

ATTACHMENT BOOKLET 5

ORDINARY COUNCIL MEETING

TUESDAY 27 JUNE 2017

TABLE OF CONTENTS

Item No	Subject	
6.2	ADOPTION OF OPERATIONAL PLAN 2017/18	
	Attachment 1: Submission Summary by Issue	3
	Attachment 2: Summary of Changes Fees & Charges Schedule	15
7.4	POLICY REVIEW PROJECT AND REVOKING OF POLICIES	
	Attachment : Policies Proposed for Revoking	19
8.1	CAPITAL WORKS PROCUREMENT REVIEW	
	Attachment 1: Value Network - Major Capital Works Procurement Review dated 30 May 2017	159
	Attachment 2: Capital Works Procurement Implementation Plan	215
8.2	WALK MANLY - DRAFT PEDESTRIAN ACCESS & MOBILITY PLAN	
	Attachment 1: Walk Manly Pedestrian Access & Mobility Plan - Draft.....	226
	Attachment 2: Draft Prioritised Schedule of Recommended Works	354
8.4	DRAFT CONSERVATION MANAGEMENT PLAN FOR THE MONA VALE CEMETERY	
	Attachment 1: Draft Conservation Management Plan for the Mona Vale Cemetery - Part 1	389
	Attachment 2: Plan for the Mona Vale Cemetery - Part 2	507
9.1	DISABILITY INCLUSION ACTION PLAN	
	Attachment 1: Disability Inclusion Action Plan.....	660
	Attachment 2: Disability Inclusion Action Plan Submission Analysis	742
9.2	ADOPTION OF NORTHERN BEACHES COUNCIL SECTION 94A PLAN 2017	
	Attachment : Northern Beaches Council Section 94A Plan 2017	753
9.3	PLANNING PROPOSAL PP0004/16 - 15 JUBILEE AVENUE, WARRIEWOOD	
	Attachment 1: Planning Proposal Document.....	779
	Attachment 2: Gateway Determination	805
	Attachment 3: Comments and Submissions.....	810
	Attachment 4: Proposed Changes to LEP Mapping.....	815
9.5	REPORT ON PUBLIC EXHIBITION OF HOUSEKEEPING AMENDMENTS TO PITTWATER LOCAL ENVIRONMENTAL PLAN 2014	
	Attachment 1: Gateway Determination	816
	Attachment 2: Planning Proposal (as exhibited).....	821
	Attachment 3: Planning Proposal as Updated Following the Close of Public Exhibition.....	896
	Attachment 4: Submissions to Exhibition of Planning Proposal.....	966

9.6	REPORT OF THE PUBLIC EXHIBITION OF THE PITTWATER WATERWAY DISCUSSION PAPER	
	Attachment 1: Outcomes Report of the Public Exhibition of the Pittwater Waterway Discussion Paper with Attachments.....	968
	Attachment 2: Pittwater Waterway Discussion Paper	1077
9.7	PLANNING PROPOSAL (PP0001/17) 1 & 3 NARRABEEN PARK PARADE, NORTH NARRABEEN	
	Attachment 1: Referral Comments Received From State Agencies	1290
	Attachment 2: Internal Referral Comments	1296
	Attachment 3: Summary of Submissions	1316
9.8	DRAFT COMPLIANCE AND ENFORCEMENT POLICY	
	Attachment : Draft Compliance and Enforcement Policy	1424
9.9	SUBMISSION TO THE DEPARTMENT OF PLANNING AND ENVIRONMENT IN RESPONSE TO A GREENFIELD HOUSING CODE	
	Attachment 1: Background Paper & Explanation of Intended Effect.....	1442
	Attachment 2: Submission on the Draft Greenfield Housing Code	1516
9.10	FUNDING AGREEMENTS FOR MANLY COMMUNITY CENTRE AND SERVICES AND MANLY WOMENS SHELTER	
	Attachment 1: 2017-2020 Manly Community Centre & Services Inc Funding Agreement	1522
	Attachment 2: 2017-2020 Manly Women's Shelter Incorporated Funding Agreement	1530
	Attachment 3: Letter from Manly Community Centre & Services Inc dated 5 May 2017	1536
9.11	DEVELOPMENT APPLICATION (DA) SERVICE INTEGRATION: ADOPTION OF PROPOSED AMENDMENTS	
	Attachment 1: Summary of Submissions	1538
	Attachment 2: Draft Development Assessment Management Policy copy for Adoption by Council	1539
	Attachment 3: Exhibited Draft Development Assessment Management Policy....	1541
	Attachment 4: Summary of Proposed Development Control Plan Amendments to be Adopted by Council	1544
	Attachment 5: Draft Northern Beaches Independent Assessment Panel (NBIAP) Charter 2017 to be Adopted by Council.....	1558

Northern Beaches Council

DISABILITY INCLUSION ACTION PLAN

2017 - 2021

JUNE 2017

NORTHERN BEACHES
COUNCIL

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CONTENTS

Administrator's Message	2
Chief Executive Officer's Message	3
Executive Summary	4
1.0 Statement of Intent	6
2.0 Our Vision and Principles for Inclusion and Access	6
3.0 What is Disability Inclusion?	8
4.0 The Case for Inclusion	8
5.0 Policy & Legislative Context	9
6.0 Demographics	12
7.0 Council's progress on Inclusion and Access	16
8.0 Developing the Plan	34
8.1 Consultations	34
8.2 Council's Role	35
8.3 Key Focus Areas	36
Focus Area 1 - Developing positive community attitudes and behaviours	38
Focus Area 2 - Creating liveable communities	40
Focus Area 3 - Supporting access to meaningful employment	42
Focus Area 4 - Improving access to Council services through better systems and processes	44
9.0 Delivering the Plan	46
9.1 Strategies	46
9.2 Action Plan	48
9.3 Implementation, Monitoring and Evaluation	48
Endnotes	50
References	51
Appendix 1 - Barriers and Opportunities	53
Appendix 2 - Action Plan	60
Appendix 3 - Relevant CAPEX projects for 2017-18	77

ADMINISTRATOR'S MESSAGE



I am proud to present Northern Beaches Council's first Disability Inclusion Action Plan (DIAP) 2017 - 2021.

Ensuring that communities are accessible and inclusive provides greater choice and control in the lives of all members of the community and is key to enabling people with disability to fully participate in community life. Real diversity cannot be achieved in our community unless along with others, people with disability are provided with equal opportunity to participate.

Council has a pivotal role in promoting and supporting access and inclusion across the community for people with disability, by ensuring it is a prime consideration in organisational decision making across the business. This means delivering services, facilities and programs that are accessible and inclusive, supporting meaningful employment opportunities and promoting positive community attitudes and behaviours toward people with disabilities.

While Council undertakes significant projects and initiatives to improve accessibility and inclusion as part of its ongoing business, the DIAP provides a 'roadmap' for the future and details the ways in which Council will assist in making the Northern Beaches more inclusive for all.

Consultation and community engagement is key to the development of any plan and the DIAP development has involved great input from staff and the broader community. I would like to personally thank the many members of our community who participated in consultations. Their time and valued contributions, aimed at making the Northern Beaches more inclusive and a better place to live, work and play are greatly appreciated.

As you take time to absorb the full details of this plan, I trust you will agree that it provides a positive and significant commitment to making our community more accessible and inclusive for all.

A handwritten signature in black ink, appearing to read 'Dick Persson'.

Dick Persson AM

CHIEF EXECUTIVE OFFICER'S MESSAGE



It is with great pleasure that I introduce to you the first Northern Beaches Council Disability Inclusion Action Plan. This plan lays out the four year strategic vision and action plan for Northern Beaches Council as it endeavours to improve accessibility and inclusiveness across the Northern Beaches. The actions identified in this plan will be integrated within the Operational Plan and Delivery Program for the organisation.

Community input from the consultation to develop this document has informed the development of Council's first Community Strategic Plan.

There is substantial change occurring across the disability sector in Australia and local government has a significant role to play in supporting people with a disability to live meaningful and fulfilling lives. The NSW State Disability Inclusion Action Plan has four key focus areas for action to improve access and inclusion across the community: developing positive community attitudes and behaviours, creating liveable communities, supporting access to meaningful employment, and improving access to mainstream services through better systems and processes. The Northern Beaches Council Disability Inclusion Action Plan has been prepared to align its focus and actions to these four key areas.

The plan has been developed in consultation with a range of community members including people with a disability and carers, service providers, and stakeholders. The vision for the future and the action plan for each of the four key areas respond to the feedback and suggestions collected during this consultation. This four year plan is the beginning of a journey for Council and consultation with the community particularly people with a disability and their carers will continue throughout the implementation of this plan and be fundamental to its success.

A significant amount of work has already been undertaken by Northern Beaches Council to improve the accessibility and inclusiveness of its facilities, services, and events. This action plan seeks to build on these successes and continue to improve the access and inclusion of all Council's business, services and facilities. Everyone in Council has a role to play and the guiding principles presented in the document will inform decision making and action across the organisation.

This plan demonstrates a comprehensive commitment from Council to continue the process of improving access and inclusion for people with a disability living, working, and recreating on the Northern Beaches.

Mark Ferguson

EXECUTIVE SUMMARY

Universal inclusion and access is a right to be afforded all people. Northern Beaches Council is committed to working towards making this a reality through a series of actions that make living and working on the Northern Beaches an enjoyable and equitable experience.

Council will work toward achieving this vision in a coordinated way through the development and implementation of this first Disability Inclusion Action Plan (DIAP). The DIAP has been produced within a State, Federal and International policy and legislative context which have provided a framework for Council to follow in order to achieve its commitment of universal inclusion and access.

Council's integrated planning and reporting processes provide the mechanisms for identifying opportunities, outlining the pathway for improvements, delivering action and reporting on successes. This first Northern Beaches DIAP is a four year implementation plan that not only moves Council further towards inclusion and access for all in the built environment, but also seeks to improve community attitudes and behaviours and promote and advocate for better access to systems, processes and employment opportunities.

It is important to also acknowledge the significant work that Council has already undertaken to improve the access and inclusion of its services and assets. Improved access to library resources, ongoing upgrades to amenities and Council buildings, and a move toward more inclusive play spaces are just a few of the current and ongoing initiatives.

The four key focus areas that the DIAP is committed to improving are:

- Focus Area 1 Developing positive community attitudes and behaviours
- Focus Area 2 Creating liveable communities
- Focus Area 3 Supporting access to meaningful employment
- Focus Area 4 Improving access to mainstream services through better systems and processes

In order to understand current barriers and identify opportunities in each of the four focus areas Council has drawn on the findings of a consultation process involving both community and staff input.

Each of the four focus areas are introduced in this document via a review of the relevant literature and what this means in the context of the Northern Beaches Council DIAP.

The literature review is followed by an outline of the barriers and opportunities and then a number of strategies and actions which have been developed to overcome the barriers and to take advantage of the opportunities.

Some of the key actions include: accessibility audits of Council assets and the implementation of priority improvement works; the development of best practice inclusion and access practices for Council workplaces; research the user experience of Council's systems and processes; continued support for disability education and awareness initiatives; and the development of access maps for major town and village centres. The full action plan can be found at Appendix 2.

It is a requirement that DIAPs be strongly linked to a Council's Community Strategic Plan (CSP). However, amalgamated Councils are only required to adopt a one year Operational Plan by 30 June 2017. The CSP and remaining three year Delivery Plan are to be developed by 30 June 2018, following the election of the new Council in September 2017. As a result, many of the actions in this DIAP are focused on year one, in particular the capital expenditure (CAPEX) projects. A summary of over \$20M worth of CAPEX projects proposed for 2017-18, that have a strong focus on improvements to access and inclusion, can be found at Appendix 3. Following the adoption of the CSP and Delivery Plan, a further appendix will be produced for the DIAP to reflect the additional actions.

The action plan will be reviewed annually with progress on the DIAP to be outlined in Council's Annual Report and details forwarded to the Disability Council of NSW. This document has a four year life span, with a full review and development of a new DIAP occur by 2021-22.

1.0 STATEMENT OF INTENT

Northern Beaches Council is committed to providing services to our community, including people with disability, their families, carers and organisations. We continually strive to improve access to services for all members of our community.

Our commitment is demonstrated in our Disability Inclusion Action Plan which identifies a number of key strategies and actions to address the needs of people with disability and improve access and inclusion for everyone.

2.0 OUR VISION AND PRINCIPLES FOR INCLUSION AND ACCESS

Vision

Visioning exercises were undertaken as part of the community engagement process. The following vision has been created based on that input:

Universal access and inclusion across the Northern Beaches that enables people with disability to fulfil their potential as equal members of the community.

The range of visions expressed by the community are highlighted in the quotes below:

"Any person, no matter their ability, can access any service without having to identify as having a disability"

"A community where people with disability don't have to go through specialised disability job agencies to find decent work"

"People with disability can participate in the local community easily and actively... as they wish to and need to"

"People see the strengths of people with disability and value their contribution to the community, workforce etc"

"Access to local services, no need to travel to the other side of Sydney"

"Access will be universal, the norm, not the exception"

Principles

The following guiding principles will inform the organisation and underpin its work towards achieving the vision.

- Council is a leader, role model and advocate for access and inclusion
- Everyone can participate
- Access and inclusion is everyone's business
- Social Justice Principles inform decision making - Access, Equity, Rights and Participation

3.0 WHAT IS DISABILITY INCLUSION?

In Australia, *people with disability* are defined in the *National Disability Strategy* (NDS) as:

People with all kinds of impairment from birth or acquired through illness, accident or the ageing process. It includes cognitive impairment as well as physical, sensory and psycho-social disability.¹

People with disability are not a readily identifiable group. Each individual is different, with “specific needs, priorities and perspectives based on their personal circumstances, including the type and level of support required, education, sex, age, sexuality and ethnic or cultural background”² There are many types of disability. In fact, almost 90% of disabilities are invisible disabilities such as chronic pain disorders, diabetes or depression.³

The social model of disability recognises that societal attitudes, practices and structures, rather than an individual’s impairment, prevent people with disability from fully engaging in their society.⁴ So, disability inclusion is dependent on the degree to which society supports or impedes the social, economic and cultural participation of the individual, not on the disability itself.

Disability inclusion is a process, not a project.⁵ It is about going beyond compliance with legislation and engaging all areas of Council in supporting and involving people with disability.

4.0 THE CASE FOR INCLUSION

Personal choice and control is only possible when communities are inclusive for all people with disability. Real diversity is therefore not achieved unless people with disability have equal opportunities to participate in the life of their community.

The Disability Inclusion Action Plan sets out strategies Council will implement over the next four years to improve outcomes for people with disability to enable them to participate equally in the community.

It provides a roadmap of actions to address access and inclusion across all areas of Council and improve the lives of people with disability in our community.

Councils work under multiple regulatory and compliance frameworks which do not automatically consider inclusion. Inclusion planning provides the opportunity for a whole of Council approach that supports cross organisational co-operation and collaboration. It creates an opportunity for ongoing dialogue to address challenges in existing planning and delivery frameworks.

5.0 POLICY & LEGISLATIVE CONTEXT

There are enormous changes happening across Australia for people with disability. For the first time, all levels of government are committed to a national, unified approach to inclusion and improving the lives of people with disability and their families.

The context for all NSW Disability Inclusion Action Plans is embedded in the following:

International Law:

- UN Convention on the Rights of People with Disabilities (UNCRPD) 2006, ratified by Australia Government 2008

Commonwealth Legislation:

- Disability Discrimination Act 1992 (DDA)
- Disability Services Act 1986
- National Disability Insurance Scheme Act 2013

National Schemes:

- National Disability Strategy (NDS) 2010
- National Disability Insurance Scheme (NDIS)

State Legislation:

- NSW Anti Discrimination Act 1977 (ADA)
- NSW Disability Inclusion Act 2014 (DIA)
- NSW Disability Inclusion Regulation 2014
- NSW Disability Inclusion Plan (DIP) 2015

Australian Standards and Codes:

- Building Code of Australia (BCA) Part D3 "Access for People with Disabilities"
- Australian Standard (AS) 1428 "Design for Access and Mobility"
- Web Accessibility – WCAG2.0 AA

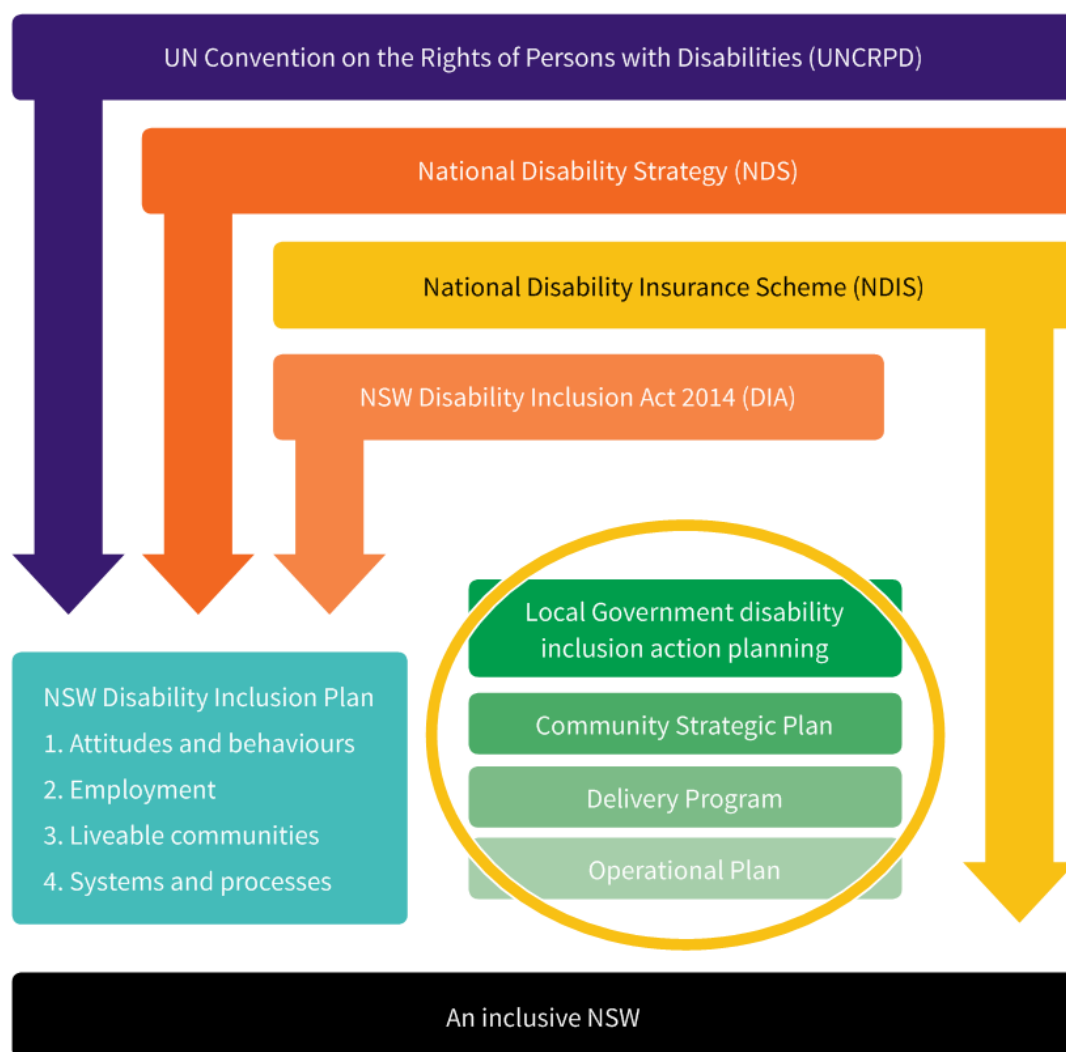
Local Government:

- Community Strategic Plan
- Disability Inclusion Action Plan

Within this legislative framework, Northern Beaches Council is required to conduct business operations in ways that acknowledge the rights of all members of the community as equal citizens.

Inclusion planning provides the opportunity for a whole of Council approach that supports cross organisational co-operation and collaboration. It creates an opportunity for ongoing discussion to address challenges in existing planning and delivery frameworks.

