and there is no ongoing responsibility of the existing infrastructure on the road reserve land.
- Queries regarding valuation methodology and disclosure of the valuation to the public.

Following the public notification of the proposed road reserve closure, Council's staff have agreed with the various authorities and the applicant to resolve concerns with the proposed road reserve closure.

Road Assessment

Council's Transport & Civil Infrastructure Group has inspected and assessed that the subject area of the road reserve will not be required for future public use and has no objections to the road reserve closure and proposed sale.

Council's Transport & Civil Infrastructure Group and Property Group have reviewed the submissions received and believe the issues raised do not impact on the proposed road reserve closure. Therefore, it is recommended that the subject land is surplus to Council's future requirements and may be sold to the adjoining owner.

The purchaser is required to consolidate the closed road reserve land with the adjacent land currently owned by the applicant within 12 months from the purchase of the land. The terms of the restrictions will form part of the Contract for Sale of Land. Additionally, any required easements will be registered on title prior to sale.

FINANCIAL IMPACT

Proposed Sale of Land

Following Council's resolution, a formal road reserve closure application will be lodged with the Department of Industry – Lands. If the application is supported and successful, Council will proceed to obtain independent qualified valuation advice for the subject land in accordance with its Policy and proceed to sell the subject land at a price in accordance with the valuation advice and Property Management Policy 200. The valuation is to take into consideration the adjusted current market value as a whole site as a consequence of the addition of the subject road reserve area and any benefit it provides and any easement imposed by various authorities.

Resources Implications

Section 43(3) of the Roads Act states that, "Money received by a council from the proceeds of the sale of land is not be used for Council except for acquiring land for public roads or for carrying out road work on public roads." Such road works may vary including pavement strengthening, retaining structures, footpaths or streetscape improvements.

The sales proceeds will provide funds for continued maintenance and improvement of road infrastructure and footpaths in the local area.

SOCIAL IMPACT

The sale of non-core road reserve land assets provides funding for higher priority road outcomes, in particular for footpath construction. This helps to accelerate the provision of additional high priority pedestrian linkages to connect communities and improve safety and amenity.

ENVIRONMENTAL IMPACT

Due to steep terrain at this locality, Barrenjoey Road has little to no opportunity for on-street parking. The formalisation of tenure of use of the road reserve, by way of sale, is seen as a reasonable outcome at this location.



ITEM 8.5	FLORIDA ROAD PALM BEACH - PROPOSED RESERVE CLOSURE AND SALE OF LAND ADJACENT TO 61 FLORIDA ROAD PALM BEACH
REPORTING MANAGER	EXECUTIVE MANAGER PROPERTY
TRIM FILE REF	2017/206915
ATTACHMENTS	1 Survey Plan - Road Reserve Land adjoining 61 Florida Road Palm Beach

EXECUTIVE SUMMARY

PURPOSE

To consider an application for the closure and sale of a portion of road reserve in Florida Road, Palm Beach adjacent to 61 Florida Road, Palm Beach.

SUMMARY

The subject road reserve has an area of approximately 107.9 m². The location of the subject land is shown in Attachment 1 of this report. The purpose of the proposed road reserve land purchase is for the construction of a garage and to improve access into the applicant's property.

In November 2014, the owner of 61 Florida Road, Palm Beach applied for a road reserve closure and purchase of land adjoining their property in accordance with the provisions of Section 14 of Council's Streetscape Management Guidelines, Road Reserve and Streetscape Management Policy No 193 and Property Management Policy No 200.

The proposal will provide financial resources to assist with ongoing road works and will provide financial assistance for high priority road asset improvements.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Authorise an application to NSW Department of Industry – Lands for road reserve closure under the provisions of the Roads Act 1993 for the road identified in this report being part Florida Road, Palm Beach adjacent to 61 Florida Road, Palm Beach (Lot B DP306403).
 - B. Dispose the subject land in accordance with its Road Reserve and Streetscape Management Policy No 193 and Property Management Policy No 200 (purchase price subject to independent valuation) and the sale is subject to the land being consolidated with the adjoining land at 61 Florida Road, Palm Beach (Lot B DP306403).
 - C. Authorise the Chief Executive Officer or the authorised delegate to execute all documentation necessary in order to give effect to this resolution.
 - D. Authorise all costs associated with the proposal referred to in this resolution, including but not limited to, Council's legal costs and GST if applicable, be funded by the applicant.
-

REPORT

BACKGROUND

The owner of 61 Florida Road ad, Palm Beach has applied to Council for a road reserve closure and purchase of land adjoining their property. The application has been made in accordance with the following:

- Council's Road Reserve and Streetscape Management Policy No 193.
- Streetscape Management Guidelines.
- Property Management Policy No 200.
- Roads Act 1993.

Council has previously supported formal closure and sale of road reserve to adjoining property owners in Palm Beach.

The subject road reserve has an area of approximately 107.9m². The location of the subject land is shown in Attachment 1 of this report. The purpose of the proposed road reserve land purchase is for the construction of a garage and to improve access into the applicant's property.

The zoning of the subject land is E4 - Environmental Living which is consistent with the adjoining land zoning in accordance with Pittwater Local Environmental Plan 2014.

As the subject land is not a marketable parcel, Council is able to consider the sale of this land to an adjoining owner in accordance with its Policy. Additionally, a requirement of the Policy is that any road reserve that is closed and sold must be consolidated with the adjoining land owned by the purchaser.

CONSULTATION

Council has undertaken the required statutory notification of the road reserve closure proposal in the accordance with the Roads Act 1993 on behalf of the NSW Department of Industry – Lands. This included a notice in the Manly Daily, Council's webpage, letters to adjoining /nearby property owners and service authorities.

The public notification period was for 28 days and Council is required to consider and address all objections received from neighbouring owners, as well as various authorities. The public notice period commenced on 30 October 2015 and concluded on 30 November 2015.

Submission received

(i) Authorities:

Fourteen authorities were consulted and two authorities provided initial objections to the proposed road closure.

Ausgrid – On 19 November 2015, Ausgrid confirmed it would require an easement over its infrastructure in order for their objection to be lifted.

Jemena – On 19 November 2015, Jemena lifted its objection to the proposed road closure.

(ii) Adjoining residents:

Twelve residents were notified, and two verbal enquiries were made and no written concerns were received.

Following the public notification of the proposed road reserve closure, Council's staff has agreed with the various authorities and the applicant to resolve concerns with the proposed road reserve closure.

Road Assessment

Council's Transport & Civil Infrastructure Group has inspected and assessed that the subject area of the road reserve will not be required for future public use and has no objections to the road reserve closure and proposed sale.

The property is situated on the high side of the road. It is proposed that a right of way is created in favour of 63 Florida Road (Lot 1 in DP 1169835). This is to ensure that the adjoining owner of 63 Florida Road, has continued pedestrian walkway to their property.

The closure and purchase of the road reserve land to the adjoining owner of 61 Florida Road would provide continuity of property boundaries for all three properties from 59 to 66 Florida Road. It is recommended that the subject land is surplus to Council's future requirements and may be sold to the adjoining owner.

The purchaser is required to consolidate the closed road reserve land with the adjacent land currently owned by the applicant within 12 months from the purchase of the land. The terms of the restrictions will form part of the Contract for Sale of Land. Additionally, any required easements will be registered on title prior to sale.

FINANCIAL IMPACT

Proposed Sale of Land

Following Council's resolution, a formal road reserve closure application will be lodged with the Department of Industry – Lands. If the application is supported and successful, Council will proceed to obtain independent qualified valuation advice for the subject land in accordance with its Policy and proceed to sell the subject land at a price in accordance with the valuation advice and Property Management Policy 200. The valuation is to take into consideration the adjusted current market value as a whole site as a consequence of the addition of the subject road reserve area and any benefit it provides and any easement imposed by various authorities.

Resources Implications

Section 43(3) of the Roads Act states that, "Money received by a council from the proceeds of the sale of land is not be used for Council except for acquiring land for public roads or for carrying out road work on public roads." Such road works may vary including pavement strengthening, retaining structures, footpaths or streetscape improvements.

The sales proceeds will provide funds for continued maintenance and improvement of road infrastructure and footpaths in the local area.

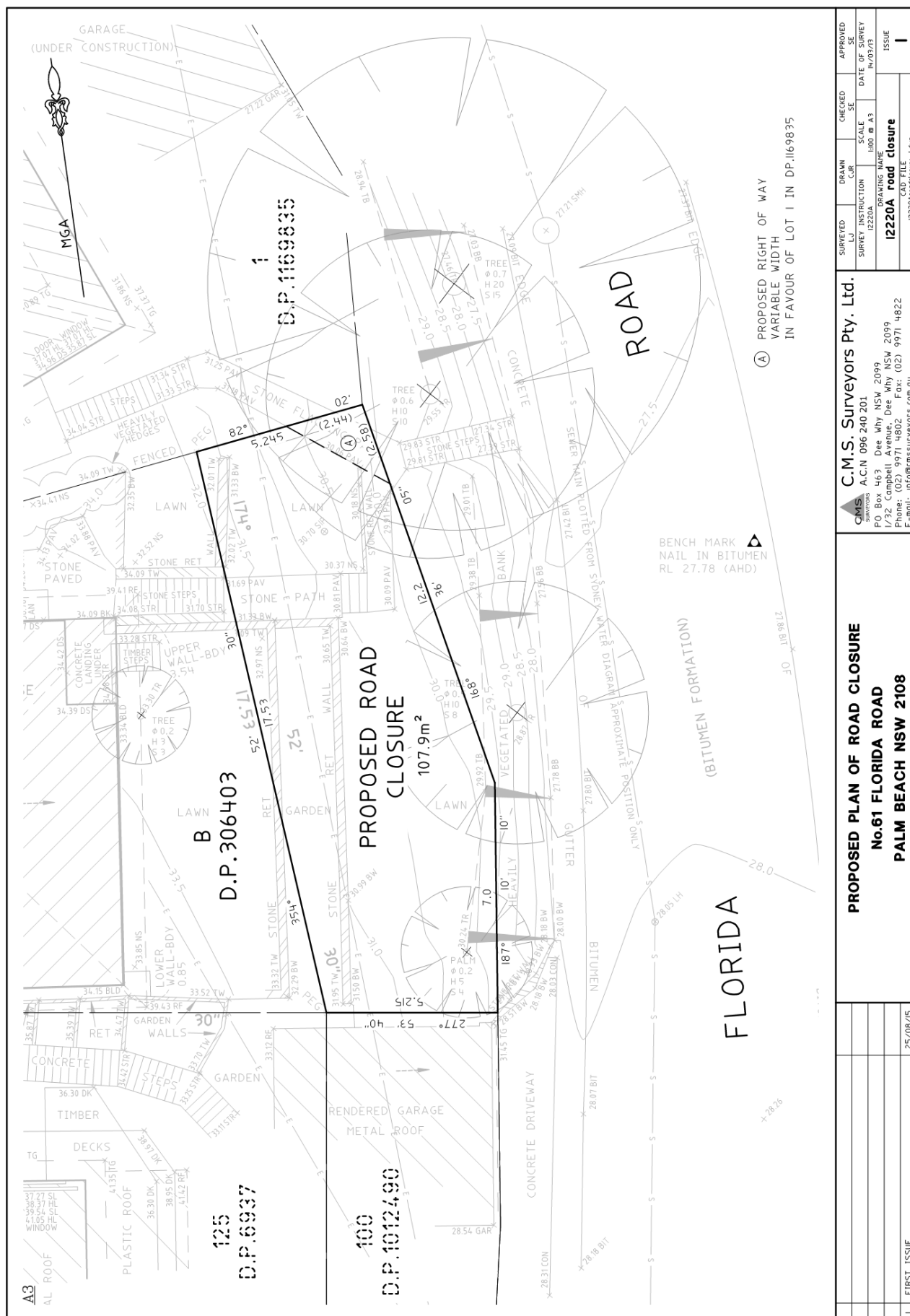
The Palm Beach Association have in the past requested that most of the funds from land sales in Palm Beach area be allocated to path construction, specifically prioritising the extension of a path along Florida Road and Whale Beach route.

SOCIAL IMPACT

The sale of non-core road reserve land assets provides funding for higher priority road outcomes, in particular for footpath construction. This helps to accelerate the provision of additional high priority pedestrian linkages to connect communities and improve safety and amenity.

ENVIRONMENTAL IMPACT

Due to steep terrain at this locality, Florida Road has little to no opportunity for on-street parking. The formalisation of tenure of use of the road reserve, by way of sale, is seen as a reasonable outcome at this location.



ITEM 8.6	FLORIDA ROAD PALM BEACH - PROPOSED ROAD RESERVE CLOSURE AND SALE OF LAND ADJACENT TO 71 FLORIDA ROAD PALM BEACH
REPORTING MANAGER	EXECUTIVE MANAGER PROPERTY MANAGEMENT & COMMERCIAL
TRIM FILE REF	2017/206929
ATTACHMENTS	1 ↓ Survey Plan - Road Reserve Land adjoining 71 Florida Road Palm Beach

EXECUTIVE SUMMARY

PURPOSE

To consider an application for the closure and sale of a portion of road reserve in Florida Road, Palm Beach adjacent to 71 Florida Road, Palm Beach.

SUMMARY

The subject road reserve has an area of approximately 108.4m². The location of the subject land is shown in Attachment 1 of this report. The purpose of the proposed road reserve land purchase is for the construction of a garage and to formalise access to this property.

In April 2008, the owner of 71 Florida Road, Palm Beach applied for a road reserve closure and purchase of land adjoining their property in accordance with provisions of the former Council Policy Private Use of Road Reserve No. 53.

A report was submitted to Council for consideration on 5 October 2010 where it provided authorisation for the lodgment of an application for road reserve closure with the Department of Industry – Lands and if successful, to proceed with negotiations for the sale of the road reserve subject to a formal market valuation.

