

AGENDA

WARRINGAH COUNCIL MEETING

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

TUESDAY 26 FEBRUARY 2013

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

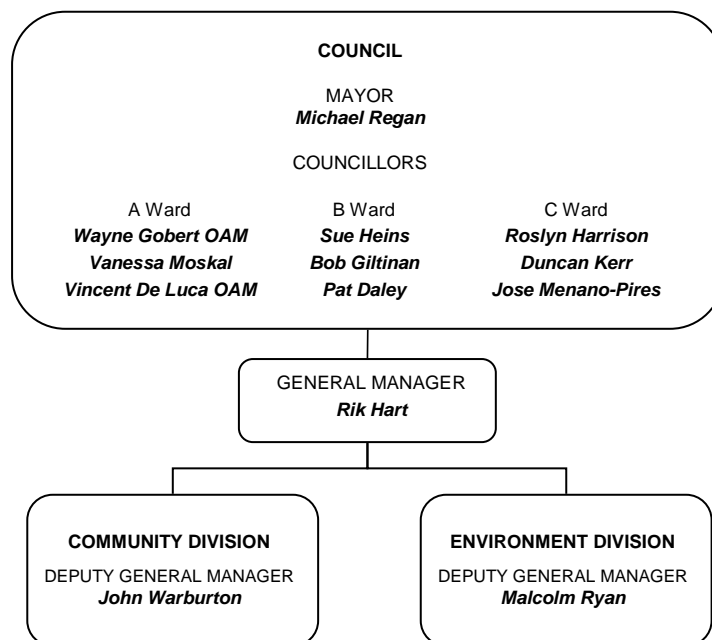


Rik Hart
General Manager

(2013/2)



Warringah Council



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

**Agenda for an Ordinary Meeting of Council
to be held on Tuesday 26 February 2013
at the Civic Centre, Dee Why
Commencing at 6:00pm**

ACKNOWLEDGEMENT OF COUNTRY

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2.1 Minutes of Ordinary Meeting of Council held 12 February 2013

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2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

2.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD 12 FEBRUARY 2013

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held 12 February 2013, 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	INSPECTION OF ALTERNATIVE WASTE TREATMENT FACILITIES AND MATERIALS RECOVERY FACILITIES IN EUROPE
REPORTING MANAGER	EXECUTIVE LEGAL COUNSEL
TRIM FILE REF	2012/397971
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To report to Council on the inspection of alternative waste treatment facilities in Europe by representatives of Warringah, Pittwater, Manly and Mosman Councils and Kimbriki Environmental Enterprises Pty Ltd.

SUMMARY

In 2009, Warringah, Pittwater, Manly and Mosman Councils (Councils) established Kimbriki Environmental Enterprises Pty Ltd (KEE) to operate a resource recovery centre at Kimbriki Rd, Terrey Hills (Kimbriki). An important objective of the Councils in establishing KEE was to manage waste locally in a sustainable manner. The development of an alternative waste treatment technology (AWT) facility at Kimbriki is fundamental to this aim under the legal arrangements establishing KEE.

As a result of its investigations into AWT, KEE proposes the Kimbriki Resource Recovery Project (Project). In 2012, the Councils resolved to proceed with the Project. The Project involves procuring project contractor/s (through invitations to tender) to fund, design, construct and operate a resource recovery facility (RRF) and materials recovery facility (MRF) at Kimbriki. Once operational, these facilities will allow the SHOROC region's household waste to be processed at Kimbriki. Some resources would ultimately be transported off site for further refining, sale and/or re-use.

In late 2010, KEE undertook an industry engagement and briefing process to discuss the potential invitations to tender for the RRF and MRF. An interested company registration occurred as part of this engagement and interested companies put forward facilities in Europe that best demonstrate the available technologies and practices relevant to the proposed tenders. The AWT industry in Europe is more developed, established and sophisticated than the AWT industry in Australia.

To provide KEE and the Councils with a better understanding of issues associated with the RRF and MRF, and given the significance of the Project, KEE recommended that each of the General Managers and/or their senior representatives undertake a visit of nominated sites together with representatives of KEE. The inspection of facilities by the Councils/KEE delegation took place in November 2012.

During the visits, the delegation was introduced to the nominated facilities and gained greater knowledge on important matters associated with AWT generally and the Project specifically. The delegation made various observations that are relevant to the Project, including regarding the capacity of the facilities, the importance of contracting strategies to procure facilities, the importance of a secure waste stream, the various forms of AWT and the importance of efficient facility operation and strong maintenance programs.

The observations made during the visit are being further considered by officers of the Councils and KEE and will inform the progress of the Project.

FINANCIAL IMPACT

It is estimated that the total cost to Council for the visit is approximately \$10,000.

POLICY IMPACT

The visit is consistent with, and was undertaken to ensure the effective implementation of, Council's previous resolutions in relation to the Project.

RECOMMENDATION OF GENERAL MANAGER

That Council note the report.

REPORT

BACKGROUND

Establishment of KEE

Until 2009, a recycling and waste disposal centre at Kimbriki Road, Terrey Hills (Kimbriki) had been operated as an unincorporated joint venture by Warringah, Manly, Mosman and Pittwater Councils (collectively, the Councils) under a series of deeds.

In 2009, the Councils formed Kimbriki Environmental Enterprises Pty Ltd (KEE) to operate a business at Kimbriki, with each Council becoming a shareholder in KEE in the following proportions: Pittwater Council - 34.45%, Manly Council - 10.71%, Mosman Council - 3.84% and Warringah Council - 51%. KEE commenced operation on 1 July 2009.

Under the arrangements with KEE, Warringah Council leases Kimbriki to KEE and each of the Councils has entered into a Waste Service Agreement with KEE under which the Councils supply certain waste materials to KEE and pay a fee for KEE to receive and treat that waste at the existing Kimbriki facilities.

As a licensed Class 2 landfill (general solid waste – non-putrescible), the Kimbriki landfill is currently unable to accept putrescible waste. However, by investment in alternate waste treatment technology (AWT) to treat putrescible waste Kimbriki could be in a position to accept the SHOROC's region's household waste.

KEE's responsibility to investigate AWT

A key aim of the Councils in establishing KEE was to manage waste in a sustainable manner. The development of AWT for putrescible waste is fundamental to this aim and the legal arrangements establishing KEE provide for KEE to investigate the viability of options for AWT and, if appropriate, embark on an open tender process to enter into a contract for AWT processing at Kimbriki.

AWT is recognised by the NSW Government as a sustainable approach to waste and recycling processing (refer to the document published in 2003 by the then NSW Department of Environment and Conservation (DECC) entitled *Alternative Waste Treatment Technologies – Assessment Methodology and Handbook*).

Summary of relevant alternative waste treatment technologies

In order to provide background to the matters raised in this report, it is useful to summarise various relevant types of AWT. Appendix E of the *Alternative Waste Treatment Technologies – Assessment Methodology and Handbook* contains a helpful description of AWT. The following summary of relevant AWT is generally based on that document.

1. Materials sorting and recycling technologies

Materials recycling is the practice of collecting, transporting and processing of products separated from the municipal solid waste stream that are no longer useful in their present form and the use of their material content in the manufacture and sale of new products.

Materials recovery facilities (MRFs) are generally used to sort and process recyclable materials. Mechanised collection systems combined with MRFs are diverting large quantities of resources from landfill and have the capacity to recover even larger quantities of materials from households for recycling. The two key functions performed at MRFs are:

- consolidation of pre-sorted collected materials for transport to reprocessors
- sorting of mixed recyclable streams into specific commodities for packing and transport to reprocessors.

MRFs need to be designed to match the collection system. A MRF capable of sorting fully commingled recyclables (i.e. paper and cardboard are mixed with glass, metal and plastic containers) requires a higher level of sorting technologies than a MRF which simply processes pre-sorted materials (eg where paper and cardboard streams are collected separately from other recyclable streams).

The environmental advantages of recycling are considerable and outweigh the costs involved in providing the service. Recycling results in conservation of energy and virgin resources and the reduction of air and water pollution. There are also reduced environmental impacts resulting from the avoided disposal of packaging recyclables in landfills.

2. Mechanical biological treatment

Biological treatment of waste involves two types of waste stabilisation: aerobic decomposition and anaerobic decomposition. Some mechanical treatment of the waste is necessary before processing, and the term mechanical biological treatment (MBT) is usually applied to describe this range of technologies.

(a) *Aerobic mechanical biological treatment*

Aerobic MBT involves the decomposition of organic materials by microbial activity under aerobic (in the presence of oxygen) and thermophilic (> 45°C) conditions to produce stabilised organic matter. Pasteurisation takes place when all of the material has been subjected to temperatures in excess of 55°C over a period of at least 3 consecutive days. Depending on the waste system and process configuration, aerobic decomposition can achieve waste stabilisation (into an inert fraction), fuel production or a compost product. The composting process generally takes up to 8 weeks.

Pre-treatment or sorting of the feedstock is an important component of aerobic decomposition. In composting systems there are three objectives for materials separation:

- (i) to recover recyclable or combustible materials as marketable by-products
- (ii) to reduce the levels of visible contaminants (e.g. inert materials such as plastics and glass)
- (iii) to reduce the levels of chemical contaminants (e.g. heavy metals).

The more homogeneous and contaminant-free the feedstock, the better the quality of the compost produced. Aerobic decomposition of source-separated organics produces a moderate- to high-quality soil conditioner, which can be used in a wide range of markets, including horticulture, viticulture and agriculture, and in specialist landscaping applications such as mine rehabilitation.

There are a number of different treatment types available to achieve aerobic decomposition. These include:

- (i) Aerated static pile composting.
- (ii) Enclosed tunnel composting systems.
- (iii) Enclosed composting halls.

(b) *Anaerobic mechanical biological treatment*

Anaerobic MBT involves the controlled degradation of organic wastes by microbial activity in a reactor in the absence of oxygen. It is a well-proven technology for clean, organic feedstock and is extensively applied in the water industry to stabilise biosolids.

It is well established in central Europe for treating source-separated solid organic wastes and is also used to process mixed solid waste (MSW).

Input preparation or source separation is an integral part of the process. It is important that input waste is free of non-organic contamination.

Following pre-treatment the material is delivered into a reactor vessel (referred to as the digester). In this reactor the microbiological processes of anaerobic digestion are optimised through the control of moisture, temperature and pH levels. The digestion tank needs to be mixed thoroughly to create optimal conditions for the bacteria to convert organic matter into biogas. In cold climates, the tank is also sometimes heated. The process takes 15 to 20 days. Digestate is then pumped from the digester to a storage tank, where biogas continues to be produced. Following digestion an aerobic composting stage is usually added for curing to reduce odour and moisture content and stabilise nitrates.

The products of anaerobic digestion are biogas (consisting mainly of methane and carbon dioxide), which is suitable as a fuel for energy generation, and a digestate sludge, which can be used as landfill cover material or for agricultural applications, or can be further refined to produce soil conditioner. This output product can also be sold as low grade compost or blended into other products to produce soil based fertilisers.

3. Thermal treatments

Thermal treatment technologies use heat to decompose the waste and produce a stable residue for disposal. MSW has a calorific value of about 10 GJ/t, and a proportion of this energy may be recovered by using these technologies, usually in the form of heat and/or electricity. Conventional incineration of heterogeneous waste, or mass burn combustion, is the most widely used thermal process. However, separation at source or preparation of fuel from waste for a specific thermal process is becoming more common; this can result in higher energy recovery efficiencies and less waste requiring landfill disposal.

A number of new thermal technologies have emerged that, unlike mass burn combustion, do not utilise direct burning or combustion of waste. These new technologies include gasification and pyrolysis. These technologies are still in the early stages of application to MSW, are not common and at present involve relatively high capital cost and operating cost.

Kimbriki Resource Recovery Project

Since its establishment in 2009, in addition to operating the Kimbriki Resource Recovery Centre at Kimbriki, KEE has been investigating the viability of options for AWT in close consultation with the Councils and the community and has been pursuing the implementation of an AWT facility at Kimbriki.

As a result of its investigations into AWT, KEE now proposes the Kimbriki Resource Recovery Project (Project) to implement the AWT and other facilities at Kimbriki.

The Project involves the construction and operation of various facilities, being:

1. *Resource Recovery Facility (RRF)*

The RRF would use aerobic MBT comprising:

- a. materials sorting and recovery equipment (being the mechanical element); and
- b. tunnel composting technologies (being the biological element),

to process up to 100,000 tonnes per year of kerbside collected mixed residual waste and kerbside collected food and garden wastes.

The RRF would recover valuable metals, plastics and paper from kerbside waste, and produce two types of compost products, being:

- (i) High grade compost from green waste and food scraps, which could be used for unrestricted markets including agriculture and landscaping; and
- (ii) Lower quality organic product from mixed municipal wastes, which could be suitable for mine rehabilitation or landfill daily cover, or be landfilled as a stabilised solid waste.

2. *Materials Recovery Facility (MRF)*

The MRF would use mechanised equipment and some manual labour to process up to 60,000 tonnes per year of kerbside collected dry recyclables and self-haul drop-off dry recyclables.

The MRF would recover dry recyclables like steel, aluminium, glass, paper, cardboard and various plastics like PET and HDPE containers.

Certain ancillary infrastructure is also associated with the Project, being internal roadways; weighbridge and gatehouse; staff amenities; and, staff parking facilities.

The Project is expected to have various significant financial and non-financial benefits for Council and the other SHOROC Councils. The Project is expected to allow Council to meet the State Government's 2014 waste diversion target of 66% and result in a substantial reduction in CO₂-e and methane emissions. If the Project is not pursued, residual putrescible waste from the SHOROC region would likely need to be transferred by long-haul vehicles to remote landfills or other AWT facilities. Currently, each of the Councils has its putrescible waste and kerbside collected recyclables delivered to the former WSN landfill site at Belrose and the putrescible waste is disposed of to landfill. The arrangements to dispose of waste to Belrose end in 2014 and the Belrose landfill is also scheduled to close in 2014. Unless an alternative is found, putrescible waste from the SHOROC region will likely need to be transported long distances (eg, to Goulburn or Eastern Creek) for disposal which would mean that the desired benefits could not all be attained.

KEE lodged applications under what was previously Part 3A of the *Environmental Planning and Assessment Act 1979* to seek planning approval for the Project. The applications were publicly exhibited and were subsequently approved in April 2012 by the Minister for Planning's delegate.

The Project is a PPP

KEE wishes to identify a private partner or partners (project contractor/s) to fund, design, build and operate the RRF and MRF under a twenty year contract and, to this end, KEE proposes to invite tenders. KEE intends to issue invitations to tender in 2013.

Due to the nature of the proposed involvement of the Councils, KEE and the project contractor/s, the Project is a public-private partnership (PPP) under the *Local Government Act 1993*. In April and May 2012, each of the Councils resolved to proceed with the Project as a PPP.

The *Local Government Act 1993* requires councils to comply with the Division of Local Government's *Guidelines on the Procedures and Processes to be followed by Local Government in Public-Private Partnerships* (PPP Guidelines) while carrying out a project under a PPP. In accordance with the Councils' resolutions and the requirements of the *Local Government Act 1993*, the Councils are working to address the requirements of the PPP Guidelines for the Project. The PPP Guidelines highlight the need for the robust assessment of project risks.

Due to the significance of the Project, the Project has been referred by the Division of Local Government to the Project Review Committee (PRC) established under the *Local Government Act 1993* for review. The PRC's role is to examine the processes, procedures and arrangements proposed for a project, consider whether they are appropriate for the particular project and advise

whether it is appropriate for the proposed tender to be issued and for contracts to be entered into. The Councils are currently considering observations and guidance provided by the PRC in respect of the Project and are undertaking the necessary assessments.

Industry engagement on the Project

In late 2010, KEE undertook an industry engagement and briefing process to discuss the potential RRF and MRF tenders and current technologies.

The forum was advertised via Tender Search, *Inside Waste* magazine, the Waste Management Association of Australia's website, *The Sydney Morning Herald* and *The Australian*. Held on the 16 December 2010, a total of thirty one people, representing fourteen companies including several consultancies, attended the forum. Attendees were informed about the Project, its status and proposed timeline.

An interested company registration occurred as part of this engagement. Interested parties were invited to register for further project updates via email and individual briefings were offered to allow potential tenderers to further understand the Project. The companies who registered interest were Global Renewables Limited, Remondis Australia Pty Ltd, Sita Australia Pty Ltd, Transpacific Industries Pty Limited, United Resource Management Pty Ltd and Veolia Environmental Services. These briefings were conducted in late January 2011.

Registered companies nominated facilities in Europe that best demonstrate the available technologies and practice relevant to the proposed tenders and reuse and recycling facilities. The AWT industry in Europe is more developed, established and sophisticated than the AWT industry in Australia.

To provide KEE and the Councils with a better understanding of issues associated with the proposed RRF and MRF, and given the significance of the Project, KEE recommended that each of the General Managers and/or their senior representatives undertake a visit of European sites nominated by the registered companies, together with the representatives of KEE.

The delegation comprised the Chairman of KEE, Professor Paul Perkins AM; the CEO of KEE, Mr Aaron Hudson; the Project Director, Mr Paul Howlett of Wright Corporate Strategy; the General Manager of Warringah Council, Rik Hart; the General Manager of Manly Council, Mr Henry Wong; the General Manager of Mosman Council, Mr Viv May; the representative for the General Manager of Pittwater Council, Mr Jeff Lofts; and Legal Counsel for Warringah Council, Mr Eskil Julliard.

Each of Global Renewables Limited, Remondis Australia Pty Ltd, Sita Australia Pty Ltd and Veolia Environmental Services nominated relevant sites for inspection in Europe. Transpacific Industries Pty Limited and United Resource Management Pty Ltd did not have relevant sites available in Europe at the time of the visit. It is likely that capability and experience will be a requirement of the tender and if required, proximate sites nominated by Transpacific Industries Pty Limited and United Resource Management Pty Ltd, if they tender, can be reviewed as part of this assessment process.

Observations and reflections

The visit to nominated and relevant facilities and operators in Europe by the delegation took place in November 2012.

In total, 17 sites/operations were visited in England, Spain and Germany between Thursday, 8 November 2012 and Thursday, 22 November 2012. Of these:

- (a) 15 sites/operations were nominated by registered companies; and
- (b) 2 sites/operations were nominated by KEE because of particular issues of relevance.

An additional meeting was also held with a supplier of AWT.

The visit introduced the delegation to the nominated facilities of registered companies. The visit also provided the delegation with a good understanding of the operation of MRF and RRF facilities, various forms of AWT, the steps associated in MBT processes, contractual issues that must be addressed, the various technical issues that AWT operators must address and issues specific to KEE and each Council.