Council's DIAP sets out strategies and actions that Council will deliver to support people with disability to have greater access to information, services and facilities so that they can participate equally in their community.



Council's Planning Process - Community Strategic Plan

The Community Strategic Plan is the most important planning document for any council. It is the basis on which all future planning and budgets rest and Council is accountable to the community by law, in terms of progress against the community's vision.

As a newly formed Council (May 2016) the Community Strategic Plan (CSP) will provide an overarching framework for future planning with goals and strategies to achieve the community's vision.

Outcomes from community consultations to develop the DIAP will inform the development of Northern Beaches Council's first draft Community Strategic Plan. The strategies and actions in the DIAP are aligned with many of the draft key outcome areas contained in the SHAPE 2028 Discussion Paper (March 2017) and contribute towards the community's draft vision of 'a safe, inclusive and connected community that values its natural and built environment'.

The actions identified in the DIAP will be integrated within the Operational Plan and Delivery Program for the organisation. They will be reported on annually as part of Council's regular reporting process. The plan priorities will be determined on an ongoing basis according to the availability of funds, including grants.

The Northern Beaches DIAP will underpin the future development of disability support in the local area and contribute to a fairer and more liveable community. It is a supporting document under Council's hierarchy of integrated documents.

6.0 DEMOGRAPHICS

The Northern Beaches Community

The Northern Beaches Council is a new local government area created by the merging of the former Manly, Warringah and Pittwater councils. It consists of 39 small geographical areas spread over 257km² of land.

The Council covers an area that extends from Manly in the south to Palm Beach in the north and Davidson and Duffys Forest in the west.

It is home to an estimated resident population of 266,247 people for 2016.

The Northern Beaches area with its diverse landscapes bounded by national parks, ocean and harbour beaches attract millions of visitors annually.

The area includes 80km of coastline, 100km² of natural areas, 150 sports fields, 220 playgrounds, 21 surf clubs, 25 rock pools, 24 beaches, 10 libraries, 7 Council managed childcare centres and 5 vacation care programs, 2 aquatic centres, 20 surf life-saving clubs and 43 community centres.

Northern Beaches Council employs 1800 people and has an annual operating budget of \$330 million.

The Council is being run by an Administrator until elections for the inaugural Council take place in September 2017.

A brief snapshot of the community, based on 2011 Census data is provided below.

- Total population of 233,961 people in 2011
- Estimated resident population of 266,247 people for 2016
- The median age was 39 years
- 16.5% were children aged 0-11 years
- 14.3% were young people aged 12-24 years
- 2.6% were aged 85 and over (significantly higher than the average for Greater Sydney of 1.8%)
- 15% were aged 65 years and over
- 51.2% were women
- 13% were from a Non English Speaking Background

Disability in Australia

The disability statistics collected in the Census relate directly to the need for assistance due to a severe or profound disability. These numbers are not representative, as many people with disabilities who do not need assistance with daily activities are not counted. This number does not include people with disability who visit or work in an area.

Disability may be caused by a range of conditions, including physical, cognitive, mental, neurological, sensory, congenital, injury, disfigurement or ageing. As a result, many people can experience limitation, restriction or impairment in their day-to-day life.

Having a disability can impact on a person's opportunities to participate in social and community activities, education and employment.

The Survey of Disability, Ageing and Carers (CDAC) collects information about the wellbeing, functioning and social and economic participation of people with disability in Australia.

In 2015 almost one in five (18.3%) Australians reported living with disability. The majority (78.5%) of these people reported a physical condition, as their main long term health condition.

Participating in the workforce is important for social inclusion and economic independence. People with disability are more likely to live in a low income household and earn lower incomes. Just over half those aged 15-64 years participated in the labour force (53.4%) which is significantly lower than those without disability (83.2%).

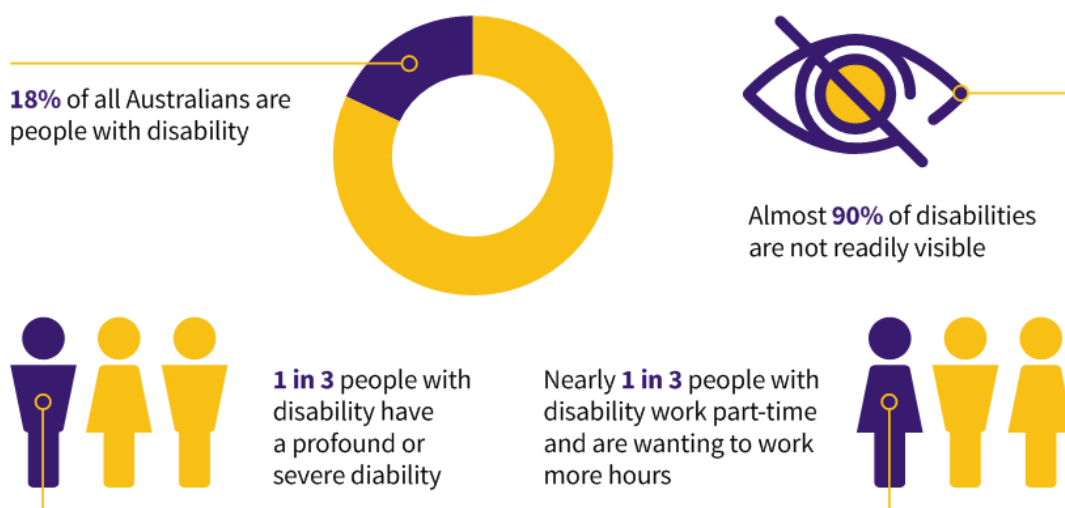


Figure 1 - Disability Australia Wide



Beach FreeWheeler, Collaroy Beach

Disability in the Northern Beaches

Disability rates increase with age with less than 1 in 20 children under the age of five having a disability compared with almost 9 in 10 people aged 90 years and over.⁹

Overall, residents of the Northern Beaches with disability form an older age profile consistent with the broader Northern Beaches population.

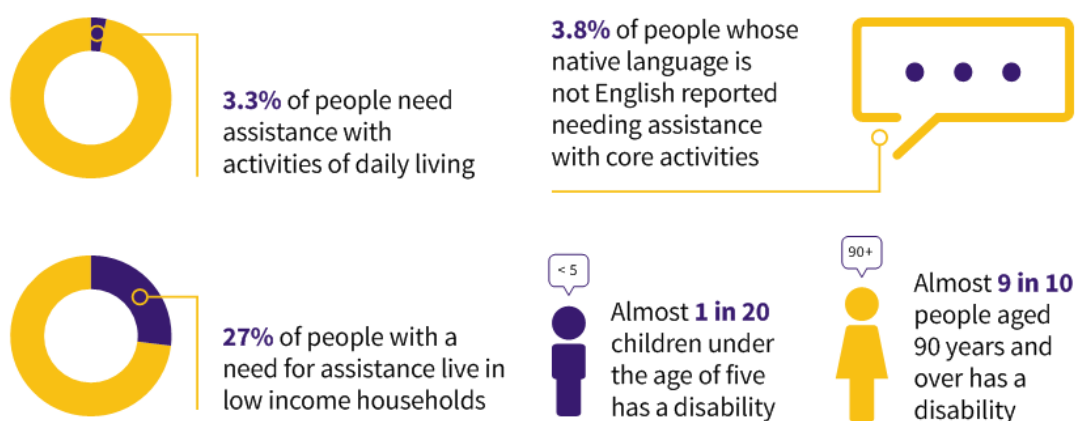
They are relatively well educated, with 1 in 10 in the labour force, usually working part time. Most people would like to work more.

Just over one quarter are in low income households.¹⁰

In 2011, 60.3% of people reporting a need for assistance in the Northern Beaches Council area were in households with access to a broadband internet connection. An internet connection is increasingly required for accessing essential information and undertaking domestic and non-domestic business.

The ability of the population to access services and employment is strongly influenced by access to transport. In the Northern Beaches Council area, 75.7% of people reporting a need for assistance had access to a motor vehicle in 2011.¹¹

A review of unmet needs among people experiencing mental illness identified social isolation, employment and volunteering, and physical health as the top issues.¹²



There are more than **20,000** unpaid carers, supporting individuals with a disability, long term illness, poor mental health or old age.

Figure 2 - Disability in the Northern Beaches

7.0 COUNCIL'S PROGRESS ON INCLUSION AND ACCESS

Council has a range of roles in delivering outcomes for the community.

The three former councils, Manly, Warringah and Pittwater, have worked for many years to improve access to services and facilities. This has continued since the formation of the new Northern Beaches Council in May 2016.

Here are some snapshots of our achievements:

Our Playgrounds

Northern Beaches Council has 219 playgrounds. This includes smaller local and neighbourhood playgrounds, and larger district and regional playgrounds. There are three inclusive playgrounds: Bert Payne Park (Newport), Collaroy beach, and Manly beachfront. These playgrounds offer various stimulating features for children with physical, sensory and intellectual disabilities such as an all-inclusive carousel, spinner, 6-seated rocker, sensory elements (carved structure, musical elements), interactive water play area and a dome climbing net structure. The playgrounds are enclosed, with interconnected timber decks, wider picnic tables, nearby public and accessible toilets, and accessible parking. Two liberty swings (for wheelchair users) stand at Collaroy beach and Baranbali Park (Seaforth).

In addition to its regular playground renewal program, Council has adopted the Connecting All Through Play program which will deliver a regional network of inclusive playgrounds by:

- Creating two major new inclusive playgrounds at Manly Dam and Lionel Watts Reserve Frenchs Forest
- Upgrading 50 playgrounds to create fun, safe and accessible playgrounds for everyone
- Piloting an innovative local neighbourhood inclusive playground program to bring communities together.

These works will create vibrant play spaces that connect the community. In particular, it will connect children of all abilities to natural areas. These inclusive play spaces will enable people of all abilities to participate in play and reap the benefits of increased physical activity, social interaction and mental stimulation.





Bert Payne Reserve Inclusive Playground, Newport



Nature Play, Walter Gors Park, Dee Why



Frank Beckman Reserve Inclusive Playground, Terrey Hills



North Steyne Inclusive Playground, Manly

Our Libraries

Our libraries provide an accessible and inclusive place for everyone.

Through ongoing improvements to existing buildings and the development of the new library at Glenrose, all members of the community are afforded increased opportunities to access library services.

Some of the available resources and services include:

- An extensive collection of books, magazines, CDs and DVDs available at all six libraries or by remote link, including collections in Large Print, Talking Book format, Easy Read, Literacy and e-Library. Staff are trained to assist members to utilise library technology and in conducting library tours for specific groups.
- The eLibrary offers eBooks, eAudiobooks, Zinio eMagazines as well as eLearning opportunities like computer training sessions either at the libraries or by remote link.
- The Home Library Service is available to older people and people with disabilities and their carers who are unable to visit the library, or unable to carry their books.
- Navigator devices enable readers with a vision impairment, or those unable to handle print resources, to upload books for audio use.
- The Community Language Service offers resources in over 40 languages, including for people learning English.
- Our libraries host a number of regular and special events that provide opportunities for people of all abilities to participate and connect with others. These include author talks, story-times and a number of book clubs.



Large Print Collection, Mona Vale Library





Portable Audio Player



Large Print Resources



Audio Books

Our Beaches

Our beaches are a key feature of life on the Northern Beaches.

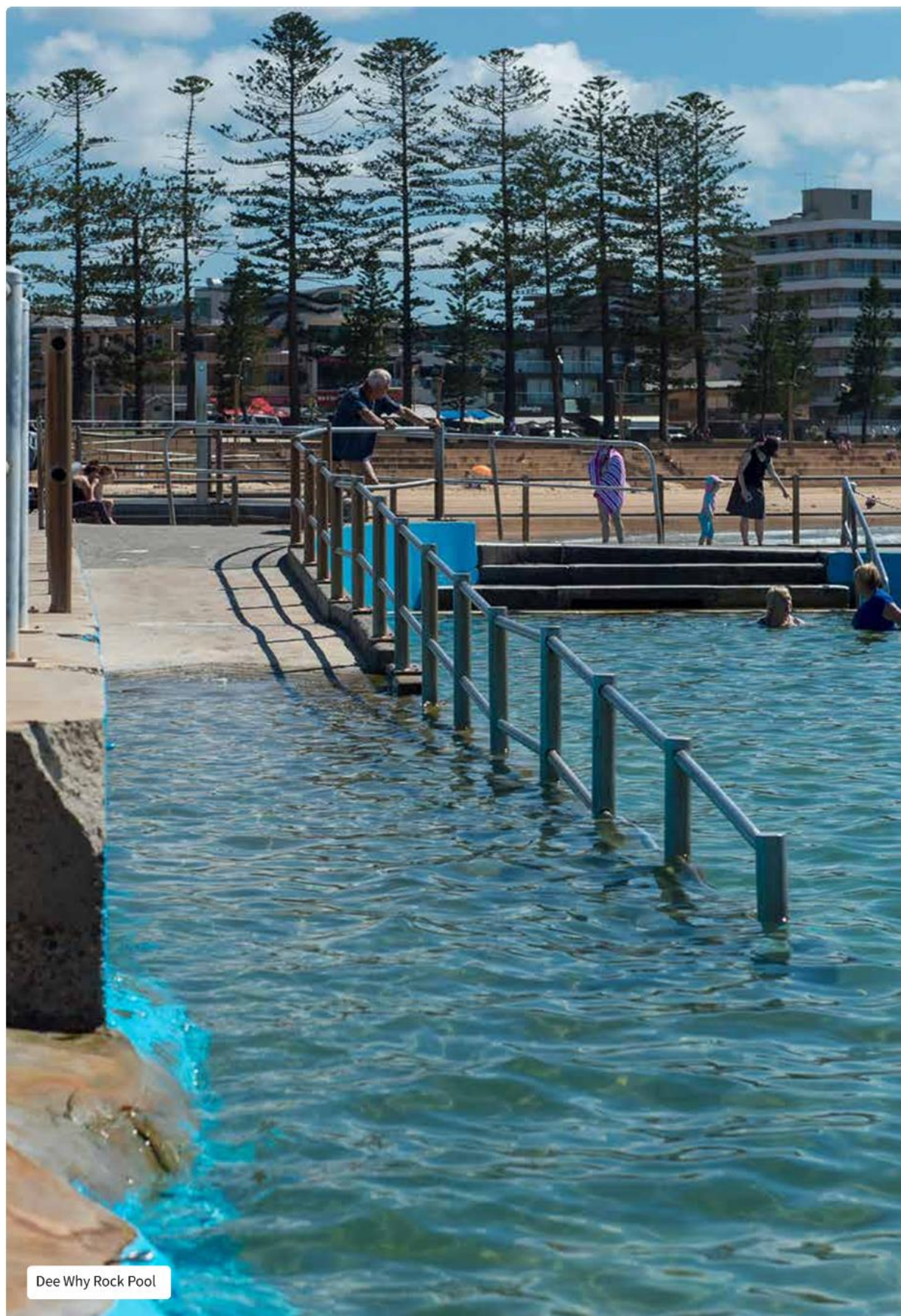
Council has been working to improve and increase access to our beaches for everyone.

A number of access initiatives and trials have been undertaken and further actions are planned as part of the DIAP.

This includes:

- Trialling the use of beach matting at Collaroy - this was unsuitable due to tidal action and beach topography. Future scheduled initiatives to improve access at Collaroy Beach include provision of ramped access from Beach Road to the promenade and investigating options to improve access from the promenade to the sand.
- A fixed lifting hoist and change table located within the accessible toilets at Collaroy beach, with new accessible amenities adjacent the rockpool in 2017-18.
- FreeWheeler wheelchairs are available at Collaroy and Manly beaches and provide access onto the sand and into the water. The ageing FreeWheelers are to be replaced. FreeWheelers are also available at Newport and Bilgola Beaches, however these are owned and managed by the Surf Life Saving Clubs.
- Council Lifeguards participate in disability awareness training.
- Availability of keys for accessible toilets at beaches. Keys can be allocated to individuals or borrowed from Council Lifeguards.
- Planned accessibility audits of Council assets, including beaches, with improvements to be implemented according to the priorities identified in the audits.

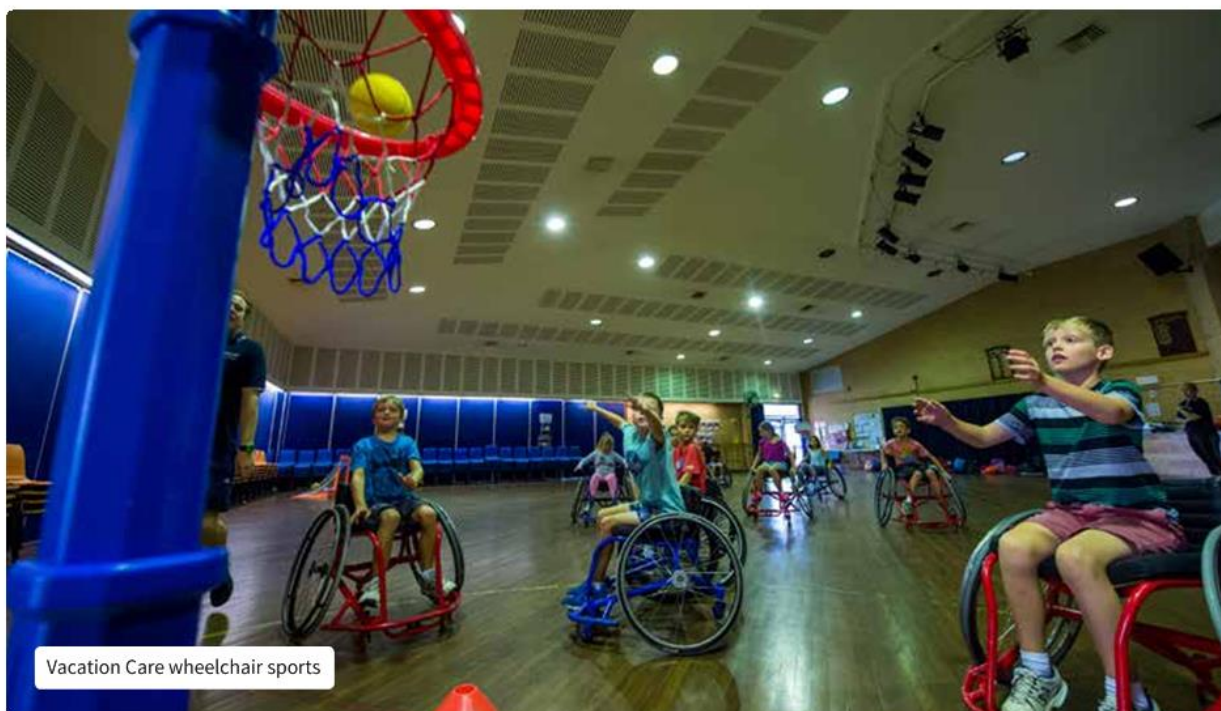






Programs and Services that Support Access and Inclusion

Programs and services at our Libraries, Children's Services, Customer Service and via our Community, Arts and Culture team support access and inclusion.