The proposal will provide financial resources to assist with ongoing road works and will provide financial assistance for high priority road asset improvements.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Authorise an application to NSW Department of Industry – Lands for road reserve closure under the provisions of the Roads Act 1993 for the road identified in this report being part Florida Road, Palm Beach adjacent to 71 Florida Road, Palm Beach (Lot B DP340775).
 - B. Dispose of the subject land in accordance with its Road Reserve and Streetscape Management Policy No 193 and Property Management Policy No 200 (purchase price subject to independent valuation) and the sale is subject to the land being consolidated with the adjoining land at 71 Florida Road, Palm Beach (Lot B DP340775).
 - C. Authorise the Chief Executive Officer or the authorised delegate to execute all documentation necessary in order to give effect to this resolution.
 - D. Authorise all costs associated with the proposal referred to in this resolution, including but not limited to, Council's legal costs and GST if applicable, be funded by the applicant.
-

REPORT

BACKGROUND

In accordance with the provisions of Council Policy Private Use of Road Reserve No. 53, the owner of 71 Florida Road, Palm Beach has applied for a road reserve closure and purchase of land adjoining their property. Since the lodgment of the application, the former Pittwater Council has adopted the Road Reserve and Streetscape Management Policy No 193 and Property Management Policy No 200. The application is has been assessed in accordance with the new adopted policies and guideline, as well as the Roads Act 1993.

Council has previously supported formal closure and sale of road reserve to adjoining property owners in Palm Beach.

The subject road reserve has an area of approximately 108.m². The location of the subject land is shown in Attachment 1 of this report. The purpose of the proposed road reserve land purchase is for the construction of a garage and to formalise access to this property.

The zoning of the subject land is E4 - Environmental Living which is consistent with the adjoining land zoning in accordance with Pittwater Local Environmental Plan 2014.

As the subject land is not a marketable parcel, Council is able to consider the sale of this land to an adjoining owner in accordance with its Policy. Additionally, a requirement of the Policy is that any road reserve that is closed and sold must be consolidated with the adjoining land owned by the purchaser.

CONSULTATION

A report was submitted to Council for consideration on 5 October 2010, where it resolved as follows:

1. *That Council authorise the lodgment of Applications for Road Closure with the Land & Property Management Authority for portions of road reserve adjoining properties located at 71 Florida Road, Palm Beach, 293 Whale Beach Road Whale Beach and 179 Whale Beach road, Whale Beach.*
2. *That if the applications for road closure are successful, Council proceeds with negotiations for the sale of the subject portions of road reserve to the respective owners subject to a formal market valuation.*

Council has undertaken the required statutory notification of the road reserve closure proposal in the accordance with the Roads Act 1993 on behalf of the NSW Department of Industry – Lands. This included a notice in the Manly Daily, Council's webpage, letters to adjoining/nearby property owners and service authorities.

The public notification of the proposal was undertaken in January 2013 for a period was for 28 days. Council is required to consider and address all objections received from neighbouring owners, as well as various authorities.

Submission received

(i) Authorities:

Four authorities were consulted and two authorities provided initial objections to the proposed road closure.

Ausgrid – On 17 January 2013, Ausgrid confirmed it would require an easement over its infrastructure in order for their objection to be lifted.

Telstra – On 29 July 2015, Telstra withdrew its objection to the proposed road closure.

(ii) Adjoining residents:

Two residents provided submissions to Council to ensure there was continued access into their adjoining properties and that any future development of the subject property would not damage or impede the drainage course to their property.

Following the public notification of the proposed road reserve closure, Council's staff have agreed with the various authorities and the applicant to resolve concerns with the proposed road reserve closure.

Road Assessment

Council's Transport & Civil Infrastructure Group has inspected and assessed that the subject area of the road reserve will not be required for future public use and has no objections to the road reserve closure and proposed sale.

Council's Transport & Civil Infrastructure Group and Property Group have reviewed the submissions received and believe the issues raised do not impact on the proposed road reserve closure. Therefore, it is recommended that the subject land is surplus to Council's future requirements and may be sold to the adjoining owner.

The purchaser is required to consolidate the closed road reserve land with the adjacent land currently owned by the applicant within 12 months from the purchase of the land. The terms of the restrictions will form part of the Contract for Sale of Land. Additionally, any required easements will be registered on title prior to sale.

FINANCIAL IMPACT

Proposed Sale of Land

Following Council's resolution, a formal road reserve closure application will be lodged with the Department of Industry – Lands. If the application is supported and successful, Council will proceed to obtain independent qualified valuation advice for the subject land in accordance with its Policy and proceed to sell the subject land at a price in accordance with the valuation advice and Property Management Policy 200. The valuation is to take into consideration the adjusted current market value as a whole site as a consequence of the addition of the subject road reserve area and any benefit it provides and any easement imposed by various authorities.

Resources Implications

Section 43(3) of the Roads Act states that, "Money received by a council from the proceeds of the sale of land is not be used for Council except for acquiring land for public roads or for carrying out road work on public roads." Such road works may vary including pavement strengthening, retaining structures, footpaths or streetscape improvements.

The sales proceeds will provide funds for continued maintenance and improvement of road infrastructure and footpaths in the local area.

SOCIAL IMPACT

The sale of non-core road reserve land assets provides funding for higher priority road outcomes, in particular for footpath construction. This helps to accelerate the provision of additional high priority pedestrian linkages to connect communities and improve safety and amenity.

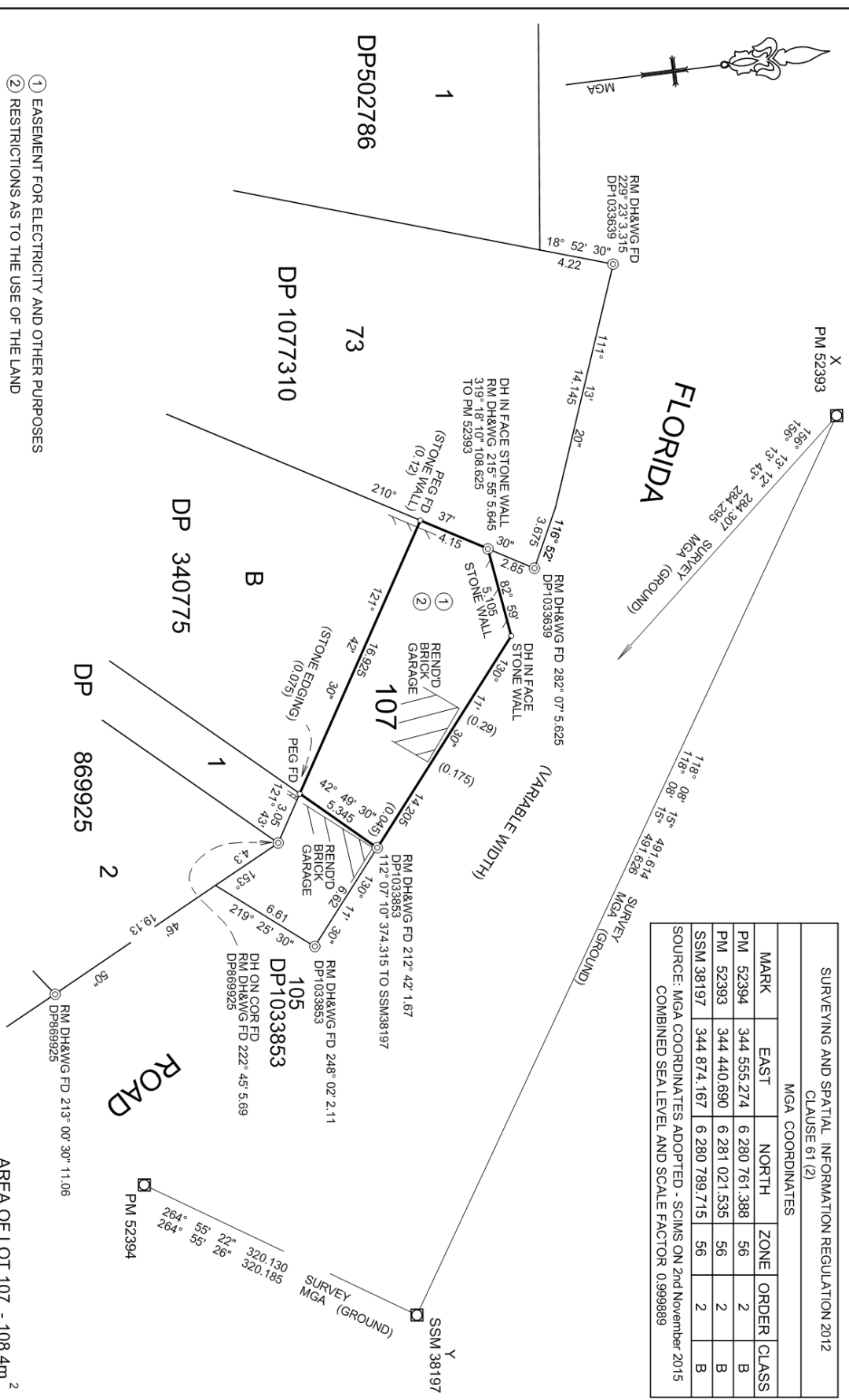
ENVIRONMENTAL IMPACT

Due to steep terrain at this locality, Florida Road has little to no opportunity for on-street and off-street parking. The formalisation of tenure of use of the road reserve, by way of sale, is seen as a reasonable outcome at this location.

PLAN FORM 1 (A3)

WARNING : CREASING OR FOLDING WILL LEAD TO REJECTION

SHEET 1 OF 1 SHEETS



SURVEYOR : STEPHEN JAMES DAVE
DATE OF SURVEY : 16th OCTOBER 2015
SURVEYOR'S REF : 71 FLORIDA ROAD

PLAN OF PART OF FLORIDA ROAD
CREATING LOT 107 FOR TITLE ISSUE AND
ROAD CLOSING UNDER THE ROADS ACT, 1993
(BEING PART OF CERTIFICATE OF TITLE
VOLUME 2289 FOLIO 43)

LGA: PITTWATER
LOCALITY: PALM BEACH
Subdivision No:
Lengths are in metres . Reduction Ratio 1: 200

REGISTERED

AREA OF LOT 107 - 108.4m²

MGA COORDINATES				
MARK	EAST	NORTH	ZONE	ORDER CLASS
PM 52394	344 555.274	6 280 761.388	56	2 B
PM 52393	344 440.690	6 281 021.535	56	2 B
SSM 38197	344 874.167	6 280 789.715	56	2 B

SOURCE: MGA COORDINATES ADOPTED - SCIMS ON 2nd November 2015
COMBINED SEA LEVEL AND SCALE FACTOR 0.999889

ITEM 8.7	ADOPTION OF AVALON TO PALM BEACH FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN
REPORTING MANAGER	EXECUTIVE MANAGER NATURAL ENVIRONMENT & CLIMATE CHANGE
TRIM FILE REF	2017/176502
ATTACHMENTS	<ol style="list-style-type: none"> 1 Avalon to Palm Beach Floodplain Risk Management Study and Plan, June 2017 - Part One (Included In Attachments Booklet) 2 Avalon to Palm Beach Floodplain Risk Management Study and Plan, June 2017 - Part Two (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek adoption of the Avalon to Palm Beach Floodplain Risk Management Study and Plan.

SUMMARY

The Avalon to Palm Beach Floodplain Risk Management Study and Plan has been prepared for Northern Beaches Council to define the existing and future flood behaviour in the study area, and identify a number of floodplain management options to reduce flood risk. It updates previous studies including the Careel Creek Catchment Flood Study, 2013.

The Floodplain Risk Management Study and Plan has shown that approximately 1,788 properties are identified as being subject to a level of flood risk. The study found that this area is a flash-flood environment, meaning that there is limited warning between when a storm starts, to when flood levels impact on nearby roads and properties. Avalon CBD in particular is an area of high flood hazard, which is significant due to the high amount of pedestrian activity and vehicle movements.

During the community consultation period from 4 April to 6 May 2016, letters and information brochures were sent to approximately 2,416 properties, 3 days of public information sessions were held, information was displayed at the Customer Service Centre and Council libraries. Updates were also made to Council's website. A total of 27 submissions were received during the public exhibition period relating to a number of issues. A number of these submissions expressed concern at their properties being identified as subject to flooding.

Shortly after exhibition of the Floodplain Risk Management Study and Plan, the former Manly, Warringah and Pittwater Councils were amalgamated. This allowed Council staff to undertake a process of harmonising the floodplain management approaches across the region and resulted in re-mapping to maintain consistencies for all studies across the Northern Beaches.

In addressing the concerns of landowners in relation to the flood mapping, further consideration was given to the flood severity and risk both on a catchment wide and property basis. This process, in addition to the harmonisation of Northern Beaches Council flood risk management approaches, has led to total number of properties identified as flood affected being reduced from 2,416 to 1,788.

The FRMP sets the future strategic direction for the management of flood prone land for the Avalon to Palm Beach region through the recommendation of floodplain management options (both structural and non-structural) for implementation.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Adopt the Avalon to Palm Beach Floodplain Risk Management Study and Plan (NSW Public Works, June 2017).
 - B. Update Section 149 (2) certificates for properties identified under the Avalon to Palm Beach Floodplain Risk Management Study and Plan (NSW Public Works, June 2017) as being subject to flood related development controls.
-

REPORT

BACKGROUND

NSW Government's Flood Prone Land Policy and Council's Obligations

Under the NSW Government's Flood Prone Land Policy, the management of flood affected land is the responsibility of local government. The State Government subsidises the preparation and implementation of flood studies and plans, and provides specialist technical advice to assist councils to undertake their floodplain management responsibilities. Two thirds of the funding for the study was provided by the NSW Government under its Floodplain Management Program, which is administered by the NSW Office of Environment & Heritage (OEH). The remaining third was funded by Council.

This responsibility extends to preparing Flood Studies and Floodplain Risk Management Studies and implementing Floodplain Risk Management Plans. Management actions include applying flood-related planning controls, raising flood awareness and supporting flood emergency responses.

The Study Area

The study area comprises a number of catchments in the north of the former Pittwater LGA, from Bilgola Beach in the south to Palm Beach in the north. This area includes the Avalon town centre and Careel Creek which have experienced flooding historically.

