

AGENDA

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

Tuesday 27 May 2014

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



Rik Hart
General Manager

OUR VISION

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

OUR VALUES

Respect

Integrity

Teamwork

Excellence

Responsibility

ORGANISATIONAL STRUCTURE



**Agenda for an Ordinary Meeting of Council
to be held on Tuesday 27 May 2014
at the Civic Centre, Dee Why
Commencing at 6:00pm**

ACKNOWLEDGEMENT OF COUNTRY

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2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

2.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD 29 APRIL 2014

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held 29 April 2014, copies of which were previously circulated to all Councillors, be confirmed as a true and correct record of the proceedings of that meeting.

2.2 MINUTES OF EXTRAORDINARY MEETING OF COUNCIL HELD 6 MAY 2014

RECOMMENDATION

That the Minutes of the Extraordinary Meeting of Council held 6 May 2014, copies of which were previously circulated to all Councillors, be confirmed as a true and correct record of the proceedings of that meeting.

6.0 GENERAL MANAGER'S REPORTS

ITEM 6.1	MONTHLY FUNDS MANAGEMENT REPORT APRIL 2014
REPORTING MANAGER	CHIEF FINANCIAL OFFICER
TRIM FILE REF	2014/125323
ATTACHMENTS	1 Application of Funds Invested (Included In Attachments Booklet) 2 Council's Holdings as at 30 April 2014 (Included In Attachments Booklet) 3 Investment Portfolio at a Glance (Included In Attachments Booklet) 4 Monthly Investment Income vs. Budget (Included In Attachments Booklet) 5 Economic Notes (Included In Attachments Booklet)

REPORT

PURPOSE

To report the balance of investments held as at 30 April 2014.

CERTIFICATION – RESPONSIBLE ACCOUNTING OFFICER

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

REPORT

The following attachments are provided as part of the Report.

1. Application of Funds Invested
2. Council's Holdings as at 30 April 2014
3. Investment Portfolio at a Glance
4. Monthly Investment Income vs. Budget
5. Economic Notes

FINANCIAL IMPACT

The actual investment income to 30 April 2014 is \$3,146,214 which compares favourably to the budgeted income of \$2,818,004 a variance of \$328,210.

POLICY IMPACT

The investment strategy was reviewed by our Investment Advisors Prudential Investment Services Corp, in January 2014. They confirmed that Council continues to maintain a prudent investment strategy and is well placed for the balance of the 2013/14 financial year and indeed beyond.

Performance over the 2013/14 financial year to date (April 2014) is strong, having exceeded the benchmark of 4.07%pa vs 2.68%pa. Council has been proactive in sourcing opportunities in the market whilst investing prudently and managing cash flow.

RECOMMENDATION OF GENERAL MANAGER

That the:

- A. Report indicating Council's Funds Management position as at 30 April be noted.
 - B. Certificate of the Responsible Accounting Officer be noted and the report adopted.
-

ITEM 6.2	MARCH 2014 QUARTERLY BUDGET REVIEW STATEMENT
REPORTING MANAGER	GROUP MANAGER STRATEGIC PLANNING
TRIM FILE REF	2014/123155
ATTACHMENTS	1 March 2014 Quarterly Budget Review Statement (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To present the March 2014 Quarterly Budget Review Statement.

SUMMARY

The March 2014 Quarterly Budget Review Statement is in a separate Attachment Booklet and is the third progress report on the Delivery Program 2013-2017 and Operational Plan 2013-2014. The report details Council's overall financial position by 16 key service areas, the progress of key initiatives and capital works for the period.

The Surplus from Continuing Operations before Capital Grants and Contributions for the full financial year is forecast to increase by \$280,000 to \$5,597,110. The Surplus from Continuing Operations which includes Capital Grants and Contributions is also forecast to increase by \$280,000 to \$9,931,398. This increase is principally related to additional interest income and a reduction in expenses as a result of cost containment strategies.

Of 162 actions covered by the report, 91% are progressing in accordance with agreed timeframes (either completed or on schedule), with 9% (14 projects) behind schedule.

FINANCIAL IMPACT

The available working capital is well in excess of the minimum level required to be held at any time for unplanned expenditure and in terms of Clause 203 of the *Local Government (General) Regulation 2005*, this financial position is satisfactory.

POLICY IMPACT

The projected surplus is consistent with Council's financial planning policy, namely that "Projected operating revenues are set at a level sufficient to meet projected operating expenses".

RECOMMENDATION OF GENERAL MANAGER

That:

- A. The March 2014 Quarterly Budget Review Statement be noted
 - B. The following changes to the Current Forecast in the March 2014 Quarterly Budget Review Statement be approved:
 - a. The Surplus from Continuing Operations before Capital Grants and Contributions for the full financial year is forecast to increase by \$280,000 to \$5,597,110
 - b. Decrease in capital expenditure by \$2,230,723 to \$32,019,306 for the year ending 30 June 2014
-

REPORT

BACKGROUND

The Quarterly Budget Review Statement is a progress report against the Delivery Program 2013-2017 and Operational Plan 2013-2014. The March 2014 Quarterly Budget Review Statement is distributed in a separate Attachment Booklet, it reports on the progress of key initiatives and capital works.

It has been prepared in accordance with the requirements of the *Local Government Act 1993* and *Local Government (General) Regulation 2005*, namely that the General Manager report at least every six months on the principal activities (16 key services) and the responsible Accounting Officer report quarterly on a budget review statement.

Income Statement

The result for the nine months ended 31 March 2014 shows some variations between budgeted and actual results. Comments have been provided by responsible budget managers and the forecasts have been amended where necessary. The reports for the 16 key services included in the Delivery Program 2013-2017 are each provided separately.

Forecast Changes

These overall movements are detailed in the table below:

	Annual Budget \$	Approved Forecast \$	Variance \$	Current Forecast \$	Variance \$
Total Income From Continuing Operations	168,039,163	162,078,057	(5,961,105)	162,127,734	49,677
Total Expenses From Continuing Operations	(151,328,606)	(152,426,659)	(1,098,053)	(152,196,337)	230,322
Surplus / (Deficit) from Continuing Operations	16,710,557	9,651,398	(7,059,158)	9,931,398	280,000
Surplus/ (Deficit) before Capital Grants & Contributions	12,676,680	5,317,110	(7,359,570)	5,597,110	280,000

The Surplus from Continuing Operations before Capital Grants and Contributions for the full financial year is forecast to increase by \$280,000 to \$5,597,110. The components of the Surplus are as follows:

Restricted

	\$
Domestic Waste Management Charges	2,161,209
Interest – s94 and s94A Contributions	1,123,404
Kimbriki Environmental Enterprises – Non-controlling Interests (Manly, Mosman and Pittwater Councils)	1,184,939
	4,469,552

Unrestricted

Available for Working Capital - Allocated	847,558
Available for Working Capital - Unallocated	280,000
	1,127,558
Total	5,597,110

The Surplus from Continuing Operations which includes Capital Grants and Contributions is also forecast to increase by \$280,000 to \$9,931,398. The difference between this measurement of the Surplus and that before Capital Grants and Contribution is that these are not available for operational expenditure and are fully utilised for capital works. The increase of \$280,000 is principally related to additional interest income and a reduction in expenses as a result of cost containment strategies.

The significant changes which result in an increase of \$49,677 in the forecast Income from Continuing Operations are as follows:

- Rates and Annual Charges are forecast to increase by \$115,598 due to supplementary rates levied as a result of property changes
- User Charges & Fees are forecast to decrease by \$445,289. This principally relates to a reduction of \$670,000 in Glen Street Theatre. This is a result of the closure of the theatre from 16 December 2013 in order to undertake the first stage of works associated with the revitalisation of the site as a part of the wider development of the Glen Street Cultural Hub. This has been partly offset by an increase within Kimbriki Environmental Enterprises of \$366,913 due to higher Gate Fees as a result of all commercial vehicles now being weighed on entry to the facility. A number of the other services have had largely compensating changes with increases in Compliance and Cultural Services and decreases in Certification, Corporate Support and Warringah Aquatic Centre
- Investment Fees and Revenues are forecast to increase by \$87,619 due to additional interest as a result of lower than anticipated capital expenditure and achieving returns above benchmark
- Other Revenues are forecast to increase by \$420,843 which principally relates to a change within Kimbriki Environmental Enterprises as a result of additional charges related to the Waste Levy associated with the higher gate fees noted above
- Grants & Contributions – Operational Purposes have been forecast to decrease by \$144,094. This principally relates to Natural Environment where significant changes in the timing of funding grants from the Office of Environment & Heritage have occurred. Components of the grants for Floodplain Risk Management Studies have now been deferred until the next financial year
- Gains on Disposal of Assets have been forecast to increase by \$15,000 reflecting further gains anticipated principally from the disposal of fleet vehicles

The significant changes which result in a decrease of \$230,323 in the forecast Expenses from Continuing Operations are as follows:

- Employee Benefits & Oncosts are forecast to decrease by \$357,238. This predominantly relates to vacancies within a number of services
- Materials and Contracts have been forecast to decrease by \$1,340,208. This principally relates to reductions in Corporate Services reflecting cost containment, Glen Street Theatre as a result of the theatre closure noted above, Natural Environment as a result of the deferral of the expenditure from the grants noted above and less significant reductions in Compliance, Information and Library and Strategic Planning. This has been partially offset by increases in Roads, Traffic & Waste due to high priority drainage works, the assessment of road usage applications and road works relating to the Insurance claims, Parks Reserves and Foreshores related to higher contracted tree management expenses and within Kimbriki for additional Landfill cell preparation costs reflecting best practice in the new landfill area being prepared for use
- Depreciation and Amortisation has been forecast to decrease by \$9,529 reflecting changes to the timing and composition of its capital expenditure program
- Other Expenses are forecast to increase by \$1,476,653. This principally reflects changes within Kimbriki Environmental Enterprises as a result of higher EPA Waste Levy Charges for the reasons noted above and for the use of agency personnel to cover staff vacancies within Corporate Support and appropriately accredited staff within Certification as a result of regulatory/mandatory pool barrier inspections

Capital Works

Expenditure on Capital Works for the nine months ended 31 March 2014 totalled \$22,297,566.

	YTD Actual \$	YTD Forecast \$	Variance \$
Total Capital Expenditure	22,297,566	26,068,238	3,770,671

Changes to the forecast details which are included in the individual reports of each of the Services are shown below.

	Annual Budget \$	Approved Forecast \$	Variance \$	Current Forecast \$	Variance \$
Total Capital Expenditure	36,366,931	34,250,029	2,116,902	32,019,306	2,230,723

Description	\$
Changes by Council Resolution during the first quarter:	(4,160,414)
Changes by Council Resolution in the September QBRS:	(1,186,911)
Changes by Council Resolution in the December QBRS:	7,464,228
Changes by Council Resolution during the third quarter:	-
	2,116,902
Changes identified in the Proposed Forecast	
Description	\$
Capital Works carried forward to future years:	
Berry Reserve and Jamieson Park Upgrades	81,000
Construction of Kimbriki Road	565,000
Dee Why - Design & Construction - Traffic and Streetscape	46,000
Dee Why Town Centre - Kingsway Parking & Community Facility	474,147
Glen Street Theatre Revitalisation - Stage 2	112,347
IT Software - New Works	77,000
Kimbriki - Leachate Treatment Plant	200,000
Manly Warringah Netball Lighting	25,000
Nolans Reserve Amenities Renewals	42,206
North Curl Curl Pool Access	68,000
Queenscliff Pool Upgrade	40,000
Renewal Works-Amenities Buildings	100,000
RFS Catering Kitchen and Building Improvements	73,315
Sports Capital Assistance Program	55,600
St Matthews Farm - Public Amenities Renewals	271,488
Tramshed - Toilet, Kitchen, BCA and DDA Renewals	47,550
WAC Cogeneration	100,400
Other:	
Brookvale Oval - DDA lift	(110,000)
Kimbriki - Other Site Fixtures and Equipment	(46,249)
Other	7,919
Total Net Changes identified in the Proposed Forecast	2,230,723
Total Net Changes	4,347,625

Performance against Key Actions

A total of 162 actions are contained within the Attachment Booklet including projects adds as part of the December review. "Traffic light" indicators are used in the Quarterly Budget Review Statement to show overall progress. Comments are provided against each action in the report.

The March 2014 results are as follows:

- 148 actions are on schedule
- 14 actions are behind schedule

The reasons for delay are provided in the attached report.

POLICY IMPACT

The projected surplus is consistent with Council's financial planning policy, namely that "projected operating revenues are set at a level sufficient to meet projected operating expenses".

FINANCIAL IMPACT

The available working capital is well in excess of the minimum level required to be held at any time for unplanned expenditure and in terms of Clause 203 of the *Local Government (General) Regulation 2005*; this financial position is satisfactory.

ITEM 6.3	MINUTES OF THE SHOROC INC BOARD MEETING HELD 7 MAY 2014
REPORTING MANAGER	GENERAL MANAGER
TRIM FILE REF	2014/131548
ATTACHMENTS	1 Minutes of the SHOROC Inc Board Meeting held 7 May 2014 (Included In Attachments Booklet)

REPORT

PURPOSE

To report the decisions of the SHOROC Incorporated Board meeting held 7 May 2014 (Attachment) for the Council's information.

REPORT

SHOROC is a partnership of Manly, Mosman, Pittwater & Warringah councils, that makes up the region of the Northern Beaches from Bradleys Head to Barrenjoey. SHOROC meets quarterly every year and is led by a Board of the council Mayors and General Managers.

The Board of SHOROC Incorporated met at Brookvale on Wednesday 7 May 2014. Minutes from the SHOROC Incorporated Board meeting are submitted for the Council's consideration.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF GENERAL MANAGER

That the Minutes of the SHOROC Incorporated Board meeting held 7 May 2014 be noted.