Vacation Care wheelchair sports



Club All In, St Patricks Day 2017



Art and Dementia Program

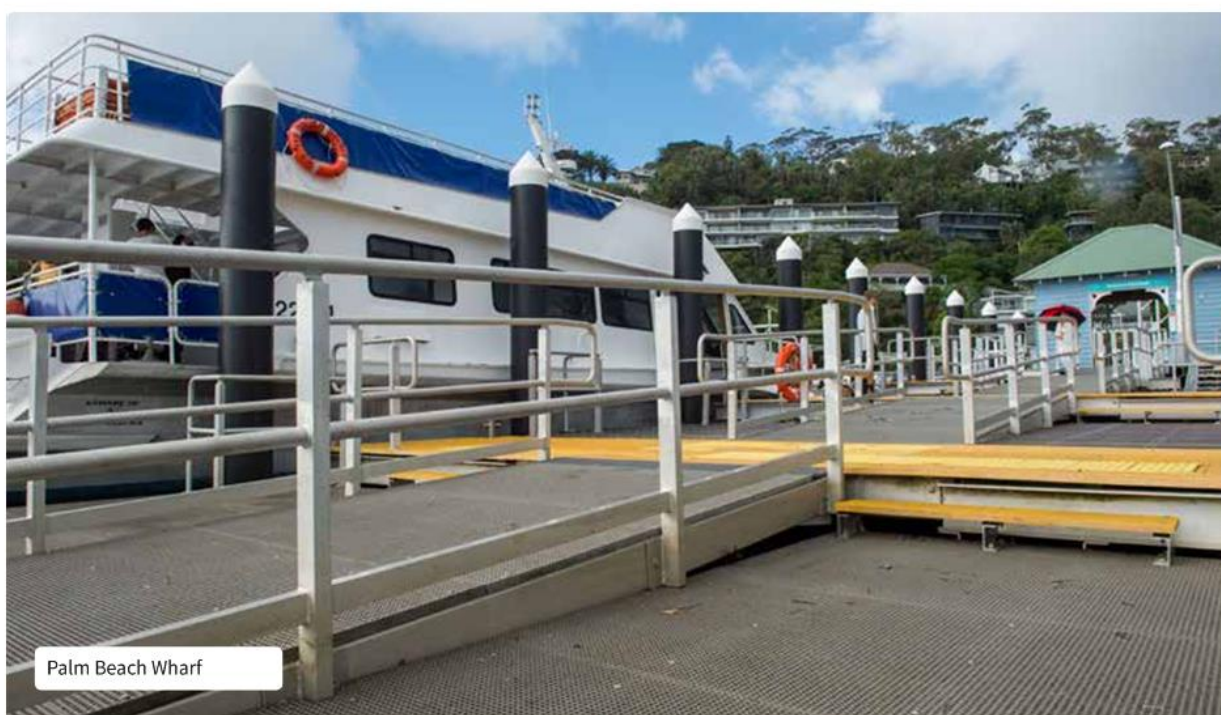
Programs and Services that Educate and Build Awareness

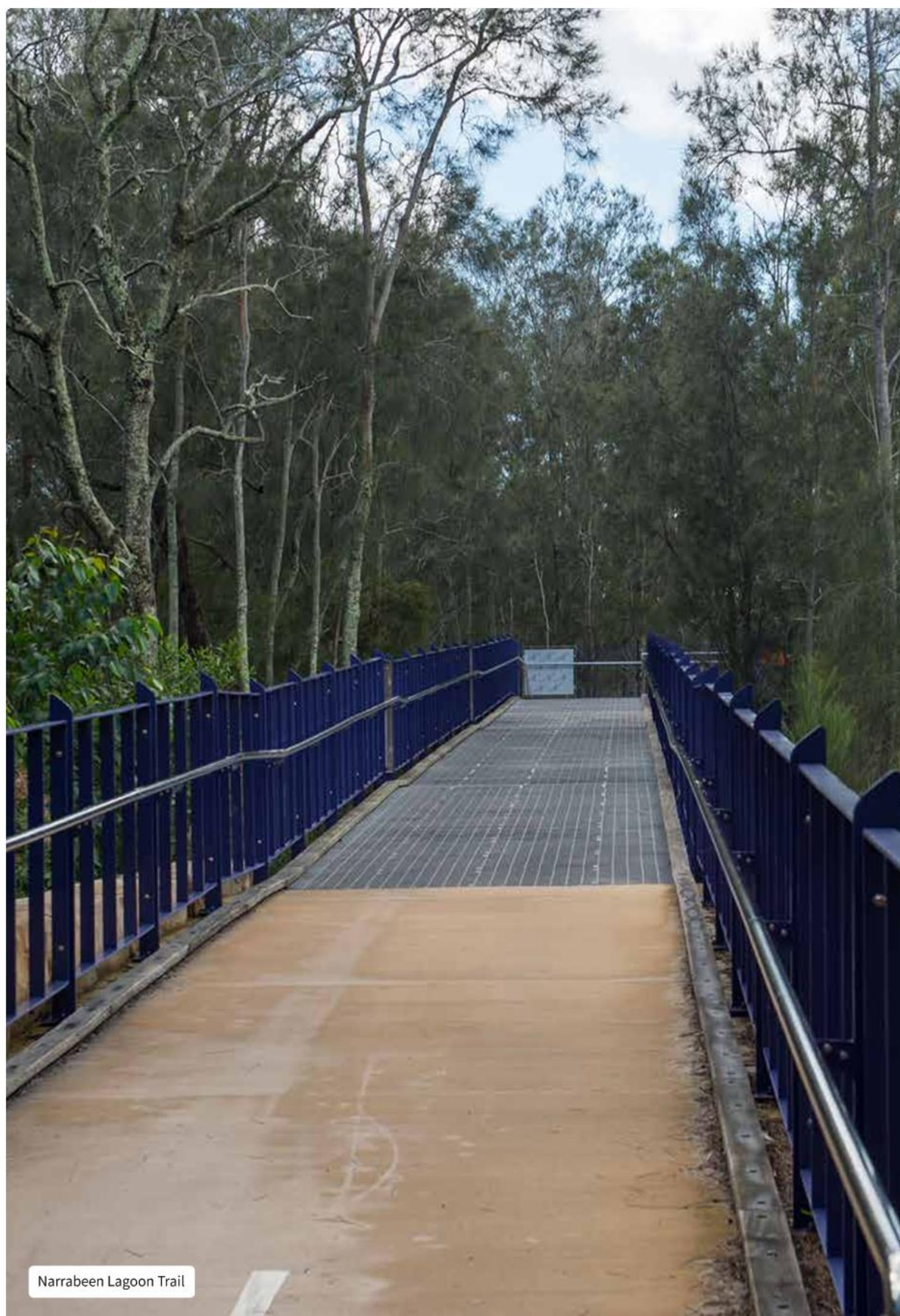
Council offers programs and services that provide information, education and build awareness about access and inclusion.

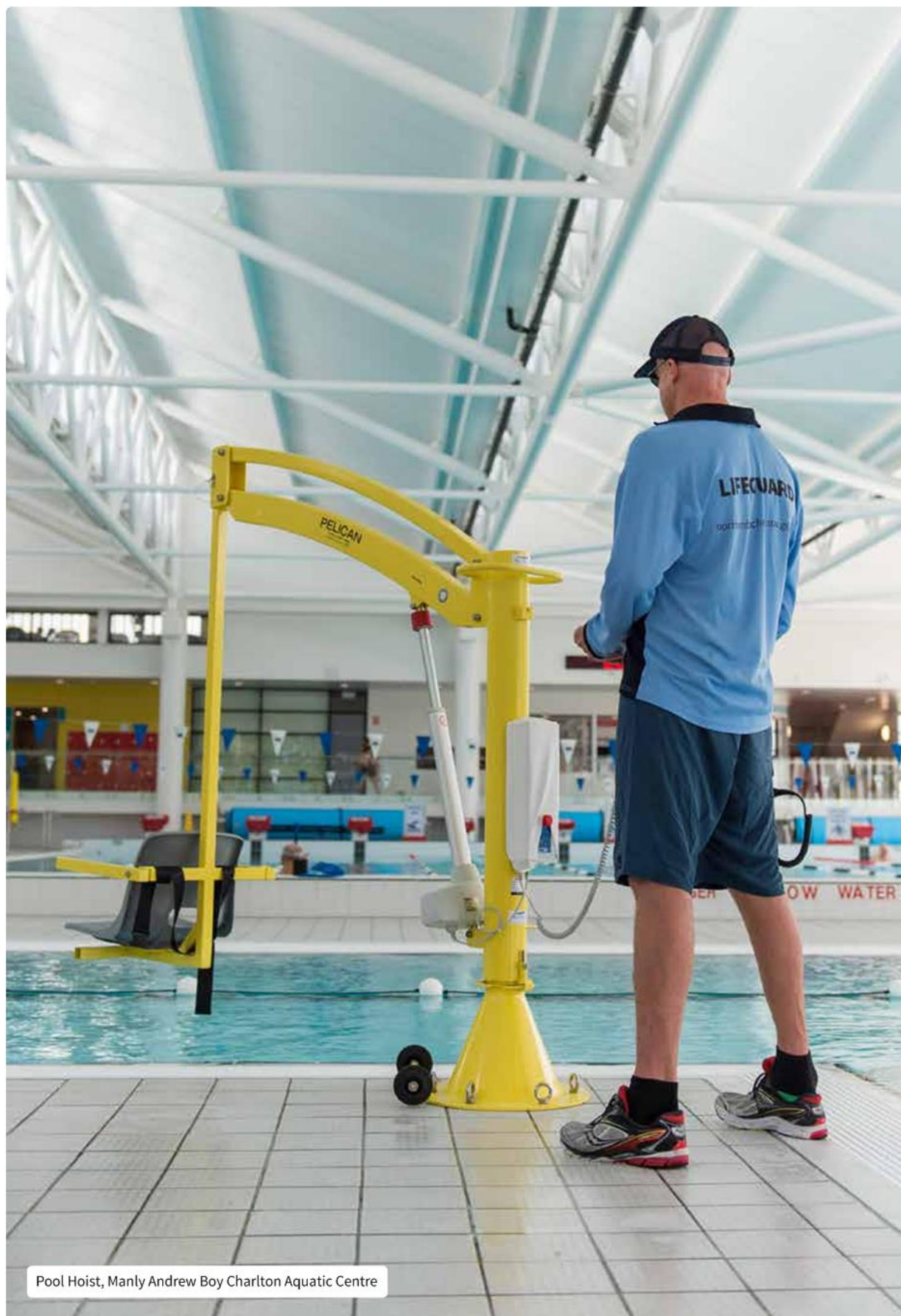


Facilities and Infrastructure that Support Access and Inclusion

New and upgraded facilities and infrastructure projects aim to improve access and inclusion. This includes new and upgraded buildings, community centres, wharves, recreation trails, aquatic centres, rock pools, footpaths, kerb ramps, bus stops and accessible parking.







Pool Hoist, Manly Andrew Boy Charlton Aquatic Centre



Avalon Recreation Centre



Bus Stop Upgrade Program



Narrabeen Lagoon Trail

8.0 DEVELOPING THE PLAN

8.1 Consultations

In preparing this plan, Urbis were engaged to facilitate the consultation activities which were held with internal and external stakeholders between November 2016 and February 2017.

The objective of the consultation process was to ensure the Northern Beaches DIAP reflects local aspirations and needs for accessibility and inclusion, by engaging with a range of stakeholders, including people with disability, community representatives, service providers and staff from across Council.

A copy of the full Northern Beaches Council Disability Inclusion Action Plan Consultation Report, compiled by Urbis, can be found on the website.

8.1.1 Consultation Methods

Consultation was undertaken with a range of stakeholders, both internal and external. Consultation methods are outlined in Table 1.

Table 1 - Summary of consultation activities

Consultation method	Details	Participation
Community survey	<ul style="list-style-type: none"> Available online and in hard copy (accessible formats were made available to participants) Open 9 November 2016 to 9 December 2016 Dissemination method: snowball approach via Council's network, website and social media 	n=109
Community forums (x2)	<ul style="list-style-type: none"> 29 November 2016 - 6 - 8.30pm, Pittwater RSL 1 December 2016 - 10am - 12.30pm, Dee Why RSL Accessible venue. Hearing loop technology available at Dee Why and Auslan interpreters present at both sessions. Accessible formats were made available to participants. 	n=10 n=21
Workshops with service users (x2)	<ul style="list-style-type: none"> 6 December 2016 - 10 - 11.30am, Pioneer Clubhouse 6 December 2016 - 1 - 2.30pm, Cerebral Palsy Alliance Accessible venue. Assistive technology was used by participants as required. 	n=10 n=11
Internal consultations	<p>Several internal workshops held with staff - including an educational briefing, and Barriers and Opportunities workshops.</p> <p>Follow up meetings held with Executive Managers to agree on strategies and actions</p>	

8.2 Council's Role

During the consultation activities, Council was identified as having the following key roles in supporting inclusion and access:

- Role model - Council has a key role to play as a leader and role model for best practice inclusion and access initiatives
- Advocate - Council is in a position to be able to lobby State and Federal governments to secure funding and other forms of support for disability inclusion and access initiatives
- Advisor - Council is in a unique position to provide advice to non-government and community organisations and local businesses on local disability inclusion and access issues
- Educator - Council is also in a unique position to provide information, education and training to the broader community on disability inclusion and access issues
- Policy maker - Council can influence disability inclusion and access outcomes through writing clear policies which prioritise key issues
- Consent authority - As the key development consent authority in the Northern Beaches LGA, Council can support better disability inclusion and access in residential and commercial zones through development compliance frameworks
- Land owner - Council has control over land it owns, and can facilitate better disability inclusion and access through improvements to the public realm and community facilities
- Service provider - As a provider of community services, Council can support disability initiatives and encourage other services to be inclusive
- Funder - Council can fund and support disability services, events and initiatives offered by non-government organisations
- Event planner - Council can plan and run inclusive and accessible events
- Employer - As the biggest employer in the Northern Beaches, Council can influence inclusion and access outcomes through establishing best practice employment practices and committing to the meaningful employment of people with disability.

8.3 Key Focus Areas

The Northern Beaches Disability Inclusion Action Plan has been developed around the four key areas supporting the NSW Disability Inclusion Plan.

Table 2 - Four key focus areas

Focus area	Aim
Focus Area 1: Developing positive community attitudes and behaviours	To build community awareness of the rights and abilities of people with disability, and to support the development of positive attitudes and behaviours towards people with disability.
Focus Area 2: Creating liveable communities	To increase participation of people with disability in all aspects of community life, through targeted approaches to address barriers in housing, learning, transport, health and wellbeing.
Focus Area 3: Supporting access to meaningful employment	To increase the number of people with disability in meaningful employment, thereby enabling people with disability to plan for their future and exercise choice and control as a result of economic security.
Focus Area 4: Improving access to mainstream services through better systems and processes	To ensure that people with disability are able to make informed choices about available Council services and for access to services to be easy and efficient.



FOCUS AREA 1

DEVELOPING POSITIVE COMMUNITY ATTITUDES AND BEHAVIOURS

Aim: To build community awareness of the rights and abilities of people with disability, and to support the development of positive attitudes and behaviours towards people with disability.¹³

Public attitudes are determined by a community's experience and knowledge of disability.¹⁴ Attitudes towards people with a disability are often determined by ignorance, fear or a lack of opportunity to interact.¹⁵

“People prefer it when I am in a wheelchair. When I walk with my cane people get very uncomfortable” - Community Forum participant

In Australia, there are widespread misconceptions about people with disability. These misconceptions influence the behaviour and attitudes of businesses, governments, individuals and the wider community regarding disability inclusion.

The National Disability Strategy Consultation Report found that a lack of social inclusion and barriers which prevent meaningful participation in the community were the most frequently raised issues among people living with a disability.¹⁶

The attitude and behaviour of communities toward people living with a disability is described as the greatest barrier to social inclusion and participation. Overcoming stereotypes and misconceptions in the community is a key aspect towards achieving an inclusive and engaging society.

Increasing public awareness and creating more opportunities for interaction between people with and without disability will assist in developing positive community attitudes and behaviours.¹⁷

Barriers and Opportunities

The barriers and opportunities to developing positive community attitudes and behaviours on the Northern Beaches were discussed throughout the consultation activities. Consistent with the literature above, the main barriers identified were:

- A lack of awareness and understanding
- Individuals being identified by their disability

The opportunities where Council can assist in developing positive community attitudes and behaviours were identified as:

- Providing opportunities to connect
- Providing education and training to the community and staff
- The normalisation of inclusive media practices

Further descriptions of each of the above barriers and opportunities, as resulting from consultation activities, can be found in Appendix 1.

What does this mean for the Northern Beaches DIAP?

Councils have an important role to play in increasing awareness regarding the contribution of people with disability to their communities and creating opportunities for interaction between people with differing abilities.¹⁸

The Northern Beaches Council has a key part to play in supporting positive community attitudes and behaviours.

FOCUS AREA 2

CREATING LIVEABLE COMMUNITIES

Aim: To increase participation of people with disability in all aspects of community life, through targeted approaches to address barriers in housing, learning, transport, health and wellbeing.¹⁹

Liveable communities provide people with the opportunity to exercise their rights to live, learn, work and play, to belong and to grow old.²⁰ Liveable communities promote social inclusion, choice and opportunity.

People with disability encounter many barriers in the built environment. Inadequate venue access, a lack of appropriate hearing or visual technologies, inaccessible transport options, and unsuitable education facilities are some barriers which are frequently encountered by people living with disability.²¹

“I dream of not having to pre plan and being able to do things on a whim”.

- Service User Workshop participant

The National Disability Strategy Consultation Report found that over 27% of people living with a disability cited a lack of access to the environment as a barrier to their full participation in the community.²² Barriers limit independence and quality of life of people with disability.

Creating liveable communities involves more than just increasing physical accessibility. Liveable communities are also those that have adequate access to participating in community activities, to decision-making, housing and a range of opportunities for social engagement.²³

Barriers and Opportunities

The barriers and opportunities to creating liveable communities on the Northern Beaches were discussed throughout the consultation activities. The main barriers identified were:

- A lack of local disability support services
- Difficulties with transport access around the Northern Beaches and to other parts of Sydney
- Challenges with accessibility in the public domain and retail areas
- Accessibility of Council facilities and buildings
- Housing affordability
- Prohibitive and non-aligned regulations and controls
- Difficulties accessing Council open spaces and recreation facilities

The opportunities discussed where Council could assist in creating liveable communities included:

- Inclusion of people with disability in planning
- Planning controls that influence improved access and inclusion
- Provision of information on access and inclusion
- Universal design principles underpinning all Council projects
- Advocating State and Federal governments for improved access to local disability support services
- Seek opportunities to assist organisations to be located on the northern beaches

Further descriptions of each of the above barriers and opportunities, as resulting from consultation activities, can be found in Appendix 1.

What does this mean for the Northern Beaches DIAP?

Councils play a vital role in community life and can have a strong influence on planning and development of community facilities. The principle of universal access and design underpins Council roles as a service provider, asset owner and consent authority.

The Northern Beaches Council can play a key role in enabling and facilitating liveable communities.

FOCUS AREA 3

SUPPORTING ACCESS TO MEANINGFUL EMPLOYMENT

Aim: To increase the number of people with disability in meaningful employment, thereby enabling people with disability to plan for their future and exercise choice and control as a result of economic security.²⁵

Securing meaningful employment has clear economic and social benefits.²⁶ It contributes to increasing a sense of independence and self-worth; it increases social interaction and mental health; and ultimately it provides choice and control.²⁷

In Australia, employment rates for people with disability are significantly lower than those for people without disability. Statistics show that people with disability have lower participation in the labour force (53% compared to 83% for non-disabled people),²⁸ and are likely to have lower rates of social, community and civic participation.

People living with a disability often express a desire to work. However, they face a lack of opportunity for meaningful employment and workplace development. The National Disability Consultation Report found that over 33% of respondents identified difficulties in employment, ranging from employer discrimination to misconceptions regarding the needs of people with disability.²⁹

“Coming from the perspective of someone with a mental health disability, I would like to see more opportunities for meaningful employment in a safe, secure, non-judgemental, non-exploitative environment which offers a committed system of mentors” - Service User Workshop participant.

People with disability face a range of factors which reduce their opportunity to gain or retain employment. These factors include:

- Inaccessible interview venues and work environments
- Lack of awareness in the workplace
- Inflexible job descriptions
- Rigid application submission process.

Employer attitudes are the biggest barrier for people with disability in securing employment.³⁰ Employers may have misconceptions that employing a person with a disability will cost more, require greater effort, increase workplace safety risks and require major adjustments to the physical workplace environment.³¹

Overall cultural and workplace change is needed to recognise the employability of people living with disability and their role in the workplace.