The 2013 Careel Creek Catchment Flood Study identified that there was a high level of flood risk in the Avalon CBD. To assess the flood risk within the Avalon to Palm Beach region and to identify a number of floodplain management options to reduce the impacts of flooding, a Floodplain Risk Management Study and Plan was undertaken. The FRMS&P undertook a preliminary identification and assessment of 28 floodplain risk management options. A number of options investigated in the Study and Plan achieved reductions in flood risk whilst still being within Council's financial constraints. The FRMP sets the future strategic direction for the management of flood prone land for the Avalon to Palm Beach region through the recommendation of floodplain management options (both structural and non-structural) for implementation.

Implementation Program

The FRMP outlines an implementation program for the recommended measures. This program outlines the options recommended, description of the action required, costs of the option and the relative priority.

Each option is classified in one of three categories:

- High priority
- Medium priority
- Low priority

This classification of the options will guide the staging of their implementation, with high priority actions likely to be investigated further as an immediate priority, whereas medium and low priority actions will be implemented as budget and resources allow. The draft implementation program is outlined below in Table 1.

Table 1 – Implementation program for actions identified in the Plan

Option	Priority
Catalpa Reserve detention basin	Medium
Toongarri Reserve detention basin	Medium
Prepare scoping study and consultation for small voluntary house redevelopment/flood proofing scheme	Low
Prepare a summary document of Flood Compatible Building Guidelines	Medium
Review and adopt the revised flood risk management provisions of the Development Control Plan including freeboards for the study area	High
Improve the Northern Beaches flood warning system	Medium
NSW SES to improve emergency response planning	High
Undertake a range of flood education activities and install flood signage at key locations	High

Proposed Mitigation Works

Avalon Detention Basins

The Floodplain Risk Management Study and Plan identified that detention basins at Toongarri and Catalpa Reserves had the potential to reduce flood levels in the Pittwater Palms retirement village, through the Avalon CBD and in Careel Creek. The concept design of the options involved a combination of excavation and a moderate embankment to capture flood water and reduce peak levels downstream.

The FRMS&P identifies that these options would protect 11 houses and 1 non-residential building in the 1 in 20 year flood event, and 11 houses and 4 non-residential buildings in the 1 in 100 year flood event. This, along with reductions in the depth of over-floor flooding at other buildings, would result in reductions in potential flood damages exceeding the capital cost of constructing the option and produce a benefit – cost ratio of 1.5.

This option demonstrates high economic merit and is recommended in the Floodplain Risk Management Plan, subject to additional investigation of environmental impacts and community acceptance, particularly regarding the Toongarri Reserve basin. The detailed design must attempt to minimise environmental impact and maintain or improve public amenity of the reserves.

Planning Instrument Amendments

The FRMS&P recommends amending the Pittwater 21 Development Control Plan to include a simplified single DCP clause to replace a number of existing provisions. Further it recommends adoption of flood related development controls for properties newly identified as being subject to flood risk.

Harmonisation of floodplain management approaches

Council has been undertaking a thorough process to integrate and simplify the flood related development control requirements across the Northern Beaches. This includes a number of changes recommended in the Avalon to Palm Beach Floodplain Risk Management Study and Plan. Approval of these changes is requested in a separate report to this Council meeting.

The proposed amendments are expected to reduce the flood related development controls for properties where the risk is demonstrably low. This will streamline the assessment of future development and not unduly impact the community where the application of controls is not warranted. It has led to total number of properties identified as flood affected being reduced from 2,416 to 1,788.

Section 149 Planning Certificates

If this report is adopted, Section 149 (2) certificates for properties identified as being subject to flood related development controls will be updated. This ensures that future development on flood prone land is appropriately sited and designed to minimise the risk to future occupants and structures.

Community Awareness Actions

The Northern Beaches Flood Warning System is a partnership project between Northern Beaches Council in collaboration with the NSW Office of Environment and Heritage and the Bureau of Meteorology. The five-year objective is to develop a basic flash flood warning system for the community through the strategic installation of rainfall, water level and flow gauges which will not only assist in the response to flood emergencies but provide assistance for Council in undertaking key floodplain management actions.

There are a number of potential improvements to this system such as remote monitoring of lagoon entrances, allowing residents to receive SMS flood alerts and improving the responsiveness of the flood warning website developed for the project. These potential improvements will be examined over the next financial year in order to prepare a new five year program.

The NSW SES, the former Manly, Warringah and Pittwater Councils developed the Northern Beaches Flood and Coastal Storms Education Strategy in 2012. The strategy was developed to outline a plan for the agencies to raise awareness of the mechanism and potential impacts of natural hazards and encourage appropriate emergency response behaviours. It lists a series of actions to be undertaken by the organisations from 2012-2016. A number of further improvements for community awareness were outlined in the Avalon to Palm Beach FRMS&P; these will be assessed in collaboration with the partner agencies and incorporated into a new strategy for community education relating to natural hazards.

TIMING AND CONSULTATION

Council undertook a number of community engagement activities during the course of the Floodplain Risk Management Study and Plan to seek the community's ideas for potential floodplain management options in the study area. The following community engagement activities were undertaken prior to Public Exhibition:

- An initial letter of introduction was sent to property owners and stakeholders within the catchment in June 2014. The letter also called for Expressions of Interest for community members to become involved with the Floodplain Working Group to be established to assist Council with the Flood Study;
- Establishment of a Floodplain Working Group comprising five community members with a number of state agencies including, Office of Environment and Heritage (OEH) and State Emergency Services (SES) and Sydney Water. The initial meeting was held on 30 October 2014 and meetings were held quarterly during the progress of the Study and Plan.

- A brochure/flyer and questionnaire to residents and stakeholders in June 2014.

The draft Floodplain Risk Management Study and Plan was placed on Public Exhibition for a period of 5 weeks from 4 April to 6 May 2016. The following tasks were carried out during the public exhibition period to provide an opportunity for the community to provide feedback:

- Development of a specific page on Council's website with relevant links to comprehensive plain English summaries and Frequently Asked Questions and Answers;
- Letters were sent to all affected landholders (2416 properties) advising them of the Draft Floodplain Risk Management Study and Plan and how to view the maps and submit comments. This written correspondence included a copy of the Frequently Asked Questions together with links to the relevant page on Council's website;
- Three days of community one-on-one information sessions, where property owners were provided with an individual appointment to discuss their property and how the results of the Floodplain Risk Management Study and Plan apply to them (61 property owners attended);
- Notice in the Manly Daily and the publishing of an associated media release.

Issues Raised during Public Exhibition

During the Public Exhibition period 27 submissions were received. Table 2 below outlines the key themes of the submissions received and how these have been addressed in the final Floodplain Risk Management Study and Plan.

Table 2 – Summary of key submission theme and required amendments to final Floodplain Risk Management Study and Plan.

Submission theme	Amendment to final FRMS&P
<p>Numerous submissions on:</p> <ul style="list-style-type: none"> • Accuracy of modelling assumptions • Quality of topographical data • Appropriate representation of Council's stormwater network • A lack of historical flooding data 	<p>The Flood Study was prepared by a specialist engineering consultant using national standards prepared by Engineers Australia to undertake flood modelling that is in accordance with industry requirements and NSW Government guidelines.</p> <p>A thorough review of the flood data was undertaken following the community feedback, this is discussed further below.</p>
<p>A number of submissions raised concern regarding the potential environmental impacts of a detention basin at Toongari Reserve which was investigated in the Study.</p>	<p>Comments noted, no amendments to Floodplain Risk Management Study and Plan required. Any recommended floodplain management options would require extensive detailed investigations, including assessment of any environmental impacts and how these can be mitigated. These further investigations and any subsequent designs would be released for public comment and impacted stakeholders will be engaged.</p>
<p>The potential impact on insurance premiums and property prices from a property being identified as subject to flood related development controls</p>	<p>Comments are noted, no amendments to Floodplain Risk Management Study and Plan required. Insurance is recognised as a concern for property owners in relation to flooding. Insurance companies identify flood prone land as a result of undertaking their own flood</p>

Submission theme	Amendment to final FRMS&P
	<p>studies, analysis and flood mapping exercises, as well as using data from studies conducted by Local Government. This information is being used by individual insurance companies to assess the hazard and risk, and to then set premiums for flood insurance.</p> <p>The method of setting policies and premiums is conducted on an individual company basis, which leads to some difference with premiums and flood liability across many properties under different insurance companies. These calculations are outside Council's control.</p> <p>Council's primary responsibility is to manage the risk to life and property. Flood Studies conducted by Council are publicly available, and may be used by insurance companies to refine insurance company flood profiles, potentially excluding properties that would otherwise be included through more risk averse calculations.</p>

Revisions to Draft Study and Plan

In addressing the concerns of landowners in relation to the flood mapping, further consideration was given to the flood severity and risk both on a catchment wide and property basis, as well as the resolution of the computer modelling. The engineering consultant undertaking the study reviewed the results and affectation for a number of properties that made submissions. This took into consideration individual property specific issues such as drainage infrastructure, retaining walls, topographical anomalies etc. and resulted in a number of properties having their affectation reduced or removed.

As part of the integration of the floodplain management approaches across the Northern Beaches and in response to community feedback on flood risk and the application of flood related development controls, a holistic assessment of mapping filtering was undertaken to determine the minimum flood risk level at which Council will apply flood related development controls. A uniform approach has been adopted which will ensure that properties which are subject to minor levels of flood risk are not identified as subject to flood related development controls where it is not warranted.

This integration process has led to the further reduction in the number of properties identified as being subject to flood related development controls. It will ensure that there is an effective balance achieved between managing flood risk and not unnecessarily sterilising development on flood prone land.

FINANCIAL IMPACT

Implementation of the Avalon to Palm Beach Floodplain Risk Management Study and Plan will be undertaken within Council's existing floodplain management and stormwater works programs.

SOCIAL IMPACT

The adoption of the Study and Plan will provide Council with better flood information and knowledge for this area. It will provide for an effective management of flood risk for future

development. Publicly available flood information can assist in raising community awareness to flooding and promote a more resilient population and urban environment.

ENVIRONMENTAL IMPACT

Nil

ITEM 8.8	ADOPTION OF AMENDMENTS TO POLICIES AND DEVELOPMENT CONTROL PLANS FOR FLOOD PRONE LAND
REPORTING MANAGER	EXECUTIVE MANAGER NATURAL ENVIRONMENT & CLIMATE CHANGE
TRIM FILE REF	2017/211811
ATTACHMENTS	<ol style="list-style-type: none"> 1 Attachment 1 - Summary of Required DCP Amendments (Included In Attachments Booklet) 2 Attachment 2 - Summary of Required Policy Changes (Included In Attachments Booklet) 3 Attachment 3 - Flood Prone Land Development Control Clause (Included In Attachments Booklet) 4 Attachment 4 - Flood Prone Land Design Standard (Included In Attachments Booklet) 5 Attachment 5 - Flood Risk Management Policy - 2017 (Included In Attachments Booklet) 6 Attachment 6 - Amended Flood Emergency Response Planning for Development in Pittwater Policy - 2017 (Included In Attachments Booklet) 7 Attachment 7 - Amended Water Management Policy - 2017 (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek Council approval of amendments to policies and development control plans that will harmonise and bring consistency to the way Council manages development and risk on flood prone land in the Northern Beaches.

SUMMARY

The three former Northern Beaches councils all had well developed approaches to flood risk management, however each was different in a number of ways which resulted in different experiences and outcomes for flood affected residents and businesses. The creation of the Northern Beaches Council created an opportunity and a need to harmonise how flooding is managed in order to create clarity and consistency for our community.

Proposed amendments to Development Control Plans and Policies for Flood Prone Land were approved for public exhibition at the Council meeting of 30 May 2017. During the public exhibition a project webpage was established explaining the changes, advertisements were placed in the local newspaper, 4 public information sessions were held and information was displayed in all Customer Service Centres and Council's libraries.

A total of four submissions were received. The submissions were assessed and a number related to other flood risk projects currently being undertaken or controls for flood emergency response planning. The submissions did not require amendments to the proposed DCP clause or Policies. Individual responses were provided and greater detail on the submission and response is provided in this Council report.

The proposed amendments will provide flood risk development controls that are commensurate with the level of flood risk and type of development. In the former Pittwater area this will result in a

simple-to-use approval process, reduction in the flood information required in a development application, and removal of the requirement for shelter in place information and planning for minor development with a low flood risk. For the former Manly and Warringah areas, there will be better protection for vulnerable development such as child care centres and aged care facilities, more certainty around what design measures will be accepted in a development application, and consistent policies.

This will streamline the assessment of future development, ensure flood controls are commensurate with the level of risk at a particular property, and will align the Northern Beaches Council approach with NSW Government guidelines.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Adopt modifications to the Manly Development Control Plan (2013) to replace clause 5.4.3 with the attached Flood Prone Land DCP clause, and make other amendments as outlined in the attached Summary of required DCP amendments.
 - B. Adopt modifications to the Warringah Development Control Plan (2011) to replace clause E11 with the attached Flood Prone Land DCP clause, and make other amendments as outlined in the attached Summary of required DCP amendments.
 - C. Adopt modifications to the Pittwater 21 Development Control Plan (2015) to remove clauses B3.11, B3.12, B3.13, B3.14, B3.15, B3.16, B3.17, B3.18, B3.19, B3.20, B3.21, B3.22 and B3.24 and insert the attached Flood Prone Land DCP clause.
 - D. Adopt modifications to the Pittwater 21 Development Control Plan (2015) to make other amendments as outlined in the attached Summary of required DCP amendments.
 - E. Adopt the attached Flood Risk Management Policy (2017).
 - F. Rescind the Interim Policy - Flood Prone Land (2013).
 - G. Rescind Appendix 8 of the Pittwater 21 Development Control Plan (2015).
 - H. Remove Appendix 15 of the Pittwater 21 Development Control Plan (2015) and adopt as a new attached Council policy.
 - I. Adopt the attached amended Water Management Policy (2017).
 - J. Notify the above amendments to Development Control Plans in accordance with the requirements of the Environmental Planning and Assessment Act (1979) and associated regulations.
-

REPORT

BACKGROUND

There are over 15,000 properties on the Northern Beaches which are identified as being potentially impacted by flooding. The three former Northern Beaches councils all had well developed approaches to flood risk management, however each was different in a number of ways which resulted in different experiences and outcomes for flood affected residents and businesses. The creation of the Northern Beaches Council created an opportunity and a need to harmonise how flooding is managed in order to create clarity and consistency for our community.

