



WARRINGAH
COUNCIL

ATTACHMENT BOOKLET

ORDINARY COUNCIL MEETING

TUESDAY 24 NOVEMBER 2015





AFFORDABLE HOUSING

Discussion Paper & Action Plan

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INTRODUCTION

Warringah has a diversity of residents, brought together by a love of the local environment, lifestyle and community. However, as house prices and rents continue to rise, it is increasingly clear that many residents can no longer afford to live in the area they love. In particular, young people and “key workers” who provide essential services to local economies and communities are being forced to relocate. With a growing and ageing population, and significant investment in health facilities, demand for key workers to live and work in the area is likely to grow. Planning for affordable housing is necessary to ensure that a variety of housing is delivered to meet the needs of our socio-economically diverse community now and into the future.

Affordable Housing is an umbrella term used to describe a variety of housing options for a range of people. The supply of housing sits on a continuum that moves from shelter accommodation and social housing through to private rental housing and home ownership. This mix of housing is necessary to meet the needs of all our residents, ensuring an economically sustainable, vibrant and liveable community.

HOUSING SUPPLY CONTINUUM

Level of Subsidy							
Emergency shelters	Transitional housing	Social housing	Affordable rental housing	Affordable home/shared ownership	Private market affordable rental (boarding houses, student accommodation)	Market rental	Home ownership
Government/supportive housing			Non-Market housing/community sector housing		Market housing		

Currently there is shortage in supply across the mix of housing identified, significantly impacting those on lower and moderate incomes, and posing particular challenges for young people, older retirees and key workers. Correcting this market failure is the responsibility of all levels of government.

The Commonwealth government has recently appointed a Minister for Cities and is also delivering a White Paper on Tax Reform due out in late 2015, providing favourable timing for federal involvement in the affordable housing agenda.

The State government currently enables affordable housing through planning laws, the provision of social housing, and the creation of policy. The NSW Parliamentary Research Service has recently released an e-brief on affordable housing, a prelude to the forthcoming policy paper, Affordable Rental Housing: current policies and options. The State also has the ability to review stamp duty, provide leadership in setting targets, and invest in shared ownership arrangements.

For local government, the planning process provides the greatest opportunity to deliver important affordable housing initiatives. Councils can also advocate for a consistent and clear policy approach at both the State and Federal level to enable an effective framework for delivering housing supply diversity.

This paper explores the different mechanisms available for the delivery of affordable housing in Warringah and recommends a range of actions to begin tackling the affordability issue.

THE ISSUE

Key Definitions

Housing stress

Those households in the bottom 40 per cent of the household income range, paying more than 30 per cent of their gross income on housing costs¹. These households are often defined as 'very low, low or moderate income' households. The *State Environmental Planning Policy (Affordable Rental Housing) 2009* (ARHSEPP) defines low to moderate household incomes as those which are less than \$80,500 per annum.

Affordable Rental Housing

Rental housing delivered by the not-for-profit sector for very low, low or moderate income households. Eligibility for this form of housing is not limited to any one occupation but often includes:

- Essential services workers such as nurses, teachers and police officers
- Hospitality and retail workers
- Creative and cultural sector workers

Market Housing

As shown in the housing supply continuum, market housing includes a mix of housing types that meets the needs of a diverse community. This can include higher density housing and specialty accommodation such as boarding houses and seniors housing.

Why is affordability an issue in Warringah?

Based on available data, housing affordability is a real and growing issue for many parts of the local community and has implications for local businesses and economic growth.

Disparities in Household Incomes:

Across Warringah, 40% of households (20,349 households) fall within the low to moderate household definition from the ARHSEPP (earning less than \$1,500 per week or \$78,000 per annum). Income levels are spatially distinct with the suburbs of Dee Why, Brookvale, Narrabeen and Narraweena experiencing median household incomes below the \$80,000 threshold.

Low income households (defined as those with a gross annual income less than \$31,000 per annum) account for 13% of all households (6,869 households) in Warringah. These households are more prevalent in the suburbs of Narraweena (22% of all households), Narrabeen (19%), Forestville (17%), Allambie Heights (17%), Cromer (16%) and Brookvale (16%).

Housing Stress:

Low to moderate income households are more at risk of experiencing "housing stress" from escalating housing costs (mortgage repayments and rental costs) as a share of income, particularly if housing supply is constrained. On one hand a decrease in housing affordability is indicative of the success of an area, but on the other and it is also a threat to future levels of productivity.

In 2011, 3,644 lower income households were experiencing housing stress across Warringah, representing 7% of all households. This was nearly half the NSW and metro Sydney average (11.4% and 11.5% of all low income households).

The largest number of households experiencing housing stress was in Dee Why (nearly 1,000 or 11% of all low income households). Brookvale, Manly Vale and Narraweena had housing stress rates of over 10% of all households.

Housing Stress was higher for renters within Warringah. Of the 13,290 renting households in Warringah in 2011, 18% (2,385 households) experienced housing stress. Nearly a quarter of all renting households experienced housing stress in the suburbs of Renting Narraweena, Cromer and Allambie Heights. Of all renting households, 50% paid more than \$450 per week in rent (this would be more than one-third household income for moderate to low income households = less than \$80,000 per annum). By comparison, across Greater Sydney only a third of renting households paid over \$450 per week in rent, with more stock available below this threshold.

As discussed below, purchasing and rental values have increased significantly in the last 4 years since this data was collected, indicating that many more households may be experiencing housing stress today.

'Key workers':

The issue of housing affordability in Warringah is likely to become more prominent as the local economy and demographics change over time. There is likely to be continued increased demand locally for generally lower paid occupations such as nurses and carers, childcare, teachers, hospitality and emergency services workers, due to:

- A growing and aging population;
- Major investment in health infrastructure (i.e. Northern Beaches Hospital);
- Continued increase in female participation in the workforce; and
- Increasing affluence and demand for recreation and lifestyle services

In 2011 around 7,000 jobs within Warringah were classified as 'key worker' occupations, accounting for nearly 15 per cent of all jobs. School teachers constituted the highest number of key worker jobs followed by hospitality workers and personal carers. Between 2006 and 2011 jobs in these occupations have grown by over 13% (800 jobs).

Currently, over 10,000 Warringah residents are employed in 'key worker' occupations, many of whom work outside the Council area. This figure increased by 864 jobs between 2006 and 2011 (9%). It is likely that many of these residents desire to work locally. Midwifery and nursing was the second largest resident key worker occupation (1,439 resident workers though only 451 jobs within Warringah) and with the opening of the Northern Beaches Hospital in 2018 demand for local workers in these occupations is expected to grow.

State Government employment forecast's show that over the next 20 years 'Health and Social Assistance' will be the fastest growing job sector in Warringah (+75% or 4,500 new jobs), followed by 'Retail' (+34% or 3,000 new jobs) and 'Education and Training' (+34% or 1,700 jobs). These industries are characterised by moderate to lower paid occupations and are likely to generate further demand for more affordable housing forms to enable these workers to live locally.

Changing Household Structures:

An aging population and social change is also likely to increase demand for greater housing choice and affordability. The Department of Planning & Environment household projections for the period 2011 to 2031 predict the creation of an additional 12,550 households within Warringah. Of these, 'non-family households' (i.e. lone persons and groups) are expected to increase by 4,500 households (+31%) while single parent households are expected to grow by 1,250 households (27%). Catering for these different household structures will require a greater range of housing forms and affordability.

Escalating Housing Costs:

Warringah has seen very strong growth in house values over the last few years which is likely to have exacerbated housing stress. The median house price in Warringah at June 2015 was \$1.26 million. This was double the NSW average of \$569,000. Of particular concern for housing affordability is the relatively high house values at the lower end of the housing market ('first quartile'). This quartile, at \$1,154,361, was nearly three times that of the State average (\$365,203).

This segment of the housing market increased in value by 26% within Warringah between 2011 and 2015, compared to 16% for NSW, reflecting a growing disadvantage for households in Warringah to be able to access lower cost homes. Unit prices in the first quartile are 1.5 times higher in Warringah than the NSW average (\$581,617 compared to \$380,962), and increased by 28% in the last 4 years.

According to recent property sales data from Core Logic/RP Data, there are currently no suburbs within Warringah where the median house price is less than \$1 million. Suburbs previously considered more affordable (i.e. Narrabeena, Manly Vale, Brookvale and Cromer) have seen strong growth over the last few years.

Rising rental costs further impact the ability of low to moderate households to reside in the local area. Warringah median weekly rental for homes is nearly double the NSW average (\$830 per week compared to \$430). This is also the case for lower value rental properties in the first quartile, which are also double the NSW average (\$663 per week compared to \$340).

The weekly rental values of units, while still high, are less distinct from the NSW average (\$460 per week compared to \$335 for first quartile bracket). However, the rental cost of units in this price bracket increased 11% between 2011 and 2015.

Costs to business and wider community:

Escalating housing prices within Warringah and adjoining local government areas has the potential to push low to moderate income households out of the local area, resulting in the following costs to business and the wider community:

- local industry will face additional costs with consequent impacts on competitiveness (e.g. job retention, recruitment costs, etc.);
- workers will face additional costs in the form of transport or housing, resulting in a fall of disposable income; and
- workers may change their place of work to be closer to home, further reducing the labour force pool available to support the local economy and community.

The recent Warringah Council Business Survey identified the ability to attract and retain staff as a significant challenge to businesses operating in the local area. The issue of housing costs for workers was raised, especially in precincts such as Brookvale and Frenchs Forest, which have a diverse workforce (ranked top 3 challenge for Brookvale and top 4 for French Forest businesses). This issue is exacerbated by relatively poor public transport connections for workers into Warringah from lower housing cost areas outside the local area.

OBJECTIVES OF AN AFFORDABLE HOUSING POLICY

Objective: To promote community and economic wellbeing through better provision of housing to meet evolving community needs

Objective: To promote a range of housing that is affordable to households of varying financial capacity, including an adequate supply of housing that is affordable for very low, low and moderate-income households

Objective: To ensure that the location of housing offers residents adequate access to transport, employment services, and to social and support networks

THE NATIONAL SCENE

Housing affordability has been intermittently reconceptualised by incoming Federal Governments over the past three decades.

The 'Building, Better Cities' program in the late 1980's placed substantial emphasis on creating affordable housing by setting affordable housing targets in predetermined urban renewal areas such as Ultimo and Pyrmont.

In 2007, after over a decade of neglect, housing affordability was again part of the national agenda with the introduction of a Minister of Housing and the creation of the National Housing Affordability Agreement (NAHA) and a National Rental Affordability Scheme (NRAS). NRAS sought to stimulate supply of 50,000 new affordable rental dwellings through the provision of governmental financial incentives to organisations such as not-for-profits and community housing providers² whilst NAHA provided a new framework in which commonwealth, state and local governments could work together to improve housing affordability.

Although these programs delivered significant investment in affordable rental housing and contributed 19,000 new social housing² dwellings they were rolled back in 2014 with another change in government. This is characteristic of federal involvement in the affordable housing agenda; irregular policy development and sporadic financial contribution. In order to meaningfully contribute to the housing affordability 'crisis', a consistent policy approach and funding commitment is required.

With the appointment of a new Minister for Cities and a White Paper on Tax Reform due out in late 2015, the opportunity for federal participation in the affordable housing agenda is once again plausible. The Commonwealth government is well-placed to make substantial improvements to both the provision of affordable rental housing and the availability of affordable housing for purchase.

Tax Reform

The impact of taxation on the housing affordability crisis is well documented³. Tax concessions that favour non-institutional property investment drive demand through market speculation. This forces would-be home buyers of modest means into unequal competition with wealthy investors for whom higher prices mean greater tax benefits.

Reforms to these tax arrangements would help reduce investor demand, thereby easing pressure on house prices and making it easier for households on the margins of ownership to buy a home.

The 'Henry' (Australia's Future Tax System) Review advocated major reforms to the tax system to improve the consistency of tax treatment of housing relative to other kinds of investment³. The Commonwealth government should reconsider these recommendations which include:

- Reforming capital gains tax
- Removing land tax-related disincentives to institutional investment in rental housing schemes
- Phasing out transfer taxes on property (Stamp duty) and introducing an equitable land tax that would operate similarly to the rating system.
- Quarantining negative gearing in property, by only allowing expenses and losses to be offset against income from the same class of investment and not personal income

The current federal government hasn't ruled out these reforms, and Warringah should advocate for their adoption.

Funding

Financing vehicles and government incentives to attract private and institutional investment are significantly underdeveloped parts of Australia's response to housing affordability, and the substantial leverage created by these instruments is emphasised by their international success⁴.

The Commonwealth government previously incentivised affordable housing through the National Rental Affordability Scheme (NRAS). The NRAS offered tax credits against new homes provided they were offered to eligible low and moderate households at 20 per cent below market rents. The tax incentives were offered annually for a 10-year period. The scheme offered a strong incentive for small scale investors to increase the affordable rental stock, resulting in a substantial number of affordable rental dwellings; however there were insufficient incentives to attract institutional investors to participate in the scheme⁵. Due to "administrative problems" the scheme was rolled back in 2014.

Notwithstanding previous setbacks, sufficient federal investment and government incentives continue to be required to ensure developers, community housing providers and institutional investors have adequate capital to physically produce the affordable rental dwellings we need.

It is therefore important that Warringah advocates for subsidy structures at both the federal and state government level in conjunction with any planning or policy changes it implements at the local level.

Actions

It is recommended that Council:

1. 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.
2. Advocate for the reintroduction of a national funding scheme for affordable rental housing developments.

AT THE STATE LEVEL

Since 2011, NSW government priorities have been expressed through the state plan, NSW 2021. This policy framework sets out actions and targets for the state government and all subsidiary agencies and councils. NSW 2021 does not address affordable housing specifically but does identify the rising costs of living as a priority for action, citing housing affordability as a contributing factor⁶

Housing supply targets in Sydney are currently set through *A Plan for Growing Sydney*⁷, which recognises a specific need for a targeted approach to affordable housing supply. The following actions are outlined within the Plan:

- Local housing strategies are to be prepared in order to plan for a range of housing types
- Enable the subdivision of existing homes and lots in areas suited to medium density housing
- Deliver more opportunities for affordable housing

At a state level, spatial planning for affordable housing is also guided by State Environmental Planning Policies (SEPPs). Most notably, the Affordable Rental Housing SEPP. As the principal planning authority, it is important the NSW government deliver an effective strategy to address both affordable housing and housing affordability. Local governments must operate within the state planning framework, thus requiring guidance and leadership from the State. This would enable an integrated and regional approach to the issue.

Following is a discussion of what is currently being done by the state government, and what could be done to promote affordable housing.

SEPPs

State Environmental Planning Policies (SEPPs) deal with matters of state or regional environmental planning significance and can specify particular housing related provisions in council's local plans. Current SEPPs that encourage the development of new affordable housing and the maintenance of existing affordable housing include:

- *The State Environmental Planning Policy (Affordable Rental Housing)* came into effect in 2009. The purpose of the ARHSEPP is to deliver more affordable housing through a number of strategies that target a range of housing types. The ARHSEPP applies both to developments by the Department of Family and Community Services (FACS) and the private sector with the assistance of community housing providers. The ARHSEPP introduced planning incentives to encourage infill residential development (townhouses, villas and low rise flats) to be built in areas where those forms of development would not be approved under council's local planning controls. Private developments are required to allocate a proportion of the new dwellings to a Community Housing provider for a minimum of 10 years. Other controls allow secondary dwellings and group homes to be approved as complying development.

The ARHSEPP was amended in 2011 to only allow dual occupancies, multi dwelling housing and residential flat buildings where they are already permitted in the zone. It provides development standard concessions, such as reduced parking, to make affordable housing more viable where it is already permitted.

The ARHSEPP encourages a diversity of housing choice whilst also attempting to provide specifically for Affordable Rental Housing. Nonetheless, criticism of the ARHSEPP has come from both ends of the spectrum. One argument often made by local councils and community groups is the lack of compatibility with local planning instruments and policy, producing development outcomes out of character with local neighbourhoods. Conversely, it has been argued that ARHSEPP gives too few genuine opportunities for affordable housing, particularly in areas with high land value, impeding the feasibility of an affordable housing project.

Over the past three years the ARHSEPP has been used extensively throughout Warringah to deliver large numbers of secondary dwellings and small number of boarding houses.

Overall the ARHSEPP is an innovative approach to improving the diversity of housing stock and supporting a move toward a mix of housing types that include more affordable rental housing⁸. However the ARHSEPP lacks clearly articulated targets and sufficient stakeholder support for large scale implementation. State government ARHSEPP targets should be aligned with regional and local planning strategies and integrated into a state-wide Affordable Housing Policy. It may also be possible to review built examples of infill projects which used the ARHSEPP to determine lessons learnt and the potential for returning to the original 2009 provisions which allowed medium density affordable housing in low density residential areas.

- *State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004* aims to ensure sufficient supply of accommodation for older people and people with a disability by relaxing local residential development controls, subject to strict location and design criteria to ensure such housing is of a high standard, well located, and consistent with the character and feel of local neighbourhoods. This policy aims to provide housing diversity for a specific segment of the market.
- *The State Environmental Planning Policy No. 70 Affordable Housing (Revised Schemes)* legalises local affordable housing schemes that require contributions from developers through "inclusionary zoning". Local planning controls cannot statutorily implement these schemes without this SEPP, and it exists only to ensure they have effect. To-date, only three Councils have been authorised under SEPP 70 to make such collections.

The process of collecting contributions for Affordable Housing under SEPP 70 is often referred to as inclusionary zoning. Inclusionary zoning is a planning provision which sets aside a share of affordable housing in new construction projects – for example 5,10 or 20 percent of all dwellings to be affordable housing for purchase or rental.

It is an important and effective tool for the delivery of mandatory affordable housing targets and the NSW government should consider a much broader application of this SEPP.

Affordable housing targets

Affordable housing targets should be introduced to complement general housing supply targets at a state, regional and district (subregional) level that would provide a consistent framework for setting local targets. This would provide a level of certainty for developers where inconsistency and lack of clarity has previously characterised the NSW position. Encouraging private involvement in affordable housing requires certainty, consistency and expedience, all of which are facilitated by a state wide affordable housing target. As noted by the NSW Federation of Housing⁹, high level targets should be complemented by more specific project targets and this is particularly true on development of government land.