Barriers and Opportunities

The barriers and opportunities to supporting meaningful employment were discussed throughout the consultation activities. The key barriers identified were:

- A lack of a precedent for best practice in inclusive employment practices
- Individuals being defined by their disability
- Limited employer buy-in
- Perceptions of employer risk and cost
- Transport accessibility and connectivity to employment opportunities
- Accessibility within the workplace
- Competitive labour market
- Perceptions of lower performance capabilities

The key opportunities for Council to supporting meaningful employment included:

- Lead by example in inclusive employment practices
- Capacity building for other Northern Beaches employers regarding overcoming barriers to employing people with disability
- Provide support for local disability employment services
- Contribute to strategic planning of transport, economic development and district planning
- Flexible employment practices

Further descriptions of each of the above barriers and opportunities, as resulting from consultation activities, can be found in Appendix 1.

What does this mean for the Northern Beaches DIAP?

Councils have the opportunity to provide leadership to their community by encouraging the involvement of people with disability in the local workforce.³²

As one of the largest employers on the Northern Beaches, Council has a key opportunity to provide employment for people with disability.

FOCUS AREA 4

IMPROVING ACCESS TO COUNCIL SERVICES THROUGH BETTER SYSTEMS AND PROCESSES

Aim: To ensure that people with disability are able to make informed choices about available Council services and for access to these services to be easy and efficient.

Services and support agencies have a responsibility and a duty to ensure equitable and universal access to service users.

Navigating the systems and processes required to access services and supports can be difficult if services have not considered the needs and requirements of people with disability. Only 20% of Australians living with a severe disability have reported that their support needs for core activities (mobility, self-care, communication) are fully met by the formal support system.³³

Difficulties may result from the quality and training of service staff, lack of accessible communication options, difficulties in accessing information or the ability to provide feedback. More than half (56%) of respondents of the National Strategy Consultation Report stated that current services and programs act as a barrier to, rather than a facilitator of, their social participation.³⁴

To be successful, disability services and supports must work for each individual. Mainstream services need to be flexible and responsive to the needs of all.

Barriers and Opportunities

The barriers and opportunities to improving access to Council services and processes were discussed throughout the consultation activities. The barriers identified included:

- Accommodating diverse needs
- Availability of formats to meet a range of accessibility requirements
- Awareness and understanding of Council staff

The opportunities for improving access to Council services and processes included:

- Additional use of technology to improve access
- Develop accessibility guidelines
- Dedicated disability liaison resources
- Disability awareness training for staff
- Consider improvements as part of the amalgamation transformation process

Further descriptions of each of the above barriers and opportunities, as resulting from consultation activities, can be found in Appendix 1.

What does this mean for the Northern Beaches DIAP?

Council is a key provider of services. There is an opportunity to review systems and processes to enhance inclusion and access.

9.0 DELIVERING THE PLAN

9.1 Strategies

Strategies have been developed to guide Council's approach to overcoming the identified barriers and to take advantage of the opportunities to improve access and inclusion on the Northern Beaches.

Strategies to develop positive community attitudes and behaviours

1. Council demonstrates leadership in positive community attitudes and behaviours.
2. Council events, activities and programs are inclusive for all abilities.
3. Council will collaborate and participate in awareness campaigns with other partners.
4. Council supports inclusion and participation initiatives with partners and community groups.
5. Council will adopt positive and inclusive images of people with all abilities in promotional material, communications and media.

Strategies to create liveable communities

6. Advocate to State and Federal governments for continued disability support services on the Northern Beaches.
7. Support partnerships to improve access and service provision locally.
8. Improve the accessibility of our town centres and villages.
9. Improve neighbourhood connectivity, suburb movement and access.
10. Council includes people with disability and/or relevant technical expertise in policy, strategic planning and advisory forums to assist and inform decision making.
11. Council to promote available education and resource material to support accessible and inclusive events and activities across the community.
12. Improve access to all Council facilities and assets.
 - 12.1 Improve accessibility of Council owned and managed open space and recreation facilities.
 - 12.2 Improve accessibility of Council owned and managed buildings and facilities.
 - 12.3 Improve accessibility and connectivity of Council managed infrastructure.
 - 12.4 Improve accessibility of Council owned and managed bushland and waterways.
 - 12.5 Improve accessibility of beaches rock pools and aquatic centres.
13. Council programs, meetings, resources and services are inclusive for people of all abilities.

Strategies to support access to meaningful employment

14. Ensure Council is a role model and leading employer of people with disability on the Northern Beaches
15. Council partners with and builds capacity of local employers and businesses to increase employment for people with disability on the Northern Beaches
16. Council leverages its position and role in strategic and district planning to influence employment and transport infrastructure

Strategies to improve access to Council services through better systems and processes

17. Develop and promote a range of systems and processes for customers to provide feedback on service experience
18. Ensure services, systems and processes consider and respond to diverse customer requirements
19. Develop accessible resources, supports and pathways to enable participation and access to Council services, facilities and opportunities

9.2 Action Plan

Detailed actions have been developed to address each strategy across the four year life of the DIAP.

The detailed action plan has resulted from extensive community consultation and internal engagement with all areas of Council.

Staff across Council contributed to the development of the strategies and actions which have been endorsed by senior management, who are responsible for delivering and reporting on the actions.

The action plan is presented as a table to outline:

- Individual actions
- The section of Council responsible for completing the actions
- A timeline for completion of the action
- A performance measure for each action
- The strategy that the individual actions support

A full list of actions and detailed descriptions can be found at Appendix 2. Some of the key actions are listed in Table 3.

9.3 Implementation, Monitoring and Evaluation

The implementation of the Northern Beaches DIAP is the responsibility of all areas of Council. Community engagement will continue throughout the implementation.

Each year, Council will report on its progress against the Disability Inclusion Action Plan as part of its Annual Report. The section of the Council's Annual Report relating to the implementation of the plan will be provided to the Minister for Disability Services and the NSW Disability Council.

The Disability Inclusion Action Plan will be reviewed and updated every four years.

Table 3 - Some of the Key Actions

Focus Area 1 - Developing positive community attitudes and behaviours

Code	Action	Strategy	Year
FA1 - 01	Council will develop and support disability awareness education initiatives	3	Ongoing
FA1 - 05	Establish accessibility and inclusion guidelines and toolkit for activities and events	2, 4, 11	Yr 1
FA1 - 09	Use positive and diverse images of people with disability in media and publications to represent our inclusive and diverse community	5	Ongoing

Focus Area 2 - Creating liveable communities

FA2 - 02	Conduct accessibility audits of Council's public facilities and assets	8, 9, 12.1, 12.2, 12.3, 12.4, 12.5	Yrs 1-2
FA2 - 17	Improve access to Council's aquatic centres, rock pools and beaches	12.5, 13	Yr 1 and Ongoing
FA2 - 14	Develop and implement an Affordable Housing Policy and action plan	9, 10	Yr 1 (Develop) Yrs 2 - 4 (Implement)
FA2 - 48	Review the accessibility and inclusiveness of Council meetings	13	Yr 1
FA2 - 50	Ongoing community engagement throughout the implementation of the DIAP	7, 10	Ongoing
FA2 - 12	Develop accessibility maps for all major town and village centres	8, 9, 12.2, 12.3	Yrs 2 - 4

Focus Area 3 - Supporting access to meaningful employment

FA3 - 03	Establish best practice inclusion and access practices in Council workplaces	14	Ongoing
FA3 - 02	Continue to offer equitable employment and volunteering opportunities across Council	14	Ongoing

Focus Area 4 - Improving access to Council services through better systems and processes

FA4 - 01	Research the user experience of systems and processes	17, 18	Yr 1
FA4 - 02	Conduct a document and media accessibility audit	18, 19	Yr 1
FA4 - 06	Council website complies with Web Content Accessibility Guidelines (WCAG)	18	Ongoing

ENDNOTES

- 1 Australian Bureau of Statistics, 2015a
- 2 National Disability Strategy 2010
- 3 Ibid
- 4 Australian Local Government Association, 2016, Disability Inclusion Planning - A Guide for Local Government
- 5 Ibid
- 6 id. Community atlas which is based on the 2011ABS census data
- 7 id. Community atlas which is based on the 2011ABS census data
- 8 ABS Survey of Disability, Ageing and Carers:, Cat No 4430.0
- 9 ABS Survey of Disability, Ageing and Carers:, Cat No 4430.0
- 10 ABS Survey of Disability, Ageing and Carers:, Cat No 4430.0
- 11 .id. Community Profile – Northern Beaches Council 2016
- 12 Sydney North Shore & Beaches Partners in Recovery Data Update No4. April 2016
- 13 NSW Department of Family and Community Services (2015) NSW Disability Inclusion Plan
- 14 NSW DFCS 2015, op. cit., pp. 10
- 15 Ibid.
- 16 Commonwealth of Australia, 2009, Shut Out: The experience of People with Disabilities and their families in Australia
- 17 Ibid
- 18 ALGA 2016, op. cit,
- 19 NSW DFCS 2015, op. cit., pp. 13
- 20 Ibid
- 21 Commonwealth of Australia 2009, op. cit.
- 22 Ibid
- 23 NSW Government 2015, NSW Disability Inclusion Action Planning Guidelines
- 24 ALGA 2016, op. cit., pp. 18
- 25 NSW DFCS 2015, op. cit.,
- 26 PWC 2011, op. cit.
- 27 NSW Government, op. cit.
- 28 Australian Bureau of Statistics, 2013, op. cit.
- 29 Commonwealth of Australia 2009, op. cit
- 30 Ibid
- 31 NSW Government, op. cit.
- 32 ALGA 2016, op. cit., pp. 36
- 33 PWC 2011, op. cit., pp. 16
- 34 Commonwealth of Australia 2009, op. cit., pp. 4

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- Australian Bureau of Statistics (2015), 4430.0.10.001 - Disability, Ageing and Carers, Australia: First Results, 2015.
- Australian Bureau of Statistics (2013) Disability, Ageing and Carers, Australia: Summary of Findings, 2012. Disability - Key Findings. Canberra, ABS.
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- Commonwealth of Australia (2009), Shut Out: The Experience of people with disabilities and their Families in Australia, pp.1-78, ISBN: 978-921380-54-9.
- NSW Department of Family and Community Services (2015), NSW Disability Inclusion Plan
- NSW Local Government (2015), NSW Disability Inclusion Action Planning Guidelines
- PricewaterhouseCoopers (PWC) 2011, Disability expectations: Investing in a better life, a stronger Australia



APPENDIX 1
BARRIERS AND OPPORTUNITIES



APPENDIX 1

BARRIERS AND OPPORTUNITIES

Barriers and Opportunities identified through the consultation activities:

FOCUS AREA 1: Developing positive community attitudes and behaviours

Table 4 - Barriers to positive community attitudes and behaviours

Barriers	Description
Lack of awareness and understanding	There is a general lack of awareness and understanding about disability within the Northern Beaches community. People identify disability mainly in terms of physical disability. Non-visible disability is often not recognised or understood. There are particular assumptions and stigma in relation to mental health issues.
Individuals defined by their disability	The focus on disability rather than ability can mean people's contributions and strengths are not recognised or valued in the community. It can also lead to "excellence through the lens of disability" (community forum participant), whereby individuals are applauded for their achievements in a tokenistic or patronising way.

Table 5 - Opportunities to assist in developing positive community attitudes and behaviours

Opportunities	Description
Opportunities to connect	Council has a role in bringing people together, enabling community connections, and celebrating abilities and contributions.
Education	There is an opportunity to build positive attitudes and behaviours through education and training, particularly from a young age.
Inclusive media practice and imagery	The inclusion of people with disability in mainstream media and imagery makes representation routine, rather than by exception.

FOCUS AREA 2: Creating liveable communities

Table 6 - Barriers to creating liveable communities

Barriers	Description
Access to disability support services	There is a particular issue around a lack of local services to support people with disability and housing options to allow people to age in place. This can mean that people may need to relocate, or travel outside their local community to access disability services and appropriate housing.
Transport access around the LGA and to other parts of Sydney	Participants reported the challenges associated with a lack of transport access, both around the LGA and to other parts of Sydney. Within the LGA, community facilities, services, housing and employment may not be within reach of accessible transport. Proximity to accessible transport to other parts of Sydney may also be limited.
Accessibility in the public domain and retail areas	There are a range of challenges associated with limited physical accessibility in the public domain and retail areas. This includes the quality and accessibility of footpaths, ramps, toilets, parking spaces, lifts, shop entries etc. There is a particular issue in retail areas around accessibility for people with non-physical disability, such as the need for quiet space for people with autism, or adult change tables.
Accessibility of Council facilities and buildings	Some older Council facilities do not fully cater to a range of needs, including physical access, assistive technology (e.g. hearing aid loops), way finding (e.g. graphic and braille signage) and other non-physical considerations such as the need for quiet space for people with autism, or adult change tables for people with intellectual disability.
Housing affordability	People with disability may not be as financially secure as others in the community, due to barriers to meaningful employment. Lack of affordable housing is a particular issue for people with disability. Participants also reported a lack of specialised housing in the Northern Beaches, such as group homes.
Prohibitive and non-aligned regulations and controls	Council regulations and controls may not have been developed with inclusiveness in mind. Different regulations can be contradictory and inconsistent with others in relation to disability inclusion.
Accessibility of Council open space and recreation facilities	There is limited accessibility to and at some beaches, reserves, open spaces and parks. Accessibility includes useability and it can be challenging to accomodate all disabilities in all locations, for example, families with children with Autism Spectrum Disorder prefer playgrounds with fences, but it is neither feasible or desirable to fence all playgrounds.

Table 7 - Opportunities to assist in creating liveable communities

Opportunities	Description
Inclusion of people with disability in planning	There is an opportunity to include people with disability in planning processes to ensure inclusion and access is integral to planning and development.
Planning controls and policies	Use of planning controls and Council policies to influence access and inclusion.
Information provision	Provision of practical information on access and inclusion in the Northern Beaches.
Universal design	Universal design principles are considered during the planning of all Council projects.
Advocacy	There is an opportunity to advocate to State and Federal authorities for improved access to disability support services locally.
Support organisations to be located in the LGA	Explore opportunities to support organisations to be located in the LGA.

FOCUS AREA 3: Supporting access to meaningful employment

Table 8 - Barriers to supporting access to meaningful employment

Barriers	Description
Lack of a precedent	There are currently no known precedents in the LGA for best practice in inclusive employment.
Individuals defined by their disability	People with disability are often defined by others in terms of their disability. There are also preconceived ideas about what people with disability can and cannot do. The focus on disability rather than ability can mean individuals' contributions and strengths are not recognised or valued in the workplace.
Limited employer buy-in and perception of risk	Employer buy-in to inclusive employment practices is limited by fears about costs and requirements.
Transport accessibility and connectivity to employment opportunities	On the Northern Beaches, employment opportunities may not be located close to where people live, and may not be within reach of accessible transport.
Accessibility within the workplace	Within the workplace itself, there may not be available support to meet the requirements of people with disability. This includes accessibility requirements, as well as flexible working arrangements.
Competitive labour market	In a highly competitive labour market, employment opportunities may be more limited
Perceptions of performance	There can be a perception that people with disability may not contribute fully as team members. This may lead to an assumption among colleagues and managers that other team members may need to 'carry' or compensate for a person with disability.

Table 9 - Opportunities to support access to meaningful employment

Opportunities	Description
Leadership	Council can promote inclusive employment practices by acting as a role model for other organisations and local businesses.
Capacity building	Council can provide support and advice for other employers in the Northern Beaches regarding employment issues and overcoming barriers.
Support for employment services	Council can support and promote local employment services, especially those with a focus on disability.
Strategic planning and delivery	Council can continue to inform and support strategic planning and delivery of transport planning, economic development, and district planning.
Flexible employment practices	Council can encourage more flexible work practices that meet the needs of employees with a range of abilities.

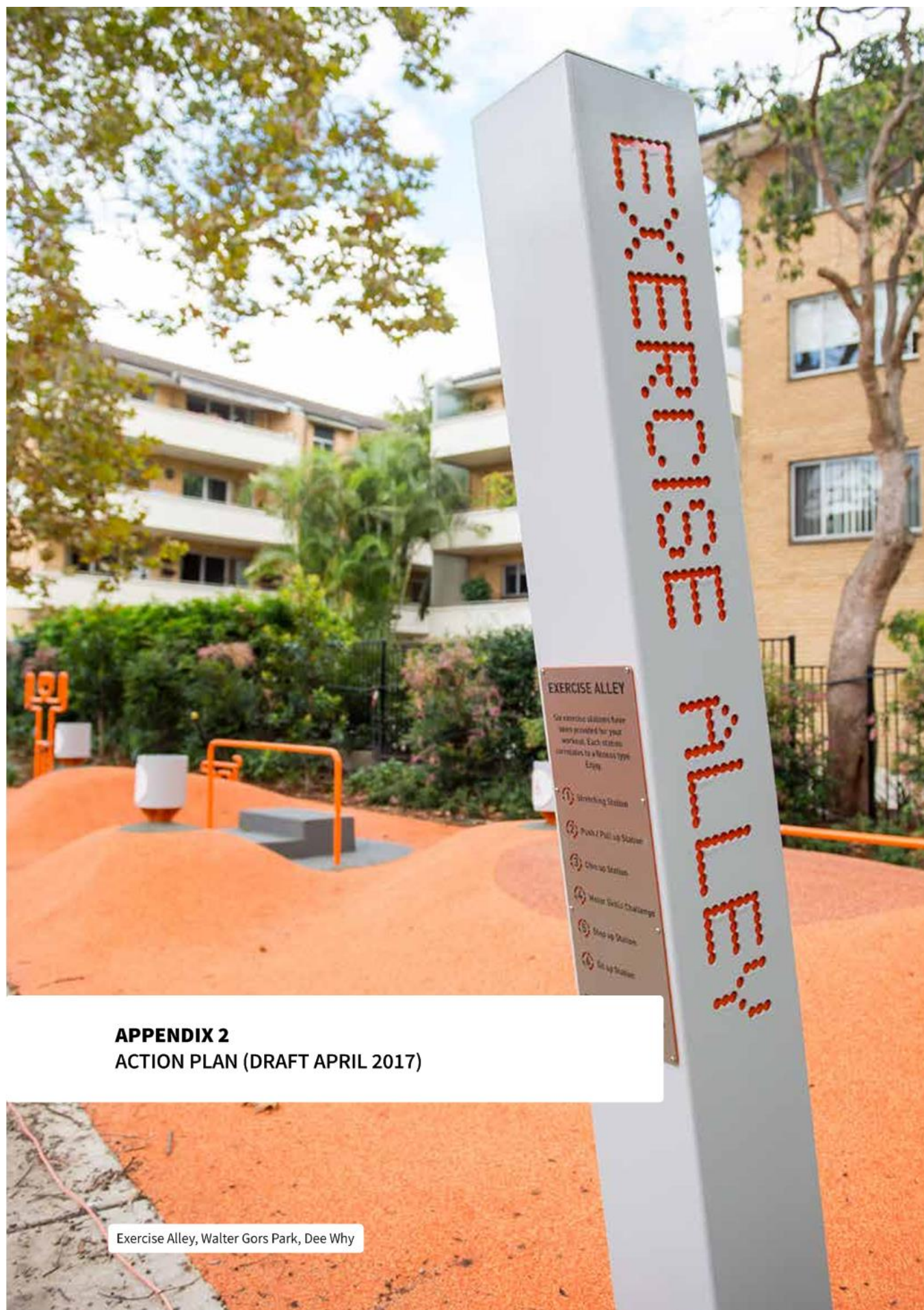
FOCUS AREA 4: Improving access to Council services and processes

Table 10 - Barriers to improving access to Council services and processes

Barriers	Description
Diverse needs	Current systems and processes do not accommodate diversity of needs and access requirements.
Accessible formats	Many Council documents and media are currently unavailable in formats to meet a range of accessibility requirements. There is limited use of assistive technology. There is limited use of alternative formats.
Awareness and understanding of Council staff	Ensuring Council staff are aware of the needs of people with disability and the availability of resources and services to assist with communication and accessing systems and services.

