



AGENDA

PLACES FOR PEOPLE STRATEGIC REFERENCE GROUP

Notice is hereby given that a meeting of the Places for People Strategic Reference Group will be held in the Coastal Environment Centre, Narrabeen on

THURSDAY 13 SEPTEMBER 2018

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

Committee Members

Cr Ian White (Chair)	
Mayor Michael Regan	
Cr Candy Bingham	
Cr Stuart Sprott	
Caroline Ghatt	Play for all Australia
Stephen Pearse	
Jim Koopman	
Sita Mason	Youth Representative
Merinda Rose	
Les Irwig	
Miranda Korzy	
Maryann Novakovic	
Suzanne Cairns	Manly Dogs
Richard Michell	Manly, Warringah and Pittwater Historical Society
Kelvin Milsom	Northern Beaches Junior AFL Association, Manly Warringah Pittwater Sporting Union

Council Officer Contacts

Steven Lawler	Executive Manager Parks & Recreation
Neil Cocks	Acting Executive Manager Strategic & Place Planning
Sherryn McPherson	Governance Coordinator

Quorum

A majority of members including the Chair or one of the elected Councillors.

**Agenda for Places for People
Strategic Reference Group Meeting
to be held on Thursday 13 September 2018
in the Coastal Environment Centre, Narrabeen
Commencing at 6:00pm**

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NEXT MEETING Thursday 29 November 2018

1.0 APOLOGIES

All members are expected to attend the meetings or otherwise tender their apologies to the Chair and Governance at councilmeetings@northernbeaches.nsw.gov.au.

2.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

Members are advised of the following definitions of a "pecuniary" or "conflict" of interest for their assistance:

Section 442 of the Local Government Act, 1993 states that a "pecuniary" interest is as follows:

"(1) [Pecuniary interest] A Pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated.

(2) [Remoteness] A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter."

Members should reference the Local Government Act, 1993 for detailed provisions relating to pecuniary interests.

Council's Code of Conduct states that a "conflict of interest" exists when you could be influenced, or a reasonable person would perceive that you could be influenced by a personal interest when carrying out your public duty.

3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

3.1 MINUTES OF PLACES FOR PEOPLE STRATEGIC REFERENCE GROUP MEETING HELD 7 JUNE 2018

RECOMMENDATION

That the Minutes of the Places for People Strategic Reference Group meeting held 7 June 2018, copies of which were previously circulated to all Members, be confirmed as a true and correct record of the proceedings of that meeting.

4.0 UPDATE ON ACTIONS FROM LAST MEETING

Meeting Date	Item No.	Responsible Person	Action
24-Aug-18	5.1	Andrew Pigott/ Steven Lawler/ Sherryn McPherson	The following items be included on the September agenda: 1. Open Space Strategy update 2. Update on the Frenchs Forest 3. Update on the Avalon Place Plan. 4. Thematic history of the Northern Beaches. 5. Update on the topic of a Hub at Brookvale

5.0 AGENDA ITEMS

ITEM 5.1	UPDATE - NORTHERN BEACHES THEMATIC HISTORY PROJECT
REPORTING OFFICER	HERITAGE PLANNER
TRIM FILE REF	2018/529060
ATTACHMENTS	NIL

REPORT

PURPOSE

To provide an update to the Places for People Strategic Reference Group on the Northern Beaches Thematic History project and introduce the project team.

Appointment

At the meeting in June 2018, the Reference Group was briefed on the Northern Beaches Thematic History project. Since this time, GML Heritage have been appointed to undertake this project with Council.

GML Heritage are a large specialised heritage consultancy who have in-house historians and a wide range of experience in preparing histories, interpretation plans as well as heritage assessments, and conservation management plans. The team for this project consists of Minna Muhlen-Schulte as historian and project manager, along with consultant historian, Charles Pickett. Overall supervision is to be provided by Sharon Veale, one of the Directors of GML Heritage.

Methodology

A Thematic History Community Reference Group is in the process of being established by Council. This will be a small group of community members who will assist the consultants in identifying local historical resources and information. It is envisaged that the group will meet on four (4) occasions throughout the project preparation. Nominations for the Thematic History Community Reference Group will be advertised in late September 2018.

GML Heritage have identified a two (2) stage methodology:

Stage 1: Review, Research and Consultation

This will involve reviewing all the existing thematic histories and collating all relevant local history information, in consultation with the Thematic History Community Reference Group, Local Studies staff etc. This will also include a component of community consultation, to gather additional local stories from the community on the history of the area. This would be held concurrently with the research phase.

Stage 2: Identify Themes and Prepare History

This stage will involve identifying relevant themes associated with the development of the Northern Beaches, incorporating current themes as well as developing new themes based on the research and consultation phase. Local historical themes for the Northern Beaches will be prepared in the context of the established NSW State and National heritage themes. Once these themes have been developed, a comprehensive draft Northern Beaches Thematic History document will be prepared for review. Taking on board comments from Council, a final Thematic History will then be presented.

The work programme is expected to take 16 weeks from appointment to draft Thematic History, with the final document delivered 2 weeks after receiving review comments from Council.

RECOMMENDATION OF HERITAGE PLANNER

That the Strategic Reference Group notes this report.

ITEM 5.2	DRAFT MOVEABLE HERITAGE MANAGEMENT POLICY
REPORTING OFFICER	HERITAGE PLANNER
TRIM FILE REF	2018/494852
ATTACHMENTS	1 ↓ Draft Moveable Heritage Management Policy

REPORT

PURPOSE

To consult with the Places for people Strategic Reference Group on the Draft Policy and the results of public exhibition.

Background

Council at its meeting on 19th December considered a Notice of Motion on Moveable Heritage. With the amalgamation of three Councils into one, it was considered important that Council actively records, protects and becomes the custodian of items of moveable heritage. Amongst other things, the resolution called for the preparation of a Moveable Heritage Management Policy.

A draft Policy was prepared and was considered by Council at its meeting on 17 April, 2018, at which Council resolved that:

- A. *Council place the draft Moveable Heritage Management Policy on public exhibition for a period of 28 days inviting submissions.*
- B. *Council consult with relevant business units and the Places for People Strategic Reference Group.*
- C. *Council report back following completion of public exhibition and internal consultation.*

This draft policy has been placed on public exhibition for comment and internal consultation with relevant business units has also occurred. In accordance with the Council resolution, this Draft Policy is now presented to the Places for People Strategic Reference Group for its information and feedback, prior to it being finalised.

Draft Policy

Moveable heritage is defined by the NSW Heritage Office as...*any natural or manufactured object of heritage significance, but excludes archaeological relics found underground or underwater.* While everyone in the community has a responsibility to protect important items of moveable heritage, Council, as the local government authority, can play a vital role in the identification and protection of moveable heritage of significance to its area.

The aim of the draft Moveable Heritage Management Policy is to set out guidelines within which Council can do this. Council already manages a number of moveable heritage collections (e.g. Local Studies collections of historic photographs, maps, records and memorabilia; and the Manly Art Gallery and Museum collection of museum items, largely around the beach theme), however has no overall Policy.