Reflections on the NSW situation and the Project, based on the observations made by the delegation during the visit, include:

1. A key issue for waste processing contractors is ensuring that there is a secure waste stream and sufficient tonnage to provide waste processing revenues throughout the contract term. A contractual regime which provides access to a secure waste stream is necessary.
2. Combined waste collection and waste processing contracts which require the successful contractor to both collect and process waste were employed by some municipalities. This approach has the advantage that the waste processing contractor can be made responsible for the composition of the waste stream and may minimise the potential for disputes regarding waste composition. Waste composition is important because it will affect the outputs that can be produced at a facility, the quality of the outputs and the cost of producing the outputs. The delegation was informed of combined waste processing and collection contracts which operated well, as well as of disputes between waste authorities and waste processing contractors regarding waste composition in circumstances where the waste processing contractor is not responsible for waste collection.
3. In Europe and particularly Germany, there are significant disincentives to dispose waste to landfill - the landfilling of waste is generally seen as a "last resort" because of the greater environmental impacts associated with landfilling, legislation that regulates landfilling (and bans the landfilling of untreated waste) and the high costs of landfilling. Consequently, AWT processes are important in Europe, including mechanical biological treatment processes (as proposed for the Project) as well as waste to energy facilities (eg, waste incinerators which provide energy to the electricity grid). In NSW, a levy applies to waste that is disposed to landfill under section 88 of the *Protection of Environment Operations Act 1997* and this is a fiscal incentive that discourages landfilling and encourages alternative ways to process waste. It is noted that the landfill levy has recently been abolished in Queensland by the Queensland government and the implications of this policy will be considered further by Council and KEE officers.
4. A range of technologies were viewed on the trip. These technologies include enclosed aerobic tunnel composting, enclosed tunnel biodrying, anaerobic digestion, enclosed aerobic hall processing and waste incineration. The approvals for the Project authorise the use of enclosed composting tunnels and associated infrastructure (see for example page 6-5 of the *Kimbriki Resource Recovery Project – Environmental Assessment – Volume 1 – Main Report*) and to date it has been proposed to invite tenders for facilities utilising such technology. Whilst waste to energy facilities are yet to receive general endorsement in NSW, the possibility that such waste treatment processes will become accepted cannot be discounted and there may be the potential to process waste in new ways at Kimbriki in the future. The visit prompted consideration about whether the invitations to tender should contemplate the use of new technologies observed in Europe or provide for the possibility of such new technology in the future. The appropriate planning and other approvals would be required for such technologies insofar as they are not permitted by the existing approvals for the Project.
5. Some of the facilities visited were constructed for waste authorities/local government with the assistance of State, regional or national government grants or public finance initiatives. Such grants can greatly reduce the costs to waste authorities/local government associated with waste facilities. Unfortunately there is currently no government funding available in NSW specifically for the construction of waste facilities. However, Warringah is seeking funding

under the second round of the Local Infrastructure Renewal Scheme (LIRS) for roads associated with the Project. It is also understood that the EPA is considering the implementation of a scheme that would encourage the construction of new AWT facilities, which would be funded through the levy collected under section 88 of the *Protection of the Environment Operations Act 1997*. The availability of such schemes will continue to be monitored.

6. Waste processing contractors will price for the risks allocated to them under a waste processing contract with the result that the contractor's risks will be reflected in the waste processing prices payable. Where waste processing contractors are uncomfortable with the risks associated with a contract, the procurement of an AWT may be unsuccessful. It is understood that in 2010 various AWT tenders by NSW councils were unsuccessful for such reasons. The proposed MRF and RRF contracts are being prepared to address such matters and seek an appropriate allocation of risk (eg, certain 'changes in environmental law' risk, and certain 'changes in waste composition' risk, may be borne by KEE and the Councils).
7. There are potential cost efficiencies and opportunities associated with a facility having a larger capacity to process waste (ie, the facility is able to process a greater volume of waste). These benefits include potential greater financial returns. However, as there are higher capital costs (and, to a lesser extent, operational costs) associated with constructing a facility with greater capacity, the desire for greater capacity must be balanced with the ability to secure an appropriate volume of waste to satisfy the greater capacity. If the requisite volume of waste cannot be secured, no financial return will be received for the unused capacity even though the increased capital costs (and, to a lesser extent, operational costs) must still be repaid. This will have financial consequences for KEE and the Councils who must pay for the additional unused capacity. Some of the sites visited were operating significantly under their maximum capacity, largely due to an inability to secure the volume of waste required. The project approval granted to KEE under Part 3A of the *Environmental Planning and Assessment Act 1979* provides that not more than the following types of waste must be received per year at the site:
 - a) 60,000 tonnes of non-putrescible dry recyclable; and
 - b) 100,000 tonnes of putrescible source separated food and garden organics and mixed residual wastes.

The trip prompted the delegation to consider whether these volumes are appropriate or whether a different capacity for the RRF in particular should be sought to obtain greater financial benefit for the Councils. Further consideration is being given to this issue, including the implications for the timing of the Project and the desire to avoid unnecessary delays. A related issue is whether the facilities at Kimbriki can be constructed in a way that permits the expansion of the capacity of the facilities in the future.

8. A range of outputs were generated at the facilities visited. These include compost, refuse derived fuel (RDF), bales of recyclable material and stabilised residual waste. The outputs generated were largely dictated by the available markets, local regulatory requirements and the governing waste processing contracts. Not all of the waste was dealt with completely on site. Various outputs were exported off site, either for further processing or re-use, depending on the situation. For example, compost produced at facilities was exported for agricultural use, RDF was exported for energy recovery and metals extracted were sold. It is also contemplated that various products processed at KEE will need to be exported to other markets for reuse or further processing.
9. The delegation observed that packaging recyclables are collected separately from the MSW and organic streams under special packaging provisions that apply, particularly in Germany. Also, the various streams of recyclables are collected separately in many jurisdictions. So,

for example, plastic bottles and paper are collected in separate bins and are not co-mingled at the collection stage. As the Councils have previously resolved to collect the various recyclable streams on a co-mingled basis, the separate collection of recyclables is not proposed to be revisited.

10. The scale and capacity of the facilities visited varied considerably and the facilities were located in a range of different locations. For example, some were located in industrial settings, some in rural settings and others were located in relatively close proximity to residences. The delegation observed that it was possible to successfully operate AWT facilities in various settings without unreasonable impacts on the local communities. However, this depends on the manner in which the facility is operated.
11. The manner in which a facility is operated has implications for the efficiency of the facility, the cleanliness of the facility, the appearance of the facility, the impacts of the facility and even the longevity of the facility (and/or its components). This in turn has implications for the costs associated with operating the facility and the environmental and technical performance of the facility over the contract period. Accordingly, it is important to ensure that:
 - a. the operator of a facility is experienced in running facilities;
 - b. the operator has management plans adequate to ensure the efficient operation of a facility;
 - c. the specific personnel running a facility are appropriately skilled and experienced in the operation of such facilities; and
 - d. the operator has the financial capacity to rectify any issues that might arise throughout the operational period of the contract.
12. The specific circumstances in which each facility operates are very important to the approach to be adopted at the facility and the success of the facility. Factors that are relevant to the success of a facility and/or the appropriateness of particular technology for a facility include waste composition, government regulations, output markets, site characteristics, the cost of land filling, the price of alternative technologies, government funding, physical location, environmental regulations and community demographics/perceptions/values.
13. The success of a facility is dependent in part on the extent to which the community is engaged and educated on appropriate waste disposal habits and whether the community adopts the appropriate habits. Various facilities had innovative education centres and viewing platforms. These features were useful resources and provide a great opportunity to engage with and educate the community.
14. The age of the facilities visited varied considerably. Some were still in the commissioning phase whereas others had been operating for approximately 20 years. The risks associated with unproven and/or new technologies were evident at certain sites that were visited by the delegation and which were experiencing operational difficulties. Some facilities, for example, had not yet been commissioned due to these issues.
15. Considerable time is normally required to properly plan for, procure and commission waste facilities.
16. Certain facility sites visited were also used for the storage of waste collection trucks.

The observations made during the visit are being considered by KEE and Council officers and will be addressed in the tender specifications as appropriate. Additional steps will also be undertaken to satisfy the Division's PPP process.

POLICY IMPACT

The visit is consistent with, and was undertaken to ensure the effective implementation of, Council's previous resolutions in relation to the Project.

FINANCIAL IMPACT

It is estimated that the total cost to Council for the visit is approximately \$10,000.

ITEM 6.2	MONTHLY FUNDS MANAGEMENT REPORT JANUARY 2013
REPORTING MANAGER	CHIEF FINANCIAL OFFICER
TRIM FILE REF	2013/040837
ATTACHMENTS	1 Application of Funds Invested 2 Councils Holdings as at 31 January 2013 3 Investment Portfolio at a Glance 4 Monthly Investment Income vs. Budget 5 Economic Notes 6 Investment Strategy and Portfolio Review – 2012/13 Financial Year to Date

REPORT

PURPOSE

To report the balance of investments held as at 31 January 2013.

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 (Attachment 1)
2. Council's Holdings as at 31 January 2013 (Attachment 2)
3. Investment Portfolio at a Glance (Attachment 3)
4. Monthly Investment Income vs. Budget (Attachment 4)
5. Economic Notes (Attachment 5)
6. Investment Strategy and Portfolio Review – 2012/13 Financial Year to Date (Attachment 6)

FINANCIAL IMPACT

The actual investment income to 31 January 2013 is \$2,619,582 which compares favourably to the budgeted income of \$2,475,000 a variance of \$144,582.

POLICY IMPACT

The investment strategy was reviewed by our Investment Advisors Oakvale Capital, in January 2013 (Attachments 6). They confirmed that Council continues to maintain a prudent investment strategy and is well placed for the balance of the 2012/13 financial year and indeed beyond.

Performance over the 2012/13 financial year to date, January 2013 continues to be strong having exceeded the benchmark, 5.23%pa vs 3.47%pa. Council has been proactive in sourcing opportunities in the market whilst investing prudently and managing its cash flows.

RECOMMENDATION OF GENERAL MANAGER

That the:

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

Application of Investment Funds	Description	Value (\$)
Restricted Funds:		
Externally Restricted	Section 94 Old Plan	26,998,849
	Section 94A Plan Contributions	5,293,299
	Domestic Waste & Unexpended Grants	1,208,932
Internally Restricted Reserves	Held to ensure sufficient funds are available to meet future commitments or specific objectives. Employee Leave Entitlements, Bonds & Guarantees, Compulsory Open Space Land Acquisitions, & Insurance.	14,871,320
Unrestricted Funds	Funds Allocated to meet Current Budgeted Expenditure	31,479,635
Total		79,852,036

There has been a decrease in the investments held of \$3,403,434, which is in line with budgeted movements at this time of year.

Reconciliation of Cash Book

Description	Value (\$)
Council's Cash Book balance	230,456
Kimbriki Bank balance	799,373

Investments Funds Report - As at 31-Jan-13

Maturity date	Face Value	Current Yield	Borrower	Standard & Poor's Rating	Current Value
Floating Rate Note Investment Group					
15-Mar-13	2,000,000	5.3000	HSBC Bank Australia Subordinated Debt	A	2,001,241
23-Apr-14	1,000,000	3.9800	Deutsche Bank AG London Sub Notes	BBB+	987,649
	3,000,000				2,988,890
Floating Rate Note Investment Group - Held to Maturity					
18-Jun-13	1,000,000	4.2267	Suncorp Metway	A-1	1,000,000
	1,000,000				1,000,000
Mortgage Backed Securities Investment Group					
Weighted Avg Life *	Face Value				
22-Aug-22	1,841,810	3.7100	Emerald Series 2006-1 Class A	AAA	1,371,707
	1,841,810				1,371,707
Term Investment Group					
6-Feb-13	1,000,000	4.8500	Members Equity Bank Melbourne	A-2	1,000,000
8-Feb-13	2,000,000	5.2000	Bank of Queensland	A-2	2,000,000
13-Feb-13	2,000,000	5.1000	Bank of Western Australia	A-1+	2,000,000
18-Feb-13	2,000,000	5.0700	National Australia Bank Limited	A-1+	2,000,000
25-Feb-13	1,000,000	5.0000	Bank of Queensland	A-2	1,000,000
26-Feb-13	2,000,000	5.0500	National Australia Bank Limited	A-1+	2,000,000
26-Feb-13	1,000,000	6.0100	ING Bank (Australia) Limited	A-1	1,000,000
26-Feb-13	2,000,000	5.1500	Bank of Queensland	A-2	2,000,000
26-Feb-13	1,000,000	6.0300	ING Bank (Australia) Limited	A-1	1,000,000
26-Feb-13	1,000,000	6.0000	ING Bank (Australia) Limited	A-1	1,000,000
6-Mar-13	3,000,000	5.0500	Members Equity Bank Melbourne	A-2	3,000,000
6-Mar-13	3,000,000	5.0300	National Australia Bank Limited	A-1+	3,000,000
6-Mar-13	1,000,000	5.0100	National Australia Bank Limited	A-1+	1,000,000
6-Mar-13	1,000,000	5.0000	Bendigo and Adelaide Bank Limited	A-2	1,000,000
20-Mar-13	1,000,000	5.0500	Members Equity Bank Melbourne	A-2	1,000,000
5-Apr-13	1,000,000	4.7500	Bendigo and Adelaide Bank Limited	A-2	1,000,000
9-Apr-13	2,000,000	4.8000	Members Equity Bank Melbourne	A-2	2,000,000
10-Apr-13	1,000,000	4.7000	Members Equity Bank Melbourne	A-2	1,000,000
19-Apr-13	2,000,000	4.8000	Bank of Queensland	A-2	2,000,000
23-Apr-13	1,000,000	4.8000	Bank of Queensland	A-2	1,000,000
26-Apr-13	1,000,000	4.6700	National Australia Bank Limited	A-1+	1,000,000
7-May-13	1,000,000	4.3000	Bendigo and Adelaide Bank Limited	A-2	1,000,000
10-May-13	1,000,000	4.7000	Bank of Queensland	A-2	1,000,000
13-May-13	1,000,000	4.7500	Bank of Queensland	A-2	1,000,000
21-May-13	2,000,000	5.1000	ING Bank (Australia) Limited	A-1	2,000,000
27-May-13	1,000,000	4.6900	National Australia Bank Limited	A-1+	1,000,000
7-Jun-13	1,000,000	5.0000	Bank of Queensland	A-2	1,000,000
13-Jun-13	2,000,000	4.7500	ING Bank (Australia) Limited	A-1	2,000,000
20-Jun-13	1,000,000	4.7200	ING Bank (Australia) Limited	A-1	1,000,000
25-Jun-13	2,000,000	4.3800	National Australia Bank Limited	A-1+	2,000,000
15-Jul-13	2,000,000	4.7000	Members Equity Bank Melbourne	A-2	2,000,000
23-Jul-13	2,000,000	4.4600	ING Bank (Australia) Limited	A-1	2,000,000
25-Jul-13	1,000,000	4.5000	Bank of Queensland	A-2	1,000,000
6-Aug-13	1,000,000	4.4700	ING Bank (Australia) Limited	A-1	1,000,000
13-Aug-13	1,000,000	5.0000	Bendigo and Adelaide Bank Limited	A-2	1,000,000
29-Aug-13	1,000,000	4.7000	National Australia Bank Limited	A-1+	1,000,000
23-Oct-13	1,000,000	4.7000	National Australia Bank Limited	A-1+	1,000,000
29-Oct-13	1,000,000	4.4100	ING Bank (Australia) Limited	A-1	1,000,000
26-Nov-13	1,000,000	4.7200	National Australia Bank Limited	A-1+	1,000,000
29-Nov-13	2,000,000	4.6900	National Australia Bank Limited	A-1+	2,000,000
21-Jan-14	1,000,000	4.4000	Bendigo and Adelaide Bank Limited	A-2	1,000,000
25-Nov-14	2,000,000	5.7000	National Australia Bank Ltd - Govt Business	AA-	2,000,000
	60,000,000				60,000,000
Term Investment Group & Cash Deposit Account					
Rollover Date	Face Value	Current Rate	Borrower	Rating	
Cash Account	3,018,416	3.5000	CBA (Business Saver)	A-1+	3,018,416
5-Apr-13	1,000,000	4.1100	CBA Term Deposit Kimbriki 35810609 (1)	AA-	1,000,000
17-Jun-13	1,000,000	4.0000	CBA Term Deposit Kimbriki 35810609 (2)	AA-	1,000,000
14-Jul-13	7,246,521	4.3300	WBC Term Deposit Kimbriki 11-1208	AA-	7,246,521
4-Feb-13	2,226,502	4.9000	WBC Term Deposit Kimbriki 11-4185	AA-	2,226,502
	14,491,439				14,491,439
	80,333,248			Closing Balance:	79,852,036

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

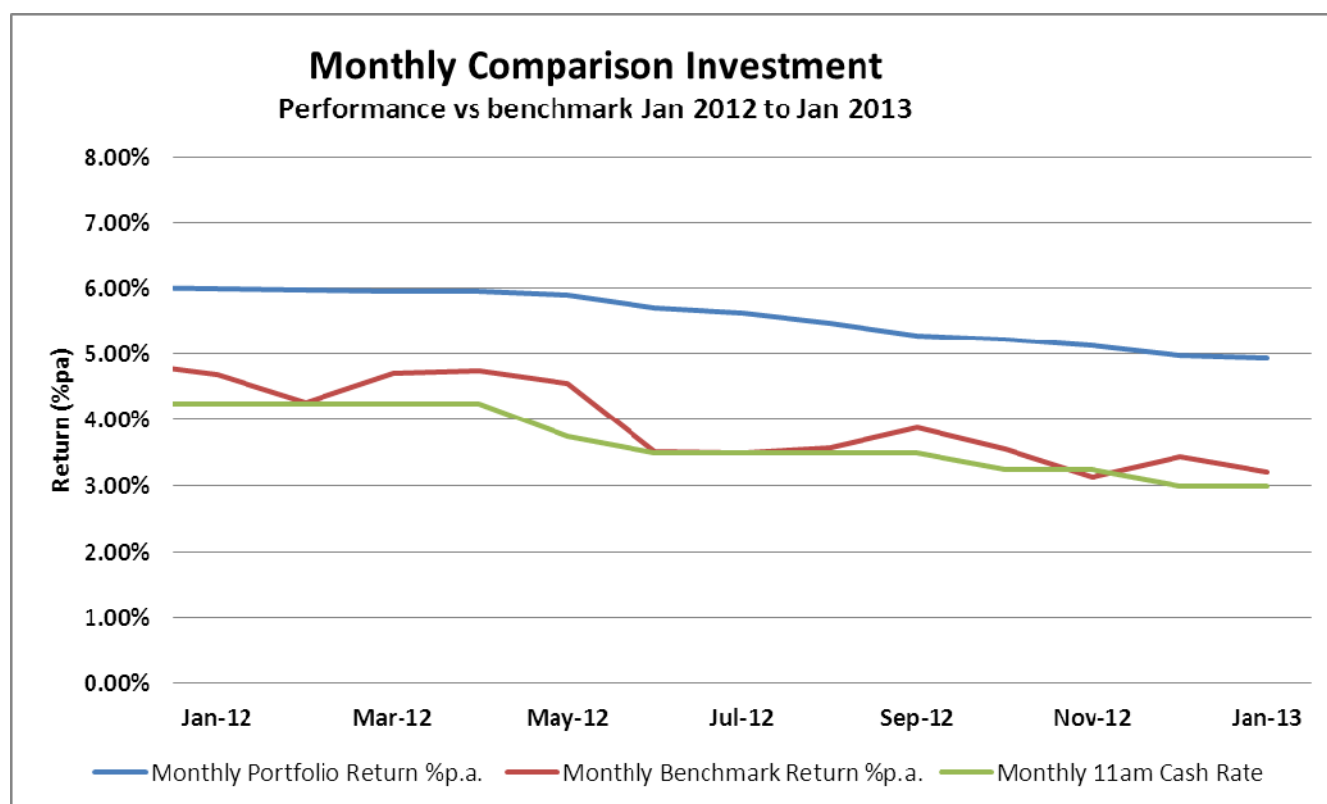
Portfolio Performance vs. 90 day Bank Bill Index over 12 month period.	✓	Council's investment performance did exceed benchmark.
Monthly Income vs. Budget	✓	Council's income from investments did exceed monthly budget.
Investment Policy Compliance		
Legislative Requirements	✓	Fully compliant
Portfolio Credit Rating Limit	✓	Fully compliant
Institutional Exposure Limits	✓	Fully compliant
Term to Maturity Limits	✓	Fully compliant