Targets can be set for both affordable rental and affordable homes for purchase. In South Australia all significant new developments must provide 15 per cent of dwellings as affordable homes for purchase to either eligible home buyers at a maximum price point, and/or to an affordable rental provider at a negotiated price¹⁰. This ensures a diversity of affordable housing for both purchase and rental, which is integrated in to all new developments within the state.

South Australia's policy and legislative framework provide the basis for the implementation of the 15 per cent affordable housing requirement. Innovative models such as these should be further investigated by the NSW government.

Maximise the use of state owned land

Action on affordable housing should always involve government leading by example. The provision of affordable housing on government-owned land and in government-led urban renewal projects is an action outlined in *A Plan for Growing Sydney* and can play a significant role in delivering substantial volumes of affordable housing.

Identifying state owned land with any potential for development as affordable housing should be a priority for the NSW government, and can include public land holdings which are currently underutilised and which could be repurposed for affordable housing. For example, redevelopment of existing social housing estates can contribute to affordable housing supply, particularly those that are well located, currently support relatively low housing densities, contain older housing stock, or stock that no longer suits the needs of social housing tenants. Where intensification is feasible, there is an opportunity to deliver a mix of social, affordable and market housing. This has the twofold benefit of creating diverse, integrated neighbourhoods whilst also unlocking the land for productive purposes.

Introducing inclusionary zoning and affordable housing targets on land sold by the government for development is a key opportunity. Given the land is in public ownership, it may be feasible to adopt a mandated percentage of affordable housing higher than that which could reasonably be demanded on private land, for example, in the order of 30 per cent.

Affordable housing projects are often considered unfeasible due to the high value of land in Sydney. This can be mitigated by maximising the use of state-owned land either through sale for the purposes of affordable housing, or partnering with private and not for profit sectors to provide affordable housing in conjunction with the government on identified land.

Shared Ownership/Equity Models

Shared ownership or equity refers to a range of products, schemes and initiatives that enable the division of value of a dwelling between more than one legal entity¹¹. This often means purchasing a home in partnership with a dedicated community housing provider or another equity partner, such as the state. Most shared equity schemes have household income limits, targeting households on moderate incomes. The objective of these arrangements is to minimise the overall costs for a buyer. For example, the state or community housing provider may purchase 20 per cent of the property, which means the home buyer is only responsible for total repayments on 80 per cent of the property. Shared equity schemes currently operate in Western Australia, South Australia and Northern Territory however one has yet to be implemented in New South Wales.

Removal of stamp duty

Stamp duty is a transaction tax, and a significant one in real estate transactions in Sydney. Transaction taxes affect all trading behaviour, but the impact is magnified in housing markets. This is due to the sheer size of a potential stamp duty bill, which could be over \$40,000.00 based on the latest median house price figures. This tax limits opportunities for people to move home, and often hits hardest those in most need of relocation.

More transactions equates to a better matching of people to housing, which in turn means a given housing stock can effectively house more people. By adding to the cost of moving to a larger house, stamp duty encourages people to renovate rather than re-locate. This means that more investment is channelled into making existing housing larger than into more affordable and newer housing³.

Removing stamp duty would improve the supply of housing, as well as reducing a range of other adverse impacts on the housing market. As recommended in the Henry Review, replacing stamp duty with a comprehensive land tax will encourage more efficient use of land. A broad-based land tax would discourage land banking and make greater mobility possible. It is an equitable tax because the cost of government services is borne by society as a whole rather than just those who move house or business. It also makes it easier for people to downsize and for workers to move closer to employment.

Actions

It is recommended that Council:

3. Advocate for state government to set clearly articulated affordable rental housing targets and align these with regional and local planning strategies.
4. Advocate for state government to investigate shared home ownership and equity arrangements.
5. 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.
6. Work with the state government to identify and prioritise the suitability of state owned land for affordable housing development within Warringah.

ROLE OF LOCAL GOVERNMENT

The *Environmental Planning and Assessment Act 1979* provides the overarching legislation for land use planning in New South Wales. One of the objectives of this legislation is the delivery and maintenance of affordable housing. Council has an obligation to consider this objective when exercising its planning functions. Warringah has the ability to play a major role in facilitating the provision of affordable housing, not only through the planning system but by way of direct intervention through advocacy and leadership. Notwithstanding, it must also be acknowledged that Warringah has limited capacity on its own to minimise housing stress, and a partnership approach with state and federal government and non-government sectors is required. Tackling affordable housing requires a whole-of-government approach.

The following actions, partnerships and incentives can be implemented at a local government level for the purpose of increasing the supply of affordable housing. It is strongly recommended that these options are not considered in isolation but as a suite of measures that work together to achieve meaningful outcomes.

The Planning System – Action and Advocacy

- *Local Needs Analysis and Setting Targets*

As noted by the NSW Federation of Housing Associations Inc⁹, targets are of tremendous practical and symbolic significance in focusing attention on achieving desired outcomes. In the context of affordable housing, setting targets has a twofold benefit. First, targets can place a self-regulating pressure to articulate and deliver Council's affordable housing objectives and provide a level of accountability for such articulation and delivery. Secondly, the publication of targets indicates to private industry Warringah's commitment to affordable housing, allowing developers and community housing providers to plan future projects with more certainty and confidence.

In setting its affordable housing target, Parramatta Council¹² calculated the percentage of rental dwellings already considered to be affordable within their local government area and applied that percentage to overall housing targets for 2025. This resulted in an aspirational target of 1379 additional affordable rental dwellings required by 2025, or 8 per cent of total dwellings.

The target recognises the limited ability of Council to influence private market affordable housing and therefore focuses on housing that is subsidised below market rents. This includes housing managed by not-for-profit providers and social housing.

Level of Subsidy							
Emergency shelters	Transitional housing	Social housing	Affordable rental housing	Affordable home/shared ownership	Private market affordable rental (boarding houses, student accommodation)	Market rental	Home ownership
Government/supportive housing			Non-Market housing/community sector housing		Market housing		

The methodology adopted by Parramatta aims to maintain the existing proportion of affordable rental housing in the council area. It does not take into consideration whether the existing supply of affordable rental housing in the area is sufficient to meet the current demand or whether there will be an increase in demand for affordable rental housing in the future. For this reason it is considered that a target that 8% of all new dwellings be affordable rental dwellings is unlikely to be sufficient to meet the future demand for such housing.

Further research is required into the existing levels of affordable rental housing in Warringah to assist in developing appropriate policy targets.

Whilst a state-wide target is preferred, Warringah can show leadership and demonstrate a commitment to affordable housing by setting a target, which at the very least, should seek to maintain the current levels of affordable rental housing in the area.

This should be done in conjunction with the development of Warringah's local planning strategy and in consultation with the community.

- *Advocating for inclusionary zoning*

As discussed above, inclusionary zoning is the process whereby legally enforceable planning controls require a set proportion of specified new development within a defined area to be dedicated for affordable housing. This could allow Council to mandate that all new development in a pre-determined area, such as the Hospital Precinct, dedicate a percentage of all new dwellings as affordable rental housing. These dwellings could be held in perpetuity by Council or be passed on to a Community Housing Provider and made available for low to middle income earners as affordable rental accommodation.

SEPP70 gives statutory legitimacy to this process but currently only applies to three local government areas in New South Wales (Sydney City, Willoughby and Leichhardt). It has been successfully utilised in areas such as Chatswood, Green Square and Ultimo where a percentage of all new development is required to be affordable housing.

To permit inclusionary zoning in Warringah, council must lobby State government to be included in the enabling *State Environmental Planning Policy No. 70 Affordable Housing (Revised Schemes)*. This is seen as a priority action for Council, particularly in relation to the Northern Beaches Hospital Precinct, where a significant opportunity could be lost if swift action is not taken.

- *Dedicating monies from Voluntary Planning Agreements to Affordable Housing*

Council is able to secure affordable housing through negotiated site-by-site Voluntary Planning Agreements (VPAs). A VPA is an agreement entered into by Council and a developer in conjunction with a planning proposal or development application. The agreement will see the developer provide or fund public infrastructure, affordable housing or other contributions for public benefit. Council should seek to enter into a VPA with a proponent for any Planning Proposal involving an alteration to planning controls for a site that would result in a significant increase in the development potential of the land. VPAs are considered an appropriate means of securing public benefit by capturing some of the uplift in value as a consequence of altered planning controls. Council has adopted the general policy that a minimum of 50 per cent of the potential profit resulting from a planning proposal should be provided to Council as a public benefit.

Council should recognise affordable housing as essential social and economic infrastructure and as such, dedicate a minimum proportion of all contributions collected from VPAs to affordable housing. This could be contributed either in-kind, with the dedication of affordable rental housing to Council (or Councils Community Housing Provider if a partnership is secured) in perpetuity, or a monetary contribution that is equivalent to the required percentage of 'in-kind' affordable rental housing. By recognising affordable housing as a key public benefit, Council is acknowledging the role it plays in contributing to an economically and socially sustainable community.

Whilst planning agreements can be an effective mechanism for producing affordable housing, they may have limited application in Warringah. This is because negotiations with developers are more achievable on larger-scale residential developments, such as the re-development of Dee Why Town Centre. This means VPAs can be rare or infrequent, and therefore unreliable, as the main means of producing affordable housing.

As well as implementing an Affordable Housing standard through the VPA process, a key priority for Council should be to lobby State Government for Warringah's inclusion in SEPP70 – Affordable Housing, or any future equivalent state planning policy.

- *Community, Councillor and Staff Education*

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. Another key message is the number of people in housing need at a local level. The above discussion of the 'issue' highlights an increasing demand for affordable housing in the area, and a positive message about these requirements should be promoted by Council.

As emphasised by recent media attention¹³, there is an overwhelming focus on the various issues of contention from community members rather than on the benefits of, and need for, affordable housing. Affordable housing has been associated with undesirable and dysfunctional residents exhibiting antisocial and criminal behaviours. These negative perceptions are out-dated and unfair, but cannot be shifted overnight and must be tackled from both the top-down and bottom-up.

Promoting the positive experiences of people living near affordable housing projects will assist in influencing perceptions. This is where the Community Housing sector can play a crucial role in Warringah, by providing positive examples of best practice on the ground, shifting negative perceptions of affordable housing, one area at a time.¹⁴ For example, many in the community would be unaware that Link Housing, a Commonwealth accredited Community Housing Provider, currently manages 161 affordable housing units in Warringah.

- *Increase diversity of housing products*

Housing stock must be suited to the needs and the means of purchasers. Given the diversity of Warringah's population and household make-up, discussed earlier, it is appropriate to have a range of housing options offering a choice of dwelling size, tenure type and price.

One method of ensuring housing diversity is the uncoupling of car parking requirements for new developments. The City of Sydney removed minimum parking requirements for new apartment blocks from its planning controls in 2012. Reduced car parking requirements for sites in close proximity to centres and public transport promotes choice and variety in price. This is due to the fact that a car space can add up to \$50,000¹⁵ to the cost of a new apartment. Providing more flexibility around car parking requirements could lead to these savings being passed to potential purchasers. However it is important to acknowledge that construction savings will not necessarily be passed to the consumer, as the developer and the market will dictate the price differential between an apartment with a car space and an apartment without a car space. A review of Council's carparking requirements for developments close to confirmed Bus Rapid Transport (BRT) stops could, to some degree, improve housing affordability in these areas.

Parking requirements per bedroom	ARHSEPP	Proposed Dee Why Town Centre	Remainder of Warringah
1 bedroom	0.5 spaces	0.6 spaces	1 space
2 bedroom	1 spaces	1 spaces	1.2 spaces
3 bedroom	1.5 spaces	1.5 spaces	1.5 spaces
Visitor	nil	1 visitor space per 5 units or part of dwellings	1 visitor space per 5 units or part of dwellings

Current carparking requirements under the SEPP and throughout Warringah

Diversity of housing stock could also be improved by introducing housing diversity requirements within any new master-planned or key precinct development area. This should closely align with Warringah's proposed local planning strategy and would require a mix of dwelling sizes, types or tenures to be provided.

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Partnerships

Housing affordability is an issue so large and so capital intensive it will not be solved by a single sector alone. Warringah must consider partnerships with key stakeholders such as the Federal and State governments, and the private sector; both non-profit and for-profit organisations.

- *Utilise Council owned land*

Under-utilised assets owned by Warringah could be considered for affordable housing developments. Warringah owns land for carparking, libraries, depots, community centres and passive recreation. Where these assets are redundant or due for renewal, there is opportunity to leverage affordable housing outcomes.

Council could identify appropriate land holdings for affordable housing as part of the local planning strategy and make that land available for development as affordable housing. Maximising the use of Council owned land can be enhanced by working with Commonwealth and State governments to include all combined land holdings in Warringah. This approach recognises affordable housing as essential infrastructure and that all tiers of government have a role to play in its development.

- *Partner with a Community Housing Provider*

Partnerships between key stakeholders are essential to tackle complex policy problems such as affordable housing. Warringah should investigate new models for partnering with the private and not for profit sectors. In part, this can be achieved by providing policy certainty, removing regulatory obstacles, and disseminating useful information on strategic intent for affordable housing. Council can also pilot innovative partnerships with the not for profit sector in order to share expectations, risks and learning's. This could be in the form of a housing trust, where Warringah and a selected community housing provider pool resources from development contributions, donations, and philanthropic investment for the provision of affordable housing⁹.

- *Regional Partnerships*

Housing affordability is not an issue specific to Warringah. Similar constraints and opportunities are present across the northern beaches peninsular and as such it is logical to adopt a wider regional approach to planning for affordable housing.

Warringah should work with neighbouring councils and peak bodies, not only to plan for the provision of affordable housing but to strengthen Council's position in negotiations with the Department of Planning & Environment and with developers.

Incentives

Council can encourage the construction of affordable housing by offering a package of incentives on affordable housing developments. As mentioned previously, mechanisms such as inclusionary zoning which mandate the provision of affordable housing generally work best when paired with incentives as a way to gain support from private and not for profit sector actors such as developers and community housing providers.

- *Exemptions for section 94a contributions*

Waiving developer contributions levied under Section 94a of the *EP&A Act 1979* for the provision of facilities and infrastructure necessary to meet the increased demand created by a new development, is one method of incentivising affordable housing projects in Warringah.

For an affordable housing development with a project cost of \$10,000,000.00, section 94a contributions would amount to \$100,000.00 adjusted for CPI¹⁶. By waiving this fee, Warringah is recognising affordable housing as essential social infrastructure for the public purpose by increasing the viability of affordable housing projects.

Council should undertake a cost - benefit analysis to determine if this is a feasible mechanism, and before offering any incentive; a strict criteria for qualification must be prepared and made publicly available.

- *Prioritise development approval*

Fast-tracking the approval process for affordable housing projects can significantly reduce processing time and holding costs for an applicant. Warringah could elect to train a number of staff in affordable housing development assessment to expedite the assessment process or alternatively allocate any affordable housing applications directly to management. Again, Council should investigate any probity risks, and determine strict criteria for qualification before implementing such an incentive.

- *Reduction in development fees*

Reducing or waiving development application fees for affordable housing projects would also provide incentive for developers to provide affordable housing. An affordable housing development with project costs of \$10,000,000 would require a development application fee of approximately \$15,875.00.¹⁷ Council should undertake a cost - benefit analysis to determine if this is a feasible mechanism.

- *Rates exemptions*

Another possible method of incentivising affordable housing is to allow Community Housing providers to be exempt from rates under section 556(1) (h) of the *Local Government Act* by virtue of their status as "public benevolent institutions".

This is likely to be a contentious mechanism, as demonstrated by a recent ruling in the Land and Environment Court¹⁸. Further investigation would be required to determine the legal validity of such exemptions and a cost-benefit analysis should also be undertaken.

- *Floorspace Bonuses for Affordable Housing*

Many Councils have established floorspace "bonuses" for developments which provide certain public amenities or which preserve items of heritage significance. In simple terms this means that developers can get more development (floorspace) on a site where a proportion of that development is set aside for affordable housing. The ARHSEPP provides floorspace bonuses for developments containing more than 20 per cent of affordable housing in certain circumstances. Council does not currently have floorspace ratio provisions in its Local Environmental Plan (LEP) (with the exception of Dee Why Town Centre), with the bulk and scale of residential development generally being controlled by height and setback controls. However, Council could consider revising these controls to provide floorspace bonuses where affordable housing is provided. It could also provide a height bonus as an alternative to a floorspace bonus.

Actions

It is recommended that Council:

7. Formally recognise affordable housing as essential social and economic infrastructure for the Council area.
8. 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.
9. 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.
10. Promote the benefits of, and need for, affordable housing in Warringah.
11. Further investigate planning mechanisms, including floorspace bonuses and alternative development standards, as a means to facilitate affordable housing.
12. Undertake a strategic review of all Council owned or controlled land to identify suitable sites for the provision of affordable housing.
13. Investigate establishing a formal relationship with a community housing provider, for the management and delivery of affordable housing in Warringah.
14. Work closely with neighbouring LGA's to form a regional affordable housing partnership.
15. Undertake a cost-benefit analysis to determine which incentives are the most feasible for Council to assist in the delivery of affordable housing developments.

TOWARDS WARRINGAH'S AFFORDABLE HOUSING POLICY

Warringah is committed to delivering an effective Affordable Housing Policy and has progressively moved towards this goal over the past few years.



Housing affordability is a complex problem, one that cannot be solved with any one individual action outlined above. Each action should form part of a multi-pronged approach to creating more affordable housing.

This paper highlights the challenges that Warringah faces in producing an affordable housing policy, however it also provides the platform for Council to implement a targeted approach to deliver a variety of housing to meet the needs of a vibrant and diverse community.

Council will seek feedback on this discussion paper and action plan before presenting a Draft Affordable Housing Policy to Council in 2016.