In order to deliver this consistency, three (3) existing Development Control Plans (DCPs) are proposed to be amended to include a single unified flood control, a new policy is proposed to be created for the whole of the Northern Beaches, 2 policies are proposed to be amended and 2 policies proposed to be rescinded.

Development Control Plans

Councils prepare Development Control Plans to provide detailed planning and design guidelines. The former Warringah, Pittwater and Manly Councils had differing structures and levels of detail in their DCP requirements for managing flood risk for new developments. The proposed amendments will result in simplified and consistent requirements for both development controls and associated reporting across the new Northern Beaches Council area.

Policy Changes

There are currently numerous policies on the Northern Beaches which have some relevance for managing flood risk, but no single policy that outlines the Northern Beaches Council objectives and actions in relation to floodplain risk management.

A Flood Risk Management Policy for the Northern Beaches has now been prepared. This policy contains detailed descriptions of the operational and strategic actions Council undertakes to reduce the impacts of flooding. The changes have allowed the consolidation of the former Pittwater Flood Risk Management Policy and Manly Interim Policy into the single integrated policy.

This will remove any inconsistencies in definitions or objectives for managing flood risk and will ensure that the community is informed of the numerous actions and strategies that Council undertakes to proactively reduce flood risk.

Flood Emergency Response Planning

Council applies development controls to manage the flood risk to future buildings, and also to individuals, often known as the risk to life. Measures to minimise the risk to life include requiring developments to demonstrate appropriate evacuation routes or provide a suitable shelter on site during flood events. All three former Councils have various approaches to flood emergency response planning, and the former Pittwater Council had developed a thorough policy outlining various requirements to ensure that future occupants of the floodplain are subject to an acceptable level of risk.

This policy, the Flood Emergency Response planning for Development in Pittwater Policy, currently applies to all Development Applications on flood prone land within the former Pittwater Council area. However, amendments are proposed to exempt the risk to life measures (such as a refuge shelter) for minor developments or change of use applications provided that they will not significantly increase the flood risk for occupants. Residential flood controls have been removed above the Flood Planning Level (1 in 100 year + 0.5m) in accordance with NSW Government policy.

Council will be undertaking further investigations into flood emergency response, after which full integration of the flood emergency response requirements are expected.

What are the proposed changes?

The lack of consistency between the three former councils creates complexity for the community and engineering consultants due to differing requirements, which also impacts on resourcing because of the need for staff to maintain currency across three different approaches and methods.

It is proposed to:

- Amend the Manly Development Control Plan (2013), Warringah Development Control Plan (2011) and Pittwater 21 Development Control Plan (2015) by making changes as set out in Attachment 1, and by replacing the current flood related clauses in the three DCPs with a uniform, integrated Flood Prone Land DCP clause (Attachment 3) and associated Flood Prone Land Design Standard (Attachment 4)
- Adopt a new integrated Flood Risk Management Policy (Attachment 5)
- Rescind Appendix 8 Flood Risk Management Policy for Development in Pittwater and the Interim Policy – Flood Prone Land (2013) (former Manly) as these are superseded by the above policy
- Remove Appendix 15 “Flood Emergency Response Planning for Development in Pittwater” from the Pittwater 21 DCP (2015) and reinstate as a new Council policy with amendments (Attachment 6)
- Adopt the amended the Water Management Policy (2015) (Attachment 7).

How would changes affect the community?

Pittwater LEP flood affected properties

- Thirteen separate flood DCP clauses have been repealed and replaced by one single clause using a simplified approach; this is expected to streamline the assessment of development on flood prone land.
- Development Applications proposing car ports, swimming pools, garages and other minor development will now be exempt from the requirements to provide a Flood Risk Emergency Assessment Report or a refuge to shelter in a flood.
- Development controls removed for residential areas that are considered low risk in line with NSW Government guidelines.
- When undertaking a full knock-down rebuild, the revised controls will only require a pier and beam type construction for areas which exceed the existing areas of slab-on-ground construction. This is a significant cost-saving for residents.

Warringah LEP flood affected properties

- Additional controls are included for vulnerable and critical land uses, such as seniors living and child care centres, to require a higher level of protection for basement car parks.
- The flood risk mapping is proposed to be removed from Warringah DCP 2011 to allow it to be updated immediately following the adoption of new data.
- Amendments to increase the permissibility of car ports in flood prone areas.
- Greater detail has been provided for what design standard is expected for minor development such as fencing, swimming pools, etc.

Manly LEP flood affected properties

- Interim policy and DCP clause replaced by single, detailed DCP clause providing greater certainty for applicants as to what is required prior to lodging a Development Application.

- Stricter controls have been included for vulnerable and critical land uses, such as seniors living and child care centres, to locate floor levels and basement car park entry levels above all predicted flood heights.
- New requirements for development to not reduce the available volume of the floodplain through filling or blocking of flood waters, potentially creating flooding issues elsewhere on the floodplain.

Proposed Framework

Table 1 below outlines the proposed legislative framework for flood prone land.

Table 1 – Proposed legislative framework for the management of flood prone land

	LEP	DCP	Policies
Manly	LEP 2013 – 6.3 Flood Planning	Manly Development Control Plan (2013) 5.4.3 Flood Prone Land	Flood Risk Management Policy (2017)
Warringah	LEP 2000 – 47 Flood Affected Land LEP 2011 – 6.3 Flood Planning	Warringah Development Control Plan (2011) E11 Flood Prone Land	Amended Water Management Policy (2015) Flood Risk Management Policy (2017)
Pittwater	LEP 2014 – 7.3 Flood Planning 7.4 Flood Risk Management	Pittwater Development Control Plan (2015) B3.11 Flood Prone Land B3.12 Climate Change (Sea Level Rise and Increased Rainfall Volume) B3.13 Flood Hazard -Flood Emergency Response planning	Flood Risk Management Policy (2017) Amended Flood Emergency Response Planning for Development in Pittwater

TIMING AND CONSULTATION

As per Council resolution 093/17, public exhibition of the proposed amendments was undertaken from 3 June 2017 to 2 July 2017. The community were invited to participate in the review of the document through:

- Posting of proposed changes on Council's website with associated description of changes and frequently asked questions
- Displays in the Customer Service foyers and all Council libraries
- Advertisements in the Council Notices section of "The Manly Daily" on:
 - 3 June 2017
 - 18 June 2017
- Article in The Manly Daily on 15 June 2017 describing the changes
- Four public information sessions

During the public exhibition period the project webpage received 358 site visits by 341 individual visitors, and there were 744 page views with 165 document downloads in total. A total of 4

submissions were received during the public exhibition period. These are outlined below and are not considered to require changes to the Development Control Plans or policies.

Outlined below is the principle theme of each submission and the Council response including any required amendments to the documentation.

Table 2 – Summary of submissions and required amendments to DCP and policy documentation

Theme of submission	Amendments required to documentation
Operational management of Manly Lagoon entrance and potential floodplain management options in the Manly Lagoon catchment	Comments are noted, no amendments made to documentation, comments will be considered in the Manly Lagoon Floodplain Risk Management Study and Plan which is currently being prepared and will deal with options assessment.
Vegetation management in the vicinity of stormwater channels and waterways in the Mona Vale district	Comments are noted, no amendments made to documentation, the impact of blockages to channels from vegetation in the Mona Vale area and any necessary mitigation works will be investigated through the McCarrs Creek, Mona Vale and Bayview Floodplain Risk Management Study and Plan which is expected to commence in early 2018.
<p>Concern regarding the application of the existing Flood Emergency Response Planning for Development in Pittwater Policy, in particular:</p> <ul style="list-style-type: none"> • The requirement for individual applicants to identify the appropriate emergency response approach • The existing prohibition of neighbouring private property to be considered a suitable shelter in place refuge • Potential inconsistencies with the NSW SES policy • The cumulative cost to the community of complying with the policy 	<p>Comments are noted, no amendments made to documentation.</p> <p>The current changes proposed to the Flood Emergency Response Planning for Development in Pittwater Policy are to introduce a new risk based approach where the application of the policy is limited where the flood risk and scope of the development are both minor. This should make it easier for some types of development where the flood risk is suitably low.</p> <p>Council is looking to develop a region-wide evacuation assessment to understand where best to apply controls for emergency response rather than pass this assessment on to individual applicants which increases the cost beyond what a wholistic assessment would cost.</p> <p>Following a review of NSW Government legislation, policy and guidelines, the application of flood related development controls, including flood emergency response requirements, has been removed for properties above the Flood Planning Level (1 in 100 year + 0.5m).</p>
Forwarding submissions previously made on former Pittwater Council DCP amendments and the Avalon to Palm Beach Floodplain Risk Management Study and Plan.	Comments are noted, no amendments made to documentation. Council staff will discuss the individual concerns with the community member.

FINANCIAL IMPACT

The proposed amendments to Development Control Plans and policies are expected to result in lower costs for the community when undertaking development on Flood Prone Land, without resulting in increased risk to residents.

SOCIAL IMPACT

Council's intention is to make the inclusion of flood controls on a property clear, easy to understand and effective in managing risk. The amendments are expected to maintain an appropriate level of risk for the community, but will result in a more streamlined and consistent assessment of potential flood impacts across the whole region. This is achieved by reducing the flood related requirements for development where the risk is low and it is appropriately justifiable.

ENVIRONMENTAL IMPACT

Nil

ITEM 8.9	ADOPTION OF THE MCCARRS CREEK, MONA VALE AND BAYVIEW FLOOD STUDY
REPORTING MANAGER	EXECUTIVE MANAGER NATURAL ENVIRONMENT & CLIMATE CHANGE
TRIM FILE REF	2017/214432
ATTACHMENTS	<ol style="list-style-type: none"> 1 Final McCarrs Creek Mona Vale and Bayview Flood Study Report (Included In Attachments Booklet) 2 Final McCarrs Creek Mona Vale and Bayview Flood Study - Appendix A - Mapping (Included In Attachments Booklet) 3 Final McCarrs Creek, Mona Vale and Bayview Flood Study - Appendix B - Community Consultation (Included In Attachments Booklet) 4 Final McCarrs Creek, Mona Vale and Bayview Flood Study - Appendix C - Design Hydrographs (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek adoption of the McCarrs Creek, Mona Vale and Bayview Flood Study.

SUMMARY

The McCarrs Creek, Mona Vale and Bayview Flood Study has been prepared for Northern Beaches Council to define the existing and future flood behaviour in the study area, and to establish the basis for subsequent floodplain management activities. It updates previous studies including the Mona Vale and Bayview Catchment Flood Study, 2002 and considers current catchment conditions, the potential impacts of climate change, overland flow paths and utilises the most up-to-date topographical data and floodplain modelling techniques.

The Flood Study has shown that 1034 properties are located within the Flood Planning Area (defined as the 1 in 100 year + freeboard), and an additional 597 properties within the Probable Maximum Flood extent.

The draft Flood Study was approved for public exhibition at the then Pittwater Council's meeting of 15 February 2016. During the public exhibition, letters and frequently asked questions were sent to affected property owners, 4 days of public information sessions were held, information was displayed at the Customer Service Centre and Council's libraries, and information provided to Council's website. A total of 97 submissions were received.

Shortly after exhibition of the Flood Study, the former Manly, Warringah and Pittwater Councils were amalgamated. This allowed Council staff to undertake a process of harmonising the floodplain management approaches across the region and resulted in re-mapping to maintain consistencies for all studies across the Northern Beaches. This has now been completed and the attached McCarrs Creek, Mona Vale and Bayview Flood Study can be presented for Council adoption.

Following adoption of this Flood Study, Council will commence the Floodplain Risk Management Study which will investigate ways to reduce the flood risk in the study area, through appropriate land use planning, evacuation procedures, community education and flood mitigation works.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Adopt the attached McCarrs Creek, Mona Vale and Bayview Flood Study (Royal HaskoningDHV, July 2017).
 - B. Update Section 149 (2) certificates for properties identified under McCarrs Creek, Mona Vale and Bayview Flood Study (Royal HaskoningDHV July 2017) as subject to flood related development controls.
-

REPORT

BACKGROUND

NSW Government Flood Prone Land Policy and Floodplain Development Manual (2005)

Under the NSW Government's Flood Prone Land Policy, the management of flood affected land is the responsibility of local government. The State Government subsidises the preparation and implementation of flood studies and plans, and provides specialist technical advice to assist Councils to undertake their floodplain management responsibilities. Two thirds of the funding for the study was provided by the NSW Government under its Floodplain Management Program, which is administered by the NSW Office of Environment & Heritage (OEHL). The remaining third was funded by Council.

This responsibility extends to preparing Flood Studies and Floodplain Risk Management Studies and implementing Floodplain Risk Management Plans. Management actions include applying flood-related planning controls, raising flood awareness and supporting flood emergency responses.

Council commissioned Royal Haskoning DHV to undertake the McCarrs Creek, Mona Vale and Bayview Flood Study in August 2014. This study defines the existing flood behaviour in the study area, and establishes the basis for subsequent floodplain management activities. The next stages of the process are the Floodplain Risk Management Study and Plan, which will investigate risk management measures and provide recommendations to reduce flood hazard.

The Study Area

The study area encompasses parts of the suburbs of Mona Vale, Bayview, Church Point and Ingleside covering an area of 18.2 square kilometres. The Bayview and Church Point areas are characterized by residential urban development, while the Ingleside area largely consists of rural residential zones and National Park. The Mona Vale area is predominantly urban residential with areas of heavy industrial present. The study area has subcatchments that drain to both Pittwater Estuary and to the Tasman Sea. The Study area is represented in Figure 1.