Investment Performance vs. Benchmark

	Investment Portfolio Return (%pa)*	Benchmark: UBS 90d Bank Bill Index	Benchmark: 11am Cash Rate **
1 Month	4.94%	3.21%	3.00%
3 Months	5.01%	3.26%	3.08%
6 Months	5.17%	3.46%	3.25%
FYTD	5.23%	3.47%	3.29%
12 Months	5.52%	3.84%	3.58%

* Excludes cash holdings (i.e. bank account, loan offset T/Ds, and Cash Fund)

** This benchmark relates to Cash Fund holdings

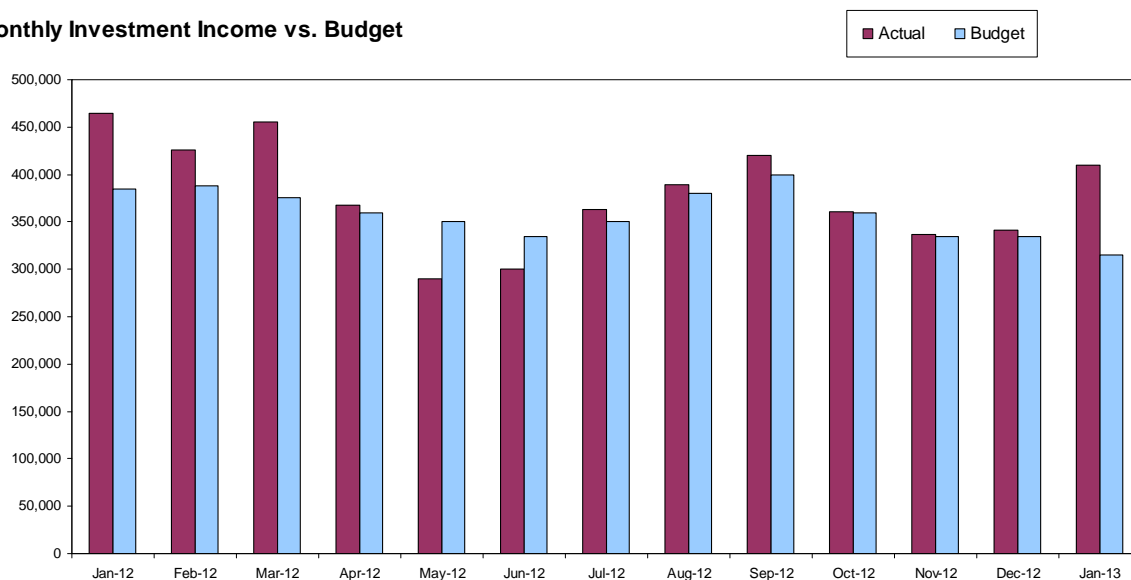


Monthly Investment Income* vs. Budget

	\$ January 13	\$ Year to Date
Investment Income	326,555	2,557,701
Adjustment for Fair Value	82,709	61,881
Total Investment Income	409,264	2,619,582
Budgeted Income	315,000	2,475,000

*Includes all cash and investment holdings

Monthly Investment Income vs. Budget



In January we have reflected a fair value increase of \$82,709 in accordance with AASB 139 Financial Instruments: Recognition and Measurement. It is Council's intention to hold these investments to maturity and as such no gain of principal will occur in these circumstances. These investments could have been classified as Held-to-maturity investments upon initial recognition under AASB 139 in which case no fair value adjustment would be required through profit or loss. When these investments reach maturity any fair value adjustment which has been taken up will be written back to the Profit and Loss Account.

Economic Notes

Global issues:

- A 15% fall in government spending and the effects of Hurricane Sandy caused the US economy to contract in the last quarter of 2012, however analysts focussed on the acceleration in consumer spending and rebound in business investment as grounds for optimism going into 2013.
- In a growing sign of investor confidence, Spain issued €7billion (\$9.1billion) worth of 10-year bonds that was three times oversubscribed, while Portugal issued its first 5-year bond since its bailout in 2011.
- China's economy grew at an annual pace of 7.9% in the last quarter of 2012, breaking a pattern of seven straight quarters of decline. For the year, its economy grew by 7.8%, its slowest pace of growth since 1999 but higher than the official target of 7.5%.
- The Bank of Japan made a pledge to buy unlimited amounts of short-term government debt in an attempt to end decades of deflation. It hopes these actions will bolster its economy by weakening the Yen and boosting exports.

Domestic issues:

- Underlying inflation rose 0.55% in the last quarter of 2012, and was up 2.3% for the year. The result was lower than the RBA's forecast of 2.5% and in the bottom half of its 2-3% inflation target.
- The unemployment rate rose to 5.4% in December. 148,000 jobs were created for 2012, below the long run average of 180,000.

Interest rates:

- The RBA left the official cash rate at 3.00% at its February meeting. The RBA noted that the present inflation outlook was consistent with its 2-3% target and that would 'afford scope to ease policy further, should that be necessary'.

Investment Portfolio Commentary

Council's investment portfolio posted a return in January of 4.94%pa versus the bank bill index benchmark return of 3.21%pa. For the financial year to date, Council's investment portfolio has exceeded the bank bill index benchmark by 1.76%pa (5.23%pa vs 3.47%pa)

Margins on floating rate notes and bonds have contracted significantly over the past year with both CBA and Westpac issuing 5 year senior notes at a margin of +95bp in January. This compares to the +185bp margin that NAB issued at 12 months ago.



22 January 2013

Mr David Walsh
Chief Financial Officer
Warringah Council
Civic Centre, 725 Pittwater Rd
DEE WHY NSW 2099

Dear David

Investment Strategy and Portfolio Review – 2012/13 Financial Year to Date

Trust you had a relaxing Christmas and New Year and are primed for a challenging and exciting 2013.

Attached is Council's Investment Strategy and Portfolio for the financial year to date.

Overall it highlights that Council's portfolio has performed strongly whilst maintaining a prudent investment profile and is well placed for the balance of the 2012/13 financial year and indeed beyond.

I will give you a call shortly with a view of teeing up a meeting to more fully discuss the strategy.

In the meantime as always do not hesitate to contact Erik, Titus or me if you have any questions.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'B. Lamarre'.

Brian Lamarre
Divisional Director
Asset Consulting

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Oakvale Capital Limited
ABN 72 009 070 884
AFSL 229842



**Investment Strategy
and
Portfolio Review
2012/13 Financial Year to Date**

January 2013

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Executive Summary

Investment Climate:

- Actions taken by the European Central Bank in the past 6 months have calmed financial markets significantly.
- Nevertheless, the big picture remains unresolved. Increased austerity measures, high unemployment and continued low growth have increased social unrest with strikes and riots breaking out across major cities. It is likely that the Eurozone crisis will continue to linger for the next few years.
- In the US, President Obama was re-elected in November and immediately went to work on negotiating a compromise for the well-publicised “fiscal cliff”. A stop-gap agreement was passed by Congress in early January, but it is not wide ranging enough to solve the ever growing budget deficit.
- China’s manufacturing rose solidly by year-end, giving hope that any economic slowdown will be modest. With a newly elected leadership team, it remains to be seen whether China will launch stimulus measures to support a rebound in growth.
- During a turbulent year in global markets, the Reserve Bank of Australia cut the official cash rate by 1.25%, starting the year at 4.25% and ending 2012 at 3%. Economic data is pointing to further slowing of the domestic economy in the months ahead with stronger sectors of the economy (mining) slowing and the manufacturing and retail sectors remaining weak.

Investment Strategy:

- Council continues to maintain a prudent investment strategy.
- Overall, Council’s current portfolio has good credit diversification with over 99% of the portfolio spread among the top three credit rating categories (A/A2 and higher).
- Council’s short term holdings represent 93% of the total portfolio. An overall 70%/30% short term/long term ratio is recommended, but is conditional upon Council’s cash flow and capital expenditure expectations.

Investment Portfolio:

- As of 31 December 2012, all of the holdings in the investment portfolio are considered to be very sound with little threat of capital loss.
- The portfolio continues to deliver a solid return of 5.28% pa (yield basis) outperforming the benchmark’s 3.51% pa return for 2012/13 Financial Year to Date. On a marked-to-market basis, the portfolio returned 5.26% pa.
- Core longer term holdings such as the TDs with NAB (\$2m @ 5.70% p.a.) as well as other TDs with Bank of Queensland, ING Bank and Bendigo Adelaide Bank (each of which are paying around 5.00% p.a.) should ensure Council’s portfolio continues to outperform for the balance of the current financial year and indeed beyond.



The Investment Climate

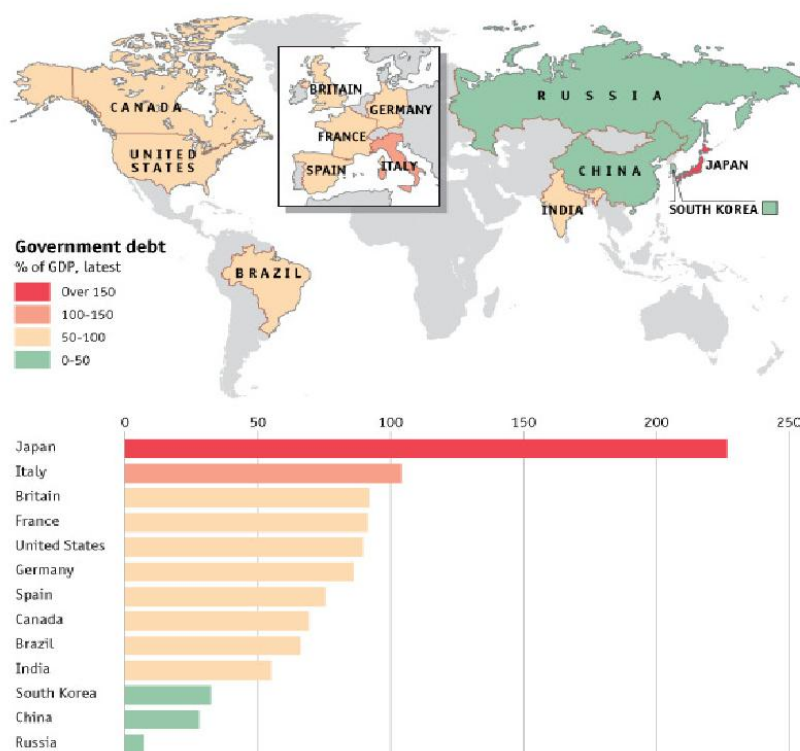
International:

Europe

Actions taken by the European Central Bank over the past 6 months, including the announcement of a new program to buy an unlimited amount of European sovereign debt, have calmed financial markets significantly and have prevented the collapse of the Eurozone and the single currency, at least for the time being.

The bigger picture remains unresolved - the PIIGS (Portugal, Ireland, Italy, Greece, and Spain) are still battling to balance their budgets. Increased austerity measures, high unemployment and continued low growth have increased social unrest with strikes and riots breaking out across major cities, further threatening political resolve to find a solution. It is likely that the Eurozone crisis will continue to linger for the next few years.

Consequently, sovereign debt as a percentage of a nation's GDP remains a hot topic. While Europe has drawn the world's attention, at 225% Japan's woes from the 1990s continue. Australia's ratio is approximately 25%.



Source: McKinsey via The Economist



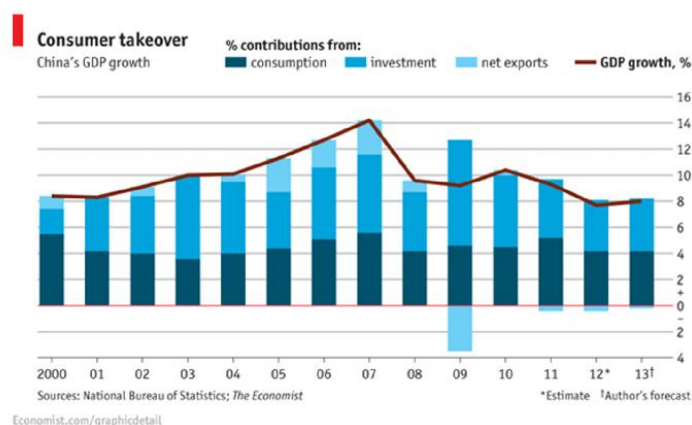
US

Manufacturing and employment data continued to be positive but sluggish. Despite unemployment falling to 7.7% in November, its lowest since January 2009, the US Federal Reserve has vowed to keep interest rates at historically low levels of 0.00% to 0.25% until the unemployment rate falls to 6.5% as long as inflation is below 2.5%. This is the first time the Federal Reserve has pegged its actions to specific economic indicators. The Federal Reserve also announced another plan to buy longer dated Treasury securities, initially at a pace of \$45 billion per month, thereby increasing its 'quantitative easing' to a total of \$85 billion a month.

President Obama was re-elected in November and immediately went to work on negotiating a compromise for the well-publicised "fiscal cliff". A stop-gap agreement was passed by Congress in early January, but it is not wide ranging enough to solve the ever growing budget deficit. In a related issue, the US debt ceiling will again have to be raised by the end of March to avoid a government shut-down.

China

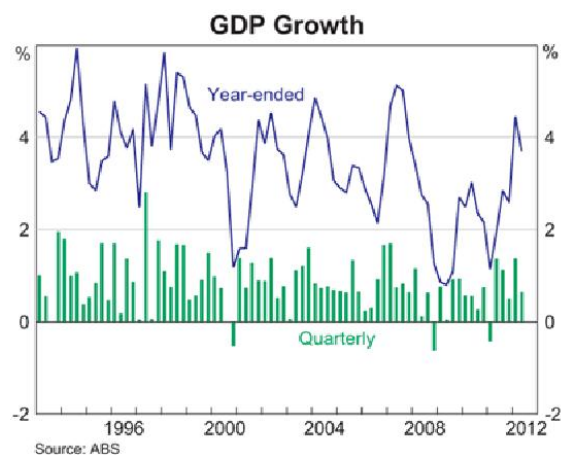
Manufacturing continued to pick up with the country's official gauge of manufacturing activity rising to a seven month high in November. Nevertheless, China's economic growth is expected to be stagnant in 2013. The chart below puts China's post-GFC slowdown in context, with expected growth of approx 8% still very strong by global standards, albeit largely dependent on government investment:



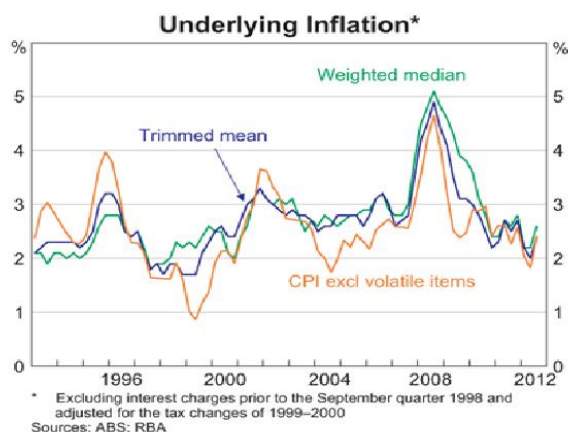
With a newly elected leadership team, it remains to be seen whether China will launch stimulus measures to support a rebound in growth.

Domestic:

In Australia conditions would be regarded as solid if not for the impact of global conditions, and the strong dollar, on our exporters. Australia's economic growth, though down on the last quarter, remains in a strong upward trend:



Meanwhile, underlying inflation remains within the RBA's 2-3% target area:



However, recent economic data has pointed to a slowdown in the months ahead with mining expected to suffer and manufacturing and retail sectors to remain weak.

In light of these expectations, the Reserve Bank of Australia has set the official cash rate at 3% entering 2013, down 1.25% from the beginning of 2012. Opinion remains divided amongst economists from Australia's major banks on the direction of interest rates in 2013, with ANZ forecast a further 100bp worth of cuts while CBA is forecasting no change for the remainder of the year.

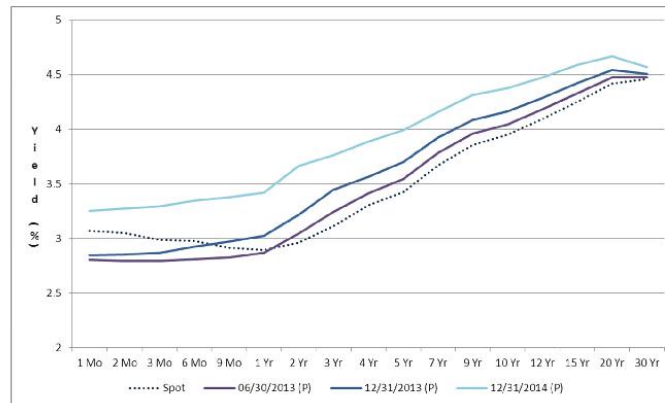
	Mar-13	Jun-13	Sep-13	Dec-13
ANZ	2.75%	2.50%	2.25%	2.00%
Westpac	2.75%	2.75%	2.75%	2.75%
CBA	3.00%	3.00%	3.00%	3.00%
NAB	2.75%	2.50%	2.25%	2.25%



Interest Rate Conditions

The following charts show the market's interest rate expectations over the next five years. Chart One shows the current yield curve (dotted line), together with what the market currently expects the yield curve to look like in six months (purple line), one year (dark blue line) and two years (aqua line):

Chart One – short/medium term (current to 2 years):

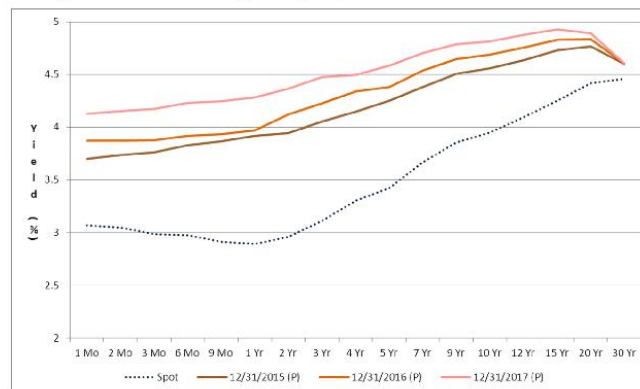


Source: Bloomberg

In short, the market is pricing a bottoming of interest rates over the year then a sustained period of a “normal yield curve” environment (ie longer term rates higher than short term rates).