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- ² Australian Government (2010). Nation building economic stimulus and jobs plan: social housing.
- ³ Australia's Future Tax System Review (2009) Report into Australia's Future Tax System.
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- ¹³ Howden, S. (2015) 'Deviants', 'bums': backlash against Cromer low-cost housing plan. Sydney Morning Herald;
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- ¹⁵ McKenny, L. and Johnstone, T. (2014) *Parking requirements to be cut back under new design standards proposed for apartments*.
- ¹⁶ Warringah Council (2015) Development Contribution Plan
- ¹⁷ Warringah Council (2015) Fees and Charges 2015/2016
- ¹⁸ *Community Housing Limited (CHL) v Clarence Valley Council [2014] NSWLEC 193* (23 December 2014)



MINUTES

A CONNECTED ENVIRONMENT STRATEGIC REFERENCE GROUP MEETING

held in the Guringai Room, Civic Centre on

TUESDAY 6 OCTOBER 2015



Minutes of the A Connected Environment Strategic Reference Group Meeting

held on Tuesday 6 October 2015

in the Guringai Room, Civic Centre

Commencing at 6:30pm

ATTENDANCE:

Members

Councillor Sue Heins	(Chairperson)
Councillor Michael Regan	
Ann Sharp	
Glen Hugo	
Michael Syme	
Les Irwig	
Chelsea Leung	
Gordon Lang	(Non-voting stakeholder)

Council Officers

Rik Hart	General Manager
Boris Bolgoff	Group Manager Roads, Traffic and Waste
Deb Kempe	Local Economic Development Officer (for item 5.2)
Campbell Pfeiffer	Group Manager Buildings Property and Spatial Information (for item 6.2)
Kelly Sentance	Acting Governance Manager (Minutes)

1.0 APOLOGIES

Michael Moulds, Rob Southam, Sandra Wilson, Helen Wilkins, Councillor Jose Menano-Pires and Andrew McNulty.

Cr Heins extended a sincere welcome to new member Chelsea Leung. All in attendance provided a brief introduction.

2.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

Gordon Lang declared a less than significant pecuniary interest as he owns and operates a printing and mailing business and has undertaken work for Council in the past.

3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

3.1 MINUTES OF A CONNECTED ENVIRONMENT STRATEGIC REFERENCE GROUP HELD 11 AUGUST 2015

Cr Regan / M Syme

The Minutes of the A Connected Environment Strategic Reference Group held 11 August 2015, copies of which were previously circulated to all Members, were confirmed as a true and correct record of the proceedings of that meeting.

L Irwig queried item 6.1. He said he did not receive attachment 2 with the minutes.

ACTION

Governance to check that the minutes of the meeting held on 11 August 2015 included attachment 2 of item 6.1 and, if not, redistribute this with this attachment.

4.0 COMMUNITY COMMITTEES MINUTES

4.1 REPORTING OF COMMUNITY COMMITTEE MINUTES

DISCUSSION

G Lang advised that the Economic Development Community Committee's last meeting was very productive. Cr Heins asked whether the Committee's request that the Procurement Team liaise with Council Departments to identify when the Vendor Panel Marketplace initiative will be launched has been communicated. D Kempe said she is following up with the Procurement team regarding a response to this request.

DECISION

That the minutes of the Economic Development Community Committee meeting held on 10 September 2015 be noted.

ACTION

D Kemp to provide an update to the Economic Development Community Committee at their next meeting about when the Vendor Panel Marketplace initiative will be commenced.

5.0 COUNCIL UPDATES**5.2 FINDINGS OF COUNCIL BUSINESS SURVEY - DEB KEMPE****DISCUSSION**

D Kempe spoke to her report and presentation provided in the agenda. G Lang also spoke briefly about the survey and in particular the EDCC's priority areas. There was discussion about various issues and topics including:

- the importance of understanding what attracts businesses to Warringah and what causes them to leave;
- that traffic and transport is the most significant issue of concern to most businesses in Warringah;
- the lack of awareness among the business community of what Council does to support businesses;
- the pros and cons of trying to identify and grow particular industries versus attracting all types of industries;
- the success of the mix of residential and businesses in the Frenchs Forrest area and success of Austlink Park at Belrose;
- the large percentage of business starting up from home ;
- that advocating for faster roll out on NBN to business locations key identified priority by the EDCC; and
- that it is important that Council do all that it can to ensure there is ample land zoned for suitable business uses

D Kemp advised that the survey will now assist in informing the review of the Economic Development Plan. B Bolgoff recommended that D Kempe communicate the findings of the survey internally across all relevant departments, so as to increase awareness and encourage internal stakeholder input in the submission process for the new Economic Development Plan.

DECISION

That the Connected Environment Strategic Reference Group note the briefing on the findings of the Business Survey

DECISION

That D Kempe communicate the findings of the Business Survey internally across all relevant departments, to increase awareness and encourage internal stakeholder input in the review process for the new Economic Development Plan.

6.0 STRATEGIC WORKSHOPS

6.2 LONG REEF GOLF CLUB - PROPOSED MAINTENANCE DEPOT - CAMPBELL PFEIFFER

DISCUSSION

C Pfeiffer spoke to his presentation provided in the agenda. He clarified that:

- the Golf Club is proposing the construction recommended in his report;
- the Club has undertaken a Review of Environmental Factors, which is a requirement in order for the development to proceed and is on Council's website (YourSay Warringah page);
- the key issues raised to date in relation to the proposal are the visual amenity impact of the new building and its environmental impact;
- Council will be the proponent of the application as it is the owner of the Land;
- the proposal is currently on exhibition and all relevant information related to the proposal can be found on Council's website (YourSay Warringah page); and
- there is a drop-in information session at the Golf Club this Saturday 10 October 2015.

There was concern expressed about the Golf Club's ability to fund the proposal. R Hart and C Pfeiffer confirmed that Council has advised the Golf Club that Council will not fund any aspect of the development, and that any shortfall in funding will have to be paid for by charging members a special levy. The Golf Club has written to its members to advise them of this and Council has been provided with a copy of this correspondence.

ACTION

That the A Connected Environment Strategic Reference Group reviews the Long Reef Golf Club Propose Maintenance Depot proposal that is currently on exhibition on Council's website, and consider making a submission if they wish.

6.1 ROADS, TRAFFIC AND WASTE CUSTOMER REQUESTS LEVELS OF SERVICE - BORIS BOLGOFF & TONYA BURROWES

DISCUSSION

B Bolgoff opened this item by speaking to the Framework within with the Roads, Traffic and Waste service operates within (refer Attachment 1). He explained that waste collection and graffiti removal are out of scope for the purposes of the workshop as they related to existing contract provisions that are not currently changing at the moment. Members then participated in a workshop to provide feedback about their priorities in relation to customer request levels of service for maintenance works on roads. Key messages and Outcomes of the workshop are summarised in Attachment 2 and include:

1. The SRG highlighted the importance of timely and effective communication back to the customer.
2. The fact that customers were unaware of which roads Council managed and which were State Roads was highlighted as an issue.

3. The SRG highlighted the need to focus on requests relating to maintenance of existing infrastructure as a higher priority than responding to customer requests for new infrastructure.
4. There was general satisfaction with Council's current response time in relation to potholes and the SRG felt that these were general completed within an acceptable timeframe of a matter of days based on the exposed risk.
5. Specific requests types that were identified for potential shorted timeframes were:
 - a. Damaged/Missing Traffic Signs
 - b. Damaged Bus Stop
 - c. Damaged Seats – including Bus Seats and other street furniture
 - d. Damaged Road Surfaces including potholes
 - e. Road Bridges
6. Specific requests types that were identified for potential response timeframes were:
 - a. Damaged Driveways
 - b. Carparks- Faded Lines
 - c. Carparks – Damaged Road Surface
 - d. Public Utility Restoration works

It was generally noted that the Group's overall preference is to have faster response times for maintenance works than for new works.

DECISION

That B Bolgoff consider the feedback given by the A Connected Environment Strategic Group members as part of the review of the Roads, Traffic and Waste Customer Request Levels of Service.

5.0 COUNCIL UPDATES

5.1 LIAISON OFFICER UPDATE - BORIS BOLGOFF

DISCUSSION

B Bolgoff provided the following updates:

Bus Rapid Transport (BRT) Project - Current focus of discussions with the RMS is around interchange locations, and a comprehensive Communications Strategy. It is hoped that more information will be available in November. Members expressed concern about the likelihood of fewer bus stops along the north-south route, despite the higher frequency of trips. Mayor Regan asked whether there will be stops between the Roseville bridge and Chatswood. B Bolgoff said he would raise this with the Northern Beaches Inter-government Working Group.

Northern Beaches Hospital - A Traffic and Transport Liaison Group has been established and met for the first time approximately two weeks ago. It will meet monthly. The focus initially is on establishing a framework for the handling of complaints in relation to the construction stage. The Group expressed general concern for residents around the hospital site during construction. B Bolgoff said he has made a submission to the RMS requesting that a way finding plan be



MINUTES OF A CONNECTED ENVIRONMENT STRATEGIC
REFERENCE GROUP MEETING

6 OCTOBER 2015

developed. He explained that the Liaison Group will be a very important mechanism for communication about the different stages of construction. There was a brief discussion about the proposed bus shelters for the site and surrounds and the design elements of these.

DECISION

That the A Connected Environment Strategic Group note the updates provided by the Liaison Officer.

ACTION

B Bolgoff raise the matter of limiting Bus stops for the new bus service from Roseville bridge to Chatswood with the Northern Beaches Inter-government Working Group to encourage usage on this express service.

L Irwig, C Leung and A Sharp left the meeting at 8:49pm

6.3 DEMONSTRATION OF THE SRG PORTAL – KELLY SENTENCE

DISCUSSION

There was insufficient time to address this item.

7.0 GENERAL BUSINESS

7.1 SRG ADVISORY GROUP – LOCAL PLANNING STRATEGY

DISCUSSION

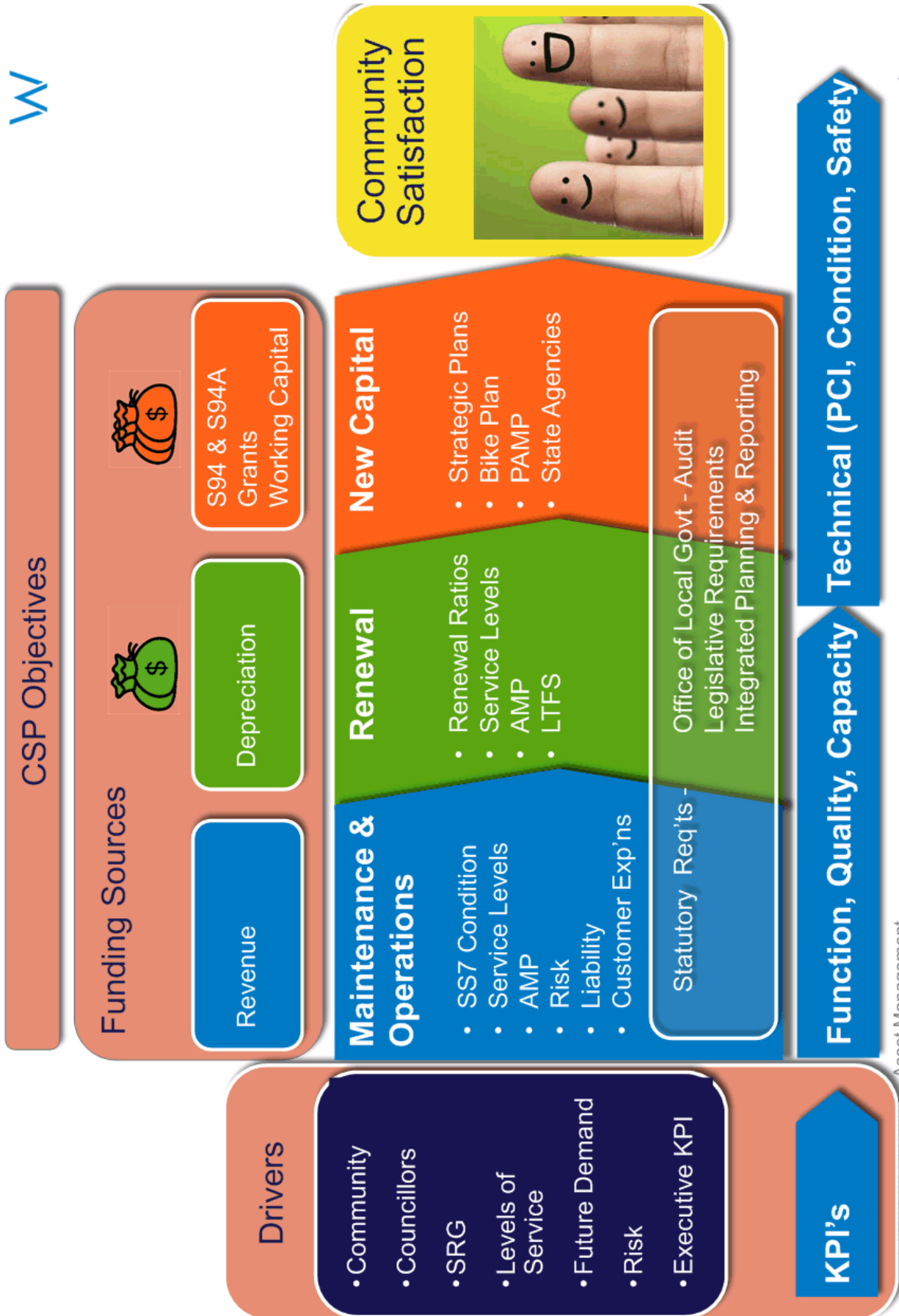
L Irwig asked for a progress update in relation to the establishment of an SRG Advisory Group for the Local Planning Strategy. This was proposed at the joint meeting of the ACE and VCC SRGs on 11 August however there has been no further communication in relation to this.

ACTION

P Robinson to provide all Strategic Reference Group members with an update about the establishment of an SRG Advisory Group for the Local Planning Strategy.

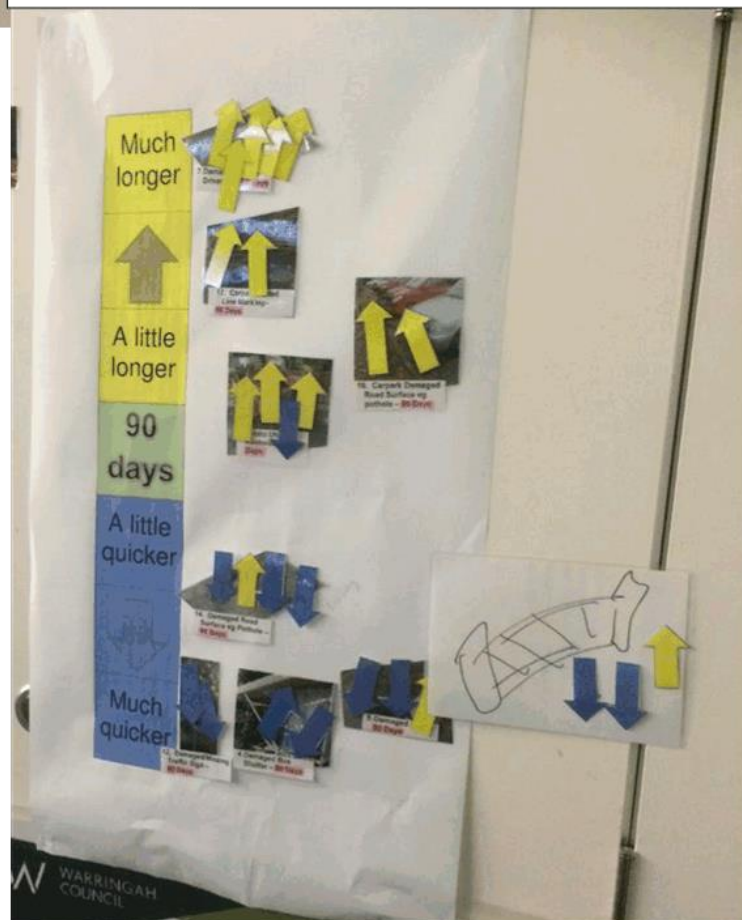
The meeting concluded at 9.01pm

This is the final page of the Minutes comprising 7 pages
numbered 1 to 7 of the A Connected Environment Strategic Reference Group
meeting held on Tuesday 6 October 2015 and confirmed on Tue



A Connected Transport (ACE) Strategic Reference Group (SRG) Meeting Tuesday 6th October**Key Message and Outcomes**

1. The SRG highlighted the importance of timely and effective communication back to the customer.
2. The fact that customers were unaware of which roads Council managed and which were State Roads was highlighted as an issue.
3. The SRG highlighted the need to focus on requests relating to maintenance of existing infrastructure as a higher priority than responding to customer requests for new infrastructure.
4. There was general satisfaction with Council's current response time in relation to potholes and the SRG felt that these were general completed within an acceptable timeframe of a matter of days based on the exposed risk.
5. Specific requests types that were identified for potential shorted timeframes were:
 - i. Damaged/Missing Traffic Signs
 - ii. Damaged Bus Stop
 - iii. Damaged Seats – including Bus Seats and other street furniture
 - iv. Damaged Road Surfaces including potholes
 - v. Road Bridges
6. Specific requests types that were identified for potential response timeframes were:
 - i. Damaged Driveways
 - ii. Carparks- Faded Lines
 - iii. Carparks – Damaged Road Surface
 - iv. Public Utility Restoration works





MINUTES

ECOS STRATEGIC REFERENCE GROUP MEETING

held in the Flannel Flower Room, Civic Centre on

WEDNESDAY 7 OCTOBER 2015

Minutes of the ECOS Strategic Reference Group Meeting

held on Wednesday 7 October 2015

in the Flannel Flower Room, Civic Centre

Commencing at 6:03pm

ATTENDANCE:

Members

Councillor Vanessa Moskal	(Chairperson)
Councillor Roslyn Harrison	(Deputy Chairperson)
Dr Alan Jones	
Cameron Little	
Gail Phillips	
Michelle Sheather	
Sian Waythe	
Toni Wilson	

Council Officers

Rik Hart	General Manager
Malcolm Ryan	Deputy General Manager Environment
Todd Dickinson	Group Manager Natural Environment
Kelly Sentance	Acting Governance Manager
Adrian Turnbull	Coast and Waterways Manager
Craig Morrison	Senior Environment Officer - Coast
Mary Watt	Systems & Sustainability Manager
Kirstie Richardson-Bull	Sustainability Officer
Ximena Von Oven	Administration Officer - Governance

1.0 APOLOGIES

MOTION - APOLOGY

Cr Moskal / Mr Jones

That the apologies received from Tom Hazell be noted.