Comparison with previous Flood Studies

In the past, flooding within these catchments has caused property damage and created a risk to residents living in close proximity to watercourses, drainage channels and in low lying areas. Previous studies identified approximately 400 flood affected properties.

The Mona Vale/Bayview Flood Study was adopted by Council in 2002 with associated Flood Planning Levels adopted in 2005. The Mona Vale/Bayview Floodplain Risk Management Study and Plan commenced in 2004 with the last version of the draft Report received in 2008. In 2009, the NSW Government's Sea Level Rise Policy Statement was published, therefore no assessment of future flood risk from the impacts of climate change was included.

Council had since completed the Pittwater Foreshore Floodplain Mapping of Sea Level Rise Impacts (2015) and an Overland Flow Mapping and Flood Study (2013) which provides relevant information on some flooding aspects within the McCarrs Creek and Mona Vale/Bayview areas. This highlighted the need to undertake an update to the 2002 Flood Study.

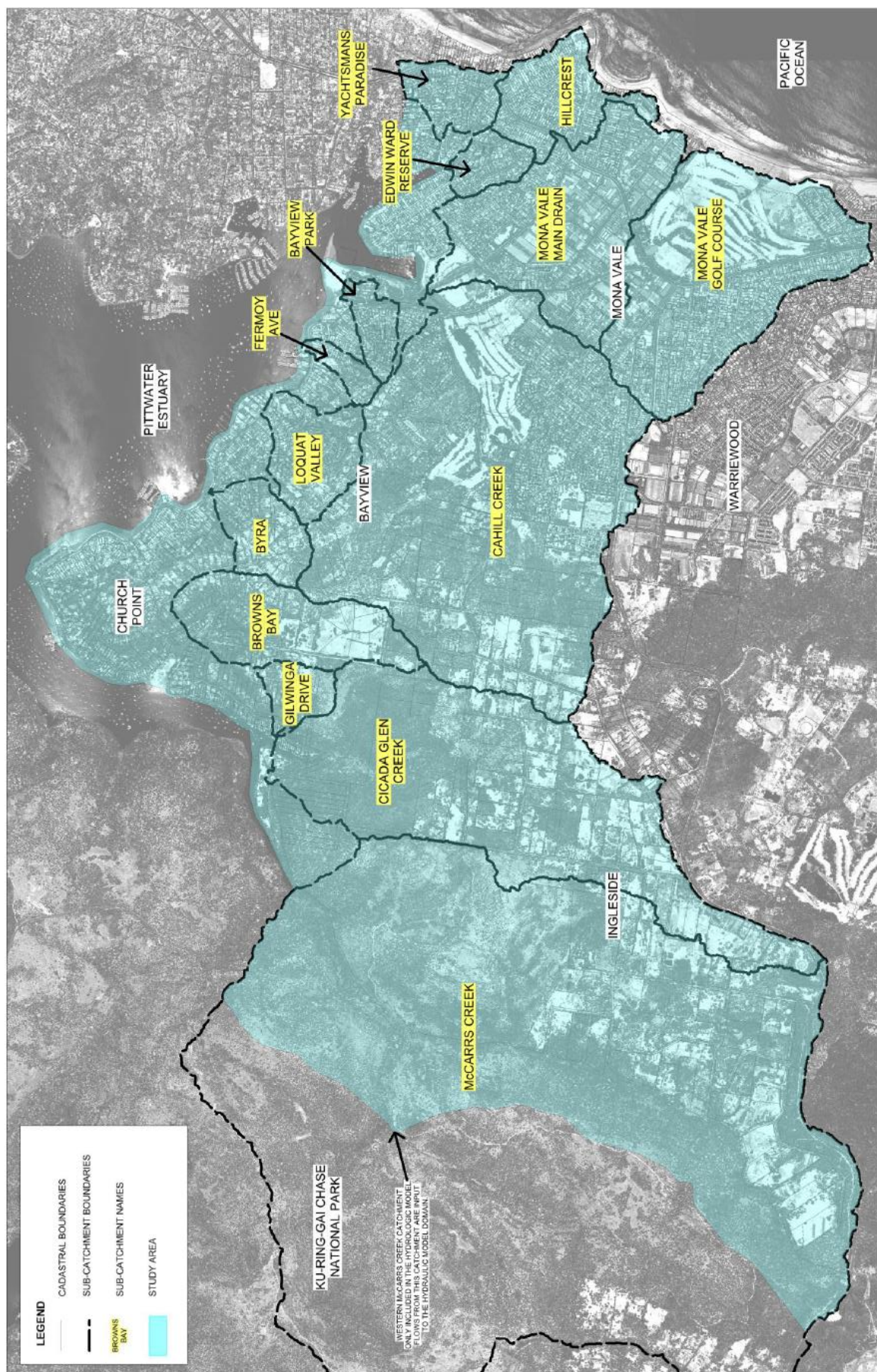


Figure 1 – McCarrs Creek, Mona Vale and Bayview Study Area

The McCarrs Creek, Mona Vale and Bayview Flood Study

The key objective of the Flood Study is to gain a comprehensive understanding of mainstream and overland flood risk in the flood study area.

The flood study involved:

- Identifying the Study Area
- Providing a summary of the available historical flood related data
- The establishment and calibration of the hydrologic and hydraulic models
- Undertaking modelling of a range of probability design flood events
- Undertaking sensitivity analysis of the model results and the potential impact of climate change
- Identification of the level of flood risk for individual properties located throughout the flood study area.

The key study outputs include the identification of design flood information such as peak flood levels and velocities, provisional flood hazards, preliminary hydraulic categorisation, preliminary flood planning extents and flood risk precinct categories.

The McCarrs Creek, Mona Vale and Bayview Flood Study will form the basis of Council's future ability to undertake a Flood Risk Management Study and Plan and to make sound flood related planning decisions for existing and future developments. The flood study will also be utilised by Council to inform property owners of the potential flood risk in the study area.

Section 149 Planning Certificates

When a property is considered to be subject to flood related development controls, it is reflected on the property's Section 149 (2) Planning Certificate in accordance with the Environmental Planning & Assessment Act 1979. Following adoption of this Flood Study, amendments to the Section 149 certificates of flood affected properties will be made.

Certificates for properties within the Flood Planning Area (i.e. 1 in 100 year + freeboard) will need to indicate that residential flood related development controls apply. This includes 1034 properties. An additional 597 properties are above the Flood Planning Level (FPL) but within the Probable Maximum Flood (PMF) extent, and these certificates will also need to indicate that flood related development controls apply (but only for non-residential development).

These home owners and residents were sent information as part of the Public Exhibition, and were provided with an opportunity to provide feedback, either in person at community information sessions, or in writing via a formal submission.

TIMING AND CONSULTATION

Council undertook a number of community engagement activities during the course of the Study. Some activities were undertaken prior to Public Exhibition and aimed to understand the level of community awareness of flooding and seek the community's experience of flood events in the study area. The activities undertaken included:

- An initial letter of introduction was sent to property owners and stakeholders within the catchment on the 26 September 2014. The letter also called for Expressions of Interest for community members to become involved with the Floodplain Working Group to be established to assist Council with the Flood Study;
- Distribution of a brochure/flyer and questionnaire to residents and stakeholders in September 2014 to gain an understanding of any experience of flood events in the study area; and

- Establishment of a Floodplain Working Group comprising five community members with a number of state agencies including, Office of Environment and Heritage (OEH), State Emergency Services (SES) and Sydney Water. A number of meetings were held prior to finalization of the draft Study.

As per the resolution of Council at its meeting of 15 February 2016, public exhibition of the Draft McCarrs Creek, Mona Vale and Bayview Flood Study took place from 29 February to 1 April 2016. The following tasks were carried out during the public exhibition period to provide an opportunity for the community to provide feedback:

- Development of a specific page on Council's website with links to comprehensive plain English summaries and Frequently Asked Questions and Answers;
- Written correspondence from Council to all affected landholders, advising them of the Draft Flood Study and how to view the maps and submit comments. This written correspondence included a copy of the Frequently Asked Questions together with links to the relevant page on Council's website;
- Four days of community one-on-one information sessions, where property owners were provided with an individual appointment to discuss their property and how the results of the Flood Study apply to them (143 property owners attended);
- Notice in the Manly Daily and the publishing of an associated media release.

Issues Raised during Public Exhibition

In total 143 residents attended a one on one information session, and 28 residents nominated for a phone call back session. During the Public Exhibition period 97 submissions were received. Table 1 below outlines the key themes of the submissions received and how these have been addressed in the final Flood Study.

The majority of submissions requested a review of the Flood Planning Area (FPA) or PMF extent or were related to future floodplain management issues to be addressed in the Floodplain Risk Management Study. The principal concern of many landowners was the inclusion of their properties within the defined FPA or PMF extent, and the potential impact on planning certificates, property value and insurance premiums.

Table 1 – Summary of key submission theme and required amendments to final Flood Study

Submission theme	Amendment to Final Flood Study
This is the first time that detailed flood mapping has been undertaken along some of the overland flow paths. Accordingly, there are significant areas included in the current study that extend beyond the previously mapped areas which were based on the previous studies.	Comments are noted, no amendment to Flood Study report. While Council has undertaken some flood investigations before, this is the first time flooding in the area has been investigated in a comprehensive way, dealing with both overland and mainstream flooding.
There was some confusion about the difference between overland and mainstream flooding. The draft flood study included mapping of major overland flow paths in the catchment, which in most cases are separate to the mainstream flooding areas. Many residents were surprised their property was subject to flood risk considering the distance to the mainstream	Comments are noted, no amendment to Flood Study report. Council must consider the risks posed not just by mainstream flooding but also by overland flooding which occurs in the absence of a major creek line. While including both forms of flooding was confusing for some residents, it is an important part of describing flood behaviour.

channel alignment.	Further, this Flood Study incorporates a number of areas where previous creek lines have been converted into underground stormwater pipes. These assets are generally located in natural low points with high hazard flooding conditions still possible, which therefore need to be managed.
There was some misunderstanding between lot and building footprint in terms of flood affectation. A number of owners of lots towards the edge of the Flood Planning Area, and therefore identified as flood prone, noted that their building was actually located outside the Flood Planning Area, and was not at risk of flooding.	<p>Comments are noted, no amendment to Flood Study report.</p> <p>Development applications are subject to merit assessment on an individual basis according to the actual scope and location of development.</p> <p>For example, if a lot was identified as flood prone on a Section 149 certificate, but the proposed residential development was outside the flood prone area, then flood-related planning controls would not apply.</p>
The potential impact on insurance premiums and property prices from a property being identified as subject to flood related development controls	<p>Comments are noted, no amendments to Flood Study required.</p> <p>Insurance is recognised as a concern for property owners in relation to flooding, however Council's primary responsibility is to manage the risk to life and property.</p> <p>Flood Studies conducted by Council are publicly available, and may be used by insurance companies to refine insurance company flood profiles, potentially excluding properties that would otherwise be included through more risk averse calculations.</p>

Revisions to Draft Study

In addressing the concerns of landowners in relation to the flood mapping, further consideration was given to the flood severity and risk both on a catchment wide and property basis, as well as whether the computer modelling is fine scale enough to pick up minor property issues.

The engineering consultant undertaking the study reviewed the results and affectation for all properties that made submissions. This took into consideration individual property specific issues such as drainage infrastructure, retaining walls, topographical anomalies etc. and resulted in a number of properties having their affectation reduced or removed.

Council is harmonising its approach to flood mapping and management across the three former councils. This has required the development of a uniform approach to identifying risks and applying controls which will ensure that there is an effective balance between managing flood risk and not unnecessarily sterilising development on flood prone land. As a result there has been a further reduction in the number of properties identified as being subject to residential flood related development controls from 1,321 to 1,034. The final Flood Study report and associated Appendices are attached.

Following adoption of this Flood Study, Council will commence the Floodplain Risk Management Study which will investigate ways to reduce the flood risk in the study area, through appropriate land use planning, evacuation procedures, community education and flood mitigation works.

FINANCIAL IMPACT

Nil

SOCIAL IMPACT

The adoption of the Study will provide Council with better flood information and knowledge for this area. It will provide for an effective management of flood risk for future development. Publicly available flood information can assist in raising community awareness to flooding and promote a more resilient population and urban environment.

ENVIRONMENTAL IMPACT

Nil

9.0 PLANNING PLACE & COMMUNITY DIVISION REPORTS

ITEM 9.1	REPORTING VARIATIONS TO DEVELOPMENT STANDARDS STATE ENVIRONMENTAL PLANNING POLICY NO.1 - DEVELOPMENT STANDARDS AND CLAUSE 4.6 OF LOCAL ENVIRONMENT PLANS
REPORTING MANAGER	EXECUTIVE MANAGER DEVELOPMENT ASSESSMENT
TRIM FILE REF	2017/149862
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To report to Council variations to development standards granted under State Environmental Planning Policy No.1 – Development Standards (SEPP 1) or under Clause 4.6 of the Manly Local Environment Plan (MLEP 2013), Pittwater Local Environment Plan (PLEP 2014), and the Warringah Local Environment Plan (WLEP 2011), as required by the NSW Department of Planning and Environment.

SUMMARY

During the period from 1 January 2017 to 31 March 2017, the following variations were granted:

- 0 variation under State Environmental Planning Policy No.1 – Development Standards
- 26 variations under Clause 4.6 of Manly Local Environment Plan 2013
- 8 variations under Clause 4.6 of Pittwater Local Environment Plan 2014
- 12 variations under Clause 4.6 of Warringah Local Environment Plan 2011

RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE & COMMUNITY

That Council notes the development applications granted approval with variations to development standards.

REPORT

The following tables indicate all variations under each planning instrument and the level of determination either by staff under *delegated authority* from the General Manager, or by a determination panel. The independent panels include Northern Beaches Independent Assessment Panel (NBIAP) and Northern Beaches Development Assessment Panel (NBDAP). Internal staff panels included the former Pittwater Development Unit (DU) and former Manly Development Assessment Unit (DAU), which have been replaced with a new Panel (Development Determination Panel - DDP) since the time when these determinations were made.