Chart Two shows what the market is currently expecting interest rates to look like three years from now (brown), four years (orange) and five years (pink), compared to the current yield curve (dotted).

Chart Two – long term (current vs 3yr to 5yrs):



Source: Bloomberg

This shows the market is anticipating an increase in rates from 75-100bps across the entire yield curve in 3 to 5 years.



Strategic Implications:

Short term:

- Over the past six months, the shape of the current yield curve (dotted line) has changed from a distinctive 'U' shape (ie inverse yield curve) – as a result of the anticipated interest rate cuts – and is now relatively flat out to 12 months. Beyond 12 months interest rates increase in a "normal yield curve" shape.
- *Beyond At-Call Cash, the flat yield curve out to 12 months is providing no specific areas of value for short term holdings.*
- *Monies kept in overnight cash should be kept as low as possible without compromising cash flow management. Due to upcoming changes in banking regulations (Basel III), it is expected banks will cut their overnight cash rates sharply over the coming year.*

Medium term:

- Rates beyond 12 months are beginning to show better value compared to the recent past with the markets pricing in a rising interest rate environment from 2013 onwards.
- *Attractive fixed rate term deposit "specials" beyond 12 months continue to present themselves, but floating rate options are beginning to provide a good alternative.*

Long term:

- Longer term investment opportunities are expected to represent good value as a result of interest rate steepening in the 3-5yr area as well as bank incentives under Basel III banking regulations to entice depositors into longer dated holdings.
- *As per the medium term comment, for investments greater than one year, floating rate structures via both Term Deposits and Senior Bank Bonds are expected to become more competitive than fixed rate options.*



Investment Strategy Recommendations

The following table summarises Council's Investment Portfolio as at the end of December. The overall investment types within Council's portfolio are appropriate for a local government entity and fully comply with legislation and Investment Policy limits.

Warringah Council Investment Profile 31-Dec-12				
Overall Portfolio Credit Profile				
	Investment Balance \$ million	Weighting	Investment Policy limits	Investment Policy compliance
Direct Securities				
AAA / A1+ Category	\$25.5	35%	100%	Yes
AA / A1 Category	\$13.0	18%	100%	Yes
A / A2 Category	\$33.0	46%	60%	Yes
BBB / A3 Category	\$1.0	1%	20%	Yes
	\$72.5	100%		
Individual Counterparty Limits				
Largest Exposure per Credit Rating:				
Direct Securities				
AAA / A1+ Category	\$18.0	25%	45%	Yes
NAB Short Dated Term Deposits				
AA / A1 Category	\$10.0	14%	35%	Yes
ING Short Dated Term Deposits				
A / A2 Category	\$15.0	21%	20%	No
ME Bank Short Dated Term Deposits				
BBB / A3 Category	\$1.0	1%	10%	Yes
Deutsche Bank Sub Notes				

Overall Portfolio Credit Profile:

- Overall, Council's current portfolio has good credit diversification with over 99% of the portfolio spread among the top three credit rating categories (A/A2 and higher).

Individual Institution Limits:

- The vast majority of the portfolio (97%) is invested in deposits/securities with Australian Authorised Deposit taking Institutions. The prevalence of ADI term deposits in the portfolio reflects the historically high margins that the Australian banks have been paying for deposits.
- A minor breach to Council's Investment Policy is noted whereby exposure to ME Bank rose to 20.6% which is marginally over the 20% policy limit. This was primarily due to cash-flow requirements resulting in a slightly lower than

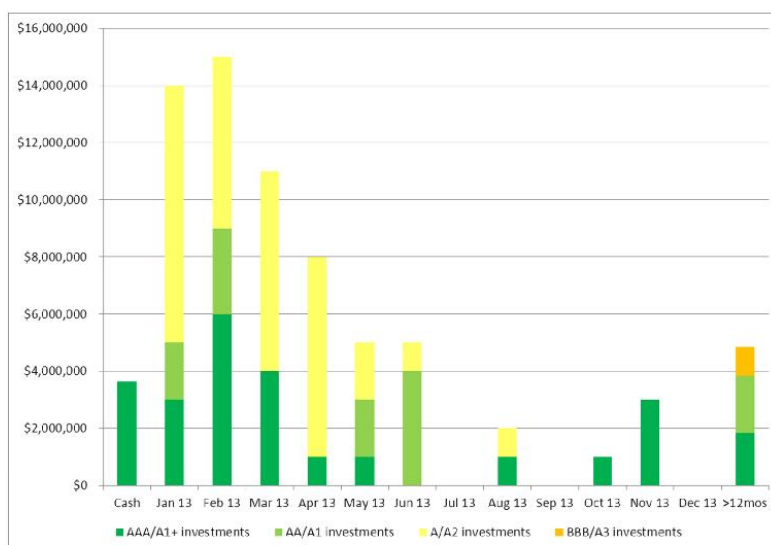


expected portfolio balance and was rectified via a scheduled maturity of an investment on 7 January 2013 with no adverse impact on Council's portfolio.

Term to Maturity Limits					
	Investment Balance \$ million	Weighting	Investment Strategy Targets	Investment Policy limits	Investment Policy compliance
Portfolio % < 1 yr	\$67.6	93%	70%	Min 40% Max 100%	Yes
Portfolio % > 1 yr	\$4.8	7%	30%	60%	Yes
Portfolio % > 3 yrs < 5 yrs	\$0.0	0%	5%	30%	Yes
Asset Allocation Targets					
Cash, ST Term Deposits, Bank Bills	\$64.6	89%	70%	n/a	
ADI issued Covered Bonds, Senior Debt, LT Term Deposits	\$3.0	4%	30%	n/a	
ADI issued Sub Debt/Non ADI debt	\$3.0	4%	0%	n/a	
Structured Securities	\$1.8	3%	0%	n/a	

Term to Maturity Limits:

- Council's short term holdings represent 93% of the total portfolio. An overall 70%/30% short term/long term ratio is recommended, but is conditional upon Council's cash flow and capital expenditure expectations.
- The graph below shows Council's investment maturity profile colour-coded according to the credit ratings of the investments:



Asset Allocation Targets:

- For diversification within the portfolio, it is recommended to use a selection of authorised investment alternatives, including ADI issued senior debt (bonds), providing they offer good comparative value to long dated term deposits.



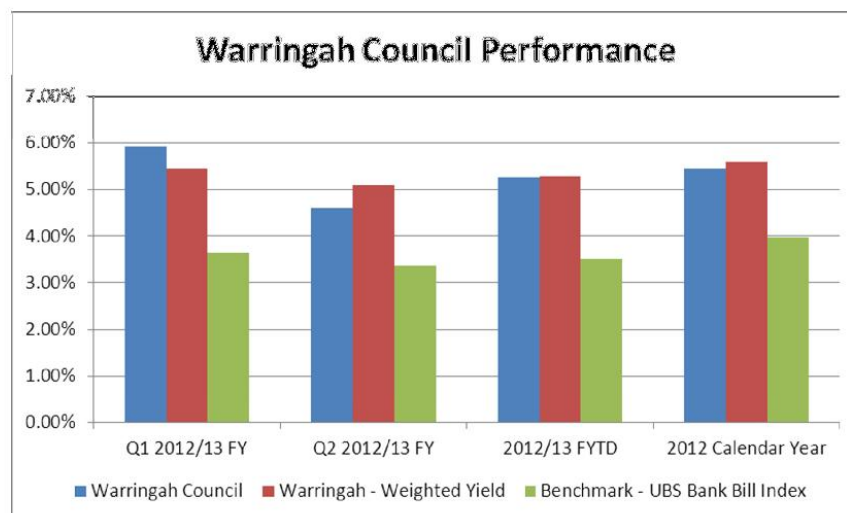
Summary of General Strategy Issues:

- Council's Investment Portfolio is well diversified primarily via a range of term deposits with various rated banks.
- There is some scope to increase longer term holdings as cash-flow requirements allow.
- Term deposit specials and longer dated ADI-issued bonds will continue to be monitored for possible inclusion in the portfolio.
- Other eligible investments are also being regularly monitored. Please refer to *Appendix B – NSW Local Government Eligible Investments*.



Portfolio Return

The chart below shows Council's investment portfolio returns against benchmark:



High yields on term deposits contributed to Council's solid investment performance for the 2012/13 Financial Year to Date as did the income from the diverse mix of floating rate note securities.

Cumulatively, the portfolio has strongly outperformed the bank bill index generating a return of 5.28% pa on a yield basis (and approx 5.26% pa on a marked to market basis) versus the benchmark's 3.51% pa return for the 2012/13 Financial Year to Date.

Core longer term holdings such as the TDs with NAB (\$2m @ 5.70% p.a.) as well as other TDs with Bank of Queensland, ING Bank and Bendigo Adelaide Bank (each of which are paying around 5.00% p.a.) should ensure Council's portfolio continues to outperform for the balance of the current financial year and indeed beyond.

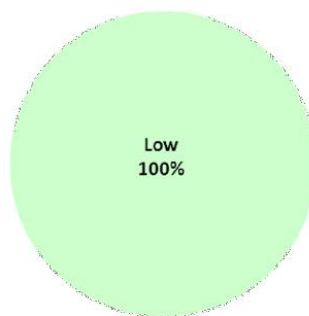


Investment Portfolio Overview

As of 31 December 2012, all of the holdings in the investment portfolio are considered to be very sound with little threat of capital loss.

Warringah Council				
<u>Security Name</u>	<u>Face Value</u>	<u>Maturity, Call Date or</u>	<u>Credit Rating</u>	<u>Comments</u>
Low Risk of Capital Loss				
Bank Deposits and FRNs				
		<u>Weighted Average Life</u> (as applicable)		
Current Account Investment Group	\$ 3,640,140	at call	A-1+	CBA (Australian ADI)
Floating Rate Note Investment Group	\$ 4,000,000	Mar-13 to Apr-14	various	All Australian ADIs except Deutsche
Term Investment Group	\$ 61,000,000	Jan-13 to Nov-13	various	All Australian ADIs
Term Investment Periodic Int. Group	\$ 2,000,000	Nov-14	AA-	NAB (Australian ADI)
Australian Mortgage Backed Securities				
Emerald Reverse Mortgage Series 2006-1 Class A	\$ 1,841,810	Aug-14	AAA	Backed by Australian sourced loans
Total (Low Risk)	\$ 72,481,950			

Risk of Capital Loss





Appendix A – Investment Security Review

The following is a synopsis of Council's investment holdings as of 31 December 2012 with comments on the underlying structures

Floating Rate Note Investment Group (Bank Issued)	
<ul style="list-style-type: none"> ▪ 2 ADI issued notes from 2 different Australian licenced banks ▪ 1 Non-ADI issued note ▪ \$4,000,000 investment ▪ Maturity/Call Date: Mar 2013 to Apr 2014 ▪ Risk of Capital Loss: Low 	<p>With the exception of a \$1m Deutsche Bank subordinated debt issue, all of Council's FRNs are from licenced authorised deposit taking institutions regulated by APRA.</p> <p>Margins on floating rate notes and bonds have narrowed significantly over the 2nd half of 2012, with 5 year floating rate notes trading inside +100bp compared to +185bp earlier this year.</p> <p>At this stage, there is no concern regarding Council's Deutsche Bank exposure as the German institution has weathered the GFC well and Germany itself remains one of the strongest European economies.</p> <p>These securities continue to deliver a high, consistent income stream in line with Council's original investment objectives.</p>
Mortgage Backed Securities	
<p>Emerald Reverse Mortgage 2006-1 Class A</p> <ul style="list-style-type: none"> ▪ \$1,841,810 investment ▪ Rated: Fitch AAA (unchanged since issuance) ▪ Weighted average life: August 2022 ▪ Risk of Capital Loss: Low 	<p>Emerald Reverse Mortgage Series 2006-1 Trust is comprised of a pool of Australian reverse mortgage loans originated by Bluestone Equity Release Pty Ltd.</p> <p>Bluestone provides reverse mortgages to homeowners who have built up a significant equity position in their homes. The homeowners are thus able to draw on the equity of their homes without selling.</p> <p>The very nature of reverse mortgages means that they have low Loan to Value (LTV) Ratios (i.e. the amount of the loan in relation to the value of the property). While expected to gradually increase, this particular pool currently has an average LTV ratio of approximately 33%. This compares favourably to normal mortgage-backed securities which typically have LTVs in the 75-90% range.</p> <p>The loan pool is comprised of entirely Australian mortgages sourced from approximately 50% in NSW, 16% QLD and a representative sample from the other states and the ACT.</p> <p>Whilst there remains no current concern about the eventual full repayment of capital, the weighted average life date has been extended to August 2022 due to the slower than expected prepayments to date.</p> <p>The 2006-1 Class A issue pays a quarterly coupon payment and rate reset based upon the 3mo BBSW rate + 0.45%. Having been extended beyond its original anticipated call date, this security is now accruing an additional 0.90%pa to be paid out when the entire issue, including lower tranches, is called back.</p> <p>To date in addition to the regular quarterly interest payments, Council has received nearly \$159,000 of its original capital back into its bank account as</p>



	<p>loan prepayments flow through to the noteholders.</p> <p>The market for Australian mortgage backed securities, regardless of the robustness of the structure, is quite illiquid at present as a flow on from the global financial crisis.</p> <p>These securities continue to deliver a high, consistent income stream in line with Council's original investment objectives and continue to be recommended as part of Council's long term hold to maturity portfolio.</p>
Term Investment Group (Short and Long dated)	
<ul style="list-style-type: none"> ▪ Term Deposits with Australian licenced ADIs ▪ \$63,000,000 investment ▪ Maturity: Jan 2013 to Nov 2014 ▪ Risk of Capital Loss: Low 	<p>All of Council's term deposit's are from licenced authorised deposit taking institutions regulated by APRA. The Australian banking regulatory environment is considered one of the soundest in the world and deposits/investments with domestic institutions is generally regarded very safe.</p> <p>Requirements under Basel III banking regulations have reinforced the banks' efforts to secure increased domestic deposits. Therefore, banks are still offering "specials" for longer dated deposits that are at historically high margins over the corresponding BBSW rate. It is recommended that Council continue to pursue these term deposit specials whilst they are being offered.</p> <p><u>Commonwealth Bank: (S&P: A1+/AA-) - \$3,640,140 held in at call, \$2,000,000 in term deposits</u></p> <p>Commonwealth Bank is one of Australia's major banks with an asset base around \$540billion. Deposits make up 68% of total funding, with short term and wholesale funds making up the balance.</p> <p>Latest Profit: \$7.09 billion (12 months to Jun 2012)</p> <p>Basel II Tier 1 Capital Adequacy Ratio: 10.2% (Sep 2012)</p> <p><u>National Australia Bank: (S&P: A1+/AA-) - \$20,000,000 invested</u></p> <p>National Australia Bank is one of Australia's major banks with an asset base around \$500billion. Deposits make up 65% of total funding, with short term and wholesale funds making up the balance.</p> <p>Latest Profit: \$4.08 billion (12 months to Sep 2012)</p> <p>Basel II Tier 1 Capital Adequacy Ratio: 10.3% (Sep 2012)</p> <p><u>ING Bank Australia: (S&P: A1/A) - \$10,000,000 invested</u></p> <p>ING Bank Australia is an APRA regulated Australian bank which is ultimately owned by ING Bank NV, a Dutch bank. It has around \$47billion in assets and deposits make up 55% of total funding with the wholesale funds and securitisation funding the balance.</p> <p>Latest Profit: \$304.3m (12 months to Dec 2011)</p> <p>Basel II Tier 1 Capital Adequacy Ratio: 11.8% (Sep 2012)</p> <p>Oakvale recommends that deposits with all foreign subsidiary ADIs, including ING Bank Australia, are kept to maturities of less than 12 months.</p> <p>Latest Profit: \$26m (12 months to Jun 2012)</p> <p>Tier 1 Capital Adequacy Ratio: 9.7% (Sep 2012)</p>



Bendigo and Adelaide Bank: (S&P: A2/A-) - \$3,000,000 invested

Regional and community-focussed bank that operates nationwide. The bank is listed on the Australian stock exchange with around \$57 in assets. Deposits make up 80% of its total funding, 12% from securitisation, and 8% from wholesale funding.

Latest Profit: \$195m (12 months to Jun 2012),

Tier 1 Capital Adequacy Ratio: 8.86% (Sep 2012)

Bank of Queensland: (S&P: A2/BBB+) - \$13,000,000 invested

Australia-wide bank with Queensland as its core market segment. BoQ is listed on the Australian stock exchange with around \$40b in assets. Deposits make up 59% of total funding, wholesale funds 28%, and securitisation 15%.

Latest Profit: -\$17m (12 months to Aug 2012), includes a \$401m impairment on loans

Basel II Tier 1 Capital Adequacy Ratio: 9.5% (Aug 2012)

ME Bank: (S&P: A2/BBB) - \$15,000,000 invested

ME Bank is owned by industry super funds and has assets of nearly \$12b. ME Bank has a heavy reliance on securitization (57% of funding as of Jun 2012) however it is planning to reduce this to 25% by increasing its customer deposits (which make up only 30% of its funding).

Latest Profit: \$4.7m (12 months to June 2012)

Tier 1 Capital Adequacy Ratio: 11.9% (Sep 2012)



Appendix B – NSW Local Government Eligible Investments

Definitions of Eligible ADI Investments:

Covered Bonds: interest bearing senior ranking debt obligations of an Authorised Deposit-taking Institution (ADI) which have specific bank assets, ie loans, backing the bond. Covered bonds are market traded securities. They can be either fixed rate or floating rate interest bearing and typically are issued with 5+ year maturities. In the case of a bank failure, holders of covered bonds rank ahead of depositors and unsecured senior bond holders having first recourse to the underlying pool of assets backing the bond. If the pool's assets are not sufficient to meet the covered bond's obligations, holders then have recourse to the bank's total assets equal to other senior unsecured bondholders.

For more information refer to the previous Research Paper on Covered Bonds provided by Oakvale Treasury.

Current Covered Bond offerings are not representing good value for Council's portfolio, however these are being reviewed on an ongoing basis and should any issuance present an attractive proposition for Council's portfolio Oakvale Treasury shall bring it to Council's attention.

Term deposits: interest bearing deposit held at an ADI for a specific contracted period. Term deposits are not tradeable in the market. They typically have a fixed rate for their life, but floating rate term deposits are also available. Prior to the introduction of Covered Bonds into the Australian market, in early 2012, term deposits ranked at the top of an ADI's capital structure.