2.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

Nil

3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

3.1 MINUTES OF ECOS STRATEGIC REFERENCE GROUP HELD 19 AUGUST 2015

Cr Moskal / Ms Wilson

DECISION

That the Minutes of the ECOS Strategic Reference Group held 19 August 2015, copies of which were previously circulated to all Members, are hereby confirmed as a true and correct record of the proceedings of that meeting.

4.0 COMMUNITY COMMITTEES MINUTES

Nil

5.0 COUNCIL UPDATES

5.1 LIAISON OFFICER UPDATES - TODD DICKINSON

DISCUSSION

T Dickinson, provided an update on the following topics:

- Dee Why Town Centre Works – An information session and community event will be held on 31 October 2015 to celebrate Dee Why and consult on upcoming works.
- Narrabeen Lagoon Trail & State Park update – The construction of the replacement boatsheds for the Sydney Academy of Sport is almost complete which will allow the development of the new public reserve near the existing boatsheds to commence.
- Hospital site and associated works – The Stage 1 roadworks are in the detailed pre-construction phase with associated management documents and plans being prepared and submitted to Council for review. Council continues to work closely with RMS on the environmental impacts of Stage 2 roadworks, and potential locations for offsets.
- Coastal Zone Management Plan – The 24th Coastal Conference will be held in November at Club Forster, NSW. The Hon. Rob Stokes, Minister for Planning will address the conference and is expected to provide updates to the reforms to Coastal Zone Management in NSW. Council's Coastal Zone Management Plan has not yet been certified.
- Creek Management Works – two remediation projects will shortly commence to address storm damage in our creeks. The first at Brookvale Creek will address several sites of bank erosion adjacent to Warringah Golf Course, and the second adjacent to Oxford Falls Road will address undermining of the road caused by bank collapse during the April 2015 storms.
- Floodplain Management Program – floodplain program is progressing well with the Manly Lagoon Floodplain Risk Management Study and the Narrabeen Lagoon Floodplain Risk Management Study well advanced.
- Hilltop to Headland – The Hilltop to Headland programme brings leading personalities, scientists and thinkers to Warringah's community to encourage more sustainable ways to live work and play. The next session is aimed at supporting our business community in their sustainability endeavours and will be held 1 December 2015.
- Awards – the Narrabeen Lagoon Trail Project has been named as a finalist for three excellence awards including the Green Globes, the Institute of Public Works Engineers and the National Parks and Leisure Association awards.
- Dee Why Lagoon sewer overflow – staff provided a brief overview of the recent sewer overflow and its impacts on the lagoon
- Recent compliance activity – Community members are encouraged to report to Council any member of the public clearing land without permission of council.

NOTE The General Manager, Rik Hart arrived at the meeting at 6 :20 pm

DECISION

That the ECOS Strategic Reference Group members note the updates on key projects and activities of interest.

6.0 STRATEGIC WORKSHOPS

6.1 COASTAL ZONE MANAGEMENT PLAN FOR LONG REEF, DEE WHY, CURL CURL AND FRESHWATER BEACHES - ADRIAN TURNBULL & CRAIG MORRISON

DISCUSSION

Craig Morrison, Senior Environment Officer Coast, provided a presentation in relation to the Coastal Zone Management Plan (CZMP) for Long Reef, Dee Why, Curl Curl and Freshwater beaches that will be prepared in 2016 in order to properly manage all the beaches in Warringah.

The outcome of the project will be the development and implementation of a strategic approach for all beaches in Warringah based on best management principles and in accordance with the Guidelines for Preparing Coastal Zone Management Plans.

Funding assistance to undertake the project has been sought through an application to the Office of Environment and Heritage Coastal Management Grants Program.

Members of the ECOS SRG discussed the project and provided comments with regards to the objectives, proposed actions and strategies, and engagement and consultation activities to be undertaken in the CZMP development for Long Reef, Dee Why, Curl Curl and Freshwater beaches. The following points were raised by the group:

Additional Issues to be considered within the objectives:

- Biodiversity and Ecosystem values
- Maintaining recreation

Additional Issues to be considered for inclusion in the plan:

- Commercial use of coastal spaces (including some of Council's built assets)
- Impacts of development on the amenity of the beaches
- Public spaces and public access
- The connectivity of the beaches and coastal foreshores to the lagoons and upper catchment
- Ecosystems services provided by the beaches and dunes
- Continued safe access
- Dogs

NOTE Cr Roslyn Harrison arrived to the meeting at 6:37pm

Discussion arose with regards to the boundaries and ownership of the land, crown reserve and private property, and whether the document would be considered a "Plan of Management"

QTON *What are the key assets Warringah Council will be seeking to protect and manage with the CZMP (built and natural)*

Cr Moskal / Ms Phillips

DECISION

That the additional objectives and directions provided by the ECOS SRG be considered for inclusion in the Coastal Zone Management Plan for Long Reef, Dee Why, Curl Curl and Freshwater Beaches

6.2 WARRINGAH CITIZEN SCIENCE PROJECT - WHAT'S IN MY BACKYARD? - MARY WATTS & KIRSTIE RICHARDSON-BULL

DISCUSSION

Mary Watt, Systems and Sustainability Manager & Kirstie Richardson-Bull, Sustainability Officer provided a presentation in relation to the Warringah Citizen Science Project. The following points were discussed:

- Launching of the biodiversity focused Citizen Science campaign “*What’s in my Backyard?*”
- Education goals of the “*What’s in my Backyard?*” campaign
- Promoting and supporting national projects that related to Warringah’s Natural Environment

SRG members were invited to provide feedback with regards to what the campaign should look like? The following topics were addressed:

1. Preferred interface/platform
 - Depends on the age group – will need to be tailored to the target audience
 - Facebook – good platform for younger age groups
 - Link into Science week with schools
 - Manly Daily – can attract a good gender balance to the program
 - Interactive webpage with fun facts and pictures for families to use
2. What information should be collected to display on the interface?
 - Photo competition in the Manly Daily
 - Use of cameras in a pilot area such as Dee Why Lagoon to provide data for specific project outcomes
3. How long should the “*What’s in my Backyard?*” campaign run for?
 - On an ongoing basis
4. What would be a good time to set surveying activities?
 - Spring season
5. How frequently should the “*What’s in my Backyard?*” survey campaign run for?
 - It should run on an ongoing basis

- Annually (in order to build the data base and compare the trends)
6. What does success look like to the community?
- Participants know “what’s in it for them” upfront
 - A community that is interested and engaged in the topic
 - A project that is authentic and meaningful, and data is collected (participants know what the data is going to be used for in advance)
 - Data starts to lead towards attitudes changing and ultimately behavioural change
 - Open ended project so that the project can be ongoing
 - Generate leading indicators instead of using lagging indicators
 - Lifting scientific/conservation literacy in Warringah
 - Science that is measurable and has the ability to track changes and trends over time to identify if things are improving or going backwards

Members highlighted that the objectives of the program should be clear and linked with an environmental management outcome. Project collaboration with other organisations and citizen science projects was also supported. (For instance, there was positive feedback on Council support of Aussie Backyard Bird Count).

Notably, the ECOS SRG considered that datasets should have scientific rigour, such that the information can be useful in the evaluation of local trends. It was also highlighted that the programme could be tied with the science syllabus in schools.

NOTE Alan Jones left the meeting at 7:22 pm

Michelle Sheather left the meeting at 8:00 pm

DECISION

That the ECOS Strategic Reference Group feedback be considered in guiding the development of the community citizen science project ‘What’s in my backyard?’

6.3 DEMONSTRATION OF THE SRG PORTAL - XIMENA VON OVEN

DISCUSSION

An SRG portal demonstration was provided to the group. Steps on how to log in, searching tools and type of documents loaded to the portal were topics discussed. It was highlighted that individual log in details and passwords will be circulated in due course

DECISION

That the ECOS SRG members note the new SRG portal.

ACTION

Governance to circulate log in details and passwords to the SRG members.

General Business

SRG members raised concerns with regards to the following topics:

- A suggestion was made that a regional approach was required on the northern beaches to manage the flying fox issue. It was noted that while Warringah does not have an issue, it was important for the response to be co-ordinated between all local authorities. T Dickinson, Liaison Officer of the ECOS SRG undertook to discuss the issue with the NSW Office of Environment and Heritage to see if a meeting could be set up.
- Car Park (Long Reef) – members raised concern in relation to what measures should be implemented in Long Reef car park in order to avoid getting run over by cars passing by. T Dickinson, Liaison Officer of the ECOS SRG, agreed to take the issue on notice and follow up as a request.

The meeting concluded at 8:15 pm

This is the final page of the Minutes comprising 7 pages
numbered 1 to 7 of the ECOS Strategic Reference Group
meeting held on Wednesday 7 October 2015 and confirmed on Wednesday 18 November 2015



MINUTES

OPEN SPACE AND RECREATION STRATEGIC REFERENCE GROUP MEETING

held in the Guringai Room, Civic Centre on

WEDNESDAY 7 OCTOBER 2015



Minutes of the Open Space and Recreation Strategic Reference Group Meeting

held on Wednesday 7 October 2015

in the Guringai Room, Civic Centre

Commencing at 6:30pm

ATTENDANCE:

Members

Councillor Michael Regan	(Chairperson)
Antony Pecar	
Dr Conny Harris	
David Morrissey	
Lata Wilkinson	
Paul Smith	

Council Officers

Rik Hart	General Manager (from 7.30pm)
Damian Ham	Acting Group Manager, Parks Reserves and Foreshores
Kelly Sentance	Acting Governance Manager
Jessica Currie	Senior Strategic Planner (for item 5.2)
Jeremy Smith	Asset Management Manager, Parks Reserves and Foreshores (for item 6.1)



1.0 APOLOGIES

Councillor Duncan Kerr, Councillor Menano-Pires, Julie Whitfield, Patrick Wong and Jane Hauser.

2.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

Nil

3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

3.1 MINUTES OF THE OPEN SPACE AND RECREATION STRATEGIC REFERENCE GROUP MEETING HELD 17 JUNE 2015

M Regan/A Pecar

RECOMMENDATION

That the Minutes of the Open Space and Recreation Strategic Reference Group meeting held on 17 June 2015, copies of which were previously circulated to all members, are hereby confirmed as a true and correct record of the proceedings of that meeting.

3.2 NOTING OF THE NOTES OF THE OPEN SPACE AND RECREATION STRATEGIC REFERENCE GROUP MEETING HELD 19 AUGUST 2015

M Regan/P Smith

DECISION

That the Notes of the Open Space and Recreation Strategic Reference Group meeting held on 19 August 2015, copies of which were previously circulated to all members, are hereby noted as a true and correct record of the proceedings of that meeting.

4.0 COMMUNITY COMMITTEES MINUTES

4.1 REPORTING OF COMMUNITY COMMITTEE MINUTES - DAMIAN HAM - 5 MINS

DISCUSSION

D Ham spoke briefly to his report provided in the agenda. He advised that Parks Reserves and Foreshores is working with the Forestville RSL War Memorial Playing Fields Community Committee on naming the entire sportground and park areas as memorial playing fields.

DECISION

That the Open Space and Recreation Strategic Reference Group note the following draft minutes of meetings of the Community Committees:



- A. Draft Minutes of John Fisher Park Community Committee meeting held 14 May 2015.
- B. Draft Minutes of Curl Curl Sports Centre Community Committee meeting held 1 June 2015.
- C. Draft Minutes of Forestville RSL War Memorial Playing Fields Community Committee meeting held 20 July 2015.

5.0 COUNCIL UPDATES

5.1 LIAISON OFFICER'S REPORT - DAMIAN HAM - 10 MINS

DISCUSSION

D Ham spoke briefly to his report provided in the agenda. He reiterated to members that monthly updates on projects can be seen on Council's website and demonstrated where these can be found. He provided the following additional brief updates:

- 1. Forestville synthetic sportsfields - construction completed and in use. D Ham also said that the use of the new synthetic sportsfields is greatly exceeding expectations with a variety of sporting, recreation and community use.
- 2. New Walter Gors Park redevelopment - concept plan has been approved.
- 3. District Park Plan of Management 2015 - approved by Council at its August 2015 meeting.
- 4. Open Space Strategy – draft on exhibition until 25 October 2015.
- 5. New PCYC, community facility and car park - on schedule for completion in 2016.

Mayor Regan asked about progress on the Redman Road Plaza project. J Smith advised design is progressing, however the new Walter Gors Park redevelopment is the higher priority.

DECISION

That the Open Space and Recreation Strategic Reference Group note the Liaison Officer updates and refer to Council's online project information about the status of capital works projects, key initiatives and financials.

5.2 PUBLIC EXHIBITION OF: A SPIRIT OF PLAY, WARRINGAH'S OPEN SPACE STRATEGY (DRAFT, SEPTEMBER 2015) - DAMIAN HAM AND JESSICA CURRIE

DISCUSSION

D Ham opened discussion by introducing Jessica Currie who is the Council Officer managing this project. J Currie advised that the strategy has been named "A Spirit of Play" as a result of feedback. The draft strategy is currently on public exhibition, until 25 October 2015. 42 submissions have already been received and the majority of these are encouraging.

J Currie spoke to the presentation provided in the agenda. Many questions, comments and suggestions were asked and provided by members including:

- Change 'Culture and Heritage' to 'Cultures and Heritage'
- Add a priority/principle regarding social cohesion



- Support for an app promoting Warringah's recreation assets and general improvements to online information.
- Free Wi-Fi for suitable locations.
- Comment from a SRG member that there are a lot of strategic directions. It was explained that the project steering committee made a decision to be specific about certain commitments, rather than leaving the strategy broad.
- The strategy could state that outstanding actions to be reviewed in five years against potential new priorities. The strategy could be referred to on an ongoing basis for business planning and annual budgeting.
- Support for formalising the Sydney water pipeline as a recreational trail.
- Older people need footpaths, seats, water and shade.
- PAMP should better integrate recreational trails with the footpath network.
- Add a strategic direction about wayfinding.

DECISION

That the Open Space and Recreation Strategic Reference Group provide their comments and suggestions about the *A Spirit of Play, Warringah's Open Space Strategy (Draft, September 2015)* to Governance before 25 October 2015.

6.0 STRATEGIC WORKSHOPS

6.1 FORESTVILLE PLAYING FIELDS - CHANGES TO OFF LEASH DOG AREAS AND ALLOCATION OF UNSPENT CONTINGENCY - JEREMY SMITH

DISCUSSION

J Smith spoke to his presentation provided in the agenda. Mayor Regan asked whether the Companion Animals Committee will be consulted about the off leash areas and prohibited areas. D Ham confirmed that Parks Reserves and Foreshores staff intend to attend their next meeting in November to do this.

J Smith explained that Cromer Park and the Forestville War Memorial Playing Fields have both recently been developed to incorporate synthetic sportsfields. Currently these sportsgrounds are not prohibited areas for dogs and Melwood Oval at Forestville is an approved off leash exercise area. Melwood Oval now comprises two synthetic sportsfields and one natural turf field. The synthetic sportsfields are not suitable for dogs. As Melwood Oval is a popular off leash exercise area, it is proposed to offset the loss of the off leash dog area on the synthetic sportsfields by creation of a new non-restricted off leash exercise area in the northern section of the Forestville War Memorial Playing Fields. J Smith confirmed that Council is looking at options for appropriate landscaping, fencing and signage for the new dog area.

J Smith then outlined that it is proposed to amend the off leash exercise area at Griffith Park to provide the 10m buffer required around the Griffith Park playground, as per the requirement in the Companion Animal Act NSW. There was discussion about the buffer zone.

There was support for these proposals for amendments to Council's Animal Management Policy.

There was also some discussion about feedback on segregating big and small dogs.

Members then discussed the options for the proposed use of the unspent contingency from the Forestville War Memorial Playing Fields redevelopment project as outlined on page 148 of the agenda. The Group's preference is to proceed with Options 1 and 2. J Smith advised that there would then be no additional funds for Option 3 and grant funding could be sought. Regarding



Option 3, there was support expressed for removing the cricket nets and expanding the skatepark should funding become available. The Mayor recommended that J Smith explore grant funding opportunities for new cricket nets at the Killarney Heights oval.

DECISION

That the Open Space and Recreation Strategic Reference Group endorses the proposed changes to Council's Animal Management Policy.

That the Open Space and Recreation Strategic Reference Group endorses Options 1 and 2 in regard to the use of the unspent contingency from the Forestville War Memorial Playing Fields redevelopment project, and supports components of Option 3 should funding become available.

6.2 DEMONSTRATION OF THE SRG PORTAL – KELLY SENTANCE

DISCUSSION

Due to technical difficulties this demonstration was not provided. Members were provided with a hand out 'Councillor Portal User Guide for Strategic Reference Groups', and were advised that the Governance Team will email each member their individual User ID and password.

ACTION

The Governance Team to email the Open Space and Recreation Strategic Reference Group members their individual portal User ID and password.

7.0 GENERAL BUSINESS

7.1 TIMEFRAMES FOR DISTRIBUTION OF AGENDA PAPERS

DISCUSSION

Concern was expressed by some members about the late receipt of the agenda papers for the meeting. Hard copies were not received by mail until the day before the meeting.

ACTION

The Governance Team to ensure that the agenda papers are dispatched at least five working days prior to the meeting.