Table 11 - Opportunities to improve access to services and processes

Opportunities	Description
Use of technology	There is an opportunity to explore the additional use of technology to improve access to information and services.
Accessibility guidelines and resources	There is an opportunity to develop accessibility guidelines for staff.
Establishing dedicated Council resources	Dedicating Council resources to liaise between the community and Council on disability issues.
Training	Training of Council staff to increase disability awareness and confidence.
Change management	There is an opportunity to review and consider systems and processes as part of the amalgamation change management and transformation process.



APPENDIX 2
ACTION PLAN (DRAFT APRIL 2017)

Exercise Alley, Walter Gors Park, Dee Why

APPENDIX 2

ACTION PLAN (DRAFT APRIL 2017)

FOCUS AREA 1: Developing positive community attitudes and behaviours

Aim: To build community awareness and inclusion of people with disability, and to support the development of positive attitudes and behaviours towards people with disability.

Strategies to develop positive community attitudes and behaviours

1. Council demonstrates leadership in positive community attitudes and behaviours.
2. Council events, activities and programs are inclusive for all abilities.
3. Council will collaborate and participate in awareness campaigns with other partners.
4. Council supports inclusion and participation initiatives with partners and community groups.
5. Council will adopt positive and inclusive images of people with all abilities in promotional material, communications and media.

Table A - Actions to support the strategies for developing positive community attitudes and behaviours

Code	Actions	Description	Responsibility	Timing	Performance Measure	Strategy
FA1-01	Council will develop and support disability education and awareness initiatives	Council will support and implement education and awareness campaigns in partnership with others. For example, International Day of People with Disability, Mental Health Awareness Week, R U OK Day, Carers Day etc.	Community, Arts & Culture Library Services Community Engagement & Communications	Ongoing	Delivery of annual awareness campaigns	3
FA1-02	Internal education and awareness training	Develop and expand disability awareness education and training for staff, through inductions or ongoing training opportunities. Topics may include a general awareness of disability, expected codes of conduct, communications, flexible practices, strategies for supporting people living with disability, accessibility requirements, the use of assistive technology, alternative formats and available resources and supports.	Human Resources (Scoping) All business units (Implementation)	Yr 1 (design) Ongoing (Implementation)	Disability awareness and education incorporated into staff inductions	1

FA1-03	External education and training programs	Council will design and facilitate inclusion education and training programs to a range of audiences (e.g. local business, local services, community groups, residents). This includes a program to encourage shops to improve access.	Library Services Community, Arts & Culture Community Engagement & Communications	Ongoing	Delivery of annual inclusion education program	1
FA1-04	Inclusive events and activities	Council major events and activities are inclusive for people of all abilities.	Community Engagement & Communications Community, Arts & Culture Children's Services Parks & Recreation Library Services Property Natural Environment & Climate Change Transformation & Performance Governance & Risk	Ongoing	Inclusion is factored into all event and activity planning. Major events and activities are inclusive.	2
FA1-05	Establish accessibility and inclusion guidelines and toolkit for activities and events	Develop accessibility and inclusion policy, guidelines and toolkit for Council events. The guidelines will be integrated into relevant Council policies to ensure compliance. The toolkit will guide internal planning of activities and events and may also be promoted externally to guide the planning of non-Council events.	Community Engagement & Communications	Yr 1	Accessibility and inclusion guidelines and toolkit are developed	2, 4, 11
FA1-06	Establishment of inclusion conditions in funding agreements	Council to establish minimum inclusion conditions, to be met by all organisations who receive funding and fee waivers from Council.	Chief Executive Officer	Yr 1	Conditions developed and implemented	2, 4
FA1-07	Inclusion awards	Council will support biennial inclusion awards to recognise local businesses and community organisations demonstrating best practice.	Community, Arts & Culture Community Engagement & Communications External partners	Biennial Yrs 2&4	Awards held biennially	4

Code	Actions	Description	Responsibility	Timing	Performance Measure	Strategy
62 FA1-08	Report on Council initiatives	Council will demonstrate leadership by highlighting its own initiatives and set the benchmark for other organisations, for example through the annual report, social media and media releases.	Transformation and Performance Community Engagement & Communications	Annual	Annual reporting of initiatives	1, 5
FA1-09	Diverse imagery and representation	Council will use positive images of people with disability in media and publications to represent our inclusive and diverse community.	Community Engagement & Communications	Ongoing	Diverse imagery incorporated into Council media and publications	5

FOCUS AREA 2: CREATING LIVEABLE COMMUNITIES

Aim: To increase participation of people with disability in all aspects of community life, through targeted approaches to address barriers in housing, learning, transport, recreation, health and wellbeing.

Strategies for creating liveable communities:

6. Advocate to state and federal governments for continued disability support services on the Northern Beaches.
7. Support partnerships to improve access and service provision locally.
8. Improve the accessibility of our town centres and villages.
9. Improve neighbourhood connectivity, suburb movement and access.
10. Council includes people with disability and/or relevant technical expertise in policy, strategic planning and advisory forums to assist and inform decision making.
11. Council to promote available education and resource material to support accessible and inclusive events and activities across the community.
12. Improve access to all Council facilities and assets.
 - 12.1 Improve accessibility of Council owned and managed open space and recreation facilities.
 - 12.2 Improve accessibility of Council owned and managed buildings and facilities.
 - 12.3 Improve accessibility and connectivity of Council managed infrastructure.
 - 12.4 Improve accessibility of Council owned and managed bushland and waterways.
 - 12.5 Improve accessibility of beaches, rock pools and aquatic centres.
13. Council programs, meetings, resources and services are inclusive for people of all abilities

Table B - Actions to support the strategies for creating liveable communities

Code	Action	Description	Responsibility	Timing	Performance Measure	Strategy
FA2-01	Identify Council's top 10 public assets/ locations to be accessible	Review Council's key assets and locations and determine those for which the community would expect to be accessible. The review should include major facilities, tourist spots and high use assets such as libraries, community centres and beaches. Prioritise and fund improvement works to bring them up to the expected level of service.	Transformation & Performance Property Parks & Recreation Transport & Civil Infrastructure Capital Projects Library Services	Yr 1-2	Top 10 assets identified	8, 9, 12.1, 12.2, 12.3, 12.4, 12.5
FA2-02	Conduct accessibility audits of Council's public facilities and assets	Conduct accessibility audits. Each relevant business unit to scope priorities for ongoing accessibility audits. Identify what is already completed, what is programmed, gaps and future priorities. Assets and locations to consider include parks, reserves, sporting facilities, playgrounds, buildings, facilities, amenities, recreation pathways, footpaths, accessible parking, Council owned and managed carparks, bushland, waterways, beaches and rock pools. Focus to be on physical, intellectual and sensory accessibility improvements, including wayfinding.	Parks & Recreation Property Community Engagement & Communications Transport & Civil Infrastructure Natural Environment & Climate Change Library Services	Yrs 1-2	Audits completed	8, 9, 12.1, 12.2, 12.3, 12.4, 12.5
FA2-03	Implementation of priority asset improvements	Implement program of improvements to accessibility and inclusion according to the outcomes and priorities of the asset audits.	Property Parks & Recreation Community Engagement & Communications Transport and Civil Infrastructure Natural Environment & Climate Change Library Services	Yrs 2 - 4	Priority improvements incorporated into annual business plans and Council's delivery program	8, 9, 12.1, 12.2, 12.3, 12.4, 12.5

FA2-04	Inclusive, accessible and universal design of Council projects	Inclusive, accessible and universal design for all Council projects, including new and renewed capital projects, master planning, place planning and infrastructure planning.	Strategic & Place Planning Capital Projects Community Engagement & Communications Property Parks & Recreation Natural Environment & Climate Change Transport & Civil Infrastructure	Ongoing	Inclusion and access incorporated into project planning documentation	8, 9, 10, 12.1, 12.2, 12.3, 12.4, 12.5
FA2-05	Implementation of the Connecting Northern Beaches Coastal Walkway project	Sections of the coastal walkways to be accessible where feasible.	Capital Projects	Yrs 1-2	Works completed	12.1, 12.3, 12.4, 12.5
FA2-06	Implementation of the recreational trails renewal program	Trail renewals are aimed at improving pathway connections to ensure they are accessible for people of all abilities.	Parks & Recreation	Ongoing	Program implemented	12.1, 12.3, 12.4, 12.5
FA2-07	Improvements to Warriewood Valley pedestrian and cycleway network	Path connections to be built to accessible standards and provide equitable access to natural areas.	Parks & Recreation	Yrs 1-2	Works completed	12.1, 12.3, 12.4
FA2-08	Little Manly Boardwalk	Improving the connectivity and accessibility of the beachfront by linking existing pathways.	Parks & Recreation	Yr 1	Works completed	12.1, 12.3, 12.4, 12.5
FA2-09	Narrabeen Lagoon Trail Aquatic Boardwalk	New boardwalk to replace existing narrow trail adjacent Wakehurst Parkway near Bilarong Reserves. Path will be 2.5 meters wide and fully accessible.	Parks & Recreation	Yrs 1-2	Works completed	12.1, 12.3, 12.4
FA2-10	Program of upgrades to footpaths, kerb ramps and bus stops	New and renewed footpaths, kerb ramps and bus stops to be accessible in line with Australian standards where possible. Priority bus stops upgraded to meet Disability Standards for Accessible Public Transport (DSAPT) guidelines.	Transport & Civil Infrastructure	Ongoing	Annual reporting	12.3

66

Code	Actions	Description	Responsibility	Timing	Performance Measure	Strategy
FA2-11	Develop and implement Pedestrian Access and Mobility Plans (PAMP)	Council to develop, implement and review Pedestrian Access and Mobility Plans (PAMP) as required and consider all aspects of planning for growth of town centres.	Transport & Civil Infrastructure Strategic & Place Planning	Ongoing	PAMPs developed for all major planning projects, incorporating access and inclusion	12.3
FA2-12	Develop accessibility maps for all major town and village centres	Accessibility maps produced for major town and village centres to assist people to make their way around easily and to locate facilities such as accessible toilets, and also to understand where potential barriers may be such as stairs and hills.	Community Engagement & Communications Community, Arts & Culture	Yrs 2-4	Maps developed	8, 9, 12.2, 12.3,
FA2-13	Review of accessible parking provision	Conduct an audit of accessible parking spaces on Council owned and managed land, including community centres, council buildings, reserves, beaches, libraries, sportsfields, childcare centres, customer service branches and Council owned and managed car parks. Conduct a needs analysis and prioritise improvements to provision.	Transport & Civil Infrastructure Parks & Recreation	Yrs 1-2	Review complete	12.3
FA2-14	Develop and implement an Affordable Housing Policy and action plan	People living with a disability are often lower income earners. Affordable housing on the northern beaches is a need identified for people living with a disability as it is with seniors, key workers and lower income earners generally.	Strategic & Place Planning	Yr 1 (develop) Yrs 2-4 (implementation)	Policy adopted	9, 10
FA2-15	Review and update Council's Development Control Plans (DCPs) to make provision for 10% adaptable housing for new medium and high density developments	Council should aim for best practice in terms of adaptable housing provision for new medium and high density developments.	Strategic & Place Planning	Yrs 3-4	DCPs updated	9, 10
FA2-16	Maintain the current level of service for access to Council's aquatic centres, rock pools and beaches	Replace the aging FreeWheeler wheelchairs at Manly and Collaroy beaches.	Property Parks & Recreation	Yr 1 Ongoing	FreeWheelers replaced	12.5

FA2-17	Improve access to Council's aquatic centres, rock pools and beaches	Provide wheelchairs for both aquatic centres to fit into existing pool hoists. Investigate options for improving access to the beach at Collaroy.	Property Parks & Recreation	Yr 1 Ongoing	Wheelchair access provided for pool hoists Improved beach access at Collaroy	12.5
FA2-18	Implementation of the Rock Pool Renewal Program	Renewal program focuses on improving the safety, access and useability of Council's rock pools, for people of all abilities.	Parks & Recreation	Ongoing	Annual reporting	12.1, 12.5
FA2-19	Develop and implement a process to book use of the beach FreeWheeler	Develop, implement and promote a simple process for community members to book use of the beach FreeWheeler.	Property Parks & Recreation	Yr 1-2	Process implemented	12.5, 13
FA2-20	Currawong wharf upgrade	Renewal and refurbishment of wharf, including upgrades and additional to allow for accessibility requirements.	Property	Yr 1	Works completed	12.1, 12.2, 12.3, 12.4, 12.5
FA2-21	Mackerel Beach wharf upgrade	Renewal and refurbishment of wharf, including upgrades and additional to allow for accessibility requirements.	Property	Yr 1	Works completed	12.1, 12.2, 12.3, 12.4, 12.5
FA2-22	Warriewood Valley recreation space	A new park with accessible pathways, picnic shelters, BBQs and a bridge connecting to nearby Rocket Park.	Parks & Recreation	Yrs 1-2	Works completed	12.1, 12.3, 12.4
FA2-23	Implementation of the playground renewal program	All playground renewals consider opportunities for improving inclusiveness and accessibility of the site, through path connections and the incorporation of inclusive play items and fencing where appropriate.	Parks & Recreation	Ongoing	Program implemented	12.1, 12.3
FA2-24	Inclusive play and new pathways at Manly Dam	A component of the Stronger Communities Fund includes funding for a regional inclusive playground at Manly Dam.	Parks & Recreation Capital Projects	Yrs 1-2	Works completed	12.1, 12.3, 12.4
FA2-25	Inclusive play at Lionel Watts, Frenchs Forest	A component of the Stronger Communities Fund includes funding for a regional inclusive playground at Lionel Watts, Frenchs Forest.	Parks & Recreation Capital Projects	Yrs 1-2	Works completed	12.1, 12.3
FA2-26	Parks Road Reserve, Collaroy, playground and pathway lighting	Inclusive play elements, path connections and lighting.	Parks & Recreation	Yr 2	Works completed	12.1, 12.3

68

Code	Actions	Description	Responsibility	Timing	Performance Measure	Strategy
FA2-27	Berry Reserve playground upgrade	To incorporate elements of inclusive play and connecting pathways.	Parks & Recreation	Yr 1	Works completed	12.1, 12.3
FA2-28	Review of accessible toilets	Review Council owned and managed accessible toilets with a view to implementing improvements. Council assets and locations to include key buildings, libraries, high traffic areas, tourist spots, beaches, reserves and parks.	Property Parks & Recreation	Yrs 1-2	Review completed	12
FA2-29	Integrated accessible amenities	Accessible amenities will be integrated into all new Council buildings and facilities and capital improvement projects.	Property Capital Projects Parks & Recreation	Ongoing	New and capital improvement projects to include integrated accessible amenities	8, 12.2, 12.3
FA2-30	Collaroy Beach accessible toilet and accessibility upgrades	As part of the adopted Masterplan for the Collaroy Accessibility Precinct, ramp access will be provided from Beach Road to the promenade and new accessible amenities will be build adjacent to the rock pool.	Capital Projects Parks & Recreation	Yr 1	Works completed	12.1, 12.2, 12.3, 12.4, 12.5
FA2-31	Manly Dam amenities renewal	Amenities upgrade including improved accessibility.	Property	Yr 1	Works completed	12.2
FA2-32	North Narrabeen rock pool amenities renewal	Amenities upgrade including improved accessibility.	Property	Yr 1	Works completed	12.2
FA2-33	Nolans Reserve sports amenities renewal	Amenities upgrade including improved accessibility.	Property	Yr 1	Works completed	12.2
FA2-34	Killarney Heights Oval public amenities renewal	Amenities upgrade including improved accessibility.	Property	Yrs 1-2	Works completed	12.2
FA2-35	Cromer Park West amenities renewal	Amenities upgrade including improved accessibility.	Property	Yr 1	Works completed	12.2
FA2-36	Whale Beach public amenities renewal	Amenities upgrade including improved accessibility.	Property	Yr 2	Works completed	12.2

FA2-37	East Esplanade public amenities upgrade	Amenities upgrade including improved accessibility.	Property	Yr 1	Works completed	12.2
FA2-38	Public amenities works program	Ongoing program of improvements to public amenities, including improvements to accessibility.	Property	Ongoing	Program implemented	12.2
FA2-39	Beacon Hill Community Centre and Youth Club upgrade	Upgrade to include improvements to accessibility.	Property	Yr 1	Works completed	12.2
FA2-40	Disability access (DDA) compliance works	Ongoing program of works to bring Council assets into line with current guidelines.	Property	Ongoing	Program implemented	12.2
FA2-41	Council's library programs, resources and services are inclusive and accessible	Council's libraries provide a range of accessible and inclusive programs such as home library services and children's programs. Catalogues and resources are available in a variety of formats to accommodate all abilities.	Library Services Community Engagement & Communications	Ongoing	Programs, resources and services are inclusive	13
FA2-42	Council's child care services are inclusive and accessible	Council's child care services are inclusive and accessible for children with additional needs. This includes long day care, pre-school, vacation and family day care services and centres.	Children's Services	Ongoing	Child care services are inclusive	13
FA2-43	Maintain and review as necessary the Children's Services policies relating to access and inclusion	Children's Services policies cover access and inclusion and these policies are reviewed regularly.	Children's Services	Ongoing	Polices maintained	13
FA2-44	Council's community focused programs are inclusive and accessible	Council's community focused programs for youth, seniors and family are inclusive and accessible.	Community, Arts & Culture	Ongoing	Programs are inclusive	13
FA2-45	Provide disability liaison staff	Council continues to employ a Disability Information Officer to liaise with the community and provide up-to-date information. Council libraries also provide disability liaison.	Community, Arts & Culture Library Services	Ongoing	Liaison staff employed	13
FA2-46	Produce and distribute a disability newsletter	Council continues to produce and distribute a disability newsletter on a regular basis. The newsletter will be review to ensure that it continues to meet the needs of the community.	Community, Arts & Culture	Ongoing	Newsletter distributed	13

70

Code	Actions	Description	Responsibility	Timing	Performance Measure	Strategy
FA2-47	Council's environmental education programs are inclusive and accessible	Council's environmental education activities provide a range of accessible and inclusive programs.	Natural Environment & Climate Change	Ongoing	Programs are inclusive and accessible	13
FA2-48	Review the accessibility and inclusiveness of Council meetings	Review the accessibility and inclusiveness of Council meetings to ensure that additional needs can easily be accommodated as required. Research options for subtitled or closed caption webcasts and provision of hearing loops.	Governance & Risk	Yr 1	Meetings are inclusive	13
FA2-49	Establishment of an expert Access Panel	Council to establish an Access Panel to support future planning and decision making. The panel will be promoted across Council business units. This may include people with relevant technical expertise and/or lived expertise, to advise Council as required on a paid basis.	Community, Arts & Culture Finance	Yr 1 Ongoing	Panel established	7, 8, 9, 10, 12
FA2-50	Ongoing community engagement throughout the implementation of the DIAP	A project page on Council's website will be maintained to provide community members with updates on the implementation of the DIAP and opportunities for further engagement. Community members can register for inclusion on an email database for regular email alerts.	Community, Arts & Culture Community Engagement & Communications	Ongoing	Project page established, with updates posted at least every three months	7, 10
FA2-51	Develop and integrate inclusion participation guidelines into Council's Community Engagement Framework	Ensure inclusion is core to all Council community engagement activities through integration into the Community Engagement Framework, potentially via the addition of an appendix.	Community Engagement & Communications	Yr 1	Guidelines developed	10

FA2-52	Online disability inclusion and access information hub	<p>Council will consolidate and promote an information hub on the new website.</p> <p>The information hub will provide practical information on inclusion and access across the Northern Beaches – e.g. accessible transportation options, location of accessible playgrounds and precincts, disability services, promotion of events and employment opportunities, links to other resources and supports.</p> <p>Links to be created between the hub and the library website.</p>	<p>Community, Arts & Culture</p> <p>Community Engagement & Communications</p> <p>Library Services</p>	Yrs 1-2 (set up) Ongoing	Hub established	7, 11, 12
FA2-53	Advocacy and partnership	<p>Continue to advocate and collaborate in partnership with other levels of government for disability provision and support on the Northern Beaches.</p>	All units as and when appropriate	Ongoing	Advocacy and partnerships as required	6

72 FOCUS AREA 3: SUPPORTING ACCESS TO MEANINGFUL EMPLOYMENT

Aim: To increase the number of people with disability in meaningful employment, thereby enabling people with disability to plan for their future and exercise choice and control as a result of economic security.