As noted, various Term Deposits are providing good value and where appropriate these are being actively recommended to Council and included in the portfolio. As with all investments there is a risk/reward trade-off - even with term deposits from Australian ADI's - and these are being actively monitored.

Bank Bills and Negotiable Certificates of Deposits (NCDs): are interest bearing securities issued by ADIs, typically short dated. Unlike term deposits, these are tradeable in the market prior to maturity.

These securities provide exceptional liquidity and in the current climate are very useful where this is a key requirement for cash flow management. However, most current offerings are not providing as attractive a return as available from Term Deposits. As with other eligible investments, these are being regularly monitored, particularly as the margins on Term Deposits narrow.

Senior Debt Bonds: interest bearing securities which are senior debt obligations of the issuing ADI. Senior bonds are tradeable in the market. They can be either fixed rate or floating rate interest bearing and are typically issued with 3+ year maturities. Interest is paid at scheduled intervals based on the face value of the bond with repayment of capital paid upon maturity. In the case of a bank failure, senior bond holders rank above subordinated debt holders and shareholders but below covered bond holders and depositors.



There have been some attractive Senior Bank Bond offerings from Australian-owned ADIs over the past year and more are expected in 2013. Where appropriate, given prevailing Investment Policy limits and cash flow requirements, these will be brought to Council's attention.

Other NSW Local Government Eligible Investments (Non-ADI) being actively monitored:

Commonwealth/State/Territory Government securities e.g. bonds:-

These are interest paying securities which are issued by one of the above Australian government bodies and are guaranteed by that issuer. As such, these securities carry the same credit rating as the issuing government body.

Current Commonwealth and State and Territory Bond offerings are not representing good value for Council's portfolio. However these are being reviewed on an ongoing basis and should any issuance present an attractive proposition for Council's portfolio Oakvale Treasury shall bring it to Council's attention.

Deposits with NSW Treasury &/or Investments in NSW Treasury Corporation's Hour Glass Facility:-

Deposits with NSW Treasury Corporation are interest paying securities and are guaranteed by the NSW government. NSW Treasury Corporation Hour Glass Facilities are managed funds that invest in a range of pre-approved investments – these funds are not guaranteed by the NSW government.

Some of the NSW Treasury Corporation Hour Glass Facilities such as the **Cash and Strategic Cash Facilities** invest solely in cash and fixed floating rate bonds and provide a high degree of capital safety, diversification and liquidity to assist in cash flow management. The returns generated however can exhibit a degree of volatility around benchmark.

In the current climate these have not been recommended to Council however the products and financial climate are continually being monitored and where appropriate these investments will be brought to Council's attention.

NSW Treasury Corporation Medium Term and Long Term Growth Facilities – these are the managed funds that have a more growth return orientation and exhibit a higher degree of volatility in returns (relative to cash and fixed floating rate investments). *These are not currently recommended for inclusion within Council's portfolio. The products and market environment are however continually being monitored and where appropriate developments will be brought to Council's attention.*

Disclaimer: The statements and opinions contained in this report are based on currently prevailing conditions in financial markets and are so contained in good faith and in the belief that such statements and opinion are not false or misleading. In preparing this report, Oakvale Capital Limited has relied upon information which it believes to be reliable and accurate. Oakvale Capital Limited believes that this report and the opinions expressed in this report are accurate, but no warranty of accuracy or reliability is given. Oakvale Capital Limited does not warrant that its investigation has revealed all of the matters which a more extensive examination might disclose. This report may not be reproduced, transmitted, or made available either in part or in whole to any third party without the prior written consent of Oakvale Capital Limited. AFS Licence No. 229842.

ITEM 6.3	QUARTERLY BUSINESS AND BUDGET REVIEW STATEMENT - DECEMBER 2012
REPORTING MANAGER	GROUP MANAGER STRATEGIC PLANNING AND CHIEF FINANCIAL OFFICER
TRIM FILE REF	2013/037864
ATTACHMENTS	1 Quarterly Business and Budget Review Statement - December 2012 (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To present the December 2012 Quarterly Budget and Business Review Statement on the Strategic Community Plan 2012.

SUMMARY

The December 2012 Quarterly Budget and Business Review Statement is in a separate Attachment Booklet and is the second progress report on the Strategic Community Plan 2012. 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 Income Statement for the quarter ending 31 December 2012 shows a decrease in the Surplus from Continuing Operations before Capital Grants and Contributions for the full financial year of \$173,591 taking the forecast surplus from \$8,097,957 to \$7,924,366 at 30 June 2013. A decrease in capital expenditure of \$3,320,137 is also forecasted at 30 June 2013.

Of 148 actions covered by the report, 88% are progressing in accordance with agreed timeframes (either completed or on schedule), and 12% (or 18 projects) are 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

operating revenues are set at a level sufficient to meet projected operating expenses".

RECOMMENDATION OF GENERAL MANAGER

That

- A. The December 2012 Quarterly Budget and Business Review Statement be noted.
 - B. Following changes to the Current Forecast in the December 2012 Quarterly Budget and Business Review Statement be approved:
 - a. Decrease the Surplus from Continuing Operations before Capital Grants and Contributions by \$173,591 to \$7,924,366 at 30 June 2013.
 - b. Decrease the capital expenditure by \$3,320,137 to \$28,300,355 at 30 June 2013.
-

REPORT

BACKGROUND

The Quarterly Budget and Business Review Statement is a progress report against the Strategic Community Plan 2012 (the "Plan"). The Report is distributed in a separate Attachment Booklet and provides a report on 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 6 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 six months ended 31 December 2012 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 each of the 16 services provided in the Strategic Community Plan 2012 are each provided separately.

These overall movements are detailed in the table below:

	Annual Budget \$	Approved Forecast \$	Variance \$	Current Forecast \$	Variance \$
Total Income From Continuing Operations	155,540,704	155,916,304	375,600	156,555,936	639,632
Total Expenses From Continuing Operations	(142,694,298)	(142,662,898)	31,400	(144,389,476)	(1,726,578)
Surplus / (Deficit) from Continuing Operations	12,846,406	13,253,406	407,000	12,166,460	(1,086,946)
Surplus/ (Deficit) before Capital Grants & Contributions	8,060,957	8,097,957	37,000	7,924,366	(173,591)

The principal feature of the forecast changes is a decrease in the Surplus from Continuing Operations before Capital Grants and Contributions for the full financial year of \$173,591 to \$7,924,366. This is represented by a decline of \$179,991 in the Surplus for Kimbriki Environmental Enterprises Pty Limited and offset by a reduction of \$6,400 in operational expenditure within Corporate Support related to the purchase of a Scanner which will be utilised to electronically store all supplier invoices creating savings in both time to access these source documents and ongoing archival costs.

The significant changes resulting in an increase of \$639,632 in the forecast Income from Continuing Operations are as follows:

- User Charges & Fees are forecast to increase by \$1,328,600. This principally relates to Kimbriki Environmental Enterprises where Gate Fees have been forecast to increase by \$1,403,826 as well as small increases in Children's Services of \$11,370 and in Community & Safety Services of \$51,640 which has been partially offset by a \$50,000 decrease in Certification Fees, \$60,000 in Development Assessment Fees, \$24,321 in Parks Reserves & Foreshores and \$3,915 in Natural Environment. The changes in the Kimbriki Gate Fees related to changes to the Vegetation Contract and the introduction of the Carbon Tax which have had a corresponding increase in Materials & Contracts.
- Other Revenues have been forecast to increase by \$240,775. This principally relates to Kimbriki Environmental Enterprises which has increased by \$391,542 of which \$45,275 relates to Recycling Revenue, \$136,855 for EPA Fees, \$10,000 for Sales Other and \$200,000 for Residential Properties Rental which was netted against related expenses in the Original Budget offset by a decrease of \$588 in Site Fees. The increases have been offset by decreases in rental income of \$146,901 in Corporate Support and \$23,639 in Community

& Safety Services partially offset by an increase in Parks, Reserves & Foreshores of \$19,773.

- Grants & Contributions – Operating Purposes have been forecast to decrease by \$16,388 which relates to the contribution in Natural Environment from Pittwater Council for the Narrabeen Lagoon Entrance Clearance.
- Grants & Contributions – Capital Purposes have been forecast to decrease by \$913,355 of which \$958,636 relates to road grants and bike infrastructure. This has been partially offset by an increase in the State Library Book Grant of \$45,281.
- The significant changes resulting in a reduction of \$1,726,578 in the forecast in Expenses from Continuing Operations are:
- Employee Benefits and OnCosts have been forecast to increase by \$37,213. This is principally due to increases in Children's Services of \$79,071 to maintain required ratios to meet regulatory requirements, \$33,000 in Community & Safety Services due to backfilling in community centres, \$90,000 in Good Governance related to temporary resourcing within the Office of Internal Ombudsman to deal with a higher than anticipated workload, \$164,361 in Kimbriki Environmental Enterprises related progression of the AWT which have only been partially offset by a decreases in Corporate Support of \$113,125, Certification of \$20,000, Information & Library of \$66,200, Natural Environment of \$358 and Parks, Reserves & Foreshores of \$129,536.
- Materials and Contracts have been forecast to increase by \$1,732,378. This principally relates to an increase in Kimbriki Environmental Enterprises of \$1,720,661 which have been offset by the increases in User Charges & Fees and Other Revenue noted above. Those components which have not been offset relate to repairs and maintenance to access roads and environmental compliance costs. As noted above the changes to Kimbriki principally relates to a new Vegetation Contract and the introduction of the Carbon Tax.
- Other Expenses have been forecast to decrease by \$43,013 which relates to savings in Corporate Support of \$165,202, Information & Library of \$2,000, Natural Environment of \$83,450 offset by increases in Children's Services of \$6,300, Good Governance of \$51,000, Kimbriki Environmental Enterprises of \$90,339, Parks, Reserves & Foreshores of \$15,000 and Warringah Aquatic Centre of \$45,000.

CAPITAL WORKS

Expenditure on Capital Works for the three months ended 31 December 2012 totalled \$13,895,973.

	YTD Actual \$	YTD Forecast \$	Variance \$
Total Capital Expenditure	13,895,973	16,060,989	(2,165,017)

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	30,651,083	31,620,492	(969,409)	28,300,355	3,320,137

Description	\$
Changes by Council Resolution during the first quarter	1,349,760
Changes by Council Resolution in the September 2012 QBRs	(380,351)
Changes by Council Resolution during the second quarter:	
Council Resolutions 7.3 and 7.4 of Council Meeting 11 December 2012:	
Reallocation of Funds from CR4124 - Civic Centre BCA and Fire Safety	(260,000)
Completion of Long Reef Sporting Amenities funded from CR4124	110,000
Commence work on design stage of DeeWhy Community Hub funded from CR4124	150,000
	969,409
Changes identified in the Proposed Forecast	
Capital Works carried forward to future years:	
To 2013/14:	
Civic Centre BCA and Fire Safety	(500,383)
Community Buildings - DDA works program	(50,000)
Dee Why Beach Viewing Tower	(102,963)
Upgrade of Warringah Council Website	(63,000)
Kimbriki Land Improvements	(581,562)
Narrabeen Lagoon (Council Monies)	(100,000)
North Narrabeen Masterplan - Renewal Works	(50,000)
Restoration Narrabeen Lagoon	(59,000)
Tramshed - Toilet, Kitchen, BCA and DDA Renewals	(200,000)
WAC Conceptual Designs & DA Project	(120,000)
WAC Trigeneration System	(300,000)
To 2014/15:	
Dee Why CBD Upgrade	(62,935)
Wheeler Park - New Public Amenity	(174,734)
Capital Works carried forward to future years Total	(2,364,577)
Description	\$
Other	
Beacon Hill Community Centre	(9,307)
Bike Implementation reduced expenditure to match reduced grant receipt	(72,000)
Brookvale Children Centre renewal	(30,000)
Civic Centre - Upgrade Air Conditioning Plant	(371,000)
Civic Centre - Upgrade Customer Service Centre	(150,000)
Collaroy Stormwater Outlet	100,000
Community Buildings - DDA works program	(52,459)
Cromer No 1 - Synthetic Surface	(3,512)
Emergency Stormwater Works	200,000
Fishermans Beach - Surf Rescue Building Renewal and Upgrade	(96,008)
Increased RTA Block Grant + Ex 3x3	11,000
IT Infrastructure - New Works	(42,000)
IT Infrastructure - Renewals	(120,046)
IT Software - Renewals	(245,000)
Library Services	(304,719)
Ping Pong Tables - Outdoor	(1,542)
Renewal Works-Amenities Buildings	96,008
Weldon Oval Public Amenities	(14,975)
Narrabeen Childrens Centre Playground Upgrade	150,000
Other Forecast Changes Total	(955,560)
Total Net Changes identified in the Proposed Forecast	(3,320,137)
Total Net Changes from Original Budget	(2,350,728)

Performance against Key Actions

A total of 148 actions are contained within the Attachment Booklet. "Traffic light" indicators are used in the Quarterly Budget and Business Review Statement to show overall progress. Comments are provided against each action in the report where the action is not on schedule.

The December 2012 results are as follows:

- 130 Strategic Community Plan Actions are completed or on-schedule
- 18 Strategic Community Plan Action are behind schedule.

The reasons for delay are provided in the report. Of the actions on-schedule 19 are complete.

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.

7.0 COMMUNITY DIVISION REPORTS

ITEM 7.1	GLEN STREET THEATRE - REVITALISATION PROJECT
REPORTING MANAGER	DEPUTY GENERAL MANAGER COMMUNITY
TRIM FILE REF	2013/051499
ATTACHMENTS	1 Glen Street Theatre - Masterplan (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To create a Cultural Hub in Belrose, on the current Glen Street Theatre site to include a theatre, upgraded foyer, café and library service for the residents of Warringah and the Northern Beaches. Ancillary services and activities will flow from these venues that will provide cultural and social capital for the community.

SUMMARY

In 2011 a Masterplan was developed for the Glen Street Theatre site in response to the opening of The Concourse by Willoughby City Council. It was identified that the theatre is the right venue in the right location, with an established following and unique setting that adds value to the experience. Glen Street Theatre is recognised as a cultural landmark for the Warringah Municipality. Relocation of the Theatre would neither be cost-effective nor appropriate to securing the future of the theatre. Development of the site will create a cultural hub relevant to the Warringah district and assist in revitalising the Belrose locality.

An innovative and cost-effective solution has been provided by the architect, Mark Hurcum Design Practice, which sees a high impact Cultural Hub being created on the current site by improving a sense of arrival at Glen Street, an improved patron experience with foyer upgrade and new restaurant facility, provision of compliant accessibility to the venue and the creation of outside space for patrons and programming of activities for children. This would also involve the integration of the current Belrose library into the cultural hub on the Glen Street site. This Cultural Hub will be a vibrant and active community space that will reinvigorate the theatre and provide a state of the art library facility as well as becoming a unique destination in Sydney's cultural landscape.

FINANCIAL IMPACT

A quantity surveyor was engaged to detail the costs of the project and the results are as follows:

Stage 1 – Foyer upgrade and landscaping - \$1.8m

Stage 2 – Library, café and administration facilities - \$5.5m

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER COMMUNITY

That Council:

- A. Adopt the Masterplan for Glen Street for the creation of a cultural hub;
 - B. Adopt concept design plans for Stage 1 (Development Application approved) and agree to commit \$1.8m to fund Stage 1 commencing FY 2013/14, from working capital;
 - C. Authorise commencement of the design, concept plans and community engagement for café, library and administration facilities using funds from working capital;
 - D. Authorise an application to the Department of Primary Industries - Crown Lands for road closure under the provisions of the Roads Act 1993 for the road identified in this report being part Ashworth Avenue, Belrose between the current Belrose Library site and the Glenrose Shopping Centre site (Lot 100 DP 558232 and Lot 104 DP 597544);
 - E. Should the road closure application referred to in item D of these recommendations be successful, in accordance with its Disposal of Surplus Road Reserve Policy GOV-PL 820 and Property Acquisition and Disposal – (Negotiation on Purchase Price) Policy GOV – PL 810 proceed to dispose of the land in item D and the current Belrose Library site (Lot 100 DP 558232) following the consolidation of the land by Council into one lot;
 - F. Should the road closure application referred to in item D of these recommendations be unsuccessful, in accordance with its Property Acquisition and Disposal – (Negotiation on Purchase Price) Policy GOV – PL 810 proceed to dispose of the current Belrose Library site (Lot 100 DP 558232);
 - G. Grant delegation to the General Manager to:
 - a. Commence the disposal process of the land referred to in item E by public Expression of Interest (EOI).
 - b. Following assessment of the EOI, adopt one of the following strategies:
 - i. Issue a restricted RFT, under tender box conditions, to a short-listed group of respondents to the EOI or list for sale by Public Auction, appoint an agent if required and set an appropriate reserve;
 - ii. Issue an open RFT;
 - iii. Enter into direct negotiations; or
 - iv. Not proceed any further.
 - G. The sale proceeds flowing from the closure of the road in Item D above be used for expenditure on Council's road network;
 - H. Use the funds realised from the sale of the current library site to first cover working capital used in Items B and C above and utilise remaining funds to complete the Glen Street Cultural Hub with the addition of a café, state of the art library and administration subject to sufficient funds from the sale of Belrose Library site being available or subject to other funding being identified;
 - I. Delegation be granted to the General Manager to authorise and execute any documentation required to facilitate any of the actions contained within the above.
-

REPORT

BACKGROUND

Glen Street Theatre is located on a peninsula site on the junction of Glen Street and Blackbutts Road, Belrose. Adjacent to playing fields and directly opposite the Glenrose Shopping Centre, the site is at the geographic centre of Belrose.

The current facilities include a 400 seat theatre with function rooms, a restaurant and administrative offices with the balance of the building currently tenanted by a gymnasium. The Theatre is owned and operated by Warringah Council, as is the Belrose Library which sits on its own site opposite the theatre.

The building was officially opened as The Forest Community Centre on 6 July 1985 incorporating a theatre, youth centre and a sports centre. The development of a community centred theatre was championed by Councillor Julie Sutton. In 1994 the Glen Street Theatre launched their first professional theatre subscription season. In 2010, the theatre celebrated 25 years of operation.

In 2011 a Threat Analysis was prepared in response to the opening of The Concourse by Willoughby City Council. A Masterplan (attached) was undertaken in consultation with the current administrative staff of the theatre. The process has included detailed analysis of the existing facilities and preparation of a brief, addressing critical operational issues.

Previous studies and masterplans prepared for the site were reviewed in context with the current brief. Some of these earlier studies attempted to determine if the Theatre was in the correct location to adequately service the community. This question has been reviewed in the Masterplan. An Urban Study of the Belrose locality and the immediate precinct of the Theatre was also undertaken.

From these parameters, concept designs and future plans were developed and assessed against the criteria established.

Glen Street Theatre is the right venue in the right location, with an established following and unique setting that adds value to the experience. Glen Street Theatre is recognised as a cultural landmark for the Warringah Municipality. Relocation of the Theatre would be neither cost-effective nor appropriate to securing the future of the theatre. Progressive development of the site will create a cultural centre relevant to the Warringah district and assist in revitalising the Belrose locality.