7.0 COMMUNITY DIVISION REPORTS

ITEM 7.1	HOUSING AFFORDABILITY ENGAGEMENT SUMMARY REPORT
REPORTING MANAGER	DEPUTY GENERAL MANAGER COMMUNITY
TRIM FILE REF	2014/112936
ATTACHMENTS	1 Community Engagement Report (Included In Attachments Booklet) 2 Housing Forum Notes (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

This report summarises the outcomes from the Housing Affordability Engagement including the Public Forums following the Council resolution on 24 September 2013 to discuss housing affordability challenges and opportunities in Warringah.

SUMMARY

Parkland Planners were appointed as external consultants to facilitate the community forums, to review all community input and provide a report summarising consultation input.

The consultation process commenced in February 2014 and the forums took place on Monday 31 March 2014, at 12.30pm and 6.30pm, and were held in Civic Centre Dee Why. Comments closed on 14 April 2014. The attached reports summarise the Community Consultation input (Attachment 1) and the Forum Meeting Notes (Attachment 2).

The housing forums were well attended by over 90 participants from a wide cross section including Government Departments, Not-for-profit community organisations, housing providers, developers and local residents. The key challenges and opportunities are detailed in the attached reports.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER COMMUNITY

That:

- A. The Housing Affordability Forum Notes and the Engagement Summary Report are used to inform the development of Warringah Planning Strategy.
 - B. All forum attendees, and those who registered their interest, are given opportunities to be involved in the consultation process for Warringah Planning Strategy.
 - C. The Community Engagement Report and Forum notes be forwarded to the Parliamentary Inquiry on Social, Public and Affordable Housing.
 - D. Housing Affordability is scheduled for discussion by the 'A Connected Environment'
-

Strategic Reference Group to provide input on the priorities.

- E. The Strategic Reference Group be informed of related actions being undertaken by Council for example; the Mayoral Minute (Item 5.2) from 29 April 2014 regarding secondary dwellings.
-

REPORT

BACKGROUND

In response to a Mayoral Minute, Council resolved on 24 September 2013 to conduct community consultation on Housing Affordability in Warringah including the following actions:

- A. *Host two ideas and information forums in Council Chambers to be held on one evening and on one day and invite a range of speakers to discuss the issue of housing affordability, the current requirements under State Legislation and possible solutions.*
- B. *Draft a report based on feedback from both sessions including the feasibility for a working party to be formed to be chaired by myself and or alternatively establish a Community Committee. The role of this working party would be to review and look to implement some of the recommendations from the forums. Staff may only be required to give presentations on existing planning frameworks and interaction with the working party will be limited.*
- C. *Seek the support of the Manly Daily in promoting the forum along with promotion within Council's full page advertisement on Saturdays.*
- D. *Use the outcomes of the information forums and community committee to inform the development of the Warringah Planning Strategy issues papers.*

Two community forums were organised to provide an opportunity for interested stakeholders and community members to share their ideas, opportunities and challenges. Community feedback was also collected via feedback forms, online comments and in writing.

The community forums were held at the Civic Centre Dee Why on Monday 31 March at 12.30pm and 6.30pm

The resolution of Council calls for an investigation into the feasibility study into the formation of a working party or alternatively the establishment of a Community Committee. The options investigated are detailed in Appendix F of the attached report. It was determined that a number of options were viable to meet the strategic goal, each having varying levels of scope, input and resourcing requirements.

Upon management's review of the recommended options it is believed that housing affordability should be elevated as a high priority discussion within the Terms of Reference of the Strategic Reference Groups, in particular the A Connected Environment Strategic Reference Group. Due to the planning and strategic focus required to address the issue of housing it is imperative that the Strategic Reference Groups are fully engaged to consult on this aspect of community need.

CONSULTATION

In support of the above resolution Council completed the following actions:

- A dedicated project page was set up on the website to provide information and collect registrations and online comments.
- Arranged for several key speakers to present at the forums.
- Organised two community forums on Monday 31 March 2014 at 12.30pm and 6.30pm, Civic Centre Dee Why.

- Sent letters and emails to all stakeholders in the area including housing and service providers, community organisations, other interest groups and members of the Community Engagement Register.
- Invited relevant Government Departments and local Politicians.
- Placed adverts in the Council Notices section of the Manly Daily on 8, 15, 22 and 29 March and 5 April 2014.
- Editorial coverage was also provided by the Manly Daily on 12 November 2013 and 31 March 2014.

The summary of Community Consultation is detailed in Attachment 1 and the Notes from the Community Forums are included in Attachment 2.

TIMING

The consultation process took place from 24 February 2014 to 14 April 2014.

The community forums were held on Monday 31 March 2014.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

ITEM 7.2	YOUTH WEEK 2014
REPORTING MANAGER	GROUP MANAGER COMMUNITY SERVICES
TRIM FILE REF	2014/116428
ATTACHMENTS	1 Youth Week 2014 Program 2 Youth Week 2014 Highlights

EXECUTIVE SUMMARY

PURPOSE

To provide information on events held in Youth Week 2014.

SUMMARY

Warringah Council Youth Services ran events from Thursday 3 April to Saturday 12 April as part of Youth Week 2014. Eight separate events were held during this period, including activities run in partnership with internal and external partners. The events held in Youth Week 2014 addressed issues raised in Warringah Council's 2013 Youth Strategy in relation to career choices and life skills, recreation, socialisation opportunities, physical wellbeing and youth community engagement.

FINANCIAL IMPACT

The program was delivered within the existing operational budget and is partially funded through a grant from the NSW Commission for Children and Young People.

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER COMMUNITY

That Council acknowledges the successful outcomes of the Youth Week 2014 program.

REPORT

BACKGROUND

Warringah Council has been involved in Youth Week celebrations for many years, running a broad range of different activities and events, from large outdoor concerts, in partnership with other councils, to smaller local events.

This year Youth Services ran a series of eight events from Thursday 3 April to Saturday 12 April, with over 1000 people participating. The events are partially funded through Youth Week grant funding from the NSW Commission for Children and Young People with the remaining funds coming from Youth Services existing budget.

CONSULTATION

The Warringah Youth Advisory Committee have been involved in all aspects of planning for Youth Week and assisted Youth Services staff in facilitating a number of the activities.

TIMING

Youth Week ran from Friday 4 April until Sunday 13 April, with Warringah Council holding events from Thursday 3 April to Saturday 12 April.

Youth Week 2014 Highlights

This year saw for the first time the inclusion of an event for Years 5,6,7 (Club 567) and the final of the Northern Composure Band Competition, which both proved a great way to officially commence Youth Week in Warringah.

Skate Deck Illustration Workshop, Thursday 3 April

22 young budding artists/skaters gathered at Warringah Mall Library and were tutored in designing art on skate decks. The quality and imagination of these young artists was exceptional. Youth art in its various forms, is gaining more and more prominence and skate decks are a legal, safe way for young energetic teenagers (boys and girls) to channel their creative talents. Some of these skateboards will be featured in the upcoming ArtDecko Skate Deck Art Exhibition at the Warringah Creative Space from 29 May 2014 to 9 June 2014.

Northern Composure Band Competition, Friday 4 April

Following the three heats in previous weeks, this was the final where six local young bands got to perform in front of the friends, peers, parents and relatives. It was a year highlighted by the extraordinary number of bands from individual schools, the addition of two new sponsors and the general high quality of the bands. Awards included; Judges Award, Audience Choice, Best School Band and Schools Support Award.

Approximately \$11,860 in sponsorship and prizes were supplied by the various event sponsors, most of which have supported the competition for many years.

Over the three heats and the final, approximately 650 people attended, not including families, support crew and the bands themselves. YOYOs was buzzing and many of the bands are already looking forward to entering next year or playing at other YOYOs events during the year.

Cloud Nine Dance Party, Saturday 5 April

This promoter has been running dance parties at Council venues for a few years and this latest event's timing allowed it to be included as a Youth Week activity. Council Youth Services supported this event through partial payment of security staff, providing a Youth Worker to attend, providing a bus to move party goers at the end of the night and a First Aid Officer. Numbers were a little disappointing on the night with only 200 young people attending.

Warringah Youth Advisory Committee (WYAC) 'Meet and Greet', Tuesday 8 April

The normal monthly WYAC meeting was held along with an opportunity for other young people to meet and talk with existing members. Approximately 15 young people attended, with several wanting to join the group.

PACTS (Parents as Career Transition Support), Wednesday 9 April

This is a new program in partnership with the Northern Beaches Business Education Network (NBBEN). Parents receive vital information regarding career and study pathways for their teenagers, as research indicates that young people receive a large amount of their career advice from their parents. The parents who attended were highly engaged with the workshop and the subject matter, while the feedback was very positive with comments such as "we need more of these evenings". Twenty parents attended which was the workshop's capacity.

Another booked out PACTS evening is being held in May and NBBEN are holding facilitator training in early May to train Council staff, enabling more seminars to be run as the year goes on.

Game of Thrones Trivia Night, Thursday 10 April

"*Winter is coming*" the eagerly awaited second trivia night based on the very popular television series, run by Council's Library Services at Warringah Mall Library. Youth Services supported this event and provided prizes which were kindly supplied by a local sponsor. Approximately 30 young die-hard fans attended this event.

Club 567 Roller Disco, Friday 11 April

It was time to get the roller skates and kneepads out for the second Club 567 event of the year, a Roller Disco for school years 5, 6 & 7. The night was well attended and smoothly run, with games, giveaways and a visit from the Northern Beaches Roller Girls.

An attendance of 37 was an excellent result and showed that there is a growing need for safe, well run events for 'tweenie youth' of this age group. Club 567 is a new initiative targeting this in-between age group which was initiated following a research project by a local TAFE student.

Acoustic Night, Saturday 12 April

The final event for 2014 Youth Week in Warringah was an acoustic evening at YOYOs. Six acts graced us with their original compositions, with a couple of debut performances showing that music, composition and performing is alive and well on the Northern Beaches. It was also nice to hear some of our more 'scream oriented' musicians show their quieter more sensitive side as well. A friendly and appreciative crowd of 40 is already awaiting the date for the next Acoustic Night.

CONCLUSION

With 8 activities on offer and over 1000 young people and their families taking part, Warringah's Youth Week has been a great success. The concept of running numerous smaller events, attracting a wide demographic of young people has been quite successful, as opposed to running one larger scale outdoor event which can be prone to weather disruption. The events address issues raised in Warringah Council's 2013 Youth Strategy in relation to career choices and life skills, recreation, socialisation opportunities, physical wellbeing and youth community engagement, with young people wanting safe, affordable and appropriate places and activities to meet and socialise.

FINANCIAL IMPACT

The total project costed approximately \$9,000. The NSW Commission for Children and Young People supplied grant funding of \$2,400 which must be at least matched by recipient Councils. Remaining funding came from existing operational budget.

POLICY IMPACT

Nil

YOUTH WEEK

OUR VOICE | OUR IMPACT | OUR WARRINGAH YOUTH WEEK

Aged between 12 and 24?

Come and enjoy Warringah Council's Youth Week activities.



3 Apr

SKATE DECK
ILLUSTRATION
WORKSHOP

Warringah Mall Library
5.30 - 9pm / \$10
Limited places
Bookings essential



4 Apr

NORTHERN
COMPOSURE BAND
COMP FINAL

YOYO's Youth Centre
7 - 11pm / \$10 at door
Lucky door prizes



5 Apr

CLOUD 9
U/18 DANCE PARTY

Forestville
Community Centre
6 - 10pm / \$25 tickets



8 Apr

MEET THE WARRINGAH
YOUTH ADVISORY
COMMITTEE (WYAC)

Warringah Council
Civic Centre
4.30 - 6.30pm
Free food and drinks



9 Apr

PARENT EVENING ON
CAREER PATHS FOR
TEENAGERS

Warringah Council
Civic Centre
7 - 9pm / Free entry
Bookings essential



10 Apr

GAME OF THRONES
TRIVIA NIGHT

Warringah Mall Library
6.30 - 9pm / Free entry
Bookings essential Prizes



11 Apr

CLUB 567 ROLLER DISCO
A new event for school
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Northern Composure Band Competition winners The Alpha Experiment with sponsors Dave Keogh (Perfect Pitch), Rik Barton (Mall Music) and Paul Najar (Jaminajar).



WARRINGAH COUNCIL PRESENTS

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7 - 9PM
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\$5 registration via vacation care
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7 - 9PM
Warringah Council Civic Centre
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Some of the normally louder Karmas Relent boys showing their quieter side at YOYOs Acoustic Night



ITEM 7.3	SENIOR'S WEEK 2014
REPORTING MANAGER	GROUP MANAGER COMMUNITY SERVICES
TRIM FILE REF	2014/116623
ATTACHMENTS	1 Senior's Week 2014 Program (Included In Attachments Booklet) 2 Senior's Week Program 2014 - Photos (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To report to Council the successful outcomes of the Senior's Week 2014 Program.

SUMMARY

Warringah Council's Aged Services team coordinates the annual Senior's Week program and this year offered a record 75 activities, running over a month. The program is organised by various Council departments and in partnership with local groups, service providers and businesses. The program extended from 15 March 2014 until 16 April 2014, with approximately 3,000 seniors participating in events across Warringah.

The following evaluation outlines the program's highlights and demonstrates how the program met the outcomes of promoting healthy ageing, encouraging independence and social connection, while providing opportunities for seniors to celebrate learn and have fun.

FINANCIAL IMPACT

The program was delivered within the existing operational budget.

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER COMMUNITY

That Council acknowledges the successful outcomes of the Senior's Week 2014 Program.

REPORT

BACKGROUND

Warringah Council's Aged Services team coordinates the annual Senior's Week program and this year had a record 75 activities on offer. Of these 75 activities, 18 are run by various Council units including Aged Services, Road Safety, Waste Education, Libraries and the Warringah Aquatic Centre, whilst the remaining 57 were organised by local businesses, retirement villages, services, clubs and not-for-profit groups. The program extended from 15 March 2014 until 16 April 2014, with approximately 3,000 seniors participating in events across Warringah.