Strategies for supporting access to meaningful employment:

14. Ensure Council is a role model and leading employer of people with disability on the Northern Beaches
15. Council partners with and builds capacity of local employers and businesses to increase employment for people with disability on the Northern Beaches
16. Council leverages its position and role in strategic and district planning to influence employment and transport infrastructure

Table C - Actions to support the strategies for supporting access to meaningful employment

Code	Action	Strategy	Responsibility	Timing	Performance Measure	Strategy
FA3-01	Advertise Council job opportunities within relevant networks	Council will liaise with peak body and disability service provider networks to advertise employment opportunities. This aims to provide greater reach to people with disability. This may include the promotion of disability access options in job advertisements and the provision of pre and post-employment materials in accessible formats.	Human Resources	Ongoing	Job opportunities promoted via networks	14
FA3-02	Continue to offer equitable employment and volunteering opportunities across Council	Review and expand on current inclusive employment practices.	Human Resources Natural Environment & Climate Change Library Services Community, Arts & Culture Community Engagement & Communications	Ongoing	Opportunities available	14

FA3-03	Establish best practice inclusion and access practices in Council workplaces	Council will lead by example by establishing best practice inclusion and access practices in Council workplaces. This may include flexible working arrangements, providing volunteering opportunities and partnerships with other organisations with a view to skills development and potential employment opportunities, mentoring and strengths focused approach to inclusive employment (i.e. "what contribution can you make?").	Human Resources	Ongoing	Inclusive workplace practices	14
FA3-04	Guidelines for inclusive recruitment and workplace practices	Council will develop and promote guidelines for inclusive and accessible workplaces and employment practices.	Human Resources	Yr 1 Ongoing	Guidelines developed	14, 15
FA3-05	Review and update tendering documentation guidelines/ criteria to ensure procurement processes are inclusive and accessible	To ensure procurement processes are equitable.	Finance Natural Environment & Climate Change Urban & Civil Infrastructure Parks & Reserves	Yr 1	Documentation reviewed	14
FA3-06	Manage growth and change in strategic and district centres and, as relevant, local centres	Access and inclusion considered when managing growth and change in employment and urban services land, including transport access to and between centres and affordable housing.	Strategic & Place Planning	Ongoing	Access and inclusion integrated into project planning methodology	8, 16
FA3-07	Capacity building of local businesses	Develop and implement a seminar on inclusive employment practices and benefits.	Community Engagement & Communications	Yrs 2-4	Seminar developed	14, 15

FOCUS AREA 4: IMPROVING ACCESS TO COUNCIL SERVICES THROUGH BETTER SYSTEMS AND PROCESSES

Aim: To ensure that people with disability are able to make informed choices about available Council services and for access to services to be easy and efficient.

Strategies for improving access to Council services through better systems and processes:

17. Develop and promote a range of systems and processes for customers to provide feedback on service experience
18. Ensure services, systems and processes consider and respond to diverse customer requirements
19. Develop accessible resources, supports and pathways to enable participation and access to Council services, facilities and opportunities

Table D - Actions to support the strategies for improving access to Council services through better systems and processes

Code	Action	Strategy	Responsibility	Timing	Performance Measure	Strategy
FA4-01	Research the user experience of systems and processes	Research and assess the user experience and prioritise improvements where appropriate.	Customer Services Systems & Information Library Services	Yr 1	Priorities for improvements identified	17, 18
FA4-02	Conduct a document and media accessibility audit	Council will conduct an audit of all Council media platforms, documents, forms and booking systems to identify existing strengths and gaps. The audit may recommend the use of technology to improve accessibility (e.g. screen readers, Auslan videos).	Community Engagement & Communications Governance and Risk Transformation & Performance Customer Service Systems & Information	Yr 1	Audit complete	18, 19

FA4-03	Ensure Council resources to access systems and processes are available in a range of formats	Council will ensure information and web content is available in a range of formats (e.g. plain text, Easy Read, accessible PDFs for screen readers), and that additional formats can be requested. This is applicable to Council forms and documents, as well as online media. This may require training for relevant staff.	Community Engagement & Communications All business units	Yrs 2 - 4	Range of formats available	17, 18, 19
FA4-04	Develop guidelines to ensure Council's media platforms and documents are accessible	Develop guidelines to assist Council staff to develop documents, media platforms, forms, website and booking systems that are accessible.	Community Engagement & Communications Systems & Information	Yr 2	Guidelines developed	18, 19
FA4-05	Develop and implement a Digital Transformation Strategy	The changing digital landscape and the creation of a new Northern Beaches Council provides an opportunity to produce a Digital Transformation Strategy to transform the former three Council's digital landscapes into a new desired state.	Transformation & Performance Systems & Information	Yr 1 (Develop) Yrs 2-4 (Implement)	Strategy adopted	17, 18, 19
FA4-06	Council website complies with Web Content Accessibility Guidelines (WCAG)	Web Content Accessibility Guidelines provide a single shared standard for web content accessibility that meets the needs of the community and Council.	Community Engagement & Communications	Ongoing	Web compliance	18
FA4-07	Promote the availability of accessible systems, processes and formats	Promote via the website, customer service offices, libraries and the disability newsletter.	Community Engagement & Communications	Ongoing	Promotions in place	17, 18, 19
FA4-08	Integrate accessibility and inclusion considerations into early stage project planning	Integrate accessibility and inclusion considerations into standard project management methodology.	Transformation & Performance Systems & Information Community Engagement & Communications	Yr 1	Integration complete	18
FA4-09	Build networks with key contacts regarding the best ways to engage	Build networks with key contacts in the community regarding the best ways to ensure that people with disability can engage with Council.	Community, Arts & Culture Community Engagement & Communications	Yr 1	Engagement database established and maintained with key contacts	1, 4, 17, 18



APPENDIX 3

RELEVANT CAPEX PROJECTS FOR 2017-18 (DRAFT)

Many of the actions identified in the Action Plan (Appendix 2) are funded by the capital expenditure (CAPEX) program. Below is a list of some of the key CAPEX projects proposed for 2017-18, totalling over \$20M, that have a strong focus on improving inclusion and access. Note that this draft list is subject to change following the adoption of the final Northern Beaches Council Operational Plan 2017-18.

Project	Project Budget 2017/18	Responsible Business Unit
Collaroy Beach Accessible Toilet and accessibility upgrades	\$1,400,000	Parks & Recreation
Playground New Works - Berry Reserve inclusive playground	\$126,000	Parks & Recreation
Allambie Oval Upgrades - New Playground, multi-use court, pathways	\$40,000	Parks & Recreation
Parks Rd Collaroy playground and pathway lighting	\$25,000	Parks & Recreation
Playgrounds - New and Upgrades	\$50,000	Parks & Recreation
Warriewood Valley - Pedestrian and Cycleway network	\$295,748	Parks & Recreation
Narrabeen Lagoon Trail - Aquatic Boardwalk	\$797,988	Parks & Recreation
Playground Renewal Program	\$710,000	Parks & Recreation
Little Manly Boardwalk	\$55,000	Parks & Recreation
Beach Accessibility Renewals	\$35,000	Parks & Recreation
Aquatic Centre Accessibility	\$12,000	Property
Public Amenities Works Program	\$338,754	Property
Manly Dam Public Amenities Works	\$620,000	Property
Nolans Reserve Sports Amenities Works	\$1,597,906	Property
Cromer Park Sports Amenities West Works	\$145,000	Property
North Narrabeen Rock Pool Amenities Works	\$400,000	Property
Beacon Hill Community Centre and Youth Club	\$875,000	Property
Currawong Wharf	\$300,000	Property

Project	Project Budget 2017/18	Responsible Business Unit
Mackerel Beach Wharf	\$400,000	Property
Disability Access (DDA) Compliance Works	\$48,759	Property
Manly Art Gallery - accessibility investigations	\$38,477	Property
Connecting Communities - Footpaths Programs	\$4,300,000	Capital Projects
Connecting all Through Play - Inclusive Play	\$3,065,000	Capital Projects
Connecting all Through Play - Active Play	\$2,000,000	Capital Projects
Connecting all Through Play - Pilot Project Local Parks	\$35,000	Capital Projects
Manly Laneways	\$1,500,000	Capital Projects
Marine Parade Amenity Building	\$370,000	Capital Projects
Marine Parade Upgrade	\$450,000	Capital Projects
Total	\$20,030,632	

1

Disability Inclusion Action Plan (DIAP)

Submission analysis

15 Submission received during public exhibition of the draft DIAP

Topic	Number of submissions	Comment	Council response
Overall support	6	Various	Noted
	1	Can see the comments from consultation reflected in the DIAP.	Noted
Overall don't support	1	Need for female exclusivity in terms of exclusive areas, classes and activities, because females with special needs have different needs to males.	Noted, although the general aim is to move towards inclusiveness rather than exclusiveness.
Minor typos	1	Two typos identified.	DIAP amended.
Identification of Council's top 10 assets for accessibility upgrades	1	Addition of Customer Service to the list of business units to be involved in the action FA2-01 regarding the identification of Council's top ten assets for accessibility upgrades.	Agreed. Action FA2-01 of the DIAP amended.
Affordable Housing	1	Questions how affordable housing related to disability.	In the description of Action FA2-14 regarding the Affordable Housing Policy, people with disability are acknowledged as often being on a lower income and therefore in need of affordable housing similar to seniors, key workers and lower income earners generally. The Affordable Housing Policy has been amended to reference this. No change to DIAP..
Adaptable housing	1	Adaptable housing target should be a major priority to ensure people can stay in their chosen area even if they develop mobility problems.	Noted. An adaptable housing target of 10% for new medium and high density developments is included in the DIAP. No change to DIAP.

2

Topic	Number of submissions	Comment	Council response
Road safety	1	Request for pedestrian crossing in Ocean St Narrabeen near Octavia St – to alleviate risk from crossing the road to get to beach from the retirement village, aged care facility and school.	A zebra crossing has been considered for this location previously. Roads and Maritime Services have specific criteria (called a warrant) that must be met for installing a zebra crossing. The criteria considers pedestrian flow and traffic flow, with consideration given to sites that are heavily used by children, the aged or impaired pedestrians. This location does not meet the warrant.
	1	Request for zebra crossing to replace refuge island on Old Pittwater Rd near Fitzell Place.	This location does not meet the RMS warrant for a zebra crossing (criteria outlined above). Potential improvements to the refuge island will be considered.
	1	Need to consider mobility issues at crossings.	The RMS criteria for the type of crossing warranted at any given location considers mobility issues.
Parking	1	Add accessible parking at Rocket Park Warriewood.	Accessible parking is to be provided at Rocket Park in line with action FA2-23 which looks at improvements to access and inclusion as part of the playground renewal program.
	1	Request for additional accessible parking spaces near Mona Vale Hospital.	The opportunity to provide additional accessible parking spaces near Mona Vale Hospital is being investigated by Council.
Built environment	1	Need to constantly review the built environment to ensure physical access to all public and private amenities.	Agreed. Council acknowledges that this is very important.
Footpaths and kerb ramps	1	People need to feel comfortable coming out of their homes and able to enjoy smooth, level and easy access around community space. People can't wait 20 years for plans to be implemented, e.g. Dee Why Town Centre Masterplan and issues with street access, e.g. Oaks Ave.	Council's ongoing program of footpath and kerb ramp upgrades are captured in action FA2-10. Masterplans and other plans and strategies are rolled out in stages according to priorities and the availability of funding.

3

Topic	Number of submissions	Comment	Council response
Mobility	1	People with children and prams as well as the elderly can have mobility problems.	It is agreed that inclusivity refers to people with children and prams and the elderly as well as people with disability.
Shop access	2	Council could help to encourage shop owners to improve access, e.g. incentives.	An incentive scheme could be developed in partnership between Council and Sargood to encourage shops at Collaroy beachfront to improve shop access.
	1	All shops and public venues should be accessible without steps.	Future developments and change of use are required to comply with specific requirements. For further information regarding requirements for development applications and consents see response below.
Development Assessment	1	All new developments should be assessed by a trained disability person as part of approval process. Council staff should have a day in a wheelchair to experience problems faced by disabled people – a disabled person could be involved/employed to assist with training.	<p>Action FA1-02 commits Council to developing and expanding disability education and awareness training for all staff, through inductions or ongoing training opportunities.</p> <p>The Building Code of Australia has standards relating to access for specific forms of development. Compliance with these standards are required to be determined as part of the Construction Certificate or Complying Development Certificate. However, Council does identify these forms of development at the Development Application stage and undertakes a preliminary review to ensure that the proposal is capable of achieving the BCA standards at the Construction Certificate stage.</p> <p>An access analysis/report is required for all development applications for commercial / business / industrial / mixed use and large scale residential developments. The report is to be commensurate to the scope of the proposed works / land use and is to have specific regard to the relevant</p>

4

Topic	Number of submissions	Comment	Council response
			<p>Environmental Planning Instrument provisions, the Disability Discrimination Act, the relevant Australian Standards and provisions of the Building Code of Australia (BCA). Specific detail is to be provided as to how the development will ensure equitable access for persons with a disability or less mobile persons - including any required building upgrade works for change of use and alteration and addition applications</p> <p>As part of consent conditions a statement reads 'This decision does not ensure compliance with the Commonwealth Disability Discrimination Act 1992. Applicants are strongly advised to investigate their requirements under that Act.'</p>
Accessibility maps	1	Request to develop maps for accessible toilets and MLAK keyed facilities.	Toilets and MLAK keyed facilities will be included on the accessibility maps developed by Council for major towns and villages as referred to in action FA2-12. Specific maps for accessible toilets and MLAK keyed facilities are available on the Internet.
Transport	1	Need easy transport options to all locations. People need to be able to get places.	It is agreed that transport and getting to places can be difficult for people with disability. Action FA3-06 includes the need to consider transport access to and between town centres. Strategy 8 commits Council to improving the accessibility of our towns and villages and Strategy 9 commits to improving neighbourhood connectivity, suburb movement and access.
Beaches	1	Adding another beach FreeWheeler at Newport Beach.	<p>There are already Beach FreeWheelers at Newport and Bilgola beaches which are owned and managed by the Surf Life Saving Clubs.</p> <p>The Beach FreeWheelers at Collaroy and Manly beaches are owned by Council and are due to be</p>

5

Topic	Number of submissions	Comment	Council response
			replaced in 2017-18. DIAP amended to refer to the availability of Beach FreeWheeler at Newport and Bilgola beaches.
	1	Appropriate beach wheelchairs need to be available and the beach needs to be appropriate for access.	Noted. Not all beach wheelchairs are suitable at every beach. Considerations include topography and type of sand. When replacing Beach FreeWheeler this will be considered.
	1	Would like to see the Northern Beaches leading NSW with inclusive beach activities.	Much of the standards supplied by the Disabled Surfing Association of Australia deals with commercial activities. Council's role is to improve beach access so that such activities can take place. Actions in the DIAP will move the Northern Beaches further toward a more inclusive community, including through improved beach access. Specific actions relevant to improving beach access include FA2-01, FA2-02, FA2-03, FA2-16, FA2-17, FA2-18, FA2-19 and FA2-30. No change to DIAP.
	1	The Disabled Surfing Association of Australia provided some standards for disabled participants for Council's consideration.	
	1	Surf Life Saving, Surf Coaching Schools and Council Lifeguards have not had basic disability skills training on understanding, approach and interaction with people with disability or their carers.	Council Lifeguards from former Warringah Council participated in a pilot program of disability awareness training in 2016 run through Royal Rehab. The program was successful and will continue to be offered to all Northern Beaches Council Lifeguards into the future. No change to DIAP.
	1	Beach mats could be used on some beaches for wheelchairs and prams, e.g. southern end of Manly beach.	Not all beaches are appropriate for beach matting due to topography and type of sand. Beach matting was trialled at Collaroy and found to be unsuccessful. Beach matting was trialled at Manly Beach and found to be successful, however, the ramp access does not comply with accessibility standards and therefore is not appropriate for all wheelchairs. The audits referred to in action FA2-02 will include an audit of beach access and Action

6

Topic	Number of submissions	Comment	Council response
			FA2-17 commits Council to improving access to beaches. No change to DIAP.
	1	Could develop a project at Shelley Beach for the disabled to go scuba diving from the ramp.	The suitability of the existing boat ramp in terms of accessibility is unknown and will be included in the audit specified at action FA2-02. Council does not coordinate activities such as scuba diving. This would be the responsibility of a private provider. No change to DIAP.
Playgrounds			
	1	Please fence as many playgrounds as possible to limit 'runaways.' This will also assist with younger children and families.	The need for fencing and accessible parking will be considered as part of the audits proposed under action FA2-02. No change to DIAP.
	1	Request to include opportunities to fence playgrounds and add accessible parking spaces into Action FA2-02 regarding accessibility audits of Council's public facilities.	
	1	Request for 'fencing' to be added to Action FA2-23 with respect to the implementation of the playground renewal program.	Fencing, where appropriate, has been added to the description of action FA2-23 regarding the implementation of the playground renewal program.
	1	Gate lock height should match pool fencing standards, e.g. Narrabeen Surf Life Savings Club playground is very low.	Future playground fencing and upgrades will comply with pool fence standards.
	1	Request to advertise playgrounds with fences and adjacent toilets.	Playgrounds with fencing and nearby public amenities could be listed on the disability hub planned for the new Council website.
	1	Add support for families with Autism Spectrum Disorders (ASD), e.g. fencing playgrounds, into the summary of barriers.	Reference to the preference of families with children with ASD to visit playgrounds with fences has been added to the summary of barriers in the DIAP.
	1	Request for more shelter at parks for protection from sun and rain.	Noted. Shelter is to be considered for all park upgrades where appropriate.

Topic	Number of submissions	Comment	Council response
Manly Dam	1	Request for more covered spaces at Manly Dam for protection from wet weather and sun – suitable for disabled groups.	Noted. This will be considered during the masterplanning stage of the upcoming park improvements at Manly Dam.
Emergency situations	1	Need for a plan for the safe evacuation of disabled, frail and elderly people who live alone and are at risk during a major event, e.g. fire, bush flood, storm. Transport of such people is complicated and takes time. We have many services and equipment, but no coordination/plan for a large scale event.	All Local Government Areas including the Northern Beaches are required to have an approved Local Emergency Management Plan (EMPLAN) as required by the <i>State Emergency & Rescue Management Act 1989</i> which replaces the former Local Disaster Plan. The EMPLAN includes details of vulnerable facilities such as schools, day care centres, retirement villages and hospitals. In accordance with the plan, the role of evacuating people during an emergency falls within the responsibilities of the Combat Agencies assigned to the specific emergency (i.e. SES for Flood, RFS for Bushfire etc) and is detailed in the relevant Sub-plans, or the Emergency Operations Centre lead by the Local Emergency Operations Controller (Superintendent of the Northern Beaches LAC) in addition to the support Agencies such as NSW Health, Transport NSW, NSW Ambulance Service.
Events	1	Suggest a sensory tent and events where people can get sensory relief. Could be inexpensive.	This proposal may be appropriate for certain events and can be considered on a case by case basis. It can be incorporated into the inclusive events guidelines.
	1	Suggest add check list to action FA1-05 regarding establishing accessibility and inclusion guidelines and toolkit for activities and events.	A checklist could be a component of the toolkit. No change to DIAP.
	1	Regarding action FA1-04 'Inclusive events and activities' it is suggested that an event checklist be delivered and adopted as policy.	Checklist to be considered under FA1-05 regarding the development of guidelines and toolkit for inclusive events and activities. No change to DIAP.