The meeting concluded at 7:54pm

This is the final page of the Minutes comprising 6 pages
numbered 1 to 6 of the Open Space and Recreation Strategic Reference Group
meeting held on Wednesday 7 October 2015 and confirmed on Wednesday 18 November 2015



MINUTES

VIBRANT CONNECTED COMMUNITIES STRATEGIC REFERENCE GROUP MEETING

held in the Flannel Flower Room, Civic Centre on

TUESDAY 6 OCTOBER 2015



**Minutes of the Vibrant Connected Communities Strategic Reference
Group Meeting**

held on Tuesday 6 October 2015

in the Flannel Flower Room, Civic Centre

Commencing at 6:33pm

ATTENDANCE:

Members

Councillor Vanessa Moskal	(Deputy Chairperson)
James Boyce	
Kate Jackson	
Penny Philpott	
Sharon Austin	
Susan Watson	
Su Young Lee	
Christine Simpson	

Council Officers

Ruth Robins	Group Manager Community Services
Kelly Sentance	Acting Governance Manager
Kath McKenzie	Events Manager
Melanie Gurney	Group Manager – Library Services
Eric Imbs	Library Business Improvement Leader
Ximena Von Oven	Administration Officer - Governance



Cr Moskal welcomed the Vibrant Connected Community SRG members and asked that for the benefit of the new members to introduce themselves and provide feedback with regards to their contribution to the SRG. Members highlighted their interest in engaging the community, community events and interest in knowing the activities that Council is currently undertaken. Being part of the future of Warringah was also a key point highlighted by the SRG members.

1.0 APOLOGIES

MOTION - APOLOGY

Cr Moskal / Ms Philpott

That the apologies received from Cr Roslyn Harrison, Darcy Munce & John Warburton be noted.

2.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

Nil

3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

3.1 MINUTES OF VIBRANT CONNECTED COMMUNITIES STRATEGIC REFERENCE GROUP HELD 11 AUGUST 2015

Ms Jackson/ Ms Austin

That the Minutes of the Vibrant Connected Communities Strategic Reference Group held 11 August 2015, copies of which were previously circulated to all Members, are hereby confirmed as a true and correct record of the proceedings of that meeting.

4.0 COMMUNITY COMMITTEES MINUTES

4.1 REPORTING OF COMMUNITY COMMITTEE MINUTES

Cr Moskal / Mr Young Lee

DECISION

That the Draft Minutes of the Harbord Literary Institute Community Committee meeting held 9 September 2015 are noted by the Vibrant Connected Communities Strategic Reference Group.

5.0 COUNCIL UPDATES

5.1 COMPANION ANIMALS COMMUNITY COMMITTEE

DISCUSSION

'R Robins returned to the group with updated information regarding the Companion Animals Community Committee Charter. Recently a request came from the Community Committee for staff to consider expanding their remit, in order to include more animals than those currently defined

under the scope of "Companion Animals"

The following topics were discussed with the group:

- Definition of "Companion Animal" established by the Companion Animals Act 1988"
- Limits of what a pet can be defined as
- Requirement to register pets with Council if not defined within the Companion Animals Act 1988

Cr Moskal / Ms Watson

DECISION

That the remit of the Companion Animals Community Committee remain as per the existing Charter.

6.0 STRATEGIC WORKSHOPS

6.1 WARRINGAH'S CALENDAR OF COMMUNITY EVENTS - KATH MCKENZIE

DISCUSSION

Kath McKenzie, Events Manager provided a presentation about the Community Events Calendar. The following topics were discussed:

- Events Team Structure
- Warringah's Calendar of Community Events
- Council's Community Strategic Plan (CSP) Objectives with regards to the following Vibrant Community CSP Outcomes:
 - 1.3 Support and care for all our community members and provide opportunities to connect and belong
 - 1.4 Value our heritage and cultural diversity, celebrating together and fostering creativity
- Major and minor events budgeted within the Cultural Services (i.e. Anzac Day, Australia Day, Brookvale Show, Art Exhibitions, Citizenship Ceremonies, Christmas and New Year's Eve events)
- Events budgeted within other service areas
- Feedback and thoughts with regards to future event planning for the financial years 2016/2017

It was highlighted that one of the main reasons why Council has an event service team is to achieve the objectives of the CSP. Surveys and feedback from community members are taken in consideration in order to decide whether to continue holding an event or not.

Event management, risk management and emergency management planning are key issues that Warringah Council take in consideration when organising an event.

Discussion arose with regards to which events the SRG members would like to continue on an ongoing basis and which should be held as bi-annual events or not.



NOTE *Cr Regan arrived to the meeting 6:45 pm and left at 7:40 pm. From 7.15 to 7.40 Mayor Regan provided an additional unplanned presentation to the SRG, seeking feedback regarding Council Events and Council's operation of Brookvale Oval. "*

DECISION

The Vibrant Connected Community SRG note the presentation on Councils planned events activities and provide input for consideration regarding future events.

ACTION

- A Governance to load the Warringah's Calendar of Community Events presentation to the Vibrant Connected Communities SRG portal
- B Kath McKenzie to present back at the November Vibrant Connected Communities SRG meeting in order to provide a workshop about future events for Warringah Council.

6.2 LIBRARY BUSINESS PLAN - MELANIE GURNEY

DISCUSSION

Melanie Gurney, Group Manager Library Services, provided a presentation in relation to the Library Business Plan Achievements for the Financial Years 2014/2015. The following points were outlined to the group:

- Business Plan (for the next five years)
- Marilyn the Caravan
- Investment in Volunteers, Home Library Services, Digital Capability and increased investment in people to enhance service delivery at the front line
- Improvements in the libraries' web and digital space in order to meet the needs of a mobile and technology savvy community
- Increased social connectivity through Facebook in order to promote news, updates, events and to stay in touch with the library
- Development of a promotion schedule online and through Facebook to increase awareness and use of the libraries' e-collections
- Library Concierge Services (Dee Why and Warringah Mall Libraries). This service will be rolled out to the rest of the Warringah Council Libraries
- Improvement of the library spaces in order to bring people, information and ideas together and also to make the libraries more inviting for the customers
- New touch screen self-check out units across all library branches to reduce wait times for the customers
- Daily Pulse Check Survey (customers rate the library service and provide feedback at the same time)
- Renewal of library memberships by contacting expired memberships and inviting the ex-members back to the library

- Library Statistics, library programs and local studies historian appointment were also discussed with the group
- The Library Plan for the Financial Year 2016/2017 was also presented to the group. The following pillar objectives were discussed with the SRG members brainstorming possible ideas/programs that the Library could then followup on.
 - Customer driven,
 - Community connectivity,
 - Productive partnerships,
 - A place for ideas and
 - Leading with technology

DECISION

That the Vibrant Connected Communities SRG note the achievements against the Library Strategic Plan for the Financial Years 14/15 and provide input for consideration into the Library Strategic Plan for Financial Years 16/17.

6.3 DEMONSTRATION OF THE SRG PORTAL - XIMENA VON OVEN**DISCUSSION**

An SRG portal demonstration was provided to the group. Steps on how to log in, searching tools and type of documents loaded to the portal were topics discussed. It was highlighted that individual log in details and passwords will be circulated in due course

DECISION

That the Vibrant Connected Community SRG members note the new SRG portal.

ACTION

Governance to circulate log in details and passwords to the SRG members.

The meeting concluded at 8:45 pm

This is the final page of the Minutes comprising 6 pages
numbered 1 to 6 of the Vibrant Connected Communities Strategic Reference Group
meeting held on Tuesday 6 October 2015 and confirmed on Tuesday 17 November 2015

Attachment 1 - Warringah Calendar of Community Events





Warringah's Calendar of Community Events

Vibrant Connected Communities Strategic Reference Group Meeting

Presented by:
Kath McKenzie
Events Manager
6 Oct 2015

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Attachment 1 - Warringah Calendar of Community Events



Warringham's Calendar of Community Events

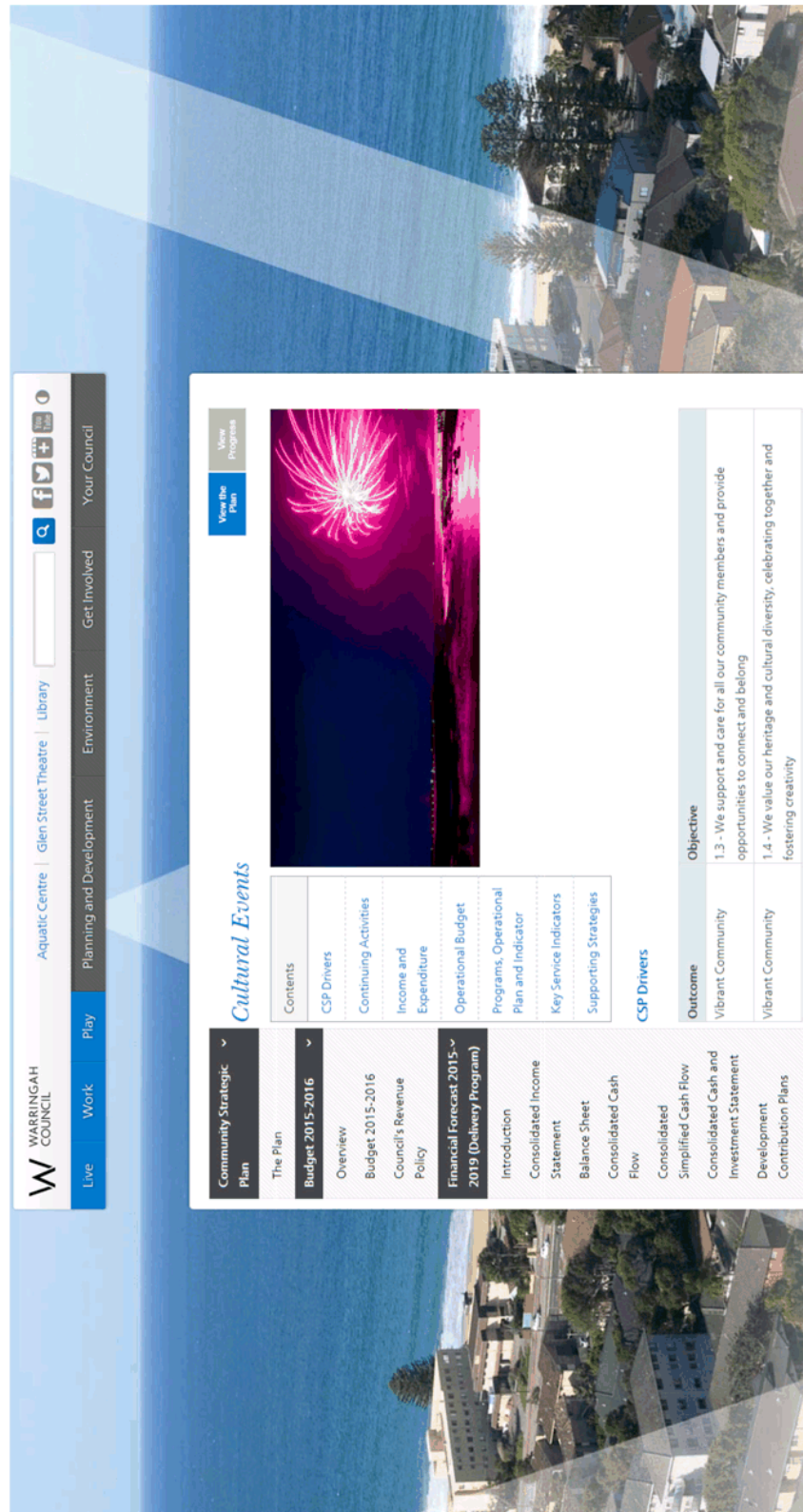


Discussion:

- Events calendar over past 2 years
- Council's allocated Budget to Events Team to facilitate large events
- Your feedback and thoughts
- Input on future Event planning 2016/2017

Warringah's Calendar of Community Events

Council's Community Strategic Plan structured around 16 Key Services, including *Cultural Events*.

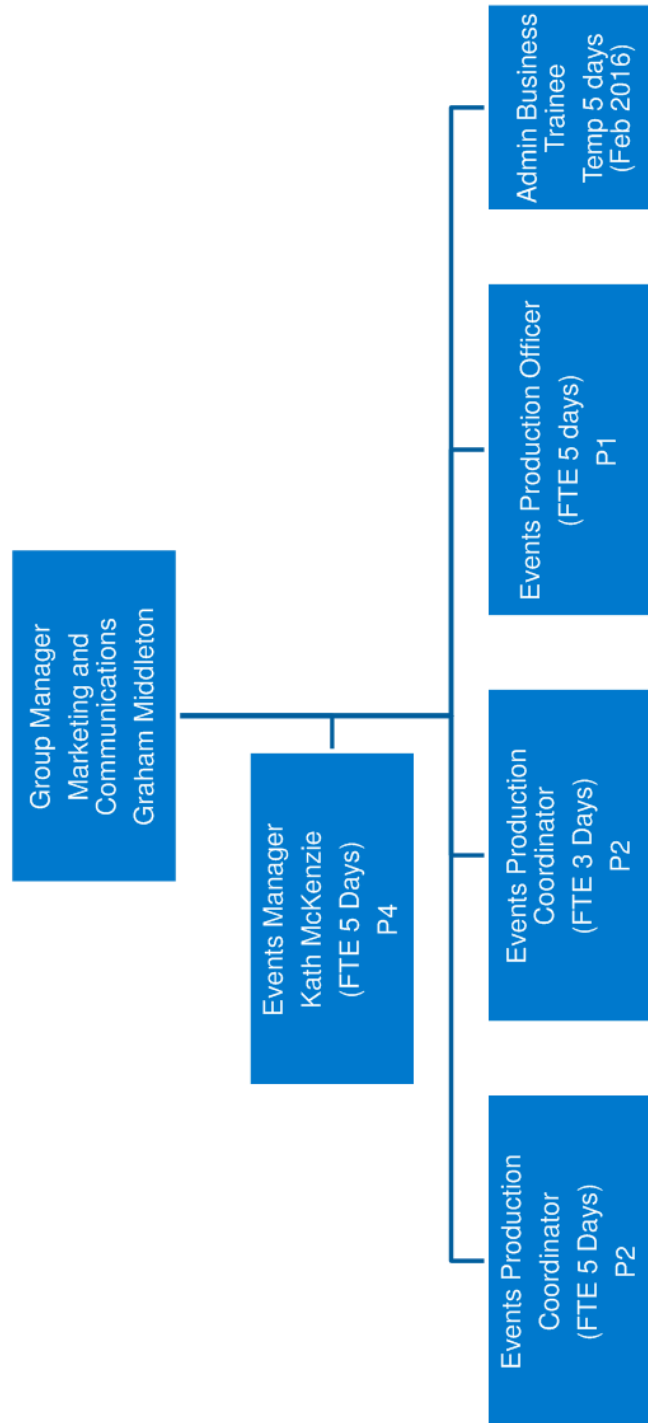


Outcome	Objective
Vibrant Community	1.3 - We support and care for all our community members and provide opportunities to connect and belong
Vibrant Community	1.4 - We value our heritage and cultural diversity, celebrating together and fostering creativity

Warringah's Calendar of Community Events



Events Team Structure:



Warringah's Calendar of Community Events



CSP Drivers - Vibrant Community

- 1.3 - We support and care for all our community members and provide opportunities to connect and belong
- 1.4 - We value our heritage and cultural diversity, celebrating together and fostering creativity

Program Indicator

Number of people attending events

Key Service Indicators

- Residents satisfied with community events and festivals
- Scheduled projects completed (operational)

Major Events – Budgeted within Cultural Services

		2014/15	2015/16
	Frequency	Budget	Budget
ANZAC Day	1 per year	24,400	9,800
Art Exhibitions	Warringham Art Prize (2015 - 2 weeks/ 2015 4 weeks)	45,800	31,000
Australia Day	1 per year x 4 sites	113,000	119,600
	WAC; Beacon Hill - family friendly entertainment and breakfast sites		
Beachley Classic	Food and Wine markets, event on Womens Professional World	20,700	21,000
	Surfing Circuit Dee Why Beach - <i>Discontinued</i>		
Brookvale Show	Early to mid October each year - rides, stalls for education; sustainable and environmental activities, sports, demonstrations,	73,000	70,000
Christmas	Christmas by the Beach - markets, music, fireworks, last Friday in	25,200	25,800
Citizenship Ceremonies	Citizenship Ceremonies - held at Council Chambers, Glen Street	30,700	30,600
Civic Ceremonies	Exclusive Australia Day Citizenship Ceremony and Australia Day Awards; Ad hoc Mayoral Civic functions	3,500	2,500
Cultural Development Project		3,000	2,000
Dogs Big Day Out	August - dog show, agility trials, family friendly event with	15,163	21,000
General Events	Minor events eg National Servicesman's, infrastructure renewal, site power establishment / supply, security, kit	71,500	50,000
Guringai Festival	Indigenous cultural celebration - music, arts	8,900	6,400
New Years Eve	NY Eve fireworks, family friendly event, picnics, music, movies	60,700	62,000
Remembrance Day	11 November - Manly Dam service	6,300	7,000
Schools	Local Government Week; Schools mock-run of Council	2,000	2,000
		503,863	460,700
	* Staff Costs and other indirect event expenditure (excluding Internal Charges & Overheads)	515,090	515,431
		1,018,953	976,131

2014/15 Original Budget 1,364,083
2014/15 YTD Actual Budget 1,250,114

Minor / One-Off Events – Cultural Services



2015

- Duke's Day Celebration (S)
- Narrabeen Multi-Use Trail Opening (M)
- NASHO's services (M)
- Northern Beaches ANZAC Community Event (M)
- Opening ANZAC Walking Path Forestville (M)
- Wyatt Park Tennis Centre Civic Reception (M)
- Oxford Falls Peace Park Dedication Ceremony (M)
- Forestville Synthetic Sports Fields Opening (M)
- Naming Ceremonies Narrabeen Multi-Use Trail Opening (S)
- Hilltop to Headland – Power to Save (S)

2014

- Hilltop to Headland – Water Wonderland (S)
- Belrose Children's Centre Opening (S)
- La Lune Night Sculpture Walk (M)
- Collaroy Playground Opening (S)
- Creative Space Opening (S)
- NASHO's services (M)

Events – Budgeted within Other Services



Community Services			Frequency	2014/15 Budget
Northern Composure Band Competition	Annual Band Competition for young people	Annually	Annually	9,000
Discobility Dance Parties	Dance Party for 12 - 24yr olds with Special Needs	4 per year	4 per year	2,800
Triple P	For Parents of Teenagers	4 per year	4 per year	5,200
Speakers Night	various subjects	4 per year	4 per year	10,000
Cyber Savvy Parents Program	Education Program on Cyber Savvy targeting parents	6 per year	6 per year	-
Reach Foundation in Schools		11 per year	11 per year	6,500
Seniors Week	Coordinate a month long program of 70+ local activities, some are run by Council, some are run by community organisations/ groups/	Annually	Annually	9,000
International Day of People with a Disability	Event to celebrations that achievements and contributions of	Annually	Annually	1,700
Carers Week	Celebrate the contributions of carers in our community	Annually	Annually	1,200
Various workshops	End of life planning, motorised scooter safety, disability legal planning, relationships for people with disability, NDIS readiness	As needed	As needed	10,000
Mosaic Launch	Launching mosaic at Cromer Community Centre	Once off	Once off	230
Forest Art and Craft Exhibition opening event	exhibition by tutors and artists at the Forest Art and Community	Annually	Annually	2,000
Council curated exhibition eg Certain Nature	an exhibition curated by council	once or twice annually	once or twice annually	8,000
Weaving Bridges Launch	A community project as part of the Guringai Festival	Annually	Annually	5,000
				70,630

Events – Budget within Other Services



Natural Environment			
Education for Sustainability	Hilltop to Headland	3 per year	33,000
Education for Sustainability	Green Events (World Environment Day etc)	Around 8 per year	9,000
Education for Sustainability	School and Community engagement eg. Duffys Forest program	1-2 per year	5,000
Education for Sustainability	Joint education projects like Youth Leading the World	2 per year	6,000
Community Volunteers	National Tree Day	Annual	350
Community Volunteers	Friends of the Bush Christmas party	Annual	3,500
56,850			
Parks, Reserves & Foreshores			
ANZAC Day, Manly Dam	Coordinated by Mktg & Comms, assisted by the Manly Dam War Memorial Trust volunteers & Manly Dam staff	1 per year	1,600
Remembrance Day, Manly Dam	Coordinated by Mktg & Comms, assisted by the Manly Dam War Memorial Trust volunteers & Manly Dam staff	1 per year	-
Stony Range Volunteers, Spring Fair	Coordinated by the volunteers, assisted by Stony Range & Mktg & Brookvale Show	1 per year	3,413
	Preparation of grass ready for the event as it is held at the end of	1 per year	430
5,443			
Warringah Aquatic Centre			
Dive in Movie Night	Evening event consisting of the projection of a movie to a giant inflatable screen on pool deck. Tickets \$5.50 per person approx	1 per year	1,600
Australia Day	Special "pool party" council event to celebrate Australia Day. Dollar coin for entry and all monies received go to Community	1 per year	500
2,100			

Other/Minor Events Budgeted within Other Service Areas



Childrens Services			
Brookvale Show	Participation - host a child related activity. 3 staff x 8 hrs		1 per year
Christmas By The Beach	\$94 table hire; 3 staff x 4 hours		1 per year
Childrens Services Openings	Ad hoc when upgrades take place. Food \$300. 6 staff x 4 hrs		Ad hoc
Information & Libraries			
Summer Reading Program	Recommendations for children and adult summer holiday reading. Prize for an adult at each branch and 4 children who have read all the recommended list, children author talk and fill even related to reading list, if possible author talk related to reading list.		1 per year
Heritage Week	Theme based event as advised by the National Heritage Trust		1 per year
History Week	Theme based event from the History Council of NSW		1 per year
Library & Information Week	Theme based event as advised by the Library Association (ALIA)		1 per year
Childrens Literature Festival	One day themed event incorporating a guest author, illustrators and activities related to		1 per year
Brookvale Show	Local Studies or Library staff promoting services and facilities		1 per year
Science Week	Focus on an area of science e.g Physics in two of the library branches in the precinct. Invite CSIRO or relevant author.		1 per year
Book Week	Week long program of special story time sessions, Library display, Childrens Book Week competition, Readers Cup - outreach to schools, Authors talk in schools		1 per year
Halloween	Craft entertainment for children		1 per year
Christmas By The Beach	Library stall for children with craft activities		1 per year
Australia Day Event	Library stall to promote to digital library resources		1 per year
Library Lovers Day	Celebration of libraries across the nation		1 per year
Seniors Week	Tech up sessions. Author talks		1 per year
Gurungal Festival	Childrens program indigenous story time session		1 per year
Local Government Week Library Tours	Childrens program tour of the library and its services		1 per year
Young Writers Competition	Theme based competition catering to children from kindergarten to G10		1 per year
Family History Information Session	Session focussed on particular aspects of family history		Quarterly
Family Studies Excursions	History tour excursions to areas around Sydney which may include a visit to a museum or archive facility		Quarterly
Holiday Program	Childrens program of library events to engage and enrich interest in library resources		Quarterly
Childrens Lego Series	Childrens program - learning through play		Monthly
Childrens Chess Series	Childrens program - learning through play and critical thinking		Monthly
Childrens Literacy Series	15 sessions of Babies into Boks, Toddler Time and Story Time across the 4 branches		Weekly in School Term
Childrens Outreach Program	Story telling in schools outside the Childrens Literacy Series		Weekly in School Term

Changes in Events 2009 – 2015



2009	2015
Total Number Events:	Total Number Events:
30	50
Total Number of Attendances:	Total Number of Attendances:
33,000	100,000 plus
Operating Budget:	Operating Budget:
\$989,251	\$1,317,918
Cost per head:	Cost per head:
\$30 per head	\$13 per head

Report to Vibrant Connected Communities SRG 6 Oct 2015

13

Warringah's Calendar of Community Events



- Your feedback and thoughts
 - Input on future Event planning
- 2016/2017

Attachment 1 - Warringah Calendar of Community Events







Library Business Plan

Presented by:

Melanie Gurney & Eric Imbs

Group Manager – Library Services & Business Support Leader

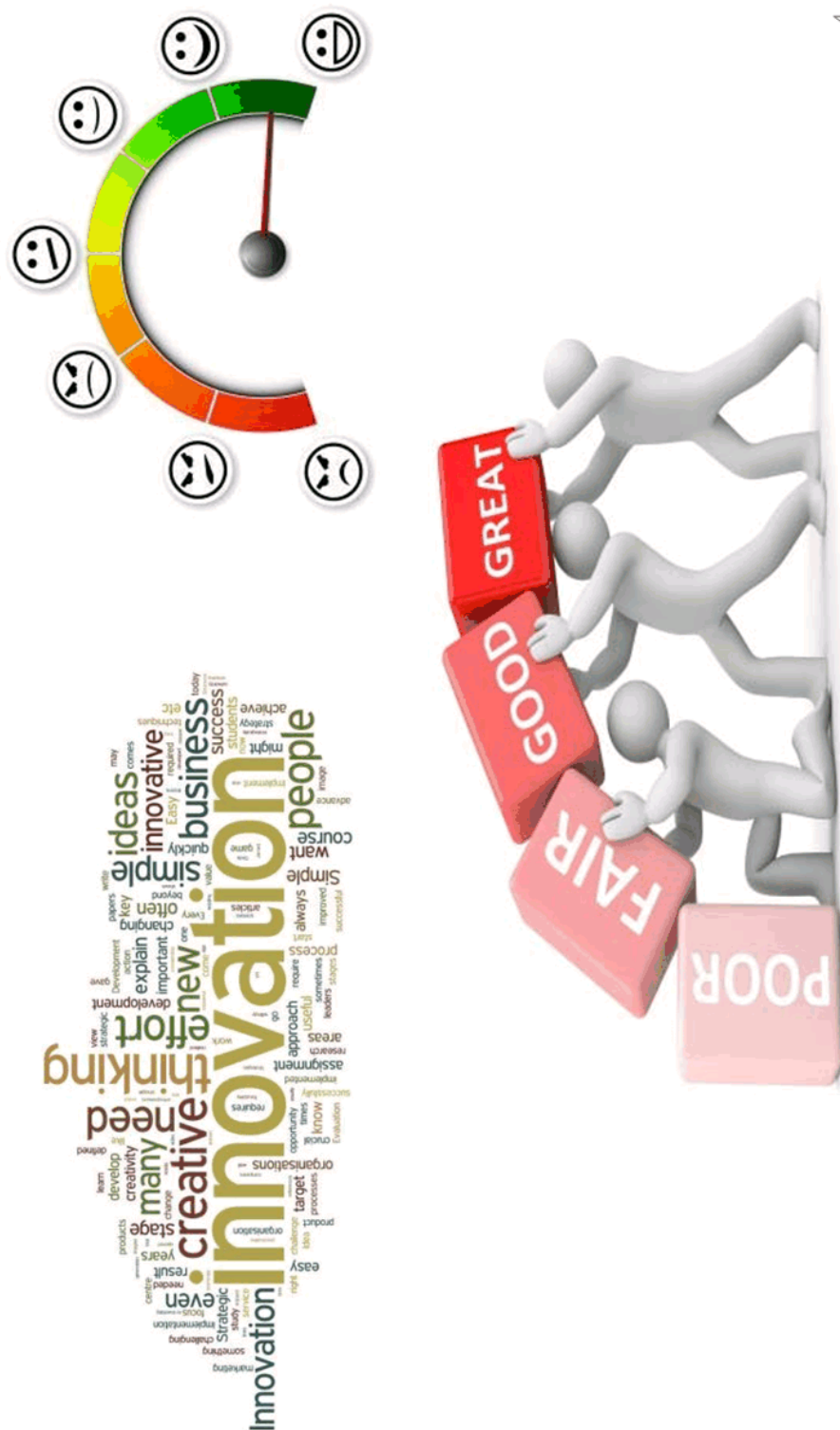
6 October 2015

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It's been a great year...

We've done a lot...some obvious change, some subtle, but all these positive changes demonstrate how our people are adapting to change and embracing innovation, continuous improvement and customer service excellence.



Taking it to the Community

Marilyn the Caravan hit the streets of Warringah for the first time in 14/15 and has since featured in news across the state. Most recently, Marilyn was chosen as the cover image for the State Library 14/15 Annual Report, a testimony to her popularity locally and beyond.

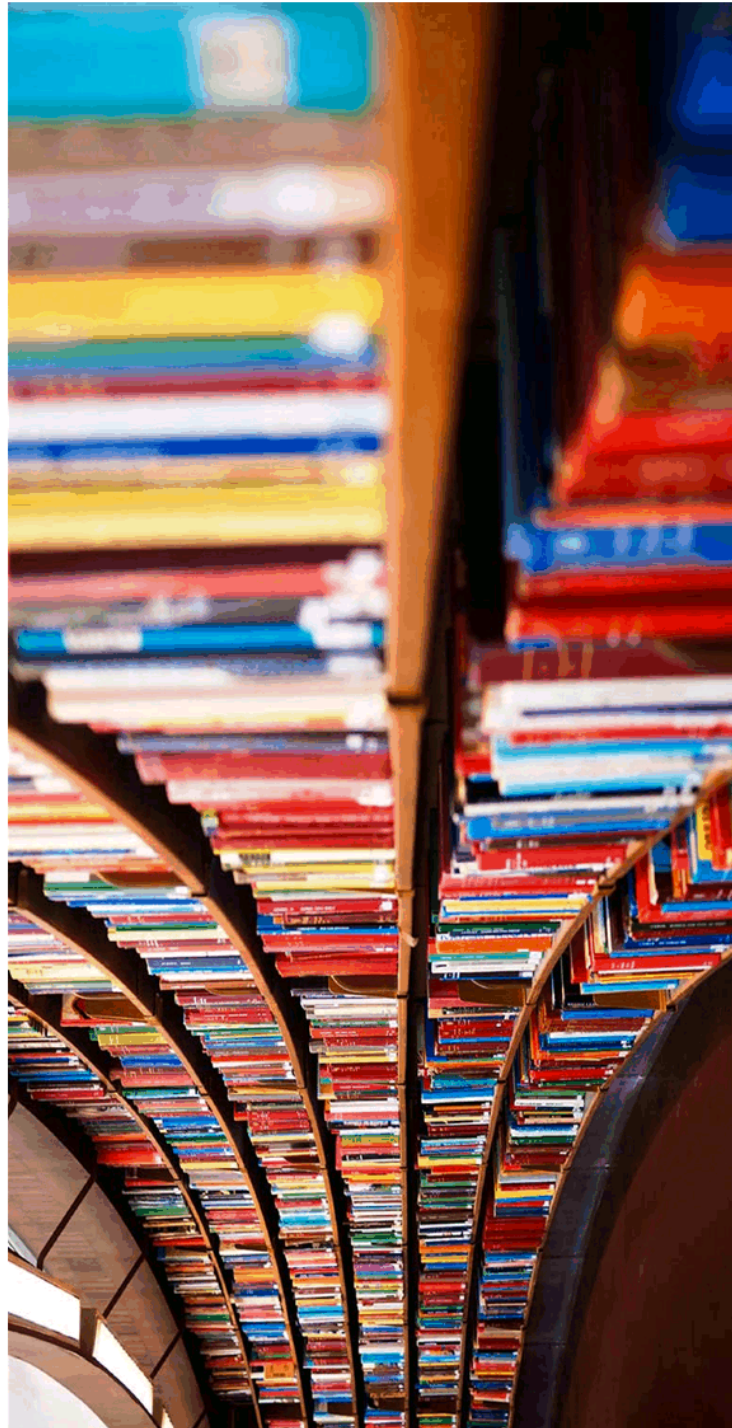
In 15/16, Marilyn is again set to extend the service out into the community acting as the charming, official mascot of Warringah's vibrant Library Service and our committed and enthusiastic people.



Re-investing to Bring People, Information and Ideas Together

The savings from the Collections review in 14/15 has provided the funding required to ensure the service can meet the ever evolving needs of our community.

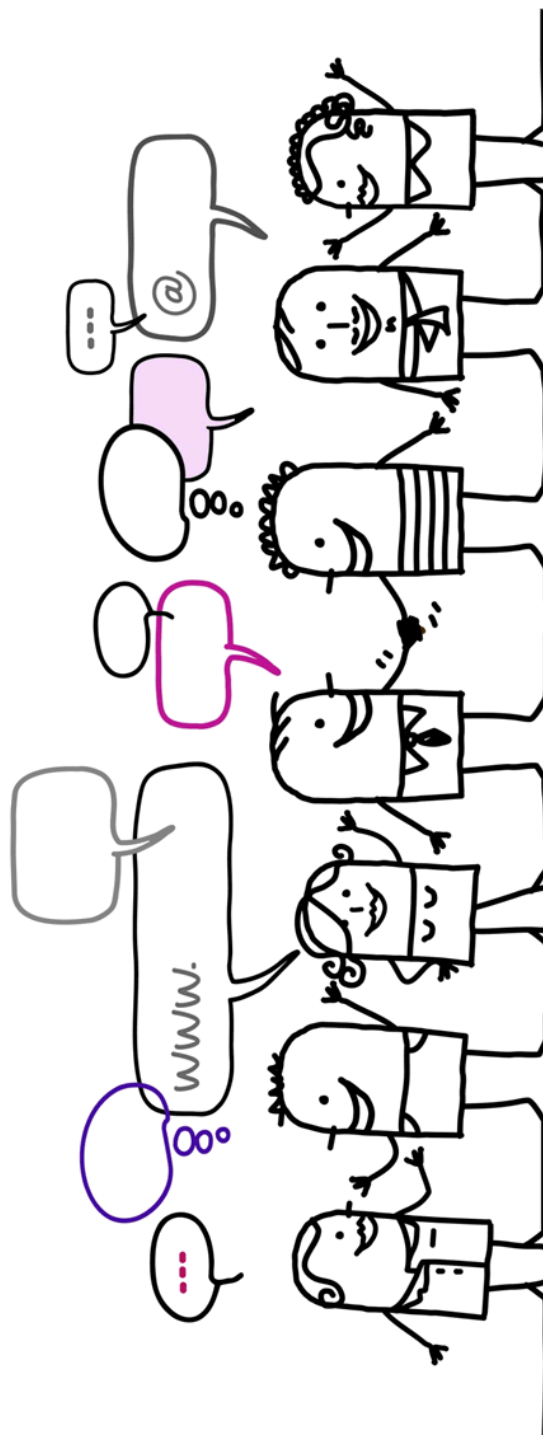
Investment in Volunteers, Home Library Service, Digital Capability and an increased investment in people to enhance service delivery at the front line, 15/16 will bring changes which will ensure a sustainable business model which will be the enable our purpose to Bring People, Information and Ideas Together.



From WebSite, to WebExperience

The 14/15 web audit revealed significant opportunities in our web and digital space to meet the needs of a mobile and high tech-savvy community. In order to truly Lead With Technology, our Library website will be a key catalyst to not only connect our community with us, but more importantly with each other.

Leveraging our reach and profile in the community, our website will not only be the virtual extension of our physical presence, but will enable our community to interact and learn, participate and share, inspire and be inspired.