SEPP 1 Variations Granted under the Manly LEP 2013

No SEPP 1 variations were granted between 1 January 2017 and 31 March 2017, inclusive.

Clause 4.6 Variations Granted under the Manly LEP 2014

The following applications had a Clause 4.6 variation granted between 1 January 2017 and 31 March 2017, inclusive.

App. No.	Address	Proposal	Clause 4.6 Development Standard	% of variation	Determined by
21/2016	20A Ernest Street BALGOWLAH HEIGHTS	Residential - Single new dwelling	Height	7.06%	NBIAP
51/2016	18 & 20 Smith Street MANLY	Residential - Alterations & additions	FSR	No. 18: 53.30% No. 20: 33.30%	NBIAP
73/2016	Fairlight Street FAIRLIGHT	Residential - New multi-unit	Height	83.00%	NBIAP
96/2016	38 Parkview Road FAIRLIGHT	Residential - Alterations & additions	Height	10.9% (0% to existing non-compliance)	DAU
99/2016	22 Lower Beach Street BALGOWLAH	Residential - New multi-unit	FSR	4.00%	NBIAP
104/2016	75 Castle Circuit SEAFORTH	Residential - Alterations & additions	FSR and Height	FSR: 48.90% Height: 0.7%	DAU
284/2016	28 Bareena Drive BALGOWLAH HEIGHTS	Residential - Alterations & additions	FSR	4%	DAU
232/2016	46 Smith Street MANLY	Residential - Alterations & additions	FSR	1%	DAU
263/2016	17 Spring Cove Avenue MANLY	Residential - Single new dwelling	Height	9.50%	DAU
318/2016	22 George Street MANLY	Residential - Alterations & additions	FSR	18.60%	DAU
324/2016	20 Abernethy Street SEAFORTH	Residential - Alterations & additions	Height	28%	DAU

213/2016	7 Ocean Road MANLY	Residential - Alterations & additions	FSR	5.13%	NBIAP
245/2016	57 Collingwood Street MANLY	1 Residential - Alterations & additions	FSR & Height	11.8% (FSR) and 11.76% (Height)	NBIAP
294/2016	1-3 Amiens Road CLONTARF	1: Residential - Alterations & additions	Height	17.17%	NBIAP
314/2016	58 Condamine Street BALGOWLAH	1: Residential - Alterations & additions	FSR	48%	NBIAP
142/2016	32 Bower Street MANLY	2: Residential - Single new dwelling	Height	29%	NBIAP
315/2016	51 West Street BALGOWLAH	1: Residential - Alterations & additions	FSR & Height	29% (FSR) and 2.35% (Height)	NBIAP
319/2016	29 Addison Road MANLY	1: Residential - Alterations & additions	Height	3.50%	NBIAP
320/2016	22 Abernethy Street SEAFORTH	1: Residential - Alterations & additions	Height	12.10%	NBIAP
322/2016	54 Castle Circuit SEAFORTH	1: Residential - Alterations & additions	Height	37.80%	NBIAP
332/2016	7 Ogilvy Road CLONTARF	1: Residential - Alterations & additions	FSR & Height	27% (FSR) and 3% (Height)	NBIAP
309/2016	19 Fisher Street BALGOWLAH HEIGHTS	1: Residential - Alterations & additions	FSR	6.80%	DAU
141/2016	27 Sydney Road MANLY	3. Commercial/Retail/Offic e	Height	8%	DAU
348/2016	56 Baringa Avenue SEAFORTH	2: Residential - Single new dwelling	FSR	3.84%	DAU
338/2016	17 Grandview Grove SEAFORTH	1: Residential - Alterations & additions	FSR	32%	DAU
368/2016	272 Sydney Road BALGOWLAH	1: Residential - Alterations & additions	Height	8.20%	DAU

NBIAP – Northern Beaches Independent Assessment Panel, **DU – Development Unit, *DAU – Development Assessment Unit*

SEPP 1 Variations Granted under the Pittwater LEP 2014

No SEPP 1 variations were granted between 1 January 2017 and 31 March 2017, inclusive.

Clause 4.6 Variations Granted under the Pittwater LEP 2014

The following applications had a Clause 4.6 variation granted between 1 January 2017 and 31 March 2017, inclusive.

App. No.	Address	Proposal	Clause 4.6 Development Standard	% of variation	Determined by
N0006/17	15A Crane Lodge Place PALM BEACH	Residential - Alterations & additions	Clause 4.3 Height of Buildings	4%	Delegated Authority
N0404/16	86 Rickard Road NORTH NARRABEEN	Residential - Alterations & additions	Clause 4.3 Height of Buildings	8.70%	Delegated Authority
N0411/16	14 Mitala Street NEWPORT	Tourist	Clause 4.3 Height of Buildings	50%	Delegated Authority
N0437/16	1 Stuart Street NEWPORT	Residential - Alterations & additions	Clause 4.3 Height of Buildings	5.80%	Delegated Authority
N0451/16	24 Rednal Street MONA VALE	Residential - Alterations & additions	Clause 4.3 Height of Buildings	2.35%	Delegated Authority
N0482/16	1404-1406 Pittwater Road NORTH NARRABEEN	Commercial / retail / office	Clause 4.3 Height of Buildings	10%	Development Unit
N0570/16	33 Argyle Street BILGOLA PLATEAU	Residential - Single new dwelling	Clause 4.3 Height of Buildings	14%	Delegated Authority
N0599/16	154 Grandview Drive BILGOLA PLATEAU	Residential - Alterations & additions	Clause 4.3 Height of Buildings	7.60%	Delegated Authority

NBIAP – Northern Beaches Independent Assessment Panel, **DU – Development Unit, *DAU – Development Assessment Unit*

SEPP 1 Variations Granted under the Warringah LEP 2011

No SEPP 1 variations were granted between 1 January 2017 and 31 March 2017, inclusive.

Clause 4.6 Variations Granted under the Warringah LEP 2011

The following applications had a Clause 4.6 variation granted between 1 January 2017 and 31 March 2017, inclusive.

App. No.	Address	Proposal	Clause 4.6 Development Standard	% of variation	Determined by
DA2016/0614	38 Surf Road NORTH CURL CURL	Residential - Single new detached dwelling	4.3 Height of buildings	8.24%	Delegated Authority
DA2016/0834	8 Nargong Road ALLAMBIE HEIGHTS	Subdivision only	4.1 Minimum subdivision lot size	10%	Delegated Authority
DA2016/1014	198 Warringah Road BEACON HILL	Subdivision only	4.1 Minimum subdivision lot size	14.2%	Delegated Authority
DA2016/1151	263 Condamine Street MANLY VALE	Mixed Development	4.3 Height of buildings	25.4%	Delegated Authority
DA2016/1005	19 Binalong Avenue ALLAMBIE HEIGHTS	Residential - Alterations and additions	4.3 Height of buildings	8.5%	Delegated Authority
DA2016/1169	17 Mildred Avenue MANLY VALE	Subdivision only	4.1 Minimum subdivision lot size	6.7%	Delegated Authority
DA2016/1220	26 Jocelyn Street NORTH CURL CURL	Residential - Alterations and additions	4.3 Height of buildings	2.94%	Delegated Authority
DA2016/1236	66 Suffolk Avenue COLLAROY	Residential - Alterations and additions	4.3 Height of buildings	1.75%	Delegated Authority
DA2016/1237	807 Pittwater Road DEE WHY	Residential - Other	4.3 Height of buildings	16.7%	Delegated Authority
DA2016/1253	12 Parni Place FRENCHS FOREST	Residential - Alterations and additions	4.3 Height of buildings	5.9%	Delegated Authority
DA2016/1321	8 Lincoln Avenue COLLAROY	Residential - Single new detached dwelling	4.3 Height of buildings	6.5%	Delegated Authority
DA2016/1328	52 Allambie Road ALLAMBIE HEIGHTS	Residential - Alterations and additions	4.3 Height of buildings	4.7%	Delegated Authority

FINANCIAL IMPACT

The costs associated with the assessment of variations are part of the Development Application assessment process and associated statutory fees.

SOCIAL IMPACT

All Development Applications are required to consider the social impact through section 79C of the Environmental Planning and Assessment Act 1979.

ENVIRONMENTAL IMPACT

All Development Applications are required to consider the environmental impact through section 79C of the Environmental Planning and Assessment Act 1979.

ITEM 9.2	PLANNING PROPOSAL FOR PART OF 30 MYOORA ROAD, TERREY HILLS
REPORTING MANAGER	EXECUTIVE MANAGER STRATEGIC & PLACE PLANNING
TRIM FILE REF	2017/187278
ATTACHMENTS	1 Planning Proposal Submission Report (Included In Attachments Booklet) 2 SEPP and Section 117 Directions (Included In Attachments Booklet) 3 Internal Referral Comments (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To report upon the assessment of a Planning Proposal lodged for 30 Myoora Road, Terrey Hills and to seek Council's approval to reject the Planning Proposal.

SUMMARY

Council received a planning proposal on 23 May 2017 on behalf of Forest Coach Lines to amend Warringah Local Environmental Plan 2011 (WLEP2011) by including 'Transport Depot' as an additional permitted use on the western part of 30 Myoora Road, Terrey Hills. The amendment is intended to facilitate the use of the site as a bus parking facility in conjunction with the bus depot currently operating from 335 Mona Vale Road Terrey, Hills.

The Planning Proposal was publicly exhibited for 14 days from Saturday 10 June 2017 to Monday 26 June 2017. Fifteen (15) submissions were received with eight (8) objecting to the proposal. The main issues raised were noise, parking, environmental and traffic concerns.

It is acknowledged that the expansion of a local business that provides an important service to the Northern Beaches community, and is generally consistent with the transport and economic objectives of relevant Regional and draft District Plans is a laudable outcome. However, the proposal to introduce an industrial type use and pave 6,000m² of the site with asphalt is fundamentally inconsistent with the objectives of the "RU4 Primary Production Small Lots" zone applying to the land under WLEP 2011 and on that basis cannot be supported. In addition, the applicants have not established sufficient strategic or site specific merit for the proposal, with potential for unacceptable amenity impacts on adjoining residential uses.

RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE & COMMUNITY

That Council rejects the Planning Proposal lodged for 30 Myoora Road Terrey Hills, and does not submit it to the Department of Planning and Environment for a Gateway Determination, for the following reasons:

1. The Planning Proposal is inconsistent with the objectives of the RU4 Primary Production Small Lots zone applying to the land under Warringah Local Environmental Plan 2011.
 2. The Planning Proposal is inconsistent with Local Planning Direction 1.2 – Rural Zones.
 3. It has no strategic merit or site-specific merit when assessed in accordance with the NSW
-

Planning & Environment's Planning Proposals: A guide to preparing planning proposals (2016)

4. Insufficient evidence has been provided to demonstrate that land is not available within areas already zoned to permit a "transport depot" i.e. B5 Business Development and IN1 General Industrial under Warringah Local Environmental Plan 2011 and B7 Business Park and IN2 Light Industrial zones under Pittwater Local Environmental Plan 2014.
 5. The development proposal is not considered an appropriate development outcome as it has the potential to exacerbate traffic and associated noise impacts in the area, and in particular noise impacts associated with the movement of buses between 10 pm and 7 am.
-

REPORT

BACKGROUND

Current Planning Controls and Land Use

30 Myoora Road Terrey Hills, known as Lot 123 in DP 752017, is a 1.634 hectare allotment with frontage to Mona Vale Road and Myoora Road, Terrey Hills. Current development on the site consists of a two storey dual occupancy dwelling that fronts Mona Vale Road, a one storey office/workers cottage, eleven glass houses, and a number of outbuildings.

The land is zoned RU4 Primary Production Small Lots under WLEP2011 (figure 1) and is one of a number of properties on the northern side of Mona Vale Road with similar zoning.

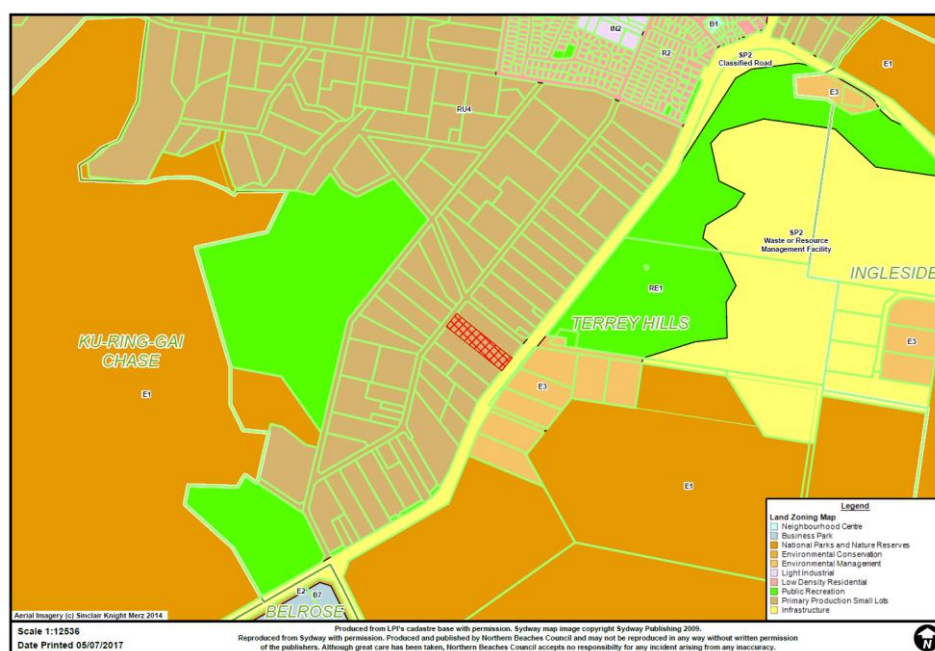


Figure 1 - Zoning Map – RU4 Primary Production Small Lots

The objectives of the RU4 zone are:

- *To enable sustainable primary industry and other compatible land uses.*
- *To encourage and promote diversity and employment opportunities in relation to primary industry enterprises, particularly those that require smaller lots or that are more intensive in nature.*
- *To minimise conflict between land uses within this zone and land uses within adjoining zones.*
- *To minimise the impact of development on long distance views of the area and on views to and from adjacent national parks and bushland.*
- *To maintain and enhance the natural landscape including landform and vegetation.*
- *To ensure low intensity of land use other than land uses that are primary industry enterprises.*
- *To maintain the rural and scenic character of the land.*

The RU4 zone permits a limited range of agricultural uses and low intensity related uses with development consent. In addition, the area bounded by Mona Vale Road in the east, Cooyong Road in the north, Larool Road in the west, and Myoora Road in the south is subject to “additional permitted uses” under Clause 2.5 and Schedule 1 of WLEP2011. Within this area, development for the purposes of educational establishments, garden centres, hospitals, hotel or motel accommodation, places of public worship, recreation areas, recreation facilities (indoor and outdoor), registered clubs and restaurants and cafes is permitted with development consent.