One of the main components of the draft Policy is the establishment of a Moveable Heritage Register. This Register would be publically available on-line and document all known items of moveable heritage, in Council ownership as well as others (subject to owners' consent). The Draft Policy provides for an initial focus on recording of 3D moveable heritage objects in Council ownership, with a view to eventually including all types of moveable heritage records in the Register. This initial focus is based on the fact that paper-based records (e.g. photos and documents) are already documented and managed by Council.

A copy of the draft Policy is attached. The issues dealt with by this policy are:

- Establishment of a Moveable Heritage Register
- Determining Significance to the Northern Beaches
- Relationship to Existing Moveable Heritage Collections
- On-going Management of Register
- Guidelines for future acquisitions
- Guidelines for future donations
- Storage
- Display of Moveable Heritage Objects
- Budget allocation
- On-going review and reporting

Consultation

The draft Policy was exhibited for 28 days from 26 May until 22 June 2018 and key stakeholders, such as the Manly, Warringah & Pittwater Historical Society were notified. In response, nine (9) submissions were received. Generally the submissions were supportive of the draft Policy and congratulated Council for preparing it. However the submissions made a number of constructive suggestions for changes, which are currently being reviewed.

These were largely around expanding the scope of the Moveable Heritage Register so that it applied to all types of moveable heritage (paper based and 3D objects), and including privately owned items, as well as those owned and managed by Council. There was also strong support for the establishment of a permanent facility to store and exhibit objects of moveable heritage. A number of submissions considered it a priority to be able to store items while the Register is being established and to ensure items are not lost before they can be assessed for inclusion on the Register.

Comments were also sought from other relevant business units of Council. This consultation is on-going. This is necessary given that the management of Moveable Heritage by Council does not sit within one business unit.

Way Forward

Consultation is continuing with relevant business units within Council and the content of the Draft Policy is being reviewed in light of the comments received from the community submissions.

A revised Draft Policy is anticipated to be reported to Council in November 2018, along with recommendations for its implementation.

RECOMMENDATION OF HERITAGE PLANNER

- A. That the Reference Group note this report.
 - B. That comments from the Group be considered prior to the Policy being reported back to Council.
-

Council Policy

Moveable Heritage Management Policy

Policy Statement

This Policy supports Council's role of identifying and protecting objects of heritage significance to the Northern Beaches. It assists in the collection, documentation and interpretation of objects of moveable heritage which can provide historical information about the Northern Beaches, its development and the people and their stories which are integral to understanding its past.

Principles

This Policy adopts the Movable Heritage Principles issued by the NSW Heritage Office:

1. Movable heritage relates to places and people.
2. Educating the community about how to identify and manage moveable heritage assists in conserving items and collections.
3. Assess the heritage significance of movable items and collections before making decisions on managing them.
4. Recognise the significance of indigenous moveable heritage to indigenous communities and its unique role in cultural maintenance, cultural renewal and community esteem.
5. Retain moveable heritage within its relationship to places and people, unless there is no prudent or feasible alternative to its removal.
6. Remove moveable heritage from its relationship to places and people only when the items and collections are under threat and this is the only means of safeguarding or investigating significance.
7. Provide community access to moveable heritage and encourage interpretation.
8. Document moveable heritage.
9. Acquire movable heritage where there is no alternative to removal, where this serves clearly defined collecting policies.
10. Reinstall or return items and collections to places and people when circumstances change.

Scope and application

This policy applies to all employees, agents and officers of Northern Beaches Council, as well as members of the Places for People Strategic Reference Group and all Councillors.

References and related documents

Objects in their Place - An Introduction to Moveable Heritage, NSW Heritage Office, 1999

Moveable Heritage Principles, NSW Heritage Office and Ministry for the Arts Moveable Heritage Project, Sydney 1999

The Illustrated Burra Charter, Australia, ICOMOS, Marquis-Kyle, P and Walker, M, 1994

Definitions

This Policy adopts the NSW Heritage Office definition of moveable heritage:

moveable heritage is a term used to define any natural or manufactured object of heritage significance (but excludes archaeological relics found underground or underwater).

An object of movable heritage is not a **heritage item**, as defined in Council's Local Environmental Plans (Manly LEP 2013, Warringah LEP 2011 and Pittwater LEP 2014).

Responsible Officer

Executive Manager/s (To be determined)

Review Date

Two (2) years from date of adoption, then every four (4) years on-going.

Revision History

Revision	Date	Change	TRIM Ref
1	17 April 2018	Draft presented to Council for public exhibition	2018/208998
2			

POLICY DETAIL

Establishment of Movable Heritage Register

A Movable Heritage Register will be established which provides photographs and information on objects which have been assessed as being of heritage significance to the Northern Beaches. This Register will be created with a view to it being made available on-line, thereby providing increased community access to information on the heritage and history of the Northern Beaches.

The focus of this Register will be recording 3D moveable heritage objects, rather than paper based moveable heritage (which are already largely documented in existing collections).

The initial focus will also be on objects of moveable heritage which are in Council ownership.

Determining Significance to the Northern Beaches

An object of moveable heritage must be assessed against criteria to determine whether it is of heritage significance to the Northern Beaches area. The basis for this assessment will be the Northern Beaches Thematic Study (to be completed 2018) along with the Northern Beaches Historical Themes which will result from this Study.

To be listed and recorded in Council's Moveable Heritage Register, the object must be able to show or represent a particular period of development, particular event or other link with the past history and development of the Northern Beaches area.

The identification of Northern Beaches historical themes will guide this determination of local heritage significance. An example of this is the current museum policy adopted by the Manly Art Gallery & Museum (MAG&M), which collects museum pieces which specifically reflect the historic theme of beach culture. While this is currently focussed on Manly, the beach theme is prevalent throughout the whole Northern Beaches area and is only one of the historic themes important in the development of this area.

Relationship to Existing Moveable Heritage Collections

The Moveable Heritage Register will complement existing collections of moveable heritage managed by Council. These include the Museum Objects collection managed by MAG&M and the paper based collections (e.g. photographs, maps, plans, books, documents) managed by Local Studies units within Manly, Dee Why and Mona Vale Libraries.

On-going Management of Register

The Register of Moveable Heritage will require on-going management. After initial set-up, the addition of existing items in Council ownership will be an on-going process of documentation and inclusion in the Register.

As new objects are offered to Council, acquired by Council or otherwise come to Council's attention for addition to the Register, they will need to be assessed to determine if they meet the heritage significance criteria for addition to the Register.

One of the main aims of the Register is to have it available for the community to access. The Moveable Heritage Register, as a collection of 3D objects of heritage significance to the Northern Beaches, should be made available by Council as an on-line searchable database (similar to the current historic photographs database, currently provided by Local Studies).

Once fully established, with an on-line presence, there will be on-going management related to the assessment and documentation of potential new objects to be added to the Register.

Guidelines for future acquisitions

Moveable heritage objects considered for acquisition by Council will first be assessed to determine if the object meets the criteria for heritage significance (i.e. does it possess heritage significance in the context of the Northern Beaches). Also considered will be the rarity of the object, with priority being given to objects which fills gaps in Council's moveable heritage collection.

Cost will also be a factor, along with practical issues such as storage considerations. In some instances, Council may consider photographically recording the item for the Register, without purchasing the object.

Guidelines for future donations

Donations from individuals and organisations are encouraged, however they will also need to be assessed as to whether they meet the criteria for listing on the Moveable Heritage Register. If a donated item is determined not to meet the heritage significance criteria, or at some time in the future is considered to no longer be needed on the Register, then Council may dispose of such objects appropriately.

Storage

Items identified in the Moveable Heritage Register, if not displayed in a Council building, should be stored in a controlled environment appropriate for objects of heritage significance.

Display of Moveable Heritage Objects

Where possible, Council should celebrate moveable heritage in its custodianship, by placing them on display in Council owned buildings. Where this is not possible, Council should investigate allocation of a building for the permanent storage and display of Northern Beaches moveable heritage. In doing so, Council will increase community access to history and heritage resources and increase community awareness of the importance of remembering the past history of an area.

Budget allocation

To assist in the on-going enhancement of Council's moveable heritage collection, a budget allocation should be made available each year for the acquisition of important objects which reflect the past history and development of the Northern Beaches.

On-going review and reporting

This Policy should be reviewed two (2) years after its adoption, to ensure that it is achieving its stated purpose. After the initial period, this Policy should be reviewed every four (4) years or sooner, should the need be identified.

ITEM 5.3	PROJECT UPDATE ON MY PLACE AVALON
REPORTING OFFICER	PLANNER
TRIM FILE REF	2018/528119
ATTACHMENTS	1 ↓ My Place: Avalon Community Reference Group Terms of Reference 2 ↓ Community Insights Report Avalon Village Centre

EXECUTIVE SUMMARY

PURPOSE

To provide the Strategic Reference Group (SRG), an update on the community engagement activities undertaken as part of the My Place: Avalon project.

SUMMARY

Northern Beaches Council (Council) is committed to creating places for people and has initiated a place planning process, My Place, as an approach to planning, design and management of village and neighborhood centres.

Avalon is the first centre within Northern Beaches Council Local Government Area to undergo My Place planning process, known as My Place: Avalon.

On 11 May 2018, Council formally commenced the community engagement phase of My Place: Avalon project with the start of an online "Care Factor" survey and a face to face PX assessment surveys within the Avalon village. This work was followed up with a series of community engagement activities, including Avalon visioning workshop, community pop-ups and online commentary form.

During the community engagement period, over 1450 contributions and thousands of ideas were collated and will be used to inform the preparation of the Avalon Place Plan.

The next phase of the project is the development of the draft Avalon Place Plan (the draft Plan). The draft Plan will be formulated and delivered with the assistance and support of the My Place: Avalon Community Reference Group, who will work collectively with Council staff to review, consider and develop the ideas and concepts identified by the community during the initial consultation phase.

Nominations for the My Place: Avalon Community Reference Group were advertised on 30 July 2018 and closed on the 27 August 2018.

A copy of Term of Reference of My Place: Avalon Community Reference Group is provided at Attachment 1.

This report highlights the community engagement activities undertaken to date and indicates the way forward of My Place: Avalon.

RECOMMENDATION OF PLANNER

That the Strategic Reference Group notes this report.

REPORT

BACKGROUND

A place planning process has been initiated by Council, 'My Place', as an approach to planning, design and management of village and neighborhood centres. The focus of My Place is to inspire and stimulate the community to work collectively with Council to plan, create and deliver great places that people love and feel connection to.

Initial work commenced on the project in November 2017, with the collection of relevant data and information and a review of relevant existing studies, plans and information.

On 11 May 2018, Council formally commenced the community engagement phase of My Place: Avalon project following a series of community engagement activities between 11 May 2018 and 5 August 2018.

My Place: Avalon

My Place: Avalon project focuses on the area within 400 metre radius of the Avalon Village Centre, however the scope of the study is extended to cover a larger area of influence as illustrated below in the Study Area Map



My Place: Avalon study area map

The My Place: Avalon project seeks to inspire and stimulate the community to work collectively with Council to plan for the future of Avalon and create a Place Plan that will deliver the communities vision for this unique and special area.

Community Engagement Activities to Date

Avalon Place Score Survey

The Avalon Place Score Survey represented the start of the community engagement and information gathering phase for the My Place: Avalon project. Place Score included an online "Care Factor" survey and PX assessment (on ground) survey which started on 14 May 2018 and finished on 1 July 2018. During this period a total of 848 online survey responses were collected and 190 PX assessments were undertaken during. A Community Insight Report based on the survey data is provided at Attachment 2.

A summary of key findings during the Place Score Survey is provided below:

Top 10 factors that people value most about Avalon

1. Elements of the natural environment
2. Overall visual character of the area
3. Vegetation and natural elements
4. Cleanliness of public space
5. Outdoor restaurant, café and/or bar seating
6. General conditions of vegetation, street trees and other planting
7. Interaction with locals/other people in the area
8. Ease of walking around
9. Business that reflect the local community and values
10. Sense of safety.

Top three priorities within Avalon village by locations

The PX Assessments were undertaken on 4 different localities within Avalon Village. The localities include:

1. Avalon Parade (btw Bellevue Ave and Old Barrenjoey Rd),
2. Avalon Parade (btw Old Barrenjoey Rd and Barrenjoey Rd),
3. Old Barrenjoey Rd (btw the Crescent and Avalon Prd),
4. Old Barrenjoey Rd (btw Avalon Parade and 61 Old Barrenjoey Rd).

The outcomes of the PX Assessments are outlined below. The table shows the top three priorities identified for each individual location.

Locations	Priority 1	Priority 2	Priority 3
Avalon Parade (btw Bellevue Ave and Old Barrenjoey Rd)	Ease of walking around	Outdoor restaurant, café and/or bar seating	Cleanliness of public space
Avalon Parade (btw Old Barrenjoey Rd and Barrenjoey Rd)	Cleanliness of public space	General conditions of vegetation, street trees and other	Ease of walking around

Old Barrenjoey Rd (btw the Crescent and Avalon Prd)	Ease of walking around	General conditions of vegetation, street trees and other	Cleanliness of public space
Old Barrenjoey Rd (btw Avalon Parade and 61 Old Barrenjoey Rd)	Cleanliness of public space	General conditions of vegetation, street trees and other planting	Outdoor restaurant, café and/or bar seating

Avalon Visioning Workshop

Subsequent to the Place Score surveys, two community visioning workshops were held in Avalon on 30 June 2018 and 4 July 2018.

The visioning workshops were designed to capture a broad representation of the Avalon community, including local residents, business, education sector, arts and culture groups, youth and school children and sporting organisations.

Some of the themes that emerged were:

- a healthy community, both in terms of physical health and activity, as well as social wellbeing, a community that is open and encourages creativity and entrepreneurship.
- a green, organic and sustainable place that celebrates the natural environment particularly the unique local landscape vegetation by protecting and building its quality and unstructured design.
- a connected community, both physically and socially, where people can walk and cycle around and to the village centre, where all people of all ages and interests can gather and connect to each other and the local business.

The workshops also identified a number of key challenges facing Avalon. The challenges identified during the workshop activities have been categorised below:

1. Street design/safety and walkability
2. Population stagnation
3. Lack of youth activities/opportunities
4. Retail variety and vacancy

Avalon Community Pop Ups

A series of community pop up stalls have been successfully held in Avalon village and Palm Beach between 11 July 2018 and 28 July 2018. The community pop up stalls were designed to capture additional community input following the community vision workshops, with specific focus on a vision for Avalon and the challenges and opportunities facing Avalon.

The pop up stalls received high patronage from the local community with over 400 people participating and engaging with our Council officers.

Data collected during the pop up stalls is currently being collated and analysed and will be presented in the Spotlight on Avalon document which will form the framework to inform and guide the preparation of the draft Avalon Place Plan.

Current Work

Council has advertised for interested community members to nominate for the My Place: Avalon Community Reference Group (CRG). Advertisements have been placed on Council's website and circulated in the Manly Daily newspaper from 30 July 2018 and will close on 27 August 2018.

Next Step

The establishment of the My Place: Avalon Community Reference Group to provide a forum for discussions between Council and the local community on the preparation of the Avalon Place Plan.

Timing

Early September 2018	Establishment of the My Place: Avalon Community Reference Group
September – November 2018	Preparation of <i>Spotlight on Avalon</i> document (a snapshot and community engagement outcomes report), and scheduling My Place: Avalon Community Reference Group workshops to commence preparation of draft Avalon Place Plan.



My Place: Avalon Community Reference Group (CRG)

Terms of Reference

1. Introduction

The Terms of Reference (ToR) sets out the working arrangements for My Place: Avalon Community Reference Group (CRG) and provides details regarding the project aims, CRG purpose, chairperson, membership, meeting schedules, attendance requirements and Council values.

2. Project Aims

Northern Beaches Council is preparing the Avalon Place Plan to coordinate a consistent approach to planning for the Avalon Village Centre

The Place Plan aims to:

- create places designed for people
- attract the right uses to the right places
- provide a focal point for employment and deliver high quality urban design outcomes
- improve connectivity in and around the centre, especially for pedestrians
- recognise the importance of streets as community spaces and destinations.

The Place Plan will be an action-oriented strategy focused on the community's connection to place. It will establish vision for the village centre aligned with the current and future community needs.

3. Purpose of the Community Reference Group

The CRG provides a forum for discussions between Council and the community as part of the preparation of the Place Plan for Avalon.

The CRG aims to represent the views of the Avalon community and users of the Avalon Place Plan area of reference. The vision for Avalon will be developed collaboratively by Council and the CRG with information gathered from broader community engagement.

The CRG is not a decision making body, but its views will help inform Council decisions in relation to the 'My Place: Avalon' project.

The CRG will be disbanded following publication of the Avalon Place Plan or as otherwise determined by the Chairperson.

4. Chairperson

Chaired by the Manager, Strategic and Place Planning and/or his/her nominated delegate.

5. Membership/Composition

Membership is based on the following composition criteria:

- 4 local community representatives
- 1 representative from Avalon Surf Club*.
- 1 representative from Avalon Preservation Association*.
- 1 representative from Avalon Chamber of Commerce*.
- 1 representative from a local sports association*.
- 1 person representing families with young children.
- 1 person who is aged between 18-25.

- 2 people representing local schools* (one education provider and one school aged child).
- 1 person with an inclusionary/disability interest.
- 1 person with an arts & culture background.
- 1 representative with environmental and heritage background.

*People representing one of the groups listed above must have a letter of endorsement from the group nominating them as the delegated representative where applicable.

No more than one representative will be selected from any group, with the exception of the 4 randomly selected local community representatives.

Membership of the CRG will be for the duration of the development of the Avalon Place Plan.

This CRG is not a formalised Council Committee, however, the selection of members will be guided by Council's Policy for Appointment of Community and Stakeholder Representatives on Committees.

6. Meetings

The CRG will be established and hold its first meeting in September/October 2018.

At the close of each meeting, the proposed next meeting date will be tabled subject to availability and project progression.

Approximately 2-3 weeks notice of the scheduled meeting date and time will be provided via e-mail. An RSVP will be required within 1 week of receiving the meeting invite.

Approximately six (6) meetings will be held with the Community Reference Group over the project period. Each meeting will follow the following draft agenda:

- a) Introduction or update on project.
- b) Workshop activity.
- c) Outline next steps.

Meeting schedules and agendas will be made available to all members in advance of each meeting.

7. Meeting Location

Meetings will be held in Avalon at a location to be determined. The venue will be accessible for all participants. People needing special assistance to attend meetings should let us know so their needs can be accommodated.

8. Attendance requirements

- All members are expected to attend the meetings, or otherwise tender their apologies to the Chairperson.
- If members are unable to attend - members may delegate their position to another member of their organisation, with the approval of the Chairperson.
- No member should be absent for more than two (2) consecutive meetings without first seeking, and being granted leave by the Chairperson. Without being granted such leave in these circumstances, the person's membership will be re-evaluated.

- Should a representative (individual) vacancy occur during the terms of appointment, a new representative (individual) will be selected from eligible applications received from the original call for nominations.
- Should a community group representative vacancy occur during the terms of appointment, an alternative representative from the same community group may fill the vacancy, otherwise a new community group representative will be selected from eligible community group applications received from the original call for nominations.
- If no suitable alternative representatives can be found, vacancies would be filled via a further call for Expressions of Interest
- Meetings will not be open to observers, except with agreement of the CRG and the Chairperson.
- Children of members are welcome to attend to alleviate child care restrictions.

9. Council values

All members of the Committee are required to observe the adopted Model Code of Conduct and any other policy or requirement applicable to the proper functioning of the committee including the Northern Beaches Council Values outlined below:

- **Trust:** Because being open brings out our best.
- **Integrity:** Because we are proud to doing what we say.
- **Teamwork:** Because working together delivers.
- **Service:** Because we care as custodians for the community.
- **Respect:** Because valuing everyone is how we make
- **Leadership:** Because everyone has a leading role.

10. Next review date

Amendments to this Terms of Reference may only be determined by Council.



ABOUT PLACE SCORE

PLACESCORE offers two sophisticated data collection tools, Care Factor and PX Assessments. Like a 'place census', Care Factor captures what your community really values. PX Assessments measure the community's lived experience.

Together they help you identify what is important, how a place is performing and what the focus of change should be. Eg. An attribute with a high Care Factor but a low PX Assessment should be a priority for investment.

Care Factor
captures *what* attributes your
community '**values**'...

PX Assessment
captures *how* your community '**rates**'
each attribute...

$$\begin{array}{c} \text{value} \\ \heartsuit \end{array} + \begin{array}{c} \text{rate} \\ \text{100} \end{array} = \begin{array}{c} \text{prioritise} \\ \#1 \quad \#2 \quad \#3 \end{array}$$

A place attribute with a high Care Factor but a low PX Score should be prioritised.

AVALON VILLAGE CENTRE PROJECT SCOPE

Between 11th May 2018 and 11th June 2018 PLACESCORE, on behalf of the Northern Beaches Council, collected Avalon Centre Care Factor surveys and PX Assessments via online and face-to-face surveys.¹

This Community Insights Report (CIR) includes:

- A summary of the survey respondents
- The key findings of the Care Factor survey
- The key findings of the PX Assessments
- The community's ideas for change

VILLAGE CENTRE CARE FACTOR SURVEY

- Which place attributes are most important to you in your ideal town centre?
- 711 respondents from across the Local Government Area
- The online survey was live from 11th May 2018 to 11th June 2018

VILLAGE CENTRE PX

ASSESSMENTS

- How is each place attribute impacting your personal enjoyment of this place?
- 4 main street environments
- 188 local residents, workers and visitors completed a PX Assessment
- Face-to-face data was collected between 11th May 2018 and 19th May 2018

A total of 899 responses were collected during the research.

CARE FACTOR

Your Care Factor data acts as a 'place census', identifying what is most important to your community regarding their ideal town centre. The data is valid for 3-5 years and can be used for a variety of strategic and tactical projects - from planning to place branding and activation.

PX ASSESSMENTS

Face-to-face PX Assessments were conducted with community members at four main street locations in Avalon. This section provides a summary of the data.

EXECUTIVE SUMMARY

This section provides an executive summary of key findings for Avalon Village Centre



AVALON VILLAGE

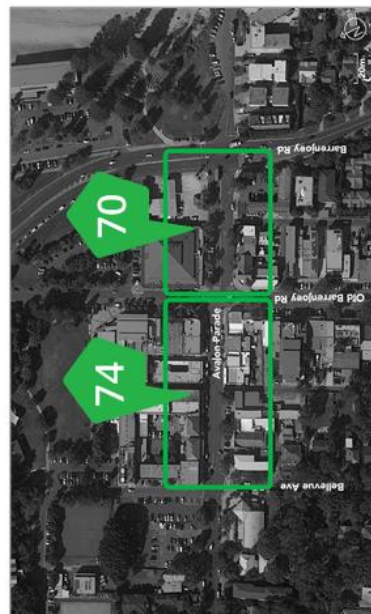
AVALON VILLAGE

AVALON PARADE

carefactor
towncentre

pxassessment
street

RANK	AVALON (N=847)	%	RANK	25-44 (N=186)	%
#1	Elements of the natural environment (views, vegetation, topography, water etc.)	74%	#1	Elements of the natural environment (views, vegetation, topography, water etc.)	63%
#2	Overall visual character of the area	62%	#2	Cleanliness of public space	58%
#3	Vegetation and natural elements (street trees, planting, water etc.)	58%	#3	Outdoor restaurant, café and/or bar seating	55%
#4	Cleanliness of public space	57%	#4	Overall visual character of the area	51%
#5	Outdoor restaurant, café and/or bar seating	56%	#4	Vegetation and natural elements (street trees, planting, water etc.)	51%



RANK	45-64 (N=375)	%	RANK	65+ (N=180)	%
#1	Elements of the natural environment (views, vegetation, topography, water etc.)	78%	#1	Elements of the natural environment (views, vegetation, topography, water etc.)	82%
#2	Overall visual character of the area	66%	#2	Overall visual character of the area	64%
#3	Vegetation and natural elements (street trees, planting, water etc.)	62%	#3	General condition of vegetation, street trees and other planting	61%
#4	Outdoor restaurant, café and/or bar seating	61%	#4	Vegetation and natural elements (street trees, planting, water etc.)	59%
#5	Cleanliness of public space	57%	#5	Cleanliness of public space	52%

AVALON PARADE (BTW BELLEVUE AVE AND OLD BARRENJOEY RD)

YOUR HIGHEST RATED PLACE ATTRIBUTES

The following place attributes rated highest overall:

- #1 Service businesses (post offices, libraries, banks etc.)
- #2 Amount of public space (footpaths and public spaces)
- #3 Overall visual character of the area

YOUR LOWEST RATED PLACE ATTRIBUTES

The following place attributes rated most poorly overall:

- #50 Unusual or unique buildings or public space design
- #49 Unusual or unique businesses/shops
- #48 Public art, community art, water or light feature

AVALON PARADE (BTW OLD BARRENJOEY RD AND BARRENJOEY RD)

YOUR HIGHEST RATED PLACE ATTRIBUTES

The following place attributes rated highest overall:

- #1 Sense of safety (for all ages, genders, day/night etc.)
- #2 Grocery and fresh food businesses
- #3 Welcoming to all people

YOUR LOWEST RATED PLACE ATTRIBUTES

The following place attributes rated most poorly overall:

- #50 Evidence of recent public investment (new planting, paving, street furniture etc.)
- #49 Unusual or unique buildings or public space design
- #48 Unusual or unique businesses/shops

 PLACESCORE™

 Different from overall top 5

NORTHERN BEACHES COUNCIL CIR
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AVALON VILLAGE

AVALON PARADE

YOUR PRIORITIES FOR ACTION

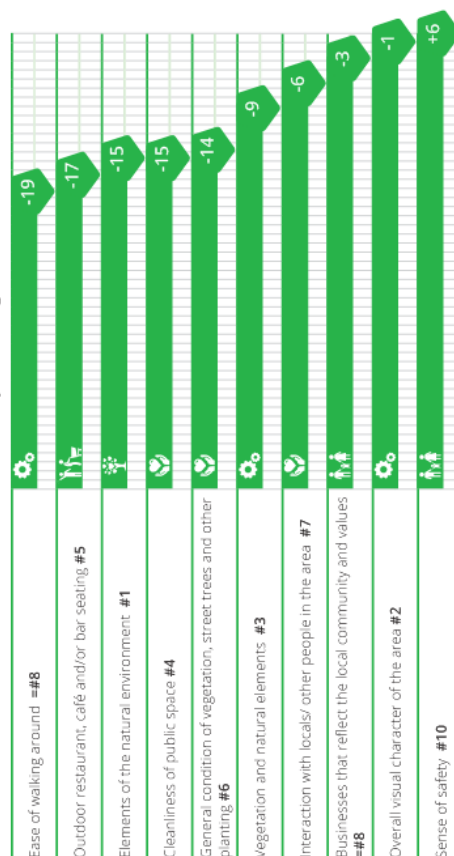
Attributes with high Care Factor ratings and low PX scores should be considered priorities for investment. These diagrams illustrate what most people care about (Top 10 Care Factors) and how each of those attributes are performing (PX Assessment). The difference between their Care Factor ranking and the PX score reveals the priority level, **the lower the score the higher the priority.**

AVALON PARADE

(BTW BELLEVUE AVE AND OLD BARRENJOEY RD)

TOP 10 CARE FACTORS

What we care about most? [# CF Rank] How it is performing? [CF-PX]

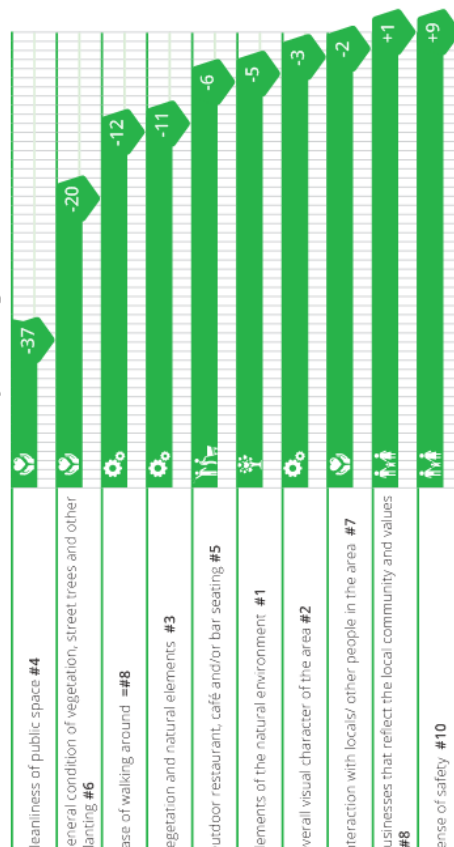


AVALON PARADE

(BTW OLD BARRENJOEY RD AND BARRENJOEY RD)

TOP 10 CARE FACTORS

What we care about most? [# CF Rank] How it is performing? [CF-PX]



'The performance captures the difference between the Care Factor ranking of the town centre and PX ranking of the location for each attributes. It can vary between -49 and 49 with lower value indicating low performance.'

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AVALON VILLAGE

AVALON PARADE

CHALLENGES FOR THE FUTURE

These diagrams illustrate the poorest performing place attributes overall (PX Assessment) and how important they are to people (Care Factor). The difference between their Care Factor ranking and the PX score reveals the priority level. While the attribute may not be performing well **it may not be a priority if it is not in your top 10 Care Factor**, however it may potentially represent a challenge for your town centre in the future.

AVALON PARADE

(BTW BELLEVUE AVE AND OLD BARRENJOEY RD)

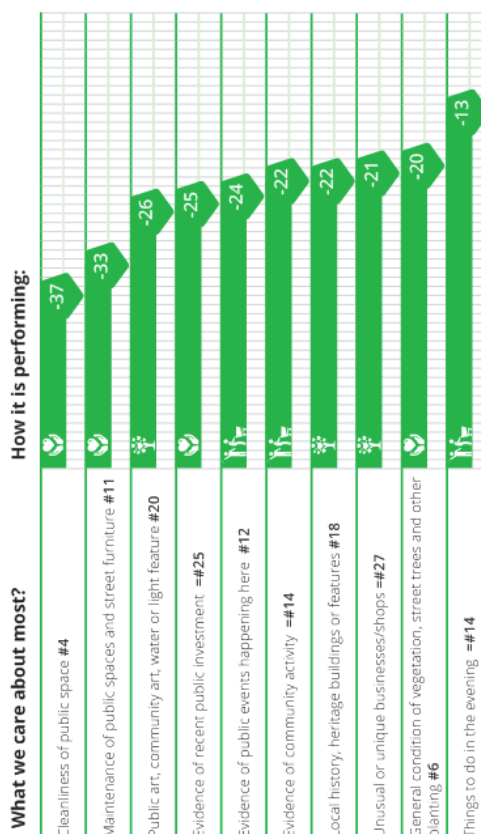
POOREST PERFORMING PLACE ATTRIBUTES OVERALL



AVALON PARADE

(BTW OLD BARRENJOEY RD AND BARRENJOEY RD)

POOREST PERFORMING PLACE ATTRIBUTES OVERALL



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AVALON VILLAGE

AVALON PARADE

AVALON PARADE

(BTW BELLEVUE AVE AND OLD BARRENJOEY RD)

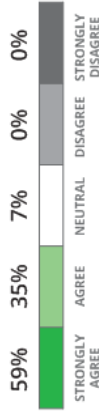
NET PROMOTER SCORE

How likely are your community to recommend this place?



How did your community respond to the statement...

"I care about this place and its future"



AVALON PARADE

(BTW OLD BARRENJOEY RD AND BARRENJOEY RD)

NET PROMOTER SCORE

How likely are your community to recommend this place?



How did your community respond to the statement...

"I care about this place and its future"



Community ideas include:

"Traffic is a problem. There's too much and it's too crowded. Maybe make some areas only [for] pedestrians. Add more facilities for bicycles, bike lanes etc."

"Better landscaping, paving and planting around the town centre!"

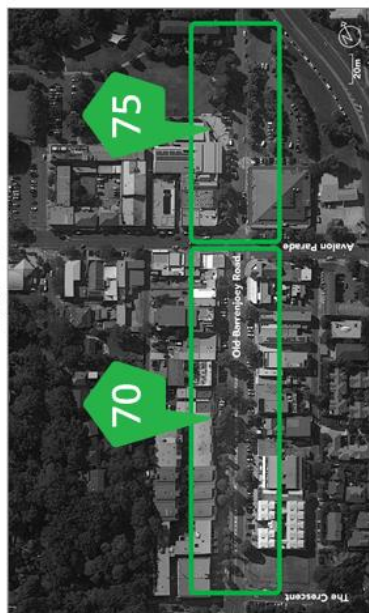
"Cleaner streets, safer pathways, overall improvement of facilities."

AVALON VILLAGE

OLD BARRENJOEY ROAD

carefactor
towncentre

pxassessment
street



RANK	AVALON (N=847)	%	RANK	25-44 (N=186)	%
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#5	Cleanliness of public space	57%	#5	Cleanliness of public space	52%

OLD BARRENJOEY ROAD
(BTW THE CRESCENT AND
AVALON PARADE)

YOUR HIGHEST RATED PLACE ATTRIBUTES

The following place attributes rated highest overall:

- #1 Interaction with locals/ other people in the area (smiles, customer service etc.)
- #2 Welcoming to all people
- #3 Overall visual character of the area

YOUR LOWEST RATED PLACE ATTRIBUTES

The following place attributes rated most poorly overall:

- #50 Car accessibility and parking
- #49 Unique mix or diversity of people in the area
- #48 Diversity of price points (\$ to \$\$\$)

OLD BARRENJOEY ROAD
(BTW AVALON PARADE AND 61 OLD
BARRENJOEY RD)

YOUR HIGHEST RATED PLACE ATTRIBUTES

The following place attributes rated highest overall:

- #1 Sense of safety (for all ages, genders, day/night etc.)
- #2 Overall visual character of the area
- #3 Physical comfort (including noise, smells, temperature)

YOUR LOWEST RATED PLACE ATTRIBUTES

The following place attributes rated most poorly overall:

- #50 Unique mix or diversity of people in the area
- #49 Evidence of recent public investment (new planting, paving, street furniture etc.)
- #48 Things to do in the evening (shopping, dining, entertainment etc.)

 PLACESCORE™

■ Different from overall top 5

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AVALON VILLAGE

OLD BARRENJOEY ROAD

YOUR PRIORITIES FOR ACTION

Attributes with high Care Factor ratings and low PX scores should be considered priorities for investment. These diagrams illustrate what most people care about (Top 10 Care Factors) and how each of those attributes are performing (PX Assessment). The difference between their Care Factor ranking and the PX score reveals the priority level, **the lower the score the higher the priority.**

OLD BARRENJOEY RD
(BTW THE CRESCENT AND AVALON PRD)

TOP 10 CARE FACTORS



OLD BARRENJOEY RD
(BTW AVALON PARADE AND 61 OLD BARRENJOEY RD)

TOP 10 CARE FACTORS



*The performance captures the difference between the Care Factor ranking of the town centre and PX ranking of the location for each attributes. It can vary between -49 and 49 with lower value indicating low performance.

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AVALON VILLAGE

OLD BARRENJOEY ROAD

CHALLENGES FOR THE FUTURE

These diagrams illustrate the poorest performing place attributes overall (PX Assessment) and how important they are to people (Care Factor). The difference between their Care Factor ranking and the PX score reveals the priority level. While the attribute may not be performing well it **may not be a priority if it is not in your top 10 Care Factor**, however it may potentially represent a challenge for your town centre in the future.

OLD BARRENJOEY RD
(BTW THE CRESCENT AND AVALON PRD)

POOREST PERFORMING PLACE ATTRIBUTES OVERALL

What we care about most? [# CF Rank] How it is performing: [CF-PX]



OLD BARRENJOEY RD
(BTW AVALON PARADE AND 61 OLD BARRENJOEY RD)

POOREST PERFORMING PLACE ATTRIBUTES OVERALL

What we care about most? [# CF Rank] How it is performing: [CF-PX]



The performance captures the difference between the Care Factor ranking of the town centre and PX ranking of the location for each attributes. It can vary between -49 and 49 with lower value indicating low performance.

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AVALON VILLAGE OLD BARRENJOEY ROAD

OLD BARRENJOEY RD (BTW THE CRESCENT AND AVALON PRD)

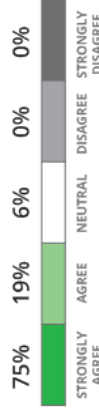
NET PROMOTER SCORE

How likely are your community to recommend this place?



How did your community respond to the statement...

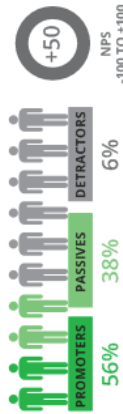
"I care about this place and its future"



OLD BARRENJOEY RD (BTW AVALON PARADE AND 61 OLD BARRENJOEY RD)

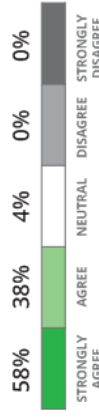
NET PROMOTER SCORE

How likely are your community to recommend this place?



How did your community respond to the statement...

"I care about this place and its future"



Community ideas include:

"Closed roads - A central piazza from Old Barrenjoey north of the roundabout with cafes & restaurants on either side."

"The intersection of Avalon Pde & Old Barrenjoey Rd needs to be much safer for pedestrians & vehicles. More seating in parks and streets."

AVALON VILLAGE

COMMUNITY IDEAS FOR CHANGE

Participants were asked 'What is your small or big idea to improve your local Town Centre?' 396 responses were received in Avalon and these have been summarised into five key themes:

TRANSPORT	STREETSCAPE DESIGN AND BEAUTIFICATION	ACTIVATION	PRIVATE REALM AND BUSINESSES	MAINTAIN CURRENT FORM AND IDENTITY
181 people (46%) referred to a transports related idea. These were further classified under sub-categories:	102 people (26%) referred to a streetscape design and beautification related idea. These were further classified under sub-categories:	108 people (27%) referred to an activation related idea. These were further classified under sub-categories:	80 people (20%) referred to a private realm and businesses related idea. These were further classified under sub-categories:	44 people (11%) referred to either no change to the current form or identity of their town centre.
Facilitate active modes of transportation (25.5%)	More and/or better tree plantings and green spaces (11%)	More and/or better places to play, gather and relax (13.5%)	More and/or better commercial diversity and local shops (14.5%)	
Improve roads and traffic (19%)*	Improve footpaths and pavements (11%)	More and/or better culture and art (6.5%)	More and/or better restaurants, bars and cafés (10.5%)	
Increase car accessibility and parking (13%)	More and/or better public art and design (7%)	More and/or better family friendly places and events (6%)	Less vacant shops and more upgrades (6%)	
Scale down car accessibility and parking (11%)	Cleaner facilities, streets and places (2%)	More and/or better evening and weekend activities (5.5%)		
Increase public transport options (2%)		More and/or better community activities (4.5%)		
Scale down public transport (0%)		More and/or better markets (2%)		

*In Avalon, the 'Improving roads and traffic' sub-category is almost entirely composed of ideas related to changing the Old Barrenjoey and Avalon Parade intersection. Apart from stating the safety issue around the intersection, there is no visible consensus around how to change it. Ideas include: changing it to a roundabout; installing traffic lights; moving the pedestrian crossings further down the street; closing parts of Old Barrenjoey Road to car traffic.

AVALON VILLAGE

COMMUNITY IDEAS FOR CHANGE

The 396 responses collected in Avalon have been further analysed to reveal that different age groups are suggesting different ideas for the town centre.

	TRANSPORT	STREETSCAPE DESIGN AND BEAUTIFICATION	ACTIVATION	PRIVATE REALM AND BUSINESSES	MAINTAIN CURRENT FORM AND IDENTITY
Overall (n=396) 	Facilitate active modes of transportation (25.5%)	More and/or better tree plantings and green spaces (11%)	More and/or better places to play, gather and relax (13.5%)	More and/or better commercial diversity and local shops (14.5%)	No change to the current form or identity of the town centre (11%)
0-34 yrs old (n=52) 	Facilitate active modes of transportation (19%)	More and/or better tree plantings and green spaces (17.5%)	More and/or better places to play, gather and relax (17.5%)	More and/or better commercial diversity and local shops (27%)	
35-64 yrs old (n=244) 	Facilitate active modes of transportation (26%)	Improve footpaths and pavements (10%)	More and/or better family friendly places and events (8%)	More and/or better commercial diversity and local shops (14.5%)	No change to the current form or identity of the town centre (10%)
65+ yrs old (n=100) 	Facilitate active modes of transportation (28%)	Improve footpaths and pavements (14%)	More and/or better places to play, gather and relax (6%)	More and/or better commercial diversity and local shops (8%)	No change to the current form or identity of the town centre (19%)

 Highest percentage within an age group

ITEM 5.4	NORTHERN BEACHES LOCAL ENVIRONMENTAL PLAN
REPORTING OFFICER	PRINCIPAL PLANNER
TRIM FILE REF	2018/533072
ATTACHMENTS	NIL

REPORT

PURPOSE

To inform the Places for People Strategic Reference Group of the project to deliver a Northern Beaches Local Environment Plan (LEP).

REPORT

This project aligns with the following outcomes in the Northern Beaches Delivery Program:

- Northern Beaches Strategic Land Use Planning Study (2018/19 & 2019/20)
- Prepare Northern Beaches Local Environmental Plan (2020/21)

Two significant changes have occurred for NSW planning over the last 18 months:

1. Updates to the *Environmental Planning and Assessment Act 1979* (EP&A Act), and
2. The adoption of the Greater Sydney Commission's *North District Plan* and *Regional Plan - A Metropolis of Three Cities*

The above changes have outlined Council's obligations in preparing the following documents:

1. A Local Environmental Plan (LEP) review, including a 'health check' on Council's LEP, plans, policies, programs strategies and studies and how they align with the District Plan
2. A Local Strategic Planning Statement, outlining Council's 20-year vision for land use and managing growth and change and providing a bridge between the District Plan and LEP
3. A Local Environmental Plan that gives effect to the North District Plan

Strategic and Place Planning are working with other teams across Council to ensure that all projects, studies and investigations will assist in the development of the above documentation.

We are also working with the Greater Sydney Commission and the Department of Planning and Environment and other Councils to ensure a collaborative government approach and establish best practice.

Community engagement will be undertaken in two steps:

1. Inform the community of our obligations
2. Engagement with the community to assist in the preparation of relevant studies including housing and employment studies.

RECOMMENDATION OF PRINCIPAL PLANNER

- A. That the Places for People Strategic Reference Group notes the commencement of the project to prepare a new Local Environmental Plan.
-

ITEM 5.5	NORTHERN BEACHES EMPLOYMENT STUDY
REPORTING OFFICER	PRINCIPAL PLANNER
TRIM FILE REF	2018/535518
ATTACHMENTS	NIL

REPORT

ISSUE

To plan for future job growth and a support a robust and balanced local economy, a Northern Beaches wide Employment Study is required as a key input into both Council's Local Environmental Plan (LEP) Review and Economic Development Plan. In particular, this study will outline how to plan for job targets for Strategic Centers set by the Greater Sydney Commission and build a greater understanding of actual current and future jobs across the Local Government Area (LGA) (i.e. changing work patterns).

BACKGROUND

Northern Beaches Council is about to commence an Employment Study to inform the strategic directions for job and economic growth of the Northern Beaches region over the next 20 years. The Employment Study will be a key technical report to inform both Council's Local Environmental Plan Review and Economic Development Plan.

The study will identify what is the current state of our economy and what are the key industry trends that will drive jobs and business activity in the region into the future. It will consider the capacity of our existing employment lands (commercial and industrial) to meet job growth and cater to the changing needs of industry over the next 20 years.

The Employment Study would contribute to a range of strategies in Council's Community Strategy Plan (Shape 2028), including *'Ensure that employment lands are retained & cater for a diverse range of businesses & industry (13a); Facilitate innovative environments & hubs where start-up businesses, entrepreneurs & innovators are supported & connected (13c); Facilitate & promote flexible work options to reduce commuting (14c); and 'Provide diversified job growth & create industry clusters in our villages, strategic & district centres (15b).*

The Employment Study will provide an evidence base to inform strategic planning decision, such as finalizing the Brookvale Structure Plan and informing Planning Proposal determinations that impact future employment land capacity.

It will also enable Council to respond to actions in the Greater Sydney Commission's North District Plan. This includes achieving the job targets for the four the Strategic Centre (for Mona Vale, Manly, Brookvale-Dee Why and Northern Beaches Hospital precinct), as well as a Strategic Review of Industrial Lands, which the Greater Sydney Commission specifies needs to be informed by a 'local government industrial strategy' and/or 'retail and employment strategy'.

DISCUSSION

Council's Strategic Planning and Place and Economic Development teams are developing the Employment Study's scope. Feedback is being sought from SRG members (both 'Economic and Smart Communities' and 'Places for People') research approaches and available data and industry contacts that may assist. Direction is also being sought from the Greater Sydney Commission on the scope of the study to ensure it aligns with their expectations and best practice.

The study will assess the demand/supply for retail, office and industrial space across the region over the next 20 years, based on an audit of existing employment lands and development of industry employment projections.

Through industry research, interviews and surveys, the study will identify which industries/clusters that are expected to grow fastest and also which align with the skills of the resident workers on the Northern Beaches; how work/commuting practices are changing; and industry trends and subsequent impacts to patterns of landuse activity. It is proposed that some components of the study (such as the land use audit and employment floorspace projections) will be outsourced to industry experts.

The study will result in directions and recommendations on how to plan for future job growth to sustain a robust local economy that meets the needs of its current and future resident workforce and business community. It will directly inform land use zoning priorities for the Local Strategies Planning Statement and wider LEP Review.

The study will also provide a technical report which Council's Economic Development Plan will then respond to, in regards to actions to support the industry trends and changing business and workforce needs, identified in the study.

RECOMMENDATION OF PRINCIPAL PLANNER

That the SRG members:

- A. Note the development of Council's Employment Study, as an input into Council's Local Environmental Plan Review and Economic Development Plan.
 - B. Provide advice on research approaches or industry contacts to assist the Employment Study's development.
-

ITEM 5.6	NORTHERN BEACHES OPEN SPACE STRATEGY - UPDATE
REPORTING OFFICER	MANAGER, OPEN SPACE & RECREATION PLANNING
TRIM FILE REF	2018/539222
ATTACHMENTS	NIL

REPORT

PURPOSE

To provide an update on the Northern Beaches Open Space Strategy project.

SUMMARY/REPORT

In preparation for the commencement of community involvement in the Open Space Strategy project the following activities are underway:

- A community engagement plan is being developed by the Parks and Recreation and the Community Engagement teams. The plan will include 'neighbourhood' and 'whole' of community consultation. It is planned for engagement to begin before November 2018.
- Finalisation of the audit of open spaces and related assets across the Northern Beaches Council Local Government Area.
- Analysis of the range of definitions and understandings of 'open space' from a policy and planning point of view from other councils and in academic research. Development of a rationale and conceptual framework for the strategy - the 'why' of the strategy. This work is being done independently and is also part of the current review of policies that govern Council's management of open spaces.

An overview of the work undertaken to date will be presented to the members of the Places for People Strategic Reference Group.

RECOMMENDATION OF MANAGER, OPEN SPACE & RECREATION PLANNING

For the information of the Places for People Strategic Reference Group.