Facebook Fans

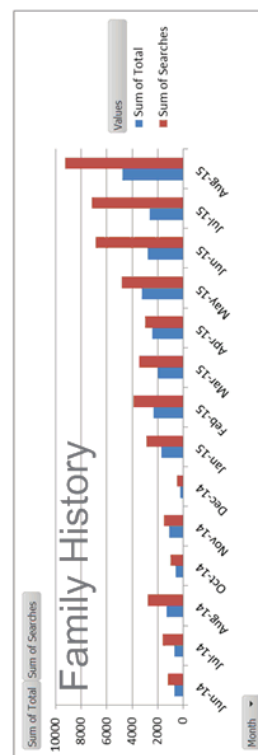
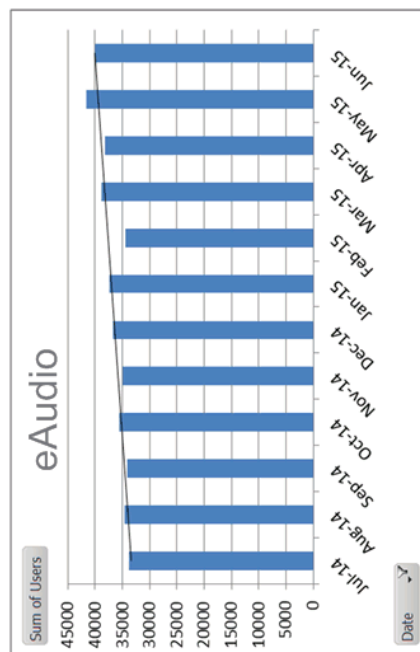
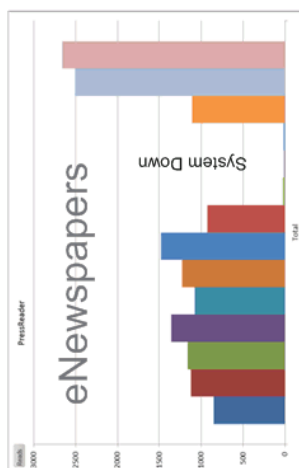
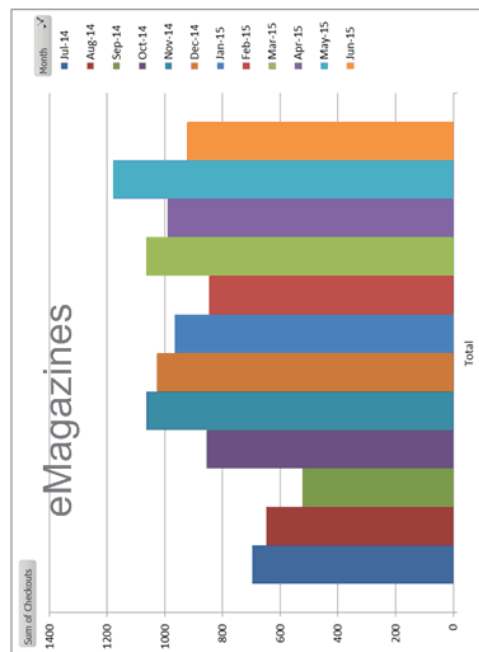
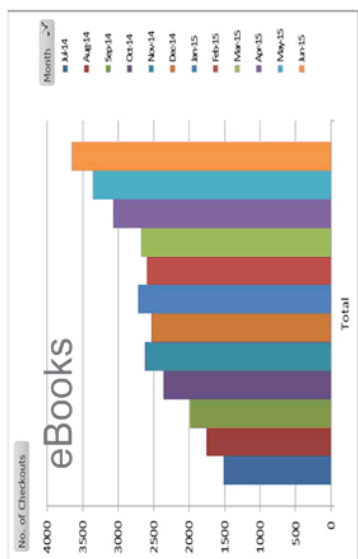
Our fan base is growing as more people rely on Social Media to stay in touch with Library news, updates and events. It's also been a great platform for the promotion of our collection and eResources.

The appointment of our Digital Coordinator in 15/16 will see our social reach extended as we introduce new channels and integrate those with our Library website to boost our marketing efforts.



Grab some eStuff

We developed a promotion schedule online and through Facebook to increase awareness and use of our eCollections. Results speak for themselves. Our Digital Coordinator will drive this even higher.



Welcome to the Library – How can I help?

Our Concierge Trial kicked off at Dee Why with great feedback from customers. We were surprised how many people when greeted on entry actually required our help. The refurb of our Library spaces plus a concierge service will make our Library spaces even more inviting for our customers.



Check Yourself Out.

We're adding Self-Check out units across all our branches to reduce wait times for our customers and our people to spend more time engaging and consulting with customers.

New touchscreen Self-Check units in 14/15 has received great feedback from customers and staff: *'Used self checkout with help from staff -a great library!'*



Making great spaces to Bring People, Information and Ideas Together.

Belrose Branch will be integrated with the new Belrose Cultural hub, while Forestville, Dee Why and Warringah Mall are undergoing some awesome refurbs.



How did we make you feel Today?

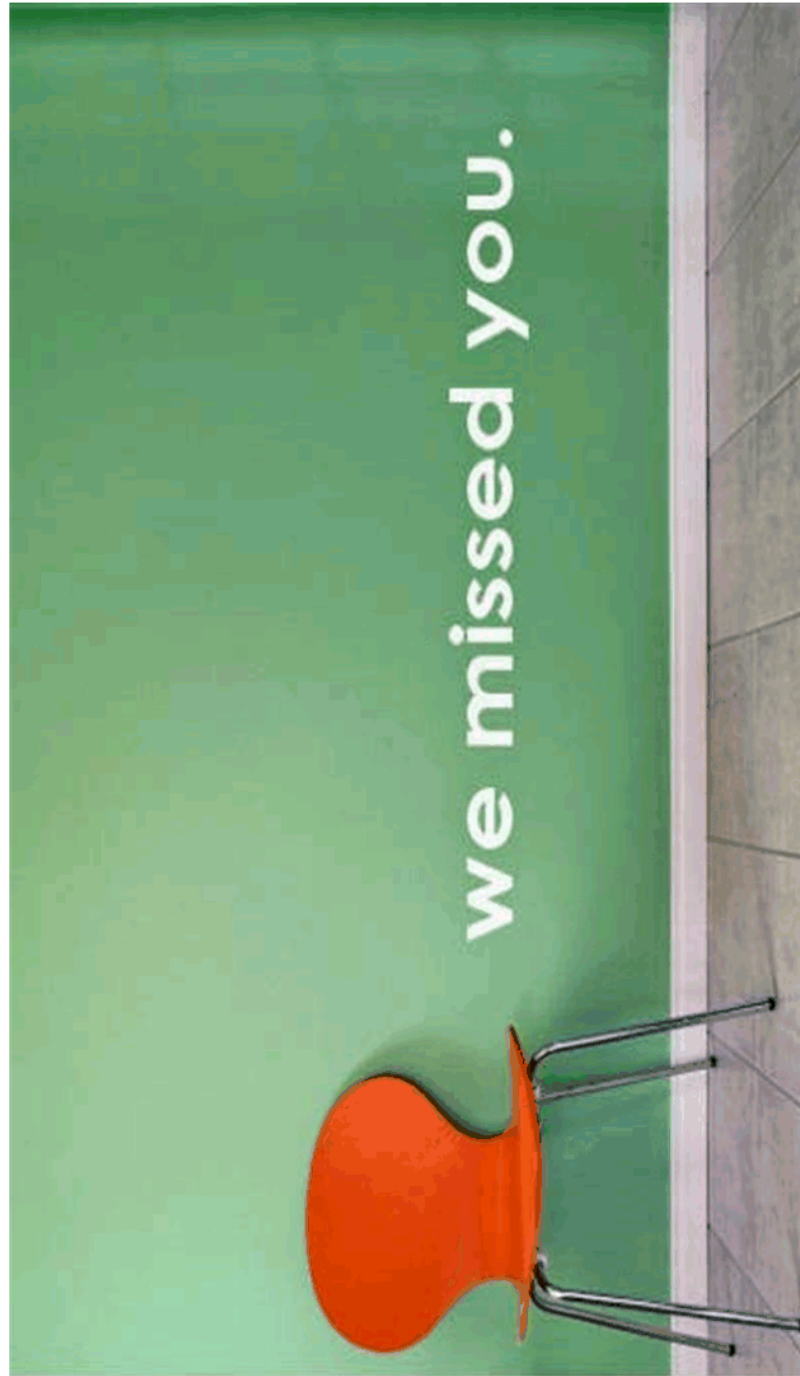
Our 10 second, Daily Pulse Check is super quick and easy to complete, minimising the barrier for customers to rate our service while giving us rich, daily customer sentiment data .



Come on back – we missed you

We reviewed our memberships as part of our strategic objectives for 14/15 and ran a campaign to contact expired members and invite them back to the Library.

This resulted in over 300 people renewing their membership with the Library.



Your Library - Statistics

An overview of our key stats for 14-15.

Items borrowed	1,061,220
Website visits	258,754
Customer visits	706,091
Questions answered	95342
Items in collection	173734
eBooks	1761
eAudiobooks	1553
eBooks borrowed	11371
Members	67377



Library Programs – spreading the Love

We've always delivered great children's and toddler programs and these are a staple of any Library service. We also recognise the opportunities to engage with youth, adults and seniors through programs focused on the things they're interested in.

In 15/16 we are increasing the number and variety of youth, adult and seniors programs as well as programs focused on Local Studies and Family History.



Did someone say 'Local Studies?'

In 14/15 we appointed a Local Studies Historian who brings a strong commercial and client service background to our team. Michelle Richmond will use social media and new cloud technology to extend the reach of our collection and increase awareness of the valuable resources people can access about the history of our community and its people.





Library Business Plan for FY 16/17



Strategic Pillars

The objectives outlined in the Library Business Plan are based around the 5 Strategic Pillars:

Customer Driven – Selena Douglas Brown – Strategic Leader

Community Connectivity – Rachel Marreiros – Strategic Leader

Productive Partnerships – Sarah Thompson – Strategic Leader

A Place for ideas – Jane Shine (Acting) – Strategic Leader

Leading with Technology – Eric Imbs – Strategic Leader

Insert presentation name here via slide master

W

Library Business Plan for FY 16/17 – Pillar Objectives

Library Business Plan for FY 16/17



Pillar Objectives

Customer Driven – Selena Douglas Brown – Strategic Leader:

- CD 1.0 – A process in place to hold 1 event/year which introduces/profiles a community group by 01 December 2014
- CD 2.0 – By July 2016, provide library service information in five (5) languages relevant to our LGA
- CD 3.0 – By July 2017, a process is in place to understand service value which is increased by 20% year on year to FY 18/19
- CD 4.0 – By July 2018, a proactive customer experience will be delivered throughout the entire library space.

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Library Business Plan for FY 16/17

Pillar Objectives

Community Connectivity – Rachel Marreiros – Strategic Leader:

CC 1.0 – By EOFY 18/19, increase library membership to 66% of LGA

CC 2.0 – By EOFY 18/19, the library has 500 volunteers

CC 3.0 – By EOFY 18/19, the library has 1000 disadvantaged “youth” memberships

CC 4.0 – By EOFY 18/19, have 1000 new members join via Outreach Services.

Library Business Plan for FY 16/17

Pillar Objectives

Productive Partnerships – Sarah Thompson– Strategic Leader:

- PP 1.0 – Two (2) private sector partnerships established each year from FY 15/16
- PP 2.0 – One (1) community partnership established each year from FY 15/16
- PP 3.0 – One Council Partnership established each year from FY 15/16
- PP 4.0 – Have increased funding for the service each financial year from sources outside Council.

Library Business Plan for FY 16/17

Pillar Objectives

A Place for Ideas – Jane Shine (Acting) – Strategic Leader:

PFI 1.0 – 50% of new service offerings come from customer ideas from July 2016

PFI 2.0 – An annual community idea ‘Jam’ session in place based on a community selected theme by January 2016

PFI 3.0 – A series of idea generating events established.

Library Business Plan for FY 16/17

Pillar Objectives

Leading with Technology – Eric Imbs– Strategic Leader:

LT 1.0 – By EOFY 18/19 technologies to deliver the Library Strategy are in place

LT 2.0 – By EOFY 18/19, 80% of our local history collection is digitised

LT 3.0 – 80% of our Local Studies photographs are digitised.
COMPLETED***

Continued on Next Slide

Library Business Plan for FY 16/17

Pillar Objectives

Leading with Technology – Eric Imbs– Strategic Leader:

LT 4.0 – There will be a regular technology competency program in place for staff by the EOFY 15/16

LT 5.0 – By EOFY 18/19, 90% of staff will be competent in library digital technology

LT 6.0 – By EOFY 18/19, our online presence achieves an award.



**SYDNEY COASTAL COUNCILS GROUP Inc.
MINUTES FOR THE ANNUAL GENERAL MEETING
HELD ON SATURDAY 19 SEPTEMBER, 2015
HOSTED BY MOSMAN COUNCIL AT THEIR CHAMBERS
CIVIC CENTRE, MOSMAN SQUARE
12.00 PM**

FG3-15 Minutes

IN ATTENDANCE

Cr. Brian Troy	Botany Bay Council
Cr. Mark Castle	Botany Bay Council
Cr. Frank Breen	Leichhardt Council
Cr. Cathy Griffin	Manly Council
Cr. Carolyn Corrigan	Mosman Council
Mr. Peter Massey	North Sydney Council
Cr. Selena Griffith	Pittwater Council
Cr. Sue Young	Pittwater Council
Mr. Paul Hardie	Pittwater Council
Cr. Geoff Stevenson (Chairperson)	Randwick Council
Cr. Lindsay Shurey	Randwick Council
Cr. Peter Towell	Sutherland Council
Cr. Vanessa Moskal	Warringah Council
Cr. Leon Goltsman	Waverley Council
Cr. Bill Mouroukas	Waverley Council
Cr. Lynne Saville	Willoughby Council
Cr. Wendy Norton	Willoughby Council
Cr. Greg Levenston	Woollahra Council
Dr. Judy Lambert AM	Honorary Member
Mr. George Cotis	Honorary Member
Mr. Phil Colman	Honorary Member
Ms. Wendy McMurdo	Honorary Member
Mr. Geoff Withycombe	SCCG (EO)
Ms. Emma Norrie	SCCG (CPO)
Ms. Fiona Shadbolt	SCCG (PM-BR)
The Hon. Paul Toole MP	Minister for Local Government (Speaker)
Ms Emma Logan	Minister's Chief of Staff

ITEM 1 - OPENING

1.1 OPENING AND ACKNOWLEDGEMENT OF COUNTRY

The meeting opened at 12.20pm.

The Chairperson opened the meeting and welcomed the Minister and delegates. Cr. Carolyn Corrigan, Deputy Mayor of Mosman Council, welcomed delegates and provided an acknowledgement of country. She also noted Council's desire to stay independent through the Local Government reform process.

1.2 ATTENDANCE AND APOLOGIES

The Chairperson welcomed Cr. Carolyn Corrigan (Mosman) and Cr. Frank Breen (Leichhardt), who were attending their first SCCG meeting. The following apologies were noted:

Cr. Irene Doutney	City of Sydney Council
Cr. Linda Scott	City of Sydney Council
Cr. Craig Channells	Leichhardt Council
Cr. Rochelle Porteous	Leichhardt Council
Cr. Daniel Kogoy	Leichhardt Council
Cr. Tom Sherlock	Mosman Council

Minutes of the SCCG Full Group Annual General Meeting held on Saturday 19 September 2015, hosted by Mosman Council

Mr. David Dekel	Rockdale Council
Ms. Alexandra Vandine	Rockdale Council
Cr. Sue Heins	Warringah Council
Cr. Sally Betts	Waverley Council
Emeritus Professor Bruce Thom AM	Honorary Member
Mr. George Copeland	Honorary Member
Ms. Belinda Atkins	SCCG (MPP)

Councils not represented at the meeting
Hornsby, Rockdale, City of Sydney

1.3 DECLARATION OF PECUNIARY INTERESTS

No declarations were made.

RESOLUTIONS

- 1.1 That apologies be received and noted.
- 1.2 That notification of pecuniary interests be received.

ITEM 2 - GUEST PRESENTATION THE HON. PAUL TOOLE MP, NSW MINISTER FOR LOCAL GOVERNMENT

ATTACHMENT 1 - Minister's speaking notes

At the Executive Committee meeting of 23 April 2015, following the re-election of the Baird Government, it was resolved to invite the Premier or his ministerial representative to address the Full Group. The Premier was unavailable to attend and nominated the Hon Paul Toole MP, Minister for Local Government, to address the Group on his behalf.

Minister Toole briefly discussed the reforms to Local Government and then provided a detailed overview of the coastal reforms. A copy of the Minister's speaking notes are attached to the Minutes for SCCG delegate's information (only).

Items addressed included:

- Introduction
- Local Government reforms
- Coastal Management reforms
- Questions and Answers

Outcomes of the Q&A session are also attached to the minutes (Attachment 2) for delegates' information.

Issues addressed included:

- Determination of who is a Coastal Authority
- Linkages between new Coastal Bill and coastal ecology research and threats to coastal processes?
- Explanations of financing mechanisms
- Protection of sensitive coastal areas
- Certification of Warringah Councils CZMP.
- Membership of the Coastal Advisory Body
- Needs for coastal reform process to:
 - Re-instill the necessary local and state government partnership
 - Regulating the proposed funding and financing mechanisms
 - Needs for any type of Advisory Body to have functions including: i) coordination and integration, ii) dispute resolution and arbitration, iii) research and technical advice (including agency support), iv) consultation and communications, as well as an v) auditing and compliance role.
- Recreational boating pressures

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- Additional opportunities to revisit councils' 'Fit for the Future' submissions
- Timing for Fit for the Future outcomes

RESOLUTION

- 2.1 The Hon Paul Toole MP be thanked for his attendance and presentation.

ITEM 3 ADMINISTRATIVE MATTERS

3.1 CONFIRMATION OF MINUTES

3.1.1 Minutes of the Ordinary Meeting of 20 June 2015

Draft Minutes from the Ordinary Meeting of the SCCG held on 20 June 2015 were emailed to delegates on 3 July 2015. A copy was also attached to the business papers.

The EO noted that Resolution 5.2 of the Minutes states that 'Delegates *endorse* the SCCG Strategic Plan 2015-2019', where the correct terminology should have been 'adopt'. As such, the EO recommended that Resolution 5.2 be amended to state that 'Delegates adopt the SCCG Strategic Plan 2015-2019'.

3.1.2 Minutes of the Executive Committee Meeting of 23 April 2015

Minutes from the Executive Committee Meeting of 23 April 2015. A copy attached to the business papers.

3.1.3 Minutes of the Technical Committee Meeting of 23 July 2015

Minutes from the Technical Committee meeting of 23 July 2015 are available on our website at:
<http://www.sydneycostalcouncils.com.au/tc>

3.2 BUSINESS ARISING

Actions arising from the Ordinary Meeting of the SCCG held on 20 June 2015 were emailed to delegates on 3 July 2015, along with the Minutes. Progress against actions reported in Attachment A3.2 of the business papers.

As resolved at the last meeting, an invitation has been extended to the Minister for Planning, the Hon Rob Stokes MP, to present to the December meeting. The EO noted that the Minister is only available on 12 December (not 5 December as proposed) and it was agreed to postpone the SCCG meeting to that date.

The Secretariat will further consider inviting the Environment Minister to present to the Group at a future meeting.

3.3 CORRESPONDENCE

Correspondence sent and received since the last meeting was reported at Attachment A3.3 of the business papers and circulated in hard copy at the meeting.

Minutes of the SCCG Full Group Annual General Meeting held on Saturday 19 September 2015, hosted by Mosman Council

3.4 SCCG CONSTITUTION

(Special Meeting)

The AGM was suspended and a special general meeting to consider the new Constitution opened.

‘SPECIAL’ MEETING’

3.4 Proposed amendments to the SCCG Constitution

Opening

Cr. Stevenson (Chairperson) opened the Special Meeting at 1.35pm.

The Chairperson noted attendance and apologies as per the AGM and no pecuniary interests noted.

Introduction:

The Executive Officer provided an introduction to the item.

The proposed amendments are to update the Constitution to align with the new SCCG Strategic Plan (ie a new Mission and Goals etc). This requirement provides a timely opportunity to review the Constitution as a whole.

The SCCG Constitution can be amended via *Clause 20 – Amendments*:

This Constitution may be amended from time to time by a resolution passed at a Special or Annual General Meeting of the Group by votes equivalent to three quarters of the number of delegates entitled to vote. Such amendment shall not take, and shall have no effect, unless ratified by at least three quarters of member councils entitled to vote.

Summary of main changes

- All proposed changes are marked up in Track changes
- Section 2 amended to reflect new SCCG Mission and Goals (replacing Aim and Outcome Statements)
- New Section 4.2 Technical Committee - this has been added after much consideration by the Secretariat and indeed by representatives of the TC. This inclusion to the Constitution is to ensure more formality of this key SCCG committee
- Section 11.3 – more explicitly outlining that no more than one delegates per member council is permitted on the Executive Committee
- Section 16.2 – slight change here to more explicitly note that the “Full Group” (as representing all members) approves the budget (which has always been the case)
- Other minor edits

The SCCG Executive Committee considered these amendments at their last meeting and resolved to endorse the final draft Constitution recommending it to members for adoption.

Cr. Griffin asked whether the constitution should clarify whether meetings are open for public observation. After some discussion, it was agreed that the issue of public participation and observers would be referred to the Executive Committee for consideration, with advice provided at the next meeting.

RESOLUTIONS

- | | |
|-----|--|
| 3.1 | That Resolution 5.2 of the Minutes of the Ordinary Meeting of the SCCG hosted by City of Sydney on 20 June 2015 be amended to state ‘Delegates <u>adopt</u> the SCCG Strategic Plan 2015-2019’. (Cr. Goltsman, Cr. Towell) |
| 3.2 | That the Minutes of the Ordinary Meeting of the SCCG hosted by City of Sydney on 20 June 2015 be confirmed, pending amendment of Resolution 5.2. (Cr. Goltsman, Cr. Towell) |
| 3.3 | That the Minutes of the Executive Committee Meeting of 23 April 2015 be noted. (Cr. Goltsman, Cr. Towell) |
| 3.4 | That the Minutes of the Technical Committee Meeting hosted by City of Sydney Council on 23 July 2015 be noted. (Cr. Saville, Cr. Shurey) |

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3.5	Representatives consider, discuss and make any necessary recommendations and resolutions relating to Business Arising.
3.6	That the next meeting be postponed to 12 December 2015 to accommodate a presentation from the Minister for Planning. (Cr. Griffin, Cr. Saville)
3.7	That the circulated "sent" and "received" correspondence be received and noted. (Cr. Towell, Cr. Goltsman)
3.8	That members adopt the revised SCCG Constitution. (Cr. Troy, Cr. Griffin)
3.9	The Association apply for registration of the changes (to the NSW Department of Fair Trading) within 28 days of the special resolution (Cr. Troy, Cr. Griffin)
3.10	The amended final Constitution of the Sydney Coastal Councils Group Incorporated, 2015 be sent to member councils Mayor and General Managers for their information. (Cr. Troy, Cr. Griffin)
3.11	That the issue of public participation and observers to Full Group meetings be referred to the Executive Committee for consideration and advice at the next meeting (Cr. Griffin, Cr. Goltsman).

ITEM 4 MEMBER COUNCILS ROUNDTABLE

Delegates provided an update on Council activities in relation to:

1. Update on 'Fit for the Future' status and amalgamation proposals
2. Coastal issues and needs

Details of these updates are provide in Attachment 3.

RESOLUTIONS

- | | |
|-----|--|
| 4.1 | Delegates' updates be received and considered. |
| 4.2 | The Secretariat investigate release of 5 million litres of raw sewage following power failure at Cronulla wastewater treatment plant. |
| 4.3 | The Secretariat investigate appropriate actions to lobby for the reduction of plastics used in recreational fishing, particularly bait bags and glow sticks. |
| 4.4 | The Secretariat invite a representative from the recreational fishing industry to present to the group to discuss fishing-related pollution, waste management, access and public safety. |

ITEM 5 ANNUAL GENERAL BUSINESS

5.1 SCCG ANNUAL REPORT 2014-15

Cr. Stevenson thanked the Secretariat for their work over the year, and delegates for their ongoing engagement, particularly noting their contributions to the redevelopment of the Strategic Plan.

The EO circulated the new Strategic Plan and thanked delegates for their contributions.

The EO noted that the Annual Report 2014-15 was emailed to delegates prior to the meeting. The EO thanked the Full Group and Executive Committee, the Technical Committee and the Secretariat for their contributions to the Group in 2014-15. The EO noted key achievements for the year including the 25th Anniversary, completing two major projects and distributing more than \$900k to on-ground projects under *Sydney's Salty Communities*. The EO reviewed key achievements under each of the Group's four goals – Collaboration, Capacity Building, Advocacy and Research. An overview of the Group's financial performance was also provided.

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Delegates were encouraged to review the Annual Report and provide any comments or feedback over the next week. The Final Report will be formally distributed to Member Councils in the coming weeks.

RESOLUTIONS

- | | |
|-------|---|
| 5.1.1 | That the SCCG Annual Report 2014-15 be received, considered and adopted. (Cr. Levenston, Cr. Griffith) |
| 5.1.2 | That delegates provide any comment on the Annual Report by CoB Friday 25 September (Cr. Levenston, Cr. Griffith) |
| 5.1.3 | That the Report be formally sent to Member Councils and other interested organisations. (Cr. Levenston, Cr. Griffith) |

5.2 ANNUAL EXECUTIVE COMMITTEE ELECTIONS

The Chair vacated his seat and handed over to the Returning Officer, Honorary Member George Cotis. George declared the position of Chairperson vacant and called for nominations.

Nominations received:

- Cr. Geoff Stevenson (Cr. Towell, Cr. Troy)
- Cr. Cathy Griffin (Cr. Griffith, Cr. Shurey)

Cr. Griffin chose not to accept the nomination. As such, Cr. Stevenson was declared Chairperson.

Nominations for Executive Committee membership were called. The EO noted that Cr. Doutney had advised she is unable to stand again as a Member in 2015-16. The following nominations were received:

<i>Position</i>	<i>Delegate</i>	<i>Nomination / Seconder</i>
• Vice Chairperson (ocean council)	Cr. Griffin	(Cr. Stevenson, Cr. Norton)
• Vice Chairperson (estuarine council)	Cr. Saville	(Cr. Norton, Cr. Griffith)
• Treasurer (Honorary)	Cr. Towell	(Cr. Stevenson, Cr. Goltsman)
• Secretary (Honorary)	Cr. Goltsman	(Cr. Saville, Cr. Mourourkas)
• Member	Cr. Griffith	(Cr. Griffin, Cr. Shurey)
• Member	Cr. Levenston	(Cr. Norton, Cr. Griffith)
• Member	Cr. Troy	(Cr. Stevenson, Cr. Saville)

RESOLUTION

5.2 The SCCG Executive Committee for 2015 – 2106 be:

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
Members	Cr. Greg Levenston	Woollahra Council
	Cr. Selena Griffith	Pittwater Council
	Cr. Brian Troy	Botany Bay Council

5.3 ANNUAL HONORARY MEMBER NOMINATION

The SCCG considered nominations for honorary membership for 2015/2016 including incumbents and other suggestions. Cr. Towell nominated all incumbent members, subject to their acceptance (seconded by Cr. Goltsman). The EO explained that the Secretariat will write to nominated members to seek their acceptance.

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RESOLUTIONS

5.3 That nominations for Honorary Members include:

- E/Prof. Bruce Thom AM
- Mr Phil Colman
- Dr. Judy Lambert AM
- Mr George Cotis
- Mr George Copeland
- Ms Wendy McMurdo

5.4 The SCCG write to nominees seeking their acceptance.

5.4 EXTERNAL COMMITTEE NOMINATIONS

Cr. Stevenson suggested the Chairperson should act as a default representative on external committees – or at least act as an alternative. The following nominations were taken:

- Cr. Griffin self-nominated to continue representation on the Joint Expert Maritime Working Group (Cr. Saville, Cr. Moskal)
- Cr. Saville nominated to represent the Group on the Greater Sydney Local Government Advisory Committee, having attended previous meetings (Cr. Griffin, Cr. Goltsman)
- The EO nominated Fiona Shadbolt to replace Prof Bruce Thom on the Greater Sydney Local Government Advisory Committee (Cr. Stevenson, Cr. Griffin)

RESOLUTIONS

5.4 That SCCG representatives for external committees include:

- a) Joint Expert Maritime Working Group Cr. Griffin - (Cr. Saville, Cr. Moskal)
- b) Greater Sydney Local Government Advisory Committee

Cr. Saville - (Cr. Griffin, Cr. Goltsman)
Fiona Shadbolt (Cr. Stevenson, Cr. Griffin)

Alternative for all external committees: Cr. Stevenson (SCCG Chairperson)

ITEM 6 QUARTERLY ACTIVITIES REPORT (JUNE–AUGUST 2015)

6.1 COLLABORATION

The EO noted the update on Collaboration provided in the business papers including meetings, committees, presentations and partnerships.

6.2 CAPACITY BUILDING

Sydney's Salty Communities

The Project Manager provided an update on project activities, including:

- 6-month extension to program by the Federal Government
- on-ground projects currently underway under Stage I Funding round
- progress of the CSIRO Climate Ready Tool and related workshops with members
- prospective projects under the supplementary grant round (Applications close 9 Oct)
- modifications to the supplementary round
- The Literature, Data and Practice Review.

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Cr. Saville requested an email copy of the Community of Practice Terms of Reference.

Cr. Saville asked how the CoP differs from other similar initiatives the SCCG has undertaken. The Project Manager explained that it is different in terms of the content and the people involved.

Sydney Harbour CZMP Scoping Study

The EO advised that the project is now complete and outputs have been distributed. The EO explained the context to the project and key outcomes, including the seven key management issues identified from the Scoping Study.

The EO noted the importance of consolidating planning processes across the Harbour and that next steps for advancing an integrated CZMP were workshopped with the Advisory Committee.

Cr. Griffin requested a list of agencies and individuals that the outputs were sent to, as well as a list of membership on the Advisory Committee (seconded by Cr. Saville). This information be attached to the Minutes (Attachment 4).

Implementing and Embedding Emergency Management Planning in Local Government

The EO noted that the project officially commenced on 1 July 2015. Grant funding of \$140,000 was secured to extend the outcomes of the pilot project that was completed in September 2014. The EO reviewed the aims of this second stage project, as well as project outputs and anticipated outcomes.

Cr. Griffith advised that she is organising a conference on disaster management on 13 November 2015 and requested an update on the project to provide at the Conference.

6.3 ADVOCACY

Recent SCCG advocacy reviewed

Submissions:

- Review of State Environmental Planning Policies (SEPPs)
- Senate Inquiry into Marine Plastic Pollution

Activities:

- SCCG Coastal reforms Advisory Committee
- Update on the 2015 – 2016 campaign “sewage overflows and associated contamination of stormwater”

6.4 RESEARCH

Delegates referred to the report in business papers providing details of recent SCCG research activities including:

- Coastal Vulnerability to Multiple Inundation Sources (COVERMAR) 2.1: Watsons Bay
- Australian Climate Change Adaptation Research Network for Settlements and Infrastructure Network Advisory Panel (NAP)
- Australian Climate Change Adaptation Research Network for Social, Economic and Institutional Dimensions Network
- Estimating coastal values using multi-criteria and valuation methods (\$150K Grant Application)

RESOLUTIONS

6.1 That the Secretariat’s update on key activities be received and noted.

6.2 Delegates inquire on any activities of interest.

Minutes of the SCCG Full Group Annual General Meeting held on Saturday 19 September 2015, hosted by Mosman Council

ITEM 7 DISCUSSION ITEMS

7.1 INQUIRY INTO MANAGEMENT OF SHARKS IN NSW WATERS

The EO referred to the update report provided in the business papers. The Legislative Assembly Committee on Investment, Industry and Regional Development has commenced an inquiry into the management of sharks in NSW waters. The Secretariat will be preparing a Submission highlighting Member Councils' concerns. A draft Submission will be circulated for comment in October.

The EO also noted that he has been invited and will attend the Shark Summit on 29 September.

Cr. Griffin thanked the EO for continuing the Group's engagement on this issue and recommended inviting Amy Smoothey (DPI) to present to the meeting on her shark tagging work (seconded by Cr. Griffith).

Cr. Norton asked whether the Group has a formal position on the issue of shark management and what the EO would be presenting at the Shark Summit. The EO advised that the Group's position is to support a range of mitigation measures. The EO will not be making formal recommendations to the Summit, but will reiterate positions made in former correspondence.

Cr. Breen asked if the focus extends to estuarine areas. The EO confirmed this was a key focus for the Group and it is actively advocating for the trial of technological alternatives to lethal shark mitigation measures as part of Baird Governments \$100,000 to include Sydney's estuarine areas.

RESOLUTIONS

- 7.1.1 The report be received and noted.
- 7.1.2 That delegates review the draft SCCG Submission (when received) and provide feedback and input.
- 7.1.3 Amy Smoothey (DPI) be invited to a future meeting on her shark tagging work (Cr. Griffin, Cr. Griffith).

7.2 SYDNEY WATER PARTNERSHIP

The CPO provided an update on the progress of the agreement, noting that a draft agreement would be circulated for FG and TC comment in the coming weeks and that the Secretariat hoped to have the agreement finalised by December.

Cr. Saville noted that Sydney Water has had multiple plans over the years, but a focus on implementation is needed.

Cr. Griffin asked how the agreement relates to the Metropolitan Water Plan and whether there was an opportunity for the SCCG to lobby appropriate industries on the issue of flushable wipes.

The EO noted the focus on identifying a shared vision for integrated water management and intentions to host a biennial forum with Sydney Water.

Cr. Griffin recommended the Group consider how to support and advance Sydney Water's campaign around flushable wipes.

RESOLUTION

- 7.2 The report be received and noted.

7.3 NSW COASTAL REFORMS UPDATE

The EO noted the update provided in the business papers.

The EO noted the establishment of the Coastal Reforms Advisory Committee and outlined outcomes of their first workshop, held on 14 July 2015.

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The EO noted that the Secretariat was recently invited to a meeting with Directors of OEH and Planning regarding the coastal reforms.

Cr. Griffin noted the importance of Councils focusing on the impacts of the coastal reforms and concern that the transfer of responsibility to Planning indicates a shift in focus on development issues.

RESOLUTION

7.3.1 The report be received and noted.

ITEM 8 FINANCES

8.1 ANNUAL FINANCIAL STATEMENT 2014-15

The EO noted that the Annual Financial Statement were subject to audit being undertaken.

RESOLUTIONS

8.1.1 The Annual Financial Statement for the period 1 July 2014 to 30 June 2015 be received and noted. (Cr. Towell, Cr. Goltsman)

8.1.2 That Sydney Coastal Councils Group Inc make the following statement (subject to the satisfactory audit of the SCCG finances):

In the opinion of the Members of the Sydney Coastal Councils Group Inc:

(a) *the accompanying general purpose financial report of and special schedules of the Sydney Coastal Councils Group Inc for the period ending 30 June 2015 are drawn up so as to give a true and fair view of:*

(i) *the state of affairs of the Group as at 30 June 2015, and the operating result and cash flows for the financial year ended on that date and all controlled entities; and*

(ii) *the other matters required to be disclosed;*

(b) *the general purpose financial report and special schedules are in accordance with the accounting and other records of the Group; and*

(c) *the general purpose financial report is drawn up in accordance with accounting policy disclosed in the statement; and*

(d) *no circumstances have arisen which would render the report false or misleading in any way.*

(Cr. Towell, Cr. Goltsman)

8.2 ANNUAL BUDGET 2015-16

The Treasurer, Cr. Towell, noted a focus on keeping membership fees stable for the next few years. Cr. Stevenson noted that the Executive Committee agreed to a 2 per cent rise in annual membership fees in 2015-16, rather than the proposed 4 per cent.

Judy Lambert noted the loss of free venue using the CoS Venues including Customs House.

RESOLUTION

8.2 As per the recommendation of the SCCG Executive Committee, that the SCCG Operating Budget for 2015-2016 be adopted. (Cr. Troy, Cr. Towell)

Minutes of the SCCG Full Group Annual General Meeting held on Saturday 19 September 2015, hosted by Mosman Council

ITEM 9 GENERAL BUSINESS

The EO noted the change of date for the next FG meeting to 12 December at the City of Sydney, as resolved at Item 3.

Suggested agenda items:

- Cr. Saville suggested proposed changes to biodiversity legislation and the proposed new Biosecurity Act

Cr. Levenston suggested that at the next AGM, annual budgets be considered earlier in the agenda.

Cr. Stevenson closed the meeting and thanked delegates for their attendance and contributions.

The meeting closed at 4.05pm.

Confirmation of Minutes:
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