Local Character

The subject site adjoins a plant nursery and rural residential property at 313 Mona Vale Road (also known as 28 Myoora Road) and a rural residential property at 32 Myoora Road.

The broader surrounding area accommodates a diverse range of land uses such as retail, commercial, hotel, school, light industrial, agriculture, and specialist uses including shops and restaurants and residential properties.

Planning Proposal

Council received a Planning Proposal on 23 May 2017 on behalf of Forest Coach Lines to amend WLEP2011 by including 'Transport Depot' as an additional permitted use in Schedule 1 relating to a 9000 square metre area at the western end of the site (figure 2).

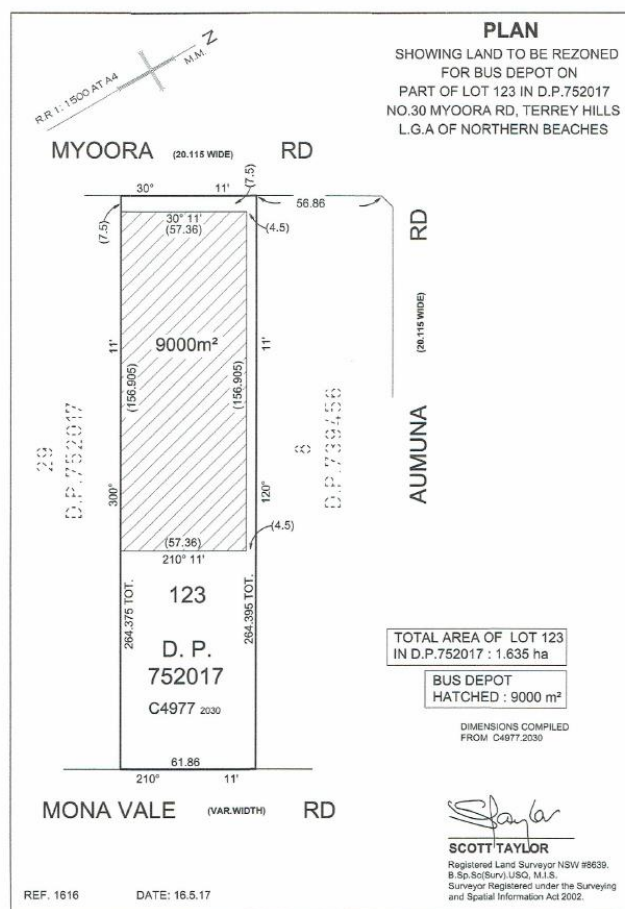


Figure 2 – Site Plan showing proposed area subject to additional use

Under WLEP 2011, transport depot is defined as:

- **Transport depot** means a building or place used for the parking or servicing of motor powered or motor drawn vehicles used in connection with a business, industry, shop or passenger or freight transport undertaking.

Transport depots are permitted with development consent in the B5 Business Development zone and the IN1 General Industrial zone under WLEP2011. The amendment is intended to facilitate the use of the site as a bus parking facility for 60 buses and associated parking for 60 drivers in conjunction with the bus depot currently operating from 335 Mona Vale Road, Terrey Hills.

Forest Coach Lines is an important bus operator for the Sydney Metropolitan Bus Service Contract and has operated at 335 Mona Vale Road, Terrey Hills since 1978, when Council granted development consent for a 36 space bus depot. The bus depot use was subsequently prohibited with the making of WLEP2011 but has continued to expand based on "existing use" rights. Forest Coach Lines and the charter business are growing by approximately 10 buses a year. A recently approved development application saw the number of permitted buses on that site rise from 131 to 145.

The depot at 335 Mona Vale Road is now at capacity and Forest Coach Lines has advised that they have been unable to find an appropriate industrial site on the northern beaches to accommodate the use. The subject site is approximately 700 metres from the current bus depot.

The following supporting documents were submitted with the Planning Proposal:

- Bushfire Assessment Report
- Assessment of Traffic and Parking Implications
- Acoustical Assessment
- Site Plan
- Site Plans Showing Area Subject of Proposed Rezoning
- Real Estate Agents Bus Depot Search Report

ASSESSMENT OF PLANNING PROPOSAL

The assessment of the subject Planning Proposal has been undertaken in accordance with the NSW Planning & Environment's *Planning Proposals: A guide to preparing planning proposals* (2016).

Part 1 Objectives or intended outcomes

To amend WLEP2011 to allow the additional permitted use of a 'Transport Depot' on 9000 square metres at the rear of the site.

Part 2 Explanation of provisions

The Planning Proposal seeks to amend Schedule 1 of WLEP2011 and the Additional Use Map to include 'Transport Depot' on part of 30 Myoora Road, Terrey Hills.

Part 3 Justification

Section A - Need for the Planning Proposal

1. Is the Planning Proposal a result of any strategic study or report?
No, the Planning Proposal is not part of any strategic study or report.

2. Is the Planning Proposal the best means of achieving the objectives or intended outcomes, or is there a better way?

Yes. The Planning Proposal is the best, and only, means of achieving the objectives or intended outcomes.

Section B - Relationship to Strategic Planning Framework

3. Is the Planning Proposal consistent with the objectives and actions of the applicable regional, sub-regional or district plan or strategy (including any exhibited draft plans or strategies)?

a) Strategic Merit

A Plan for Growing Sydney

“A Plan for Growing Sydney” is the relevant Regional Plan for the Northern Beaches. The Government’s vision for Sydney is ‘a strong global city, a great place to live’. To achieve this vision, the Government has set down goals that Sydney will be:

- a competitive economy with world-class services and transport;
- a city of housing choice with homes that meet our needs and lifestyles;
- a great place to live with communities that are strong, healthy and well connected; and
- a sustainable and resilient city that protects the natural environment and has a balanced approach to the use of land and resources.

To address these goals, the Plan proposes a range of goals, policy initiatives and strategic directions. The goals and directions relevant to this planning proposal are as follows:

- expand the Global Economic Corridor;
- grow strategic centres (including the Northern Beaches Hospital Precinct);
- grow a competitive economy with world-class services and transport; and
- protect our natural environment and biodiversity.

This Planning Proposal supports a number of general goals of “A Plan for Growing Sydney”, in that it would:

- provide much-needed transport infrastructure to service the ‘global economic corridor’ and the Northern Beaches Hospital Precinct;
- deliver additional transport facilities to service northern Sydney’s growing population, which will provide greater benefits to the overall productivity of Sydney;
- support the goal of growing a competitive economy by delivering transport services.

Action 4.1.2 of “A Plan for Growing Sydney” proposes the creation of a strategic planning framework for the Metropolitan Rural Area to enhance and protect its broad range of environmental, economic and social Assets. The framework is intended to assist decision making, by establishing criteria, in part to:

- *minimise the adverse economic impacts on existing primary industry and productive agriculture*

At this point in time the strategic framework referred to has not been developed.

Draft North District Plan

The subject site is situated within the area that the draft North District Plan (draft Plan) applies. The Planning Proposal supports a number of the general directions/ priorities in the draft Plan. For example, Section 3.1.1 Access to Jobs of the draft Plan states:

“On the Northern Beaches, access to jobs is relatively constrained. Addressing this challenge requires investigations of both east-west and north-south transit improvements and the attraction of local business investment and activity.”

The proposed development facilitated by this planning proposal supports the draft Plan in that it will provide better and more frequent bus transport which will enable centres to be better connected and improve access to jobs.

Section 3.5 of the draft Plan focuses on “Prioritising Northern Beaches Hospital as the catalyst for a new centre”. The proposed development will facilitate the development of this centre by providing better access to and from it.

Sections 3.6 and Section 3.7 focus on “Accessing a greater number of metropolitan jobs and centres within 30 minutes” and “Accessing local jobs, goods and services within 30 minutes” respectively. Specifically, within Section 3.7 it outlines “Transport for NSW is delivering and investigating opportunities to create better transport connections to strategic and district centres” including improving the frequency and performance of existing rapid bus routes. The proposed development assists in achieving this priority and will improve the frequency of buses along key bus routes.

Section 5.7 of the draft Plan – Managing the Metropolitan Rural Area, sets down more specific matters for consideration regarding the use of rural land. Sustainability Priority 8 (Discourage urban development in the Metropolitan Rural Area) states that, in general, urban development in the Metropolitan Rural Area should not be supported unless:

- These are in areas identified in a regional plan or a district plan as urban investigation areas
- These also form part of, or are identified as a result of, strategic planning in accordance with Sustainability Priorities 9 and 10.

The subject land does not meet either of the above criteria; consequently, the planning proposal is inconsistent with this aspect of the draft Plan.

b) Site Specific Merit

Natural environment (including known significant environmental values, resources or hazards)

The subject site does not have any known natural environment values that would prevent the Planning Proposal from progressing to a Gateway determination. The site is mostly cleared of vegetation with a dam at the Myoora Road boundary. The dam and vegetation along Myoora Road will be removed but this will be addressed in detail with any future development application for the use of the land.

Current uses, approved uses, and likely future uses of land in the vicinity of the proposal

30 Myoora Road, Terrey Hills consists of a two storey dual occupancy dwelling that fronts Mona Vale Road, a one storey office/ workers cottage, eleven glass houses and a number of outbuildings. The neighbouring properties consist of a rural residential properties, plant nurseries, rural industries, hotel and school. Potential impacts on adjoining properties are discussed later in this report.

Council’s plans and policies do not propose any changes to the current uses. However, Council will be required to undertake a review of its plans and policies, and to develop a Council wide housing strategy, following adoption of the North District Plan.

The services and infrastructure that are or will be available to meet the demands arising from the proposal and any proposed financial arrangements for infrastructure provisions

The only infrastructure that may be required to meet the demands arising from the proposal are the 'No Stopping' restrictions would need to be put in place on Myoora Road at the ingress driveway so that through vehicles can pass vehicles turning right or left to enter the site.

4. Is the Planning Proposal consistent with Councils local strategy or strategic plan?

Not applicable as the former Warringah Council did not have a local planning strategy or strategic land use plan.

5. Is the Planning Proposal consistent with applicable State Environmental Planning Policies?

Yes with the exception of SEPP 55. If the planning proposal proceeds further, contamination investigations in accordance with Environment Protection Authority's requirements will be required as part of the Gateway process.

6. Is the Planning Proposal consistent with applicable Ministerial Directions?

No. The Planning Proposal is inconsistent with s.117 Direction 1.2 Rural Zones. The objective of this direction is to protect the agricultural production value of rural land. A planning proposal for land rural zones must not rezone land from a rural zone to a residential, business, industrial, village or tourist zone.

The applicant argues that the inconsistency with the Direction is justified on grounds that the proposal is not over land of high agricultural value. Whilst that point is arguable, it is not a relevant matter for consideration under the Direction. It could be argued that the matter is of "minor significance" however this is not supported on grounds that the proposed additional use is an industrial use that is at odds with the rural zoning applying to the land.

Furthermore, no proper case has been made to demonstrate that a suitable site is not available for the use within zones in which "transport depot" is already permissible i.e. the B5 Business Development zone or IN1 General Industrial zone under WLEP2011 or B7 Business Park and IN2 Light Industrial zones under Pittwater Local Environmental Plan 2014.

Section C Environmental, social and economic impact

7. Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected as a result of the proposal?

No, there is no critical habitat, threatened species and or endangered ecological communities or their habitat on site. The site is cleared except for vegetation at the Myoora Road boundary area.

8. Are there any other likely environmental effects as a result of the Planning Proposal and how are they proposed to be managed?

No. Natural Environment and Climate Change reviewed the planning proposal and did not raise any issues at this stage. Further environmental assessment would be required if the planning proposal progresses to a development application.

9. How has the Planning Proposal adequately addressed any social and economic effects?

The broader economic and social benefits associated with the provision of much-needed transport services for the community and wider Northern Beaches region have been highlighted elsewhere in this report. Local impacts are discussed under the "Consultation" heading.

Section D State and Commonwealth interests

10. Is there adequate public infrastructure for the Planning Proposal?

Not applicable at this stage as the subject Planning Proposal has not progressed to the Gateway for a determination.

11. What are the views of state and Commonwealth public authorities consulted in accordance with the Gateway Determination?

Not applicable at this stage as the subject Planning Proposal has not progressed to the Gateway for a determination.

CONSULTATION

The Planning Proposal was placed on public exhibition from Saturday 10 June 2017 to Monday 26 June 2017. The exhibition included:

- Electronic copies of the exhibition material on Council's website.
- 91 letters were posted to residents, business owners and land owners.
- Email to registered community members who have listed their interest on Council's Community Engagement Register for the former Warringah local government area.
- Hard copy of the Planning Proposal being placed at Civic Centre, Northern Beaches Council Dee Why Office.

Council received fifteen (15) submissions, comprising six (6) submissions in support of the planning proposal and eight (8) opposed to the proposal. One (1) submission addressed the use of private buses instead of public buses for the B-Line. This submission has not been included in the following submissions evaluation table as it is not related to the planning proposal. The key issues raised relate to noise, traffic, parking and the impacts on the environment.

Submission evaluation

Note that x1 indicates that the theme has been raised 1 time.

