

# AGENDA

Notice is hereby given that an Ordinary Meeting of Council will be held at the Civic Centre, Dee Why on

**Tuesday 24 October 2017**

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

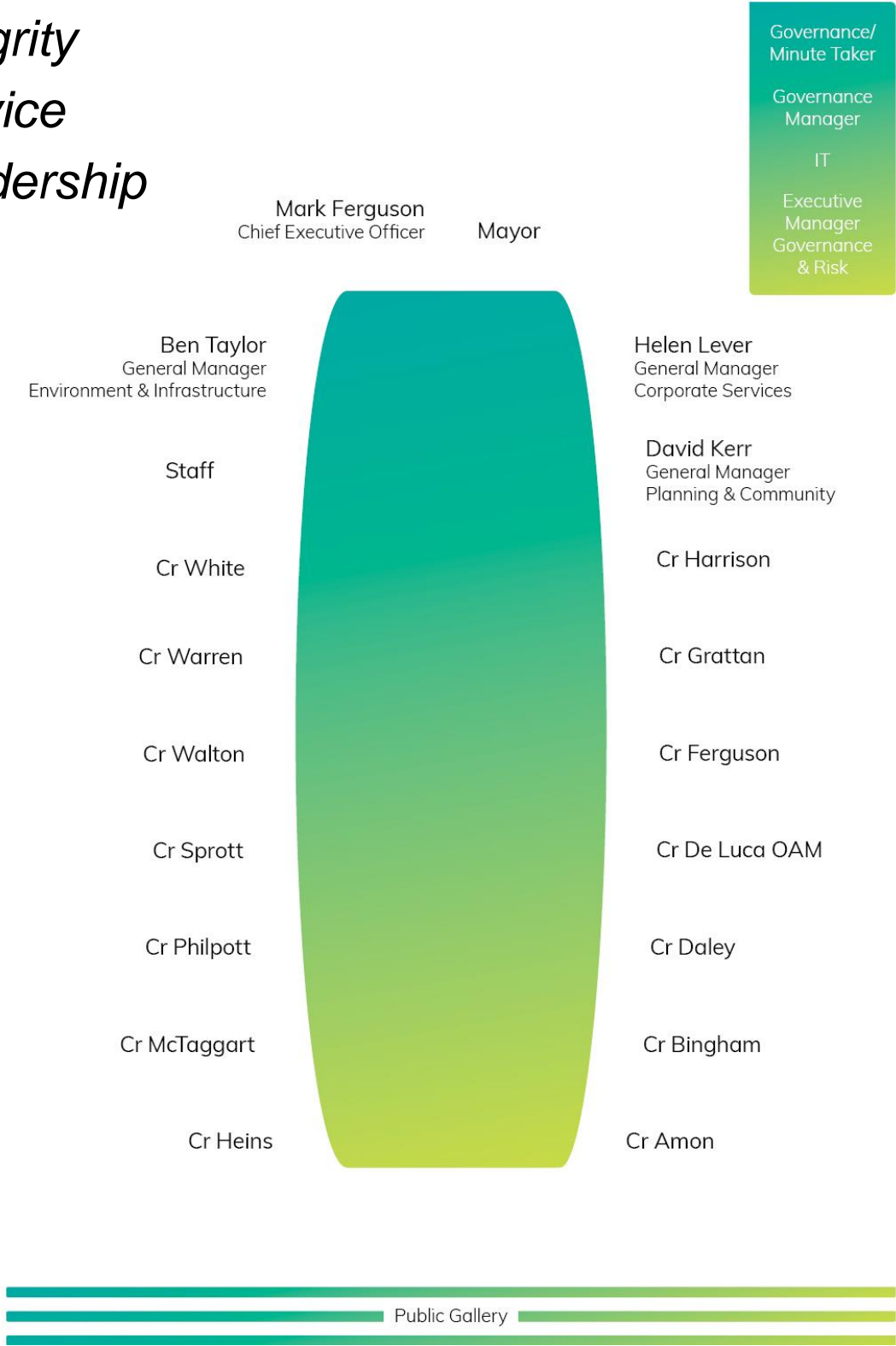


**Mark Ferguson**  
**Chief Executive Officer**

**Issued: 18/10/17**

# OUR VALUES

*Trust*  
*Teamwork*  
*Respect*  
*Integrity*  
*Service*  
*Leadership*



**Agenda for an Ordinary Meeting of Council  
to be held on Tuesday 24 October 2017  
at the Civic Centre, Dee Why  
Commencing at 6.30pm**

**ACKNOWLEDGEMENT OF COUNTRY**

**1.0 APOLOGIES**

**2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

2.1 Minutes of Ordinary Council Meeting held 26 September 2017

**3.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST**

**4.0 PUBLIC FORUM**

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	Nil	
<b>13.0</b>	<b>REPORT OF RESOLUTIONS PASSED IN CLOSED SESSION</b>	

## **2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

### **2.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 26 SEPTEMBER 2017**

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#### **RECOMMENDATION**

That the Minutes of the Ordinary Council Meeting held 26 September 2017, copies of which were previously circulated, be confirmed as a true and correct record of the proceedings of that meeting.

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## 6.0 CHIEF EXECUTIVE OFFICER'S DIVISION REPORTS

ITEM 6.1	MONTHLY INVESTMENT REPORT - AUGUST 2017
REPORTING MANAGER	CHIEF FINANCIAL OFFICER
TRIM FILE REF	2017/337608
ATTACHMENTS	1 Investment Strategy and Portfolio Review 2016-17 Financial Year (Included In Attachments Booklet)

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### EXECUTIVE SUMMARY

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#### PURPOSE

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

#### SUMMARY

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

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

The Investment Report shows that Council has total cash and investments of \$224,541,055 comprising:

- Trading Accounts           \$19,049,301
- Investments                 \$205,491,754

Performance over the period from 1 July 2017 to date was strong having exceeded the benchmark: 2.74%pa vs. 1.78%pa.

#### Certification – Responsible Accounting Officer

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

#### FINANCIAL IMPACT

Actual investment income for the period from 1 July 2017 to date was \$846,879 compared to budgeted income of \$837,900, a positive variance of \$8,979.

#### POLICY IMPACT

The investment strategy was reviewed by our Investment Advisors Laminar Capital Pty Ltd in August 2017. They confirmed that Council's investment portfolio is prudently managed and consists of assets appropriate for a Local Government entity and fully comply with legislation and Investment Policy limits.

#### SOCIAL IMPACT

Nil

**ENVIRONMENTAL IMPACT**

Nil

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**RECOMMENDATION CHIEF EXECUTIVE OFFICER**

That Council receive and note the Investment Report as at 31 August 2017, including the certification by the Responsible Accounting Officer.

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**REPORT**

**INVESTMENT BALANCES**

INVESTMENT BALANCES				
As at 31-Aug-2017				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
<b>Trading Accounts</b>				
Commonwealth Bank of Australia Ltd	A1+	6,932,869		1.35%
Commonwealth Bank of Australia Ltd	A1+	2,673,369		1.35%
Commonwealth Bank of Australia Ltd	A1+	81,105		0.40%
National Australia Bank Ltd	A1+	4,829,301		1.50%
		<b>14,516,643</b>		
<b>At Call Accounts</b>				
Commonwealth Bank of Australia Ltd	A1+	2,183,676	At Call	1.85%
Commonwealth Bank of Australia Ltd	A1+	2,449,336	At Call	1.85%
AMP Bank Ltd	A1	1,148,058	At Call	2.05%
National Australia Bank Ltd	A1+	2,400,000	At Call	2.00%
		<b>8,181,070</b>		
<b>Mortgage Backed Securities</b>				
Weighted Avg Life *				
Emerald Series 2006-1 Class A	AAA	919,652	21-Aug-51	2.140%
		<b>919,652</b>		
<b>Term Deposits</b>				
Auswide Bank Limited	A3	1,000,000	05-Sep-17	2.70%
Beyond Bank Australia Ltd	A2	2,000,000	05-Sep-17	2.70%
Westpac Banking Corporation Ltd	A1+	1,000,000	08-Sep-17	3.00%
Bank of Queensland Ltd	A2	2,000,000	11-Sep-17	2.65%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	13-Sep-17	2.75%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	19-Sep-17	2.70%
Bank of Queensland Ltd	A2	1,000,000	21-Sep-17	2.80%
Suncorp Bank	A1	2,000,000	25-Sep-17	2.65%
Bank of Queensland Ltd	A2	2,000,000	26-Sep-17	2.65%
Bank of Queensland Ltd	A2	2,000,000	29-Sep-17	2.80%
Bank of Queensland Ltd	A2	2,000,000	29-Sep-17	2.75%
Members Equity Bank Ltd	A2	1,000,000	03-Oct-17	2.80%
Bank of Queensland Ltd	A2	2,000,000	03-Oct-17	2.65%
Members Equity Bank Ltd	A2	2,000,000	05-Oct-17	2.60%
Qudos Mutual Ltd t/as Qudos Bank	A3	1,000,000	09-Oct-17	2.70%
Bank of Queensland Ltd	A2	2,000,000	10-Oct-17	2.60%
Beyond Bank Australia Ltd	A2	1,000,000	12-Oct-17	2.75%
Bank of Queensland Ltd	A2	2,000,000	17-Oct-17	2.65%
Members Equity Bank Ltd	A2	2,000,000	19-Oct-17	2.60%
Members Equity Bank Ltd	A2	1,000,000	24-Oct-17	2.70%
Bank of Queensland Ltd	A2	1,000,000	24-Oct-17	2.60%
Beyond Bank Australia Ltd	A2	2,000,000	24-Oct-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	26-Oct-17	2.67%
Bank of Queensland Ltd	A2	1,000,000	31-Oct-17	2.65%
Bank of Queensland Ltd	A2	1,000,000	01-Nov-17	2.75%
Bank of Queensland Ltd	A2	2,000,000	03-Nov-17	2.60%
Beyond Bank Australia Ltd	A2	1,000,000	06-Nov-17	2.70%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	07-Nov-17	2.65%
Members Equity Bank Ltd	A2	2,000,000	07-Nov-17	2.70%
Qudos Mutual Ltd t/as Qudos Bank	A3	1,000,000	09-Nov-17	2.70%



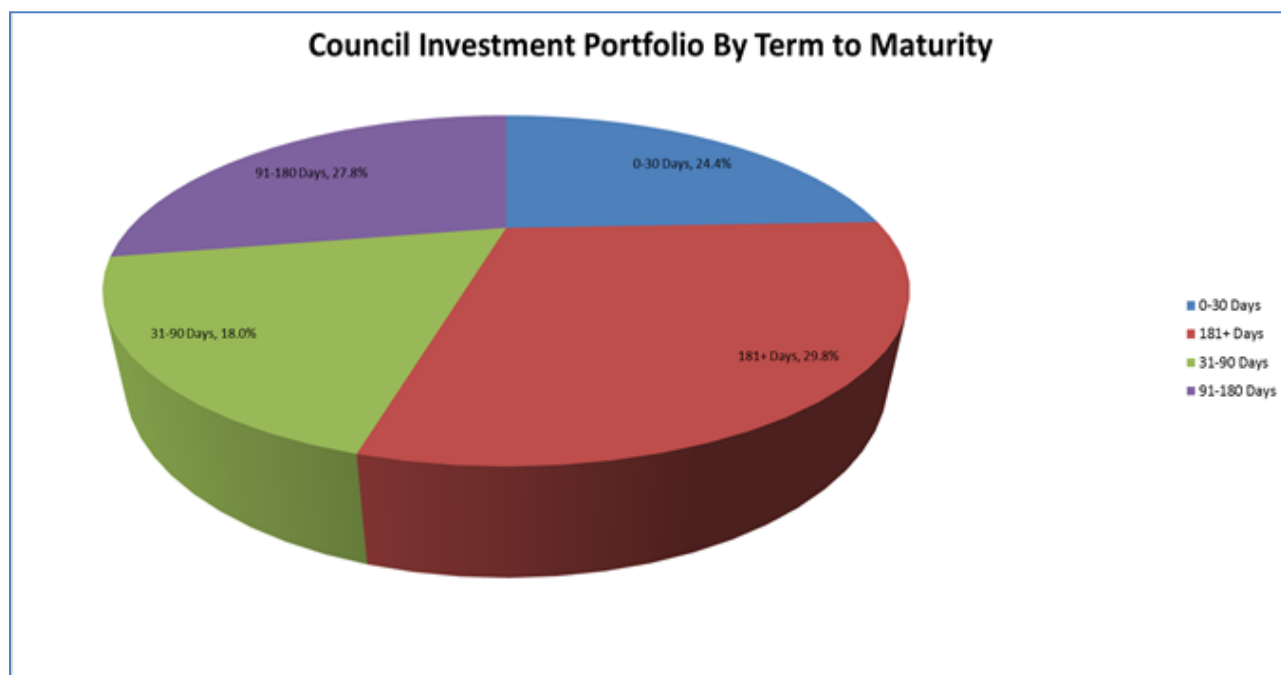
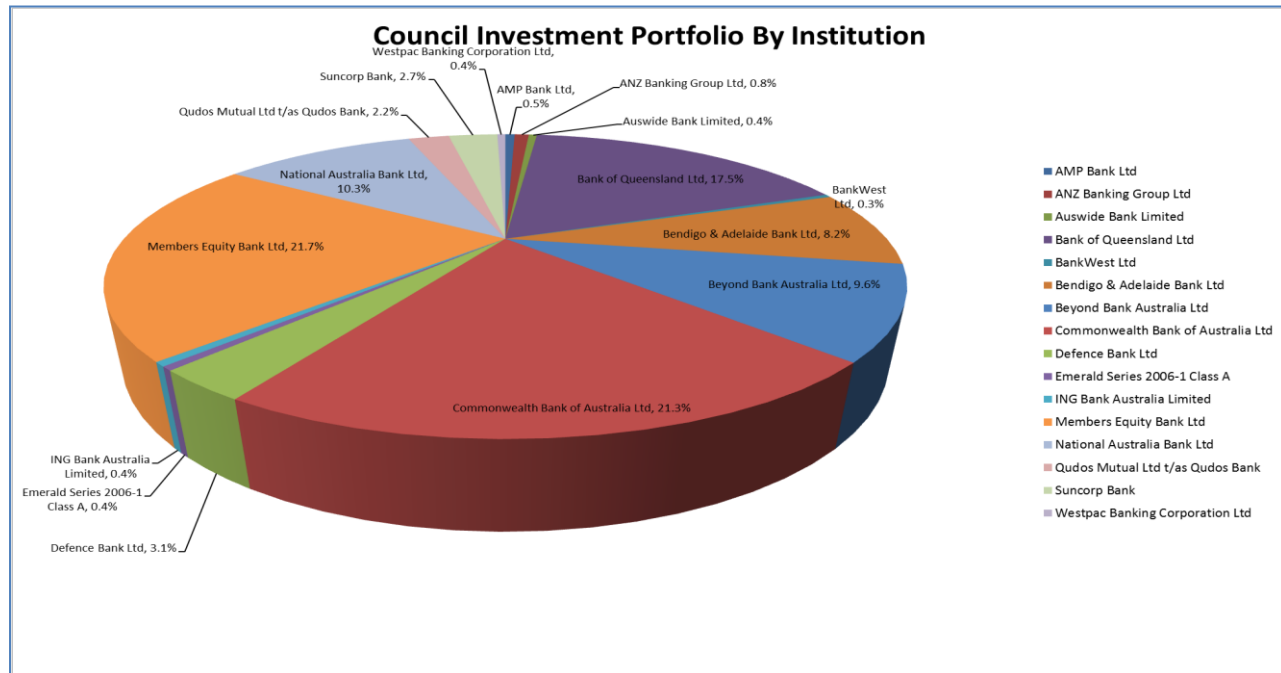
INVESTMENT BALANCES				
As at 31-Aug-2017				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
<b>Term Deposits (continued)</b>				
Beyond Bank Australia Ltd	A2	1,000,000	10-Nov-17	2.75%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	14-Nov-17	2.64%
Suncorp Bank	A1	3,000,000	14-Nov-17	2.60%
Beyond Bank Australia Ltd	A2	2,000,000	16-Nov-17	2.75%
Members Equity Bank Ltd	A2	2,000,000	21-Nov-17	2.70%
Beyond Bank Australia Ltd	A2	2,000,000	23-Nov-17	2.70%
Beyond Bank Australia Ltd	A2	1,000,000	04-Dec-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	05-Dec-17	2.65%
Beyond Bank Australia Ltd	A2	2,000,000	05-Dec-17	2.70%
Commonwealth Bank of Australia Ltd	A1+	500,000	08-Dec-17	2.68%
Qudos Mutual Ltd t/as Qudos Bank	A3	1,000,000	08-Dec-17	2.70%
Beyond Bank Australia Ltd	A2	1,000,000	11-Dec-17	2.75%
Members Equity Bank Ltd	A2	2,000,000	12-Dec-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	12-Dec-17	2.70%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	15-Dec-17	2.67%
Defence Bank Ltd	A2	1,000,000	18-Dec-17	2.77%
Members Equity Bank Ltd	A2	1,000,000	19-Dec-17	2.65%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	20-Dec-17	2.80%
Members Equity Bank Ltd	A2	2,000,000	20-Dec-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	02-Jan-18	2.70%
Members Equity Bank Ltd	A2	1,000,000	02-Jan-18	2.55%
Beyond Bank Australia Ltd	A2	2,000,000	04-Jan-18	2.75%
Qudos Mutual Ltd t/as Qudos Bank	A3	1,000,000	08-Jan-18	2.70%
Beyond Bank Australia Ltd	A2	2,000,000	09-Jan-18	2.75%
Members Equity Bank Ltd	A2	1,000,000	11-Jan-18	2.70%
Members Equity Bank Ltd	A2	2,000,000	17-Jan-18	2.65%
Suncorp Bank	A1	1,000,000	23-Jan-18	2.65%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	25-Jan-18	2.80%
Beyond Bank Australia Ltd	A2	1,000,000	29-Jan-18	2.75%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	31-Jan-18	2.80%
Bank of Queensland Ltd	A2	2,000,000	01-Feb-18	2.60%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	06-Feb-18	2.80%
Qudos Mutual Ltd t/as Qudos Bank	A3	1,000,000	08-Feb-18	2.70%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	13-Feb-18	2.80%
Bank of Queensland Ltd	A2	3,000,000	13-Feb-18	2.60%
Bank of Queensland Ltd	A2	2,000,000	15-Feb-18	2.60%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	20-Feb-18	2.72%
Bank of Queensland Ltd	A2	1,000,000	20-Feb-18	2.65%
National Australia Bank Ltd	A1+	2,000,000	22-Feb-18	2.55%
National Australia Bank Ltd	A1+	2,000,000	22-Feb-18	2.54%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	27-Feb-18	2.68%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	02-Mar-18	2.65%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	06-Mar-18	2.73%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	13-Mar-18	2.72%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	16-Mar-18	2.71%
Bank of Queensland Ltd	A2	3,000,000	20-Mar-18	2.60%
National Australia Bank Ltd	A1+	2,000,000	22-Mar-18	2.55%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	27-Mar-18	2.68%
National Australia Bank Ltd	A1+	2,000,000	27-Mar-18	2.55%

INVESTMENT BALANCES				
As at 31-Aug-2017				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Term Deposits (continued)				
Beyond Bank Australia Ltd	A2	1,000,000	29-Mar-18	2.75%
National Australia Bank Ltd	A1+	2,000,000	29-Mar-18	2.54%
Bank of Queensland Ltd	A2	2,000,000	03-Apr-18	2.60%
Bank of Queensland Ltd	A2	1,000,000	17-Apr-18	2.65%
National Australia Bank Ltd	A1+	2,000,000	19-Apr-18	2.55%
Bank of Queensland Ltd	A2	2,000,000	23-Apr-18	2.65%
National Australia Bank Ltd	A1+	2,000,000	26-Apr-18	2.55%
Members Equity Bank Ltd	A2	2,000,000	01-May-18	2.65%
Members Equity Bank Ltd	A2	2,000,000	08-May-18	2.65%
Members Equity Bank Ltd	A2	1,000,000	15-May-18	2.75%
Defence Bank Ltd	A2	2,000,000	15-May-18	2.80%
Members Equity Bank Ltd	A2	1,000,000	15-May-18	2.65%
Defence Bank Ltd	A2	2,000,000	22-May-18	2.80%
Members Equity Bank Ltd	A2	1,000,000	24-May-18	2.65%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	29-May-18	2.54%
National Australia Bank Ltd	A1+	2,000,000	29-May-18	2.55%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	05-Jun-18	2.60%
Members Equity Bank Ltd	A2	2,000,000	12-Jun-18	2.65%
Members Equity Bank Ltd	A2	1,000,000	12-Jun-18	2.65%
Members Equity Bank Ltd	A2	1,000,000	21-Jun-18	2.65%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	26-Jun-18	2.80%
Members Equity Bank Ltd	A2	2,000,000	28-Jun-18	2.60%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	29-Jun-18	2.75%
Members Equity Bank Ltd	A2	2,000,000	29-Jun-18	2.65%
Bank of Queensland Ltd	A2	719,877	10-Jul-18	2.70%
Members Equity Bank Ltd	A2	1,000,000	17-Jul-18	2.65%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	24-Jul-18	2.70%
ING Bank Australia Limited	A1	1,000,000	24-Jul-18	2.70%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	26-Jul-18	2.59%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	31-Jul-18	2.55%
Bank of Queensland Ltd	A2	2,000,000	07-Aug-18	2.70%
Members Equity Bank Ltd	A2	1,000,000	14-Aug-18	2.65%
Members Equity Bank Ltd	A2	1,000,000	28-Aug-18	2.65%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	28-Aug-18	2.61%
		172,219,877		
Kimbriki Environmental Enterprises Pty Ltd				
Trading Accounts				
Commonwealth Bank of Australia Ltd	A1+	4,532,657		0.90%
		4,532,657		
At Call Accounts				
Commonwealth Bank of Australia Ltd	A1+	5,549,266		1.45%
Commonwealth Bank of Australia Ltd	A1+	821,890	At Call	1.45%
		6,371,156		
Term Deposits				
Commonwealth Bank of Australia Ltd	A1+	1,000,000	15-Jan-18	2.35%
		1,000,000		