Topic	Number of submissions	Comment	Council response
Volunteering	1	Request from a service provider for people with disability to volunteer with Council, e.g. meet and greet, events etc. Participants are keen to get involved.	Council offers opportunities for people with disability to work in the libraries and bush regeneration. There is potential for opportunities to be expanded into other sections of Council such as events. This proposal will be investigated further. Action FA3-02 'Continue to offer equitable employment and volunteering opportunities across Council' covers this proposal. The Community Engagement and Communications business unit of Council has been added to the list of units responsible for implementing this action as they run Council events.
Disability newsletter	1	Questions who the newsletter is distributed to and how.	The Disability Newsletter is distributed every three weeks via email to over 1,400 individuals and organisations. It is available in Microsoft Word, pdf format or large print. By contacting the Disability Information Officer Council can ensure the most appropriate version is provided, e.g. compatibility with particular screen readers. To subscribe email Marlorie.Janz@northernbeaches.nsw.gov.au .
	1	Query if newsletter is available for visually impaired.	
	1	Suggests a bi-annual survey to measure how many people receive the newsletter, read it, find it useful.	The Disability Newsletter is a valuable resource that provides important information to the community. A review will be undertaken to ensure that the newsletter continues to meet the needs of the community. The description of Action FA2-46 'Produce and distribute a disability newsletter' has been amended to include a review.
	1	Newsletter is very detailed with lots of information. Suggest to make it into a booklet with separate newsletter for new information.	
Dementia	1	Consider opportunities to create a dementia friendly community. Early diagnosis and delayed progression can allow people to stay in their own homes longer.	There may be opportunities for a positive initiative to make the community more dementia friendly. The DIAP however, generally does not go into detail about specific disabilities. The staff training identified in action FA1-02 will assist staff to understand the needs of people with particular disabilities.

9

Topic	Number of submissions	Comment	Council response
Sensory matters	1	Need wash rooms without blower hand driers for people/children with neurological disorders, e.g. Autism Spectrum and ADHD.	Feedback noted. Generally, Council public amenities do not have blower driers. However, they may be in some locations.
		Need hot and cold in wash rooms, not just warm water, because warm water can feel scalding to those with sensory challenges.	This feedback could be integrated into design manuals for future buildings. Generally, Council public amenities only have cold water. In certain circumstances, e.g. child care centres, hot water is provided but protected by a thermostatic mixing valve which limits the temperature of the water to a set value around body temperature (as prescribed in AS 4302: 2005).
Libraries	1	Request for a noisy room in libraries for toddlers and older children with neurological disorders – with suitably aged books available.	This provision of a room can be considered with any refurbishments made to the existing libraries. In terms of books we are open to suggestions for purchase at all times through our website or at any branch.
	1	Request for 'noisy story time' in school holidays for any age group.	This can be considered in Council's suite of library programs. Note that all story time activities are noisy.
	1	Need to encourage digital literacy. People with disability are often nervous about technology. Suggest casual social gatherings where people with disability can be shown how to use digital devices, e.g. smart phones and iPads. Would suit a partnership model with funding and resources. Could be located in a library.	Council provides programs for digital literacy in the library. There are programs planned for the new financial year.
	1	Request for a disability inclusive book list, especially for children.	Council will look into this to see what books are available.
	1	Request for a display of disability books for young kids, e.g. picture books. Ability Links can assist with funding the purchase of books.	

10

Topic	Number of submissions	Comment	Council response
Glen St Theatre	1	Request for noisy sessions / relaxed performances with reduced sensory stimulation.	This proposal will be considered when planning future programs.
School holiday programs	1	Request to integrate children with neurological disorders with neurotypical children – not separate them.	Children with special needs are integrated into school holiday programs upon request and require needs to be considered in advance. Inclusion is integrated into all relevant Council Children's Services policies. Children are not separated.
Children's Services	1	Suggest performance indicator for FA2-42, regarding inclusive child care services, could be the number of children with disability participating and number of vacation programs suitable and supported for all children.	The number of children with special needs is reported in Council's quarterly and annual reports, however it is variable and is not appropriate to put a number/target on this. All Council child care services are inclusive as required. No change to DIAP.
	1	Request from service provider to establish OOSH at Council child care centres for school age children with disability up to 18 years old.	Council's child care services are in use and not available at the times that would be required for an OOSH.
Community programs	1	Suggest stronger performance measure for FA2-44 'Council's community focused programs are inclusive and accessible.' Suggest a checklist and review and audit to determine baseline.	The performance measure for action FA2-44 is 'Programs are inclusive.' Given that action FA2-44 covers a broad range of community programs, including some that are specifically for people with disability, it would be difficult to have a more detailed measure to cover all of them. A more general performance measure is appropriate here. No change to DIAP.
Community centres	1	Request by service provider to hire space in community centres, especially for after school care for children up to 18 years old with disability.	Community centres are available to hire for a range of purposes. Council can be contacted to discuss specific needs and availability of spaces.
Timing of Actions	1	Concern about accountability of Actions listed as 'Ongoing' when a clear deliverable is required.	If the timing of an action involves an ongoing commitment it is listed as 'Ongoing.' The performance measure specifies the deliverable. No change to DIAP.

11

Topic	Number of submissions	Comment	Council response
Action Plan	1	Suggest the Action Plan be separated so it can be accessed easily separately from the rest of the document.	The required format of the Disability Inclusion Action Plan was specified according to a set of guidelines provided by the State Government. Council's preference is to keep the Appendix 2 Action Plan together with the broader DIAP. No change to DIAP.
Imagery	1	Kids should be used as the face of disability. People are more compassionate to kids.	Noted. Action FA1-09 commits Council to using positive and diverse imagery of people with disability in media and publications.
Community engagement	1	Action FA2-50 regarding ongoing community engagement doesn't specify existing Council resources and what is planned, e.g. staff and funding. Suggest engagement for all relevant actions.	The coordination of the disability hub and the DIAP implementation project page will be resourced by Council existing operational budget. Engagement for the implementation of specific actions will be considered on a case by case basis according to the scale of the project. No change to DIAP.
Implementation	1	Need disabled people permanently involved in implementation of the DIAP.	Through action FA2-50 Council has made a commitment to continue to consult with the community throughout the implementation of the DIAP.
HR Policies	1	Identify the HR policies that need to be changed (FA3-03).	Council is an Equal Employment Opportunity employer. Relevant HR policies will be identified, updated or developed as Action FA3-03 is implemented. No change to DIAP.
Website compliance	1	Suggest amending Council's recruitment policy and advertisements to include an equitable employment statement.	
Project planning	1	Suggest undertake yearly reviews to ensure Council's website continues to comply with WCAG (FA4-06).	Web compliance will be an ongoing requirement. No change to DIAP.
	1	Suggests that action FA2-04 regarding universal design should include a checklist/guideline to be developed for project initiation stage.	Action FA4-08 commits to integrating accessibility and inclusion considerations into standard project planning and management. No change to DIAP.

SECTION 94A PLAN 2017



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Contents

PART 1: Introduction.....	3
PART 2: Administration and Operation	5
PART 3: Summary Schedule	14
PART 4: Expected Development and Demand for Public Facilities	15
PART 5: Section 94A Schedule of Works	17
PART 6: Section 94 Schedule of Works.....	19
PART 7: References	20
Dictionary.....	21
APPENDIX A: Procedure for determination of an S94A levy	22
APPENDIX B: Sample Cost Summary Report	23
APPENDIX C: Location of Section 94A Funded Work.....	24
APPENDIX D: Location of Section 94A Funded Work (Dee Why Town Centre).....	25
APPENDIX E: Location of Section 94 Funded Work (Dee Why Town Centre)	26

PART 1: Introduction

What is a Section 94A Development Contributions Plan?

Section 94A (s94A) of the *Environmental Planning and Assessment Act 1979* (the Act), allows Council to levy a flat rate contribution towards, or recoup the capital cost of providing or extending facilities, infrastructure and services necessary to meet the increased demand created by new development in its area.

s94A of the Act provides as follows:

94A Fixed Development Consent levies

- (1) *A consent authority may impose, as a condition of Development Consent, a requirement that the applicant pay a levy of the percentage, authorised by a contributions plan, of the proposed cost of carrying out the development.*
- (2) *A consent authority cannot impose as a condition of the same Development Consent a condition under this section as well as a condition under section 94.*
- (2A) *A consent authority cannot impose a condition under this section in relation to development on land within a special contributions area without the approval of:*
 - (a) *the Minister, or*
 - (b) *a development corporation designated by the Minister to give approvals under this subsection.*
- (3) *Money required to be paid by a condition imposed under this section is to be applied towards the provision, extension or augmentation of public amenities or public services (or towards recouping the cost of their provision, extension or augmentation). The application of the money is subject to any relevant provisions of the contributions plan.*
- (4) *A condition imposed under this section is not invalid by reason only that there is no connection between the development the subject of the Development Consent and the object of expenditure of any money required to be paid by the condition.*
- (5) *The regulations may make provision for or with respect to levies under this section, including:*
 - (a) *the means by which the proposed cost of carrying out development is to be estimated or determined, and*
 - (b) *the maximum percentage of a levy.*

The *Northern Beaches Council Section 94A Plan 2017* (the Plan) is the mechanism by which the entitlements under s94A of the Act are implemented and accounted for by Council. The Plan also includes a Works Program (Part 5) outlining when and where the new works will be provided.

The Plan is implemented through the development process by attaching conditions to any Development Consents or Complying Development Certificates that meet the requirements of this Plan.

Council's S94A Plan is updated annually. The Plan incorporates funds collected between 2001 and 2006 under the Warringah Section 94 Development Contributions Plan 2001 and funds collected since 2006 under the 'Fixed' development consent levies system under S.94A of the Environmental Planning and Assessment Act 1979.

Areas within the former Manly and Pittwater Local Government Areas are subject to separate Section 94 Development Contribution Plans. Those plans are not referenced in this document and should be consulted independently to determine their applicability to development in the Northern Beaches Council Local Government Area.

PART 2: Administration and Operation

1 What is the name of this Plan?

This development contributions plan is called *Northern Beaches Council Section 94A Plan 2017*.

2 What is the purpose of the Plan?

The primary purposes of the Plan are:

- (1) to authorise the imposition of a condition on certain development consents and complying development certificates requiring the payment of a contribution pursuant to section 94A of the *Environmental Planning and Assessment Act 1979*
- (2) To assist the Council to provide the appropriate public facilities which are required to maintain and enhance amenity and service delivery within the area
- (3) To publicly identify the purposes for which the levies are required
- (4) To include a revised Section 94 (s94) Works Program to enable the expenditure of Council's remaining s94 reserves.

3 When does this Plan commence?

Subject to Council adoption

4 What plans does this Plan repeal?

This Plan repeals *Northern Beaches S94A Development Contributions Plan 2016* adopted by Council on 7 July 2016 and in operation on 16 July 2016

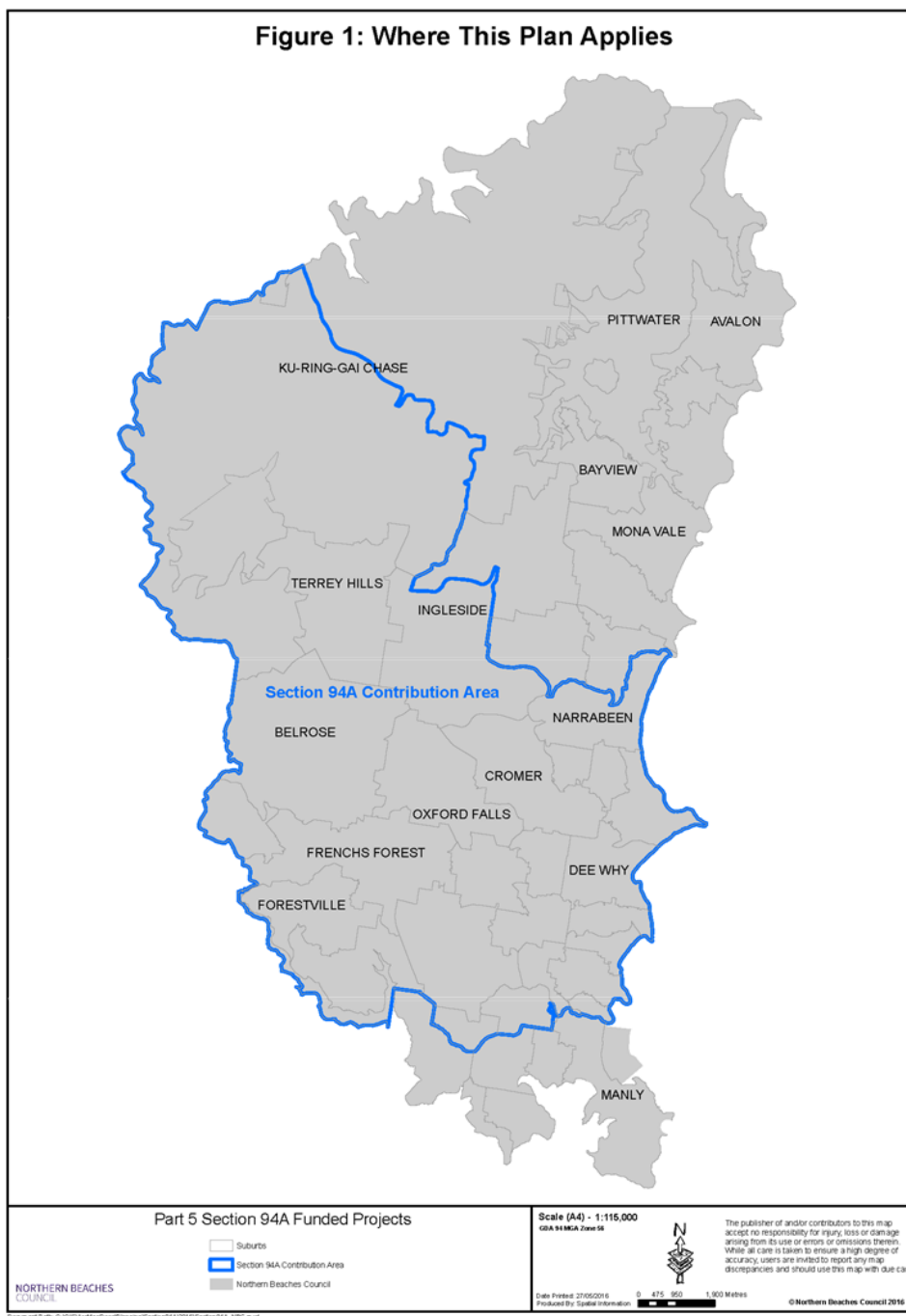
All remaining funds collected under the *Warringah Section 94 Development Contributions Plan 2001* are to be applied toward completing the revised Section 94 Works Schedule included within Part 6 of this Plan. Upon completion of the works associated with each Section 94 reserve, any remaining funds are to be pooled into the development contributions reserve established as part of this Plan (clause 18) and used upon works listed in Part 5.

5 Land to which this Plan applies

This Plan applies to land identified in Figure 1 (the former Warringah Local Government Area).

This Plan does not apply to land within the Northern Beaches Council area comprising the former Manly and Pittwater Local Government Areas.

Figure 1: Where This Plan Applies



6 Development to which this Plan applies

This Plan applies to all Development Applications or applications for Complying Development Certificates where the proposed cost of carrying out the development is more than \$100,000.

The 'total development cost' is determined having accounted for each of the contributing cost factors set out within clause 25J of the *Environmental Planning & Assessment Regulation 2000* (the Regulation). It is provided to Council through the full and accurate completion (to the satisfaction of Council) of the Cost Summary Sheet lodged with the Development Application or application for a Complying Development Certificate.

Conditions authorised by this Plan are subject to any direction given by the Minister under Section 94E of the Act. This Plan authorises the imposition of conditions in accordance with any such direction.

7 Exemptions to the levy

Development that satisfies any one (or more) of the following criteria are exempt from this Plan and from payment of the s94A levy:

- (1) Exempt development
- (2) Development Applications and applications for Complying Development Certificates where the proposed cost of carrying out the development is up to and including \$100,000
- (3) Applications lodged under Section 96 of the *EP&A Act 1979* to modify conditions of an existing consent
- (4) Development Applications and applications for a Complying Development Certificates for public purposes as proposed by:
 - a) Council, that involve the use of land classified as Community or Operational under the *Local Government Act 1993* or as Crown Land under the *Crown Lands Act 1989*
 - b) Non-profit organisations, as defined by the Australian Taxation Office, on behalf of, or in partnership with Council
 - c) Government agencies
 - d) Public utility providers.
- (5) Development which complies with the Ministerial Direction under section 94E of the *Environmental Planning and Assessment Act 1979*, dated 14th April 2016. This Direction provides a prohibition on a levy where a s 94 contribution was initially required, specifically:

- a) If a development contribution under section 94 of the *Environmental Planning and Assessment Act 1979* has been required in respect of the subdivision of land (**initial subdivision**), a levy under section 94A of that Act may not be required in respect of any other development on the land, unless that other development will, or is likely to, increase the demand for public amenities or public services beyond the increase in demand attributable to the initial subdivision.

8 How is the total development cost determined?

Clause 25J of the Regulation sets out how to determine the total cost of development:

25J Section 94A levy—determination of proposed cost of development

- (1) *The proposed cost of carrying out development is to be determined by the consent authority, for the purpose of a section 94A levy, by adding up all the costs and expenses that have been or are to be incurred by the applicant in carrying out the development, including the following:*
 - (a) *if the development involves the erection of a building, or the carrying out of engineering or construction work—the costs of or incidental to erecting the building, or carrying out the work, including the costs (if any) of and incidental to demolition, excavation and site preparation, decontamination or remediation,*
 - (b) *if the development involves a change of use of land—the costs of or incidental to doing anything necessary to enable the use of the land to be changed,*
 - (c) *if the development involves the subdivision of land—the costs of or incidental to preparing, executing and registering the plan of subdivision and any related covenants, easements or other rights.*
- (2) *For the purpose of determining the proposed cost of carrying out development, a consent authority may have regard to an estimate of the proposed cost of carrying out the development prepared by a person, or a person of a class, approved by the consent authority to provide such estimates.*
- (3) *The following costs and expenses are not to be included in any estimate or determination of the proposed cost of carrying out development:*
 - (a) *the cost of the land on which the development is to be carried out,*
 - (b) *the costs of any repairs to any building or works on the land that are to be retained in connection with the development,*
 - (c) *the costs associated with marketing or financing the development (including interest on any loans),*

- (d) *the costs associated with legal work carried out or to be carried out in connection with the development,*
- (e) *project management costs associated with the development,*
- (f) *the cost of building insurance in respect of the development,*
- (g) *the costs of fittings and furnishings, including any refitting or refurbishing, associated with the development (except where the development involves an enlargement, expansion or intensification of a current use of land),*
- (h) *the costs of commercial stock inventory,*
- (i) *any taxes, levies or charges (other than GST) paid or payable in connection with the development by or under any law,*
- (j) *the costs of enabling access by disabled persons in respect of the development,*
- (k) *the costs of energy and water efficiency measures associated with the development,*
- (l) *the cost of any development that is provided as affordable housing,*
- (m) *the costs of any development that is the adaptive reuse of a heritage item.*

9 Cost summary reports must accompany Development Applications or applications for Complying Development Certificates

A Development Application or application for a Complying Development Certificate is to be accompanied by a Cost Summary Report that addresses the matters set out in clause 25J of the Regulation.

For development where the proposed cost of carrying out the development is more than \$100,000, a Cost Summary Report (addressing the matters contained in Appendix A) is to be completed and certified by a person who is considered to be suitably qualified in the opinion of Council.

Council may request the provision of an independent Cost Summary Report (addressing the matters contained within Appendix A) that is certified by a registered quantity surveyor for larger developments or where a major discrepancy in a Cost Summary Report is detected.

Council may review the valuation of works and may seek the services of an independent person to verify the costs. In these cases, all costs associated with obtaining such advice will be at the expense of the applicant.