Issue	Comments	Response
Support	No objection to this proposal. (x5) This proposal to have a bus depot close to the existing depot will enable Forest Coach Lines to continue to grow and improve their services to the area. The area is growing and more bus services are required.	Forest Coach Lines is a successful local business undergoing a period of growth. The business provides an important service to the local community and to communities outside the Northern Beaches. Council must however be satisfied of the strategic justification to permit an industrial use on this specific parcel of land in a larger rural zone.
Rezoning	Instead of spot zoning the RU4 zoning the Mona Vale Road and Myoora Road precinct as a whole should be amended to rezoning to something more fitting to the area.(x4) This seems like an extension of the current bus depot and not a bus storage facility. (1x)	Council has no current plans to undertake a strategic study or report to rezone this section of Mona Vale Road and Myoora Road, Terrey Hills from RU4 Primary Production Small Lots to a zoning that encompasses the conflicting existing land uses. However, a review of rural zones will be undertaken in the development of Council's future Housing and Employment strategies.

Noise	<p>Currently there is significant bus noise from on Myoora Road. If the planning proposal proceeds it will make it worse. (x2)</p> <p>There would need to be considerable acoustic baffling/screening and high level landscaping/fencing on the boundary as the proposed bus road goes right along the boundary. (x2)</p> <p>Engine idling and low frequency noise has not been modelled or the use of acoustic barriers to reduce community impact. (x</p> <p>Condition of occupancy should be a noise assessment including low frequency testing and results to be peer reviewed.</p> <p>The frequency of buses leaving the depot over a 24 hour period.</p>	<p>Noise from the bus entering and leaving the bus depot as well as reversing and braking was one of the issues most raised by objectors.</p> <p>Further acoustic reports will need to be submitted with any future development application for the site.</p>
Environment	<p>The environmental impact has not been addressed in relation to:</p> <ul style="list-style-type: none"> On site storage of fuels and chemical spillage and run off. (x1) Diesel particulate matter and the management of air pollution from the many buses leaving/arriving the site, long term health risks (x1) Of particulate matter from diesels is well documented in relation to lung disease. (x1) 	<p>The information supplied for the Planning Proposal is at the concept stage.</p> <p>It is not proposed to store fuels on the site – all refueling would occur at 335 Mona Vale Road.</p> <p>The environmental concerns raised will be addressed at the point of submission of any future development application.</p>
Traffic and Parking	<p>The planning proposal will increase traffic of buses and put an added strain on an already congested road. Change of bus route to decrease traffic in Myoora Road. (x5)</p> <p>Cooyong road has a 3Tonne limit therefore buses will be entering Myoora Road from enter via Aumuna road putting added congestion and early morning noise, vehicles will have to accelerate out of the intersection of Aumuna Road and Mona Vale Road onto a 80km zone when leaving the site. (x1)</p> <p>Buses entering from Myoora road (which originate from Mona vale Road) will cross double centre lines to enter site. (x1)</p> <p>The planning proposal will exacerbate parking on Myoora Road by bus drivers at the current bus depot. (x2)</p>	<p>A detailed traffic report will need to be submitted with any future development application.</p> <p>If the Planning Proposal progresses to Gateway and future development applications will be referred to the NSW Road and Maritime Services for review.</p> <p>Council's Transport and Infrastructure Team has raised no specific issues with the proposal at this stage.</p> <p>The issues raised can be conditioned at the development assessment stage. The planning proposal does have provision for 60 bus driver car parking spaces. This will eliminate the issue of increased parking on Myoora Road.</p>

Community Consultation	There has not been proper community consultation on this proposal, and more consultation is needed.(x1)	If the Planning Proposal progresses to the Department of Planning and Environment for Gateway Determination, further public exhibition will be required under section 56(2)(c) and 57 of the EP&A Act.
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INTERNAL REFERRALS

Referrals were also sent to the following Northern Beaches Council Business Units requesting advice:

- Development Assessment
- Transport & Civil Infrastructure
- Natural Environment & Climate Change
- Environmental Health

Internal Comments

The Natural Environment and Climate Change Team did not raise any issues at this stage. Further environmental assessment will be required if the Planning Proposal progresses to the development application stage.

The Development Assessment Team does not support the current proposal, commenting that Forest Coach Lines should be seeking a long term solution to their need to accommodate the volume of staff and buses proposed and noting previous traffic and parking issues associated with the current operation at 4 Myoora Road.

The Transport and Civil Infrastructure team had no objection to the Planning Proposal but noted that further traffic investigations will be required if it proceeds to the development application stage, particularly regarding traffic implications for the Myoora Road/ Mona Vale Road/ Forest Way intersection.

The Environmental Health Team raised several issues relating to potential water pollution, light spill, and sewerage however considered that these issues could be addressed through the development application process.

The main concern raised related to noise from the operation of the transport depot, particularly at night, with 12 buses entering the site and 52 exiting the site between 10 pm and 7am (see Appendix 3).

FINANCIAL IMPACT

If the Planning Proposal proceeds to Gateway it may result in positive economic flow-on effects for the local area.

SOCIAL IMPACT

. If the planning proposal does proceed the residents in the surrounding area of Myoora Road may be affected by the increase of traffic and noise.

ENVIRONMENTAL IMPACT

Including an additional permitted use of a 'Transport Depot' to the subject site will have no environmental impact on the land as 30 Myoora Road, Terrey Hills is cleared, turfed and landscaped. Draining and filling of the dam may require further environmental investigations at the development application phase if the planning proposal progresses.

ITEM 9.3	DEE WHY TOWN CENTRE DRAFT DEVELOPMENT CONTRIBUTIONS PLAN
REPORTING MANAGER	EXECUTIVE MANAGER STRATEGIC PLACE & PLANNING
TRIM FILE REF	2017/207841
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To obtain Council's approval to develop a Section 94 Contributions Plan for the Dee Why Town Centre (DWTC) to potentially replace the current proposal to increase the Section 94A Plan levy in the DWTC from 1% to 5%.

SUMMARY

At its meeting on 24 November 2015, the former Warringah Council resolved to endorse a 5% Section 94 Levy for the DWTC and to seek the Minister's approval to amend the *Environmental Planning and Assessment Regulation (2000)* to permit the commencement of the amended Warringah Development Contributions Plan.

Council wrote to the Minister on 4 January 2016 seeking approval for the change. The letter was accompanied by a detailed consultant's report justifying the proposed levy increase having regard to Council's Works program in the DWTC.

Despite a number of meetings with the Department of Planning and Environment (the Department) and correspondence, Council has not been provided with a clear approval pathway for the requested changes. It is therefore proposed to prepare a Section 94 Plan for the Centre in place of the proposed amendment to the current Section 94A Plan. The Minister's approval is not required to implement a Section 94 Contributions Plan provided the plan meets certain stated criteria.

RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE & COMMUNITY

That:

- A. Council endorses the preparation of a draft Section 94 Plan for the Dee Why Town Centre.
 - B. A report is provided to Council on the draft Section 94 Plan prior to its public exhibition in accordance with the requirements of the *Environmental Planning and Assessment Regulation 2000*.
-

REPORT

BACKGROUND

Resolution to Exhibit Draft Section 94A Plan

At its meeting on 24 February 2015, the former Warringah Council resolved to exhibit a draft Section 94A Plan (the draft Plan) to increase the Section 94A levy in the Dee Why Town Centre (DWTC) from 1% to 5% to fund works associated with implementing the *Dee Why Town Centre Masterplan, 2013* (the Masterplan).

The adopted Masterplan outlines a number of public infrastructure upgrades and improvements to:

- Create a well-connected town centre through two new roads, new pedestrian connections and intersection upgrades
- Enhance open spaces including embellishment of parks
- Reduce flood impacts and associated hazards
- Incorporate Water Sensitive Urban Design infrastructure into public land
- Provide safe and enjoyable public spaces
- Generate investment through creating an attractive and vibrant town centre
- Foster community sense of pride of place

Many of the required upgrades are critical, particularly flood mitigation, stormwater management and road network upgrades. The full potential of Dee Why under the existing planning framework cannot be realised without significant expenditure towards these works.

Council also engaged a consultant to undertake a review of its Works Program and provide a Planning Report that outlined:

- The appropriateness of the works program to support the redevelopment of the Centre
- Other funding and delivery alternatives
- The impact of the levy on the remaining development in Dee Why
- The consequences of not securing the increased levy

The Planning Report found that completion of the Works Program is necessary to complete the urban renewal of the DWTC with appropriate staging and prioritisation of works.

The Planning Report also concluded that the increased levy, combined with several other sources of funding and works, was required to fund the Program over the next 20 years. The Planning Report included an economic analysis which found that the increased levy would not make developments 'unfeasible'.

Resolution to Seek Approval of Minister for Planning to Make Draft Section 94A Plan

The draft Plan and Planning Report were placed on exhibition for 30 days between 3 October and 1 November 2015 in accordance with the requirements of the *Environmental Planning and Assessment Regulation (2000)*. Two submissions were received during the exhibition period.

The Dee Why RSL objected to the proposal on the following grounds:

1. All club projects are for the community benefit and would not be done by normal developers

2. The RSL has not received any benefit in relation to height or yield
3. Dee Why Town Centre (DWTC) projects are too far from the RSL and do not benefit members
4. Phase 3 projects provide no benefit to RSL members

At its meeting on 24 November 2015, Council considered those submissions and subsequently resolved to endorse the creation of a 5% levy and seek the approval of the Minister for Planning to amend the *Environmental Planning and Assessment Regulation (2000)* to permit the commencement of the draft Plan.

Consideration of Draft Section 94A Plan by Minister and Department of Planning

The draft Plan and Planning Report were submitted to the Minister for Planning in January 2016. Council officers sought advice from Department of Planning officers about the progress of the application during February, March and April 2016. In April 2016, Council officers were advised by Departmental staff that a timeframe for the determination of the proposal could not be provided.

Council's Deputy General Manager met with Departmental staff and representatives of the Dee Why RSL in July 2016 to discuss the RSL's concerns with the proposal. Council's Administrator also subsequently met with representatives of the Dee Why RSL in August 2016.

Council officers continued to seek advice about the progress of the application in September, October, and November 2016, without success. In December 2016, the Council's General Manager wrote to the Secretary of the Department of Planning requesting action on the application. In January 2017 Council received a letter from the Department of Planning requesting that further feasibility analysis be undertaken to support the application.

Council staff and Section 94A Plan consultant met with Department of Planning staff in March 2017 in an effort to determine the exact nature of the further feasibility analysis required. Whilst requirements were clarified, Departmental staff could not give a clear indication of the pathway or timeframe for approval should that further feasibility analysis be undertaken.

The Legislative Context

The *Environmental Planning and Assessment Act 1979*, provides Councils with two options to fund local infrastructure required as a result of new development: a fixed rate levy based on value of development works in accordance with a Section 94A Contributions Plan; or a contribution based on the demand for public amenities per new residential lot or new dwelling in accordance with a Section 94 Plan.

The former Warringah Council adopted a fixed rate levy approach (Section 94A Plan) for its entire area. The *Environmental Planning and Assessment Regulation 2000* provides that the levy applies at the rate of 0.5% for development with a value of between \$100,000 and \$200,000 and at the rate of 1% for development with a value exceeding \$200,000.

The former Manly and Pittwater Councils adopted a Section 94 Plan approach within their respective areas. Contribution rates in each of their plans extend from \$20,000 per new lot/dwelling in Manly to \$64,545 per lot/dwelling in Warriewood.

The former Warringah Council's decision to pursue an amendment to the current Section 94A Plan to increase the fixed rate levy in the DWTC to 5% instead of adopting a S94 Plan was based on ease of application and familiarity. There are also fewer requirements to prove a clear nexus between proposed works and new development. The ability to pool money under a Section 94A contributions plan allows for flexibility to commence priority projects. However the levy cannot be changed without Ministerial approval and the process to obtain that approval is not clearly established. This has resulted in significant delays.

A Section 94 Plan, on the other hand, does not require Ministerial approval. However, in accordance with a Ministerial Direction issued in 2010, a general cap of \$20,000 per dwelling or residential lot applies in established areas. Whilst this may be varied with the approval of the Independent Pricing and Regulatory Tribunal (IPART), it is anticipated that a levy in Dee Why would not exceed the general \$20,000 cap. A Section 94 Plan must also establish a clear nexus i.e. the connection between the development and the increased demand for public facilities. Funds collected under this mechanism must be accounted proportionally towards specific projects.

Development of Alternative Levy Approach

Following the March 2017 meeting with the Department, Council sought advice from its Section 94A Plan consultant regarding whether a Section 94 Plan for the Dee Why Town Centre could provide an appropriate alternative mechanism to development contributions in the centre. The consultant has undertaken a preliminary assessment of the proposal, taking into consideration the potential capacity for residential and non-residential floorspace in the centre, and has concluded that a Section 94 Plan would be both appropriate and feasible.

CONSULTATION

Council is required to exhibit a draft Section 94 Plan for a minimum period of 28 days.

The results of any exhibition must be reported to Council. If adopted by Council, a Section 94 Plan becomes operative upon notice of the decision being given in a local newspaper.

TIMING

The preparation of a draft Section 94 Plan could be completed in 2-3 months, noting that some background work has already been undertaken in relation to the current draft Section 94A Plan. A draft Section 94 Plan could therefore be considered by the new Council following its September election and prior to formal public exhibition.

FINANCIAL IMPACT

The proposed Section 94 Contributions plan will create a positive revenue stream to fund a range of infrastructure and public domain improvements within the town centre. It is envisaged that such a plan could increase funding by approximately \$15 million over the next 20 years. The cost of preparing a Section 94 Plan is likely to be in the vicinity of \$40,000.

SOCIAL IMPACT

The proposed Section 94 Contributions Plan will significantly improve the quality of open spaces in the DWTC and pedestrian connections, and will create a greater sense of “place”, thereby having a strong positive social impact.

ENVIRONMENTAL IMPACT

The proposed Section 94 Contributions Plan will significantly improve the environment of the DWTC through improvements to critical public amenities and infrastructure.

NORTHERN BEACHES COUNCIL