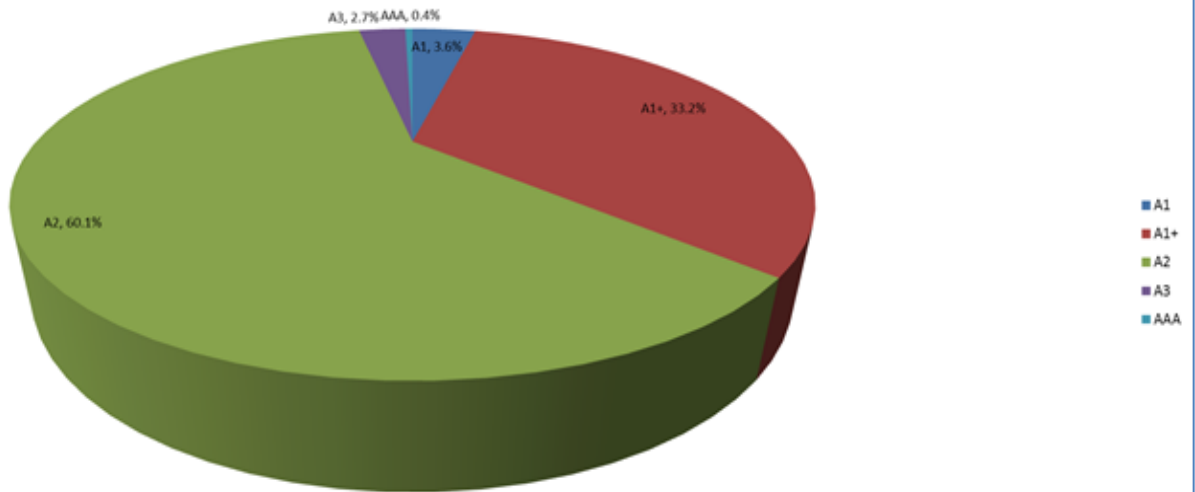
INVESTMENT BALANCES				
As at 31-Aug-2017				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
<b>New Council Implementation Fund</b>				
<b>Term Deposits</b>				
Members Equity Bank Ltd	A2	750,000	15-Sep-17	2.60%
Beyond Bank Australia Ltd	A2	650,000	15-Sep-17	2.70%
Members Equity Bank Ltd	A2	1,000,000	15-Jan-18	2.70%
		<b>2,400,000</b>		
<b>Stronger Communities Fund</b>				
<b>Term Deposits</b>				
BankWest Ltd	A1+	750,000	15-Sep-17	2.60%
Members Equity Bank Ltd	A2	900,000	24-Oct-17	2.70%
Bank of Queensland Ltd	A2	500,000	13-Nov-17	2.65%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	18-Dec-17	3.00%
Defence Bank Ltd	A2	1,000,000	18-Dec-17	2.77%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	19-Dec-17	2.66%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	17-Jan-18	3.00%
Members Equity Bank Ltd	A2	1,000,000	17-Jan-18	2.70%
ANZ Banking Group Ltd	A1+	1,000,000	15-Feb-18	2.50%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	16-Feb-18	3.00%
Bendigo & Adelaide Bank Ltd	A2	500,000	13-Apr-18	2.70%
Defence Bank Ltd	A2	1,000,000	12-Jun-18	2.85%
ANZ Banking Group Ltd	A1+	750,000	14-Aug-18	2.55%
		<b>14,400,000</b>		
<b>Total Cash and Investments</b>		<b>224,541,055</b>		

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

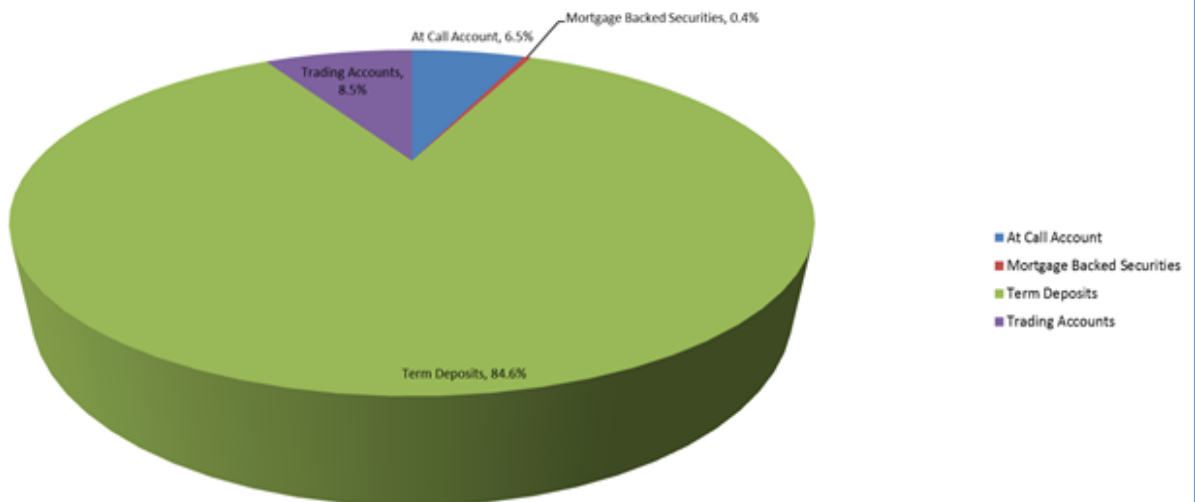
## PORTFOLIO ANALYSIS



**Council Investment Portfolio By Institution Rating**



**Council Investment Portfolio By Type of Investment**



## INVESTMENT PERFORMANCE VS. BENCHMARK

	Investment Portfolio Return (%pa)*	Benchmark: Bloomberg AusBond Bank Bill Index	Benchmark: 11am Cash Rate **
1 Month	2.73%	1.76%	1.50%
3 Months	2.71%	1.79%	1.50%
6 Months	2.73%	1.85%	1.50%
FYTD	2.74%	1.78%	1.50%
12 Months	2.77%	1.97%	1.50%

\* Excludes trading account balances

\*\* This benchmark relates to Cash Fund holdings

## MONTHLY INVESTMENT INCOME\* VS. BUDGET

	31 Aug 17 \$	Year to Date \$
Investment Income	422,576	834,044
Adjustment for Fair Value	12,830	12,835
Total Investment Income	435,406	846,879
Budgeted Income	430,500	837,900

\*Includes all cash and investment holdings

**ECONOMIC NOTES**

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

Signs of global economic activity were mixed-strength in August but still consistent with a lift in the pace of growth. A noticeable benefit of stronger global growth is that unemployment rates in many countries continue to fall and in some cases, such as Germany and the United States, to levels that in the past have been consistent with rising wages and inflation. However, inflation remains very low in most countries. The world's major central banks are caught between a desire to remove extraordinary and increasingly unnecessarily easy monetary conditions and persistently low inflation implying no need to tighten monetary policy. Most likely so long as global economic growth continues to gather momentum, central banks will continue to edge away from easy monetary conditions whether that be slowly hiking official interest rates following the lead of the US Federal Reserve (Fed); talking about the next move being a hike, the camp that the RBA is joining; or reducing the size of regular bond purchases in the case of the European Central Bank (ECB).

US economic readings released in August were mostly firm and imply that the first report of Quarter 2 GDP showing 2.6% annualised growth will probably be revised higher. It is also likely that Quarter 3 GDP growth will come in close to 2.5% annualised pace. Household spending appears to be in good shape supported by strong employment growth, reasonable wages growth, elevated consumer sentiment reports and strong growth in household wealth. Retail sales took a stronger-than-expected turn in July. Quarter 2 company earnings reports were mostly quite strong and regional purchasing manager reports were also mostly stronger than expected. One soft spot in July was housing activity. Housing starts fell 4.8% month-on-month, housing permits were down by 4.1%, new home sales fell 9.4% and existing home sales fell by 1.3%.

In China, Quarter 2 GDP was stronger than expected. There are signs that growth may slip slightly in Quarter 3. Indicators of economic activity released for July were almost all softer than expected and down from June. Export growth slipped to 7.2% year-on-year from 11.3% in June and import growth at 11.0% year-on-year was down from 17.2% in June. The story of growth stepping down was also clear in urban fixed asset investment, 8.3% year-on-year from 8.6% in June; industrial production, 6.4% from 7.6% in June; and retail sales, 10.4% from 11.0% in June. The order of slowdown in these areas is consistent with the policy efforts of the authorities to reduce problems such as excessive credit growth and too much investment in residential construction and at this stage implies GDP growth slipping to around 6.5% year-on-year in Quarter 3.

Europe continues to show signs of improvement. Quarter 2 GDP growth initially reported at 2.1% year-on-year was subsequently revised up to 2.2% and recent monthly economic indicators point to GDP growth improving again in Quarter 3. Stronger growth is generating strong employment growth and falling unemployment rate, down at 9.1% in June. Inflation in Europe is slowly lifting to 1.3% year-on-year in July but would need to rise much further to cause the ECB to start lifting its -0.4% official lending rate. It is possible over coming months that the ECB may reduce further its monthly purchases of bonds, but any rise in official interest rates is still a long way off, 2019 at earliest and dependent upon the European economy continuing to recover in the meantime.

The Australian economy, after slowing quite sharply in Quarter 1 registering GDP growth of only +0.3% quarter-on-quarter, +1.7% year-on-year, probably rebounded and strongly in Quarter 2. Employment growth has been very impressive over recent months causing the unemployment rate to fall to a 4-year low 5.6% in July. Job vacancies continue to rise strongly implying further growth in employment over coming months. The strength of employment growth indicates a pronounced lift in household disposable income in the quarter which in turn helps to explain a sharp lift in the volume of retail sales in Quarter 2, up 1.5% quarter-on-quarter, compared with a revised 0.2% quarter-on-quarter increase in Quarter 1 and implying a very strong contribution to Quarter 2 GDP from household consumption spending. Net exports and government spending also look set to contribute more strongly to growth in Quarter 2.

The investment portfolio return over the period 1 July 2017 to 31 August 2017 was 2.74% versus the Ausbond Bank Bill Index return of 1.78%.

<b>ITEM 6.2</b>	<b>MONTHLY INVESTMENT REPORT - SEPTEMBER 2017</b>
<b>REPORTING MANAGER</b>	<b>CHIEF FINANCIAL OFFICER</b>
<b>TRIM FILE REF</b>	<b>2017/382984</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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## EXECUTIVE SUMMARY

---

### PURPOSE

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

### SUMMARY

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

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

The Investment Report shows that Council has total cash and investments of \$221,786,511 comprising:

- Trading Accounts           \$7,871,279
- Investments               \$213,915,232

Performance over the period from 1 July 2017 to date was strong having exceeded the benchmark: 2.73%pa vs. 1.77%pa.

### Certification – Responsible Accounting Officer

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

### FINANCIAL IMPACT

Actual investment income for the period from 1 July 2017 to date was \$1,310,327 compared to budgeted income of \$1,278,900, a positive variance of \$31,427.

### POLICY IMPACT

The investment strategy was reviewed by our Investment Advisors Laminar Capital Pty Ltd in August 2017. They confirmed that Council's investment portfolio is prudently managed and consists of assets appropriate for a Local Government entity and fully comply with legislation and Investment Policy limits.

### SOCIAL IMPACT

Nil

### ENVIRONMENTAL IMPACT

Nil



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**RECOMMENDATION CHIEF EXECUTIVE OFFICER**

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

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**REPORT**

**INVESTMENT BALANCES**

INVESTMENT BALANCES				
As at 30-Sep-2017				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
<b>Trading Accounts</b>				
Commonwealth Bank of Australia Ltd	A1+	511,568		1.35%
Commonwealth Bank of Australia Ltd	A1+	884,721		1.35%
Commonwealth Bank of Australia Ltd	A1+	171,540		0.40%
National Australia Bank Ltd	A1+	800,592		1.50%
		<b>2,368,421</b>		
<b>At Call Accounts</b>				
Commonwealth Bank of Australia Ltd	A1+	3,393,549	At Call	1.85%
Commonwealth Bank of Australia Ltd	A1+	2,454,198	At Call	1.85%
AMP Bank Ltd	A1	1,150,027	At Call	2.05%
National Australia Bank Ltd	A1+	1,700,000	At Call	2.00%
		<b>8,697,774</b>		
<b>Mortgage Backed Securities</b>				
Weighted Avg Life *				
Emerald Series 2006-1 Class A	AAA	919,653	21-Aug-51	2.140%
		<b>919,653</b>		
<b>Term Deposits</b>				
Members Equity Bank Ltd	A2	1,000,000	03-Oct-17	2.80%
Bank of Queensland Ltd	A2	2,000,000	03-Oct-17	2.65%
Members Equity Bank Ltd	A2	2,000,000	05-Oct-17	2.60%
Westpac Banking Corporation Ltd	A1+	1,000,000	08-Oct-17	1.50%
Qudos Mutual Ltd t/as Qudos Bank	A3	1,000,000	09-Oct-17	2.70%
Bank of Queensland Ltd	A2	2,000,000	10-Oct-17	2.60%
Beyond Bank Australia Ltd	A2	1,000,000	12-Oct-17	2.75%
Bank of Queensland Ltd	A2	2,000,000	17-Oct-17	2.65%
Members Equity Bank Ltd	A2	2,000,000	19-Oct-17	2.60%
Members Equity Bank Ltd	A2	1,000,000	24-Oct-17	2.70%
Bank of Queensland Ltd	A2	1,000,000	24-Oct-17	2.60%
Beyond Bank Australia Ltd	A2	2,000,000	24-Oct-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	26-Oct-17	2.67%
Bank of Queensland Ltd	A2	1,000,000	31-Oct-17	2.65%
Bank of Queensland Ltd	A2	1,000,000	01-Nov-17	2.75%
Bank of Queensland Ltd	A2	2,000,000	03-Nov-17	2.60%
Beyond Bank Australia Ltd	A2	1,000,000	06-Nov-17	2.70%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	07-Nov-17	2.65%
Members Equity Bank Ltd	A2	2,000,000	07-Nov-17	2.70%
Qudos Mutual Ltd t/as Qudos Bank	A3	1,000,000	09-Nov-17	2.70%
Beyond Bank Australia Ltd	A2	1,000,000	10-Nov-17	2.75%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	14-Nov-17	2.64%
Suncorp Bank	A1	3,000,000	14-Nov-17	2.60%
Beyond Bank Australia Ltd	A2	2,000,000	16-Nov-17	2.75%
Members Equity Bank Ltd	A2	2,000,000	21-Nov-17	2.70%
Beyond Bank Australia Ltd	A2	2,000,000	23-Nov-17	2.70%
Beyond Bank Australia Ltd	A2	1,000,000	04-Dec-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	05-Dec-17	2.65%
Beyond Bank Australia Ltd	A2	2,000,000	05-Dec-17	2.70%
Commonwealth Bank of Australia Ltd	A1+	500,000	08-Dec-17	2.68%

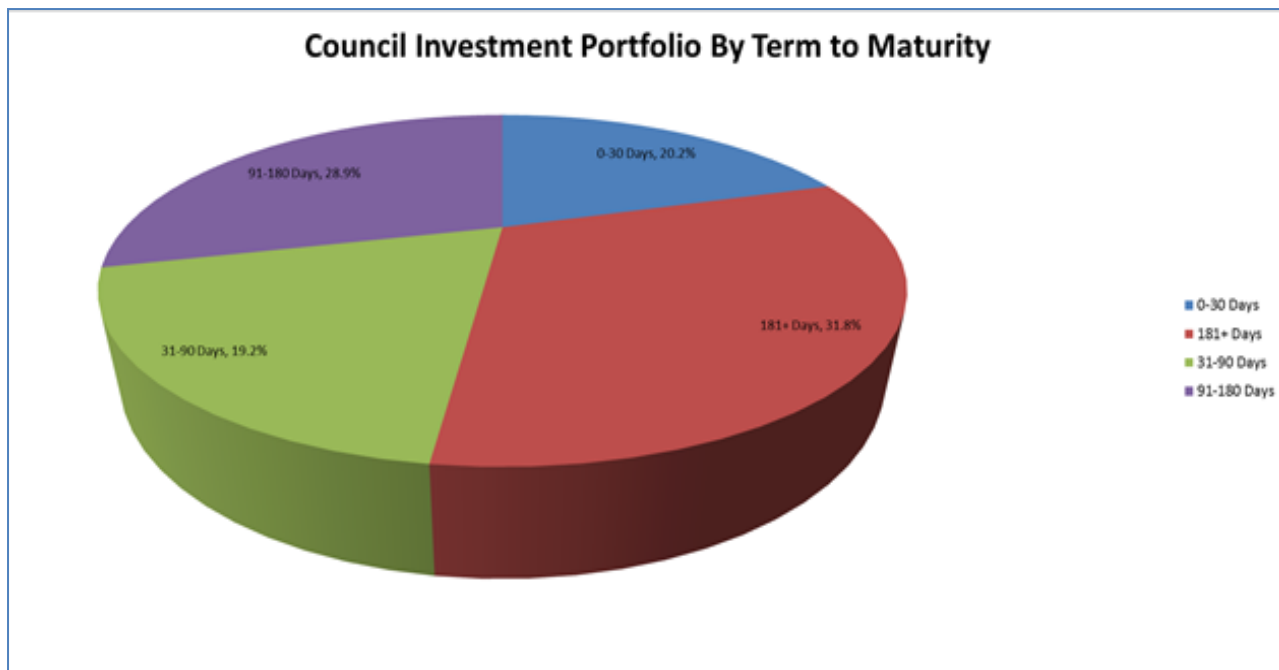
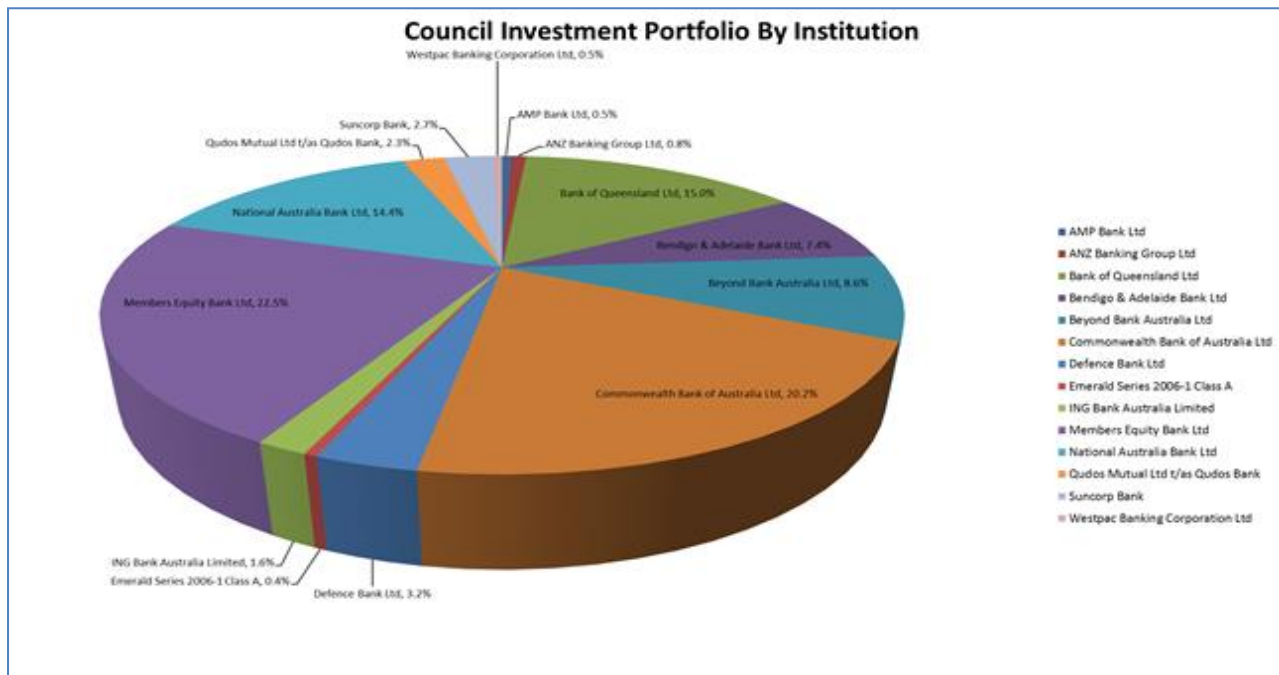
INVESTMENT BALANCES				
As at 30-Sep-2017				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
<b>Term Deposits (continued)</b>				
Qudos Mutual Ltd t/as Qudos Bank	A3	1,000,000	08-Dec-17	2.70%
Beyond Bank Australia Ltd	A2	1,000,000	11-Dec-17	2.75%
Members Equity Bank Ltd	A2	2,000,000	12-Dec-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	12-Dec-17	2.70%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	15-Dec-17	2.67%
Defence Bank Ltd	A2	1,000,000	18-Dec-17	2.77%
Members Equity Bank Ltd	A2	1,000,000	19-Dec-17	2.65%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	20-Dec-17	2.80%
Members Equity Bank Ltd	A2	2,000,000	20-Dec-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	02-Jan-18	2.70%
Members Equity Bank Ltd	A2	1,000,000	02-Jan-18	2.55%
National Australia Bank Ltd	A1+	2,000,000	02-Jan-18	2.55%
Beyond Bank Australia Ltd	A2	2,000,000	04-Jan-18	2.75%
Qudos Mutual Ltd t/as Qudos Bank	A3	1,000,000	08-Jan-18	2.70%
Beyond Bank Australia Ltd	A2	2,000,000	09-Jan-18	2.75%
Members Equity Bank Ltd	A2	1,000,000	11-Jan-18	2.70%
Members Equity Bank Ltd	A2	2,000,000	17-Jan-18	2.65%
Suncorp Bank	A1	1,000,000	23-Jan-18	2.65%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	25-Jan-18	2.80%
Beyond Bank Australia Ltd	A2	1,000,000	29-Jan-18	2.75%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	31-Jan-18	2.80%
Bank of Queensland Ltd	A2	2,000,000	01-Feb-18	2.60%
Members Equity Bank Ltd	A2	2,000,000	01-Feb-18	2.55%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	06-Feb-18	2.80%
Qudos Mutual Ltd t/as Qudos Bank	A3	1,000,000	08-Feb-18	2.70%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	13-Feb-18	2.80%
Bank of Queensland Ltd	A2	3,000,000	13-Feb-18	2.60%
Bank of Queensland Ltd	A2	2,000,000	15-Feb-18	2.60%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	20-Feb-18	2.72%
Bank of Queensland Ltd	A2	1,000,000	20-Feb-18	2.65%
National Australia Bank Ltd	A1+	2,000,000	22-Feb-18	2.55%
National Australia Bank Ltd	A1+	2,000,000	22-Feb-18	2.54%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	27-Feb-18	2.68%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	02-Mar-18	2.65%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	06-Mar-18	2.73%
National Australia Bank Ltd	A1+	2,000,000	08-Mar-18	2.55%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	13-Mar-18	2.72%
Suncorp Bank	A1	2,000,000	13-Mar-18	2.55%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	16-Mar-18	2.71%
Bank of Queensland Ltd	A2	3,000,000	20-Mar-18	2.60%
National Australia Bank Ltd	A1+	2,000,000	22-Mar-18	2.55%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	27-Mar-18	2.68%
National Australia Bank Ltd	A1+	2,000,000	27-Mar-18	2.55%
Beyond Bank Australia Ltd	A2	1,000,000	29-Mar-18	2.75%
National Australia Bank Ltd	A1+	2,000,000	29-Mar-18	2.54%
Bank of Queensland Ltd	A2	2,000,000	03-Apr-18	2.60%
National Australia Bank Ltd	A1+	2,000,000	05-Apr-18	2.55%
National Australia Bank Ltd	A1+	2,000,000	10-Apr-18	2.56%
Bank of Queensland Ltd	A2	1,000,000	17-Apr-18	2.65%

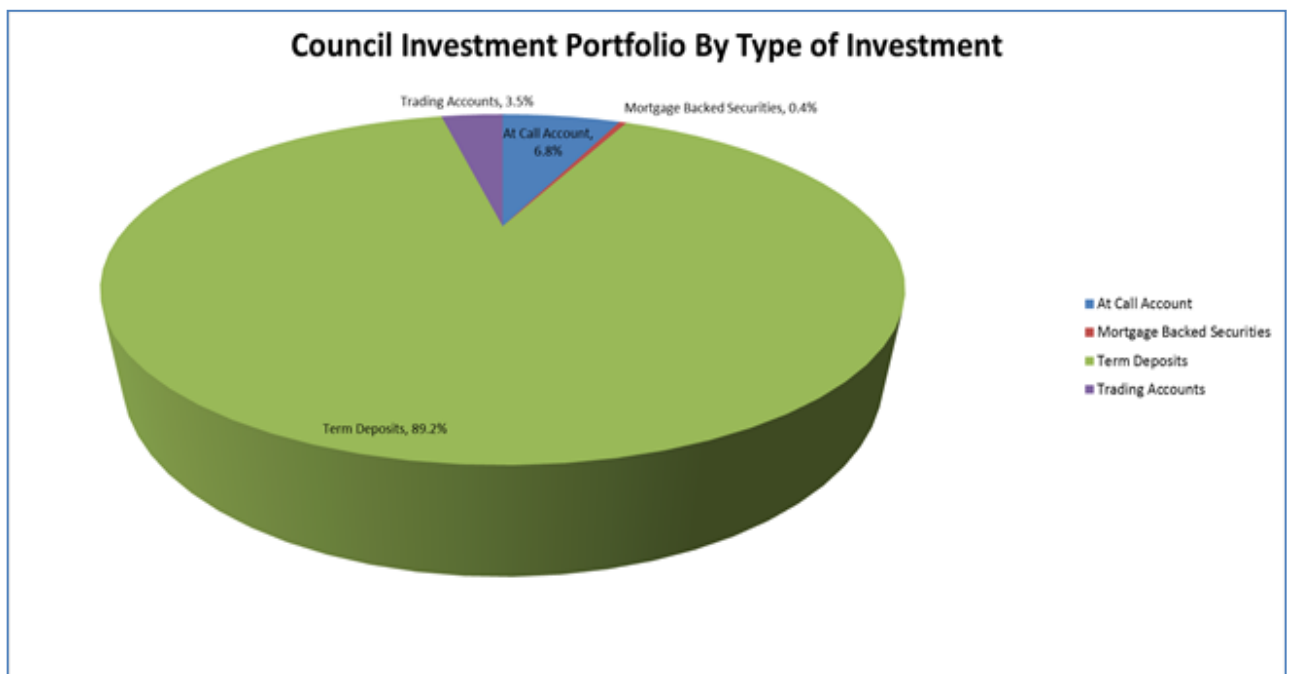
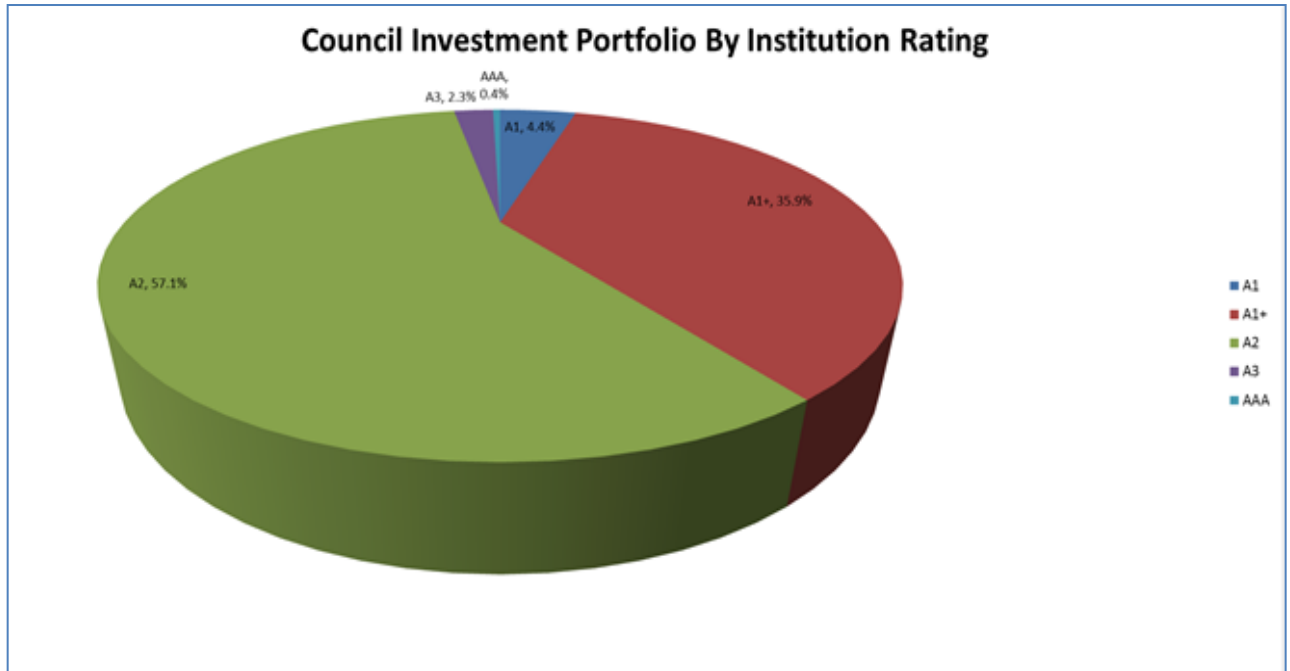
INVESTMENT BALANCES				
As at 30-Sep-2017				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
<b>Term Deposits (continued)</b>				
National Australia Bank Ltd	A1+	1,000,000	17-Apr-18	2.57%
National Australia Bank Ltd	A1+	2,000,000	19-Apr-18	2.55%
Bank of Queensland Ltd	A2	2,000,000	23-Apr-18	2.65%
National Australia Bank Ltd	A1+	2,000,000	26-Apr-18	2.55%
Bank of Queensland Ltd	A2	3,000,000	26-Apr-18	2.60%
Members Equity Bank Ltd	A2	2,000,000	01-May-18	2.65%
National Australia Bank Ltd	A1+	2,000,000	03-May-18	2.55%
Members Equity Bank Ltd	A2	2,000,000	08-May-18	2.65%
Members Equity Bank Ltd	A2	1,000,000	15-May-18	2.75%
Defence Bank Ltd	A2	2,000,000	15-May-18	2.80%
Members Equity Bank Ltd	A2	1,000,000	15-May-18	2.65%
Defence Bank Ltd	A2	2,000,000	22-May-18	2.80%
Members Equity Bank Ltd	A2	1,000,000	24-May-18	2.65%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	29-May-18	2.54%
National Australia Bank Ltd	A1+	2,000,000	29-May-18	2.55%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	05-Jun-18	2.60%
National Australia Bank Ltd	A1+	2,000,000	07-Jun-18	2.57%
Members Equity Bank Ltd	A2	2,000,000	12-Jun-18	2.65%
Members Equity Bank Ltd	A2	1,000,000	12-Jun-18	2.65%
Members Equity Bank Ltd	A2	1,000,000	21-Jun-18	2.65%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	26-Jun-18	2.80%
Members Equity Bank Ltd	A2	2,000,000	28-Jun-18	2.60%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	29-Jun-18	2.75%
Members Equity Bank Ltd	A2	2,000,000	29-Jun-18	2.65%
Bank of Queensland Ltd	A2	719,877	10-Jul-18	2.70%
Members Equity Bank Ltd	A2	1,000,000	17-Jul-18	2.65%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	24-Jul-18	2.70%
ING Bank Australia Limited	A2	1,000,000	24-Jul-18	2.70%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	26-Jul-18	2.59%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	31-Jul-18	2.55%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	02-Aug-18	2.59%
Bank of Queensland Ltd	A2	2,000,000	07-Aug-18	2.70%
Members Equity Bank Ltd	A2	1,000,000	14-Aug-18	2.65%
Members Equity Bank Ltd	A2	1,000,000	28-Aug-18	2.65%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	28-Aug-18	2.61%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	04-Sep-18	2.60%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	11-Sep-18	2.65%
ING Bank Australia Limited	A1	1,000,000	18-Sep-18	2.65%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	27-Sep-18	2.63%
		<b>180,219,877</b>		

INVESTMENT BALANCES				
As at 30-Sep-2017				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
<b>Kimbriki Environmental Enterprises Pty Ltd</b>				
<b>Trading Accounts</b>				
Commonwealth Bank of Australia Ltd	A1+	5,502,858		0.90%
		<b>5,502,858</b>		
<b>At Call Accounts</b>				
Commonwealth Bank of Australia Ltd	A1+	5,556,038	At Call	1.45%
Commonwealth Bank of Australia Ltd	A1+	821,890	At Call	1.45%
		<b>6,377,929</b>		
<b>Term Deposits</b>				
Commonwealth Bank of Australia Ltd	A1+	1,000,000	15-Jan-18	2.35%
		<b>1,000,000</b>		
<b>New Council Implementation Fund</b>				
<b>Term Deposits</b>				
National Australia Bank Ltd	A1+	500,000	19-Dec-17	2.51%
Members Equity Bank Ltd	A2	1,000,000	15-Jan-18	2.70%
ING Bank Australia Limited	A1	900,000	20-Sep-18	2.65%
		<b>2,400,000</b>		
<b>Stronger Communities Fund</b>				
<b>Term Deposits</b>				
Members Equity Bank Ltd	A2	900,000	24-Oct-17	2.70%
Bank of Queensland Ltd	A2	500,000	13-Nov-17	2.65%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	18-Dec-17	3.00%
Defence Bank Ltd	A2	1,000,000	18-Dec-17	2.77%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	19-Dec-17	2.66%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	17-Jan-18	3.00%
Members Equity Bank Ltd	A2	1,000,000	17-Jan-18	2.70%
ANZ Banking Group Ltd	A1+	1,000,000	15-Feb-18	2.50%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	16-Feb-18	3.00%
Bendigo & Adelaide Bank Ltd	A2	500,000	13-Apr-18	2.70%
Defence Bank Ltd	A2	1,000,000	12-Jun-18	2.85%
ANZ Banking Group Ltd	A1+	750,000	15-Aug-18	2.55%
ING Bank Australia Limited	A1	650,000	13-Sep-18	2.65%
		<b>14,300,000</b>		
<b>Total Cash and Investments</b>		<b>221,786,511</b>		

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

## PORTFOLIO ANALYSIS





## INVESTMENT PERFORMANCE VS. BENCHMARK

	<b>Investment Portfolio Return (%pa)*</b>	<b>Benchmark: Bloomberg AusBond Bank Bill Index</b>	<b>Benchmark: 11am Cash Rate **</b>
1 Month	2.73%	1.76%	1.50%
3 Months	2.73%	1.77%	1.50%
6 Months	2.72%	1.82%	1.50%
FYTD	2.73%	1.77%	1.50%
12 Months	2.76%	1.93%	1.50%

\* Excludes trading account balances

\*\* This benchmark relates to Cash Fund holdings

## MONTHLY INVESTMENT INCOME\* VS. BUDGET

	<b>30 Sep 17 \$</b>	<b>Year to Date \$</b>
Investment Income	463,446	1,297,490
Adjustment for Fair Value	2	12,837
Total Investment Income	463,448	1,310,327
Budgeted Income	441,000	1,278,900

\*Includes all cash and investment holdings



**ECONOMIC NOTES**

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

During September there were more indications that global economic growth has increased pace. Quarter 2 GDP growth reports and revisions from the US, China, Japan and Europe confirm a marked improvement in economic activity in the first half of 2017. Leading indicators of economic activity point to further improvement in Quarter 3. Growth may slip briefly in the US and China from the impact of natural disasters in the case of the former and earlier policy initiatives in the latter, but there is building momentum in the global economic recovery that is unlikely to be restrained until economic policy settings are tightened. So far, persistently low inflation has allowed central banks either to maintain very easy policy settings or to only slowly start normalising policy settings. If global growth continues to gain momentum as seems increasingly likely the risk builds that inflation will lift and that more central banks, including the RBA, will move towards lifting interest rates.

US Quarter 2 GDP was revised upwards to 3.0% annualised pace and with strong support from household consumption and business investment spending. July and August economic readings are mixed-strength although business and consumer sentiment reports remain very strong. The two huge hurricanes that impacted the US in the month will dent US GDP growth in Quarter 3 but the impact looks set to be brief. All told, the US economy continues to perform well. The Federal Reserve (Fed) has had a lot to weigh up in its policy thinking but its September policy meeting showed that it still expects solid economic growth over the next two years and in time a lift in inflation in 2019. The improving US economy plus the Fed's policy plans make it highly likely that US bond yields will rise over coming months.

In China, Quarter 2 GDP was stronger than expected. Indicators of economic activity released for August were mostly softer than expected while interestingly inflation readings were higher than expected. August industrial production, urban fixed asset investment and retail sales were all softer. The tighter policies imposed by the Peoples' Bank of China to deal with too rapid lending and the over-heating residential property market were always likely to moderate growth. There is some evidence that those tighter policies have worked capping speculation in residential property. China's house price growth decelerated again in August. Other prices, however, are showing signs of accelerating. Annual CPI inflation increased to 1.8% year-on-year in August, while annual producer price inflation showed an unexpectedly sharp increase to 6.3% year-on-year. Rising factory gate prices in China are sounding a little heeded warning that inflation could return globally.

Europe continues to show signs of improvement. Quarter 2 GDP growth initially reported at 2.1% year-on-year was subsequently revised up to 2.2% and recent monthly economic indicators point to GDP growth improving again in Quarter 3. Consumer confidence in Europe is the highest it has been since 2001, while the manufacturing sector's purchasing managers are the most confident they have been in more than six years. All told, the European economy is gaining strength, cutting down the unemployment rate and lifting inflation. The ECB is still holding steady its very growth accommodating monetary policy setting. The improvement in European economic conditions make it highly likely that the ECB will announce a further reduction in its monthly purchases of bonds before the end of this year.

The Australian economy rebounded in Quarter 2 with GDP growing 0.8% quarter-on-quarter. Even though quarterly GDP growth was much better in Quarter 2 annual GDP growth was 1.8% year-on-year, the same as it was in Quarter 1. Growth in Q2 was supported mostly by reasonably good contributions to growth from household consumption spending, government spending and exports. Australia's growth outlook is still a mixed bag. Further growth in household consumption will be essential if GDP growth is to lift. In Quarter 2 households lifted spending mostly by running down the household savings ratio. Whether the savings ratio can fall much further is a moot point given that household debt is exceptionally high and wages growth is still very low. One saving grace is that employment growth has lifted sharply through 2017 and the improvement is continuing.

The investment portfolio return over the period 1 July 2017 to 30 September 2017 was 2.73% versus the Ausbond Bank Bill Index return of 1.77%.

<b>ITEM 6.3</b>	<b>COMPLAINTS MANAGEMENT POLICY - OUTCOMES FROM PUBLIC EXHIBITION</b>
<b>REPORTING MANAGER</b>	<b>CHIEF EXECUTIVE OFFICER</b>
<b>TRIM FILE REF</b>	<b>2017/320210</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↓</a> Draft Complaints Management Policy</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To report on the submissions received and seek adoption of the Complaints Management Policy (the Policy).

#### SUMMARY

Council is integrating and streamlining the way in which complaints and compliments are received, responded to and reported. An overarching framework is currently being developed, and the Complaints Management Policy forms a key element of this framework. The Policy was placed on public exhibition from 26 July 2017 to 28 August 2017 and no changes to the draft Policy are required.

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#### RECOMMENDATION OF CHIEF EXECUTIVE OFFICER

That Council adopt the draft Complaints Management Policy.

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## REPORT

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### BACKGROUND

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

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

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

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

### CONSULTATION

The draft Policy was on public exhibition for comment from 26 July to 28 August. This has included:

- Information and online submissions form on the Your Say page
  - <http://yoursay.northernbeaches.nsw.gov.au/complntsmngement>
  - 187 visits, 49 downloads and 4 submissions
- Notification in the Manly Daily
- Community drop-in session at Dee Why Council Chambers 14 August 2017 5pm to 6:30pm

### Submissions

In total 4 submissions were received during the exhibition period. The submissions received were all comments referring to procedural issues will be considered as procedures continue to be developed. No change to the draft Policy, with the exception of a minor team title change, is required.

### TIMING

Once adopted the Policy will be displayed publicly on our website and communicated to all business units for future use and consideration. Implementation and commencement of the Complaints Management procedures will be completed by 1 December 2017.

### FINANCIAL IMPACT

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

### SOCIAL IMPACT

An effective harmonised solution builds a very strong level of community confidence that Council takes very seriously their complaints management process, Council officials abiding by the

adopted Code of Conduct, and that any complaint management process is fair, impartial and thorough. It will meet community expectations that complaints will be investigated and resolved in an appropriate manner.

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

**ENVIRONMENTAL IMPACT**

Nil

## **Northern Beaches Council Complaints Management Policy**

### **POLICY STATEMENT**

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

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

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

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

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

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

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

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

### **PRINCIPLES**

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

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



- resolves complaints in a timely and efficient manner, and is as transparent with each complainant as is reasonably practical;
- respects the privacy of complainants, particularly in relation to disclosure of their personal information; and
- has in place the necessary suite of policies, procedures, suitably qualified personnel and ancillary resources to ensure that complaints are effectively and professionally managed.

### **The Integrity and Complaints Resolution Office**

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

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

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

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

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

### **SCOPE AND APPLICATION**

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

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

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

### **REFERENCES AND RELATED DOCUMENTS**

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



## DEFINITIONS

### Complainant

A person who makes a complaint.

### Complaint

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

A complaint covered by this Policy can be distinguished from:

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

### Complaint management system

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

### Dispute

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

### Feedback

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

### Service request

Includes:

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

### Grievance

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

## **Policy**

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

## **Procedure**

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

## **Public Interest Disclosure**

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

## **RESPONSIBLE OFFICER**

Chief Executive Officer

## **REVIEW DATE**

Three years from the date the policy is adopted.

## **REVISION HISTORY**

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



<b>ITEM 6.4</b>	<b>STRONGER COMMUNITIES FUND - TIED GRANTS</b>
<b>REPORTING MANAGER</b>	<b>CHIEF EXECUTIVE OFFICER</b>
<b>TRIM FILE REF</b>	<b>2017/402557</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To notify Council of the funding allocation from the NSW Government of the Stronger Communities Fund – Tied Grants as identified by the Office of Local Government (OLG) and the Minister for Local Government, Ms Gabrielle Upton MP and endorse Council to enter into a funding agreement.

#### SUMMARY

The NSW Government as part of its continued commitment to support new councils has agreed to provide additional funding support for community infrastructure projects in the new councils. Northern Beaches Council has been offered an additional \$21.1 million (subject to entering into a funding agreement) tied to a range of high priority community projects listed below:

Project
Church Point community park (Pasadena Building)
Wakehurst Parkway flood mitigation
Mona Vale Public School – regional performing arts centre
Mona Vale Surf Club refurbishment
Currawong Beach heritage refurbishment
North Pittwater foreshore improvements
Barrenjoey High School – amphitheatre and performance space
Long Reef Surf Club refurbishment
Scotland Island wastewater feasibility study
Northern Pittwater permanent netball courts
Newport Surf Club refurbishment (planning)
<b>Total \$21.1 million</b>

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#### RECOMMENDATION OF CHIEF EXECUTIVE OFFICER

That Council endorse the Chief Executive Officer entry into a funding agreement with the Office of Local Government to \$21.1 million to be allocated to the 11 projects as identified within this report.

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## REPORT

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### BACKGROUND

The Stronger Communities Fund has been established by the NSW Government to provide Councils with funding to kick start the delivery of projects that improve community infrastructure and services. In June 2016 Council received a \$15 million allocation from the NSW Government that was divided into a \$1million community grant program and \$14 million towards major projects that develop more vibrant, sustainable and inclusive local communities. The community grants program was run over two rounds and has been fully allocated to 53 worthwhile community run projects. The funds for the major projects have been allocated into two programs delivering significant benefit to the Northern Beaches community:

1. *Connecting the Northern Beaches* program that includes the \$22.3m towards providing the continuous all-weather walkway from Palm Beach to Manly and an extensive council-wide cycle way and shared path network focused on the B-Line;
2. The \$10.3m *Connecting All Through Play* program which features a regional network of inclusive accessible playgrounds including two major new all abilities playground at Manly Dam and Lionel Watts, upgrades to play areas across the Northern beaches to make them more inclusive and \$4m for sporting facilities and surf lifesaving clubs.

The Stronger Communities Fund – Tied Grants are being provided to councils created in 2016 and have similar conditions to the original Stronger Communities Fund allocation, that being:

- All funding is to be spent or committed by 31 December 2018 and all funding acquitted before 30 June 2019
- Quarterly reports to Council and six monthly reports to OLG on expenditure and outcomes
- The fund will be accounted for separately with any interest earned applied to the balance of the fund
- Any uncommitted funds by 31 December 2018 must be returned to the OLG by 30 March 2019
- The NSW Government is acknowledged in all public statements, written material and permanent signage relating to the project and include the NSW Government logo
- An invitation to the Minister for Local Government is issued to any launch or public event associated with the funding and that they are acknowledged as an official guest and invited to speak when in attendance

Council is required to enter into a funding agreement with the NSW Government that reflects these conditions.

\$21.1m has been allocated to the Northern Beaches Council which is tied to 11 projects that have been identified as priorities by the NSW Government.

Project
Church Point community park (Pasadena Building)
Wakehurst Parkway flood mitigation
Mona Vale Public School – regional performing arts centre
Mona Vale Surf Club refurbishment
Currawong Beach heritage refurbishment
North Pittwater foreshore improvements
Barrenjoey High School – amphitheatre and performance space
Long Reef Surf Club refurbishment
Scotland Island wastewater feasibility study
Northern Pittwater permanent netball courts
Newport Surf Club refurbishment (planning)
<b>Total \$21.1 million</b>

The acquisition of the Pasadena and conversion to open space will be lauded by the community as the condemned building has been an eyesore on an otherwise extraordinary foreshore location and the benefits will be seen within local and tourist communities. The subsequent conversion to open space provides environmental, social and economic benefit and counters local concerns about overdevelopment.

The Wakehurst Parkway is a State government road that is subject to flooding during prolonged periods of rain and subsequent road closures. It is now a main access route to the new Frenchs Forest Hospital and the Northern Beaches community has called for an upgrade to the Parkway since the announcement of the new hospital. Reduction in flooding frequency may be able to be delivered through actions including sediment removal, culvert upgrades, detention basins and raising of the road. This funding will enable Council to work with the RMS on detailed feasibility assessment and implementation of any cost –effective and appropriate actions.

The contribution to the Regional Performing Arts Centre at Mona Vale which will be accessible to all local schools and community performance groups in the region will address the significant lack of performance spaces within the northern part of the Northern Beaches. Council has been lobbied for many years for a facility to support art and cultural activities. The completion of this performing arts centre will enable orchestral and other large scale performances to be undertaken within our community.

Mona Vale Surf Life Saving Club will undergo significant refurbishment and this fund will contribute to the infrastructure works at one of our most popular and patronised beaches to cater for the increasing club membership, the lifeguard service and the community in general. Likewise, Long Reef Surf Life Saving Club will receive funding to carry out upgrades to the club house which will include spaces for youth groups, function spaces, storage and accessibility upgrades to engage with the community and be more inclusive.

Currawong is listed on the State Heritage Register and is widely seen as a symbol of the protection of Pittwater's character. An upgrade to the heritage cabins will secure economic viability of the park and ensure this heritage remnant is retained into the future.

Foreshore improvement works at Careel Bay, Palm Beach and Clareville will be in accordance with approved master plans and provide significant social and environmental benefit for these communities.

The Barrenjoey Performance space will be a multi-use community facility in Avalon including an intimate 200 seat amphitheatre. Significant community-based fundraising has occurred over recent years and NSW Government support would enable the project to commence and be completed

Scotland Island is home to over 800 permanent residents who do not have access to basic services including town water or sewerage and rely on private water tanks and septic systems. This feasibility study will progress the proposal for the provision of a waste water system to the island.

The installation of permanent netball courts will go some way to alleviating the severe shortage of sports grounds on the northern beaches. There are currently only 31 permanent outdoor netball courts on the northern beaches. This installation enables additional training and playing facilities for the entire Northern Beaches netball community.

Newport Surf Life Saving Club requires upgrading to meet accessibility requirements particularly since it is the location of the northern beaches disability nippers program and has the adjoining Bert Payne all-abilities playground. These planning documents will ensure Newport will be brought up to code and addresses essential accessibility requirements.

The provision of this additional funding will also showcase the success of the new Northern Beaches Council and garner significant community support for the Fit for the Future reform program.

## **FINANCIAL IMPACT**

Council will receive payment from Office of Local Government of \$21.1 million towards the 11 identified projects upon signing the funding agreement and issuing an invoice to the Office of Local Government. Council will seek additional funding sources to support delivery of these projects and will allocate funding from the Capital Works budget to cover the shortfall where required.

## **ENVIRONMENTAL IMPACT**

Where required appropriate environmental impact assessments will form part of the detailed design and where possible environmental protection works will be undertaken so as to result in a positive to nil environmental impact from these projects. Significant environmental benefit will be derived from the foreshore improvement works and the wastewater feasibility study is another step closer to the provision of appropriate wastewater infrastructure.

## **SOCIAL IMPACT**

These projects provide a variety of social benefits including improved opportunity for recreation and active play through the provision of increased open space, upgrades and planning for surf club improvements, increased number of playing surfaces as well as the provision arts and culture opportunities through the performing arts centre. The upgraded heritage cottages at Currawong will enable the facility to showcase the pristine environment with facilities that are worthy of visitation.

## 7.0 CUSTOMER & CORPORATE DIVISION REPORTS

<b>ITEM 7.1</b>	<b>NORTHERN BEACHES COUNCIL MEETING SCHEDULE FOR 2018</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER GOVERNANCE &amp; RISK</b>
<b>TRIM FILE REF</b>	<b>2017/387935</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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### REPORT

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#### PURPOSE

At the last meeting of Council it was decided this item be deferred to the 24 October Council Meeting.

To adopt the Northern Beaches Council meeting schedule for the 2018 year.

#### REPORT

Section 365 of the *Local Government Act 1993* requires Council to meet at least 10 times a year.

On 22 November 2016, Council resolved to adopt the 2017 meeting schedule (Resolution 159/16) and this comprises of two remaining Ordinary Meetings for 2017.

Meeting No:	Meeting Type	Meeting Day	Meeting Date	Meeting Time	Location
2017/13	Ordinary	Tuesday	28 November	6.30pm	Dee Why
2017/14	Ordinary	Tuesday	19 December	6.30pm	Dee Why

This report recommends a meeting schedule in 2018, whereby Ordinary Meetings are held on the fourth Tuesday of the month, commencing at 6.30pm (with the exception of April and July 2018).

#### FINANCIAL IMPACT

Nil

#### ENVIRONMENTAL IMPACT

Nil

#### SOCIAL IMPACT

Nil

## RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council adopt the following Ordinary Council Meeting schedule for 2018.

Meeting No:	Meeting Type	Meeting Day	Meeting Date	Meeting Time	Location
2018/02	Ordinary	Tuesday	27 February	6.30pm	Dee Why
2018/03	Ordinary	Tuesday	27 March	6.30pm	Dee Why
2018/04	Ordinary	Tuesday	17 April*	6.30pm	Dee Why
2018/05	Ordinary	Tuesday	22 May	6.30pm	Dee Why
2018/06	Ordinary	Tuesday	26 June	6.30pm	Dee Why
2018/08	Ordinary	Tuesday	28 August	6.30pm	Dee Why
2018/09	Ordinary	Tuesday	25 September	6.30pm	Dee Why
2018/10	Ordinary	Tuesday	23 October	6.30pm	Dee Why
2018/11	Ordinary	Tuesday	27 November	6.30pm	Dee Why
2018/12	Ordinary	Tuesday	18 December	6.30pm	Dee Why

\*Held on the third Tuesday due to Anzac Day public holiday falling in week four of the month.

<b>ITEM 7.2</b>	<b>LOCAL GOVERNMENT NSW CONFERENCE 2017 - KEY DATES AND INFORMATION</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER GOVERNANCE &amp; RISK</b>
<b>TRIM FILE REF</b>	<b>2017/386982</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↓</a> Local Government NSW Conference 2017 Program</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To determine Councillor attendance at the Local Government NSW (LGNSW) Annual Conference, 2017 being held in Sydney from 4-6 December 2017.

#### SUMMARY

This conference is the annual policy-making event for NSW general-purpose councils, associate members and the NSW Aboriginal Land Council. It is the pre-eminent event of the local government year where local councillors come together to share ideas and debate issues that shape the way local government is governed.

Council is required to provide to the LGNSW the names of delegates who will be attending and of their relevant voting entitlements. The Association's Rules require the development of two rolls of voters, one for voting on policy motions, and a separate roll of voters for voting in the elections for the Association's Office Bearers and Board.

The LGNSW have advised that Northern Beaches Council can send a total of 11 delegates that can vote on policy motions.

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#### RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council:

- A. Nominates up to 11 Councillors to attend the Local Government NSW Annual Conference in Sydney, to be held from 4 to 6 December 2017.
  - B. Nominates up to 11 voting delegates (for Motions) as advised by Local Government NSW and in accordance with the Association's Rules.
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## REPORT

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### BACKGROUND

This conference is the annual policy-making event for NSW general-purpose councils, associate members and the NSW Aboriginal Land Council. It is the pre-eminent event of the local government year where local Councillors come together to share ideas and debate issues that shape the way local government is governed.

Council is required to provide to the LGNSW the names of delegates who will be attending and of their relevant voting entitlements. The Association's Rules require the development of two rolls of voters, one for voting on policy motions, and a separate roll of voters for voting in the elections for the Association's Office Bearers and Board.

The LGNSW have advised that Northern Beaches Council is entitled to up to 11 voting delegates that can vote on policy motions. LG NSW is still finalising council membership, and therefore exact numbers for voting for board positions is unknown at this stage. Voting delegates do not have to be in attendance for the board member votes, and can give their proxy to an attending Councillor.

Councillors should be aware that the deadline for submitting motions was 9 October 2017. Due to the declaration of the elected Council and the onboarding for the Councillors, Council was not in a position to seek motions from newly elected Councillors and put motions up for adoption by Council Resolution in time to meet the deadline for this year's conference. Therefore Northern Beaches Council will not be submitting any motions this year.

The scheduled election for the Association's Office Bearers and Board is to take place this year. If an office is contested, nominated voting delegates will vote by attendance at the conference on Tuesday 5 December 2017. The Australian Electoral Commission (AEC) have issued an election notice inviting nominations for Office Bearers and the Board and nominations will close on 7 November 2017.

A copy of the program for the Conference is at attachment 1.

### TIMING

The Local Government NSW Conference 2017 will be held from 4 – 6 December 2017.

### FINANCIAL IMPACT

Funds are available in the 2017/2018 budget for Councillor attendance at the conference. The cost of the attendance per person is expected to be approximately \$1149.

This includes:

Registration fee (early bird)	\$899
Travel (approximately 40kms return via car x3 days)	\$100
Out-of-pocket expenses (including some meals)	\$150
<b>Total</b>	<b>\$1,149</b>

\*Note – accommodation for this conference is not required as it is being held in Sydney.





## Local Government NSW Annual Conference 2017

**Monday 4 – Wednesday 6 December 2017**

Main conference venue is Hyatt Regency Sydney, 161 Sussex Street Sydney

This program is correct at the time of publication; speakers and program details may have changed due to unforeseen circumstances.

### DRAFT PROGRAM (as of 12 October 2017)

MONDAY 4 December	
11.00am – 4.00pm	Bump in sponsors to set up trade exhibition
2.00pm – 4.45pm	Registration opens in foyer entrance to main ballrooms
3.00pm – 4.00pm	Two optional concurrent briefing sessions. Coming together post-amalgamation: lessons and next steps three case studies <b>Peter Tegart</b> , Former Interim General Manager, Queanbeyan Palerang Regional Council <b>Gail Connolly</b> , General Manager, Georges River Council <b>Mike Eden</b> , Former Administrator, Federation Council  or  Elected life and good governance: building your capabilities. A session for new councillors <b>Susan Benedyka</b> , Chief Executive Officer, Rural and Regional Community Development
4.00pm – 5.00pm	Sessions repeated above
5.00pm – 7.00pm	<b>President's Opening Reception</b> in Maritime Ballroom in the trade exhibition
TUESDAY 5 December – Business Session Day 1 / Grand Ballroom/Maritime Ballroom	
7.30am – 5.00pm	Registration opens
8.00am – 9.00am	Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors (Voting for all positions at the one time) in Wharf 3, 4 and 5 (rooms)
8.15am – 9.00am	Distribution of voting materials and electronic handsets  Trade exhibition opens in Maritime Ballroom
9.15am – 9.45am	<b>Address</b> from <b>The Hon Gladys Berjiklian MP</b> , Premier of New South Wales
9.45am – 11.00am	<b>Address</b> from <b>Cr Keith Rhoades AFSM</b> , President, LGNSW  <b>Opening of the Federal Conference</b> , chaired by <b>Cr Keith Rhoades AFSM</b> including demonstration of voting units, adoption of standing orders, presentation of

	the auditor's report, general financial report and operating report to members. Business session and consideration of motions.
	<b>Opening of the State Conference</b> , chaired by <b>Cr Keith Rhoades AFSM</b> including adoption of standing orders. Presentation of the auditor's report, general financial and operating report to members.
	Business sessions and consideration of motions.
11.00am – 11.30am	Morning tea in trade exhibition area Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors
11.30am – 1.00pm	Consideration of Conference business continued, chaired by the President
1.00pm – 2.00pm	Lunch in trade exhibition Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors
2.00pm – 3.30pm	Consideration of Conference business continued, chaired by the President
3.30pm – 4.00pm	Afternoon tea in trade exhibition area Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors Voting closes
4.00pm – 5.30pm	Consideration of Conference business continued, chaired by the President Collection of all electronic handsets and motions voting cards Conference business session closes
5.30pm – 6.30pm	Delegate networking function in trade exhibition area
6.30pm	Trade exhibition closes. Free night for delegates.
<b>Wednesday 6 December– Business Session Day 2 / Grand Ballroom/Maritime Ballroom/Wharf rooms</b>	
7.30am – 5.00pm	Registration opens
7.30am – 8.45am	<b>Australian Local Government Women's Association (ALGWA NSW) Breakfast</b> Special Guest Speaker <b>Rhoda Roberts</b> , Head of First Nation Programming, Sydney Opera House, Festival Director Boomerang, will speak on Accessing and Creating Relationships with Your Local Community.
8.00am – 5.30pm	Trade exhibition open in Maritime Ballroom
9.00am – 9.05am	Introduction by <b>Ellen Fanning</b> , Master of Ceremonies
9.05am – 9.20am 9.20am – 9.35am	<b>Address</b> from <b>The Hon Gabrielle Upton MP</b> , Minister for Local Government Facilitated questions from the conference to the Minister
9.35am – 10.05am	<b>Keynote: Dr Jonathan Carr-West</b> , Chief Executive, Local Government Information Unit UK presents on Transforming Local Government
10.05am – 10.30am	Morning tea in trade exhibition area
10.30am – 10.45am 10.45am – 11.00am	<b>Address</b> from <b>The Hon Peter Primrose MLC</b> , Shadow Minister for Local Government Facilitated questions from the conference to the Shadow Minister

11.00am – 11.15am	<b>Address</b> from <b>The Hon Melinda Pavey MP</b> , Minister for Roads, Maritime and Freight
11.15am – 11.30am	<b>Address</b> from <b>Carolyn McNally</b> , Secretary of the Department of Planning and Environment, on Housing Affordability and Partnerships with Councils.
11.30am – 11.40am	<b>MC</b> to facilitate Q and A to both speakers (10 mins only)
11.40am – 12.10pm	<b>Address</b> from <b>Stuart Reeve</b> , Managing Director, Micromex Research and Consulting on Community Perceptions of Local Government
12.10pm – 12.30pm	<b>Presentation</b> of the AR Bluett Awards (20 mins)
12.30pm - 12.40pm	<b>Address</b> from <b>Cr Keith Rhoades AFSM</b> , LGNSW President on Association Initiatives
12.40pm – 12:50pm	<b>Treasurer's Report</b>
12.50pm – 1.40pm	Lunch in the trade exhibition area General Managers Lunch sponsored by StateCover: a short update from StateCover, Local Government Super and LGP (30 mins)
<b>1.40pm – 3.10pm</b>	<b>MOVE TO CONCURRENT SESSIONS</b>
<b>Environment and Planning</b>  1.40pm – 1.45 intro 1.45pm – 2.05pm 2.05pm – 2.10 intro 2.10pm – 2.30pm 2.30pm – 2.35intro 2.35pm – 2.55pm 2.55pm – 3.10pm Q and A	Stream facilitated by <b>Sarah Gardner</b> , Executive Director Waste and Resource Recovery, Environment Protection Authority (EPA).  <ul style="list-style-type: none"> <li>• <b>Dr Bruce Christie</b>, Deputy Director General, Biosecurity and Food Safety, Department of Primary Industries on The biosecurity framework and shared responsibilities</li> <li>• <b>Phoebe Ashe</b>, Unit Head, Container Deposit Scheme Implementation Team, Environment Protection Authority on Introducing a Container Deposit Scheme</li> <li>• <b>Tom Celebrezze</b>, Director Biodiversity Policy, Office of Environment and Heritage on Biodiversity reforms and Local Government</li> </ul>
<b>Infrastructure and Economics</b>  1.40pm – 1.45 intro 1.45pm – 2.05pm 2.05pm – 2.10 intro 2.10pm – 2.30pm 2.30pm – 2.35intro 2.35pm – 2.55pm 2.55pm – 3.10pm Q and A	Stream facilitated by <b>Place Design Group</b> .  <ul style="list-style-type: none"> <li>• <b>Greg Dyer</b>, General Manager City of Parramatta, Case study on the Redevelopment of Parramatta Square</li> <li>• <b>Susie Matthews</b>, Director Small Business Engagement, NSW Department of Industry on In Support of night-time economies</li> <li>• <b>Sean Gordon</b>, Chief Executive Officer, Darkinjung Local Aboriginal Land Council on Building local economies and the economic development of aboriginal lands</li> </ul>

<b>People and Communities</b>  1.40pm – 1.45 intro 1.45pm – 2.05pm 2.05pm – 2.10 intro 2.10pm – 2.30pm 2.30pm – 2.35intro 2.35pm – 2.55pm 2.55pm – 3.10pm Q and A	Stream facilitated by <b>TBC</b> .  <ul style="list-style-type: none"> <li>• <b>Jody Broun</b>, Director NSW/ACT, Red Cross on Disaster Preparedness – council's building resilience with their communities in times of natural disaster or accident</li> <li>• <b>Wendy Waller</b>, Mayor and <b>Shabnam Bhana</b>, Community Development Worker, Liverpool City Council, and <b>Cr Greg Conkey</b>, Mayor, Wagga Wagga City Council on Refugee Resettlement</li> <li>• <b>Mary Barry</b>, Chief Executive Officer, Our Watch on the national framework for preventing violence against families and women</li> </ul>
<b>3.10pm – 3.20pm</b>  3.20pm – 4.00pm  4.00pm – 4.30pm	<b>RETURN TO PLENARY SESSION AND CLOSE OF CONFERENCE</b>  <b>Keynote: Annabel Crabb</b> , Walkley Award winning journalist on 'What the community wants and expects from government; what local government can learn from the international, national and state experience; and what it means for local government in the future'.  Afternoon tea and delegate networking function in trade exhibition area
<b>7.30pm – 11.00pm</b>	<b>CONFERENCE DINNER, Grand Ballroom Hyatt Regency</b> (in the conference room)
7.30pm 7.45pm 8.00pm 8.10pm 8.35pm 9.35pm 11.00pm	Doors open Delegates seated and entrée served LGNSW President introduces Elite Sponsor, StateCover Mutual Limited LGNSW President and Elite Sponsor present the Outstanding Service Awards Presentation of the Heart Foundation Local Government Awards National Winner by CEO Kerry Doyle (invited) Main course served Entertainment and dancing Function finishes
<b>CLOSE OF CONFERENCE</b>	

This program is correct at the time of publication. Speakers and program details may change due to unforeseen circumstances.

<b>ITEM 7.3</b>	<b>TABLING OF PECUNIARY INTEREST ANNUAL RETURNS</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER GOVERNANCE &amp; RISK</b>
<b>TRIM FILE REF</b>	<b>2017/321203</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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## REPORT

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### PURPOSE

To table completed Pecuniary Interest Returns lodged under the provisions of Section 449 of the *Local Government Act, 1993*.

### REPORT

Officers of the Northern Beaches Council and Councillors/Administrators classified as 'Designated Persons' are required to lodge an annual return declaring their pecuniary interests for the period 1 July 2016 to 30 June 2017.

Under the provisions of section 450A of the *Local Government Act, 1993* the Chief Executive Officer must arrange for the tabling of all Pecuniary Interest Returns at the first meeting of the Council after the last day of the period for lodgement, ie 30 September 2017.

Pecuniary Interest Returns have been requested from all people nominated as Designated Persons in accordance with the consolidated register adopted by Council on 9 August 2016.

The Returns received are contained in a register and are publicly available upon request unless the Designated Person requests to have personal information withheld in accordance with the provisions of Section 739 of the *Local Government Act, 1993* and/or section 58 of the *Privacy and Personal Information Protection Act 1998*.

### FINANCIAL IMPACT

Nil

### ENVIRONMENTAL IMPACT

Nil

### SOCIAL IMPACT

To enhance transparency, this report ensures that the Pecuniary Interests Register is tabled at Council as a publically available register in accordance with the *Local Government Act, 1993*.

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## RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council note the tabling of Pecuniary Interest Returns for Designated Persons in accordance with the *Local Government Act, 1993* for the period 1 July 2016 through to 30 June 2017.

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## 8.0 ENVIRONMENT & INFRASTRUCTURE DIVISION REPORTS

ITEM 8.1	PUBLIC EXHIBITION OF THE EAST ESPLANADE LANDSCAPE PLAN
REPORTING MANAGER	EXECUTIVE MANAGER PARKS & RECREATION
TRIM FILE REF	2017/372205
ATTACHMENTS	1 <a href="#">↓</a> Draft East Esplanade Improvements Plan - Attachment to Council report

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### EXECUTIVE SUMMARY

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#### PURPOSE

To seek endorsement for releasing the draft East Esplanade Landscape Plan for Public Exhibition

#### SUMMARY

Along with the Corso, West Esplanade and Manly Wharf, East Esplanade Park forms part of the most iconic gateways into the Northern Beaches. Following a number of storms eroding the grassed areas and representations from numerous stakeholders, Council commenced the process to develop a Landscape Plan to address the issues of overuse, erosion, tree protection and safety. Council commenced engagement with groups such as the Manly Community Forum as well as key stakeholders of the site in July 2017.

A draft East Esplanade Landscape Plan has been developed. The draft Landscape Plan seeks to be sympathetic to East Esplanade's strong heritage, social and recreational value whilst making the park more resilient to the impacts of use and the desire to protect the natural beauty of the mature tree canopy. The changes proposed by the draft Landscape Plan are targeted improvements and have been proposed to address the issues listed above.

It is proposed to seek community feedback on the draft Landscape Plan from 2 November 2017 until 3 December 2017.

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#### RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That the Draft East Esplanade Landscape Plan be placed on public exhibition for a period of 28 days and the final Landscape Plan be reported back to Council for consideration and adoption.

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## REPORT

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### BACKGROUND

East Esplanade, along with West Esplanade, Manly Wharf and Manly Corso, is part of the most iconic gateway into the Northern Beaches. Originally developed in the late nineteenth century, the popular park is often referred to as 'The Office' in reference to its popularity as a meeting point. As a landscape setting, it provides considerable public amenity via its promenade, significant mature trees and open grassed areas.

However there is a number of underlying issues with the park that need to be addressed. The key issue the draft Landscape Plan seeks to resolve is the uncontrolled runoff from East Esplanade across the Park which washes large amounts of sediment into the harbour. Other issues include the need to provide better tree protection, better control over the vegetated areas interface with the promenade, managing significant risk posed by the large fig tree in the eastern boundary of the park without removing the tree, upgrading and expanding the public toilets, and protection and enhancement of the significant historic elements within the park.

The draft Landscape Plan has been developed to address these issues without changing the character or utility of the space. The attached draft Landscape Plan seeks to provide a connection in the Park between environment, history and lifestyle.

### CONSULTATION

Council has consulted already with key users including the Manly Community Forum on the development of the draft Landscape Plan. Subject to approval, the draft Landscape Plan will go on public exhibition from 2 November until 3 December and the engagement will comprise of the following elements:

- Public drop in session on site Saturday 11 November 9am until 1pm
- Your Say Northern Beaches page where community members will be able to view the plan and provide feedback
- Signs on site
- Two newspaper advertisements on 4 and 11 November
- Letter box drop to nearby residents and businesses
- Community Engagement Register updates.

### TIMING

It is intended to bring a final landscape plan, after taking into consideration community feedback, to Council for adoption on 19 December 2017. Council has budgeted \$200,000 for priority actions from the Landscape Plan and these will be undertaken this financial year. Priority actions may include:

- Raising the kerb and improving stormwater along East Esplanade
- New sandstone edging along the promenade (park side)
- Enhancement of the Broken Fountain memorial area
- Construction of raised decks around the exposed roots of the fig trees to provide amenity and better protection.

**FINANCIAL IMPACT**

\$200,000 has been allocated to priority actions in the 2018 Financial Year. Unfunded actions will be subject to funding applications and budget bids.

**SOCIAL IMPACT**

East Esplanade is an extremely popular area for many different types of users and the Landscape Plan, if adopted, will make the park more resilient to this use. The proposed work will celebrate and conserve the Memorial area.

**ENVIRONMENTAL IMPACT**

The key objective of the Landscape Plan is to reduce the erosion and sediment run off into the harbour as well as protection of the tree canopy. Implementation of the plan will resolve these issues.





EAST ESPLANADE LANDSCAPE IMPROVEMENTS - DRAFT CONCEPT

NORTHERN BEACHES COUNCIL



**PHOTOMONTAGE 1**

- 1 - upgrade pavement and improve durability ie. granite pavers and themed concrete inlay paving, review lighting and furniture design
- 2 - retain Olympic memorial plaques within paving design
- 3 - paved area as part of grass terrace for social meeting
- 4 - low sandstone edge as part of grass terrace for sitting and viewing
- 5 - upgrade existing grass areas including provision of improved grass selection, irrigation and maintenance



**PHOTOMONTAGE 2**

- 1 - upgrade pavement and improve durability ie. granite pavers and themed concrete inlay paving, review lighting and furniture design
- 2 - retain Olympic memorial plaques within paving design
- 3 - low sandstone edge as part of grass terrace for sitting and viewing
- 4 - upgrade existing grass areas including provision of improved grass selection, irrigation and maintenance
- 5 - upgrade existing furniture and create sitting for all accessibility



**PHOTOMONTAGE 3**

- 1 - upgrade pavement and improve durability ie. granite pavers and themed concrete inlay paving, review lighting and furniture design
- 2 - retain Olympic memorial plaques within paving design
- 3 - low sandstone edge as part of grass terrace for sitting and viewing
- 4 - upgrade existing grass areas including provision of improved grass selection, irrigation and maintenance
- 5 - timber decking around base of existing Fig Tree to provide root system protection and reduce compaction to ground and roots
- 6 - promote passive recreation including picnics and viewing



**PHOTOMONTAGE 4**

- 1 - upgrade pavement and improve durability ie. granite pavers and themed concrete inlay paving, review lighting and furniture design
- 2 - retain Olympic memorial plaques within paving design
- 3 - low sandstone edge as part of grass terrace for sitting and viewing
- 4 - upgrade existing grass areas including provision of improved grass selection, irrigation and maintenance
- 5 - enhance heritage monument using with feature paving around base
- 6 - improve longevity of existing Fig Tree with establishment of soft ground treatments beneath canopy, requiring relocation of sewage and removal of car access and path
- 7 - expand capacity for existing toilet including retention of heritage aspects



**EAST ESPLANADE LANDSCAPE IMPROVEMENTS - DRAFT CONCEPT**  
August 2017

**NORTHERN BEACHES COUNCIL**

<b>ITEM 8.2</b>	<b>OPEN DAY FOR WARRINGAH AQUATIC CENTRE ON 11 NOVEMBER 2017</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER PROPERTY</b>
<b>TRIM FILE REF</b>	<b>2017/318467</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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## REPORT

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### PURPOSE

To hold an Open Day for Warringah Aquatic Centre on Saturday 11 November 2017 from 12.30pm to 6.00pm to promote the new cafe and outdoor play area for the community to use free of charge.

### REPORT

The Warringah Aquatic Centre's outdoor area has undergone significant improvements over the last year to include a splash pad and interactive water play for children. Additionally, the former kiosk has been fully refurbished into a cafe with a new operator in place.

To promote this and drive new visitation and use, it is proposed that a heavily promoted afternoon of free entry would provide the opportunity for Council to showcase this revamped outdoor area and new food outlet, as well as promoting the Warringah Aquatic Centre's other programs and activities.

It is also proposed that on the day there will also be other fun activities on offer including the pool inflatable, as well as a diving display performed by Olympic divers.

### FINANCIAL IMPACT

The waiving of the entry fees for the Open Day is estimated to have a financial impact of less than \$2,000 based on last year's equivalent Saturday revenue. This expectation is that this reduction in income will be offset by an increase in future visitations from new users of the Warringah Aquatic Centre and that there will be a net positive financial outcome to Council.

### ENVIRONMENTAL IMPACT

Nil

### SOCIAL IMPACT

Nil

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## RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council hold an Open Day for Warringah Aquatic Centre on Saturday 11 November 2017 from 12.30pm to 6.00pm to promote the new cafe and outdoor play area for the community to use.

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<b>ITEM 8.3</b>	<b>WALK MANLY - PEDESTRIAN ACCESS &amp; MOBILITY PLAN</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER TRANSPORT &amp; URBAN</b>
<b>TRIM FILE REF</b>	<b>2017/366400</b>
<b>ATTACHMENTS</b>	<b>1 Manly Beach, Wharf &amp; Town Centre - Pedestrian Access &amp; Management Plan (Included In Attachments Booklet)</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To seek Council adoption of Walk Manly – Pedestrian Access and Mobility Plan (PAMP).

#### SUMMARY

Walk Manly – Pedestrian Access and Mobility Plan (PAMP) is a comprehensive strategic action plan developed to identify existing pedestrian access needs, manage future demand and enhance pedestrian access for all ages and mobility.

A PAMP study provides a framework for developing or improving pedestrian routes through key areas to maximise their accessibility. It aims to identify and coordinate the mobility needs of all sections of the community. The outcome once recommended actions have been implemented should be a safe, convenient and integrated pedestrian network.

The Walk Manly Plan was endorsed for public exhibition at the Council Meeting held on Tuesday 27 June 2017. The 28 day community engagement period was extended by 14 days to account for the fact that the school holiday period fell within the engagement period. Twenty-eight (28) submissions on the draft PAMP were received.

The Walk Manly PAMP is recommended for adoption by Council.

It is to be acknowledged that major infrastructure works identified in Walk Manly will require further detailed design work and will also be the subject of further community consultation and approval through the Local Traffic Committee and, in the case of signalised intersection treatments, through Roads & Maritime Services (RMS).

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### RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Adopt the Walk Manly – Pedestrian Access and Mobility Plan and commence programming of works in future operational budgets.
  - B. Use the prescribed works in the Plan to inform the development of Council's future capital program.
  - C. Work with the community to deliver infrastructure outcomes detailed in the Walk Manly – Pedestrian Access and Mobility Plan.
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## REPORT

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### BACKGROUND

Connecting people to place by walking ensures a healthy and active community with reduced traffic congestion and parking demand. In order to support this, it is essential that walking networks provide connections to destinations which are convenient, welcoming and safe.

Council prepared Walk Manly, with financial assistance through the RMS Active Transport Grant Funding Program, to review and audit the pedestrian network and associated facilities along the Manly beachfront, town centre and wharf areas. The PAMP then recommends improvements to the pedestrian network and prioritises those recommended actions to assist Council to prepare future works programs for implementation of the actions.

Council endorsed Walk Manly PAMP for public exhibition at the Council Meeting held on Tuesday 27 June 2017 and resolved that it be returned for further consideration at the conclusion of the exhibition period.

The PAMP has been prepared on the basis of the following priority principles:

- Facilitate sustainable improvements regarding pedestrian access and priority, particularly in areas of pedestrian concentration
- Reduce access severance, as well as enhance safe and convenient crossing opportunities on major roads
- Identify and propose solutions to any pedestrian “crash clusters”
- Improve personal mobility and safety of persons with a disability and senior citizens by favouring pedestrian infrastructure and facilities which cater to all users
- Provide links with other transport services to achieve an integrated network of transport facilities that comply with best practice technical standards
- Develop a guiding policy and strategy for the key areas, coordinating current Council plans including for example, the Development Control Plans (DCP) and the Local Environment Plans (LEP)
- Ensure that pedestrian facilities remain appropriate and relevant to the surrounding land use and pedestrian user groups
- Enable pro-active infrastructure planning from all available funding sources, and identify required partnerships with other government agencies
- Further Council's obligations under the Disability Discrimination Act (DDA) (1992) with a focus on the requirements of DDA compliant bus stops
- Establish a prioritised works program that includes works schedules, maintenance and upgrade programs to integrate into the Northern Beaches Council plans.

The study area for the PAMP includes the Manly Beachfront, Town Centre and Wharf areas and streets within approximately a 400m walking catchment of those areas. The PAMP also gives consideration to key pedestrian links to facilities lying just outside the study area such as the Andrew Boy Charlton Swim centre.

The recommended measures will result in a safer and more accessible transport network for residents and visitors. These priority improvements aim to increase pedestrian activity and improve links to and between facilities and other transport modes.

The PAMP is a strategic document that identifies the pedestrian network hierarchy and an associated action plan for ongoing management.

The PAMP report has been structured to provide:

- A background on the study area, including demographics and existing public transport facilities
- A review of relevant documentation, crash data and previous studies in the area
- The findings of the study investigations, route audits, and stakeholder responses
- Recommendations to improve pedestrian facilities and encourage walking and the use of public transport within the study area.

## COMMUNITY ENGAGEMENT

In developing the draft PAMP, Community engagement was undertaken in March and April 2017 to determine the community's views, concerns and ideas relating to pedestrian facilities. This engagement included an online survey from which 102 responses were received. Targeted consultation with key stakeholders such as schools, churches, clubs, and hotels was also undertaken. A total of three community information sessions were also held.

Following Council's consideration of the draft PAMP it was placed on public exhibition in late June 2017. The normal 28 day community engagement period was extended by 14 days to account for the fact that the school holiday period fell within the engagement period. Twenty-eight (28) submissions on the draft PAMP were received.

Feedback received during the exhibition period and a response to the submissions can be viewed in section 10 of the PAMP study entitled "Public Response" .

After reviewing the feedback in liaison with Council staff the following amendments to the strategy were made:

<b>PAMP Report Section</b>	<b>Amendment made</b>
2.6.2	Updated "Public Transport" section to include information relating to the Hop Skip Jump Bus service.
6.4	Updated commentary regarding the existing Wombat Crossing on Bridge Road to reflect how pedestrian desire lines impact the recommendations suggested.
6.4.1	Reiterated pedestrian desire line and discussed impact on recommendation
6.4.2	Updated to include need for study addressing impact relating to queue lengths on Bridge Road.
6.4.3	Reiterated pedestrian desire line and discussed impact on recommendation
6.7	Included comments relating to community submissions about excessive speeding on Kenneth Road in the vicinity of the Manly Andrew Boy Charlton Swim Centre
6.10	Updated recommendations for Rialto Lane to include information from community submissions, specifically relating to the time restriction of loading zones and wayfinding signage.
6.10.1	Included comments relating to bollards in the section of Rialto lane.

6.10.2	Updated comments relating to time restrictions and loading zones in Rialto lane.
6.10.3	Inserted new section relating to new recommendation. Outlines potential for a shared loading zone/bay in Rialto lane.
6.10.4	Moved from 6.10.3, Clarified size requirement for onsite loading dock associated with new developments in Rialto Lane.
6.15.1	Updating recommendation regarding lighting of pathways through Lagoon Park to reflect comments from community submissions and commented on works already underway/completed.
6.16	Included new recommendations for traffic calming devices on West Esplanade near Commonwealth Parade. New figure inserted
6.18	New Section included highlighting issues relating to the narrow footpath on Pittwater Road bridge over Manly Lagoon and made recommendations.
7.3	Split costing into "New Works" and "Maintenance".
10	Inserted comments from respondents and consultants following community submissions

## **TIMING**

Council will commence initial investigations relating to the recommended pedestrian facilities and other improvements. Works, including larger infrastructure related projects will be prioritised for completion over a number of years.

## **FINANCIAL IMPACT**

The Walk Manly PAMP identifies work to a preliminary value of \$2,125,000 with \$1,310,000 of that work identified as having a high priority (completion within 5 years recommended). Of the high priority work \$800,000 of this is associated with a single project involving construction of a new signalised crossing on Pittwater Road at Carlton Street. This work would be subject to detailed design and approval by RMS and, it would be hoped that RMS would contribute at least 50% of the cost given it is on a State Road. Another \$250,000 of the high priority work is maintenance related and would be absorbed within existing footpath maintenance budgets. In addition, much of the other lower priority work is of a minor nature, able to be absorbed within existing maintenance budgets.

Larger scale pedestrian network upgrades or traffic facility works recommended in Walk Manly will be considered through future operational budgets and prioritised with other works across the northern beaches. Major infrastructure upgrades requiring significant levels of funding will be further assessed and will then be the subject of further detailed design investigations. Some of those projects would then be the subject of funding applications to RMS.

## **SOCIAL IMPACT**

Works and strategies outlined in Walk Manly will benefit the local community by creating an active and walkable environment within the Manly beachfront, town centre and wharf areas.

## **ENVIRONMENTAL IMPACT**

Increased levels of active travel results in reduced motor vehicle use hence less traffic on our roads. This in turn provides benefits to the environment through reduced car emissions and cleaner air.

<b>ITEM 8.4</b>	<b>CITIES POWER PARTNERSHIP</b>
<b>REPORTING MANAGER</b>	<b>GENERAL MANAGER ENVIRONMENT &amp; INFRASTRUCTURE</b>
<b>TRIM FILE REF</b>	<b>2017/367144</b>
<b>ATTACHMENTS</b>	<b>1 Cities Power Partnership - Information for Councils Handout (Included In Attachments Booklet)</b>

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## EXECUTIVE SUMMARY

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### PURPOSE

To seek endorsement for Council to join the Climate Council's Cities Power Partnership

### SUMMARY

Northern Beaches Council's "Draft Community Strategic Plan 2017-2028: Shape 2028" has a strong emphasis on environmental sustainability. It particularly states that "*we aspire to be leaders in managing our resources sustainably and for the long term to ensure that development is balanced with our lifestyle and environment*".

Council's community surveys have identified a high level of concern for the environment, with 81% accepting climate change is a reality and the majority believing Council should take action immediately.

This report provides an overview of the Climate Council's Cities Power Partnership (CPP) program and recommends Council's involvement in the program. CPP is a pledge-based program that is designed to support and promote energy saving and climate change mitigation initiatives in local councils across the country.

Participation will support the implementation of our environmental sustainability goals and strategies and promote Council's efforts in mitigating and adapting to climate change. Participation includes access to expert knowledge, collaboration and shared learnings with other councils and promotion on the CPP website and in the media.

The CPP program will support and promote Northern Beaches Council in the delivery of a number of initiatives already included in the current Delivery Plan. With achievable pledges and reporting requirements it presents a valuable opportunity for Council to promote and share its successes with the community.

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### RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council joins the Climate Council's Cities Power Partnership (CPP) and advises CPP of its pledges by 30 April 2018.

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## REPORT

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### BACKGROUND

Northern Beaches Council's "Draft Community Strategic Plan 2017-2028: Shape 2028" has a strong emphasis on environmental sustainability. It particularly states that *"we aspire to be leaders in managing our resources sustainably and for the long term to ensure that development is balanced with our lifestyle and environment"*. There are numerous goals and strategies which focus on operating and developing sustainably and supporting our community to do this too.

Further, the 2017 Community Satisfaction Survey identified environmental protection and maintenance as the second highest priority for funding allocation. Complementing this was the recent Environmental Perceptions Survey of the Northern Beaches community which revealed:

- 9 out of 10 participants indicated they were concerned about environmental issues;
- 81% of those surveyed believe in climate change. Of these, 82% believe it will have a significant impact, and 60% believe Northern Beaches Council should act immediately on climate change, while 33% think we should act, but wait for direction and guidance from the NSW State Government.

An opportunity exists for Northern Beaches Council to join the Climate Council's Cities Power Partnership (CPP) program in their next intake, expected to be October/November 2017. Participation will support the implementation of our environmental sustainability goals and strategies and promote Council's efforts in mitigating and adapting to climate change.

#### The CPP Program

The CPP program aims to celebrate and accelerate emissions reductions and climate change mitigation measures of local governments, and their communities, throughout Australia. CPP is run by the Climate Council, an independent body that provides climate change information to the Australian public that is based on the best science available.

CPP launched in July 2017 and was oversubscribed with 35 "Power Partner" Councils on board. There is no cost for Council to join the program.

As a Power Partner Council would receive:

- Access to the CPP knowledge hub, webinars and possible visits from Climate Council experts
- Local government "buddies" to collaborate and share knowledge with
- Promotion on the CPP website and social media with a profile on our achievements and goals
- Promotion in local, state and national media

To become a Power Partner Council is required to:

- Select 5 pledges to strive to achieve. Partners have 6 months from the sign up date to identify which pledges from the provided list they will work towards.
- Complete a 6 monthly online survey that provides the Climate Council with basic information on how Council is progressing on the 5 selected pledges
- Nominate a point of contact within Council that the Climate Council can liaise with on CPP matters.

Further detail on the Cities Power Partnership is provided in Attachment 1.

## Discussion

Participation in the program would complement the work Council is already undertaking. The pledges selected can be new or from Council's existing program. The full list of available pledges is listed in Attachment 1 and range from renewable energy, energy efficiency, transport and advocacy. At least 7 of the current pledges are already included in our existing and future programs, and a further 2 ambitious targets are likely achievable (Table 1). Council will therefore have little difficulty complying with this requirement.

The advantages included in the program, in particular the facilitated knowledge sharing and promotion, provide Council with a great opportunity to work towards the aspiration to "*show real leadership in environmental sustainability – encouraging and motivating a culture of environmental awareness and leading by example*", Draft Community Strategic Plan 2017/2028: Shape 2028.

TABLE 1: CPP pledges already identified in current and future programs

Theme	Reference No.	Pledge
<b>Current and Future Program</b>		
Renewable Energy	3	Install renewable energy (solar PV and battery storage) on council buildings for example childcare facilities, libraries, street lighting, recreation centres, sporting grounds, and council offices.
Energy Efficiency	2	Adopt best practice energy efficiency measures across all council buildings, and support community facilities to adopt these measures.
Transport	3	Encourage sustainable transport use (public transport, walking and cycling) through Council transport planning and design. Substantial savings in transport energy use can be achieved by designing more compact cities with access to high quality public and active transport services and facilities.
	4	Ensure that new developments are designed to maximize public and active transport use, and are designed to support electric vehicle uptake.
	5	Providing for adequate cycle lanes (both space and connectivity) in road design and supporting cyclists through providing parking, and end-of-ride facilities (covered, secure bike storage, showers, bicycle maintenance and incentives).
Work Together and Influence	4	Implement an education and behaviour change program to influence the behaviour of council officers, local residents and businesses within the municipality to drive the shift to renewable energy, energy efficiency and sustainable transport.
	7	Promote knowledge sharing and strengthen the local community's capacity and skills in renewable energy, energy efficiency and sustainable transport.
<b>Ambitious Actions</b>		
Energy Efficiency	3	Public lighting can use a large proportion of a city's energy budget - roll out energy efficient lighting (particularly street lighting) across the municipality.
Work Together and Influence	1	Set city-level renewable energy or emissions reduction targets and sustainable energy policies to provide a common goal and shared expectations for local residents and businesses.

## CONSULTATION

Consultation with the relevant stakeholders within Council will be undertaken over the next 6 months to select which 5 pledges Council will work towards delivering.

## TIMING

The Climate Council has advised that the next intake for the CPP program is October/November 2017. Council has 6 months to select their 5 pledges once it has joined the program.

**FINANCIAL IMPACT**

It is expected that Council will be able to select pledges which are incorporated in the current Delivery Plan and will be reflected in the longer-term CSP.

Energy and water savings supported and monitored by the project will result in direct economic savings which could in turn be identified for reinvestment into future sustainability initiatives.

**SOCIAL IMPACT**

This project will help support Council's sustainable transport initiatives, which in turn will encourage more people to participate in health and wellbeing activities like walking and cycling.

**ENVIRONMENTAL IMPACT**

This project will help reduce Council and the community's energy and water consumption.

It will help Council quantify improvements in energy and water efficiency, which will allow us to demonstrate our commitment to environmental sustainability.

<b>ITEM 8.5</b>	<b>AMENDMENT TO FEES AND CHARGES 2017/18 - SERVICES AND FACILITIES</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER PROPERTY</b>
<b>TRIM FILE REF</b>	<b>2017/374454</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↓</a> Services and Facilities - Fees and Charges</b>

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## REPORT

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### PURPOSE

To consider submissions received on the public exhibition of the proposed Fees and Charges associated with access and management of Council buildings and seek Council's adoption of the fees.

### REPORT

At its meeting on 22 August 2017, Council approved the public exhibition of the proposed Services and Facilities Fees and Charges associated with access and management of Council buildings. In accordance with Section 405 of the Local Government Act 1993, these fees were exhibited online, at Council libraries and Customer Service Centres from 29 August to 25 September 2017. Notice was also provided in the Manly Daily in the week commencing 4 September 2017.

One (1) submission was received opposing all fees charged by Council. This was not specifically related to this set of fees and charges and is not in line with Council's approach of setting appropriate fees and charges for services provided. As such the fees as exhibited are recommended for adoption.

### FINANCIAL IMPACT

The revenue from the proposed fees is not anticipated to be significant and will not materially change Council's 2017-18 Budget.

### ENVIRONMENTAL IMPACT

Nil

### SOCIAL IMPACT

Nil

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## RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That the proposed Services and Facilities Fees and Charges be adopted.

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## Services and Facilities Fees and Charges associated with access and management of Council buildings

**Fee Type:** 01. Lock re-key or replacement Fee

**Purpose:** To cover Council's actual costs incurred and the administrative costs in providing the service

**Target Users:** Council, public, lessees, real estate agents

**Comments:**

Re-keying or replacement of locks where keys have been lost. Does not include cost of replacement keys.	each	Cost to Council +20%
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**Fee Type:** 02. Key Issue

**Purpose:** To cover the costs of key cutting and administration

**Target Users:** Users of buildings who require keys

**Comments:**

01. Standard key (single differ) issue	each	75.00 - Key issue fee- Single differ
02. Master key issue	each	330.00 - Key Issue fee - Master Key
03. Loss or non-return of standard key (single differ)	each	500.00 - Key loss fee - Single differ
04. Loss or non-return of master key	each	10,000.00 - Key loss fee - Master

**Fee Type:** 03. Charge Out Rates for Staff

**Purpose:** Cost recovery for works done on behalf of third parties

**Target Users:** Tenants and Licencees

**Comments:**

01. Steward	per hour	90.00
02. Facilities Officer	per hour	135.00
03. Senior Facilities Officer	per hour	160.00
04. Manager	per hour	230.00

**Fee Type:** 04. Supply of Goods and Services

**Purpose:** Cost recovery for Goods and/or Services supplied to third parties

**Target Users:** Tenants and Licencees

**Comments:**

Supply of Goods or Services	Cost plus 15%
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<b>ITEM 8.6</b>	<b>APPOINTMENT OF INTERIM DIRECTORS TO PITTWATER ENVIRONMENTAL FOUNDATION</b>
<b>REPORTING MANAGER</b>	<b>GENERAL MANAGER ENVIRONMENT &amp; INFRASTRUCTURE</b>
<b>TRIM FILE REF</b>	<b>2017/382928</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To appoint 3 Directors to Pittwater Environmental Foundation on an interim basis for a period of up to 6 months.

#### SUMMARY

Pittwater Environmental Foundation (the Foundation) is a Registered Environmental Organisation that was established in 2006 by Pittwater Council to enable donations, grants and bequests to be collected and distributed from the Pittwater Environmental Trust (the Trust), to projects that benefit the former Pittwater Local Government Area.

The Foundation was Chaired since its inception by Mr Bill Rooney. Mr Rooney, who made an outstanding contribution as Chair, unfortunately recently passed away and this has brought a need to review the Directorship of the Foundation.

The number of Directors of the Foundation is to be no less than 3 nor more than 7. While 7 Directors were originally appointed in 2006, there are now only 3 Directors, one of whom intends to resign as soon as additional Directors are appointed (and preferably no later than November 2017).

Council has at least one other environmental Trust and it operates very differently from the way this Foundation is run. Council needs to determine a consistent and appropriate governance structure for these types of organisations moving forward. However the impending vacancy will reduce the Foundation below the required quorum and therefore there is an urgent need to make interim appointments to ensure the Foundation can continue to fulfil its obligations.

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### RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Acknowledge the passing of the inaugural Chair of the Pittwater Environmental Foundation Mr Bill Rooney and recognise his significant contribution made as Chair and to the environment of the Northern Beaches.
  - B. Appoint the proposed Directors listed in Table 1 to the Pittwater Environmental Foundation with immediate effect until 27 April, 2018.
  - C. Delegate authority to the Chief Executive Officer to appoint an alternate Qualified Person/s as a Director to the Pittwater Environmental Foundation should any of the people listed in Table 1 be unable to take up the role, or are otherwise unable to complete their functions as Directors at any time before 27 April 2018.
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## REPORT

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### BACKGROUND

Pittwater Environmental Foundation (the Foundation) is a Registered Environmental Organisation that was established in 2006 by Pittwater Council to enable donations, grants and bequests to be collected and distributed from the Pittwater Environmental Trust (the Trust), to projects that benefit the former Pittwater Local Government Area.

### PURPOSE OF THE FOUNDATION AND TRUST

The purpose of the Foundation is to pursue charitable purposes in Australia associated with the purposes of the Trust which states:

*Clause 3.1 The Trust is established and must be maintained exclusively for public charitable purposes in Australia, being the purposes of providing money, property or benefits for:*

- (a) the conservation, protection, restoration, creation, expansion and enhancement of the natural environment, or a significant aspect of these, within the Pittwater local government area;*
- (b) the provision of access and associated infrastructure to ensure the enjoyment and use of the natural environment by the community;*
- (c) the carrying on of research about the natural environment or a significant aspect of the natural environment;*
- (d) promoting and encouraging knowledge, understanding and enjoyment of the natural environment, and public participation and interest in sustainability action which, without limiting the foregoing, includes:*
  - (i) the provision of information or education about the natural environment or a significant aspect of the natural environment;*
  - (ii) facilitating the conduct of schools, lectures, courses, seminars or other forms of education regarding the natural environment and/or education for sustainability;*
  - (iii) facilitating the teaching, training and instruction of persons and the promotion of education and research in respect of the natural environment and/or education for sustainability;*
  - (iv) providing or assisting in providing premises, equipment and expertise for the presentation of information or research relating to any aspect of the natural environment and/or education for sustainability and/or research into any aspect of the natural environment; and*
  - (v) the development, construction, use, operation, maintenance and promotion of land or premises used to further education, information provision and/or research in respect of education for sustainability and conservation of the natural environment; and*
- (e) the acquisition and restoration of environmentally sensitive land.*

*Clause 3.2 The Trustee may apply capital as well as income of the Trust for the objects referred to in this clause.*

## CONTROL OF THE TRUST

The elected Council has the sole power to determine, appoint and remove the Directors of the Foundation, and the Foundation is required to meet the following criteria:

- (a) the majority of its Directors must be Qualified Persons;*
- (b) the number of Directors for the time being in office must not be less than three; and*
- (c) if the number of Directors in office falls below three the Trustee may not act in the affairs of the Trust until that number is filled by the election or appointment of further Directors.*

As the number of Directors is likely to be reduced below 3 in the short-term, it is proposed the elected Council appoint new Directors to ensure the Foundation can continue to meet its obligations.

## INTEGRATING THE GOVERNANCE OF COUNCIL'S TRUSTS

Council's environmental trusts have significantly different governance structures. With the creation of a single Council for the Northern Beaches, there is a need to develop some consistency around the operation of the Trusts, their governance arrangements, representation, and potentially the naming conventions used.

This requires detailed consultation with both Councillors and key stakeholders to determine the most appropriate model moving forward. This process will not conclude before the quorum of the Foundation falls below its minimum level, which is why interim Directors are being proposed.

## INTERIM DIRECTORS

The 3 remaining original Directors of the Foundation are Marita Macrae, Jim Longley and David Poppleton. Both Ms Macrae and Mr Poppleton have indicated an intention to remain as Directors, whereas Mr Longley intends to step down as soon as an alternate director/s is/are appointed.

The Foundation has expressed a desire to appoint a number of existing interested people as Directors. Council has made it clear that it intends to run a transparent EOI process once the governance structures etc are resolved for Council's Trusts.

Given the imminent departure of Mr Longley, it is considered more appropriate to appoint 3 individuals of standing from the 3 former Councils on an interim basis for a period of 6 months. The proposed Directors are shown in Table 1.

Table 1: Proposed Interim Directors

Name	Qualified Person?
Cathy Griffin	Yes. Currently occupies Board position with NSW Office of Environment & Heritage and is bound by a Code of Conduct in that position.
Conny Harris	Yes. Member of the Royal Australasian College of GPs.
David James	Yes. Has received an Order of Australia medal for his community service.

## CONSULTATION

The Foundation has requested that Council resolve the Director issue as soon as possible so that they can meet their obligations.



The three potential Directors have been consulted and indicated that they would be happy to be involved on an interim basis.

**TIMING**

The appointment of the interim Directors would have immediate effect and cease on 27 April 2018, by which time the review of existing Trusts would be complete and alternate Directors sought via an open EOI process.

**FINANCIAL IMPACT**

Nil – there is no financial benefit paid to Directors.

**SOCIAL IMPACT**

Maintaining the required number of Directors will enable the Foundation to meet its obligations which provides environmental and social benefits through the programs that it funds.

**ENVIRONMENTAL IMPACT**

Maintaining the required number of Directors will enable the Foundation to meet its obligations which provides environmental and social benefits through the programs that it funds.

## 9.0 PLANNING PLACE & COMMUNITY DIVISION REPORTS

<b>ITEM 9.1</b>	<b>POST EXHIBITION - PLANNING PROPOSAL FOR PART LOT 21 DP819277 WAKEHURST PARKWAY, OXFORD FALLS</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER STRATEGIC &amp; PLACE PLANNING</b>
<b>TRIM FILE REF</b>	<b>2017/249387</b>
<b>ATTACHMENTS</b>	<b>1 Post Gateway - Planning Proposal - Reclassification of Land Oxford Falls - Oct 2017 (Included In Attachments Booklet)</b> <b>2 Gateway Determination - Wakehurst Parkway Oxford Falls (Included In Attachments Booklet)</b> <b>3 Final Public Hearing Report (Included In Attachments Booklet)</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To inform Council of the results of the "Post Gateway" public exhibition of the Planning Proposal to reclassify land known as Lot 21 819277 (Part) at Wakehurst Parkway, Oxford Falls, from community land to operational land, and to seek Council endorsement to submit the Planning Proposal to the Department of Planning and Environment (the Department) to be finalised.

#### SUMMARY

Council resolved to prepare a Planning Proposal at its meeting on 26 April 2017 to reclassify land known as Lot 21 819277 (Part) at Wakehurst Parkway, Oxford Falls, from "community land" to "operational land" under the *Local Government Act 1993*, following an application from Oxford Falls Grammar School.

The land adjoins the western boundary of Oxford Falls Grammar School, and is currently zoned RE1 Public Recreation under Warringah Local Environmental Plan 2011 (WLEP2011).

The Planning Proposal seeks to create a pathway for the school to use the land in the future for purposes associated with the school.

The School has indicated its intention to seek to purchase the land from Council if the Planning Proposal is adopted. Council cannot sell or otherwise dispose of the land (including a lease) under its current classification under the Local Government Act. The sale of land would be subject to future consideration by Council following determination of the current Planning Proposal.

No objections were raised to the Planning Proposal by Council's Natural Environment and Climate Change Unit, Parks and Reserves Unit or Property Management Unit.

A Gateway Determination was issued by the Department on 29 June 2017. The Planning Proposal was publicly exhibited from 15 July 2017 to 13 August 2017. Seven (7) submissions were received during the public exhibition period.

An independently chaired public hearing was held on 13 September 2017. Two (2) persons attended the hearing and one email submission was received. The Independent Chairperson's Report on the hearing recommends that Council proceed with the proposal to reclassify the land.

No amendments are recommended to the Planning Proposal as a result of public submissions or the Independent Chairperson's Report. It is recommended that the Planning Proposal be forwarded to the Department for finalisation.

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**RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE & COMMUNITY**

That Council:

- A. Forward the Planning Proposal to reclassify part Lot 21 DP819277, from community land to operational land under Warringah Local Environmental Plan 2011, to the Department of Planning & Environment, for the Minister for Planning and Environment to make a Local Environmental Plan.
  - B. Register an appropriate Restriction on Use on the title of the land prohibiting all access, including vehicular and pedestrian access, to/from Wakehurst Parkway to/from the land in accordance with Roads and Maritime Services requirements.
-

## REPORT

### BACKGROUND

At its meeting on 26 April 2017, Council resolved to prepare a Planning Proposal to reclassify land known as part Lot 21 DP 819277, Wakehurst Parkway, Oxford Falls from community land to operational land, following consideration of a Planning Proposal application submitted on behalf of the Oxford Falls Grammar School.

Map 1 – Site Identification Map (N.B. hatched area not subject to current Planning Proposal)



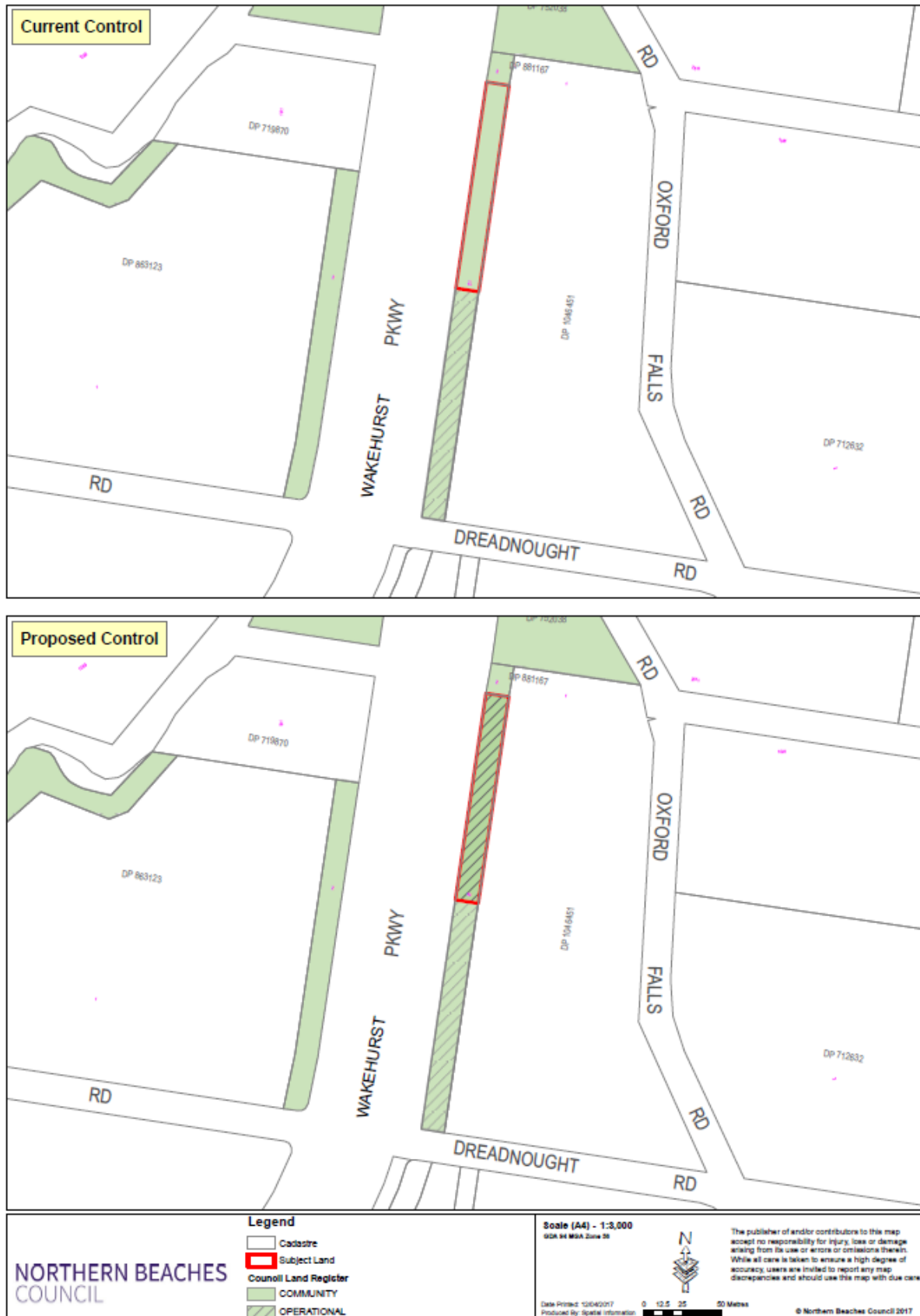
A Planning Proposal to reclassify the land was prepared and forwarded to the Department for its consideration (Attachment 1). A Gateway Determination was issued by the Department on 29 June 2017 (Attachment 2). In summary, the Gateway Determination required consultation with Roads and Maritime Services, public exhibition of the proposal for 28 days, and a public hearing.

### Purpose of the Planning Proposal

The principle purpose of the Planning Proposal is to reclassify part Lot 21 DP 819277, Wakehurst Parkway, Oxford Falls from community land to operational land under the *Local Government Act 1993 (LG Act)* to enable its sale or lease.

The land is zoned RE1 Public Recreation under WLEP2011. It is not proposed to change the zoning of the land.

Map 2 – Current and Proposed Controls





The current zoning of the land need not be altered at this time as the operations of the school (should this reclassification proceed) can be permitted under State Environmental Planning Policy – Infrastructure 2007. The zoning of the land will be reviewed in conjunction with the Belrose North/Oxford Falls Deferred Lands Planning Proposal which is currently awaiting a Gateway Determination from the Department.

The land, which measures approximately 15m by 133m, was dedicated to Council in 1992 for the purpose of a Public Reserve as a condition of development consent (DA1990/35) for the development of a new primary and infant's school. The land dedication was for the purpose of a buffer strip to Wakehurst Parkway, preventing access directly onto the road by the adjoining landowner.

The School constructed underground concrete On-site Stormwater Detention (OSD) tanks with dimensions of approximately 20m x10m x1.9m depth (380m<sup>3</sup> storage) and associated pollution control devices on the northern end of the subject land in association with a 2002 development consent approved by the Land and Environment Court. The OSD tanks and associated pollution control devices are not Council assets.

In 2005 Council approved the reclassification of the southern part of Lot 21 DP 819277 (area encroached upon by the School oval) from Community to Operational land and a lease to the School to enable Council to generate an income from the underutilised parcel. The reclassification of that land was gazetted in 2008. The northern section of the lot (the land) remained classified as Community land.

Council at its meeting on 22 March 2016 approved the submission of an application by Oxford Falls Grammar School to subdivide Lot 21 DP 819277 into two lots and the sale of the southern portion (classified Operational) to the School. A condition of the proposed sale was to be that the new lot is consolidated with the adjoining land parcel (School) and an appropriate Restriction on Use being registered on the land prohibiting vehicular access to Wakehurst Parkway.

The subdivision of Lot 21 DP 819277 into two (2) lots was approved by Northern Beaches Council on 21 October 2016. The subdivision is presently subject to the registration process and a Contract of Sale has been prepared to allow Proposed Lot 1 (southern part of Lot 21 DP 189277) to be purchased by the School.

The subject land is "public reserve" under the LG Act and there is a caveat on the title by the Registrar General forbidding unauthorised dealings in this regard. Should the reclassification proceed, it is intended that this restriction be extinguished to allow the potential future sale of the land.

Oxford Falls Grammar School (the School) has expressed the intention to seek to purchase the land from Council should the Planning Proposal proceed. There is currently no lease agreements in place for the use of the land by the School and no business dealings between Council and the School e.g. agreements in place for the future sale or lease of the land.

If Council resolves to sell the subject land in the future, it will obtain proceeds from the sale of the land. Council's Allocation of Funds Obtained from the Sale of Council Real Property Policy requires funds raised to be used for the acquisition and management of other community land i.e. creation/improvement/embellishment of new or existing assets (land and buildings) in the same category as the original community land, or other community land acquisitions, embellishment or provision of community facilities and projects.

## CONSULTATION

### RMS Comments

In accordance with the conditions of the Gateway Determination, the Planning Proposal was provided to the Roads and Maritime Services (RMS) for comment.

Roads and Maritime Services support for the proposal is contingent upon Council's provision of an appropriate Restriction on Use being registered on the land prohibiting all access including vehicular and pedestrian access to/from Wakehurst Parkway to/from the adjacent Oxford Falls Grammar School. This requirement is based on concerns that vehicular access which could trigger school zone conditions and require associated traffic calming measures along Wakehurst Parkway.

Council would be required to address this requirement prior to the finalisation of the Planning Proposal, should it be supported.

A similar Restriction of Use prohibiting vehicular access to Wakehurst Parkway was registered on the southern portion of Lot 21 DP 819277 (reclassified in 2005 to operational land) as a condition of sale of that property by Council.

### Public Exhibition

The Planning Proposal was placed on public exhibition for 28 days. During the public exhibition period the Planning Proposal and all relevant documents were publically available at the Civic Centre Dee Why and Council's website.

Advertisements were placed in the Manly Daily for notification of the public exhibition period on both Saturday 15 July 2017 and Saturday 29 July 2017.

Six (6) (excluding 1 duplicate submission) written public submissions were received during the formal public exhibition period regarding the reclassification. One (1) late submission was received and was also considered. Table 1 below provides a summary of issues raised in the submissions.

**Table 1: Summary of submissions to public exhibition**

Issue	No. of times raised	Response
<p>Future road widening of Wakehurst Parkway.</p> <p>Land provides an important buffer to Wakehurst Parkway</p>	2	<p>Sufficient area is available within the Wakehurst Parkway road reserve to allow for any proposed road widening.</p> <p>Widening of Wakehurst Parkway is a Roads and Maritime Services (RMS) decision</p> <p>The buffer created by the required dedication of 15m wide strips of land is a result of a previous practice of Council that is no longer required by the current planning controls and policies. It was not related to the provision of useable open space, as a wildlife corridor but was used to restrict access to the adjoining main road. It has been recognised that the provision of isolated strips is not an effective management control and created parcels that imposed ongoing maintenance obligations upon Council. Other mechanisms can be used to better achieve the desired outcome of landscaped setbacks and</p>

		<p>limit vehicular access to classified roads.</p> <p>A review of the portions which have been dedicated indicate that the policy did not achieve contiguous portions of land and hence was not set up or can operate effectively as a wildlife corridor.</p>
Waterway that traverses the land could be better protected by W1 Natural Waterways.	1	<p>Middle Creek traverses the subject site. Any development within 40 metres of Middle Creek would require further environmental investigations.</p>
The land should be maintained for pedestrian/cycle way corridor.	1	<p>Sufficient area is available within the Wakehurst Parkway road reserve to allow for any proposed cycle ways.</p> <p>As Middle Creek traverses the road reserve and the subject site, further environmental investigation, agency consultation and approvals would be required for any future pedestrian/cycle ways to be placed along Wakehurst Parkway.</p>
<p>Land allows for a wildlife corridor</p> <p>Long term planning responsibility to create a wildlife corridor between Manly Dam and Narrabeen Lagoon will be lost if land is reclassified and sold.</p>	2	<p>Lot 21 DP819277 is identified as being located in a wildlife corridor and contains native vegetation, waterways and riparian land. Any future development will require further environmental investigations.</p> <p>The reclassification of the land is not expected to have a significant impact on biodiversity or the waterway and riparian land as the majority of the reserve is already cleared, turfed and landscaped. The land will also remain zoned RE1 Public Recreation, restricting the range of potential future uses.</p> <p>There is a buffer of 35 metres between the subject land and Wakehurst Parkway roadway.</p>
<p>Loss of public land in a strategic location adjacent to the Wakehurst Parkway.</p> <p>Council should not be alienating public land for use by the private sector.</p>	2	<p>The subject land is not readily accessible for general community use and is currently used by the school.</p> <p>It is relevant that the land was originally in the ownership of the school and was dedicated at no cost to Council in 1992. This subsequent process to reclassify the land has been undertaken at the cost of the School and it is proposed that a lease be entered into with Council.</p> <p>The use of school grounds on weekends for local sports is being negotiated by Council as part of the agreement for the sale of the southern part of Lot 21 DP 819277 to the</p>



		<p>School.</p> <p>The Planning Proposal does not include rezoning of the subject site. The land is currently zoned RE1 Public Recreation, which permits a limited range of uses. The only change will be to Schedule 4 of WLEP2011 - Classification and reclassification of public land.</p>
<p>Objects on the grounds of enabling more development.</p> <p>Objects to more development within the area.</p> <p>Should remain undeveloped with student access enabled.</p>	3	<p>The reclassification is not being undertaken to enable redevelopment of the land, but to remedy the drainage works constructed within the land. Council's 22 March 2016 resolution seeks to enable leasing of the land to Oxford Falls Grammar School. Sufficient measures operate within the development consent provisions of the EP &amp; A Act to enable opportunity for concerns to be raised should redevelopment be proposed in the future.</p> <p>Reclassification of the subject land does not guarantee the land will be sold to the School. The land is zoned RE1Public Recreation. The only change will be to Schedule 4 of WLEP2011 - Classification and reclassification of public land.</p>
<p>Queried the reasoning behind this portion of Lot 21 not being operational land when the southern portion was reclassified as operational land.</p>	1	<p>The southern portion of Lot 21 was reclassified in 2005 to operational land in response to the encroachment of the school sports ground.</p>

## Public Hearing

Following the exhibition, and in accordance with the Gateway Determination and section 29 of the *Local Government Act 1993*, an independently chaired public hearing was held under section 57 of the *Environmental Planning & Assessment Act 1979 (EP&A Act)*.

The public hearing was held on 13 September 2017 at Peace Park, Oxford Falls and was independently chaired by GLN Planning. Those persons who made submissions and enquiries during the public exhibition were invited. Notice of the public hearing was advertised on Council's website and also in the *Manly Daily* on both Saturday 19 August 2017 and Saturday 9 September 2017.

Two (2) persons attended the Public Hearing and one email submission was received.

The independent chairperson's report on the public hearing was provided to Council on 4 October, 2017 (Attachment 3). In accordance with section 47G of the *Local Government Act 1993*, the report was made publically available on Council's website and at all Council's Customer Service Centres and Dee Why Library on 6 October 2017. Council also notified those persons who attended the public hearing or made a written submission of the availability of the report.

The independent chairperson's report concludes that the reclassification of the land from Community Land to Operational Land is appropriate in the circumstances of the case.

Accordingly, it is recommended that Council proceed with the proposal to reclassify Part Lot 21 DP 819277 from Community Land to Operational Land, subject to a Restriction on Use being registered on the title of the land prohibiting all access including vehicular and pedestrian access to/from Wakehurst Parkway to/from the land as required by RMS.

### **Conclusion**

It is recommended that Council endorse the Planning Proposal and that it be forwarded to the Department for finalisation.

### **FINANCIAL IMPACT**

The preparation of Lot 21 DP 819277 (Part) Wakehurst Parkway, Oxford Falls Planning Proposal has been funded by the fees established in *Northern Beaches Fees and Charges 2017-2018*.

### **SOCIAL IMPACT**

Reclassification of Lot 21 DP 819277 (Part) from Community to Operational land will have no social impact as the land is not currently accessible to the general community.

### **POLICY IMPACT**

Lot 21 DP 819277 (Part) Wakehurst Parkway, Oxford Falls Planning Proposal seeks to reclassify Community land to Operational land. The land will remain zoned as RE1 Public Recreation so its use will be limited to the uses that are permitted in zone under Warringah LEP 2011 and other relevant Environmental Planning Instruments, including State Environmental Planning Policy (Infrastructure) 2007.

### **ENVIRONMENTAL IMPACT**

The reclassification of the subject site will have no environmental impact as the majority of the reserve is already cleared, turfed and landscaped. Any future development proposal will require further environmental and flooding investigations.

<b>ITEM 9.2</b>	<b>PLANNING PROPOSAL - 729-731 PITTWATER ROAD DEE WHY TO PERMIT ADDITIONAL USES UNDER WARRINGAH LOCAL ENVIRONMENT PLAN 2011</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER STRATEGIC &amp; PLACE PLANNING</b>
<b>TRIM FILE REF</b>	<b>2017/249833</b>
<b>ATTACHMENTS</b>	<b>1 Planning Proposal Application by Frank Knight Town Planning for 729 - 731 Pittwater Road Dee Why (Included In Attachments Booklet)</b> <b>2 Planning Proposal Submission by Council Staff for 729 - 731 Pittwater Road Dee Why (Included In Attachments Booklet)</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To seek Council approval to submit a Planning Proposal to the NSW Department of Planning and Environment (the Department) for a Gateway Determination to amend Warringah Local Environmental Plan 2011 (WLEP 2011) to permit the additional uses of a 'Medical Centre' and 'Office Premises' on land at 729-731 Pittwater Road, Dee Why.

#### SUMMARY

Council received a Planning Proposal application to amend Schedule 1 of WLEP 2011 to permit the additional uses of a 'Medical Centre' and 'Office Premises' on the subject site (Attachment 1). The site is currently zoned 'R3 Medium Density Residential' and is occupied by a purpose-built Medical Centre constructed with Council approval in the 1970's. There is no proposal to change the existing height or any built form controls on the site.

The Planning Proposal was publicly exhibited for 14 days from Saturday 8 July 2017 to Sunday 23 July 2017. One (1) submission was received in support of the proposal.

No objections were raised to the proposal by the Development Assessment, Strategic Planning, Economic Development, and Traffic teams within Council and the application is considered appropriate to support.

Council has prepared a Planning Proposal Submission supporting the issue of a Gateway Determination by the Department for the proposed amendments to WLEP 2011(Attachment 2).

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### RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE & COMMUNITY

That Council:

- A. Forward the Planning Proposal Submission to amend Warringah Local Environmental Plan 2011 to permit the additional uses of a 'Medical Centre' and 'Office Premises' at 729-731 Pittwater Road, Dee Why to the Department of Planning and Environment for a Gateway Determination.
  - B. Publicly exhibit the Planning Proposal for 729 – 731 Pittwater Road Dee Why in accordance with any Gateway Determination issued by the Department of Planning and Environment.
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## REPORT

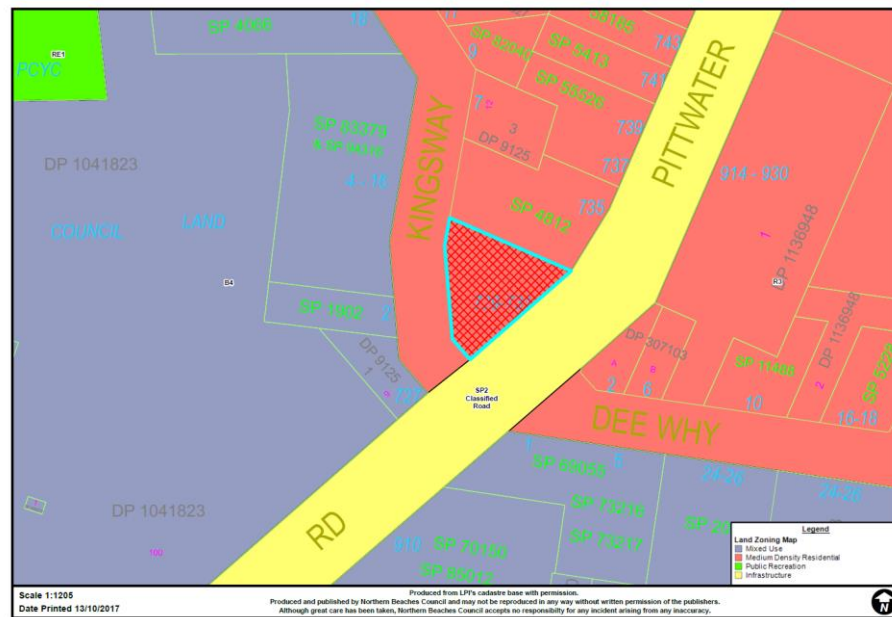
### BACKGROUND

Council received a Planning Proposal application on 27 June 2017 to amend Schedule 1 (Additional Permitted Uses) of Warringah Local Environmental Plan 2011 (WLEP 2011) to permit the additional uses of 'medical centre' and 'office premises' on land known as 729 to 731 Pittwater Road, Dee Why (Lot CP SP 13436).

The land is currently zoned R3 Medium Density Residential under WLEP 2011 which permits a range of mainly residential uses, including residential flat buildings. The land and surrounding residential area to the north is subject to a maximum 12 metre building height limit under WLEP 2011.

The land has an area of 1,334 m<sup>2</sup> and is currently occupied by a three story building with roof top and undercover parking for 31 spaces. The building was approved by Council in 1976 and is utilised for medical consulting purposes and a pharmacy. The medical centre use is now prohibited under the current zoning of the land and appears to operate as an "existing use".





## CONSULTATION

The Planning Proposal was placed on public exhibition from Saturday 8 July 2017 to Sunday 23 July 2017. The exhibition included:

- Manly Daily Advertisement
- Approximately 460 letters to local land owners, residents and business
- Electronic copies of the exhibition material on Council's website
- Email to registered community members who have listed their interest on Council's Community Engagement Register
- Hard copies of the Planning Proposal were placed at Manly, Dee Why and Mona Vale Customer Service centres and Dee Why Library.

Council received one (1) submission in support of the Planning Proposal which is summarised below.

Issue	Comments	Response
Support for the Planning Proposal	This is an under-utilised corner that would benefit by allowing a greater use of the position including high rise residential. I have no problem with other uses to be allowed there.	Noted. The Planning Proposal does not involve an increase in permissible building height on the site (currently 12 metres)

## Planning Considerations

## Current uses and controls

The land subject to the Planning Proposal is currently occupied by a three storey building. Council granted development consent in 1976 (Consent No 73/76) for the purpose of a 'medical centre' (which was permissible at that time). However, since construction of the existing building, the site (and adjoining sites to the north) have been rezoned R3 Medium Density Residential under WLEP 2011. Medical centres and office premises are prohibited in this zone.



It is recognised that the site benefits from existing use rights for the “medical centre” use. However, the applicant has indicated that given changing conditions in the market there is a commercial need to utilise the existing premises for “office premises” in addition to the existing medical centre use. In accordance with the WLEP 2011 the uses are defined as follows:

- **Medical centre** – means premises that are used for the purpose of providing health services (including preventative care, diagnosis, medical or surgical treatment, counselling or alternative therapies) to out-patients only, where such services are principally provided by health care professionals. It may include the ancillary provision of other health services.
- **Office premises** – means a building or place used for the purpose of administrative, clerical, technical, professional, or similar activities that do not include dealing with members of the public at the building or place on a direct and regular basis, except where such dealing is a minor activity (by appointment) that is ancillary to the main purpose for which the building or place is used.

The Planning Proposal application seeks an amendment to Schedule 1 – Additional Permitted Uses of WLEP 2011 to permit ‘office premises’ as well as ‘medical centre’ to formalise the current land use being carried out on the subject site. There is no proposal to change the existing height or any built form controls on the site.

The subject site is within 50 metres of a Heritage Item, which consists of Council’s Civic Centre, Library and carpark. However the site is separated from these items by a road (The Kingsway) and other development, and the proposed additional uses will not result in any change of the building form on the site.

The Proposal is considered to be consistent with plan-making Directions issued by the Minister for Planning under Section 117 of the *Environmental Planning and Assessment Act, 1979* and relevant State Environmental Planning Policies. Please see the Planning Proposal submission at Attachment 2 for details.

The Proposal is not expected to impact traffic or car parking demand as office premises generate requirements for less car parking than the current use of the site as a medical centre.

Despite the residential zoning of the site, the proposed additional permitted uses are considered appropriate given the purpose-built nature of the existing building on the site and the location of the site in close proximity to the Dee Why Town Centre.

### Local Character

The subject land is located immediately to the north of the Dee Why Town Centre and is a corner site that directly adjoins residential apartment building to the north. The site is located on Pittwater Road and within 400 metres to the main Dee Why bus interchange. The *Plan for Growing Sydney (2014)* identifies Brookvale-Dee Why as a key strategic centre with an objective to retain the commercial core and encourage long term employment growth in the area.

The district centres of Brookvale – Dee Why accommodate retail and local services for communities. One of the key priorities of the *draft North District Plan (2016)* is to “recognise and enhance the economic and employment opportunities along Pittwater Road and encourage revitalisation along this commercial strip.”

### **CONCLUSION**

The Planning Proposal is considered to have merit and satisfies the pre-Gateway requirements of the Department of Planning and Environment. It is recommended that Council forward the Planning Proposal submission (Attachment 2) to the Department for Gateway Determination. Further community consultation will be undertaken in accordance with any Gateway Determination issued by the Department, with the outcomes reported to Council.

**FINANCIAL IMPACT**

The preparation of the Planning Proposal for 729 – 731 Pittwater Road Dee Why has been funded by the fees established in the *Northern Beaches Fees and Charges 2017 – 2018*.

**SOCIAL IMPACT**

This Planning Proposal for 729 – 731 Pittwater Road, Dee Why will have limited social impact, as the inclusion of the additional permitted uses of a 'medical centre' and 'office premises' are similar to the current uses of the site.

**ENVIRONMENTAL IMPACT**

The Planning Proposal will have no impact on the environment as the site is already fully developed and the proposed additional permitted uses of 'medical centre' and 'office premises' will be contained within the existing built form.

<b>ITEM 9.3</b>	<b>BUILDING FIRE SAFETY REPORTS BY FIRE &amp; RESCUE NSW - 98 DEE WHY PARADE, DEE WHY - 10 VICTORIA PARADE, MANLY - 12 VICTORIA PARADE, MANLY - 33 BIRKLEY ROAD, MANLY - 115 FISHER ROAD, DEE WHY - 1301 PITTWATER ROAD, NARRABEEN</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER ENVIRONMENTAL COMPLIANCE</b>
<b>TRIM FILE REF</b>	<b>2017/374993</b>
<b>ATTACHMENTS</b>	<ol style="list-style-type: none"> <li><b>1 Fire &amp; Rescue - Inspection Report - 98 Dee Why Parade Dee Why dated 30 August 2017 (Included In Attachments Booklet)</b></li> <li><b>2 Fire &amp; Rescue - Inspection Report - Gowrie &amp; Wakehurst - 10 &amp; 12 Victoria Parade Manly dated 16 August 2017 (Included In Attachments Booklet)</b></li> <li><b>3 Fire &amp; Rescue - Inspection Report - Wesley Heights Manly - 33 Birkley Road Manly dated 16 August 2017 (Included In Attachments Booklet)</b></li> <li><b>4 Fire &amp; Rescue - Inspection Report - 115 Fisher Road Dee Why dated 25 September 2017 (Included In Attachments Booklet)</b></li> <li><b>5 Fire &amp; Rescue - Inspection Report - 1301 Pittwater Road Narrabeen dated 25 September 2017 (Included In Attachments Booklet)</b></li> </ol>

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## EXECUTIVE SUMMARY

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### PURPOSE

Council has received five (5) inspection reports, as shown in attachments 1, 2, 3, 4 and 5 from Fire and Rescue NSW (F&RNSW), in relation to the following six (6) properties:

1. 98 Dee Why Parade, Dee Why. (Residential Flat Building)
2. 10 Victoria Parade, Manly. (Residential Flat Building)
3. 12 Victoria Parade, Manly. (Residential Flat Building)
4. 33 Birkley Road, Manly. (Wesley Heights Aged Care Facility)
5. 115 Fisher Road, Dee Why (Fisher Road School), and
6. 1301 Pittwater Road, Narrabeen. (Food Shops)

Section 121ZD of the *Environmental Planning and Assessment Act 1979* (EP&A Act 1979) requires Council to table such report and any recommendations at the next meeting of Council, including whether or not to issue an Order number 6. Order number 6 is used to require the implementation of measures to prevent fire, suppress fire or prevent the spread of fire.

F&R NSW is to be notified of Council's determination.



## SUMMARY

Five fire safety inspection reports have been received by Council from F&R NSW in relation to six properties in the Northern Beaches Council area. Council staff have conducted a review of the matters raised and have provided recommendations in relation to these buildings.

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## RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE & COMMUNITY

That Council:

- A. Issue an Order 6 in the table to Section 121B of the *Environmental Planning and Assessment Act 1979* for 98 Dee Why Parade, Dee Why to address the fire safety deficiencies identified.
  - B. Issue an Order 6 in the table to Section 121B of the *Environmental Planning and Assessment Act 1979* for 10 Victoria Parade, Manly to address the fire safety deficiencies identified.
  - C. Issue an Order 6 in the table to Section 121B of the *Environmental Planning and Assessment Act 1979* for 12 Victoria Parade, Manly to address the fire safety deficiencies identified.
  - D. Issue an Order 6 in the table to Section 121B of the *Environmental Planning and Assessment Act 1979* for 33 Birkley Road, Manly to address the fire safety deficiencies identified.
  - E. Not to Issue an Order 6 for 115 Fisher Road, Dee Why and take no further action in this matter.
  - F. Issue an Order 6 in the table to Section 121B of the *Environmental Planning and Assessment Act 1979* for 1301 Pittwater Road, Narrabeen to address the fire safety deficiencies identified.
  - G. Provide notice to Fire and Rescue NSW of the above determinations.
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## REPORT

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### BACKGROUND

F&R referred five (5) inspection reports to Council for a number of fire safety concerns relating to six (6) properties within the Council Local Government area.

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

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

The details of action and recommendations for each are as follows:

#### **98 Dee Why Parade, Dee Why**

F&R NSW conducted an inspection of the building on 23 August 2017, and identified concerns in the inspection report. As shown in attachment 1.

Council staff conducted an inspection of the Residential Flat Building on 8 September 2017 to investigate the matter and are also of the opinion that the premises is deficient in fire safety and egress provisions. An Order 6 is recommended requiring the existing levels of fire safety within the premises to be upgraded to achieve an adequate level of fire safety and also requiring the matters listed in the F&R NSW report to be addressed.

#### **10 Victoria Parade, Manly**

F&R NSW conducted an inspection of the building on 7 September 2017, and identified concerns in the inspection report. As shown in attachment 2.

Council staff conducted an inspection of the Residential Flat Building on 11 September 2017 to investigate the matter and are also of the opinion that the premises is deficient in fire safety and egress provisions. An Order 6 is recommended requiring the existing levels of fire safety within the premises to be upgraded to achieve an adequate level of fire safety and also requiring the matters listed in the F&R NSW report to be addressed.

#### **12 Victoria Parade, Manly**

F&R NSW conducted an inspection of the building on 7 September 2017, and identified concerns in the inspection report. As shown in attachment 2.

Council staff conducted an inspection of the Residential Flat Building on 11 September 2017 to investigate the matter and are also of the opinion that the premises is deficient in fire safety and egress provisions. An Order 6 is recommended requiring the existing levels of fire safety within the premises to be upgraded to achieve an adequate level of fire safety and also requiring the matters listed in the F&R NSW report to be addressed.

#### **33 Birkley Road, Manly**

F&R NSW conducted an inspection of the building on 7 September 2017, and identified concerns in the inspection report. As shown in attachment 3.

Council staff conducted an inspection of the Wesley Heights Aged care facility on 11 September 2017 to investigate the matter and are also of the opinion that the premises is deficient in fire safety and egress provisions. An Order 6 is recommended requiring the matters listed in the F&R NSW report to be addressed.

**115 Fisher Road, Dee Why**

F&R NSW conducted an inspection of the building on 4 April 2017 to investigate concerns raised by a parent of some of the students regarding egress, and identified in the inspection report that there are no concerns. As shown in attachment 4.

Council staff conducted an inspection of the Fisher Road School on 4 October 2017 to investigate the matter and are also of the opinion that the fire safety and egress provisions are adequate. An Order 6 is NOT required.

**1301 Pittwater Road, Narrabeen**

F&R NSW conducted an inspection of the building on 23 August 2017, and identified concerns in the inspection report. As shown in attachment 5.

Council staff conducted an inspection of the restaurants on 4 October 2017 to investigate the matter and are also of the opinion that the premises is deficient in fire safety and egress provisions. An Order 6 is recommended requiring the existing levels of fire safety within the premises to be upgraded to achieve an adequate level of fire safety and also requiring the matters listed in the F&R NSW report to be addressed.

**CONSULTATION**

Nil

**TIMING**

Nil

**FINANCIAL IMPACT**

The recommended actions can be carried out within existing budgets.

**SOCIAL IMPACT**

Ensuring adequate fire safety measures are provided within buildings helps to minimise serious injury and loss of life within the Council area and as such has significant social benefit.

**ENVIRONMENTAL IMPACT**

Installation of any additional fire safety measures as a result of recommendations contained within this report will have minimal Environmental Impacts.

<b>ITEM 9.4</b>	<b>SUBMISSION TO THE DEPARTMENT OF PLANNING AND ENVIRONMENT IN RESPONSE TO AN OPTIONS PAPER ON SHORT TERM HOLIDAY LETTING IN NSW</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER STRATEGIC &amp; PLACE PLANNING</b>
<b>TRIM FILE REF</b>	<b>2017/380142</b>
<b>ATTACHMENTS</b>	<ol style="list-style-type: none"><li><b>1 Options Paper on Short-term Holiday Letting In NSW (Included In Attachments Booklet)</b></li><li><b>2 NSW Government response to the final report of the Parliamentary Inquiry into the Adequacy of Regulation of Short-term Holiday Letting (Included In Attachments Booklet)</b></li><li><b>3 Draft Northern Beaches Council Submission to the Department of Planning and Environment (Included In Attachments Booklet)</b></li></ol>

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## EXECUTIVE SUMMARY

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### PURPOSE

To seek approval to forward a submission to the Department of Planning and Environment (the Department) in response to their exhibition of an Options Paper on Short-term Holiday Letting in NSW.

### SUMMARY

In July 2017, the Department of Planning and Environment and the Department of Fair Trading, released an Options Paper on Short-term Holiday Letting in NSW (Attachment 1) following a Parliamentary Inquiry into the Adequacy of Regulation of Short Term Holiday Lettings in NSW. The NSW Government welcomed the recommendations of the NSW Parliamentary Inquiry in its response on 20 April 2017(Attachment 2).

A draft submission has been prepared for Council to consider and forward onto the Department of Planning & Environment.

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### RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE AND COMMUNITY

That Council forward the Draft Northern Beaches Council submission to the Department of Planning and Environment.

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## REPORT

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### BACKGROUND

In July 2017, the Department released an Options Paper on Short-term Holiday Letting in NSW (Attachment 1) following a Parliamentary Inquiry into the Adequacy of Regulation of Short Term Holiday Lettings in NSW. The NSW Government welcomed the recommendations of the NSW Parliamentary Inquiry in its response on 20 April 2017 (Attachment 2).

An Options Paper was subsequently prepared by the Department of Fair Trading NSW to further explore potential approaches to regulation of short-term holiday letting, ranging from minimal intervention to substantial Government regulation.

Key issues raised in the Options Paper include:

- The benefits of short term holiday lettings to local economies through tourist and visitor services; and
- The impacts of short term holiday lettings in terms of noise, antisocial behaviour e.g. party houses, waste generation, traffic and parking, evacuation concerns, and impacts on the affordability of longer term rental accommodation.

The options suggested in the Options Paper to address these issues include:

- **Industry Self-Regulation:** Code of Conduct, complaints management, education, monitoring and reporting;
- **Strata Regulation:** By-laws to either manage visitor behaviour, to receive compensation for adverse effects, and/or to prohibit short term holiday letting;
- **Planning Regulation:** Approvals (exempt/complying development, development consent), limits on length of stay or the number of days per year, limits on number of bedrooms, regulate whether the host is present; and
- **Registrations and licencing** (potentially through Fair Trading NSW): To manage safety and amenity issues, to monitor certain regulations (see above) are being met.

### Current Planning Controls

Short-term holiday lettings are a long established use for holiday making on the Northern Beaches. However, the use has been rapidly expanding through online accommodation booking companies and is also now more widely used for other tourist and visitor purposes, i.e. corporate/business purposes, community events, family reunions, temporary accommodation and the like.

Manly, Warringah and Pittwater Local Environmental Plans vary in the way they address temporary or short term accommodation on a commercial basis.

Manly LEP 2013 and Warringah LEP 2011 do not contain a specific definition for “short term holiday rental accommodation”. The use is captured instead by the overarching definition of “Tourist and visitor accommodation” which includes backpackers, bed and breakfast accommodation, hotel and motel accommodation and serviced apartments.

Manly LEP 2013 permits tourist and visitor accommodation in medium density residential zones subject to a prohibition on the provision of accommodation to the same person for more than 3 consecutive months. Bed and Breakfast accommodation is made specifically permissible in low density residential zones with consent.

Warringah LEP 2011 prohibits tourist and visitor accommodation in all residential zones with the exception of bed and breakfast accommodation which is made specifically permissible with consent.

Pittwater LEP 2014 defines short term holiday rental accommodation as follows:

*Short term holiday rental accommodation means an existing dwelling that is used for temporary or short term accommodation on a commercial basis excluding the following land uses:*

- (a) backpackers' accommodation,*
- (b) bed and breakfast accommodation,*
- (c) commercial premises,*
- (d) entertainment facilities,*
- (e) farm stay accommodation,*
- (f) function centres,*
- (g) hotel or motel accommodation,*
- (h) serviced apartments.*

Pittwater LEP 2014 specifies short term holiday accommodation is exempt development when used for a period of less than 3 months by any individual or group.

### **Council Submission**

The attached draft submission to the Department recognises the need for a whole of Government approach towards the best regulatory framework, addressing land use and planning concerns, strata management requirements, and the amenity of residents. The substantial contribution to local visitor accommodation made by short-term holiday letting is acknowledged, however further consideration must be given to the associated impacts that short-term letting has on existing residents.

It is widely acknowledged that the existing range of definitions under the group term "Tourist and Visitor Accommodation" fails to adequately include and address a substantial area of accommodation types for the tourist accommodation industry involving temporary or short term accommodation on a commercial basis through online booking agencies.

Council's submission therefore emphasises the need for a state-wide framework that provides flexibility for individual Council's to establish local policy responses to the issues raised in consultation with local communities. In particular, the submission recommends:

- Adoption of a standard definition of Short-term Holiday Letting which clearly distinguishes this development from other tourist and visitor accommodation; and
- Allowing Councils to develop their own controls for short-term holiday letting subject to further local research, in the same way that Council's deal with other like uses e.g. bed and breakfast accommodation.

Further research is also required into the current and potential impacts of short term holiday letting on housing affordability in local areas such as the Northern Beaches. This work will be undertaken as part of Council's preparation of the Local Housing Strategy following the adoption by the State Government of relevant District Plans produced by the Greater Sydney Commission. It is anticipated that the final District Plans will be adopted and released by the State Government before the end of 2017.

**FINANCIAL IMPACT**

Council's draft submission will have no direct financial impact on Council as it is in response to a NSW Options Paper regarding approaches and direction for a future policy framework.

**ENVIRONMENTAL IMPACT**

The draft submission is supportive of a future regulatory framework which will minimise environmental impacts.

**SOCIAL IMPACT**

The draft submission is supportive of a future regulatory framework which will minimise social impacts.



## 10.0 NOTICES OF MOTION

<b>ITEM 10.1</b>	<b>NOTICE OF MOTION NO 01/2017 - HOLDING CITIZENSHIP CEREMONIES ON AUSTRALIA DAY</b>
<b>TRIM FILE REF</b>	<b>2017/369979</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

Submitted by: Councillors Rory Amon, Pat Daley and David Walton

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### MOTION

That Northern Beaches Council affirms its commitment to holding citizenship ceremonies on Australia Day.

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### CEO REPORT

In accordance with Council's Code of Meeting Practice Clause 5.1(1)(c) I offer the following report on this matter to assist Council in the deliberation of this motion:

Council's Events team who are preparing for the Australia Day 2018 programme are planning to include a Citizenship Ceremony/ies in the subject programme.

<b>ITEM 10.2</b>	<b>NOTICE OF MOTION NO 02/2017 - MANLY CORSO UPGRADE</b>
<b>TRIM FILE REF</b>	<b>2017/387582</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

Submitted by: Councillor Pat Daley

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## **MOTION**

That Council acknowledges the need to up-grade the ambience and general look of the Manly Corso and the nearby precincts to bring the area up to international standards.

Staff provide a report to council within three months outlining various options on how this may best be achieved. The report should include strategies regarding consultation with local businesses, other relevant stakeholders and the general community. Comment and recommendations regarding the commercial mix of the Manly CBD should also be included.

The report should include suggestions regarding how Council is going to engage with the Manly Business Chamber and the wider community in relation to the upgrading of the Corso and surrounding areas, incorporating such issues as building planning policy, parking and garbage collection. Comment and recommendations regarding the commercial mix of the Manly CBD should also be included.

Suggestions regarding general stakeholder engagement (including engagement with both State and Federal Government Governments) should also be included in the report.

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## **BACKGROUND FROM COUNCILLOR PAT DALEY**

Manly Corso and the surrounding precinct sits between arguably one of the most iconic harbours and surfing beaches in the world. Now that we have a newly elected Northern Beaches Council there is a real opportunity to bring this important area up to an international standard.

## **CEO REPORT**

In accordance with Council's Code of Meeting Practice Clause 5.1(1)(c) I offer the following report on this matter to assist Council in the deliberation of this motion:

The 2018/19 Operational Plan includes the development of the Manly Place Plan as an action for the Strategic and Place Planning team. This project will provide in its scope a review of the Urban Design framework and Development controls that apply to the Manly CBD.

<b>ITEM 10.3</b>	<b>NOTICE OF MOTION NO 03/2017 - NORTHERN BEACHES COUNCIL AUSTRALIA DAY AWARDS</b>
<b>TRIM FILE REF</b>	<b>2017/387592</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

Submitted by: Councillor Vincent De Luca OAM

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## MOTION

That this Council resolves:

- A. That in view of the Northern Beaches significant amount of volunteers and now the large amalgamated Council area, that on Australia Day, each Ward have an Australian of the Year Award recipient as well as up to five recipients of Council's Outstanding Community Service Awards.
- B. That Award recipients will be selected by the respective Ward Councillors based on consideration of nominations and a democratic vote.
- C. That three Australia Day Ceremonies still be held, one in each of the old Manly, Pittwater and Warringah Council areas.
- D. That Council requests the Australia Day Council to provide one Australia Day Ambassador at each of the three Australia Day Ceremonies.

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## CEO REPORT

In accordance with Council's Code of Meeting Practice Clause 5.1(1)(c) I offer the following report on this matter to assist Council in the deliberation of this motion:

Northern Beaches Council recognises the strong tradition of volunteering across the whole of the Local Government Area and has implemented a new and inclusive program, Northern Beaches Australia Day Awards which combines elements of the three former Councils in order to capture and recognise as many of our volunteers and volunteer organisations as possible in a collaborative and holistic manner.

Council supports the promotion of the Awards program with an extensive communications plan to ensure as many people as possible have the opportunity to nominate. The number of nominations received in 2017 was consistent with data from previous years in the three former Council Awards programs. Staff will continue to pursue new channels of communication to promote the Awards and welcome the Councillors' involvement to encourage nominations.

The new expanded categories of awards are:

- Citizen of the Year
- Young Citizen of the Year
- Sportsperson of the Year
- Community Event of the Year
- Outstanding Community Service Award(s) x 10 and 1 for a non-Northern Beaches Resident

The call out for nominations for the Australia Day 2018 programme commenced on Monday 16 October 2017 and the closing date for nominations is 27 November 2017 with judging occurring in December.

Councillors are encouraged to support the call out for nominations and to also submit supporting documentation for nominations.

A Ward-based approach would require site specific communication that is difficult to achieve and would potentially dilute the impact of the program and increase operational costs.

Council has requested the Australia Day Council provide three Ambassadors to attend the many celebrations across the Northern Beaches in addition to also inviting them to attend the Citizenship Ceremony and Awards presentation.

<b>ITEM 10.4</b>	<b>NOTICE OF MOTION NO 04/2017 - PUBLIC AMENITIES</b>
<b>TRIM FILE REF</b>	<b>2017/399743</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

Submitted by: Councillor Sarah Grattan

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## MOTION

That Council:

1. Audit the cleanliness and condition of all public toilets & amenities across the Northern Beaches and develop a Public Amenities Strategy for consideration by Council by April 2018. The Strategy should include an assessment of supply, current and future demand and consider guidelines for design and priorities for the maintenance, upgrades, replacement, provision and any de-commissioning of public toilets.
2. Take immediate action to improve the cleaning and maintenance of public toilets in the Manly CBD and surrounds within existing operational maintenance budgets, including:
  - i) Reviewing current public amenity cleaning contracts and schedules and implementing immediate action to improve standards
  - ii) Providing a briefing for Councillors on findings & actions by December 2017
3. Investigate the provision of appropriate change rooms and showering facilities across the Northern Beaches, with specific reference to Manly Surf Club area where groups of hundreds of people gather for ocean swimming every morning of the year

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## BACKGROUND FROM COUNCILLOR SARAH GRATTAN

The provision of safe and accessible public toilets is an important function of local government. The current standard of public amenities on the Northern Beaches, and particularly in the Manly CBD, is a source of concern of the Northern Beaches community. This is highlighted in the Northern Beaches Council Community Satisfaction Survey 2017, which raised the condition of public toilets as a Top 3 concern and area for action.

I believe that now with a single Council for the Northern Beaches we have an opportunity to use our increased capacity to provide high quality public toilet facilities across the Northern Beaches.

Manly is the gateway to the Northern Beaches and sets the expectations of the entire peninsular as a tourist destination and so should be an area of particular focus. Other Council areas in Australia have achieved significant improvements to public amenities using modern principles of design and establishing guidelines for implementation. Examples include Brisbane City Council and City of Townsville. With the new scale of the Northern Beaches Council we now have the opportunity to achieve similar results for our community.

## CEO REPORT

In accordance with Council's Code of Meeting Practice Clause 5.1(1)(c) I offer the following report on this matter to assist Council in the deliberation of this motion:

Council's Facilities Team is actively seeking to improve the cleanliness of public amenities across the Northern Beaches. This motion can be implemented with existing operational resources.

<b>ITEM 10.5</b>	<b>NOTICE OF MOTION NO 05/2017 - RE-ZONING APPLICATIONS REFERRED TO INDEPENDENT HEARING PANEL</b>
<b>TRIM FILE REF</b>	<b>2017/399783</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

Submitted by: Councillor Vincent De Luca OAM; Kylie Ferguson

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## **MOTION**

That this Council resolves that in order to ensure greater community participation and transparency in the consideration of re-zoning applications, prior to Councillors voting on any re-zoning application, any application be referred to Council's Independent Hearing Panel for review.

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## **CEO REPORT**

In accordance with Council's Code of Meeting Practice Clause 5.1(1)(c) I offer the following report on this matter to assist Council in the deliberation of this motion:

All Planning Proposals are matters that need to be considered by Council a minimum of 2 times during an application process. Council cannot delegate this function.

At present, when Council receives an external Planning Proposal, staff immediately places the Proposal on public exhibition for a period of 28 days, advertises in the local paper and website, on Your Say and sends letters to affected residents.

Council has 90 days to assess Planning Proposals before an applicant's right of appeal to a "pre-gateway review" to the Sydney Planning Panel for determination is triggered. This is a direction of the NSW Department of Planning and Environment.

The referral of all Planning Proposals to the Independent Panel would add significant time to the assessment process and likely result in applications exceeding the 90 day assessment criteria.

During its consideration of a report on a Planning Proposal the Council meeting provides an open forum for community members to directly address Council. This is in addition to other community engagement opportunities throughout the process. All submissions made in respect of statutory exhibition of a Planning Proposal are made available to the Council to assist in its consideration of the matter.

## 11.0 QUESTIONS ON NOTICE

ITEM 11.1	QUESTION ON NOTICE NO 01/2017 - MANLY DESTINATION PLAN
TRIM FILE REF	2017/387604
ATTACHMENTS	NIL

Submitted by: Councillor Candy Bingham

### QUESTION

Would staff provide an update on the status of the Draft Manly Destination Plan, which was commissioned by the Manly Chamber of Commerce, in conjunction with Manly Council and was last updated on 17/6/16. When can Council expect the document to be finalised?



**ITEM 11.2****QUESTION ON NOTICE NO 02/2017 - FAIRY BOWER POOL SEA  
NYMPHS PLAQUE****TRIM FILE REF****2017/387627****ATTACHMENTS****NIL**

Submitted by: Councillor Candy Bingham

**QUESTION**

The Save our Sea Nymphs Committee, comprising local artists and residents, raised in excess of \$40,000 towards the cost of reinstating and installing the iconic Sea Nymphs Sculpture in bronze at the Fairy Bower Pool. The new sculpture was erected in September 2017.

Would Council liaise with the Committee to arrange a plaque to commemorate this achievement, and have it installed next to the original plaque on the side of Bower pool?

**ITEM 11.3****QUESTION ON NOTICE NO 03/2017 - EXPENDITURE ON  
PROFESSIONAL LIFE GUARD HUTS****TRIM FILE REF****2017/395733****ATTACHMENTS****NIL**

Submitted by: Councillor Vincent De Luca OAM

**QUESTION**

In relation to the expenditure and build on Professional Life Guard Huts can you please provide;

- the total expenditure by Council in the last four years on Huts for professional Life Guards
- the number of Surf Life Saving Club Houses which had existing provision in their buildings to accommodate Professional Life Guards
- the number of Life Guard Huts which have had to be moved and relocated and the total costs of the original build and subsequent relocation.

<b>ITEM 11.4</b>	<b>QUESTION ON NOTICE NO 04/2017 - FRENCHS FOREST ROAD CLOSURE</b>
<b>TRIM FILE REF</b>	<b>2017/398245</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

Submitted by: Councillor Rory Amon

**QUESTION**

1. On what dates did Council and the RMS meet where the issue of the partial closure of Frenchs Forest Rd was discussed and was the Administrator aware of these meetings and, if so, did he attend?
2. Was a written analysis prepared by Council as to the potential effects of the partial closure of Frenchs Forest Rd and can that please be provided to Councillors?



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