10 Complying Development Certificates and the obligations of Certifying Authorities

In accordance with clause 94EC (1) (a) of the Act, this Plan specifies that a Certifying Authority (the Council or Accredited Certifier) must, if a complying development certificate issued, impose a condition under section 94A. The condition must require the applicant to pay to the Council a levy in accordance with this Plan (see clause 12 for determining the levy amount).

11 Construction Certificates and the obligation of Certifying Authorities

In accordance with clause 146 of the Regulation, a Certifying Authority (the Council or Accredited Certifier) must not issue a Construction Certificate for building work or subdivision work under a Development Consent unless it has verified that each condition requiring the payment of levies has been satisfied.

In particular, the Certifying Authority must ensure that the applicant provides receipts confirming that levies have been fully paid. Copies of such receipts must be included with copies of the certified plans provided to Council in accordance with clause 142(2) of the Regulation. Failure to follow this procedure may render such a certificate invalid.

The only exceptions to the requirement are where Council has agreed to works in kind, material public benefit or dedication of land as alternatives to payment of the s94A levy. In such cases, Council will issue a letter confirming that an alternative payment method has been agreed with the applicant.

12 How will the levy be calculated?

The levy will be determined on the basis of the rate as set out in the Summary Schedule, contained within Part 3 of this Plan. The levy will be calculated as follows:

$$\text{Levy payable (O)} = C \times D$$

Where:

C = the levy rate applicable

D = the proposed cost of carrying out the development

The proposed cost of carrying out the development will be determined in accordance with clause 25J of the Regulation. The procedures set out in Appendix A to this Plan must be followed to enable Council to determine the amount of the levy to be paid.

13 When is the levy payable?

A levy must be paid to Council at the time specified in the condition that imposes the levy. If no such time is specified, the levy must be paid prior to the issue of a Subdivision Certificate, Construction Certificate or Complying Development Certificate.

14 How will the levy be adjusted?

Contributions required as a condition of consent under the provisions of this Plan will be adjusted at the time of payment in accordance with the latest Consumer Price Index (CPI), for Sydney – All Groups, as published quarterly by the Australian Bureau of Statistics (ABS).

The formula governing the indexation of the proposed cost of carrying out development is as follows:

$$\text{Contribution at time of payment} = C \times \text{CP1} / \text{CP2}$$

Where:

- C = The original contribution amount as shown on the development consent.
- CP1 = The CPI (Sydney – All Groups) as published by the ABS for the financial quarter at the time of payment.
- CP2 = The CPI (Sydney – All Groups) as published by the ABS for the financial quarter at date of issue of development consent.

15 Can deferred or periodic payments be made?

Council does not permit deferred or periodic payments of the s94A levy under this Plan.

16 How are credits for existing development addressed in this Plan?

Credits for existing developments will only be considered in circumstances where a contribution has been paid on a site and the Development Consent or Complying Development Certificate has been superseded by another application/contribution. Credits may also be considered where a contribution has been paid on a site and the development consent has lapsed. In both cases a notice of voluntary surrender of development consent must be provided to Council.

Any applications for credits will be assessed on a case by case basis. Reference will be made to the relevant legislation and Practice Notes.

17 Are there alternatives to the payment of the s94A levy?

An applicant may only elect to forgo the payment of monetary contributions upon effected development through the following means:

- 1) By Council accepting an offer by an applicant to satisfy the contribution by carrying out works in kind, but only where the facility is identified in the works program and it is constructed by the developer to Council's standards and then transferred to Council. In these circumstances, Council will only transfer paid contributions on receipt of invoices not exceeding the amount already collected or committed by the fund.

18 Pooling of levies

This Plan expressly authorises s94A levies paid for different purposes to be pooled and applied progressively for the delivery of the community facilities and infrastructure listed in the Schedule of Works in Part 5 of this Plan. The priorities for the expenditure of the levies are shown in this Schedule of Works.

19 How will Council use collected contributions?

Council is to use the funds collected under this Plan toward meeting the cost of providing the community facilities listed in the Schedule of Works of this Plan (Part 5). Subject to s93E(2) of the Act and clause 18 of this Plan, the community facilities listed in Part 5 are to be provided in accordance with the identified staging. These community facilities may only be located within the area identified in Figure 1.

A proportion of all funds collected (0.05% of costs as identified in Appendix A) will be pooled in a separate Council account for use toward ongoing forward planning and administration of development contribution funds. Funds collected in this account will be used to:

- (1) Periodically engage consultants and staff to undertake forward planning studies informing the use and management of development contributions.
- (2) To fund the employment of a Strategic Planner and Section 94A Program Officer within Council.
- (3) To fund 30% of the costs of a Management Accounting position within Council.

20 In what circumstances are s94A levies to be refunded?

Levies collected from a developer under this Plan will only be refunded upon the formal surrender or lapsing of the relevant Development Consent or Complying Development Certificate to which the contribution was applied.

21 Is a contributions register kept?

Council maintains a register of all developer contributions collected and the details of all Voluntary Planning Agreements enacted through a condition of Development Consent or Complying Development Certificate. The Contributions Register can be inspected at Council's offices and contains the following information:

- (1) Each Development Consent or Complying Development Certificate which levied contributions for facilities
- (2) The address to which the Development Consent or Complying Development Certificate was issued, date when contributions are received and the amount

- (3) A detailed account of the monetary contribution, land dedication or other material public benefit negotiated and signed off through any Voluntary Planning Agreement, including a full copy of the agreement.

22 Plan will be subject to annual review

Council is to undertake an annual review of the works included in the Schedule of Works within this Plan, including the maintenance of a record of completed works and the introduction of new community facilities in place of those completed.

PART 3: Summary Schedule

The Schedule of Works contained in Part 5 of the Plan identifies the public facilities for which a S94A levy will be required.

Levies paid to Council (in accordance with the rates set out in the Summary Schedule below) will be applied towards meeting the cost of provision or augmentation of these public facilities in the identified financial years.

Type of Development	Levy
All Development Applications and applications for Complying Development Certificates where the proposed cost of carrying out the development is up to and including \$100,000	Nil
All Development Applications and applications for Complying Development Certificates where the proposed cost of carrying out the development is more than \$100,000 and up to and including \$200,000 (excluding development described in Part 7 – Exemptions to the Levy)	0.5 per cent
All Development Applications and applications for Complying Development Certificates where the proposed cost of carrying out the development is more than \$200,000 (excluding development described in Part 7 – Exemptions to the Levy)	1.0 per cent

PART 4: Expected Development and Demand for Public Facilities

This part broadly discusses the relationship between the expected types of development in the former Warringah local government area and the demand for additional public amenities and services to meet that development.

Expected development in the former local government area comprises:

1. "Infill" development within established urban areas
2. Development associated with the Dee Why Town Centre Masterplan
3. New development associated with the Northern Beaches Hospital Precinct

Development contributions for the Northern Beaches Hospital Precinct will be subject to a separate Development Contribution Plan to be implemented with amendments to Council's Local Environmental Plan. Council is also currently seeking approval from the Minister for Planning to establish an increased s 94A contribution levy for the Dee Why Town Centre to support the growth of the centre under the De Why Town Centre Masterplan.

This Plan will capture developer contributions for 'infill' development for the entire former Warringah local government area. Currently, the Warringah area comprises established urban areas with significant restrictions on additional subdivision.

Development contributions collected under this Plan will be used to fund new public facilities and services and augmentations to existing community facilities in locations where Council has identified demand, through the ongoing residential and non-residential growth. This demand for public facilities has been established through:

- Population projections undertaken for Council. In 2016, the population forecast for the Warringah area was 156,142, with an expected increase of over 7,000 to 163,599 to 2021. This is based on an increase of approximately 3,000 households during the period, with the average number of persons per household falling from 2.67 to 2.65. The population of the Warringah area in the last census (2011) was estimated to be 148,420 persons.
- Employment capacity projections detailed in the Warringah Employment Study prepared by SGS Economics and Planning in 2013 and studies undertaken by the State Government. It is projected that the former Warringah area will provide for an additional 13,400 jobs between 2016 and 2036 (BTS, 2014).
- The likely increase in population and new jobs will require the provision of additional public facilities to meet additional demand.

The above demand has led to the inclusion of specific projects within the Schedule of Works in this Plan for the 2017/18 financial year.

Future Planning

Future planning for the Northern Beaches Council area will be influenced by District Planning undertaken by the Greater Sydney Commission (GSC). The GSC is charged under the *Greater Sydney Commission Act 2015* to develop District Plans for all Districts declared in the Greater Sydney Region.

The Northern Beaches Council is one of nine (9) Local Government Areas in the North District.

In November 2016, the GSC released the draft North District Plan (draft District Plan) for exhibition purposes. Generally the draft District Plan provides a 20 year framework to deliver the essential housing stock and job requirements within the context of protecting the District's significant natural environment and resources and delivering the essential infrastructure.

The draft District Plan sets out expected development in the Northern Beaches including a proposed:

- 5 year housing supply target of 3,400 new dwellings.
- Affordable Rental Housing Target of 5% to 10% for new urban renewal or greenfield areas (e.g. the Northern Beaches Hospital Precinct and Ingleside).
- 20 year residential dwelling target to be informed by a Local Housing Strategy to be developed by local government in partnership with State Government and the GSC.
- Employment targets for specific centres within the LGA as follows:

Centre	2036 Baseline Target
Northern Beaches Hospital and surrounding industrial area	12,000
Brookvale – Dee Why	23,000
Manly	6,000
Mona Vale	5,000

Once adopted, the North District Plan targets will influence the expected development and demand for public facilities. Development contributions associated with these targets will be the subject of future developer contribution plans.

PART 5: Section 94A Schedule of Works

This Part lists the works to be funded by contributions collected under the provisions of this Plan. It has been compiled based upon the former Warringah Council's Community Strategic Plan, Plans of Management and the Dee Why Town Centre Masterplan. The works are to be completed using funds collected under this Plan. Projects within this Schedule have been assessed by Council as being a high priority on the basis of community need, safety and risk to Council.

This Schedule of Works is to be progressively updated to reflect the completion of the listed works and to add new projects as the Schedule nears completion. Where applicable, the location of these projects has been mapped at Appendix C and D.

2017 S94A Schedule of Works

Bid Number	Bid Number	Description	2017/18 S94A	Estimated Total Project Cost***	Estimated Completion
BN01002*	Berry Reserve – New Works	Implementation of the Berry Reserve Masterplan, providing additional new infrastructure to support anticipated demand.	\$126,000	\$250,000	2018
BN01043*	Narrabeen Beach Viewing Tower	Delivery of a lifeguard tower at Narrabeen Beach to improve the level of service to beach goers and to reduce WHS risks to professional lifeguards.	\$200,000	\$250,000	2017
BN01001	Collaroy Beach accessibility project	The construction of an accessible toilet facility adjacent to the Collaroy rockpool and a new access ramp connecting Beach Rd to Collaroy Beach.	\$1,130,000	\$1,130,000	2018
BN01003	Allambie Oval – New Works	New inclusive and accessible playground, basketball half court and pathway connections at Allambie Heights Oval per adopted Open Space Strategy.	\$40,000	\$300,000	2019
BN01004	Parkes Rd Inclusive Playground	New inclusive neighbourhood level playground and pathway lighting at Plateau Rd Reserve per adopted Open Space Strategy.	\$25,000	\$225,000	2019
BN01046	Playgrounds - New and Upgrades	Project to fund the service level gap between existing asset renewal and the required upgrade to meet the current expected level of service. This year's program will fund accessibility/inclusiveness upgrades to Fairway, Orara, Quarrie and Ryrie.	\$50,000	\$330,000	Ongoing
BN01047	Sportsgrounds - New and Upgrades	Project to improve facilities at sportsgrounds to allow the sportsgrounds to cope better with existing use/increase the amount of use that they can cater for. This year's program will fund additional works at Killarney Heights Oval in accordance with the Masterplan.	\$140,000	\$140,000	2018
BN01077	Aquatic Centre Accessibility	To enable appropriate and effective accessibility at the Warringah Aquatic Centre.	\$12,000	\$12,000	2018
BN01082	Forestville War Memorial Playing Fields	Duplication of existing hard courts and installation of lighting for all courts to cater for the increase in demand for netball training in this region. Forest netball numbers have increased from 300 to 750 in four years.	\$270,000	\$270,000	2018

Bid Number	Bid Number	Description	2017/18 S94A	Estimated Total Project Cost***	Estimated Completion
BN01083	Cromer Park Field 2 – Synthetic	To upgrade Cromer 2 to a level of service consistent with Cromer 1 enabling both men's and women's representative teams to play on a similar surface. To upgrade the surface to provide carrying capacity to handle the current and projected use of the facility	\$1,600,000	\$1,600,000	2018
BN01010*	Footpath Program – New Works	Ongoing construction of new footpaths as prioritised by the Pedestrian Access Mobility Plan (PAMP).	\$350,000	Ongoing	Ongoing
BN01028*	Bike Plan Implementation Program	Ongoing construction for new bike paths as prioritised by Warringah Bike Plan (2010). These include pedestrian/bicycle shared paths, and on road bicycle facilities. This year's program will fund works in Blackbutts Road, Frenchs Forest.	\$100,000	Ongoing	Ongoing
BN01016 & BN01017	Dee Why Town Centre New Traffic Facilities and Streetscape Upgrades	Phase 1 Pittwater Road (Central) Redman Road Plaza (East) Oaks Avenue (West) Howard Avenue (West)	\$1,857,990	\$20,000,000	2017-2019
		Phase 1 Link Road St. David Avenue Pocket Park	\$0		TBA
BN01016 & BN01017	Dee Why Town Centre New Traffic Facilities and Streetscape Upgrades	Phase 2 Redman Road Plaza (West) Pittwater Road (Central) Howard Avenue (East) Woolworths Lane Triangle Park (North and South)	\$0	\$11,000,000**	2020-2025
		Phase 3 - Dee Why Town Centre New Traffic Facilities and Streetscape Upgrades Pittwater Road (North and South) Fisher Road Mooremba Road Sturdee Parade Pacific Avenue Oaks Avenue (East) Dee Why Parade Drainage Channel	\$0	\$23,000,000**	2026-2036
		Total	\$5,900,990		

Schedule of Works Notes

* New project numbers allocated

** Subject to future development contributions

***Estimated Total Project Costs column includes 94A and other sources of funding.

PART 6: Section 94 Schedule of Works

This Part lists the works to be funded by existing Section 94 contributions collected under the former Warringah Council's *Section 94 Development Contributions Plan 2001*.

The projects listed within the Section 94 Schedule of Works, and the allocation of funds for these projects, reflect the intent under which the funds were originally collected.

The location of each project has been mapped in Appendix E. However please note that these maps are only indicative and are subject to more specific detailed plans.

Project No	Name	Suburb	2017/2018 S94 Allocation	Reserve	Estimated Total Project Cost	Estimated Completion
BN01094	Walter Gors Reserve New Works and Dee Why Parade Shared Walk	Dee Why	\$20,000	E7 – Open Space for Dee Why Town Centre and Surrounds	\$5,225,000	2017
New Traffic Facilities and Streetscape Upgrades – Phase 1						
BN01014	Redman Road Plaza East – Stage 1	Dee Why	\$1,918,466	E7 – Open Space for Dee Why Town Centre and Surrounds	\$20,000,000	2017-2019
BN01016	Dee Why Town Centre – Design of New Traffic Facilities and Streetscape	Dee Why	\$900,000			
BN01017	Dee Why Town Centre – Streetscape Improvement Works	Dee Why	\$3,892,010			
S94 Estimated Expenditure 17/18			\$6,730,476			

Notes: Estimated Total Project Costs column includes 94 and other sources of funding.

PART 7: References

This Plan has been compiled with reference to the guidelines provided from the following key documents:

- *Bureau of Transport Statistics (BTS), State Government employment forecasts, 2014*
- *Department of Infrastructure Planning and Natural Resources, Development Contributions – Practice Note, 2005*
- *Greater Sydney Commission, Draft North District Plan, November 2016*
- *Department of Planning, Metropolitan Plan for Sydney, 2036*
- *Department of Planning, Metropolitan Strategy for Sydney, 'City of Cities – A Plan for Sydney's Future' 2005*
- *Department of Planning, Draft North East Subregional Strategy 2007*
- *Department of Planning and Environment, A Plan for Growing Sydney, 2014*
- *Department of Planning and Infrastructure, Draft Metropolitan Strategy for Sydney to 2031, March 2013*
- *GLN Planning, Dee Why Town Centre Section 94A Levy, 2015*
- *ID Consulting, Warringah Council Community Profile, 2015*
- *SHOROC Regional Employment Study, March 2008*
- *Warringah Council, Warringah Local Environmental Plan 2011*
- *Warringah Council, Warringah Community Strategic Plan 2013*
- *Warringah Council, Warringah Council Section 94 Development Contributions Plan 2001*
- *Warringah Council, Warringah Local Environmental Plan 2000*
- *Warringah Bike Plan 2010*
- *Warringah Pedestrian Access and Mobility Plan 2011*
- *Warringah Playground Strategy 2007*

Dictionary

In this Plan, unless the context or subject matter otherwise indicates or requires the following definitions apply:

Act means the *Environmental Planning and Assessment Act 1979*.

Council means Northern Beaches Council.

Regulation means the *Environmental Planning and Assessment Regulation 2000*.

Total development cost means the cumulative cost of all factors listed in clause 25J of the Regulations and clauses 6 and 7 of this Plan.

Public purpose includes (without limitation) any of the following:

- (a) the provision of (or the recoupment of the cost of providing) public amenities or public services,
- (b) the provision of (or the recoupment of the cost of providing) affordable housing,
- (c) the provision of (or the recoupment of the cost of providing) transport or other infrastructure relating to land,
- (d) the funding of recurrent expenditure relating to the provision of public amenities or public services, affordable housing or transport or other infrastructure,
- (e) the monitoring of the planning impacts of development,
- (f) the conservation or enhancement of the natural environment.

APPENDIX A: Procedure for determination of an S94A levy

A cost summary report is required to be submitted to allow council to determine the contribution that will be required.

To avoid doubt, section 25J of the *Environmental Planning and Assessment Act 1979* sets out the items that are included in the estimation of the construction costs by adding up all the costs and expenses that have been or are to be incurred by the applicant in carrying out the development, including the following:

- if the development involves the erection of a building, or the carrying out of engineering or construction work—the costs of or incidental to erecting the building, or carrying out the work, including the costs (if any) of and incidental to demolition, excavation and site preparation, decontamination or remediation,
- if the development involves a change of use of land—the costs of or incidental to doing anything necessary to enable the use of the land to be changed,
- if the development involves the subdivision of land—the costs of or incidental to preparing, executing and registering the plan of subdivision and any related covenants, easements or other rights.

The items and components of the following form should be used as guide in determining the total cost of a development, for the purpose of determining the s94A levy that applies.

APPENDIX B: Sample Cost Summary Report

Cost Summary Report

DEVELOPMENT APPLICATION No. REFERENCE

CONSTRUCTION CERTIFICATE No. DATE

APPLICANT'S NAME:

APPLICANT'S ADDRESS:

DEVELOPMENT NAME:

DEVELOPMENT ADDRESS:

ANALYSIS OF DEVELOPMENT COSTS:

Demolition and alterations	\$	Hydraulic services	\$
Structure	\$	Mechanical services	\$
External walls, windows and doors	\$	Fire services	\$
Internal walls, screens and doors	\$	Lift services	\$
Wall finishes	\$	External works	\$
Floor finishes	\$	External services	\$
Ceiling finishes	\$	Other related work	\$
Fittings and equipment	\$	Sub-total	\$

Sub-total above carried forward	\$
Preliminaries and margin	\$
Sub-total	\$
Consultant Fees	\$
Other related development costs	\$
Sub-total	\$
Goods and Services Tax	\$
TOTAL DEVELOPMENT COST	\$

I certify that I have:

- inspected the plans the subject of the application for Development Consent or construction certificate.
- calculated the development costs in accordance with the definition of development costs in the S94A Development Contributions Plan of Northern Beaches Council at current prices.
- included GST in the calculation of development cost.

Signed:

Name:

Position and Qualifications:

Date:

