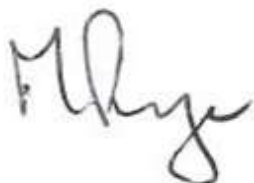


AGENDA

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

Tuesday 24 November 2015

Beginning at 6:00pm for the purpose of considering and determining matters included in this agenda.



Malcolm Ryan
Acting General Manager

Issued: 18/11/2015

OUR VISION

A vibrant community, improving our quality of life by living and working in balance with our special bush and beach environment

OUR VALUES

Respect

Integrity

Teamwork

Excellence

Responsibility

ORGANISATIONAL STRUCTURE



**Agenda for an Ordinary Meeting of Council
to be held on Tuesday 24 November 2015
at the Civic Centre, Dee Why
Commencing at 6:00pm**

ACKNOWLEDGEMENT OF COUNTRY

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2.2 Minutes of Extraordinary Council Meeting held 17 November 2015

3.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

4.0 PUBLIC FORUM

5.0 MAYORAL MINUTES

Nil

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2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

2.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 27 OCTOBER 2015

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 27 October 2015, copies of which were previously circulated to all Councillors, be confirmed as a true and correct record of the proceedings of that meeting.

2.2 MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD 17 NOVEMBER 2015

RECOMMENDATION

That the Minutes of the Extraordinary Council Meeting held 17 November 2015, copies of which were previously circulated to all Councillors, be confirmed as a true and correct record of the proceedings of that meeting.

1.0 GENERAL MANAGER'S REPORTS

ITEM 1.1	MONTHLY FUNDS MANAGEMENT REPORT OCTOBER 2015
REPORTING MANAGER	CHIEF FINANCIAL OFFICER
TRIM FILE REF	2015/329988
ATTACHMENTS	1 Application of Funds Invested (Included In Attachments Booklet) 2 Councils Holdings as at 31 October 2015 (Included In Attachments Booklet) 3 Investment Portfolio at a Glance (Included In Attachments Booklet) 4 Monthly Investment Income vs. Budget (Included In Attachments Booklet) 5 Economic Notes (Included In Attachments Booklet)

REPORT

PURPOSE

To report the balance of investments held as at 31 October 2015.

Certification – Responsible Accounting Officer

I hereby certify that the investments listed in the attached report have been made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government General Regulation 2005 and Council's Investments Policy number FIN-PL-215.

REPORT

The following attachments are provided as part of the Report:

1. Application of Funds Invested
2. Council's Holdings as at 31 October 2015
3. Investment Portfolio at a Glance
4. Monthly Investment Income vs. Budget
5. Economic Notes

FINANCIAL IMPACT

Actual year to date investment income to 31 October 2015 was \$931,172 compared to budgeted income of \$892,924, a variance of \$38,248.

POLICY IMPACT

The investment strategy was reviewed by our Investment Advisors Laminar Group Pty Ltd in August 2015. 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.

Performance over the 2015/16 financial year to date, October 2015, is strong having exceeded the benchmark: 3.10%pa vs. 2.51%pa. Council has been proactive in sourcing opportunities in the market whilst investing prudently and managing cash flow.

RECOMMENDATION OF GENERAL MANAGER

That:

- A. The report indicating Council's Funds Management position as at 31 October 2015 is noted.
 - B. The Certificate of the Responsible Accounting Officer is noted and the report adopted.
-

ITEM 6.2	COMPLAINTS MANAGEMENT AND REPORTING POLICY
REPORTING MANAGER	GENERAL MANAGER
TRIM FILE REF	2015/312595
ATTACHMENTS	1 Complaints Management and Reporting Policy (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To advise Council of the submissions received in response to the public exhibition and to recommend adoption of the Complaints Management and Reporting Policy.

SUMMARY

The draft Complaints Management and Reporting Policy was placed on public exhibition from 25 August 2015 to 22 September 2015. During that time, there were:

- 93 visits to the YourSay project page
- 36 downloads of the draft Complaints Management and Reporting Policy
- One submission received by Council which is summarised in the body of this Report.

FINANCIAL IMPACT

Nil

POLICY IMPACT

The Policy will replace the existing Complaints Management Policy.

RECOMMENDATION OF GENERAL MANAGER

That Council adopt the Complaints Management and Reporting Policy.

REPORT

BACKGROUND

The draft Complaints Management and Reporting Policy was reported to Council at its meeting on 25 August 2015 and Council resolved to place the revised Policy on public exhibition.

CONSULTATION

The public exhibition period of the revised Complaints Management and Reporting Policy was from 25 August 2015 to 22 September 2015. It was advertised in the Manly Daily on Saturday 29 August 2015, with copies of the draft revised Complaints Management and Reporting Policy available at Council libraries, the Customer Service Counter, at Council offices, and online at www.warringah.nsw.gov.au

Written submissions were invited through our online submission form, email, or by letter.

One submission was received.

CONSIDERATION OF SUBMISSIONS

The one submission received has been segregated into two themes, each of which is addressed below.

Theme	Comments	Action
Theme 1: Reporting lines of the Internal Ombudsman	Concerns that the Internal Ombudsman reports to the General Manager. Suggestion that the structure be amended similar to the Audit Committee, where the Internal Ombudsman reports to a committee with an independent Chair; the General Manager would be on this committee but would not be the Chair.	The submission is noted and may be considered at the time of any future review. Nil changes
Theme 2: Reference to GMAP in policy	Concerns that the policy does not mention, nor has been responded to in relation to the significant policy changes identified in the 2014/15 Annual Report of the Office of the Internal Ombudsman (OIO) in response to the Ernst & Young September 2014 review and establishment of the General Manager's Assessment Panel (GMAP).	The submission is noted. The Ernst & Young review and establishment of the GMAP, as referred to in the Annual Report of the Office of the Internal Ombudsman, are not policy changes, as referred to within this submission. Nil changes.

FINANCIAL IMPACT

Nil

POLICY IMPACT

The Policy will replace the existing Complaints Management Policy.

ITEM 6.3	CODE OF CONDUCT REVIEW
REPORTING MANAGER	GENERAL MANAGER
TRIM FILE REF	2015/320022
ATTACHMENTS	1 Code of Conduct (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To advise Council of the submissions received in response to the public exhibition and to recommend adoption of the revised Code of Conduct (Code).

SUMMARY

The draft Code of Conduct was placed on public exhibition from 25 August 2015 to 22 September 2015. During that time, there were:

- 56 visits to the YourSay project page
- 40 downloads of the draft Code of Conduct
- Two submissions received by Council which are summarised in the body of this Report

FINANCIAL IMPACT

Nil

POLICY IMPACT

This Code of Conduct will supersede the current version of this document. The revised Code of Conduct also incorporates two of Council's other Policies – Gifts and Benefits and Conflicts of Interest, and as a result, these two Policies will become obsolete and should be rescinded.

RECOMMENDATION OF GENERAL MANAGER

That Council:

- A. Adopt the Code of Conduct
 - B. Rescinds the Gifts and Benefits and Conflicts of Interest Policies.
-

REPORT

BACKGROUND

The draft Code of Conduct was endorsed by Council on 25 August 2015 and Council resolved to place the revised Code on public exhibition.

CONSULTATION

The public exhibition period of the revised Code of Conduct was from 25 August 2015 to 22 September 2015. It was advertised in the Manly Daily on Saturday 29 August 2015 with copies of the draft Code of Conduct available at Council libraries, the Customer Service Counter, at Council offices, and online at www.warringah.nsw.gov.au

Written submissions were invited through our online submission form, email, or by letter.

Two submissions were received.

CONSIDERATION OF SUBMISSIONS

The two submissions are identical in content, hence they are referred to under one theme below.

Theme	Comments	Action
Theme 1: Appointment of Councillors	I understand that the code includes pecuniary interest clauses and integrity values for councillors but I think it is imperative that under no circumstances a real estate developer can have a position as councillor. Even if he was not allowed to vote on developmental decisions, he still would have too much power and leverage to influence other councillors to make decisions which are in favour of a councillor-developer.	The complaint is noted, however, the complainants' concerns are not within the bounds of this document. Nil changes

FINANCIAL IMPACT

Nil

POLICY IMPACT

This will supersede the current version of the Code of Conduct and incorporate aspects covered by two Council policies – Gifts and Benefits and Conflict of Interests; as a result, these two Policies will become obsolete and should be rescinded.

ITEM 6.4	CONDUCT REVIEW COMMITTEE ANNUAL SUMMARY REPORT
REPORTING MANAGER	GENERAL MANAGER
TRIM FILE REF	2015/322725
ATTACHMENTS	1 Conduct Review Committee Statistics Report

EXECUTIVE SUMMARY

PURPOSE

To report to Council on the annual statistics for Code of Conduct complaints relating to Councillors and the General Manager.

SUMMARY

The Office of Local Government (OLG) *Procedures for the Administration of the Model Code of Conduct (the Procedures)*, introduced in 2013, require that Council's designated Complaints Coordinator prepares an annual summary report to be provided to Council by 31 December each year. The same information for the reporting year must be provided to OLG by 30 November 2015.

The designated Complaints Coordinator at Warringah Council is the Internal Ombudsman.

This annual report summarises the statistical information for the reporting year, being 1 September 2014 to 31 August 2015, for all Code of Conduct complaints made against Councillors and the General Manager. The required statistics are specified in the *Procedures*, and are reported on in the attached document.

The same statistical information has been provided to the OLG on 30 October 2015.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF GENERAL MANAGER

That Council note the Conduct Review Committee Annual Summary Report.

CONDUCT REVIEW COMMITTEE

REPORT ON COMPLAINTS STATISTICS – November 2015

Period covered by this Report	1 September 2014 to 31 August 2015
-------------------------------	------------------------------------

Total number of Code of Conduct complaints made about councillors and the General Manager	0
Number of Code of Conduct complaints referred to a Conduct Reviewer	0
Number of Code of Conduct complaints finalised by a Conduct Reviewer at the preliminary assessment stage and the outcome of those complaints	2
Number of Code of Conduct complaints investigated by a Conduct Reviewer	0
Number of Code of Conduct complaints investigated by a Conduct Review Committee	0
Outcome of Code of Conduct complaints investigated by a Conduct Reviewer or Conduct Review Committee	0
Number of matters reviewed by the Division and the outcome of the reviews	0
The total cost of dealing with Code of Conduct complaints made about councillors and the General Manager in the year (including estimated staff costs)	\$7,982 (External = \$7,272) (Internal = \$710 est.)

7.0 COMMUNITY DIVISION REPORTS

ITEM 7.1	DEE WHY RSL ANZAC DAY SERVICE
REPORTING MANAGER	DEPUTY GENERAL MANAGER COMMUNITY
TRIM FILE REF	2015/319623
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

Dee Why RSL (DYRSL) seek in-kind, marketing and cash support from Warringah Council for the ANZAC Day Service at Dee Why Beach for 2016 to 2018.

SUMMARY

DYRSL delivered a major community event to commemorate the ANZAC Centenary at Dee Why Beach in 2015. The dawn service was attended by over 12,000 people. Five local schools were represented, 100 local school students were involved, over 40 community volunteers participated and six community groups supported the event. The Club raised \$10,000 for Homes for Heroes from proceeds. DYRSL has made a commitment to long term funding for the event beyond the centenary year and has submitted an application to Council to hold the event again in 2016. DYRSL is seeking Council's support to achieve a sense of community, show a partnership between the Club and Council and to develop a sustainable event plan for a long term commitment.

FINANCIAL IMPACT

The proposed cost to Council to support the DYRSL ANZAC Day event is \$10,523. The total cash cost is \$8,023 and the value of in-kind services for design of the light pole banners is \$2,500. Funding has been located in Operational Budgets 2015/2016 in Beach Services and Events.

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER COMMUNITY

That Council -

- A. Enters into a three year Agreement (2016 -2018) with the organiser (Dee Why RSL) of the ANZAC Day Dawn Service, Dee Why Beach
 - B. Pay the costs incurred for cleansing, waste, Lifeguard services, light pole flag design and production, road closure and banner signage - up to \$5,523 and to be adjusted to include any fee increases 2016-2018; and
 - C. Provide \$5,000 cash sponsorship to DYRSL for the purpose of the event operations upon agreement with Warringah Council to be recognised as a Sponsor.
-

REPORT

BACKGROUND

The ANZAC Centenary was commemorated in 2015 and there were many events held across the country, and throughout Warringah to commemorate this significant anniversary.

DYRSL delivered a major community event at Dee Why Beach. It was a dawn service attended by over 12,000 people. Five local schools were represented, 100 local school students were involved, over 40 community volunteers participated and six community groups supported the event. The Club raised \$10,000 for Homes for Heroes from the breakfast. The event was produced by a Northern Beaches Event Management company, Flying Ruby on behalf DYRSL.

The Club aims to build on the community spirit from this year's event by inviting Council to become a sponsor. DYRSL's objective is to convey a sense of cooperation and partnership between Council and the Club to the local community.

Warringah Council, through a long standing partnership with the Manly War Memorial Dam Trust is committed to delivering the ANZAC service at Manly Dam. Council's Events team also provides support for other ANZAC Day community events, such as the dawn service at Oxford Falls which is run by the local Rural Fire Service (RFS) Brigade.

DYRSL has been a major sponsor of two large community events run by Council. The Club has contributed \$11,000 cash for the past several years to the Australia Day Big Breakfast event. In past years, the sponsorship extended to the Big Breakfast at Berry Reserve, Narrabeen but since 2012 the Club has focused their sponsorship and on-site activation at Dee Why Beach. In recent years, the Club also became a major sponsor of the Warringah Art Prize, providing \$3,750 cash for prize money. The Club has confirmed it is committed to maintaining this level of cash investment in sponsoring Council's major community events.

In view of the strong attendance numbers at the dawn service and positive feedback from the community to the ANZAC event at Dee Why Beach this year, DYRSL has submitted a Major Event Application Form to Council to hold the event again in 2016. The Club has approached Council seeking support for in-kind services, marketing and cash. The table below details the request and costs to Council:

Requested Item	2015 Costs paid by DYRSL	2016 Proposed Costs to be paid by Council
Booking fee – Dee Why Beach Reserve (no fee applies to ANZAC services on any reserve)	NIL	NIL
Cleansing fees (pre-event clean of public amenities)	\$169	\$169 (Cash)
Waste fees (no additional bins required)	\$234	\$234(Cash)
Council Lifeguards (First Aid services)	NIL	\$900 (Cash)
Light Pole Flags	NIL	\$2,500 (VIK)
Design	\$1,939	\$2,000 (Cash)
Production and Install/ DE install	\$150	\$150 (Cash)
Road Closure signage (printing)	\$70	\$70 (Cash)
Banners at Condamine St, Oliver St	NIL	\$5,000 (Cash)
Cash Donation (for community involvement and content - Band, singers, choir and volunteers)		
TOTAL COST - DYRSL	\$2,562	
CASH COST - Warringah Council		\$8,023
IN-KIND COST - Warringah Council		\$2,500
TOTAL COST - Warringah Council		\$10,523

DYRSL advises the total operating budget for the 2015 ANZAC Dawn Service was \$189,000 and 2016 projected costs are \$123,000 and the Club is committed to the long term funding of this event beyond the centenary year.

CONSULTATION

Consultation has taken place within Council with each of the relevant service areas:

- Community Services
- Parks, Reserves and Foreshores
- Marketing and Communications

Council, through the Events Team has also conducted consultation with the DYRSL.

Consultation will need to continue between the DYRSL and Council to determine the operational and marketing design and specifications as required by the event on an annual basis.

TIMING

The ANZAC Service takes place 25 April. Each year the event will need to be approved through the Major Event Booking process within 12 months prior to the event date.

FINANCIAL IMPACT

The proposed cost to Council to support the DYRSL ANZAC Day event is \$10,523. As per the table the total cash cost is estimated to be \$8,023 and the value of the in-kind service for the design of the light pole flags is \$2,500.

Funding for the 2016 Event can be found in the following Operational Budgets:

	2016 Proposed Costs to be paid by Council	Operational Budget Funding 2015/16
Booking fee – Dee Why Beach Reserve (no fee applies to ANZAC services on any reserve)	NIL	
Cleansing fees (pre-event clean of public amenities)	\$169 (Cash)	Events
Waste fees (no additional bins required)	\$234 (Cash)	Events
Council Lifeguards (First Aid services \$55ph weekday/ \$70 ph. weekends)	\$900 (Cash)	Beach Services
Light Pole Flags Design	\$2,500 (VIK)	Events
Production and Install/ DE install	\$2,000 (Cash)	
Road Closure signage (printing)	\$150 (Cash)	Events
Banners at Condamine St, Oliver St	\$70 (Cash)	Events
Cash Donation (for community involvement and content - Band, singers, choir and volunteers)	\$5,000 (Cash)	Events
TOTAL COST - Events		\$10,123
TOTAL COST – Beach Services		\$900

POLICY IMPACT

Nil

ITEM 7.2	COMMUNITY ENGAGEMENT POLICY AND MATRIX - REVISED
REPORTING MANAGER	DEPUTY GENERAL MANAGER COMMUNITY
TRIM FILE REF	2015/331994
ATTACHMENTS	1 Submissions and Responses (Included In Attachments Booklet) 2 Community Engagement Policy - Nov 2015 (Included In Attachments Booklet) 3 Community Engagement Matrix - Nov 2015 (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek adoption of the revised Community Engagement Policy and Matrix.

SUMMARY

The current policy was due for review in 2015 and to support this, a review of the community engagement framework, processes and practices commenced in 2014. The key findings from the Community Engagement and Consultation Review were detailed in the previous Council report and attachments (22 September 2015).

The revised Policy and Matrix were placed on public exhibition from 23 September to 2 November 2015. There were two submissions in this period detailed in Attachment 1. These submissions provided broad general comments relating to the Engagement Review. No specific suggestions were made on the Policy and Matrix. As such no changes are proposed to the Draft Policy and Matrix Documents. The final versions are included in Attachments 2 and 3.

FINANCIAL IMPACT

The financial impact of implementing this policy will be factored into current and future project planning and operational budgets.

POLICY IMPACT

The revised Policy and Matrix will replace the previous Community Engagement Policy (PL 520) and Community Engagement Matrix.

RECOMMENDATION OF DEPUTY GENERAL MANAGER COMMUNITY

That Council:

- A. Adopt the revised Community Engagement Policy and Matrix
 - B. Continue to progress recommendations and actions resulting from the Engagement Review
-

REPORT

BACKGROUND

The Community Consultation (Engagement) Policy, Matrix and Toolkit were originally adopted by Council in August 2000. They were reviewed and updated in May 2005, February 2011 and minor additions were made in November 2011. A periodic review was again due in 2015.

The key findings from the Community Engagement and Consultation Review were considered by on 22 September 2015. A number of key recommendations were identified to further improve community satisfaction with consultation and drive overall satisfaction with Council. At the meeting Council resolved to place the draft Policy and Matrix on exhibition.

CONSULTATION

The draft Policy and Matrix was exhibited from 24 September to 2 November 2015. This included:

- Updated Your Say project page
- 138 page visits, 93 people downloaded documents
- Two advertisements the Manly Daily (29 Sept and 10 Oct)
- Bulk email to 5000 contacts via the Community Engagement Register
- Tailored email to 107 contacts who had participated in the Engagement Review project
- Two community drop-in sessions on 14 and 22 October.

SUBMISSION SUMMARY

Two submissions were received during the exhibition period. These related to community engagement practice in general and mainly referred to the results and outcomes of the Engagement Review. No specific changes were suggested to the draft Policy or Matrix.

The comments have been referred to the relevant business units as part of feedback on their specific projects and learnings for the future.

A response to each submission is included in the attachments.

Council continues to work on the recommendations and actions from the Review.

FINANCIAL IMPACT

The financial impact of implementing this policy will be factored into current and future project planning and operational budgets.

POLICY IMPACT

The revised Policy and Matrix will replace the previous version of the Community Engagement Policy and Matrix.

The Toolkit will continue to be a 'living document' and amended as required to include supporting information on appropriate new tools for internal use.

IMPROVEMENT ACTIONS

The table below details the key areas for improvement and the recommended outcome or actions. Some of these suggestions relate directly to changes included in the revised Policy and Matrix.

Finding	Councillor/ Community	Staff	Outcome / Action
Ensure updates and feedback are provided to those involved – close the loop	✓	✓	Internal systems in place to ensure follow up emails are sent
Regular project updates on web		✓	Internal measures on project updates
More consistent approach	✓	✓	Continue to support cross functional training, process maps and staff coaching
Allow more time and earlier involvement – before decision is made.	✓	✓	Minimum 2 stage approach included in Matrix for high impact projects
Better understanding of what the community said and how this was used	✓		Internal systems in place to ensure email updates are sent Council reports include summary of community input and how it was used
Embed in organisation. Ensure staff listen and understand concerns (real and perceived)	✓	✓	Engagement is a cross functional role (not a central function). Ongoing training and coaching continues to further embed across Council. Skills development to include listening and rapport building
Continue to use a range of tools and methods to engage more broadly	✓	✓	Continue to evaluate and use new tools
More local engagement on local issues	✓		Requirement for local engagement and local signs mandatory for high impact projects
Know what's coming up (forward schedule)	✓		Suggestion noted and will be considered in future process and system upgrades
Councillor visibility and involvement	✓		Work with Councillors to facilitate involvement in high impact engagement projects
Include as internal measurement ie KPIs		✓	Additional internal measures being implemented
Ensure sufficient project resources to meet framework requirements (staff, budget, time) Allow flexibility of timeframes to allow for good engagement		✓	Project Planning process revisions to ensure engagement planning is done early and includes provision for resources and timeframes
Councillor and Leadership support to ensure framework is followed	✓	✓	Ensure Councillors and Leadership Group are aware of engagement framework requirements for projects

In addition to the suggestions and revisions to the Policy and Matrix, a number of other initiatives are underway to support the findings including:

- Implementation of a Community Engagement Register and associated website upgrades to facilitate easier access to information and register for specific project updates
- Continuing community engagement training to support staff development and consistency of approach
- Provision of internal staff briefings to support and educate on the key changes
- Provision of internal advice and guidance by the Community Engagement Team.

8.0 ENVIRONMENT DIVISION REPORTS

ITEM 8.1	MARKETS IN WARRINGAH
REPORTING MANAGER	GROUP MANAGER PARKS RESERVES & FORESHORES
TRIM FILE REF	2015/327905
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

This report provides an update on the actions arising from a report about markets in Warringah adopted at the Council meeting of 28 April 2015 (Minute Item 079/15) as follows:

'That Council:

- A. Identifies suitable market locations and undertakes appropriate planning approvals.*
- B. Invites suitable organisations to tender for licences to operate at approved sites on Council owned or managed land.*
- C. Continues to manage one-off requests through the existing Parks, Reserves and Foreshores approval process*
- D. Develops a set of guidelines for the management and delivery of markets in Warringah*
- E. Staff report back to Council within six months'*

SUMMARY

A report on markets in Warringah was considered at the Council meeting of 28 April 2015. The resolution arising from this report (079/15) required that Council:

- Develops a set of guidelines for the management and delivery of markets in Warringah.
- Continues to manage one-off requests through the existing Parks Reserves and Foreshores approval process.
- Invites suitable organisations to tender for licences to operate at approved sites on Council owned or managed land.
- Identifies suitable market locations and undertakes appropriate planning approvals.
- Staff report back to Council within six months.

The following has been undertaken in regard to markets in Warringah:

- A set of guidelines for the management and delivery of markets and market related activities has been developed for regular markets and one-off market activities.
- Parks, Reserves and Foreshores continue to manage one-off requests for use of Council controlled land for market related activities. The process includes the new guidelines.
- Tender documentation has been developed for the Berry Reserve markets. The tender process for these markets commenced in November 2015.

Although popular for one-off, annual and special events, the Strand at Dee Why beach is less suitable for regular events and markets given the impact on nearby businesses and residents.

Further research is required to identify suitable market locations and innovative ideas for future markets in Warringah. As indicated in the April 2015 Council Report, this work will be carried out in 2015/2016.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council identify alternative suitable market locations to Dee Why Strand and develops ideas for future markets in Warringah and staff report back to Council by June 2016.

REPORT

BACKGROUND

A report on markets in Warringah was adopted at the Council meeting of 28 April 2015 (Item 7.1). The report indicated that:

- Community engagement had identified support for more markets in Warringah and that popular locations were The Strand, James Meehan Reserve, Brookvale Park and Freshwater Beach Reserve.
- The process of identifying and reviewing suitable locations in Warringah and undertaking appropriate planning requirements at various sites would commence in 2015/2016.
- To operate regular markets on Council owned and managed land, an approved Development Application is required for that site. Berry Reserve is the only approved Warringah site for regular markets. The monthly markets held at Berry Reserve are currently managed annually through the Parks, Reserves and Foreshores booking process.
- One-off, community based, non-commercial requests for use of Council owned and managed land for market related activities are managed through the Parks, Reserves and Foreshores booking process.

The resolution arising from this report (Minute Item 079/15) as follows:

"That Council:

- Identifies suitable market locations and undertakes appropriate planning approvals.*
- Invites suitable organisations to tender for licences to operate at approved sites on Council owned or managed land.*
- Continues to manage one-off requests through the existing Parks, Reserves and Foreshores approval process*
- Develops a set of guidelines for the management and delivery of markets in Warringah*
- Staff report back to Council within six months."*

This resolution required Council to:

- Develop a set of guidelines for the management and delivery of markets in Warringah.
- Continue to manage one-off requests through the existing Parks Reserves and Foreshores approval process.
- Invite suitable organisations to tender for licences to operate at approved sites on Council owned or managed land.
- Identify suitable market locations and undertakes appropriate planning approvals.
- Staff report back to Council within six months.

The following has been undertaken in regard to markets in Warringah:

- A set of guidelines for the management and delivery of markets and market related activities has been developed for regular markets and one-off market activities.
- Parks, Reserves and Foreshores continues to manage one-off requests for the use of Council controlled land for market related activities e.g. food stalls that are part of the annual

Eurofest event at Forestville and the annual Carols by the Lake event at Narrabeen. Approval processes have been updated to reflect the new guidelines.

- Tender documentation has been developed for the Berry Reserve markets based on the new guidelines. The tender process for these markets (3 years with an option to renew) commenced in November 2015. It is envisaged that this approach will enhance community outcomes and market operator viability. The response to this tender will also identify the level of interest of operators in markets in Warringah generally.

The Strand has hosted a number of annual markets over the past several years which were operated by Council. These required extensive event management including road closures. This activity impacts parking, resident access, waste and cleansing access and bus services. Although popular for one-off, annual or special events, the Strand is less suitable for regular events and markets given the impact on nearby businesses and residents and beach goers. Parks, Reserves and Foreshores are receiving an increasing number of complaints about noise, lack of parking and increased traffic caused by events in this area, particularly in summer. These issues may be exacerbated by closing the Strand for regular markets.

These issues may also affect James Meehan Reserve and Freshwater which have been suggested as possible alternative location for regular markets in Dee Why. This will be explored further.

The works associated with the Dee Why Town Centre projects will limit the opportunities to hold markets in Dee Why over the next few years however locations for markets and other events may become available through the rejuvenation of the Dee Why Town Centre.

Further research is required to identify suitable market locations and innovative ideas for future markets in Warringah. A report on the findings of this research will be reported to a Council meeting by June 2016.

The role of community events such as markets has also been considered in the development of A Spirit of Play: Warringah's Open Space Strategy 2015. A strategic direction has been developed that requires Council to continue to support and improve facilities for events such as markets.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

ITEM 8.2	ADOPTION OF A SPIRIT OF PLAY: WARRINGAH'S OPEN SPACE STRATEGY
REPORTING MANAGER	GROUP MANAGER PARKS RESERVES & FORESHORES
TRIM FILE REF	2015/323792
ATTACHMENTS	1 Final Draft - A Spirit of Play: Warringah's Open Space Strategy (Included In Attachments Booklet) 2 Public Exhibition Submission Analysis - A Spirit of Play: Warringah's Open Space Strategy (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek adoption of A Spirit of Play: Warringah's Open Space Strategy (see Attachment 1) and to rescind the superseded Playground Strategy (2007).

SUMMARY

Council resolved at the Council meeting on 22 September 2015:

That Council places the Draft A Spirit of Play: Warringah's Open Space Strategy on public exhibition for a period of 28 days from late September until late October 2015.

A Spirit of Play: Warringah's Open Space Strategy provides Council with an overarching document that guides the development of new and improved open spaces and recreation facilities into the future. Following extensive community consultation and support, the initiatives in the strategy cater to a range of demographics, abilities and interests. The strategy informs capital and operations business planning by identifying priorities across a broad field of recreation opportunities. The strategy supersedes the Playground Strategy (2007), which is proposed to be rescinded.

The draft strategy was placed on public exhibition for four weeks from 24 September until 25 October 2015. Ninety three submissions were received. A summary of submissions and Council's response is attached (see Attachment 2). The final draft of the strategy includes changes based on the submissions. The topics that generated the most feedback included:

- 21 submissions in support of the proposed toilet and baby change facilities at Jacka Park, Freshwater.
- 19 submissions opposed to the potential removal of the playground equipment at Freshwater Beach Reserve South.
- A petition with 443 signatures in support of a skatepark in the Curl Curl/Dee Why area.

FINANCIAL IMPACT

A Spirit of Play: Warringah's Open Space Strategy includes actions that need to be considered through the operational and capital works budget processes in the 2016/2017 and subsequent financial years.

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council:

- A Adopt "A Spirit of Play: Warringah's Open Space Strategy"
 - B Rescind the Playground Strategy (2007)
-

REPORT

BACKGROUND

A Spirit of Play: Warringah's Open Space Strategy considers the current and future needs for open space in Warringah. Opportunities for new and improved recreation facilities are included that cater for all ages, interests and abilities. Facilities include: fitness equipment for all ages; improvements to the trail network; new and improved youth spaces, including skateparks, basketball hoops and parkour; picnic areas for large groups and families; a review of off-leash dog areas; new playgrounds; new green spaces; the integration of art, culture and heritage into open spaces; and design and landscaping that is sympathetic to the environment.

The strategy contains a series of broad strategic directions as well as specific commitments for each suburb. The strategy has been amended to include a table listing all of the playgrounds to be upgraded in the next five years, and the estimated year for the upgrade. This will give residents a clearer understanding of when their favourite playground is due for renewal.

PUBLIC EXHIBITION AND SUBMISSION ANALYSIS

The draft strategy was placed on public exhibition from 24 September to 25 October 2015. Ninety three submissions were received. The submissions have been summarised and responded to in Attachment 2. The submissions have resulted in a number of changes to the strategy. The topics that generated the most feedback included the following:

Number of submissions	Topic	Council response
21	Support for the proposed toilet and baby change facilities at Jacka Park, Freshwater.	Noted. No change to strategy.
19	Opposed to the potential removal of the playground equipment at Freshwater Beach Reserve South.	Play equipment is to be retained in this reserve. When designs are drawn for rejuvenating the reserve, play equipment will be included. The community will be consulted over the design of the Freshwater Beach Reserve South rejuvenation project. Strategy amended to commit to retaining play equipment at this reserve.
443	A petition in support of a skatepark in the Curl Curl/Dee Why area.	The Social Pinpoint consultation that occurred in March and April 2015 included many requests for a skatepark at North Curl Curl (and other areas), for example, in the vicinity of the new North Curl Curl Community Centre. This option can be explored further in 2016 when consultation occurs over the future use of the land surrounding this community centre. The feasibility of other locations may also be explored. The strategy has been amended to identify the rear of the North Curl Curl Community Centre as a potential location for a skate park.

Further, at the Council meeting on 27 October 2015, Notice of Motion No 21/2015 resolved that:

That Council give further consideration to retaining play equipment at the southern area of Freshwater Beach due to the large number of residents who use the facilities.

The 19 submissions received opposed to removing the play equipment, resulted in the strategy being amended to reflect that play equipment at Freshwater Beach Reserve South will be retained in future designs for rejuvenating the area.

CONSULTATION

Public exhibition of the draft strategy was the third and final stage of consultation for the development of the strategy. Stage 1 involved surveys completed by 677 respondents. Stage 2 involved a range of activities to seek feedback on proposed changes to playgrounds and to gather ideas for new and improved open spaces and facilities. Stage 3, public exhibition of the draft strategy, included the following activities:

- Manly Daily advertisements
- Signs posted at the five playgrounds proposed to be removed
- Drop-in information session
- Emails and letters to all of the project's past participants to advise of exhibition
- Email to all residents on the community engagement register
- Warringah Matters - electronic version
- Letter box drop in vicinity of proposed new playground at Parkes Road Reserve, Collaroy Plateau
- Social media promotion
- Open Space and Recreation Strategic Reference Group
- Your Say Warringah online information

Prior to the 24 November 2015 Council meeting, all people and groups who made submissions throughout the development of the strategy will be informed of the availability online of the final strategy and Council's response to submissions received during exhibition.

FINANCIAL IMPACT

A Spirit of Play: Warringah's Open Space Strategy includes actions that need to be considered through the operational and capital works budget processes in the 2016/2017 and subsequent financial years.

POLICY IMPACT

Nil

ITEM 8.3	COST OF HANGING POTS ALONG CONDAMINE STREET, MANLY VALE
REPORTING MANAGER	GROUP MANAGER PARKS RESERVES & FORESHORES
TRIM FILE REF	2015/328010
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To report back to Council following Council Resolution 229/15 regarding the feasibility of hanging potted plants in Condamine Street Manly Vale.

SUMMARY

Council resolved on 27 October 2015 that Council:

- "A. Investigate the cost and feasibility of using potted plants or similar that hang from or are attached to street poles.*
- B. Continue to work with NSW Roads and Maritime Services to beautify, with landscaping, the Condamine Street corridor.*
- C. Report back to Council at the next ordinary meeting."*

Council has actioned both part A and B of the resolution and now reports back in accordance with Part C.

In estimating the cost of plants on poles Council sought information on similar arrangements from Canberra and City of Sydney. City of Sydney's approach offered the best long term cost.

The capital costs of installation of cantilevered baskets hanging from street poles, similar to those used by City of Sydney would be approximately \$55,000. In addition there is an initial eight week maintenance cost of \$51,000. The approximate ongoing annual maintenance and operational cost for the City of Sydney model would be \$16,000.

Council has had regular meetings with Transport for NSW in regards to potential development of the Northern Beaches Bus Rapid Transit (NBBRT) system. Transport for NSW has indicated that landscaping at a number of places along Condamine Street will be a component of the NBBRT project.

FINANCIAL IMPACT

Council currently has \$30,000 in uncommitted funding in CR 6038 Condamine Street Landscaping Design leaving a shortfall of \$76,000 for installation of the City of Sydney option. Council currently does not have funding set aside to pursue this installation or \$16,000 set aside for ongoing maintenance.

The capital funds needed to complete the project could come from the Section 94A funds currently directed towards works in Dee Why but this would require an exhibition of the proposal and a report back to Council. This is unlikely to be completed until March or April 2016. The operational funds needed to maintain the pots would need to come from within current budgets.

The December quarterly statements will be finalised by early January and any identified operational savings could be used to fund this project. If works were to commence using the

current funds then the pots should only be installed where the BRT project can confirm that there are no works proposed.

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council hold the funds until the BRT landscaping proposals are finalised to see where best to spend the money on conventional landscaping.

REPORT

Council has had regular meetings with Transport for NSW in regards to potential development of the Northern Beaches Bus Rapid Transit (NBBRT) system. Transport for NSW have indicated that landscaping at a number of places along Condamine Street will be a component of the NBBRT project.

It has also been confirmed that the NBBRT will be future proofed for the use of double decker buses. This would require pots attached to the power poles and facing the street to be placed above the exclusion zone of 5.5 metres, this is more than two metres above the existing shop awnings. It is possible to construct a bracket that only has two pots attached and cantilevered towards the shops which would allow the pots to be hung much further down on the light pole. This would incur a similar cost to the initially envisaged installations for the bracket and installation.

In order to develop estimates for these arrangements Council staff contacted Canberra and City of Sydney staff.

Hanging baskets in Petrie Plaza, Canberra consist of a cantilevered bracket attached using a stainless steel band with four pots on it. An example is shown below.



The cost of attaching a bracket for two pots on each of the 19 light poles between Kenneth Road and King Street is approximately \$61,000 based on the following costs assuming the similar arrangements as used in Petrie Plaza, Canberra.

Item	Cost	Number	Total
Supply and installation of brackets for pots	\$2,500	19	\$47,500
Supply of plants and pots	\$100	38	\$3,800
Traffic control	\$2,000	2	\$4,000
Contingency			\$5,500
		Total	\$60,800

It is anticipated that the annual maintenance costs of servicing all 19 installation would be \$73,560 based on the table below which includes weekly servicing.

Item	Cost	Number	Total
Weekly servicing	\$540	52	\$28,000
Supply of plants and pots – 20% turnover per year	\$100	7.6	\$760
Traffic control (poles are within 1.2m of a multi-lane road)	\$861.54	52	\$44,800
		Total	\$75,560

Weekly servicing would involve watering each plant and periodically pruning the plants, all work would have to be carried out at night. The costs for this activity would increase significantly if flowering plants were used. It will also be a requirement to utilise traffic control each time the pots are serviced as the poles are within 1.2m of a multi-lane road.

Council also sought advice from City of Sydney on the cost of installation and maintenance of the hanging baskets they use on some inner city streets. It should be noted that City of Sydney does not usually install them on multi-lane roads. An example of this model is shown below:



The cost of installing this type of pot for each of the 19 poles is approximately \$55,000. It should be noted that the plants and pots are significantly more robust than those used in Canberra.

Item	Cost	Number	Total
Supply and installation of brackets for pots	\$1,659.08	19	\$31,521
Supply of plants and pots	\$370	38	\$14,060
Traffic control	\$2,000	2	\$4,000
Contingency			\$5,000
		Sub-total	\$54,581
Eight week maintenance period	5,500	8	\$44,000
Traffic Control	\$861.34	8	\$6,871
		Total	\$105,452

City of Sydney relies on rain and replaceable pot and plant units so they do not maintain these pots past an eight week establishment period. The eight week establishment period adds \$51,000 to the establishment cost. They plan to replace 33% of the pots and plants each year. Using this methodology the estimated annual operational and maintenance costs would be \$16,000.

Item	Cost	Number	Total
Supply of plants and pots – 33% turnover per year	\$370	13	\$4,810
Traffic control	\$861.34	13	\$11,197
		Total	\$16,007

The significant difference in the cost of installation for the City of Sydney model is due to the superior quality of the plants and the pots resulting in a greatly reduced maintenance costs and the City of Sydney installation initial eight week maintenance period. Following the City of Sydney approach would result in payback on investment in the first year.

Based on the significant long term saving in operational costs the preferred option would be to pursue the model used by City of Sydney.

FINANCIAL IMPACT

Council currently has \$30,000 in uncommitted funding in CR 6038 Condamine Street Landscaping Design leaving a shortfall of \$76,000 for installation of the City of Sydney option. Council currently does not have funding set aside to pursue this installation or \$16,000 set aside for ongoing maintenance.

The capital funds needed to complete the project could come from the Section 94A funds currently directed towards works in Dee Why but this would require an exhibition of the proposal and a report back to Council. This is unlikely to be completed until March or April 2016. The operational

funds needed to maintain the pots would need to come from within current budgets. The December quarterly statements will be finalised by early January and any identified operational savings could be used to fund this project. If works were to commence using the current funds then the pots should only be installed where the BRT project can confirm that there are no works proposed.

Therefore there are at least two options:-

1. Hold the funds until the BRT landscaping proposals are finalised to see where best to spend the money on conventional landscaping, or
2. Prepare a plan to install the pots using:
 - a. Current funding, and
 - b. An amendment to the section 94A Plan, and
 - c. Any operational funds identified through the December review to cover ongoing maintenance, and
 - d. Report the matter back to Council at the first meeting in February 2016.

POLICY IMPACT

Nil

ITEM 8.4	DRAFT WARRINGAH DEVELOPMENT CONTRIBUTIONS PLAN 2015 (AMENDMENT 1) EXHIBITION RESULTS
REPORTING MANAGER	GROUP MANAGER STRATEGIC PLANNING
TRIM FILE REF	2015/287777
ATTACHMENTS	1 Council Report: Proposed Section 94A Developer Contributions Increase for Dee Why Town Centre (Included In Attachments Booklet) 2 Draft Warringah Development Contributions Plan 2015 (Amendment 1) (Included In Attachments Booklet) 3 Dee Why Town Centre Section 94A Levy (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To report the results of the exhibition of the draft *Warringah Development Contributions Plan 2015 (Amendment 1)* (attachment 2) and to obtain Council's approval to request the Minister for Planning amend planning regulations to allow its commencement.

SUMMARY

At its meeting on 24 February 2015, Council resolved to exhibit a Section 94A Plan ('the Plan') that would increase the S94A Levy in the Dee Why Town Centre from 1% to 5%.

A draft Plan and Planning Report (Dee Why Town Centre Section (94A Levy) were subsequently prepared and exhibited from 3 October 2015 to 1 November 2015. The exhibition resulted in 120 contacts and two submissions. It is considered that the submissions do not warrant changing the proposed additional levy.

The approval of the Minister for Planning is required to amend the Environmental Planning and Assessment Act regulations before the draft Plan can be commenced.

FINANCIAL IMPACT

A 5% Section 94A levy for the Dee Why Town Centre area will raise additional funds for the purposes of new services and infrastructure. The quantum will depend on development uptake and economic conditions.

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council:

- A. Endorse the creation of a 5% Section 94A levy for the Dee Why Town Centre area.
 - B. Seek the Minister for Planning's approval to amend the *Environmental Planning and Assessment Regulation (2000)* to permit the commencement of draft *Warringah Development Contributions Plan (2015) (Amendment 1)*.
-

REPORT

BACKGROUND

At its meeting on 24 February 2015, Council resolved to exhibit a proposal recommending an increase in the Section 94A levy from 1% to 5% for development in the Dee Why Town Centre area (attachment 1) for the purposes of implementing works associated with the *Dee Why Town Centre Masterplan* (2013) (Works Program).

The proposal was included in draft *Warringah Development Contribution Plan 2015 (Amendment 1)* (attachment 2). In addition, Council engaged a consultant to undertake a review of its Works Program and provide a Planning Report (attachment 3).

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

Draft Development Contributions Plan 2015 (Amendment 1)

The draft Plan incorporates an increased Section 94A levy of 5% for development within the Dee Why Town Centre, as defined in the draft Plan, for developments with a cost of works over \$200,000. An example of the effects of this increase is shown in Table 1.

Table 1: Example of impact of Section 94A Levy Increase

Example Cost of Works	Current S94A Levy @ 1%	Proposed S94A Levy @ 5%
\$1,000,000	\$10,000	\$50,000

The draft Plan will continue to be reviewed annually alongside the Delivery Program. This will allow Council to determine the projects that are allocated Section 94A funding for the upcoming financial year. However, where funds may be spent will be changed to reflect the new contribution area.

The draft Plan states that Section 94A funds raised through development in the Dee Why Town Centre may only be spent in the Dee Why Town Centre Contribution Area. The Section 94A funds may not be spent on projects in other parts of Warringah. For example, the funds could not be spent on projects in the Northern Beaches Hospital area. Part 5B of the draft Plan includes a schedule of works that identifies eligible projects. This will be reviewed annually.

The draft Plan also states that Section 94A funds raised through development in the remainder of Warringah may be spent across the entirety of Warringah, including the Dee Why Town Centre. Eligible projects are identified in schedule of works in Part 5A and Part 5B of the draft Plan. This reflects the operation of the current plan.

Dee Why Town Centre Section 94A Levy Planning Report

Following Council's resolution, a consultant was engaged to prepare a Planning Report that reviewed Council's Works Program and outlined:

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

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

The Planning Report also concluded that the increased levy, combined with several other sources of funding and works, was required to fund the Program over the next 20 years. No other replacements for the increased levy were able to be identified. The Planning Report included an economic analysis which found that the increased levy would not make developments 'unfeasible'.

CONSULTATION

The draft Plan and Planning Report were placed on exhibition from 3 October 2015 to 1 November 2015. The following activities were undertaken to publicise the exhibition and engage with the community:

- Manly Daily advertisement
- Letter to owners and occupiers in the Dee Why Town Centre (2500 letters)
- Your Say Warringah Page
- Drop in Session
- 'What's on Dee Why' Information Stall (Saturday, 31 October 2015)

120 contacts were made during the exhibition period and two submissions were received. These are summarised and responded to in Table 2, below.

Table 2: Summary of Submissions

Submission Summary	Council Response
<p>Dee Why RSL (RSL) should be excluded from the levy increase for the following reasons:</p> <ol style="list-style-type: none"> 1. All club projects are for the community benefit and would not be done by normal developers 2. The RSL has not received any benefit in relation to height or yield 3. Dee Why Town Centre (DWTC) projects are too far from the RSL and do not benefit members 4. Phase 3 projects provide no benefit to RSL members 	<p>Council appreciates the contributions that the RSL has made to the local community. However, it is considered that the RSL should remain in the proposed Dee Why Town Centre Contribution area for the following reasons:</p> <ol style="list-style-type: none"> 1. The club site has over time incorporated a housing component that generates a demand for community facilities in the Dee Why Town Centre 2. The draft Plan is not related to any proposal to increase density in the DWTC. 3. Open space improvements are almost entirely within 500 metres of the seniors living component of the RSL, a segment of the local community that would benefit heavily from improved open space. Further, RSL employees will be able to take advantage of these facilities, as well as patrons visiting multiple locations in the DWTC. 4. Phase 3 Traffic and streetscape improvements along Pittwater Road and other roads would benefit RSL patrons as well as other users of the DWTC.

<p>It is reasonable that funds collected outside of the Dee Why Town Centre contribution area be allocated to Dee Why Town Centre projects. However:</p> <ol style="list-style-type: none"> 1. When 'Warringah' projects are complete, all funds will be allocated to DWTC 2. Loss of community land has reduced the connection between the DWTC and surrounding areas 3. Community facilities in DWTC are being demolished with no plan to replace them 4. Area is difficult to reach by public transport 5. 'Site A' should be used for community facilities. 	<ol style="list-style-type: none"> 1. Allocation of Section 94A funds is managed through the annual review of the Delivery Program and the Warringah Development Contribution Plan. The allocation is reviewed and approved by Council. 2. Implementation of the Dee Why Town Centre Masterplan through the proposed increased levy will improve the connection between DWTC and surrounding areas. 3. The demolition of community facilities is not a consideration of the draft Plan. However, Council is committed to providing a PCYC and upgrade to Walter Gors Reserve in the next financial year. 4. Dee Why is well served by public transport, including connections to north/south and east/west corridors. Dee Why is also identified as a key stop in the "B-Line" Bus Rapid Transit proposal. 5. The use of 'Site A' is not a matter for the draft Plan.
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NEXT STEPS

The approval of the Minister for Planning is required to amend the *Environmental Planning and Assessment Regulation (2000)* to permit the commencement of the draft *Warringah Development Contributions Plan (2015) (Amendment 1)*. Council will submit the results of the exhibition of the draft Plan to the Department of Planning and Environment together with exhibition materials, Planning Report and Works Program, for the Minister's approval.

The results of the submission will be reported back to Council.

FINANCIAL IMPACT

A 5% S94A levy for the Dee Why Town Centre area will raise additional funds for the purposes of new services and infrastructure. The quantum of funds will depend on development uptake and economic conditions.

POLICY IMPACT

Nil

ITEM 8.5	AFFORDABLE HOUSING DISCUSSION PAPER AND ACTION PLAN
REPORTING MANAGER	GROUP MANAGER STRATEGIC PLANNING
TRIM FILE REF	2015/323461
ATTACHMENTS	1 Affordable Housing Discussion Paper and Action Plan (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek Council approval to implement a number of actions outlined in Council's Affordable Housing Discussion Paper and Action Plan (as per attached), and to undertake community consultation on the remaining actions to assist in the preparation of an Affordable Housing Policy for Warringah.

SUMMARY

Council staff have undertaken detailed research to explore the initiatives and incentives available to governments to facilitate affordable housing. These initiatives are outlined in the Affordable Housing Discussion Paper and Action Plan.

As a result of these investigations, two actions have been identified as appropriate for Council to implement immediately, whilst others require further research and community consultation before an Affordable Housing Policy can be prepared.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council:

- A. Work with the Department of Planning and Environment to include Warringah in the *State Environmental Planning Policy No. 70 Affordable Housing (Revised Schemes)* write to the Minister for Planning outlining the planning merits of this proposal.
 - B. Promote the benefits of, and need for, affordable housing in Warringah.
 - C. Place the Affordable Housing Discussion Paper and Action Plan on public exhibition for a minimum of 28 days and undertake community engagement, and report back to Council on the outcomes and exhibition and engagement.
-

REPORT

BACKGROUND

On 22 September 2015 Council resolved (206/15) that Council staff develop a draft Affordable Housing Policy to be reported to Council for consideration within the next 12 months.

For local government, the planning process provides an opportunity to deliver important affordable housing initiatives. However due to the complexity of affordable housing issues, and the variety of mechanisms available to achieve affordable housing outcomes, staff have, in the first instance, prepared an Affordable Housing Discussion Paper and Action Plan to highlight these issues and as a means to consult and work with the community to determine the most appropriate policy for Warringah.

Identified Actions

The Affordable Housing Discussion Paper and Action Plan recommend a number of actions. These include:

- Acknowledge the impact of taxation on housing affordability and formalise this position in writing if further submissions are sought as part of the current tax reform process
- Advocate for the reintroduction of a national funding scheme for affordable rental housing developments
- Advocate for State Government to set clearly articulated affordable rental housing targets and align these with regional and local planning strategies
- Advocate for State Government to investigate shared home ownership and equity arrangements
- Work with the Department of Planning and Environment to include Warringah in the State Environmental Planning Policy No. 70 Affordable Housing (Revised Schemes) and that Council write to the Minister for Planning outlining the planning merits of this proposal
- Work with the State Government to identify and prioritise the suitability of State owned land for affordable housing development within Warringah
- Formally recognise affordable housing as essential social and economic infrastructure for the LGA
- Establish a local affordable rental housing target following more detailed housing needs analysis and incorporate that target in all relevant Council plans, policies and strategies
- Set aside a proportion (to be determined) of all monies/ benefits obtained through Voluntary Planning Agreements to be allocated to an affordable housing fund for the development of affordable housing in Warringah
- Promote the benefits of, and need for, affordable housing in Warringah
- Further investigate planning mechanisms, including floorspace bonuses and alternative development standards, as a means to facilitate affordable housing
- Undertake a strategic review of all Council owned or controlled land to identify suitable sites for the provision of affordable housing
- Investigate establishing a formal relationship with a community housing provider, for the management and delivery of affordable housing in Warringah
- Work closely with neighbouring LGAs to form a regional affordable housing partnership

- Undertake a cost-benefit analysis to determine which incentives are the most feasible for Council to assist in the delivery of affordable housing developments.

Priority Actions

Whilst undertaking this research, it has become evident that some actions should be prioritised given their importance in facilitating affordable housing and the minimal resources required to implement them. These include:

- Working with the Department of Planning and Environment to include Warringah in the *State Environmental Planning Policy No. 70 Affordable Housing (Revised Schemes)* (SEPP70) and for Council to write to the Minister for Planning outlining the planning merits of this proposal.
- SEPP70 legalises affordable housing schemes that require mandatory amounts of affordable housing in specified new development. The process is also known as inclusionary zoning. To permit inclusionary zoning in Warringah, council must lobby State Government to be included in the SEPP.
- Promoting the benefits of, and need for, affordable housing in Warringah.
- Affordable housing is a concept that is often misunderstood, as many don't understand the different forms of affordable housing and the people that require it. Education for council staff, councillors and members of the community is needed in order to emphasise that a variety of people live in affordable housing and that vibrant, economically sustainable communities require that variety.

CONSULTATION

In developing an Affordable Housing Policy, Council should undertake further analysis and investigation of the identified actions and undertake the following community consultation:

- Publically exhibit the Affordable Housing Discussion Paper and Action Plan and seek community and industry feedback on proposed actions
- Work closely with the Affordable Housing Community Committee in developing the Draft Affordable Housing Policy
- Undertake information sessions and workshops to obtain opinions about affordable housing and the actions proposed to address affordable housing issues.

TIMING

An Affordable Housing Policy is to be delivered by September 2016.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

ITEM 8.6	ADDITIONAL FEES 2015/16 - PLANNING PROPOSALS
REPORTING MANAGER	GROUP MANAGER STRATEGIC PLANNING
TRIM FILE REF	2015/317678
ATTACHMENTS	1 Current and Proposed Fees - Planning Proposals

REPORT

PURPOSE

To adopt amended fees for 2015/16 for the assessment of planning proposals.

REPORT

Under Section 608 of the *Local Government Act 1993* (the Act), Council may charge a fee for assessing planning proposals. At the 26 May 2015 Council meeting, Council adopted Fees and Charges for 2015/16, including fees for planning proposals. These fees do not generally cover the costs involved in planning proposal assessments and are low compared to most other Councils. Also, there is no current fee to cover the costs of exhibition.

Changes are proposed to the fees for planning proposals to cover the costs of assessing applications. The proposed fee amendments to the 2015/16 planning proposal fees (Proposed fees) (see attachment 1) reflect the complexity of applications and also seek to recover the cost of public consultation, public hearing and additional studies.

On 22 September 2015, Council resolved to exhibit the Proposed fees for 28 days.

The Proposed fees were placed on public exhibition for 28 days from Friday 25 September 2015 to Friday 23 October 2015. During this time, no submissions were received.

FINANCIAL IMPACT

The additional revenue from the proposed fees will not materially impact on the Budget 2015/16.

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council adopt the following amended fees for planning proposals for 2015/16:

Fee description	Unit	Proposed Fee
Planning Proposal Fee – Minor Category	Per application	\$25,000
Planning Proposal Fee – Major Category (such as Urban Intensification, Non-Urban to Urban)	Per application	\$50,000
Planning Proposal Fee – Rezoning Non-Urban Land to Urban Land	Per application	Deleted - To be covered by Urban Intensification Fee Above
Advertising fee – minor	Per application	\$1,500

Advertising fee – major	Per application	\$3,000
Public hearing	Per hearing	Cost recovery
Additional studies Post Gateway	Per application	Cost recovery

Fees are not subject to GST

PLANNING PROPOSAL FEES 2015/16 – CURRENT AND PROPOSED

Fee description	Unit	Current Fee	Proposed Fee
Planning Proposal Fee – Minor Category	Per application	\$12,750	\$25,000
Planning Proposal Fee – Major Category (such as Urban Intensification, Non-Urban to Urban)	Per application	\$30,000	\$50,000
Planning Proposal Fee – Rezoning Non-Urban Land to Urban Land	Per application	\$50,000	Deleted - To be covered by Urban Intensification Fee Above
Advertising fee – minor	Per application	\$0	\$1,500
Advertising fee – major	Per application	\$0	\$3,000
Public hearing	Per hearing	\$0	Cost recovery
Additional studies Post Gateway	Per application	\$0	Cost recovery

Fees are not subject GST

ITEM 8.7	FUNDING OFFER FROM TRANSPORT FOR NEW SOUTH WALES (TFNSW)
REPORTING MANAGER	GROUP MANAGER ROADS TRAFFIC & WASTE
TRIM FILE REF	2015/318692
ATTACHMENTS	1 Transport for NSW Grant - Active Transport Program 2 Location Map of Transport for NSW Footpath Projects 2015

EXECUTIVE SUMMARY

PURPOSE

To obtain Council approval to accept the funding offered by Transport for NSW (TfNSW) for footpath works in Narrabeen and Collaroy, the addition of a bike signal to the existing traffic signal at the intersection of Ocean Street / Pittwater Road and the design of traffic signals at Collaroy at Pittwater Road adjacent to the all abilities precinct.

SUMMARY

TfNSW has offered \$645,260 for Council to spend on infrastructure development as part of its Active Transport Program.

In conjunction with Council's strategic planning documents, TfNSW has selected footpaths and traffic signal works that will result in improved access to the Narrabeen and Collaroy transport interchanges.

Accepting the \$645,260 funding from TfNSW, will enable Council to construct footpaths and install a bike signal at the agreed location as well as designing traffic signals at Collaroy at Pittwater Road adjacent to the all abilities precinct. This program will deliver 1480 m of footpath, and bike signals as part of the existing Traffic signals in at the intersection of Pittwater Rd and Ocean Street.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council authorise the General Manager to enter into a deed of agreement with Transport for NSW for the infrastructure works in Narrabeen and Collaroy to fund Active transport initiatives as described in the report at a cost of \$645,260.

REPORT

BACKGROUND

The NSW Government's Active Transport Program is aimed at the delivery of accessible, modern, secure and integrated transport infrastructure in parts of NSW where it is needed most. This program puts a focus on investing in accessible public transport and making the network easier for customers to use. Transport for NSW (TfNSW) is responsible for the delivery of this program.

TfNSW has offered Council funding of \$645,260 to spend on infrastructure development as part of the program. In conjunction with Council's strategic planning documents, TfNSW has selected footpaths and bike signal works that will result in improved access to the Narrabeen and Collaroy transport interchanges.

The planning and design of a signalised pedestrian crossing at the Collaroy Beach SLSC car park and all abilities precinct is also included in the program.

The following documents were used as the basis for determining where suitable locations:

- The Pedestrian Access and Mobility Plan (PAMP)
- Warringah Bike Plan
- The maps provided by TfNSW to Council showing pedestrian catchments
- Sydney's Walking Future – Connecting people and places
- NSW Long Term Transport Master Plan

TfNSW has identified Narrabeen and Collaroy as two transport interchanges along the Bus Rapid Transit route in the Warringah Council local government area.

The agreed footpaths and the bike signal selected by TfNSW are detailed in the attached Transport for NSW Grant – Active Transport Program table and the locations are shown on the attached Location Map of Transport for NSW Footpath Projects 2015. The works will be completed by 30 May 2016.

CONSULTATION

High level community consultation has been undertaken as part of the PAMP and Bike plan. Further detailed consultation will be undertaken at the specific locations as part of the project. Given the level of public support received by Council in the past for the construction of footpaths, it is envisaged there will be a lot of public support for this program of works.

TIMING

The works will be completed by 30 May 2016.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

Transport for NSW Grant Funding Proposal

SITE REFERENCE	STREET	SUBURB	PROJECT DESCRIPTION	LENGTH (m)	SIDE	GRANT FUNDING
A	Ocean Street	Narrabeen	Bike signals at the intersection of Pittwater Road and Ocean St			\$161,700
B	Ocean Street	Narrabeen	New footpath construction in Ocean Street from Narrabeen Street to Devitt Street	290	east	\$51,040
C	Lagoon Street	Narrabeen	New footpath construction in Lagoon Street from Loftus Street to Octavia Street	130	west	\$49,500
D	Lagoon Street	Narrabeen	New footpath construction in Lagoon Street from No.96 Lagoon Street to Tourmaline Street	45	west	\$7,920
E	Albemarle Street	Narrabeen	New footpath construction in Albemarle Street from Lagoon Street to Ocean Street	90	south	\$15,400
F	Wellington Street	Narrabeen	New footpath construction in Wellington Street from Lagoon Street to Ocean Street	75	north	\$13,200
G	Homestead Avenue	Collaroy	New footpath construction in Homestead Avenue from Pittwater Road to end of street	200	south	\$35,200
H	Stuart Street	Collaroy	New footpath construction in Stuart Street from Pittwater Road to No.9 Stuart Street	150	north	\$77,000
I	Ocean Grove	Collaroy	New footpath construction in Ocean Grove from Pittwater Road to Hay Street	100	south	\$17,600
J	Frazer Street	Collaroy	New footpath construction in Frazer Street from No.3 to No.11 Frazer Street	70	north	\$33,000
K	Ocean Grove	Collaroy	New footpath construction in Ocean Grove from Hay Street to Kent Street and extending up to Anzac Avenue along Kent Street	330	south	\$73,700
L	Pittwater Road	Collaroy	Planning and design for pedestrian signal in Pittwater Road between Collaroy St & Eastbank St outside Collaroy Beach SLSC carpark			\$110,000
Total Value of Works						\$645,260



ITEM 8.8	ADOPTION OF PROPOSED AMENDMENTS TO WARRINGAH COUNCIL WARD BOUNDARIES
REPORTING MANAGER	DEPUTY GENERAL MANAGER ENVIRONMENT
TRIM FILE REF	2015/325069
ATTACHMENTS	1 Warringah Council - Existing Ward Boundaries 2 Warringah Council - Proposed Ward Boundaries

EXECUTIVE SUMMARY

PURPOSE

To report to Council the results of the public exhibition of the proposed amendments to Warringah Council Ward Boundaries and for Council to adopt the amendments.

SUMMARY

At its meeting on 22 September 2015, Council adopted the following recommendation:

'That:

- A Council's preferred option for Warringah Council's proposed amended ward boundaries is:*

Inclusion of Red Hill / Beacon Hill into C Ward (moved from A Ward), with the inclusion of Oxford Falls in C Ward. A section of Beacon Hill and Narraweena into A Ward from C Ward and B Ward. Part of Dee Why between Pittwater Road and The Strand from A Ward to B Ward.

- B Council's preferred option for amended ward boundaries be submitted to the NSW Electoral Commissioner and the Australian Statistician for endorsement, prior to being placed on public exhibition.'*

The proposal was placed on public exhibition between Saturday 10 October and Sunday 8 November 2015. There were 46 visits to the Your Say page on Council's website, and one submission was received.

FINANCIAL IMPACT

The cost of consulting the Warringah Community (advertising costs) has already been incurred, with the proposal being advertised in the Manly Daily on three separate occasions during the exhibition period, and placed on the Your Say page on Council's website.

There will be costs associated with Council producing amended ward boundary maps.

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council adopt Warringah's ward boundary amendment proposal (as exhibited) and as confirmed by the NSW Electoral Commission.

REPORT

BACKGROUND

Under section 211 of the Local Government Act (1993) it is a requirement to keep ward boundaries under review. If an alteration to ward boundaries is undertaken, Council is required to, among other things, consult the NSW Electoral Commissioner.

The deadline for the finalisation of ward boundaries and ward name changes for the 2016 Local Government Elections is 14 December 2015.

In August 2015, Council received correspondence from the NSW Electoral Commission advising there is greater than 10% variance between voter numbers in Warringah Council's wards.

According to the statistics provided on the NSW Electoral Commission website for voter numbers in July 2015, the numbers in each of Warringah's wards are as follows:

A Ward – 34,579

B Ward – 36,864

C Ward – 32,237

Variance (between lowest and highest number) = 14.35% (greater than 10%)

Council Officers developed two proposed options for amended boundaries. At its meeting on 22 September 2015, Council agreed its preferred option was Option 2 as follows:

Option 2 – Inclusion of Red Hill/Beacon Hill into C Ward (moved from A Ward), with the inclusion of Oxford Falls in C Ward. A section of Beacon Hill and Narraweena into A Ward from C Ward and B Ward. Part of Dee Why between Pittwater Road and The Strand from A Ward to B Ward.

This option consolidates areas likely to be affected by the Northern Beaches Hospital into the one Ward. This option also delineates ward boundaries along major roads.

There are also minor changes proposed to align Ward boundaries with Australian Bureau of Statistics statistical areas. This will allow Council to have a direct enrolment count for each Ward.

Statistics for Option 2 are:

A Ward – 33,795

B Ward – 35,306

C Ward – 33,474

Variance (between lowest and highest number) = 5% (within 10% variance)

The current ward boundaries can be viewed in Attachment 1, with the ward boundaries to be adopted able to be viewed in Attachment 2.

CONSULTATION

The proposal was placed on public exhibition between Saturday 10 October and Sunday 8 November 2015. There were 46 visits to the Your Say page on Councils website, and one submission was received.

Submission	Warringah Response
<p>It is very surprising that this review is being conducted at the same time as the government is seeking to merge Warringah, Manly & Pittwater Councils.</p> <p>It is quite possible that this review is a waste of time and money for both the Electoral Commission & the council (& I assume Warringah is not the only council with wards being reviewed).</p> <p>Wouldn't it be sensible to ask the Electoral Commission to suspend this review (& any others) until the merger situation is clarified?</p> <p>I've copied this to Brad Hazzard who may consider it appropriate to approach the relevant minister on this matter.</p>	<p>Until any formal announcements are made in relation to Fit for the Future, Council is operating a business as usual approach in relation to all tasks for the 2016 NSW Local Government Elections</p> <p>As a result, Council must meet the mandatory deadline of 14 December 2015 for any Ward Boundary Amendments.</p>

On 27 October 2015, Council received confirmation from the NSW Electoral Commission that it had considered Warringah's proposal and confirmed that the proposal put forward satisfies the requirements of Section 210(1)(a) of the *Local Government Act 1993*.

Whereby Council is required to consult with the Electoral Commissioner to ensure that, as far as practicable, the proposed boundaries correspond to the boundaries of appropriate sub-divisions (within the meaning of the *Parliamentary Electorates and Elections Act 1912*) and census districts and to ensure that the proposed boundaries comply with section 210(7) of the *Local Government Act*.

TIMING

The deadline for finalisation of ward boundaries and ward name changes for the 2016 Local Government Elections is 14 December 2015.

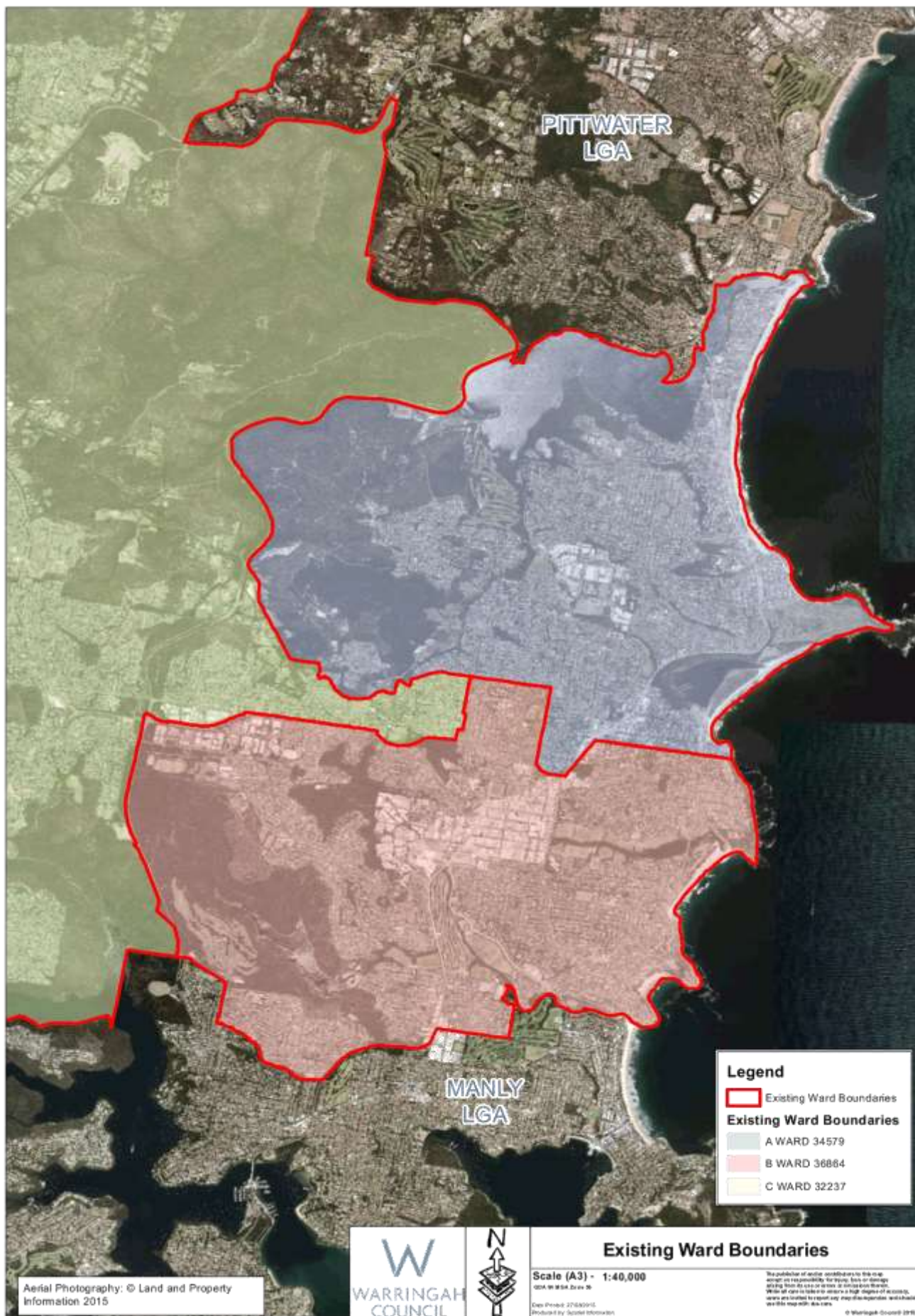
FINANCIAL IMPACT

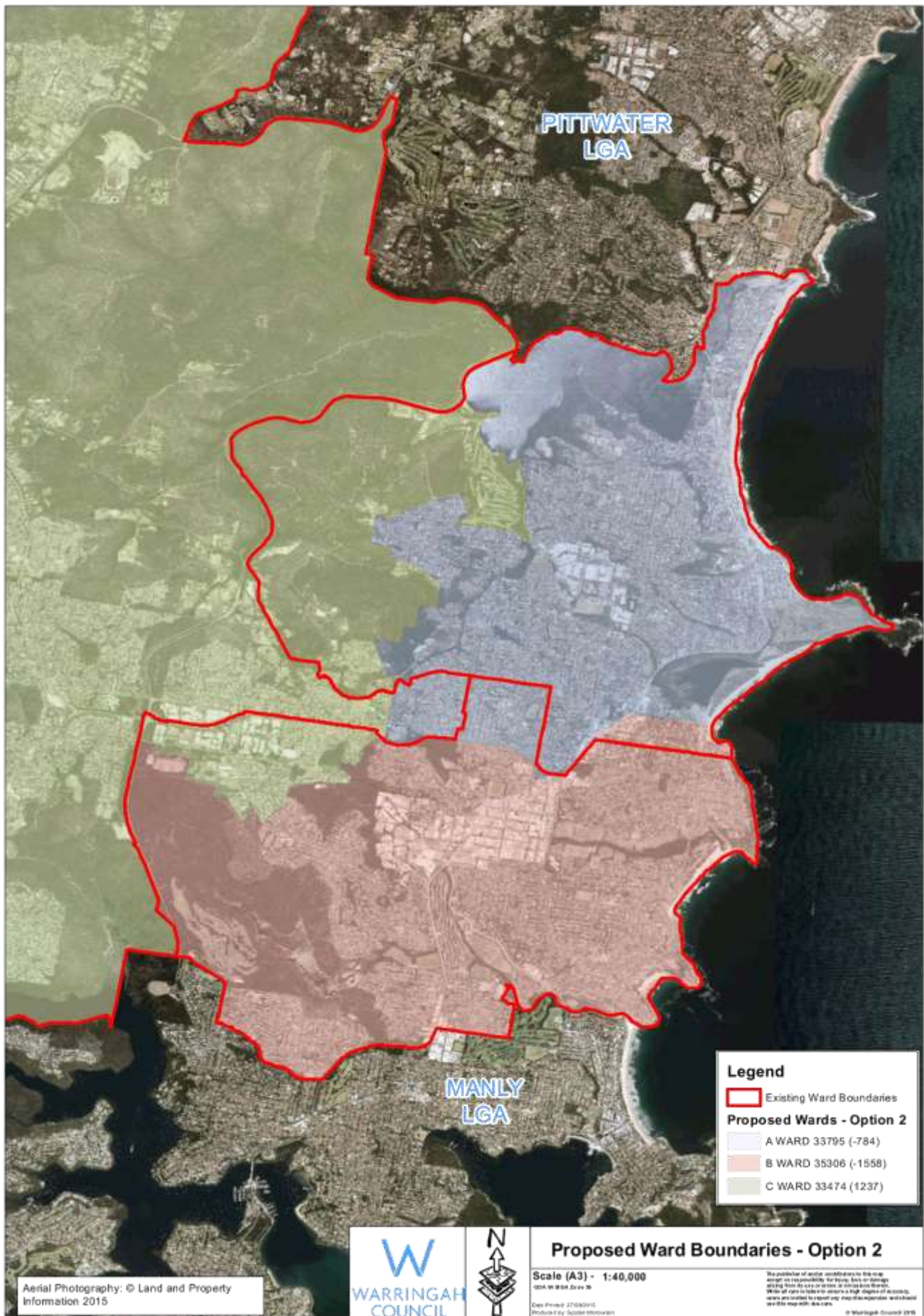
The cost of consulting the Warringah Community (advertising costs) has already been incurred, with the proposal being advertised in the Manly Daily on three separate occasions during the exhibition period, and placed on the Your Say page on Councils website.

There will be costs associated with Council producing amended ward boundary maps.

POLICY IMPACT

Nil





ITEM 8.9	MINUTES OF THE STRATEGIC REFERENCE GROUP OCTOBER MEETINGS
REPORTING MANAGER	DEPUTY GENERAL MANAGER ENVIRONMENT
TRIM FILE REF	2015/300286
ATTACHMENTS	<ol style="list-style-type: none"> 1 Draft Minutes of the A Connected Environment SRG Meeting held 6 October 2015 (Included In Attachments Booklet) 2 Draft Minutes of the ECOS SRG Meeting held 7 October 2015 (Included In Attachments Booklet) 3 Draft Minutes of the Open Space and Recreation SRG Meeting held 7 October 2015 (Included In Attachments Booklet) 4 Draft Minutes Vibrant Connected Environment SRG Meeting held 6 October 2015 (Included In Attachments Booklet)

REPORT

PURPOSE

To report the minutes of the four Strategic Reference Group (SRG) meetings held in October 2015.

SUMMARY

At these meetings strategic workshops and project updates were presented to the groups.

In accordance with the SRG Guidelines the draft minutes of the meetings are reported to Council and the following documents are now presented:

Strategic Reference Group	Meeting Date
A Connected Environment	6 October – Draft minutes
Vibrant Connected Communities	6 October – Draft minutes
ECOS	7 October – Draft minutes
Open Space and Recreation	7 October – Draft minutes

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council note the draft minutes from the following meetings:

- A. A Connected Environment Strategic Reference Group meeting held on 6 October 2015.
 - B. Vibrant Connected Communities Strategic Reference Group meeting held 6 October 2015.
 - C. ECOS Strategic Reference Group meeting held 7 October 2015.
 - D. Open Space and Recreation Strategic Reference Group meeting held 7 October 2015.
-

ITEM 8.10	MINUTES OF SYDNEY COASTAL COUNCILS GROUP MEETING HELD 19 SEPTEMBER 2015
REPORTING MANAGER	GROUP MANAGER NATURAL ENVIRONMENT
TRIM FILE REF	2015/306571
ATTACHMENTS	1 Minutes of Sydney Coastal Councils Group Annual General Meeting held 19 September 2015 (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To report the Minutes of the Sydney Coastal Councils Group (SCCG) meeting held 19 September 2015.

SUMMARY

The Annual General Meeting of the Sydney Coastal Councils Group was held at Mosman Council on 19 September 2015. Councillor Moskal attended the meeting as Warringah Council's delegate.

Matters discussed at the meeting relevant to Warringah Council included the following:

- SCCG Annual Report 2014-15
- Annual Executive Committee elections
- Inquiry into the management of sharks in NSW waters
- NSW coastal reforms update
- Dates of future SCCG meetings

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council note the minutes of the Sydney Coastal Council Group Annual General Meeting held 19 September 2015.

REPORT

BACKGROUND

Sydney Coastal Councils Group (SCCG) meetings are held quarterly and minutes are available through the Councillor portal. Warringah Council delegates on the SCCG are Cr Heins and Cr Moskal. Further information on the SCCG and its activities is available at sydneycoastalcouncils.com.au

DISCUSSION

The Annual General Meeting of the SCCG was held at Mosman Council on Saturday 19 September 2015. Councillor Moskal attended the meeting as Warringah Council's delegate.

Matters discussed at the meeting relevant to Warringah Council included:

SCCG Annual Report 2014-15

The SCCG Annual Report for 2014-15 was circulated prior to the meeting. Key achievements for the SCCG in 2014-15 included its 25th Anniversary, completing two major projects and distributing more than \$900,000 to on-ground projects under Sydney's Salty Communities. An overview of the Group's financial performance is also provided in the report.

Annual Executive Committee elections

The SCCG Executive Committee Consists of the Chairperson, two Vice Chairpersons, Treasurer, Secretary and up to three other committee members who are delegates of financial Member Councils. Representatives elected for 2015-2016 SCCG Executive Committee were:

Chairperson	Cr. Geoff Stevenson	(Randwick Council)
Vice Chairperson (Ocean council)	Cr. Cathy Griffin	(Manly Council)
Vice Chairperson (Estuarine Council)	Cr. Lynne Saville	(Willoughby Council)
Treasurer (Honorary)	Cr. Peter Towell	(Sutherland Council)
Secretary (Honorary)	Cr. Leon Goltsman	(Waverley Council)
Member	Cr. Brian Troy	(Botany Bay Council)
Member	Cr. Selena Griffith	(Pittwater Council)
Member	Cr. Greg Levenston	(Woollahra Council)

Inquiry into the management of sharks in NSW waters

The Legislative Assembly Committee on Investment, Industry and Regional Development has commenced an inquiry into the management of sharks in NSW waters. The Terms of Reference for the Inquiry are:

That the Committee inquire into and report on the management of sharks and the economic impact of shark attacks on communities in NSW, with particular reference to:

- a) *The impact of shark attacks on tourism and related industries*
- b) *Changes in shark numbers, behaviour or habitat*
- c) *Adequacy of management strategies*
- d) *Measures to prevent attacks by sharks, including strategies adopted in other jurisdictions*
- e) *Any other related matters.*

The SCCG will be preparing a submission highlighting Member Councils' concerns. A draft submission will be circulated for comment.

NSW coastal reforms update

Stage two of the NSW coastal reforms consists of:

- Introduction of a new Coastal Management Act and State Environmental Planning Policy
- Preparation of Coastal Management Manual
- Identification of more sustainable arrangements for funding and financing coastal management activities.

It is expected that public consultation on these documents and arrangements will be begin at the NSW Coastal Conference commencing 10 November 2015.

Dates of future SCCG meetings

Saturday 12 December 2015 at 12 noon - City of Sydney

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

ITEM 8.11	MINUTES OF THE WARRINGAH/PITTWATER BUSH FIRE MANAGEMENT COMMITTEE MEETING HELD 2 JUNE 2015
REPORTING MANAGER	GROUP MANAGER NATURAL ENVIRONMENT
TRIM FILE REF	2015/269098
ATTACHMENTS	1 Rural Fire Service - Minutes of Warringah Pittwater Bush Fire Management Committee Meeting (BFMC) - Minutes of 2 June 2015

EXECUTIVE SUMMARY

PURPOSE

To report the Minutes of the Warringah Pittwater Bush Fire Management Committee (WPBFMC) meetings held on 2 June 2015.

SUMMARY

An Ordinary Meeting of the WPBFMC was held at the Terrey Hills Rural Fire Service (RFS) Headquarters on Tuesday, 2 June 2015.

Matters discussed at the meeting relevant to Warringah Council included the following:

- 2015/16 Hazard Reduction Program
- 2015/16 Bush Fire Risk Mitigation & Resilience Grant
- Fire Trail Register
- Risk Management Plan
- Emergency Operations Centre/Fire Control Centre
- Neighbourhood Safer Places

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council note the Minutes of the Warringah Pittwater Bush Fire Management Committee Meeting held on 2 June 2015.

REPORT

BACKGROUND

The WPBFMC area comprises 27,456ha. Excluding National Park land, there is approximately 3,000ha of bushland of public and private land in the Warringah Local Government Area. Warringah Council has care, control and management of approximately 1,100ha of this bushland.

Under the *Rural Fires Act 1997* each land owner is responsible for managing bush fire risk on their land. The WPBFMC is responsible for coordinating bush fire management on all land in Warringah and Pittwater. This Committee consists of a range of agencies and stakeholders such as the fire authorities, land management agencies and community organisations.

WPBFMC meetings are held quarterly and minutes are now available through the Councillor portal. The Warringah Council delegate on the WPBFMC is Councillor Heins.

DISCUSSION

Matters discussed at the meeting relevant to Warringah Council included the following:

2015/16 Hazard Reduction Program

The Committee adopted the 2015/16 Hazard Reduction Program with some minor amendments to be allowed at future meetings.

2015/16 Bush Fire Risk Mitigation and Resilience Grants

The Sub-Committee to meet and set priorities once bid list is completed. Focus should be on storm damaged fire trails.

Fire Trail Register

The fire trail register is up to date and trails should be maintained.

Risk Management Plan

The Bush Fire Risk Management Plan is to be reviewed this year and this will require sub-committee meetings and community engagement. The RFS will lead this process and in discussions with the Head Office as a new template is coming out.

Fire Control Centre

Warringah Council is developing a masterplan for the site.

Neighbourhood Safer Places (NSP)

The NSP guidelines have been reviewed and updated and a number of double listings have been removed as well as locations not meeting criteria.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

**MINUTES OF MEETING OF WARRINGAH PITTWATER BUSH FIRE MANAGEMENT COMMITTEE
HELD TUESDAY 2 JUNE 2015 AT TERREY HILLS**

Meeting start: 10:01

Participants:	Present	Apology	Absent
Nihal Balasuriya – Sydney Water		X	
Karin Nippard – Pittwater Council		X	
Kel McNamara – FRNSW		X	
Don Atkins – Sydney Water		X	
Alex McTaggart – Pittwater Council (Chairman)	X		
Jason Reimer – NSWP	X		
Tim Heslop – Crown Lands	X		
Sue Heins – Warringah Council	X		
Nicole McVicar – Warringah Council	X		
Emma Griffen – Pittwater Council	X		
Rod Clark – OEH	X		
Warren Cree – RFS	X		
James Brisebois – Warringah Council	X		
Robert Strauch – FRNSW	X		
Todd Dickinson – Warringah Council	X		
Dave Ryan – Warringah Council	X		
Ray Duguid – RFS	X		
Nicholas Skelton – NCC & MALC	X		
Colin Davison – MALC		X	
Darryl Dunbar – FRNSW	X		
Jonathan Mallin – Ausgrid	X		
Sophie Mueller Sewell -			
Scott Crosweiler – RFS		X	
Lee de Gail - OEH		X	
Craig Geddes – RFS	X		
George Sheppard – RFS	X		
Scott Molenaar - RFS	X		
Observers/Guests/Alternate:			
Jodi Cree – RFS (Minutes)	X		

Item		Action
1	Welcome	Chairperson – Cr Alex McTaggart welcomed everyone to the meeting.
2	Apologies	Apologies as listed
3	Confirmation of minutes of previous meeting	Acceptance of meeting minutes from 3 March 2015. Moved: Tim Heslop Seconded: James Brisebois Carried
4	Business arising from the previous minutes	Covered in Agenda items
5	Correspondence In	Nil
6	Correspondence Out	<ul style="list-style-type: none"> - 2/4/15 – HR Sub Committee Meeting Invitation - 15/4/15 – HR Sub Committee Meeting Minutes - 27/5/15 – Minutes from BFMC 3 March 2015
	Agenda Items	
7		Final Update of the 2014-15 Hazard Reductions No additional HR's since last meeting. 37 Hazard Reductions completed covering just over 200 hectares. Final report attached to the minutes.

Item	Action
<p>8</p>	<p>2015-16 Hazard Reduction Program</p> <p>The sub Committee met in April. There is a total of 80 hrs for this season.</p> <p>1 - Basin Creek; high priority 19 - Cook Street; high priority 27 - Bluff; postponement until the 2016/17 hr season</p> <p>Land managers – please check and add any HR's as required.</p> <p>Pittwater council has 4 amendments HRs</p> <p>Could the 'shape' file be distributed?</p> <p>Council queried priorities with FRNSW. FRNSW advised land managers set the priorities.</p> <p>Warringah Council missing a couple of HR's that have been on the program previously and not completed.</p> <p>Blank lines represent reference numbers of a completed HR. New burns will take these new numbers when added to the program.</p> <p>Motion – Adopt the 2015-16 Hazard Reduction Program with some minor amendments to be allowed at future meetings.</p> <p>Moved – Warren Cree (RFS) Seconded – Tim Heslop (Crown Lands) Carried</p>
<p>9</p>	<p>2015-16 Bush Fire Risk Mitigation & Resilience Grants</p> <p>An email was sent to land managers advising they had until 1 May 2015 to enter proposals into BRIMS. Funding data base is due out in the next week or two – online grant system.</p> <p>Sub Committee to meet and set priorities once the bid list is returned. We need to focus on some fire trails due to recent storm damage.</p> <p>NPWS applied for project funding – no answer as yet.</p>

Item	Action
10	<p>Lands – Any bids over \$45k to be submitted to be checked regarding scope of works. Bids to be sent to Soil Conservation for review.</p> <p>Pittwater – area was declared a disaster zone after the April storms. This allowed us to access funding for repatriation works. Excludes everything except for roads and bridges. Same case in Warringah.</p> <p>Brigades are conducting trail inspections and reporting back details.</p> <p>Funding may apply to Scotland Island</p> <p>Lands – Weemala Trail will need a major project bid as crossing as it is not wide enough. Surface fixed as much as possible – essential works.</p> <p>Pittwater – Councils property section is looking into responsibility of trails in Western foreshores.</p> <p>Fire Trail Register</p> <p>Register is up to date with no new trails to be added.</p> <p>MALC have a number of Fire Trails. Nick will speak to RFS and Lands following the meeting.</p> <p>Once trails are on the register, we need to maintain them.</p> <p>There is concern once they are on the Register it is then public information and open to excessive use – walkers, bikes etc</p> <p>Best way to manage is by using appropriate signage at the trail entrance.</p> <p>Fire Trails – signage funding though trail maintenance/funding</p>

Item	Action
<p>11</p>	<p>Risk Management Plan</p> <p>RMP needs to be updated. Working with Head Office as there is a new template coming out. Due in 6 – 12 months. Will continue with the review process ready towards the end of the year. We will be calling on a sub committee to look at the plan then being Lands, Councils, FRNSW, RFS, and NPWS.</p>
<p>12</p>	<p>Update on the Section 52 Operations Plan</p> <p>Regular agenda item. Please ensure contact details for your agencies are up to date. Copy available for you to check.</p>
<p>13</p>	<p>Update on the Progress of the new EOC and FCC</p> <p>Warringah Council is currently working on a master plan for the site.</p>
<p>14</p>	<p>Neighbourhood Safer Place (NSP)</p> <p>Guidelines have been reviewed and updated. Locations to be checked prior to the bush fire season.</p> <p>Some NSP's have been identified as not meeting the criteria.</p> <p>Communities are also confused about where to go. This could be a problematic in major fires.</p> <p>Document on NSP's has been distributed.</p> <p>Some buildings on or next to ovals we would like to remove as we are unable to guarantee the ovals/facilities will be open and the oval is suitable.</p> <p>Pittwater – Majority of residents on the western foreshores will make their own way by boat, ferry or water taxi. Need to have an NSP with a boat ramp or a sandy beach. In previous evacuations they have all arrived at marinas. This is more an evacuation area.</p> <p>Evacuation centres are identified by the LEMC and will be opened under emergency conditions.</p>

Item		Action
15 General Business	<p>Sydney Water Report from Don Atkins – Apologies, unable to attend today. Sydney Water is progressing with the hydrant location/markings checks in the Warringah/Pittwater/Ku-ring-gai areas. Expect to be complete by August 2015.</p> <p>10/50 Legislation Are there any updates on this legislation? No. There was some discussion about including dangerous trees – this is not happening. The legislation may be revisited. It is written into legislation that it can't be changed for 2 years.</p> <p>FRNSW Supt Darryl Dunbar is currently filling in for Supt Kel McNamara.</p>	
Date of next meeting	Tuesday, 1 September 2015, commencing at 1000 hours	

Meeting finish: 11:07

TASK REGISTER

No	Task Item	Current Detail (including status, outstanding issues and planned actions):	Expected Completion Date

12.0 RESPONSES TO QUESTIONS ON NOTICE

ITEM 12.1	RESPONSE TO QUESTION ON NOTICE NO 25/2015 - EXPENDITURE ON IMPLEMENTING NEW WARRINGAH LOGO
TRIM FILE REF	2015/323415
ATTACHMENTS	NIL

Submitted by: Councillor Vincent De Luca OAM

QUESTION

Since the introduction of the new W logo, what has been the total expenditure to date to implement it (ie new signage on or around buildings, street signs, stationery etc)?

RESPONSE

Expenditure for signage, and stationery are part of Councils ongoing operational and capital costs. e.g. print on demand, signage maintenance and building construction and renewals. The new logo has been included whenever a new sign is required for example. There has been no specific expenditure on signs, stationery etc solely for the purpose of displaying the new logo.

ITEM 12.2	RESPONSE TO QUESTION ON NOTICE NO 26/2015 - COUNCIL'S CAR FLEET
TRIM FILE REF	2015/305745
ATTACHMENTS	NIL

Submitted by: Councillor Vincent De Luca OAM

QUESTION

What makes/models of cars are currently in Council's car fleet?

RESPONSE

Light Fleet by make and model as at 19 October 2015:

NB: Car Fleet analysis includes Private Use Car Scheme (PUCS), Contract Staff and Garage at Council - excludes Take Home No Fee (THNF)

Light commercial vehicles are not included below.

Audi (A4), Ford (Kuga), Holden (Cruze), Hyundai (I30) (Tucson/IX35) (Santa Fe), Jeep (Cherokee) (Wrangler), Kia (Rio) (Sorento), Mazda (CX-5), Mercedes (C Class) (A Class), Mitsubishi (Phev Hybrid) (Pajero) Nissan (Pulsar) (Dualis) (X Trail) (Micra), Skoda (Octavia), Subaru (XV) (Forester) (Liberty), Toyota (Prado), VW (Polo) (Tiguan) (Golf)

ITEM 12.3	RESPONSE TO QUESTION ON NOTICE NO 27/2015 - RESTAURANT PROPOSED FOR DEE WHY SURF LIFE SAVING CLUB
TRIM FILE REF	2015/323419
ATTACHMENTS	NIL

Submitted by: Councillor Vincent De Luca OAM

QUESTION

Could it please be outlined exactly what is being proposed for a restaurant at Dee Why Surf Life Saving Club?

RESPONSE

Council does not have any details regarding the proposal noted above.

13.0 MATTERS PROPOSED TO TAKE PLACE IN CLOSED SESSION

RECOMMENDATION

- A. That, in accordance with the requirements of Section 10 of the *Local Government Act 1993* as addressed below, Council resolve to close the meeting to the public to consider and discuss:
- a Item 13.1 Contract 2014/ 043 Tract Consulting - Stage 2 Preliminary Design for Phase 1 Dee Why Town Centre Upgrades on the basis that it involves the receipt and discussion of information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business [10A(2)(c) Local Government Act 1993].
- This report discusses Contract 2014/ 043 and the disclosure of this matter in open meeting would, on balance, be contrary to the public interest in maintaining openness and transparency in council decision-making because the disclosure of this information would reveal confidential pricing information.
- b Item 13.2 Contract 2013/ 110 - Environmental Consulting for Kimbriki Access Roads on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) Local Government Act 1993].
- This report discusses Contract 2013/ 110 and the disclosure of this matter in open meeting would, on balance, be contrary to the public interest in maintaining openness and transparency in council decision-making because the disclosure of this information would reveal confidential contract pricing information.
- c Item 13.3 RFT 2015/010 - Campbell Parade Drainage Improvements on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) Local Government Act 1993].
- This report discusses tender submissions and the disclosure of this matter in open meeting would, on balance, be contrary to the public interest in maintaining openness and transparency in council decision-making because the disclosure of this information would prejudice the commercial position of the tenderers.
- d Item 13.4 RFT 2015/080 - Nolan Reserve Bridge on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) Local Government Act 1993].
- This report discusses the fee schedules attached to tenders submitted for this Request for Tender and the disclosure of this matter in open meeting would, on balance, be contrary to the public interest in maintaining openness and transparency in council decision-making because the disclosure of this information would prejudice the commercial position the competitors of the companies who submitted tenders.
- e Item 13.5 RFT 2014/021 - Facilities & Events Booking System on the basis that it involves the receipt and discussion of information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business [10A(2)(c) Local Government Act 1993]; and commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) Local Government Act 1993].
- This report discusses commercial information and the disclosure of this matter in open meeting would, on balance, be contrary to the public interest in maintaining openness and transparency in council decision-making because the disclosure of this information
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would prejudice the commercial position and provide commercial advantage..

- B. That the resolutions made by the Council in Closed Session be made public after the conclusion of the Closed Session and such resolutions be recorded in the Minutes of the Council Meeting.
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