CONSULTATION

In November 2013, Aged Services contacted other Council departments, local groups, service providers and businesses to seek their interest in participating in Senior's Week 2014. An advertisement was also placed in the Manly Daily inviting participation in the program.

Once the program was finalised 3,000 copies of the brochure were distributed amongst the local community.

TIMING

Officially NSW Senior's Week runs from Saturday 15 March 2014 to Sunday 23 March 2014 however, due to the extent of the activities on offer Warringah's events ran from 15 March 2014 until 16 April 2014.

Program Highlights – Council Run Events

Seniors Program Launch

The launch was held at the Council Chambers on Sunday 16 March with a vibrant panel of local senior identities discussing how not to lose your 'mojo'. The panel consisted of:

- Shauna Jensen – Singer and NSW Senior's Week Ambassador
- Sandra Bates – Artistic Director, Ensemble Theatre
- Eric Lyleson – local psychotherapist
- Mike Pawley – ex-cricket coach, businessman and philanthropist.

Over 60 local seniors braved the stormy weather to hear the thought provoking discussion inspiring seniors to tick off their bucket list aspirations and realise their dreams in retirement and to officially launch the Senior's Program for 2014. Following the panel discussion, the guests were treated to a delicious afternoon tea of cupcakes, sandwiches and fruit and then watched the inspiring film 'The Bucket List' starring Morgan Freeman and Jack Nicholson. This launch event was very well received by the seniors who attended.

Cooee Walk, Talk & Tucker

The Cooee Walk, Talk & Tucker was held on Friday 21 March with around 20 seniors converging upon Stony Range Botanic Gardens to listen to local historian Jim Boyce impart his knowledge about the history of the Cooee Marches during WWI. The group then walked to Dee Why RSL, a sponsor of this event, to learn more about Gallipoli and WWI from Margaret Millar and then finished off with some hearty tucker of corned beef sandwiches and Anzac biscuits.

Get Crafty

Crafty and creative seniors were invited to come along to the Get Crafty workshop on Monday 24 March at the Cromer Community Centre. The group of 10 learnt how to use old CDs and wool to create interesting art installations and also hand-painted tiles which will be placed in the surrounds of the All Abilities Playground at Collaroy Beach.

Have a Ball at the Warringah Recreation Centre

This was held on Friday 4 April with 35 seniors dusting off their sneakers, putting on their tracksuits and heading down to the Warringah Recreation Centre for some low impact sports. Seniors participated in cardio tennis, tai chi and lifeball. Lifeball is a non-competitive ball sport played at a walking pace and is specifically designed for seniors. Two local teams, Curl Curl and Forestville, demonstrated the game and introduced new players to the rules. This event gave the participants an opportunity to come and try the various activities and then to sign up if they wished to continue on a more regular basis.

Road Safety for Seniors

Council's Road Safety Officer ran sessions for seniors on driving safely for longer, detailing changes to driving licence conditions and ways to stay safe behind the wheel. A workshop was also held to advise seniors of the public transport options that are available as well as changes to the ticketing system. As a result, 100 seniors now have updated their knowledge of the road rules which will help to improve their confidence when driving.

Library e-Resources

The library invited seniors to learn about the library's new e-resources which allow patrons to access books, audio books, magazines and newspapers online for free.

Arts, Plants, Food & Recycling for the Soul

Council's Waste Education team organised an excursion to Kimbriki Resource Recovery Centre for Wednesday 19 March. Participants heard from ecologist Peter Rutherford about growing health-giving plants, fertilising and gardening as well as artist-in-residence Sandy Bliim about creating artworks from salvaged materials.

Sydney's Coast during WWII

Warringah Library's Local Studies team coordinated a talk by historian Dr Caroline Ford which revealed fascinating insights into the extent and nature of the military presence along some of Sydney's most famous beaches during WWII. Twenty seniors attended the talk which was held at the Collaroy Swim Club Community Centre.

Program Highlights - Community Group Events

These events are run in partnership with local providers and at no cost to Council.

Cooking Course for Men

Chesalon Services, in conjunction with Northern Sydney Local Health District, organised six weekly sessions for male carers to learn to cook in a fun and social environment. These sessions allowed the carers a respite opportunity. These sessions filled quickly and the group bonded so well that they now plan to meet on a fortnightly basis to support each other during their journey as a carer.

Cheerful Healthy Eating for Elderly Residents and Seniors (CHEERS)

CHEERS is a monthly restaurant outing which focuses on healthy eating and 'connecting'. Ninety seniors attended the CHEERS' 9th birthday celebrations at Long Reef Golf Club lunch. CHEERS continues to bring seniors together in a local venue, providing healthy and reasonably priced meals and an ideal opportunity to socialise.

Walking for Pleasure - Manly to Dee Why

The Warringah Walkers invited new participants to join them for an easy-paced walk from Manly to Dee Why. Over 30 seniors participated and were met at the Civic Centre by staff who provided a light lunch. Two podiatrists from Forest Podiatry gave a talk on how to properly care for your feet, which was well received.

Computer Pals

Computer Pals for Seniors Northern Beaches held a workshop to introduce seniors to the internet, learn how to connect with friends and family online, discover their ancestors, access health information and resources and how to be a safe, confident user. Experienced trainers assisted the seniors with using desktop computers and iPads. Approximately 100 seniors planned, conducted and attended this event.

Come and Try Exercise Classes

Healthy Lifestyle, an initiative of Northern Sydney Local Health District, invited seniors to attend their various exercise classes for a free trial. These classes included strength training, shape and tone to music, tai chi, qi gong and men's fitness classes. One participant quoted *"Very good – an excellent instructor watched each person and corrected their positions as necessary!"*

Line Dancing

Belrose Country Club invited seniors to come along to try line dancing. Some of the seniors in attendance hadn't visited the premises before and so were able to talk with current residents about the benefits of retirement living. The Country Club offers regular line dancing sessions, and as a result of this event, were able to recruit a few new participants.

Financial and Residential Care Options Forum

Community Connect Northern Beaches ran a forum focussing on financial information such as pensions and financial aspects of residential care. The seniors also learnt about entry and access into residential aged care accommodation from staff of local aged care facilities. Approximately ten seniors attended and later some joined the carer information sessions run on a weekly basis.

Around 40 seniors attended the prostate cancer support group. The group had an urologist talk to the attendees, some of whom had been diagnosed with prostate cancer. One participant said *"I was very impressed with the information available and would come again."*

U3A (University of the Third Age)

Sessions were, as always, very popular, with the discussions on 'Our Harbour Gems' and 'Two Great Men of the 17th Century' each attracting 70 guests.

CONCLUSION

With 75 activities on offer and approximately 3,000 seniors participating Warringah's Senior's Program has been a huge success. The program was successfully conceived and delivered, which was reflected in the responses from the participating organisations, groups and seniors. The program promoted healthy ageing, encouraged independence and social connections, plus it provided new opportunities for older people to learn, celebrate and have fun – in line with

Warringah Council's Healthy Aging Strategy – Living Well Warringah 2013. For a budget of less than \$10,000, this program enriches the lives of local seniors.

One older couple stated on their feedback forms that they had each attended 11 activities! Many others had attended upwards of five different activities. In response to the question 'Can you suggest any improvements?' one answered: *"Not to have so many interesting things on at one time!"*

Feedback from other participants echoed these views, plus contributed new ideas for activities in future programs.

FINANCIAL IMPACT

The program was delivered within the existing operational budget.

The total project cost approximately \$9,000 which included:

- Four key events in the program, namely: the Senior's Program Launch; the Coo-ee Walk, Talk & Tucker; the Get Creative craft workshop; and the Have a Ball Recreation Day at the Warringah Recreation Centre.
- The printing and distribution of 3,000 programs to seniors across Warringah.
- Light refreshments at various events.
- Grant Funding of \$1000 was approved from the NSW Premier's Department to run the 'Untold Stories' project, using young people to document the stories of an older generation. However it was the one project that did not progress this year as there was little interest. Requests to transfer the funds to another project were denied and the funding was returned.

POLICY IMPACT

Nil

ITEM 7.4	WARRINGAH AQUATIC CENTRE LIFE PASS FOR MITCHELL PATTERSON
REPORTING MANAGER	DEPUTY GENERAL MANAGER COMMUNITY
TRIM FILE REF	2014/122427
ATTACHMENTS	NIL

REPORT

PURPOSE

For Council to approve the awarding of a Warringah Aquatic Centre Life Pass to Mitchell Patterson.

REPORT

The Warringah Aquatic Centre (WAC) Operational Management Standard currently states that

“A complimentary Life Pass” will be issued by the Group Manager, subject to General Manager approval, to Warringah residents who have represented Australia at a Commonwealth Games, World Championships or Olympic Games in any aquatic sport conducted regularly at the Warringah Aquatic Centre.

Presentation of these passes will be made at the Warringah Aquatic Centre following a resolution by Council and/or, subject to Mayoral approval, with subsequent notification to Council.”

Mitchell Patterson has been a long time member of the WAC Squads, and represented Australia at the 2010 Commonwealth Games in New Delhi in the 100 meters butterfly, and as such qualifies for a Warringah Aquatic Centre Life Pass.

He is a current member of the Australian Squad and has run workshops and training sessions for younger squad swimmers at the WAC, where he has been an excellent role model.

FINANCIAL IMPACT

Nil

POLICY IMPACT

This is in accordance with OMS-004-WAC

RECOMMENDATION OF DEPUTY GENERAL MANAGER COMMUNITY

That Council approve the awarding of a Warringah Aquatic Centre Life Pass to Mitchell Patterson.

ITEM 7.5	SURF LIFE ACTIVE INITIATIVE
REPORTING MANAGER	GROUP MANAGER COMMUNITY SERVICES
TRIM FILE REF	2014/126696
ATTACHMENTS	1 Surf Life Active (Included In Attachments Booklet)

REPORT

PURPOSE

To gain Council support for the Surf Life Active initiative in Warringah targeting the program on over 55 years demographic, in line with the objectives of Council's Ageing Strategy – Living Well Warringah.

REPORT

Council has received a proposal from Surf Life Active, a community initiative that aims to build a fitter, healthier and happier Australia (Attachment 1).

They achieve this by delivering free fitness sessions in local parks and reserves, as well as offering health and nutritional education online. The program is already successfully underway in Liverpool, Menai and City of Sydney and is soon to be introduced at Willoughby and Randwick Councils.

For an investment of \$15,000 plus the provision of council reserves at no cost, the Warringah community would receive:

- Fitness camps run by qualified and insured personal trainers that are offered free to the community - five days per week, 40 weeks per annum (4 x 10 week terms) at varying session times
- 20-36 participants per session, 30-45 minutes in duration
- Different camp styles which might include cardio/crossfit, running-walking, team games, yoga, boxing targeting the over 55's
- All equipment
- Onsite branding

Participants also receive real time reporting on their health improvements, weight loss, motivation and number of sessions attended. Council also receives regular reports that will provide information to assess success against the Council's objectives.

In addition to the investment of \$15,000 for this 40 week program, it is recommended that Council waive the fees for the use of park/reserves for the period of this program in 2014 which would total \$3,600, based on 5 sessions per week at \$18 per session. The reserves would be booked and the use managed through Council. The location for the sessions will be determined through liaison with Council and Surf Life Active. The program will need to operate under the relevant terms and conditions as provided by Council.

It is also recommended that the Surf Life Active program be targeted at the over 55 years living in Warringah in line with Council's Ageing Strategy – Living Well Warringah which states:

Strategic Objective 11.1

“Our objective is to increase the participation rate of Warringah residents in physical activity by 30% to help them live well.”

Strategic Objective 12.1

“Our objective is to increase participation of older people in organized activities that promote healthy lifestyles and social connection by 30%.” Similarly, Warringah Council’s 2009 Recreation Strategy includes a commitment to “recognizing and continuing to support the high levels of participation of all ages and abilities by providing accessible infrastructure, programs and services.”

FINANCIAL IMPACT

It is proposed that the \$15,000 would come from \$10,365 unspent on the LGSA local government constitution campaign and from other potential forecast budget surpluses.

Waiving of \$3,600 fees for selected park/reserves.

POLICY IMPACT

Policy No. PL 640 Policy Commercial Fitness Training Activities on Public Open Space and any other relevant legislation and strategic documents that guide the use of Warringah’s open space will be relevant. This program strongly supports the objectives of the Warringah Council’s Ageing Strategy – Living Well Warringah.

RECOMMENDATION OF DEPUTY GENERAL MANAGER COMMUNITY

That Council:

- A. Approve sponsoring the Surf Life Active program for \$15,000 (ex GST) for a 40 week trial
 - B. Approve the waiving of \$3,600 in fees for parks/reserves for the program
 - C. Direct that the program targets the over 55 years age demographic in line with the ‘Living Well Warringah’ Strategy
-

8.0 ENVIRONMENT DIVISION REPORTS

ITEM 8.1	EXTRAORDINARY COUNCIL MEETING 5 AUGUST 2014
REPORTING MANAGER	CHIEF FINANCIAL OFFICER
TRIM FILE REF	2014/119998
ATTACHMENTS	NIL

REPORT

PURPOSE

To amend the Council Meeting schedule to provide for an Extraordinary Meeting of Council on 5 August 2014.

REPORT

To enable Council to lodge its 2013/14 Financial Statements and Financial Data Return with the Office of Local Government within a timely manner of their completion, it is requested that an Extraordinary Council Meeting be held on 5 August 2014 to consider the 2013/14 Financial Statements and any such reports that the General Manager deems of such urgency to be included in the agenda.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That an Extraordinary Council Meeting be held at 6pm on Tuesday 5 August 2014 to consider the 2013/14 Financial Statements

ITEM 8.2	BELROSE TIP REGIONAL MOUNTAIN BIKE FACILITIES
REPORTING MANAGER	GROUP MANAGER STRATEGIC PLANNING
TRIM FILE REF	2014/075389
ATTACHMENTS	1 Belrose Tip Report to Council December 2009 (Included In Attachments Booklet) 2 Belrose Tip Report to Council April 2010 (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To provide an update on the proposed development of a regional mountain bike facility at the Belrose Waste and Recycling Centre upon closure of landfill operations.

SUMMARY

Landfill operations at Belrose Waste and Recycling Centre are due to cease in November 2014. Site owners, Waste Asset Management Corporation (WAMC), are hoping to commence development of a mountain bike facility at this time.

Because WAMC are not recreation providers, a third party will be required to manage the facility. At this stage there is no third party management structure in place to run the facility. Although Council has had many discussions with WAMC regarding the future of the site, Council has never received a formal request to be involved in the future development and maintenance, neither has Council ever committed to involvement in future management.

Over the years, Council has identified several issues of concern should we be invited to manage the proposed mountain bike facility. These primarily relate to:

- Uncertain costs for the construction, operation and maintenance of the facility
- Likely insufficient funds available to build and maintain the facility from the existing Enhancement Fund
- The potential for settlement and subsidence of the landfill and related costs to repair tracks and other proposed recreational infrastructure
- The need for the State Government to commit to funding the ongoing operations given that it will be a regional facility drawing participants from a much larger catchment than the Warringah area.

Given these considerations, it would not be appropriate that Council be responsible for the proposed recreation facility. It is recommended that WAMC be advised of Council's position.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council:

- A. Confirm to the State Government's Waste Assets Management Corporation that Council has no financial capacity to be responsible for maintaining and managing a recreational use such as a Mountain Biking facility on the Belrose Waste Site following its land filling functions ending in November 2014.
 - B. Reconfirm to the Waste Assets Management Corporation that Council will continue to provide assistance (as appropriate) in progressing the necessary planning approvals for the proposed recreational use of the site.
-

REPORT

BACKGROUND

In December 2009 a Report to Council (Attachment 1) outlined “*Council’s ongoing and historical involvement with the site and recommendations regarding Council’s future role.*” There were a number of concerns raised in 2009 that are still relevant. These include:

- Excessive costs and maintenance requirements for landfill sites
- Staff unsupportive of Council funds being expended on the project
- The regional context of the site
- There are significant liability risks and cost constraints in developing the site to anything other than passive recreation.

In April 2010 a Report to Council (Attachment 2) outlined three options for future use, as presented in the WSN Environmental Solutions (WSN) ‘draft Future Use Concept Plan for Belrose Landfill.’ Option 1, passive recreation, was the most financially sustainable based on the cost estimates provided, with ongoing funds for 50 years operation and maintenance. Option 2, horse riding, and option 3, mountain biking, were both significantly more expensive to build, thereby only leaving enough funds for an estimated 11 years of operations and maintenance. Options 2 and 3 would also require third party management, whereas WSN could continue to manage the site under option 1.

The report recommended support for option 1, passive recreation, because it presented the:

...most financially viable option that would provide a community asset for at least 50 years with no costs to the local community. Additionally, option 1 does not preclude future uses being considered at some point in the future given the low level of capital investment and site changes proposed.

However, Council resolved that:

A. That council supports option 3 for dedicated mountain bike riding tracks and further encourages WSN to explore options to allow limited access also to horse riders and the wider public. In addition Warringah Council commits to play an active role in the consultation and negotiation process to ensure that the needs of the community especially user groups are best met and that this should include a review of the plan.

B. That further investigation of options, available funding and opportunities for third party involvement in future recreational uses at the Belrose Waste and Recycling Centre be referred to the NSW Government for consideration.

COUNCIL’S POSITION

Council staff have liaised closely with WAMC over the years and provided assistance where possible. Staff are concerned that a considerable amount of time has passed, yet there are still no definite costs for the construction, operation and maintenance of the proposed mountain bike facility. WAMC are currently progressing to detailed design and costing, however, given that they are hoping to commence construction when landfill ceases in November, this does not leave much time for negotiations over management, either with Council or other potential third parties.

Preliminary cost estimates suggested the facility could be constructed entirely with money from the Enhancement Fund (estimated to reach \$3.49M by closure, explained further below). More recent estimates suggest it may cost more like \$4.5M to build, although significant savings can be made to reduce this cost. Proceeding to detailed design and costing is therefore paramount. There are currently no other funds available other than the Enhancement Fund.

Staff are also concerned about the liability of managing another regional facility. Council is already responsible for Brookvale Oval, Warringah Aquatic Centre, Glen Street Theatre, Manly Dam. Council is also the largest provider of sporting fields within the SHOROC Region of Councils and therefore is already responsible for significant funding of sporting and recreational services.

There are other risks associated with managing a possible mountain bike facility on a former landfill site. In the April 2010 report (Attachment 2), the following was detailed regarding landfill settlement:

The land fill area will continue to settle differentially over this time. WSN [previous owners] have a responsibility to essentially make safe any areas that are affected by this settlement, however are not responsible for repairing or replacing any site improvements affected by settlement. The site can be expected to settle and makes provision of ancillary infrastructure difficult and costly.

This raises significant concern over costs, liability and maintenance.

Overall, there are a number of issues yet to be resolved to the satisfaction of Council.

Funding Sources

An Enhancement Fund is being generated by a levy on landfill waste and is intended for developing recreation and community activities at the site upon completion of landfill operations. Current projections indicate that \$3.49M will be available upon closure in November 2014. This represents the extent of available funding for construction (capital cost) and ongoing maintenance in perpetuity.

There are a number of additional funding options available, such as grants, in kind volunteer contributions, event fees, lease arrangements or a user pays system. However, none of them offer long term financial security.

Management Models

The Bare Creek Bike Park Plan (2013) lists a number of potential opportunities for involvement in managing the facility, such as, state government, local councils, SHOROC, NSROC, mountain bike organisations, community groups, a professional management body, National Parks and Wildlife Service and the broader community including schools and volunteers. WAMC are not in a position to manage the facility themselves. They have been investigating various management opportunities but to date an agreement has not been reached.

Council has had several meetings involving WAMC and State Member for Davidson Jonathon O'Dea, to discuss the potential for Council to manage the mountain bike facility once it is built. Council managing the facility appears to be the preferred management model of WAMC and Mr O'Dea. Council has maintained, over several years of discussions, that we will only manage the facility if funding is secure for ongoing maintenance and operations at no cost to ratepayers. To date, the State Government have not addressed this funding issue.

CONSULTATION

Council has staff and Councillor representation on the Belrose Waste and Recycling Centre Community Advisory Committee, which meets quarterly. Council is working closely with WAMC to assist them to navigate the planning and approvals process.

TIMING

Landfill operations ceasing in November 2014. The timing of the post closure recreational use of the site is a matter for the State Government and WAMC.

FINANCIAL IMPACT

It has been Council's view that ratepayer funds should not be used to run the facility.

POLICY IMPACT

Nil

ITEM 8.3	MINUTES OF THE MANLY LAGOON CATCHMENT COORDINATING COMMITTEE MEETING HELD 13 MARCH 2014
REPORTING MANAGER	GROUP MANAGER NATURAL ENVIRONMENT
TRIM FILE REF	2014/092964
ATTACHMENTS	1 Minutes of the Manly Lagoon Catchment Coordinating Committee Meeting held 13 March 2014 (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To report the Minutes of the Manly Lagoon Catchment Coordinating Committee meeting held 13 March 2014.

SUMMARY

Councillor Heins represented Warringah Council and chaired the Manly Lagoon Catchment Coordinating Committee meeting. At the end of the meeting, Councillor Heins thanked the committee members and attendees for their participation over the last 2 years which Warringah Council has managed. The Manly Lagoon Catchment Coordinating Committee will now be chaired by Manly Council for the next 2 years.

The key items discussed at this meeting were:

- Flooding in Kenneth Road, Manly Vale
- Brookvale Creek Pollutant Boom
- Burnt Bridge Creek Sediment Basin
- Sydney Water Report
- Update on Manly Lagoon Floodplain Risk Management Study
- Lagoon Ecological Monitoring Program

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That the Minutes of the Manly Lagoon Catchment Coordinating Committee meeting held 13 March 2014 be noted.

REPORT

BACKGROUND

The main function of the Manly Lagoon Catchment Coordinating Committee (MLCCC) is as an advisory body to both Warringah and Manly Councils on matters concerning the management of Manly Lagoon and its catchment. Membership of the Committee comprises representatives from the elected Councils of Warringah and Manly, local community, State Government and Council Officers. Meetings are held quarterly. Councillor Heins represented Warringah Council and chaired the meeting held 13 March 2014. The key issues discussed at this meeting are summarised below:

Flooding in Kenneth Road, Manly Vale

Manly Council advised that for future flooding events in this area Manly Council Works staff will place warning signs at the roundabout at Kenneth Road and Quirk Road and on Balgowlah Road to alert motorists of the situation ahead and give them an opportunity to seek an alternate route before reaching flood waters.

Brookvale Creek Pollutant Boom

Warringah Council informed the Committee that the missing piece in the floating pollutant boom on Brookvale Creek will be replaced. The replacement works have been added to the 2014/15 stormwater assets maintenance schedule.

Burnt Bridge Creek Sediment Basin

Manly Council advised that 354 tonnes of sediment had been removed from Burnt Bridge Creek basin so far this financial year. An additional 400 tonnes of sediment was removed from Burnt Bridge Creek weir in February. Manly Council is investigating design options for the sediment basin at Manly West Park, which were shown to the Committee, and the constraints of each were discussed.

Sydney Water Update

Sydney Water Community Update for March 2014 was noted by the Committee.

Update on Manly Lagoon Floodplain Risk Management Study

Warringah Council advised the Committee that the Office of Environment and Heritage (OEH) had offered further funding for this project in its second round of grant assessments. Warringah and Manly Council staff will now draft the technical brief and seek to engage a suitable consultant to undertake the work.

Lagoon Ecological Monitoring Program

Warringah Council gave a presentation on the lagoon monitoring program, which meets and goes above State government guidelines. The Committee were advised that Warringah Council have been implementing this routine monitoring program for the past 2 years and that it will be ongoing. Results were tabled in the form of Warringah Council's Estuary Health Report Card 2013 and noted that Manly Lagoon was rated a D in 2012 and had improved to a C rating in 2013.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

ITEM 8.4	MINUTES OF THE DEE WHY SOUTH CATCHMENT FLOOD STUDY WORKING GROUP MEETINGS HELD 31 JULY 2013 AND 20 FEBRUARY 2014
REPORTING MANAGER	GROUP MANAGER NATURAL ENVIRONMENT
TRIM FILE REF	2014/102443
ATTACHMENTS	1 Minutes of the Dee Why South Catchment Flood Study Working Group meeting held 31 July 2013 (Included In Attachments Booklet) 2 Minutes of the Dee Why South Catchment Flood Study Working Group meeting held 20 February 2014 (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To report the Minutes of the Dee Why South Catchment Flood Study Working Group (DWSCFSWG) meetings held 31 July 2013 and 20 February 2014.

SUMMARY

The primary function of the DWSCFSWG is to advise Warringah Council on matters concerning the development, implementation, and review of the Dee Why South Catchment Flood Study (Flood Study) as well as the Floodplain Risk Management Study and Plan.

At the meeting of 31 July 2013, a presentation on public exhibition activities for the Flood Study and subsequent community response was provided. It was noted that following this meeting, adoption of the final Flood Study would be sought from Council. It should be noted that at the Council meetings in August, September and October 2013, the Flood Studies for Dee Why South Catchment, Manly Lagoon and Narrabeen Lagoon were reported for adoption. These reports were prioritised over the reporting of the Minutes for the 31 July 2013 meeting of the Working Group and which are now being reported with those from the 20 February 2014 meeting.

At the meeting of 20 February 2014, an update on the Dee Why South Catchment Flood Study process was provided, noting that the final Flood Study had been adopted by Council on 27 August 2013. A presentation was then provided on the Dee Why South Catchment Floodplain Risk Management Study, including potential floodplain management options to be investigated.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That the Minutes of the Dee Why South Catchment Flood Study Working Group meetings held 31 July 2013 and 20 February 2014 be noted.

REPORT

BACKGROUND

The primary function of the Dee Why South Catchment Flood Study Working Group is to advise Warringah Council on matters concerning the development, implementation, and review of the Dee Why South Catchment Flood Study, Floodplain Risk Management Study and Floodplain Risk Management Plan.

The Working Group provides a forum for discussions between Council, the community, interest groups, and government authorities on technical, social, economic, environmental and cultural issues at various stages of the Floodplain Risk Management Process. Importantly, the Working Group also fulfils the functions of a Floodplain Risk Management Committee as specified in Appendix D of the NSW Floodplain Development Manual (2005).

The Dee Why South Catchment Flood Study (2013) and the now commenced Dee Why South Catchment Floodplain Risk Management Study will help improve Council's land use planning and management of the catchment, such as setting appropriate development controls, investigating floodplain management options, and improving flood emergency responses.

This report provides the Minutes of the Dee Why South Catchment Flood Study Working Group meetings held on 31 July 2013 and 20 February 2014 chaired by Cr Roslyn Harrison and Cr Sue Heins respectively. A summary of the key issues discussed during the meetings is provided below, and the minutes from both meetings are provided as Attachments 1 and 2.

Key issues at meeting of 31 July 2013

Dee Why South Catchment Flood Study update

Council staff provided a presentation on the public exhibition of the Dee Why South Catchment Flood Study. Community engagement activities were summarised and a summary of responses was provided, noting the number of submissions, information session attendees and webpage visitors. This presentation is included as Attachment 1 in the minutes. Council staff explained the next steps included seeking Council adoption of the final Flood Study, and commencement of the Floodplain Risk Management Study.

Discussion on Dee Why South Catchment Flood Study

Discussion was had between Council staff and Working Group members on how the results of the Flood Study would be applied to new development and be integrated into the Dee Why Town Centre Masterplan. State Government representatives advised the meeting that the Flood Study had been undertaken using industry best practice principles and techniques.

Key issues at meeting of 20 February 2014

Dee Why South Catchment Flood Study update

Council staff reported that the Dee Why South Catchment Flood Study had been provided to Council on 27 August 2013, and subsequently adopted.

Dee Why South Catchment Floodplain Risk Management Study

Council staff provided a presentation on the background and current status of the Floodplain Risk Management Study, noting that work had begun in January 2014 and the engaged consultant had provided a shortlist of potential management options. The shortlisted management options were discussed with the Working Group to review their feasibility and discuss potential limitations. This presentation is included as Attachment 1 in the minutes.

Discussion on Dee Why South Catchment Floodplain Risk Management Study

Discussion was had between Council staff and Working Group members on how options were determined, Council's future flood program, potential floodplain management options and the timeframes for the delivery of the Dee Why Town Centre Infrastructure Upgrades.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

ITEM 8.5	MINUTES OF THE SYDNEY COASTAL COUNCIL GROUP MEETING HELD 15 MARCH 2014
REPORTING MANAGER	GROUP MANAGER NATURAL ENVIRONMENT
TRIM FILE REF	2014/106124
ATTACHMENTS	1 Minutes of the Sydney Coastal Council Group meeting held 15 March 2014 (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To report the Minutes of the Sydney Coastal Councils Group meeting held 15 March 2014.

SUMMARY

An ordinary meeting of the Sydney Coastal Councils Group (SCCG) was held at Pittwater Council on Saturday 15 March 2014. Councillor Heins attended the meeting as Warringah Council's delegate.

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

- NSW reforms to coastal management
- SCCG Summerama 2014
- SCCG Emergency Management Planning – A Health Check for Local Government
- Dates of future SCCG meetings

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That the Minutes of the Sydney Coastal Councils Group meeting held 15 March 2014 and the resolutions contained therein be noted.

REPORT

BACKGROUND

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

DISCUSSION

An ordinary meeting of the SCCG was held at Pittwater Council on Saturday 15 March 2014. Cr Heins attended the meeting as Warringah Council's delegate.

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

NSW reforms to coastal management

Stage 2 of the NSW Government's coastal reforms has a strategic focus and is closely linked to the current planning reforms and Local Government review. The reforms will continue to be overseen by relevant Government Ministers with input from the following panels:

- Coastal Assessment Panel, oversees the coastal and estuary management grants program
- Coastal Panel, advises Councils on foreshore management and is the consent authority for private development on foreshores. Angus Gordon has been appointed as Chairperson
- Coastal Expert Panel, advisory body for Minister of the Environment, Angus Gordon has been appointed to the panel.

Additionally, an interagency group chaired by the Office of Environment and Heritage will oversee implementation of the Stage 2 reforms.

SCCG Summerama 2014

Summerama 2014 was noted as a great success, with over 1900 participants attending more than 60 events held across 13 participating member Councils, including Warringah. Activities ranged from rock pool rambles, snorkelling tours and beach safety talks to craft workshops, film screenings and guided bushwalks.

SCCG Emergency Management Planning – A Health Check for Local Government

This project is reviewing current practice for emergency management in NSW as well as best practice approaches from other jurisdictions in Australia and internationally. Key project outcomes will include:

1. Clarifying the roles and involvement of local government in emergency management
2. Identifying information and approaches relevant to community engagement and participation in emergency management
3. Investigating monitoring and evaluation frameworks relevant to emergency management and developing appropriate indicators of success
4. Developing a tool to provide a means for assessing the level of emergency management preparedness of Local Government.

An edited draft of the Health check was circulated to relevant emergency management contacts in late January 2014. Exhibition of the draft was planned for February, but this has been delayed to allow additional time to review the draft.

The project was due for completion in March 2014. However, due to the delay in exhibition of the Health Check the project is expected to finish in May.

Dates of future SCCG meetings

It was noted that future meetings of the SCCG would be held as follows:

Saturday 14 June 2014 at 12 noon - City of Sydney

Saturday 13 September 2014 at 12 noon (AGM) - Randwick Council

Saturday 6 December 2014 at 12 noon - City of Sydney

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

ITEM 8.6	REPORTING VARIATIONS TO DEVELOPMENT STANDARDS - STATE ENVIRONMENTAL POLICY NO.1 - DEVELOPMENT STANDARDS AND CLAUSE 4.6 OF WARRINGAH LOCAL ENVIRONMENT PLAN
REPORTING MANAGER	GROUP MANAGER DEVELOPMENT AND COMPLIANCE SERVICES
TRIM FILE REF	2014/118919
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To report to Council variations to development standards granted under State Environmental Planning Policy No.1 – Development Standards (SEPP1) or under Clause 4.6 of the Warringah Local Environmental Plan (WLEP) as required by the NSW Department of Planning and Environment.

SUMMARY

During the period 1 January 2014 to 31 March 2014, the following variations were granted:

- 0 variations under State Environmental Planning Policy No.1 – Development Standards
- 22 variations under Clause 4.6 of Warringah Local Environmental Plan 2011

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That the report identifying all State Environmental Planning Policy No.1 variations and Clause 4.6 of the Warringah Local Environmental Plan variations granted to development applications between 1 January 2014 and 31 March 2014 be noted.

REPORT

SEPP 1 Variations Granted

No SEPP1 variations were granted between 1 January 2014 and 31 March 2014 inclusive.

Clause 4.6 Variations Granted

The following applications had a Clause 4.6 variation granted between 1 January 2014 and 31 March 2014 inclusive.

App. No.	Address	Proposal	Clause 4.6 Development Standard	% of variation	Determined by
DA2013/1098	63 Undercliff Rd, Freshwater	Residential - alterations & additions	4.3 Height of buildings	29.4	Delegated Authority
DA2013/1135	62 Cowan Dr, Cottage Point	Residential - single new detached dwelling	4.3 Height of buildings	31.6	Delegated Authority
DA2013/1191	31 Burne Ave, Dee Why	Residential - single new detached dwelling	4.3 Height of buildings	18.8	Delegated Authority
DA2013/1192	19 Coles Rd, Freshwater	Residential - alterations & additions	4.3 Height of buildings	4.7	Delegated Authority
DA2013/1223	23 Makim St, Nth Curl Curl	Residential - alterations & additions	4.3 Height of buildings	16.47	Delegated Authority
DA2013/1232	26 Kentwell Rd, Allambie Heights	Subdivision only	4.1 Minimum subdivision lot size	46.8 & 56.3	Delegated Authority
DA2013/1296	9 Austin Ave, Nth Curl Curl	Residential - alterations & additions	4.3 Height of buildings	4.49	Delegated Authority
DA2013/1310	86 Gordon St, Manly Vale	Residential - alterations & additions	4.3 Height of buildings	3.52	Delegated Authority
DA2013/1311	50 Sunshine St, Manly Vale	Residential - other	4.1 Minimum subdivision lot size	9	Delegated Authority
DA2013/1321	19 Wakefield St, Nth Manly	Residential - alterations & additions	4.3 Height of buildings	18.75	Delegated Authority
DA2013/1377	19 Farnell St, Curl Curl	Residential - alterations & additions	4.3 Height of buildings	5.06	Delegated Authority
DA2013/1380	3 Ocean Gr, Collaroy	Residential - single new detached dwelling	4.3 Height of buildings	11	Delegated Authority
DA2013/1405	24 Kens Rd, Frenchs Forest	Residential - alterations & additions	4.3 Height of buildings	10.6	Delegated Authority
DA2013/1431	46 Lady Davidson Circuit, Forestville	Residential - alterations & additions	4.3 Height of buildings	23.85	Delegated Authority
DA2013/1446	52 Collaroy St, Collaroy	Residential - new second occupancy	4.3 Height of buildings	1.7	Delegated Authority
DA2013/1453	52 Anzac Ave, Collaroy	Residential - alterations & additions	4.3 Height of buildings	11.8	Delegated Authority

DA2013/1473	87 Campbell Pde, Manly Vale	Subdivision only	4.1 Minimum subdivision lot size	52.15 & 48.91	Delegated Authority
DA2013/1491	19 Grasmere Cr, Wheeler Heights	Residential - alterations & additions	4.3 Height of buildings	5.9	Delegated Authority
DA2014/0008	5 Tristram Rd, Beacon Hill	Subdivision only	4.1 Minimum subdivision lot size	15.6	Delegated Authority
Mod2013/0176	577 Pittwater Rd, Brookvale	Commercial/Retail/Office	4.3 Height of buildings	119	Delegated Authority
Mod2013/0186	15 Kinka Rd, Duffys Forest	Residential - alterations & additions	4.3 Height of buildings	16.5	Delegated Authority
Mod2013/0199	12 Suffolk Ave, Collaroy	Residential - alterations & additions	4.1 Minimum subdivision lot size	5.76	Delegated Authority

ITEM 8.7	ADOPTION OF MEMORIALS, PLAQUES AND NAMING OF ASSETS POLICY
REPORTING MANAGER	GROUP MANAGER PARKS RESERVES & FORESHORES
TRIM FILE REF	2014/122978
ATTACHMENTS	1 Draft Memorials Plaques and Naming of Assets Policy

EXECUTIVE SUMMARY

PURPOSE

To report on the outcomes of the public exhibition of the draft Memorials, Plaques and Naming of Assets Policy and to recommend the policy be adopted.

SUMMARY

At the meeting of 25 March 2014 Council resolved that *the Draft Memorials, Plaques and Naming of Assets Policy* be placed on public exhibition for a period of 21 days. The public exhibition has been undertaken and two submissions were received. Some minor amendments have been made to the draft policy based on the submissions and this amended policy is recommended for adoption.

The Memorials, Plaques and Naming of Assets Policy will replace four existing policies, being:

- Public Buildings – Openings & Plaques Policy GOV-PL 215;
- Memorials and Plaques Policy STR-PL 325;
- Naming of Parks and Reserves Policy STR-PL 320; and
- Street Name and Community Facility Name Signs CCS-PL 420

These policies are recommended to be rescinded.

FINANCIAL IMPACT

Nil

POLICY IMPACT

The adoption of this policy will result in rescission of four existing policies:

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That:

- A. The Memorials, Plaques and Naming of Assets Policy be adopted.
- B. The following policies be rescinded:
 - a) Public Buildings – Openings & Plaques Policy GOV-PL 215
 - b) Memorials and Plaques Policy STR-PL 325
 - c) Naming of Parks and Reserves Policy STR-PL 320 and
 - d) Street Name and Community Facility Name Signs CCS-PL 420

REPORT

BACKGROUND

At the meeting of 25 March 2014 Council resolved that *the Draft Memorials, Plaques and Naming of Assets Policy* be placed on public exhibition for a period of 21 days. The public exhibition has been undertaken and two submissions were received.

CONSULTATION

The draft policy was placed on public exhibition from Tuesday 1 April 2014 to Thursday 1 May 2014. This period was greater than 21 days to allow for long weekends that occurred during the exhibition period. Submissions were accepted until Monday 5 May 2014.

The exhibition of the policy was advertised in the Manly Daily on Saturday 5 April 2014. Notification was also sent via the Community Engagement email database on Friday 4 April 2014 and a copy of the policy was placed in the four Warringah Council Libraries. Direct contact was also made with the Manly Warringah Pittwater Historical Society.

Two submissions were received. The issues raised, comments regarding the issues raised, and resultant actions proposed to amend the draft policy are identified in the table below.

Issue	Comment	Action
Suggest include clause similar to: The placement of memorials and plaques should complement the surrounds and not mar the scenic amenity of natural areas.	A clause of this nature is consistent with objectives in Council's Development Control Plan 2011. Examples of similar objectives include ensuring that development responds to its adjacent surroundings to preserve and enhance the natural qualities of the environment, and that development on land adjoining open space is to complement the landscape character and public use and enjoyment of the adjoining parks, bushland reserves and other public open spaces.	Amend policy to include clause 'The placement and design of memorials and plaques shall preserve or enhance the natural, heritage, scenic, landscape and other relevant qualities of the environment, and/or public use of the area.'
Suggest include clause similar to: The placement of memorials and plaques should be sensitive to the surrounding landscape and protect scenic views.	As above	As above
Suggest include clause similar to: The placement and design of memorials and plaques should be in harmony with the surrounds and protect scenic landscapes.	As above	As above
Heritage plaques have different level of importance to the community compared to those memorials and plaques established on a personal basis. Paragraphs 3 & 4 of Clause 2.5 Memorials and Plaques relates to personal	Paragraph 3 and 4 of Clause 2.5 Memorials and Plaques relates to all types of memorials and plaques (i.e. personal and heritage). It is recommended that under Clause 2.5 paragraph 2, "Heritage Plaques" be amended to read "Heritage Plaques and Memorials" and Paragraph 3 be amended to state "The cost of both the	Amend policy as outlined in the comments.

memorials and plaques. For sake of clarity could have separate clause 2.5.1 and suggest there be a sub clause 2.5.2 for heritage memorials and plaques.	plaque/memorial, bench seat....."	
Details of heritage memorials and plaques should be given expanded text on the Council website.	This falls outside the scope of the policy, however, information will be provided on Council's website with regard to Heritage Plaques and Memorials.	No change to policy
Definition section (clause 9) could contain definitions of a heritage plaque and memorial. To this end I have drawn on the publication by English Heritage, entitled "Celebrating People and Place – Guidance on Commemorative Plaques and Plaques Schemes". Definition of a heritage memorial is far wider than a plaque but would encompass war memorials (eg Soldiers Ave, Freshwater) and those relating to the broader history of Warringah (eg Governor Phillip – Beacon Hill).	The draft policy definition of plaques and memorials is considered appropriate with regard to heritage, provided the Memorials definition is amended to state. "Memorials An object established in memory of a person, group, association, event or other matter of historical significance."	Amend policy as outlined in the comments.
What has been missing for heritage plaques in Warringah is a description of a consistent program. I would then suggest that a description of a standard be detailed including the following: material; finish; wording; graphics; installation; size; type; estimated cost; maintenance.	The need for a consistent design of heritage plaques is noted. However, this falls outside the scope of this policy. <i>Warringah Council Signage Style Guide and Principles</i> (project currently underway) will look at consistency of signage across Warringah and is the appropriate location for this information.	No change to policy. Notify relevant officer regarding consideration of Heritage Plaques design in the <i>Warringah Council Signage Style Guide and Principles</i> .
It is not clear from the draft policy who has the main responsibility within Council staff (Clause 5) for this policy, unless it is the owner (Clause 6). I would suggest that there needs to be a go-to staff member nominated.	When an applicant lodges an application for a memorial or plaque, it will be allocated to an appropriate staff member. The applicant will then be advised of their go-to person. Memorials, Plaques and Naming of Assets relate to a large variety of asset types, such as roads, buildings, parks and community centres. They are managed by different business units, therefore there are numerous staff that will be responsible for implementing the policy and/or providing input to an application for a heritage plaque or memorial.	No change to policy.
The Local Studies Unit is not mentioned in the policy document although they have the responsibility for the development of local history in Warringah and would inevitably be involved in preparing details regarding	This policy does not necessarily cover the 'development of local history in Warringah'. The policy aims to cover situations where an applicant wishes to install a heritage memorial or plaque. Where relevant, the Local Studies Unit may be a stakeholder or have a role in the assessment of an application. This would be particularly relevant in reviewing text or content for heritage memorials and	No change to policy.

historical significance. I would suggest their involvement be detailed in the policy document.	plaques.	
Heritage has a number of meanings which can be confusing to the public. The Warringah LEP 2011 lists heritage items which are essentially physical items of historical significance that have survived from the past. Intangible heritage is not recognised by any level of government in Australia. The term 'heritage plaque' uses the term synonymous with the word 'culture', I would suggest 'historic plaque' is a less confusing term.	Noted. It is recommended that all references to Heritage Plaques and Memorials be renamed throughout the policy to "Historic Plaques and Memorials."	Amend policy as outlined in the comments.
Council presently has a list of plaques, flagpoles, sculptures, pavement art, monuments and map boards that are available on a spread sheet. I would recommend that a Register of Heritage Plaques be maintained separately and be accessible on the Warringah Council website. The register could then link on the website with the historical detail which would be supplied by the Local Studies Unit. The detail could be updated over time to maintain contemporary relevance.	<p>Updates to the Asset Register is an operational suggestion that does not impact on this policy, however, a register of historic and other memorials and plaques could form a component of the Asset Register.</p> <p>How this is presented to the public for information or educational purpose is not a matter for this policy, however, Council's website will be updated to contain information on historic plaques as information becomes available.</p>	<p>No change to policy.</p> <p>Update asset register to include historic and other memorials and plaques.</p> <p>Suggestion to be referred to relevant business units for consideration/action.</p>

FINANCIAL IMPACT

Nil

POLICY IMPACT

The Memorials, Plaques and Naming of Assets Policy will replace four existing policies, being:

- Public Buildings – Openings & Plaques Policy GOV-PL 250
- Memorials and Plaques Policy STR-PL 325
- Naming of Parks and Reserves Policy STR-PL 320 and
- Street Name and Community Facility Name Signs CCS-PL 420

These policies are recommended to be rescinded.

1 Purpose of Policy

- To provide a framework for the naming of Council's assets in the Warringah local government area
- To provide an efficient and equitable mechanism for the placement of memorials and plaques within Warringah
- To provide a historical record of the Councillors in office at the time a major public building or asset was opened

2 Principles

2.1 General – Naming of Assets

The changing of long established names is not preferred and will only be considered in exceptional circumstances. Requests to change long established names will only be accepted if supported or determined by a resolution of Council.

2.2 Naming of Parks, Reserves & Other Recreational Areas

The naming of parks, reserves and other recreational areas within the Warringah local government area will be in accordance with the *Geographical Names Act 1966 and* guidelines endorsed by the Geographical Names Board (GNB). In addition to the guidelines, Council will consider the following items:

- Parks and reserves and recreation areas will not be named after serving Councillors or Parliamentarians or politically active former Councillors or former Parliamentarians
- When naming sporting areas and major reserves which will be visited by many people from beyond Warringah Council's boundaries, preference will be given to locality or geographical names, for example Beacon Hill Oval or Long Reef Reserve, to assist in travelling to and locating the area or reserve.
- When naming parks and natural reserves, preference will be given to the use of historical names, aboriginal words (e.g. Goombooya Reserve) and the names of indigenous species of plants, birds and animals (e.g. Angophora Reserve, Cabbage Tree Park, Melaleuca Reserve, Currawong Park)

2.3 Naming of Streets

The design and use of street name signs and selection of road names within the Warringah local government area, for which Council is the Roads Authority, will be in accordance with:

- *AS1742.5 - 1887 Street Name and community facility name signs*
- *Roads Act 1993; and*
- Road Naming Policy and guidelines endorsed by the Geographical Names Board (GNB).

Consultation with Roads & Maritime Services (RMS) will occur for the provision of street name and community facility name signs on all roads within the Warringah local government area that are under RMS jurisdiction.

In all subdivisions where new streets are created, Council retains the responsibility for naming such streets in accordance with this policy.

2.4 Naming of Council's Buildings & Infrastructure

Preference will be given to naming buildings after their location and functional purpose. The location may relate to the reserve, suburb or street address of the building or infrastructure (Cromer Community Centre, Green Street Playground).

The names of Councillors holding office at the date of the opening of major Council buildings and infrastructure will be recorded on the plaques at those assets if requested and the Mayor or delegate will be responsible for performing official openings.

2.5 Memorials and Plaques

Memorials and plaques may only be installed on public land or Council's assets with approval. Memorials can encompass trees and bench seats with or without a plaque. Requests for other types of infrastructure may be considered on merit.

Historic plaques and memorials may be installed on public land or Council's assets with approval. Historic plaques and memorials may also be installed on privately owned heritage items as listed under Schedule 5 of Warringah Local Environmental Plan 2011, with landowner consent and Council approval.

The placement and design of memorials and plaques shall preserve or enhance the natural, heritage, scenic, landscape and other relevant qualities of the environment, and/or public use of the area.

The cost of the plaque/memorial, bench seat and associated infrastructure and/or tree shall be borne by the applicant and in accordance with Council's adopted fees and charges if applicable. Applications for new memorials or plaques must be made in writing using the appropriate form.

The applicant must meet all ongoing maintenance costs of the memorial/plaque including vandalism and theft, and if required the applicant must meet all replacement costs. The memorial/plaque will not be replaced at Council's expense.

2.6 Roadside memorials

Roadside memorials may only be installed on road sides with Council approval. Applications will be assessed in accordance with Road and Maritime Services guidelines for Roadside Tributes to ensure they are placed in a safe area on a road verge and do not obstruct the use of the road or road verge by pedestrians, cyclists or road users.

2.7 Miscellaneous

a) Commercial Use

This policy does not include advertising and sponsorships which are covered by Council's Grants and Sponsorship Policy.

b) Public Art

Any memorial or plaque that incorporates public art must comply with Council's Public Art Policy.

c) Existing Sites

The placement of memorials or plaques will take into account the number of existing memorials and plaques, artworks and other objects in the vicinity of the proposed new memorial or plaque.

d) Planning Requirements

Certain types of memorials may require development consent under Warringah Local Environment Plan 2011.

3 Authorisation

This Policy was adopted by Council on XXXXXX

It is effective from XXXXX

It is due for review XXXXXX

4 Amendments

This policy replaces :

- Memorials & Plaques Policy STR-PL 325
- Street Name and Community Facility Name Signs Policy CCS-PL 420
- Naming of Parks and Reserves Policy STR-PL 320
- Public Buildings - Openings and Plaques GOV-PL 215

5 Who is responsible for implementing this Policy?

Group Manager Parks Reserves & Foreshores

Group Manager Roads, Traffic & Waste

Group Manager Buildings, Property & Spatial Information

Group Manager Community Services

Group Manager, Strategic Planning

6 Document owner

Deputy General Manager, Environment

7 Related Council Policies

- a) Warringah Council's *Design Guidelines - Public Places* (2013)
- b) Grants and Sponsorship Policy PL 011
- c) Public Art Policy STR PL 010

8 Legislation and references

- a) Roads Act 1993 & Regulations
- b) Local Government Act 1993 & Regulations
- c) Crown Lands Act 1989
- d) Geographical Names Act 1966
- e) Geographical Names Board, Guidelines for the determination of placenames (2012)
- f) Geographical Names Board, Guidelines for the naming of roads (2012)
- g) AS1742.5 - 1887 Street Name and community facility name signs
- h) Warringah Local Environment Plan 2011
- i) Warringah Council's Style Guide (2013)
- j) Warringah Council Signage Style Guide and Principles

9 Definitions

Plaque A flat tablet of metal, stone or other appropriate material which includes text and and/or images which commemorate a person/groups/association or an event and/or provide historical text or information relevant to its location. Such tablet to be affixed to an object, building or pavement.

Memorial An object established in memory of a person, group, association, event or other matter of historical significance.

Public Open Space includes community land and operational land (owned by Council) and other state government land which Council manages. This includes, but is not limited to, areas of environmental sensitivity, parks, reserves, road reserve, bushland, waterways, lagoons and beaches.

Major reserves – A reserve that is categorised as regional, sub-regional or district in Council's Plans of Management or that receive high levels of visitation, such as foreshore reserves, or contains key assets or features like Manly Dam.

Community facility refers to facilities which are generally of a non-commercial nature and which are likely to be sought by a significant number of strangers to the area. Typical facilities may include:

- Town halls, civic centres and municipal offices.
- Municipal depots and tips.
- Sporting and recreational grounds and facilities.
- Hospitals.
- Railway stations and coach stations.
- Post offices.
- Tertiary education institutions
- Churches and religious institutions.
- Other non-profit institutions.
- Shopping centres

Street refers to all road types.

A **roadside memorial** is any object placed within the road reserve to commemorate a death or indicate the site of a road fatality. Memorials may include religious items, flowers or other gestures. Monuments (permanent commemorations) are not permitted within the road reserve.

ITEM 8.8	REQUEST FOR MEMORIAL FOR FORMER COUNCILLOR PAUL COUVRET
REPORTING MANAGER	GROUP MANAGER PARKS RESERVES & FORESHORES
TRIM FILE REF	2014/125986
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To seek Council approval to create a memorial for former Councillor Paul Couvret.

SUMMARY

Council staff received correspondence from Mr Paul Couvret identifying that there was not a specific memorial commemorating his father, former Warringah Councillor Paul Couvret.

Mr Couvret was appointed as a Warringah Shire councillor in 1973 and served until he retired in 1995. In that time he was the Shire President from 1979 to 1984. Mr Couvret dedicated his life to the community and worked tirelessly to help others. The Wakehurst Couvret Tennis Centre was named in honour of Paul Couvret, OAM in recognition of the enormous contribution he made to the Warringah community. Mr Couvret was instrumental in establishing many facilities within Warringah, including the Warringah Aquatic Centre, Glen Street Theatre, the Oxford Falls Peace Park and the Wakehurst Golf Club.

Provision of a memorial for former Councillor Couvret is consistent with the Memorial and Plaques Policy as it is considered that his contribution to the community is significant. Subject to Council approval, staff will liaise with Mr Couvret on the preferred design, location and text for a memorial and organisation of a small ceremony to mark the occasion.

FINANCIAL IMPACT

The cost of installing a memorial in the form of a bench seat and plaque is \$3,200. This will be covered by existing operational budget. A small ceremony of minor expense can also be covered using operational budget.

POLICY IMPACT

Installation of a memorial for former Councillor Paul Couvret is in accordance with the existing Memorial and Plaques Policy and the draft Memorials, Plaques and Naming of Assets Policy which is submitted to Council at this meeting for adoption.

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That:

- A. Council supply a memorial and plaque for former Councillor Couvret
 - B. Staff liaise with Mr Paul Couvret to determine preferred location and text for the memorial
 - C. Staff organise a small ceremony to mark the occasion and open the memorial
-

REPORT

BACKGROUND

Council staff received correspondence from Mr Paul Couvret identifying that there was no specific memorial commemorating his father, former Warringah Councillor Paul Couvret. Mr Couvret was seeking advice on how to proceed with creating a memorial.

Generally members of the public submit an application for a memorial or plaque, which is assessed against guidelines which include criteria such as the person's contribution to the Warringah community. Location and design of the memorial are also considered and agreed with applicants. The applicant is responsible for maintenance of approved memorials.

Mr Couvret was appointed as a Warringah Shire councillor in 1973 and served until he retired in 1995. In that time he was the Shire President from 1979 to 1984. Mr Couvret dedicated his life to the community and worked tirelessly to help others. The Wakehurst Couvret Tennis Centre was named in honour of Paul Couvret, OAM in recognition of the enormous contribution he made to the Warringah community. Mr Couvret was instrumental in establishing many facilities within Warringah, including the Warringah Aquatic Centre and Glen Street Theatre, the Oxford Falls Peace Park and the Wakehurst Golf Club.

According to research, Councillor Couvret took the position of Special Master at Balgowlah Boys High School and settled in the Forest district. His last position as a teacher was his role as Deputy Principal of the NSW Correspondence School. He was strongly involved in his local community, joining the Apex Club, Frenchs Forest Rotary and was a founding member of Belrose Rotary Club.

In 1998 he was awarded a Medal of the Order of Australia (OAM) "for service to local government through the Warringah Shire Council, to veterans, and to the community" and was also on the Order of Australia Medal Committee. He also received the Centenary Medal in 2001. He was President of the Dutch Australia Association and the Netherlands Ex-Servicemen & Women's Association. He has also been President of Wakehurst Public School and Davidson High School parents and citizens associations.

Provision of a memorial for former Councillor Couvret is consistent with the Memorial and Plaques Policy as it is considered his contribution to the community was significant. Staff have discussed the location of a memorial with Mr Couvret, however a preferred location has not been determined at this stage. It was also suggested by Mr Couvret that a small ceremony to open or unveil the memorial would be a suitable way to mark the occasion.

FINANCIAL IMPACT

The cost of installing a memorial in the form of a bench seat and plaque is \$3,200. This will be covered by existing operational budget. A small ceremony of minor expense can also be covered using operational budget.

POLICY IMPACT

Installation of a memorial for former Councillor Paul Couvret is in accordance with the existing Memorial and Plaques Policy and the draft Memorials, Plaques and Naming of Assets Policy which is submitted to Council at this meeting for adoption.

ITEM 8.9	BUILDING FIRE SAFETY REPORT BY FIRE AND RESCUE NSW - 7 WESTERN AVENUE, NORTH MANLY
REPORTING MANAGER	GROUP MANAGER DEVELOPMENT AND COMPLIANCE SERVICES
TRIM FILE REF	2014/126620
ATTACHMENTS	1 Fire & Rescue NSW Inspection report and recommendations to Council- 7 Western Avenue North Manly 2 Environmental Planning and Assessment Act 1979, Order 6 - issued 13 June 2012

REPORT

PURPOSE

A fire safety report and recommendations relating to 7 Western Avenue, North Manly was sent to Council by Fire & Rescue NSW (F&R NSW) on 2 May 2014.

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

Council is also to determine whether or not to issue an Order number 6 or 8 in the Table to Section 121B of the EP&A Act 1979. Order number 6 is used to require measures to prevent fire, suppress fire or prevent the spread of fire. Order number 8 is used to cease an activity where there is a threat to life.

Council must provide notice to F&R NSW of their determination whether or not to issue Orders.

REPORT

F&R NSW conducted an inspection of the residential flat building at 7 Western Avenue, North Manly on 22 April 2014. This inspection was in response to correspondence they had received stating that the smoke alarm was not operating correctly.

A report was subsequently sent to Council (Attachment 1) detailing their findings and recommendation that Council inspect the building and take appropriate action.

Council was already aware of fire safety deficiencies with this building and issued an Order number 6 requiring fire safety upgrade on 13 June 2012 (Attachment 2). This Order requires works to be completed in a staged manner over a four year period.

Council's Fire Safety Specialist inspected the building on 7 May 2014 in response to the report from F&R NSW. It was determined that all of the concerns identified by F&R NSW were covered by the Order 6 issued previously by Council. Unfortunately F&R NSW was not aware at the time of their inspection that the deadline in the Order for completing these items had not been reached.

Work required under the Order 6 is progressing adequately and will address all of the matters identified by F&R NSW. The current conditions in the building do not represent a threat to life and it is therefore not necessary to issue a further Order number 6 or an Order number 8 under EP&A Act 1979.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council:

- A. Continue to monitor progress and ensure compliance with Order 6 dated 13 June 2012 requiring fire safety upgrade of 7 Western Avenue, North Manly, and do not issue a further Order number 6 or an Order number 8 at this time.
 - B. Write to Fire and Rescue NSW and provide a copy of this determination.
-



File Ref. No: NFB/15754 (5937)
TRIM Doc. No: D14/25645
Contact: Qualified fire fighter Haar

02 May 2014

The General Manager
Civic Centre
725 Pittwater Road
DEE WHY NSW 2099

Email: council@warringah.nsw.gov.au

Dear Sir/Madam

**RE: INSPECTION REPORT AND RECOMMENDATIONS TO COUNCIL
SECTION 121ZD ENVIRONMENTAL PLANNING & ASSESSMENT ACT 1979
7 WESTERN AVENUE NORTH MANLY**

On 15 April 2014, correspondence was received by the Fire & Rescue NSW (FRNSW) Building Fire Safety Unit in relation to the adequacy of the provision for fire safety in or in connection with the above building. The correspondence indicated that:

- The smoke alarm system is not operating correctly.

On 22 April 2014 the building was inspected by an authorised officer of FRNSW in accordance with the provisions of Section 118L(1) of the Environmental Planning and Assessment Act 1979 (the Act). During the inspection a number of potential deficiencies were identified that were unable to be rectified by an Emergency Order 6.

It is noted that Warringah Council have recently issued an Order 6 relating to the upgrade of the Automatic Fire Detection & Alarm System and Fire Hydrant System. Upon inspection it appeared that certain terms of the Order had not been complied with.

Additionally, the annual fire safety statement and fire safety schedule were not available at the time of inspection.

Premises Description

Building Class: Class 2
Rise in Storeys: One (1)
Storeys Contained: Two (2)
Building Use: Residential apartment building

Fire & Rescue NSW	ABN 12 593 473 110	www.fire.nsw.gov.au
Community Safety Directorate	Locked Bag 12	T (02) 9742 7434
Building Fire Safety Unit	Greenacre NSW 2190	F (02) 9742 7483
bfs@fire.nsw.gov.au	Page 1 of 2	© Copyright State Govt NSW



Comment

On the day of inspection the following potential deficiencies were noted:

- a) The Fire Indicator Panel (FIP) was found to be in fault.
- b) There was no zone block plan mounted adjacent to the FIP as required by Clause 3.10 of AS 1670.1—2004.
- c) A sign was not displayed adjacent to the fire brigade hydrant booster assembly indicating maximum boost and maximum test pressure (in kilopascals) as required by Clause 7.10.1 of AS 2419.1—2005.
- d) A block plan was not provided at the fire hydrant booster assembly as required by Clause 7.11 of AS 2419.1—2005.

Recommendations

In an effort to address the deficiencies, FRNSW make the following recommendations in accordance with Section 121ZD(1)(b) of the Act.

- 1. That Council inspect the building to determine the relevant standards of performance relating to the premises and take appropriate action to ensure the potential aforementioned deficiencies are addressed.

This matter is now referred to Council in its capacity as the regulatory authority pursuant to Section 121ZD(2) of the Act.

FRNSW requests that notice of any determination in relation to the report is forwarded to the Building Fire Safety Unit, FRNSW in accordance with Section 121ZD(4) of the Act.

For further information please contact Lachlan Haar at the Building Fire Safety Unit, referencing FRNSW file number NFB/15754. Please ensure that all correspondence in relation to this matter is submitted electronically to bfs@fire.nsw.gov.au.

Yours faithfully



Station Officer Bilborough
Acting Team Leader
Building Fire Safety Unit





**Warringah
Council**
ABN 31 565 068 406

WARRINGAH COUNCIL

ORDER NO 6

Pursuant to s 121B of the

Environmental Planning and Assessment Act, 1979 (NSW)

DATE:	13 June 2012
TO WHOM:	Owners Corporation Strata Plan 12159
PREMISES:	7 Western Avenue North Manly

You are hereby given **Order No 6** pursuant to s 121B of the *Environmental Planning and Assessment Act, 1979 (NSW)* (the 'Act') that the Warringah Council, as the appropriate authority under the Act, has been made aware that provisions for fire safety awareness are not adequate to prevent fire, suppress fire or prevent the spread of fire or ensure or promote the safety of persons in the event of fire on the above premises.

ORDER NO. 6

TO DO WHAT:

- 1) Carry out the Recommendations, Part 5, Items 1 to 10 further identified on Page 14 and 15 of the Report dated March 2012 by Mr Trevor Dunbar Environet Consultancy Pty Ltd.
- 2) Upon completion of each stage submit a finalisation letter (supported by certificates) by an independent appropriately qualified person, (not the person who undertook the work or any person connected with the ownership of the building) certifying that the works have been satisfactorily completed.

This will necessitate the Owners to engage the services of an independent appropriately qualified person to manage the works, carry out inspections and provide technical advice during the implementation of the fire safety upgrade.

- 3) **Schedule of Essential Fire Safety Measures**

As detailed in Part 4, Page 13 of the Report dated March 2012 prepared by Mr Trevor Dunbar, Environet Consultancy Pty Ltd.

- 4) Provide Council and the NSW Fire Brigade with a Final Fire Safety Certificate upon completion of the fire safety upgrade.

Following this initial certification, Council and the NSW Fire Brigade will require Annual Fire Safety Statements to ensure that all Fire Safety Measures continue to perform to the relevant standard of performance.

- 5) The Fire Hazard Properties of any replacement of new floor materials, floor coverings, wall and ceiling linings must comply with specification C1.10, Building Code of Australia 2011.
- 6) Any Security / Screen doors must not compromise the integrity of the fire rated doorset to the unit (includes door jamb) and fitted in a manner which will not impact on safe egress for the occupants or impede travel onto an exit stair (eg at top of stairs or within stairs). D2.20 BCA.

Order 6 dated 13 June 2012 – 7 Western Avenue North Manly

REASONS FOR THE ORDER: (s 121L of the Act)

A Fire Safety Audit Report dated March 2012 prepared by Mr Trevor Dunbar, Environet Consultancy Pty Ltd confirmed that existing provisions for fire safety or fire safety awareness are not adequate to prevent fire, suppress fire or prevent the spread of fire or ensure the safety of persons in the event of fire at **7 Western Avenue North Manly**.

PERIOD OF COMPLIANCE WITH THE ORDER (s 121M of the Act)

Staged over a period of 4 years as detailed on page 15 and 16 of the Report dated March 2012 by Mr Trevor Dunbar Environet Consultancy Pty Ltd.

FAILURE TO COMPLY WITH THE ORDER

It is an offence pursuant to s 125 of the Act to fail to comply with this Order.

Should the Order not be complied with, the Council may:

- (1) commence civil enforcement proceedings in the Land and Environment Court of NSW pursuant to s 123 of the Act seeking mandatory orders to compel compliance with the Order and any other order necessary and costs; and/or
- (2) commence summary criminal proceedings in a Court of competent jurisdiction pursuant to s 127 of the Act seeking a conviction and pecuniary penalty; and/or
- (3) issue a penalty notice pursuant to s 127A of the Act which carries a maximum penalty of **\$1,500** per penalty notice.

Note: That in relation to (2) above the Act carries a maximum pecuniary penalty of **\$1,100,000** and a further daily maximum pecuniary penalty of **\$110,000**.

COUNCIL MAY CARRY OUT WORK (s 121ZJ of the Act)

In addition to (1), (2) & (3) above the Council may choose to exercise its powers pursuant to s 121ZJ of the Act to do all such things that are necessary to give effect to the Order and recover all associated costs incurred in giving effect to the Order as a debt in a court of competent jurisdiction.

RIGHT OF APPEAL AGAINST THE ORDER (ss 121N & 121ZK of the Act)

Pursuant to s 121ZK of the Act an individual or corporation affected by the Order may appeal to the Land and Environment Court of NSW against the Order within **28 days** after the service of the Order.

Alan White
Fire Safety Specialist- Compliance Services

ITEM 8.10	AMENDMENT OF WARRINGAH DEVELOPMENT CONTROL PLAN: BICYCLE PARKING REQUIREMENTS
REPORTING MANAGER	GROUP MANAGER STRATEGIC PLANNING
TRIM FILE REF	2014/129408
ATTACHMENTS	1 Warringah Development Control Plan Amendment 6

EXECUTIVE SUMMARY

PURPOSE

To obtain Council's endorsement to exhibit amendments to Warringah Development Control Plan (Amendment 6) in relation to bicycle parking and associated facilities for new development.

SUMMARY

Council adopted bicycle parking requirements into Warringah Development Control Plan 2011 at its meeting on 26 February 2013. Since adoption, these requirements have required the provision of bicycle parking and end of trip facilities in medium density developments

However, development of a large scale, such as that associated with the Dee Why Town Centre Masterplan, is currently required to provide an unachievable supply of bicycle parking in the space available. For example, a 200 dwelling development requires 217 bicycle parking spaces.

As such, Council has revisited the requirements to provide a more appropriate allocation of bicycle parking for larger scale developments. The draft DCP adopts a tiered structure which would preserve the current bicycle parking requirements for medium density development, while introducing achievable and appropriate requirements for large scale development in the future.

The attached amendment proposes changes to Part C3 (A) Bicycle Parking and End of Trip Facilities in order to introduce a tiered approach that reflects the scale of development.

FINANCIAL IMPACT

This project is being undertaken within the existing budgeted resources of the Strategic Planning unit.

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That the amendments to Warringah Development Control Plan (Amendment 6), that include amendments for bicycle parking end of trip bicycle facilities, be placed on public exhibition for a period of at least 28 days and invite submissions from the public

REPORT

BACKGROUND

Bicycle parking requirements in Warringah are outlined in Warringah Development Control Plan 2011 (WDCP 2011) under clause C3 (A). These requirements seek to facilitate the strategic outcomes of Warringah Bike Plan (adopted 24 August 2010), providing secure bicycle parking to promote sustainable transportation within the Warringah Community. WDCP 2011 (Amendment 3) introduced the bicycle parking requirements, and was adopted 27 March 2012.

Council has applied the bicycle parking requirements to development applications since that date with a general level of success. However, review of the Dee Why Town Centre Masterplan has highlighted the need to modify the requirements in order to provide an appropriate and achievable allocation of bicycle parking.

Issue

The recent scale of development proposed in the Dee Why Town Centre has seen approximately 150 units proposed. For this scale of development, application of current bike parking controls result in a requirement of 163 bicycle parking spaces. A reduction in these rates is needed to achieve a more appropriate bike parking requirement.

The current bicycle parking requirement for residential development is:

- One secure bicycle park space (e.g. space within a secure cage or room) for every dwelling within a building that has three or more dwellings (excluding group homes, boarding houses, hostels and seniors housing)
- One visitor bicycle park space (e.g. bicycle rack) for every 12 dwellings.

While this is appropriate for medium density development, it would place an onerous requirement on the high density developments that the Dee Why Town Centre Masterplan is likely to attract. Examples are outlined in the table below:

Number of Dwellings	Medium Density	High Density	Very High Density
	20	200	600
Type of Bicycle Parking:			
Secure	20	200	600
Visitor	2	17	50
Total Required Bicycle Parks	22	217	650

Table 1: Bicycle Park requirements under WDCP 2011

Council has revisited these requirements and has determined that it would be appropriate to amend the residential bicycle requirements. It is important that any amendment continue to promote bicycling within the Warringah community while accommodating higher density development in the Dee Why Town Centre area.

Research

Council has reviewed Development Control Plans for several councils in the Sydney Metropolitan Area. It was found that while bicycle parking has become an accepted outcome to be prioritised in

new development, there is not a uniform method to determining the appropriate amount of bicycle parking.

The Department of Planning and Environment's *Planning Guidelines for Walking and Cycling* recommends a 0.25 to 0.4 bicycle parking spaces per dwelling, Hornsby requires 0.3, Canada Bay requires 1.08 and North Sydney requires 1.1. Other councils instead look to bicycle parking requirements as a percentage of car spaces, with Ryde and Manly requiring bicycle spaces to be 10% and 33% of car spaces, respectively.

Recommend Changes

In order to preserve the strategic outcomes of the Warringah Bike Plan, while maintaining appropriate bicycle parking requirements for high density development, Council recommends a tiered approach that reflects the scale of development. This would promote secure parking for residents that may not have room within their dwellings, while accommodating developments that may not have room on site for large secure bicycle park areas:

- Under 3 dwellings: None required
- Between 3 and 10 dwellings: 1 secure bicycle park per dwelling
- Between 11 and 50 dwellings: 10 secure bicycle parks, plus an additional 0.5 secure bicycle parks per dwelling over 10
- Over 51 dwellings: 35 secure bicycle parks, plus an additional 0.2 secure bicycle parks per dwelling over 50
- 1 visitor bike park per 10 units (rounded up)

Examples

Number of Dwellings	Medium Density	High Density	Very High Density
	20	200	600
Type of Bicycle Parking			
Secure Bicycle Parks	15	60	140
Visitor Bicycle Parks	2	20	60
Total Required Bicycle Parks	17	80	200

Table 2: Bicycle Park requirements with recommended changes

The tiered structure above would preserve the Department of Planning and Environment's guidelines for high density development, which is likely to be within walking distance of public transportation corridors. It would also promote more progressive bicycle parking requirements, as recommended by the Warringah Bike Plan. Further, State Environmental Planning Policy 65 – Design Quality of Residential Flat Development, requires every dwelling to have a secure storage area, which supplements the formal bicycle storage.

In addition, Council has identified the need to clarify requirements for provisioning of end of trip facilities, such as bathrooms and change areas. Currently, one shower cubicle is required per seven (7) required non-residential bicycle parks. This should be amended to exclude visitor bicycle parks, as end of trip facilities are meant to encourage cycling to work, with visitors to facilities (e.g. retail customers) not requiring showers for shorter trips.

These changes have been included in draft DCP (Amendment 6).

CONSULTATION

It is recommended that Council place the draft DCP on public exhibition and invite submissions, in accordance with the *Environmental Planning and Assessment Regulation 2000*.

Under Clause 18 of the *Environmental Planning and Assessment Regulation 2000*, following its preparation, a draft DCP must be publicly exhibited for at least 28 days to enable public participation and to invite submissions on the draft DCP.

It is proposed to exhibit the draft DCP on Council's website, Council's offices and the Manly Daily. Supporting documents for the exhibition of the draft DCP can include the comprehensive WDCP, LEP 2011 and the Warringah Bike Plan.

TIMING

Following the exhibition, upon the consideration of any submission received and any changes made to the draft DCP, the draft DCP will be reported back to Council for its approval.

Under Clause 21 of the *Environmental Planning and Assessment Regulation 2000*, a development control plan comes into effect on the date that public notice of its approval is given in a local newspaper, or on a later date specified in the notice.

FINANCIAL IMPACT

This project is being undertaken within the existing budgeted resources of the Strategic Planning unit.

POLICY IMPACT

Nil

Draft Warringah Development Control Plan (Amendment 6)

Purpose of this Development Control Plan

This plan modifies controls in Warringah Development Control Plan 2011 in relation to:

- bicycle parking and end of trip facilities

Name of plan

This plan is called Warringah Development Control Plan (Amendment 6).

Land to which this plan applies

This plan applies to all land with the Warringah Local Government Area.

Relationship of this Development Control Plan to Warringah Development Control Plan

This plan amends the Warringah Development Control Plan (approved by Council 8 June 2010; came into effect 9 December 2011) in the manner set out in Schedule 1.

Schedule 1 Amendments

1. Amend part C3(A) as follows:

- Under the heading 'Requirements', delete the following row of table 'MINIMUM BICYCLE PARKING REQUIREMENTS':

Residential Accommodation containing 3 or more dwellings (excluding group homes; boarding houses; hostels; seniors housing)	1 per dwelling	Visitors: 1 per 12 dwellings
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and replace with the following:

Residential Accommodation containing 3 or more dwellings (excluding group homes; boarding houses; hostels; seniors housing)	For developments consisting of: Between 3 and 10 dwellings: 1 secure bicycle park per dwelling; Between 11 and 50 dwellings: 10 secure bicycle parks, plus an additional 0.5 secure bicycle parks per dwelling over 10; Over 51 dwellings: 35 secure bicycle parks, plus an additional 0.2 secure bicycle parks per dwelling over 50.	Visitors: 1 per 10 dwellings
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- Under the heading 'Requirements', item 6 (ii), delete the sentence:

A minimum of one shower cubicle per seven (7) required bicycle parking spaces.

And replace with

A minimum of one shower cubicle per seven (7) required bicycle parking spaces, excluding visitor bicycle parking.

ITEM 8.11	SELECTION OF COMMUNITY MEMBER TO VACANT POSITION ON VIBRANT CONNECTED COMMUNITY STRATEGIC REFERENCE GROUP
REPORTING MANAGER	DEPUTY GENERAL MANAGER ENVIRONMENT
TRIM FILE REF	2014/131702
ATTACHMENTS	NIL

REPORT

PURPOSE

To appoint a community member to the vacant position on Vibrant Connected Community Strategic Reference Group.

REPORT

Council has four Strategic Reference Groups (SRGs) that consider Warringah's long term Community Strategic Plan. They are:

1. Vibrant Connected Communities
2. A Connected Environment
3. ECOS
4. Open Space and Recreation.

A community representative position has become available on the Vibrant Connected Communities SRG, Ms Penny Philpott had previously nominated for a position on this SRG. Her nomination was rated highly by the Independent Panel therefore it is recommended to appoint Ms Penny Philpott to the vacant position.

FINANCIAL IMPACT

Nil

POLICY IMPACT

The selection of members will be undertaken in accordance with Council Policy PL-755 Appointment of Community & Other Stakeholder Representatives Policy – Council Committees.

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council appoint Ms Penny Philpott to the Vibrant Connected Communities Strategic Reference Group

10.0 NOTICES OF MOTION

ITEM 10.1	NOTICE OF MOTION NO 9/2014 - UNSOLICITED PROPOSALS
TRIM FILE REF	2014/136098
ATTACHMENTS	NIL

Submitted by: Councillor Jose Menano-Pires

MOTION

That:

- A. Staff prepare a Draft Policy document detailing Council's guidelines to accept, evaluate and in general, deal with unsolicited proposals from private organisations or peak bodies, potentially leading to Public Private Partnerships (PPP's).
 - B. The Draft Policy to be presented to Council by 31 December 2014.
-

FUNDING SOURCE

I have been advised by staff that this motion can be carried out within current operational budget.

BACKGROUND FROM COUNCILLOR JOSE MENANO-PIRES

From time to time Council receives unsolicited proposals from private organisations regarding proposed private investment in potential Council projects.

The benefits of such proposals can range from accelerating Council forecasted projects to initiate others that Council alone would not be able to implement.

It is my view that such proposals should be seriously considered and a Policy is required that will ensure transparency and abides by State Government legislation and guidelines.

While Council has to retain its obligation to maximise potential benefits to the public, consideration should be given to encourage the proponents' initiative and its inherent financial risks / benefits.

11.0 QUESTIONS ON NOTICE

ITEM 11.1	QUESTION ON NOTICE NO 13/2014 - EXPENDITURE ON LA LUNE EVENT AT LONG REEF
TRIM FILE REF	2014/136119
ATTACHMENTS	NIL

Submitted by: Councillor Vincent De Luca OAM

QUESTION

What was Council's total expenditure on the La Lune event at Long Reef?

ITEM 11.2	QUESTION ON NOTICE NO 14/2014 - STAFF CONTRIBUTION TO MERCEDES CLK
TRIM FILE REF	2014/136126
ATTACHMENTS	NIL

Submitted by: Councillor Vincent De Luca OAM

QUESTION

What has been the total personal financial contribution to date by the staff member on the Council purchased Mercedes CLK?

ITEM 11.3	QUESTION ON NOTICE NO 15/2014 - FREQUENT FLYER POINTS GAINED ON PERSONAL CREDIT CARDS VIA COUNCIL EXPENDITURE
TRIM FILE REF	2014/136318
ATTACHMENTS	NIL

Submitted by: Councillor Vincent De Luca OAM

QUESTION

When a staff member uses their personal credit card and then seeks reimbursement from Council, are Frequent Flyer points gained from the use of the credit card transferred to Council?

12.0 RESPONSES TO QUESTIONS ON NOTICE

ITEM 12.1	RESPONSE TO QUESTION ON NOTICE NO 10/2014 - PURCHASE PRICE OF MERCEDES CLK FOR A COUNCIL STAFF MEMBER
TRIM FILE REF	2014/118916
ATTACHMENTS	NIL

Submitted by: Councillor Vincent De Luca OAM

QUESTION

What was the purchase price of the Mercedes CLK purchased for a Council staff member?

RESPONSE

\$57,466.

ITEM 12.2	RESPONSE TO QUESTION ON NOTICE NO 11/2014 - WHERE WAS THE MERCEDES CLK PURCHASED BY COUNCIL FROM
TRIM FILE REF	2014/118907
ATTACHMENTS	NIL

Submitted by: Councillor Vincent De Luca OAM

QUESTION

Where was the Mercedes CLK purchased by Council from? (A car dealership or private purchase)

RESPONSE

Private purchase.

ITEM 12.3

**RESPONSE TO QUESTION ON NOTICE NO 12/2014 -
RUNNING/MAINTENANCE COSTS OF THE MERCEDES CLK**

TRIM FILE REF

2014/118924

ATTACHMENTS

NIL

Submitted by: Councillor Vincent De Luca OAM

QUESTION

What have been the running/maintenance costs to date of the Mercedes CLK?

RESPONSE

The vehicle running costs and depreciation are detailed below:

	Year	Running Costs	Depreciation
a.	2011-12	\$15	\$725
b.	2012-13	\$4,641	\$10,593
c.	2013-14	\$5,514 ¹	\$8,628 ²

¹ Running Costs (fuel, registration, servicing) – up to 31 March 2014

² Depreciation – up to 31 March 2014.

It is noted that in the period 8 June 2012 to 2 February 2014 staff contributed \$25,637.81 for the use of this vehicle as part of their employment contract.

13.0 CONFIDENTIAL MATTERS – CLOSED SESSION

RECOMMENDATION

- A. That, on the grounds and for the reasons stated below, the Council resolve into Closed Session to receive and consider the items identified as Confidential and listed on this Agenda as:

- Item 13.1 RFT 2014/027 - Internal Audit Services
- Item 13.2 RFT 2013/107 - Civil Infrastructure Works Panel Contract
- Item 13.3 RFT 2014/043 - Investigations & Design of Public Infrastructure Upgrades for the Dee Why Town Centre
- Item 13.4 RFT 2014/018 - Design, Construction and Maintenance for a Cogeneration Plant at the Warringah Aquatic Centre
- Item 13.5 RFT 2014/005 - Major Works for Queenscliff Rockpool
- Item 13.6 Alternative Procurement - Workers Compensation Claims Management Services

Matters to be Discussed During Closed Session - Section 10D

- Item 13.1 RFT 2014/027 - Internal Audit Services
- Item 13.2 RFT 2013/107 - Civil Infrastructure Works Panel Contract
- Item 13.3 RFT 2014/043 - Investigations & Design of Public Infrastructure Upgrades for the Dee Why Town Centre
- Item 13.4 RFT 2014/018 - Design, Construction and Maintenance for a Cogeneration Plant at the Warringah Aquatic Centre
- Item 13.5 RFT 2014/005 - Major Works for Queenscliff Rockpool
- Item 13.6 Alternative Procurement - Workers Compensation Claims Management Services

Grounds on which Matter Should be Considered in Closed Session – Section 10A(2)

- Item 13.1 10A(2)(d(ii)) commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it
- Item 13.2 10A(2)(d(ii)) commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it
- Item 13.3 10A(2)(d(ii)) commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it
- Item 13.4 10A(2)(d(ii)) commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it
- Item 13.5 10A(2)(d(ii)) commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it
- Item 13.6 10A(2)(d(ii)) commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it

Reason Why Matters are being considered in Closed Session – Section 10B

To preserve the relevant confidentiality, privilege or security of such information.

- B. That pursuant to Section 10A Subsections 2 & 3 and 10B of the Local Government Act 1993 (as amended), the press and public be excluded from the proceedings of the Council in Closed Session on the basis that the items to be considered are of a confidential nature.
 - C. That the closure of that part of the meeting for the receipt or discussion of the nominated item or information relating thereto is necessary to preserve the relevant confidentiality, privilege or security of such information.
 - D. That the Minutes and Business Papers including any reports, correspondence, documentation or information relating to such matter be treated as Confidential and be withheld from access by the press and public, until such time as the reason for confidentiality has passed or become irrelevant because these documents relate to a matter specified in section 10A(2).
 - E. That the resolutions made by the Council in Closed Session be made public after the conclusion of the Closed Session and such resolutions be recorded in the Minutes of the Council Meeting.
-