The existing facilities are in need of a targeted upgrade – initially targeted at improving Patron experience and securing the commercial viability of the theatre, over and above further improvements to the performance facilities.

An upgrade of the arrival and foyer amenity will improve the Patron experience as well as providing a more efficient operation.

While not identified as any source of complaint, a review of the site indicates that the external spaces of the theatre are not utilised to their fullest potential and in particular there would be significant potential in development of the area directly in front of the entry. The following is a summary of the possible areas that will be improved for the Patron experience:

- Arrival and entry identity will be clearer for the first time user of the Theatre
- Pathways leading from main carpark to foyer will be clearer and wider
- Pathway between secondary carpark will be improved by better way - finding, lighting and landscaping
- "Vestibule" area is low, tight and has no sense of event or theatre

- Area around the bar is too tight and easily becomes choked at interval
- Division of foyer results in lack of visibility for events in foyer
- Unused foyer area outside doors is a waste of space

Revitalising of the restaurant amenity as a separate destination will enhance the theatre experience while providing a more suitable commercial asset.

Sorlies Bistro has not performed well in providing a true value-adding service for the theatre. The theatre has attempted to find an anchoring tenant to operate as a fully functional restaurant but has not been successful. The Bistro currently operates as a function based catering kitchen for the theatre

The Bistro suffers from:

- lack of visibility
- access and location
- signage and identification

During the design stage of the proposed café site it was realised that an opportunity presented itself to have a state of the art library situated under the café which would connect with the café and the theatre. Public amenities would be shared between the library and theatre patrons as well as kitchen facilities for staff. The proposed new library space will be 450sq metres. While this is slightly less space than exists on the current library site the café and shared facilities make up the additional space required for a library to meet the needs of the Belrose constituency. A community engagement plan will be developed to consult with the community on the design and layout of the new library.

FUTURE VISION FOR GLEN STREET CULTURAL HUB

The future of Glen Street Theatre is about continuity. Continuing the vision of a community connected theatre that offers an intimate cultural experience that attracts significant productions and providing a facility for community based groups.

The theatre is unique in its bush setting and its ease of access, particularly for parking, which differentiates it from alternative Sydney venues which are in more urban settings.

Reinforcing the Patron experience by creating an improved sense of arrival and sense of theatre in the foyer will build on the positive attributes of the existing facility.

Relocation of the restaurant to be a stand alone entity, yet related to the arrival experience, will add significantly to the amenity and attraction.

Future upgrades of the theatre functions will maintain and improve the attraction for signature productions as well as providing more flexible applications for community theatre opportunities.

Relocation of the library from the site opposite the theatre will allow the creation of an innovative library experience with the integration of library services into the Glen Street Cultural Hub.

FUTURE VISION FOR BELROSE LOCALITY

The suburb of Belrose encompasses a classic study in the greying suburbs of Sydney. Its demographic and commercial drivers have altered significantly and will continue to change over the coming decades.

Warringah Council has significant landholding in the centre of the suburb this includes the playing fields, the theatre precinct and the library. Future planning of these facilities can assist and direct the future development of the suburb.

The community issues and complexities surrounding the development of the local shopping centre have contributed to the landholder deciding not to proceed and divesting the property.

The opportunity exists to future plan the centre of the suburb to reinvigorate the community and embrace the social, cultural and lifestyle needs of the future population.

Warringah Council, as a major landholder, is ideally placed to direct the commercial and cultural direction of this bush suburb.

With the theatre, library, offices, gymnasium, restaurant and a revitalised shopping precinct this area can continue to contribute locally and regionally. Rationalisation of the Council's will include the selling of the library site as either commercial or residential development with the incorporation of the library into the theatre complex.

CONSULTATION

A detailed community engagement plan was developed in line with Council's Community Engagement Policy and Matrix. The plan included a range of engagement activities over a three month period (August to October 2012) to gain input into the draft masterplan and concept plans as they evolved. Key activities included:

Dedicated project page on Your Say Warringah

Online discussion forum

Letter box drop to residences with a 300m radius of Glen Street Theatre

Emails to all subscribers and hirers

Inclusion of community workshop date, time and place in monthly EDM's

Advertisements in the Manly Daily

On-site display and posters on site

Bulk emails five (5) over three months to the 2,200 contacts on the Engagement Email Register

Workshop on 18 August 2012 to discuss draft plans and gain ideas

Manned display at Glen Street Theatre on Open Day, 14 October 2012, to discuss latest plans and gain input

DA process and notifications for Stage 1 in November – as per Council practice

Summary of input:

Project Page Statistics – Your Say Warringah Council

Site Visits – 2,250+

Page views – 3,150+

Individual visitors – 773

Documents downloaded – 435

Twelve (12) comments were made on the online forum – eight (8) positive, four (4) negative which related to operational issues at the theatre not the Masterplan.

Open Day

The architect, Mark Hurcum, and Council's Community Engagement Manager held discussions with over eighty (80) people during the day who all gave positive feedback about the openness of the plan, accessibility and improved facilities for patrons.

Many people commented on their desire for the café to be built at the same time. Many comments were received about the Glenrose Shopping Centre and the need for Council to do something to revitalise the area. Seven (7) feedback forms were completed.

One (1) email was received which gave positive feedback about the plans but he wanted to have the zebra crossing redone to align with the Glen Street footpath. This was an issue that he had previously addressed with Council.

Five (5) people attended the workshop.

TIMING

Stage 1 – Foyer upgrade and landscaping to be commenced in mid-December 2013 and completed mid-April 2014 to ensure that the operational requirements of the theatre continue and there is no interruption to the normal pattern of business. Programming for the 2014 season has been scheduled to allow for the theatre to be closed from mid-December 2013 to practical completion of works in mid to late April 2014.

Stage 2 – Café, library and administration facilities. Design and concept plans to be prepared for lodgement of Development Application by October 2013 and approval late January 2014. It is anticipated the build would commence in June 2014 and would take nine to twelve months for practical completion.

POLICY IMPACT

Nil

FINANCIAL IMPACT

A quantity surveyor was engaged to detail the costs of the project and the results are as follows:

Stage 1 – Foyer upgrade and landscaping - \$1.8m

Stage 2 – Library, café and administration facilities - \$5.5m

8.0 ENVIRONMENT DIVISION REPORTS

ITEM 8.1	ADMINISTRATION OF THE MANLY LAGOON CATCHMENT COORDINATING COMMITTEE
REPORTING MANAGER	GROUP MANAGER NATURAL ENVIRONMENT
TRIM FILE REF	2013/041756
ATTACHMENTS	NIL

REPORT

PURPOSE

To formalise Warringah Council's role in coordinating and administering the Manly Lagoon Catchment Coordinating Committee for the period March 2013 to March 2014, and to nominate a Chair of the Committee.

REPORT

The Manly Lagoon Catchment Coordinating Committee (MLCCC) is a joint committee between Manly and Warringah Councils. It is an advisory committee for the Manly Lagoon catchment in areas of flooding, environment and catchment management matters and operates in accordance with the MLCCC Terms of Reference. The administration duties were due to be handed over to Manly Council in 2013 as per the Terms of Reference and following the Local Government elections in 2012.

Manly Council has requested that the administration of the MLCCC continue to be coordinated by Warringah Council for a twelve (12) month period from March 2013 to March 2014. Warringah Council intends to accept the request and therefore needs to nominate a Chair for this period.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That

- A. Warringah Council undertake the administration of the Manly Lagoon Catchment Coordinating Committee (MLCCC) for a twelve (12) month period from March 2013 to March 2014
 - B. Councillor Heins be appointed Chair of the MLCCC for this period.
-

ITEM 8.2	MINUTES OF THE SYDNEY COASTAL COUNCILS GROUP ANNUAL GENERAL MEETING - 8 DECEMBER 2012
REPORTING MANAGER	GROUP MANAGER NATURAL ENVIRONMENT
TRIM FILE REF	2013/020579
ATTACHMENTS	1 Minutes - Sydney Coastal Councils Group meeting - 8 December 2012

EXECUTIVE SUMMARY

PURPOSE

To report the Minutes of the Sydney Coastal Councils Group Annual General Meeting held 8 December 2012.

SUMMARY

The Annual General Meeting (AGM) of the Sydney Coastal Councils Group (SCCG) was held at the City of Sydney Council Chambers on Saturday 8 December 2012. Cr. Heins attended the meeting as Warringah Council's delegate.

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

- NSW Coastal Reforms (Stage 1)
- Launch of the "SCCG Water Recycling Handbook for Councils"
- SCCG Coastal Adaptation Pathway Projects

The next ordinary meeting of the SCCG will be held as follows:

- Saturday 16 March 2013 at Woollahra Council.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That the Minutes of the Sydney Coastal Councils Group Annual General Meeting held 8 December 2012, and the resolutions contained in the attached copy of the Minutes, be noted.

REPORT

BACKGROUND

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

DISCUSSION

The Annual General Meeting (AGM) of the Sydney Coastal Councils Group (SCCG) was held at the City of Sydney Council Chambers on Saturday 8 December 2012. Cr Heins attended the meeting as Warringah Council's delegate.

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

NSW Coastal Reforms (Stage 1)

Key elements of the Stage 1 Coastal Reforms include:

- Amendments to the [Coastal Protection Act 1979](#) by the Coastal [Coastal Protection Amendment Act 2012](#) to make it easier for landowners to place sandbags on beaches as temporary coastal protection works;
- Clarifying what information councils should put on section 149 certificates relating to projected sea level rise impacts (new guidelines will be prepared for councils by the Department of Planning and Infrastructure); and,
- Giving councils the flexibility to consider coastal hazards in the context of their local circumstances (the State Government no longer recommends statewide sea level rise benchmarks for councils).

The SCCG resolved that:

- "In light of the nature and implications of the Stage 1 NSW Coastal Reforms, the Group write to Member Councils encouraging them to continue to apply the former [NSW Sea Level Rise Policy Statement](#), considering the [Department of Environment, Climate Change and Water 2009 Technical note: Derivation of the NSW Government's sea level rise planning benchmarks](#);
- The Group inform the Minister for Local Government of the above resolution;
- The Secretariat provide an update and outcomes report at the next meeting; and,
- Through discussion, the SCCG determine any additional actions to address Member Council issues and concerns regarding the NSW Coastal Reforms.

In light of the above-mentioned information, Warringah Council will need to update its adopted [Coastal Erosion Emergency Action Subplan for Beaches in Warringah](#) and determine what, if any, changes should be made to section 149 certificates relating to sea level rise projections. The Coastal Erosion Emergency Action Subplan will be updated during the preparation of the Coastal Zone Management Plan for Collaroy-Narrabeen Beach and Fishermans Beach, which is currently being undertaken. The possible changes to section 149 certificates will occur following the release of new guidelines for councils by the NSW Department of Planning and Infrastructure.

Further information on the Stage 1 coastal reforms is available at www.environment.nsw.gov.au/coasts/stage1coastreforms.htm

Launch of the 'SCCG Water Recycling Handbook for Councils'

In 2010 the SCCG and Sydney Water partnered to facilitate a workshop for SCCG Member Councils to discuss actions and projects that facilitate water recycling and re-use projects. The forum was the result of a desire from both the SCCG and Sydney Water to work more collaboratively on water recycling and re-use projects.

A Working Group, which includes Warringah Council staff, has been developing a "Handbook" to provide SCCG Member Councils with information on identifying, evaluating and developing water recycling projects. The final draft of the SCCG Water Recycling Handbook for Councils will be sent to Member Councils for comment and, once finalised, an invitation will be extended to SCCG Member Councils to the launch of the Handbook.

SCCG Coastal Adaptation Pathway Projects

In July 2011, the SCCG was awarded funding under the Federal Government's Coastal Adaptation Pathways Project (CAP) for three projects:

- 1) "Prioritising Coastal Adaptation and Development Options for Local Government";
- 2) "Demonstrating Climate Change Adaptation of Interconnected Water Infrastructure";
- 3) "Assessment and Decision Frameworks for Existing Seawalls."

It was noted that:

- Significant progress has been made with these projects;
- CAP Newsletters, individual project newsletters and individual Project Summary Reports have been produced;
- The Assessment and Decision Frameworks for Seawalls, in particular, lends itself to a practical approach incorporating the economic inputs to decision-making and the assessment and management of small seawalls as part of asset management;
- The project titled 'Prioritising Coastal Adaptation and Development Options for Local Government' will provide a robust monitoring and evaluation framework. Warringah Council has expressed interest in trialling the Guide for the project, together with Sutherland Council and Rockdale Council;
- The Interconnected Water Infrastructure project would best be developed through a case study and Councils were asked to consider appropriate projects;

Upon completion of the projects, SCCG CAP program outputs will be distributed to relevant Warringah Council staff and formally reported to Council.

POLICY IMPACT

Nil

FINANCIAL IMPACT

Nil

SYDNEY COASTAL COUNCILS GROUP Inc. MEMORANDUM

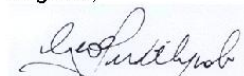
MEMO TO:	Councillor Brian Troy Councillor Mark Castle Ms Judith Betts Ms Cathy McMahon Councillor Anthony Anisse Councillor Michael Hutchence Dr Ross McPherson Mayor Councillor Darcy Byrne Councillor Linda Kelly Councillor Daniel Kogoy Mr Ryann Medei Councillor Barbara Aird Councillor Cathy Griffin Mr Stephen Clements Councillor Tom Sherlock Councillor Roy Bendall Ms Belinda Atkins Cr Tony Carr Mr Peter Massey Mayor Councillor Jacqueline Townsend Councillor Selenia Griffith Mr Paul Hardie Councillor Lindsay Shurey Councillor Geoff Stevenson Ms Bronwyn Englaro Mayor Councillor Shane O'Brien Ms Alexandria Vandine / Ms Madeline Hourihan Councillor Peter Towell Mr Ian Drinnan / Dr Guy Amos Councillor John Mant Councillor Irene Doutney Councillor Linda Scott Mr Chris Derksema Councillor Vanessa Moskal Councillor Sue Heins Mr Denise Regan Mayor Councillor Sally Betts Councillor Leon Goltzman Councillor Bill Mouroukas Ms Emily Scott / Mr Corey Fox Councillor Wendy Norton Councillor Lynne Saville Ms. Nicola Faith Councillor Greg Levenston Councillor Elena Kirillova Mr Chris Munro / Mr Sam Badalati Emeritus Prof. Bruce Thom AM Mr Phil Colman Mr George Cotis Mr George Copeland Dr Judy Lambert AM Ms Wendy McMurdo	Botany Bay Council Botany Bay Council Botany Bay Council Botany Bay Council Hornsby Council Hornsby Council Hornsby Council Leichhardt Council Leichhardt Council Leichhardt Council Leichhardt Council Manly Council Manly Council Manly Council Mosman Council Mosman Council Mosman Council North Sydney Council North Sydney Council Pittwater Council Pittwater Council Pittwater Council Randwick Council Randwick Council Randwick Council Rockdale Council Rockdale Council Sutherland Council Sutherland Council City of Sydney Council City of Sydney Council City of Sydney Council City of Sydney Council Warringah Council Warringah Council Warringah Council Waverley Council Waverley Council Waverley Council Waverley Council Willoughby Council Willoughby Council Willoughby Council Woollahra Council Woollahra Council Woollahra Council Honorary Member Honorary Member Honorary Member Honorary Member Honorary Member
SUBJECT:	Please find attached the Minutes and actions from the SCCG Annual General Meeting hosted by the City of Sydney on Saturday 8 December.	
DATE OF MEMO:	17 December 2012	MemoM3-12

Please find attached the Minutes and Actions from the Sydney Coastal Councils Group Inc. Annual General Meeting hosted by City of Sydney Council on Saturday 8 December.

NB the next SCCG Full Group meeting will be held 16 March 2013 hosted by Woollahra Council (pending confirmation).

On behalf of the SCCG Secretariat we wish you all a very Merry Christmas and happy and safe New Year !! Thank you all for your support and participation in SCCG activities in 2012 and we look forward to continue to provide support services to your Council and your communities in 2013.

Regards,



Geoff Withycombe
Regional Coastal Environment Officer / Executive Officer

LIST OF ACTIONS FROM THE ANNUAL GENERAL MEETING 8 DECEMBER 2012

The table below is intended to provide delegates with a summary of the meeting. Actions for delegates to complete prior to the next meeting have been highlighted in bold

Item	Action	By whom	Due By
5.0	Business Arising <ul style="list-style-type: none"> • SCCG – City of Sydney Hosting Contract The EO continue to chase a meeting with the City of Sydney, Executive Officer, with the aim of reviewing and renewing the existing hosting contract. • Governance of Sydney Waterways The EO and Prof Thom to report back at next meeting on outcomes of meeting with Roads and Maritime Services, Dept. of Planning and Crown Lands. 	EO	ASAP
6	Annual Reports The Chairperson's and Executive Officer's annual reports be forwarded to Mayors and General Managers.	EO/Chair	Dec 2012
7	Annual SCCG Executive Committee Elections Chairperson Cr. Cathy Griffin (Manly) Vice Chairperson (Estuarine Council) Cr. Wendy Norton (Willoughby) Vice Chairperson (Ocean council) Cr. Geoff Stevenson (Randwick) Treasurer (Honorary) Cr. Peter Towell (Sutherland) Secretary (Honorary) Cr. Jacqueline Townsend (Pittwater) Member Cr. Lynne Saville (Willoughby) Member Cr. Irene Doutney (City of Sydney) Member Cr. Leon Goltsman (Waverley)	ALL	2012 - 2013
7.6	SCCG Honorary Member 2012 – 2013 <ul style="list-style-type: none"> • E/Prof. Bruce Thom AM • Mr Phil Colman • Mr George Cotis • Dr Judy Lambert AM • Mr George Copeland • Ms Wendy McMurdo 	ALL	2012 – 2013
10.1	Administration <ul style="list-style-type: none"> • SCC Strategic Plan – Implementation Monitoring Report (July 2011 – June 2012) The report be included with the SCCG annual reports and sent to general managers for their information. 	EO	December
11.1	NSW Coastal Reforms <ol style="list-style-type: none"> 1) In light of the nature and implications of the Stage 1 NSW Coastal Reforms, the Group write to Member Councils encouraging them to continue to apply the former NSW Sea Level Rise Policy Statement, considering the Department of Environment, Climate Change and Water 2009 Technical note: Derivation of the NSW Government's sea level rise planning benchmarks. 2) The Group inform the Minister for Local Government of the above resolution. 3) The Secretariat provide an update and outcomes report at the next meeting 4) Through discussion, the SCCG determine any additional actions to address Member Council issues and concerns regarding the NSW Coastal Reforms. 	EO / Chair EO Secretariat ALL	ASAP December 15 March Ongoing

Item	Action	By whom	Due By
11.2	"SCCG Water Recycling Handbook for Councils" 1) The final draft of the SCCG Water Recycling Handbook for Councils be sent to Member Councils, the Full Group and the Technical Committee for comment. 2) An invitation be extended to Full Group Delegates and Technical Committee Representatives in relation to the launch of the SCCG Water Recycling Handbook for Councils. 3) The final version of the Handbook be formally sent to Member Councils. 4) In due course, the project Steering Working Group be thanked and SCPO be congratulated on the outcomes of this significant initiative.	SCPO SCPO SCPO SCPO	February February February March
11.3	SCCG Coastal Adaptation Pathways Projects 1) SCCG CAP program outputs to be formally disseminated within Member Councils. 2) SCCG develop and implement a specific capacity building training program to promote uptake of the outputs of the program by Member Councils. 3) The draft capacity building program be tabled at the first SCCG Technical Committee in 2013 for consideration.	PO-CCA PO-CCA / Secretariat PO-CCA	February Jan – Feb 14 Feb
11.4	SCCG Capacity Building Program and Engagements Report 1) delegates identify and recommend any additional capacity building activities/forum topics for 2013 2) delegates support the promotion of Summerama.	ALL ALL	Jan – Feb Dec- Jan
13.1	Annual Financial Statement for period 1 July 2011 – 31 June 2012 1) The Annual financial statement for the period 1 July 2011 to 30 June 2012 be received and noted. 2) That Sydney Coastal Councils Group Inc make the following statement (subject to the satisfactory audit of the SCCG finances). In the opinion of the Members of the Sydney Coastal Councils Group Inc: (a) the accompanying general purpose financial report of and special schedules of the Sydney Coastal Councils Group Inc for the period ending 30 June 2012 are drawn up so as to give a true and fair view of: (i) the state of affairs of the Group as at 30 June 2012, and the operating result and cash flows for the financial year ended on that date and all controlled entities; and (ii) the other matters required to be disclosed; (b) the general purpose financial report and special schedules are in accordance with the accounting and other records of the Group; and (c) the general purpose financial report is drawn up in accordance with accounting policy disclosed in the statement; and (d) no circumstances have arisen which would render the report false or misleading in any way.	ALL	December
14	General Business Container Deposit System 1) The SCCG write to State and Federal Environment Ministers urging support for CDS at the next COAG meeting in April highlighting the impact that plastic containers has on the marine environment. 2) The SCCG write to the NSW Minister for Education to inquire on what school education and change behaviour programs are underway to reduce plastic use and increase recycling. 3) Pending above the Group look to incorporate supporting programs in Summerama 2014.	EO / Chairperson	ASAP
14.1	2013 Meeting dates Saturday 16 March 2013 at 12 noon (Woollahra Council) Saturday 15 June 2013 at 12 noon (City of Sydney) Saturday 14 September (AGM) 2013 at 12 noon (to be determined) Saturday 7 December 2013 at 12 noon (City of Sydney)	ALL	8 December
14.4	Next meeting The next meeting of the Group by held on 16 March 2013 at Woollahra Council (pending confirmation).	ALL	16 March

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SYDNEY COASTAL COUNCILS GROUP Inc.
MINUTES FOR THE ANNUAL GENERAL MEETING
HELD ON SATURDAY 8 DECEMBER, 2012
AT THE CITY OF SYDNEY COUNCIL CHAMBERS

IN ATTENDANCE

Cr. Brian Troy	City of Botany Bay
Cr. Irene Douthey	City of Sydney
Cr. Cathy Griffin	Manly Council
Cr. Barbara Aird	Manly Council
Cr. Jacqueline Townsend	Pittwater Council
Cr. Selena Griffith	Pittwater Council
Mr. Paul Hardie	Pittwater Council
Cr. Geoff Stevenson	Randwick Council
Cr. Lindsay Shurey	Randwick Council
Cr. Peter Towell	Sutherland Council
Cr. Sue Heins	Warringah Council
Cr. Sally Betts	Waverley Council
Cr. Leon Gottsman	Waverley Council
Cr. Wendy Norton	Willoughby Council
Cr. Lynne Saville	Willoughby Council
Cr. Greg Levenston	Woollahra Council
Cr. Elena Kirillova	Woollahra Council
Mr. Geoff Withycombe	SCCG (EO)
Mr. Stephen Summerhayes	SCCG (SCPO)
Ms. Rachael Buzio	SCCG (CPO)
Dr. Ian Armstrong	SCCG (PO CCA)
Emeritus Professor Bruce Thom AM	Honorary Member
Dr. Judy Lambert AM	Honorary Member
Mr. George Cotis	Honorary Member
Mr. George Copeland	Honorary Member
Mr. Phil Colman	Honorary Member
Ms. Wendy McMurdo	Honorary Member

1. OPENING

The meeting opened at 12.30pm. Cr. Griffin (Interim Chairperson) welcomed delegates to the Meeting and paid respects to traditional owners. Cr Griffin thanked the City for providing the meeting location and providing lunch. Round table introductions were given.

2. APOLOGIES

Cr. Mayor Darcy Byrne	Leichhardt Council
Cr. Tony Carr	North Sydney Council
Cr. John Mant	City of Sydney Council
Cr. Linda Scott	City of Sydney Council
Cr. Vanessa Moskal	Warringah Council

Resolved that the apologies be received and noted.

Councils not represented at the meeting Hornsby, Leichhardt, Mosman, North Sydney

3. DECLARATION OF PECUNIARY INTERESTS

Resolved that the Minutes of the Ordinary Meeting of the SCCG held on 16 June 2012 at the City of Sydney Council be confirmed.

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Ordinary Meeting of the SCCG held on 16 June 2012 at the City of Sydney.

Resolved that the Minutes of the Ordinary Meeting of the SCCG held on 16 June 2012 at the City of Sydney Council be confirmed.

4.2 Minutes of the Technical Committee Meeting of the SCCG held on 14 June 2012 hosted by Leichhardt Council.

Resolved that the Minutes of the Technical Committee Meeting of the SCCG held on 14 June 2012 hosted by Leichhardt Council be received and noted.

4.3 Minutes of the Technical Committee Meeting of the SCCG held on 9 August 2012 hosted by North Sydney Council at the Coal Loader Centre for Sustainability.

Resolved that the Minutes of the Technical Committee Meeting of the SCCG held on 9 August 2012 at the Coal Loader Centre for Sustainability be received and noted.

5. BUSINESS ARISING

Business arising from Minutes other than those items listed below in Reports.

6.1 Chairperson's Annual Report (Report attached)

Clr Griffin introduced and welcomed former Councillor Wendy McMurdo. Clr Griffin thanked and congratulated Wendy for her 4 years as Chairperson and 8 years of service on the SCCG as the Hornsby Council delegate.

Wendy McMurdo tabled her annual report and read to it. Delegates congratulated and thanked Wendy McMurdo for her substantial efforts as Chairperson.

Resolved that the Chairperson's Annual Report be received, considered and adopted as part of the 2011/2012 Annual Report.

6.2 Executive Officer's Annual Report (Report attached)

The Executive Officer, Geoff Withycombe tabled his full annual report and provided delegates with a summary presentation. This focused on:

- Key Areas of Focus
- The Year in Review – 'Facts and Figures'
- SCCG Internal Activities
- Key SCCG Program Outcomes
- SCCG Grant Applications
- Financial Position
- Conclusions and Thanks

Resolved that:

- 1) The Executive Officer's (public officer) Annual Report be received and adopted as part of the 2011/2012 Annual Report.
- 2) The Chairperson's and Executive Officer's report be forwarded to Mayors and General Managers.

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6. ANNUAL REPORTS

6.1 Chairperson's Annual Report (Attached)

Resolved that the Chairperson's Annual Report be received, considered and adopted as part of the 2011/2012 Annual Report.

6.2 Executive Officer's Annual Report (Attached)

Resolved that the Executive Officer's (public officer) Annual Report be received, considered and adopted as part of the 2011/2012 Annual Report.

7. ANNUAL ELECTIONS

Proceedings in Brief

The introduced the procedures for the Annual Executive Committee elections. The Executive Committee consists of the Chairperson, two Vice Chairpersons, Treasurer and Secretary and up to three other committee members who are delegates of financial member councils.

Cr. Griffin handed over the Chair to Honorary member, Prof Bruce Thom as returning officer for the purposes of the election of Chairperson.

7.1 Chairperson

Cr. Cathy Griffin (Manly Council) was nominated and elected as Chairperson.

7.2 Vice Chairpersons

(i) *Vice Chairperson (ocean council)*

Cr. Geoff Stevenson (Randwick Council) was nominated and elected as Vice Chairperson (Ocean Council).

(ii) *Vice Chairperson (estuarine council)*

Cr. Wendy Norton (Willoughby Council) was nominated and elected Vice Chairperson (Estuarine Council).

7.3 Treasurer (Honorary)

Cr. Peter Towell (Sutherland Council) was nominated and elected Treasurer.

7.4 Secretary (Honorary)

Cr. Jacqueline Townsend (Pittwater Council) was nominated and elected Secretary.

7.5 Executive Members

The following delegates were nominated and elected

- | | |
|----------------------|------------------------|
| 1) Cr. Lynne Saville | Willoughby Council |
| 2) Cr. Irene Doutney | City of Sydney Council |
| 3) Cr. Leon Goltsman | Waverley Council |

The 2012 - 2013 Sydney Coastal Councils Group Inc. Executive Committee consists of:

Chairperson	Cr. Cathy Griffin	Manly
Vice Chairperson (Estuarine Council)	Cr. Wendy Norton	Willoughby
Vice Chairperson (Ocean council)	Cr. Geoff Stevenson	Randwick
Treasurer (Honorary)	Cr. Peter Towell	Sutherland
Secretary (Honorary)	Cr. Jacqueline Townsend	Pittwater
Member	Cr. Lynne Saville	Willoughby
Member	Cr. Irene Doutney	City of Sydney
Member	Cr. Leon Goltsman	Waverley

Cr. Griffin thanked delegates for their support. Cr Griffin noted that it was a great honour to be elected as Chairperson and looked forward to working with delegates over the next 12 months.

7.6 Nominations for SCCG Honorary Members

The SCCG considered nominations for honorary membership for 2012/2013 to include but not limited to:

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

7.7 Nominations for External Committees (if required)

The members of external committees are appointed by the relevant State Government agencies or Ministers. Nominations for the committees are not identified at this time.

Resolved that External Committee representation not required at this time.

8. CORRESPONDENCE

8.1 Sent and Received Correspondence

Resolved that the circulated "sent" and "received" correspondence be received and noted.

8.2 SCCG correspondence from the last meeting (including responses where available)

- a) SCCG 'Mapping and Responding to Coastal Inundation' project
- b) Previous delegates "Thank you letter"
- c) Coastal Reforms

Resolved that the SCCG correspondence from last meeting be received and considered.

9. PRESENTATION – "Australian Coastal Management and the SCCG"

- Emeritus Professor Bruce Thom AM (SCCG Honorary Member)

Prof Thom noted that he had been involved with SCCG since 1997 when he was first invited to facilitated 10 community workshops as part of the development of the SCCG, Sydney Regional Coastal Management Strategy. Prof Thom noted the substantial input made by the SCCG over many years. Prof Thom highlighted that there is no other organisation in Australia quite like the SCCG and it is seen as a national leader and a significant contributor to coastal policy and science.

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Prof Thom provided a comprehensive overview of the history and outcomes of coastal management in Australia dating back to 1977 with the prohibition of sand mining on Fraser Island and the first national coastal management inquiry held in 1979. Prof Thom reviewed outcomes through the 1990s with the "Injured Coastline" inquiry process through the RAC inquiry released in 2003, the 'Coast and Clean Seas program through to the present day.

Prof Thom then moved onto NSW State Government reviewing history of the NSW Coastal Management Program beginning after the 1974 storms, the NSW coastal policy(s) and the former Coastal Council of NSW through the 2010 reforms headed by Minister Sartor and now the recent NSW coastal reforms being led by Minister Parker and the Ministerial Task Force.

Resolved that:

- 1) the presentation be heard and considered at the meeting.
- 2) Professor Thom AM be thanked for his presentation.

10. ADMINISTRATIVE MATTERS

10.1 SCCG Strategic Plan (2010 – 2014) Implementation Monitoring Report (July 2011 – June 2012).

Proceedings in Brief

The EO referred delegates to the Implementation Report in the business papers. The report aims to assess the achievement of 'Outcome Statements' through performance indicators for associated 'SCCG Activities'. A summary of each key strategic theme and their respective outcomes is reviewed. Results are presented in tables listing key outcomes and a rating of implementation success for each key theme. An overall rating is then provided for each outcome statement together with a brief written summary. Overall via the self assessment the outcomes achieved were the highest rating of "good".

Resolved that:

- 1) The report be received and considered.
- 2) SCCG delegates be requested to identify any issues and needs and areas for further focus in 2013 and 2014.
- 3) The report be including with the Annual report and sent to General Managers for their information.

MEETING BREAK & DELEGATE WORKSHOP (20 minutes)

"SCCG ANNUAL SURVEY 2012"

The aim of this short survey is to enable the Sydney Coastal Councils Group Secretariat to identify what SCCG activities have assisted Member Councils and importantly to identify additional avenues and activities to further enhance this assistance.

Resolved that:

- 1) Delegates complete the survey to be distributed at the meeting.
- 2) The Secretariat prepare a survey results report for consideration at the March 2013 meeting.

11. REPORTS

Reports 11.1 - 11.5 **FOR CONSIDERATION**

11.1 NSW Coastal Reforms (Stage 1)

Proceedings in Brief

Delegates were referred to the comprehensive SCCG Briefing Note included in the business papers. The SCPO reviewed the key elements of the Stage 1 Coastal Reforms including:

- Amendments to the Coastal Protection Act 1979 by the Coastal Protection Amendment Act 2012 to make it easier for landowners to place sandbags on beaches as temporary coastal protection works.
- Clarifying what information councils should put on section 149 certificates relating to projected sea level rise impacts - new guidelines will be prepared for councils by the Department of Planning and Infrastructure.
- Giving councils the flexibility to consider coastal hazards in the context of their local circumstances – the State Government no longer recommends statewide sea level rise benchmarks for councils”.

After much discussion it was noted that the SCCG Technical Committee meeting held on Thursday discussed this in detail and resolved that the following recommendation be considered by the Full Group at its Annual General meeting.

“The SCCG write to member councils encouraging the continued application of the former NSW Sea Level Rise Policy Statement”.

Resolved that:

- 1) The report be received and noted.
- 2) In light of the nature and implications of the Stage 1 NSW Coastal Reforms, the Group write to Member Councils encouraging them to continue to apply the former NSW Sea Level Rise Policy Statement, considering the Department of Environment, Climate Change and Water 2009 Technical note: Derivation of the NSW Government’s sea level rise planning benchmarks.
- 3) The Group inform the Minister for Local Government of the above resolution.
- 4) The Secretariat provide an update and outcomes report at the next meeting
- 5) Through discussion, the SCCG determine any additional actions to address Member Council issues and concerns regarding the NSW Coastal Reforms.

11.2 Launch of the “SCCG Water Recycling Handbook for Councils”

Proceedings in Brief

In 2010 the SCCG and Sydney Water partnered to facilitate a workshop for SCCG Member Councils to discuss actions and projects that facilitate water recycling and re-use projects. The forum was the result of a desire from both the SCCG and Sydney Water to work more collaboratively on water recycling and re-use projects.

The SCPO discussed key developments relating to the Handbook and the detailed update provided in the Business papers. A Working Group has been developing a “Handbook” to provide SCCG Member Councils with information on identifying, evaluating and developing water recycling projects and representatives have been invited to contribute in relation to those Handbook chapters who do not presently have an author.

Resolved that:

- 1) The report be received and noted.
- 2) The final draft of the SCCG Water Recycling Handbook for Councils be sent to Member Councils, the Full Group and the Technical Committee for comment.
- 3) An invitation be extended to Full Group Delegates and Technical Committee Representatives in relation to the launch of the SCCG Water Recycling Handbook for Councils.
- 4) The final version of the Handbook be formally sent to Member Councils.
- 5) In due course, the project Steering Working Group be thanked and SCPO be congratulated on the outcomes of this significant initiative.

11.3 SCCG Coastal Adaptation Pathway Projects

Proceedings in brief

In July 2011, the Sydney Coastal Councils Group (SCCG) was awarded funding under the Coastal Adaptation Decision Pathways Project (CAP) for three projects-

- 1) **"Prioritising Coastal Adaptation and Development Options for Local Government";**
- 2) **"Demonstrating Climate Change Adaptation of Interconnected Water Infrastructure";**
- 3) **"Assessment and Decision frameworks for Existing Seawalls".**

Funding has been provided by the Australian Government represented by the Department of Climate Change and Energy Efficiency. The Coastal Adaptation Decision Pathways projects is an Australian Government Initiative.

The Project Officer provided an update on project(s) progress at the meeting. This included:

The Project Officer outlined the status of each of the projects and the process of completing the requirements for the Australian Government. The latest versions of the CAP Newsletter, the individual project newsletters and the individual Project Summary Reports were circulated for information. The print proof of the Synthesis Report for the *Demonstrating Climate Change Adaptation of Interconnected Water Infrastructure* Project was circulated.

The proposed Work plan for 2013, which is being prepared was discussed, including the incorporation of the outputs of the CAP projects as part of the work plan. The Assessment and Decision Frameworks for Seawalls, in particular, lends itself to a practical approach incorporating the economic inputs to decision-making and the assessment and management of small seawalls as part of asset management. The MCA project will provide the Monitoring and Evaluation Framework with interest already from Sutherland, Rockdale, and Warringah in trialing the Guide. The Interconnected Water Infrastructure project would best be developed through a case study and Councils were asked to consider appropriate projects.

Activities from CAP projects that have been identified include:

- Review and refine pro-forma assessment sheet to maximise useful for Local Government
- Launch of Seawalls Project with field trip and workshops
- Launch of MCA project with capacity building workshops, including application of Monitoring and Evaluation Guide
- Develop trial of User Guide and iPDF with partners in actual management context

The proposal to review Climate Change activities across member Councils was outlined. The information from this survey will be incorporated in the Work Plan to assist the implementation of climate change activities.

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The work plan will help Councils to recognise that the issues to be dealt with are already a risk to Council's assets and the safety of the community. Climate Change will compound these issues, rather than create new ones, and the everyday business of Councils needs to be adaptive across the organisation and not just the responsibility of the environment officer. The CAP projects have provided a number of tools to support Local Government and the SCCG can be a leader, adopting and implementing these tools to support their activities.

Resolved that:

- 1) the report be heard and considered.
- 2) SCCG CAP program outputs to be formally disseminated within Member Councils.
- 3) SCCG develop and implement a specific capacity building training program to promote uptake of the outputs of the program by Member Councils.
- 4) The draft capacity building program be tabled at the first SCCG Technical Committee in 2013 for consideration.

11.4 SCCG Capacity Building Program & Engagements ReportProceedings in Brief

The Secretariat is working with Member Councils to ensure the SCCG Capacity Building Program meets their needs. To assist this, a report from the Coastal Projects Officer on the Capacity Building Program and other activities is a standing item on all Technical Committee and Full Group meeting agendas.

The CPO provided a review of key outputs and outcomes of the program over the recent months as well as reviewed upcoming programs. The CPO also noted that outcomes of the annual SCCG (internal) survey will be included into the 2013 Capacity building program where possible.

Items discussed included:

- SCCG Boundaries and Barriers Forum (14 August)
- SCCG / CSIRO Mapping and Responding to Coastal Inundation forum (4 October)
- SCCG Capacity Building program 2013– 2014 (draft report)
- Review of SCCG Summerama Program (January 2013)

Resolved that:

- 1) this report be received and considered;
- 2) delegates identify and recommend any additional capacity building activities/forum topics for 2013
- 3) delegates support the promotion of Summerama.

11.5 SCCG Grant Program UpdateProceedings in Brief

The report included in the business papers includes details of: a) current SCCG grant programs underway b) recently completed and acquitted grant program c) recent successful grant applications and d) recently submitted grant applications (2012). The CPO will provide further details on above if requested by delegates.

Resolved that the report be received and considered.

Reports 11.6 – 11.10
FOR INFORMATION ONLY
(pending inquiry)

11.6 Technical Committee Report

Resolved that the report be received and considered.

11.7 Beachwatch & Harbourwatch Programs

Resolved that:

- 1) the report on Beachwatch and Harbourwatch Programs be received and noted.
- 2) SCCG to meet with the Beachwatch program manager to clarify the revised testing and reporting regime.

11.8 Hawkesbury Nepean Catchment Management Authority's Update

Resolved that the report be received and noted.

11.9 NSW Department of Primary Industries's Aquatic Biosecurity & *Caulerpa taxifolia* Annual Report

Resolved that the report be received and noted.

11.10 In the Press

Resolved that the report be received and noted.

11.11 Key Activities Report for June – November 2012

Resolved that the SCCG Key Activities Report for June – November 2012 be received and noted.

12. SCCG SUBMISSIONS

- NSW Independent Local Government Review
- A New Planning System for NSW Green Paper
- Local Government Acts Task Force – Preliminary Ideas Paper

Resolved that:

- 1) The Submissions for received and endorsed
- 2) The SCCG continue to participate in the reforms to NSW Local Government and NSW Planning system(s).

13. TREASURER'S REPORT

13.1 Annual Financial Statement for the period 1 July 2011 to 30 June 2012

Resolved that:

- 1) The Annual financial statement for the period 1 July 2011 to 30 June 2012 be received and noted.
- 2) That Sydney Coastal Councils Group Inc make the following statement (subject to the satisfactory audit of the SCCG finances).

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

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(a) the accompanying general purpose financial report of and special schedules of the Sydney Coastal Councils Group Inc for the period ending 30 June 2012 are drawn up so as to give a true and fair view of:

- (i) the state of affairs of the Group as at 30 June 2012, and the operating result and cash flows for the financial year ended on that date and all controlled entities; and
 - (ii) the other matters required to be disclosed;
- (b) the general purpose financial report and special schedules are in accordance with the accounting and other records of the Group; and
- (c) the general purpose financial report is drawn up in accordance with accounting policy disclosed in the statement; and
- (d) no circumstances have arisen which would render the report false or misleading in any way.

13.2 Finance Statements for period 30 June 2012 to 31 September 2012

Resolved that the financial statements for the period 30 June – 31 September 2012 be received and adopted.

13.3 Final SCCG Operating Budget 2012 - 2013

Resolved that the final SCCG Operating Budget 2012 – 2013 be received and noted.

14. GENERAL BUSINESS

Container Deposit System (CDS) – Cllr Arid (Manly)

Councillor Aird proposed that the SCCG support the campaign to introduce national Container Deposit legislation. Cllr Aird noted that Australia currently wastes 8 billion containers every year

In April, 2012, Federal Environment Minister, Tony Burke stated that he supports container deposits as long as the States do. This is a major advance as national legislation will be required. State Environment Ministers from around Australia are planning to make a final decision in April, 2013.

There is currently a campaign under way by the LGSA and Boomerang Alliance urging State and Federal Ministers to support CDS at the next COAG meeting in April. The delegates supported the SCCG writing to the relevant ministers in support of CDS and highlighting the impact that plastic containers has on the marine environment.

The delegates also agreed to send a letter to the NSW Minister for Education to inquire on what school education and change behaviours programs are underway to reduce plastic use and increase recycling.

Pending above the Group look to incorporate supporting programs in Summerama 2014.

Resolved that

- 1) The SCCG write to State and Federal Environment Ministers urging support for CDS at the next COAG meeting in April highlighting the impact that plastic containers has on the marine environment.
- 2) The SCCG write to the NSW Minister for Education to inquire on what school education and change behaviour programs are underway to reduce plastic use and increase recycling.
- 3) Pending above the Group look to incorporate supporting programs in Summerama 2014.

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14.1 Suggested 2013 Meeting dates / Next Meeting

Confirmed Dates	Location
• Saturday 16 March 2013 at 12 noon	(Woollahra Council)
■ Saturday 15 June 2013 at 12 noon	(City of Sydney)
• Saturday 14 September (AGM) 2013 at 12 noon	(to be determined)
■ Saturday 7 December 2013 at 12 noon	(City of Sydney)

14.2 Items for Press Release

Resolved that items for press release be considered.

14.3 Agenda items for the next SCCG meeting

Resolved that delegates suggest additional agenda items including presentations for the next SCCG meeting proposed for 16 March 2013 starting at 12 noon.

14.4 Next Meeting

Resolved that the next meeting of the Group be held on 16 March 2013 at Woollahra Council (pending confirmation).

Cr Griffin closed the meeting and wished all delegates a Merry Christmas and happy and safe New Year.

The meeting closed at 4.00pm

Confirmation of Minutes:



ITEM 8.3	COUNCILLOR ATTENDANCE JOINT CONFERENCE - MAKING CITIES LIVEABLE AND SUSTAINABLE TRANSFORMATION - JUNE 2013 - MELBOURNE
REPORTING MANAGER	DEPUTY GENERAL MANAGER ENVIRONMENT
TRIM FILE REF	2013/031589
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To determine Councillor attendance at the Joint Conference of the 6th Making Cities Liveable Conference and the Sustainable Transformation Conference being held in Melbourne, Victoria on 17-19 June 2013.

SUMMARY

The 6th Making Cities Liveable Conference will be held in conjunction with the Sustainability Association's "SustainableTransformation" Conference. The Joint Conference will enable information sharing and professional networking on issues related to aspects of urban design and city form based on the concept of liveability and development of sustainable communities.

This report seeks to determine Councillor attendance at this conference.

Expressions of interest for attendance at this conference were sought from Councillors, and Councillors Harrison and Gobert expressed interest in attending.

FINANCIAL IMPACT

Funds are available in the 2012/13 budget for conference attendance by Councillors.

POLICY IMPACT

Attendance by Councillors at the Joint Conference of the 6th Making Cities Liveable Conference and the Sustainable Transformation Conference and payment of expenses is in accordance with Council's Policy GOV-PL 120 Payment and Reimbursement of Expenses Incurred by, and the Provision of Facilities to, the Mayor, Deputy Mayor and Councillors.

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council nominate Councillors Harrison and Gobert to attend the Joint Conference of the 6th Making Cities Liveable Conference and the Sustainable Transformation Conference being held in Melbourne, Victoria on 17-19 June 2013.

REPORT

BACKGROUND

The 6th Making Cities Liveable Conference will be held in conjunction with the Sustainability Association's "Taking Care of Business - SustainableTransformation" Conference to enable collaboration, information sharing and professional networking on related issues. The conference is being held from the 17 – 19 June 2013 at Novotel Melbourne, St Kilda. The joint conference brings together national, state and regional delegates to exchange ideas, discuss business, government and community initiatives and examine opportunities in the sector.

Many aspects of urban design and new approaches to city form are based on the concept of liveability. These approaches recognise that design and structure can be very influential in the life of a town or city and indeed to the building of community in and of itself. They also create novel contexts for a community to develop in a more sustainable way.

The Conference will also examine public policy and social/community outcomes and consider what actions we can take to positively influence the ongoing debate.

Delegates will have access to an extensive range of topics with over 90 presentations across three days.

Day 1: Sustainability - Taking Care of Business: Sustainable Transformation Conference.
Four concurrent streams with a total of 44 presenters addressing the following themes,

- Successful implementation of sustainable business structures - Tools and Opportunities
- Uncertain playing Field: The Carbon Tax, where to from here
- Not for Profit sector and sustainability
- Recycling and Waste Management
- Transport and Logistics
- Local Government/ Business Leaders and Sustainable Development - Going beyond green
- Energy & Technology

Day 2: Six keynote presentations of mutual interest to both conferences and two open forums.

Day 3: 6th Making Cities Liveable Conference. Four concurrent streams with a total of 44 presenters addressing the following themes:

- Challenges and Solutions: Developing Healthy Cities - Community Health - Healthy Urban Design
- Connecting People and Places – Population growth
- Food Security - Urban Agriculture
- Regional Cities - Interconnectivity - Technology - Transport
- Urban Landscapes - Public Spaces - Natural Resource Management
- Working with Climate Change - Energy Consumption and Generation
- Government, Business Leadership - Education for Behaviour Change

TIMING

The conference runs from Monday 17th to Wednesday 19th June 2013 inclusive.

POLICY IMPACT

Attendance by Councillors at the Joint Conference of the 6th Making Cities Liveable Conference and the Sustainable Transformation Conference will be dealt with in accordance with Council's Policy GOV-PL 130 Payment and Reimbursement of Expenses Incurred by, and the Provision of Facilities to, the Mayor, Deputy Mayor and Councillors.

FINANCIAL IMPACT

The approximate cost per Councillor is:

Item	\$
Registration Fee	850 (if registered before 29 April 2013)
Return Air fare	201 (Virgin)
Accommodation (\$189 per night for 3 nights)	567
TOTAL (excluding out of pocket expenses)	<u>\$1,618</u>

ITEM 8.4	GRANTS AND SPONSORSHIP POLICY - AMENDMENT
REPORTING MANAGER	GROUP MANAGER STRATEGIC PLANNING
TRIM FILE REF	2012/432769
ATTACHMENTS	1 Amendments to Grants and Sponsorship Policy

REPORT

PURPOSE

To advise of the outcome of the public exhibition of proposed amendment to the Grants and Sponsorship Policy (Policy).

BACKGROUND

Council resolved on 27 November 2012 to exhibit an amendment to the Grants and Sponsorship Policy allowing the waiving of development application fees for groups that receive funding from the Development Assessment and Architectural Services Grants Program.

The changes were recommended to reflect the intent of Mayoral Minute (No 18/2011) - *Waiving of DA fees for Not-For-Profit Sporting and Community Organisations* adopted by Council on 26 July 2011. The Mayoral Minute supported the establishment of this grant program and in addition the waiving of development application fees for successful applicants. The waiving of fees was not incorporated in the Policy.

The amendment was advertised in the Manly Daily on 22 December 2012 and exhibited at the Civic Centre, libraries and on the website between 22 December 2012 and 25 January 2013. No submissions were received.

A copy of the proposed amendments to the Policy is at Attachment 1.

FINANCIAL IMPACT

The financial impact will not be significant. The waiver is limited to groups that are successful in receiving funding under the Development Assessment and Architectural Services Grant program. This program was offered for the first time in 2011-2012, but was not offered in 2012-2013 as no funds were allocated in the budget.

Three applicants were successful for the 2011-2012 grant program; two subsequently lodged development applications. The development application fees paid were as follows:

- Forest Hills Pony Club - \$1,614.20
- Forest Rugby Club - \$624.15

As the Mayoral Minute intended that development application fees would not be paid by these groups the refund of the fees is supported.

POLICY IMPACT

The changes will amend the Grants and Sponsorship Policy.

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That

- A. The amendments to the Grants and Sponsorship Policy allowing the waiving of development application fees for successful applicants to the Development Assessment and Architectural Services Grants Program be adopted;
 - B. Successful applicants to the Development Assessment and Architectural Services Grants Program 2011-2012 be refunded development application fees of;
 - a. Forest Hills Pony Club - \$1,614.20;
 - b. Forest Rugby Club - \$624.15.
-

Warringah Council Policy

Policy No. PL 011 Grants

Grants and Sponsorship Policy

1. Purpose of Policy

To support and encourage local community organisations and other organisations to deliver projects and events that provide social, economic or environmental benefits to the Warringah Community through the provision of grants and sponsorship.

2. Policy Statement

The Policy provides the framework for an equitable, open and orderly process for providing assistance to the community. It allows for greater accessibility to funding and ensures transparency around the provision of financial assistance across Warringah. It also provides for greater recognition of the contribution Council makes to supporting organisation that contribute to improving the social, economic or environmental fabric of Warringah.

Financial support is provided across five programs with the level of funding set annually through the Strategic Community Plan and Budget. The Programs facilitate a diverse range of services and projects that directly benefit the community and contribute to the quality of life in Warringah.

The provision of grants and sponsorships is a mechanism for Council to further the directions highlighted in the Strategic Community Plan, Social Plan, Economic Development Plan, Environment and Sustainability Strategy and Cultural Plan. The contribution of the community organisations to developing, coordinating and managing these activities is recognised and respected.

3. Grants, Sponsorship and Donations

A grant is money or goods provided to recipients through formally recognised programs for a specific purpose and outcome.

Grants involve a competitive process where applications are assessed against a set of criteria and funding is determined against:

- quality of the application
- merit of the project
- available funding

Sponsorship is financial or value in-kind support for an event, project, service or activity, in return for agreed commercial and other benefits. It is a business transaction that involves an exchange that has a measurable value to each party in commercial, communication or philanthropic terms.

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A Sponsorship involves a financial contribution where there is a direct cost to Council in providing the service and the fees are waived or income foregone. This applies to services such as cleansing and waste, development applications, health inspections, life guard services, Warringah Aquatic Centre, Glen Street Theatre and parking. Value in kind sponsorship is a service where there is no direct cost to Council but the opportunity cost of earning income is foregone such as hiring of parks and community centres.

Sponsorship is valued at the price which would have been charged if financial or in-kind assistance was not available.

Donations are not supported as they are discretionary with no agreed outcome or expected return.

4. General Eligibility Requirements

Who can apply generally?

To be eligible for funding or support, an organisation must:

- offer a project or service in Warringah, or primarily for the Warringah community (minimum of 75% participants from the LGA)
- be not-for-profit (see exception in 5 of the *Sponsorship and Discretionary Grant Program*)
- be an incorporated body or be ~~auspiced~~ {sponsored} by one.

Who can't apply?

The following will be ineligible to apply for grants:

- Individuals
- Government or semi-government organisations
- Public and private education institutions i.e. primary, secondary and independent schools, or tertiary institutions
- For profit businesses (see exception in 5 for Sponsorship and Discretionary Grant Program)
- Political parties
- Industry peak bodies or organisations that as part of their charter do not provide a direct community benefit;
- Applicants that have outstanding rates or other debts to Council
- Applicants that have not acquitted previous grants.

Only one successful application is eligible per organisation within a 12 month period, with the exception of successful applications under the Development Assessment and Architectural Services Grants Program (Section 11). Successful applicants under this program are also entitled to waiving of Development Application fees for the proposed works under the Sponsorship and Discretionary Grants Program.

Support for this Policy is also not available for recurrent bookings. These limitations This is to ensure money is available to as many organisations as possible and that no organisation becomes dependent on Warringah Council for its continued existence.

Ineligible activities

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The following activities are ineligible for funding:

- Events for fundraising purposes where proceeds will be provided to a third party
- Events/projects of a political nature or incorporate political activities
- Events operated for commercial purposes (see exception in 5 for Sponsorship and Discretionary Grant Program)
- Events/projects that are overtly religious, could be perceived as divisive within the community and unable to demonstrate wider community benefit.
- Day-to-day operational funding for an organisation, including staff wages and insurances
- Projects which begin before Grants or Sponsorship is awarded (no assistance will be awarded retrospectively)
- Payment of debts
- Recurrent or ongoing projects
- Projects considered the core responsibility of other levels of government
- Events or activities in competition or conflict with Council
- Funding for prize money
- Projects that duplicate existing services or programs unless there is a demonstrated need
- Projects that directly contravene existing Council policy.

5. Exceptions to General Eligibility - Who Can Apply?

Applications for the Sponsorship and Discretionary Grant Program can be made by organisations that satisfy the General Eligibility OR by organisations that operate for profit. Organisations operating for profit may apply provided:

- they have an appropriate business registration including that of a sole trader,
- offer a project or event in Warringah Council, or primarily for the Warringah community (minimum of 75% participants from the LGA) or where the economic and other benefits largely accrue to the LGA, and
- project or event must have economic or broad community benefit.

6. Grant Categories, Funding Available, Approval and Administration

Funding is available for a wide range of projects under the following Programs:

Program	Funding available	Frequency	Approval process
Cultural Development Grants	Up to \$5,000	Annual	Approved by Council
Community Development Grants			
• One-off	Up to \$5,000	Annual	Approved by Council
• Recurrent	Based on need, merit of the application and funding available	Annual	Approved by Council
Infrastructure – Sporting Groups	Matching funding	Annual	Approved by

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Capital Assistance Grants	based on need, merit of the application and funding available		Council
Infrastructure - Development Assessment and Architectural Services Grants	Up to \$5,000	Annual	Approved by Council
Sponsorship and Discretionary Grants	Revenue forgone and negotiated case by case	Annual and ad hoc	Approved by Council

Applications for grants and sponsorship will be considered by staff and referred to Council for determination. The funding available is the maximum available for an applicant from the Program. The number of applications and the value of grants and sponsorships awarded will be at Council's discretion, reflecting the strength of the applications as well as the level of funding set annually through the Strategic Community Plan and Budget.

7. Assessment Criteria and Administration

All applications will be initially assessed against stage one criteria:

- Provided in writing with sufficient detail to make a detailed assessment
- Applicant meets the General Eligibility Requirements – where applying for the Sponsorship and Discretionary Grants Program may also meet the Exceptions to General Eligibility
- Allowing sufficient time before a decision is required
- Not in conflict with legal requirements
- Not controversial
- Not likely to adversely affect Council's image
- The applicant hasn't been successful in an application under this Policy in the last 12 months subject to the exception referred to under General Eligibility Requirements (Section 4) above.

If the proposal fails to meet these criteria, a letter of refusal will be sent outlining the reasons.

Once the initial assessment is completed successfully, the application will be assessed in detail against the stage two criteria:

A. Project Merit

The activity is well planned and will contribute to diversity, excellence and innovation, whilst addressing Warringah Council's Strategic Goals, including Council's Social Plan, Cultural Plan and/or Recreational Strategy, with minimal environmental impact.

B. Community Development and Participation

There are well developed strategies for engaging and building the capacity of the Warringah community. This is demonstrated by:

- A well developed, evidence based understanding of the needs and expectations of the targeted community and/or audience; and



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- Strategies to meet the needs and expectations of the targeted community, increase opportunities for people who are not currently engaged, or who are only minimally engaged; and/or
- Appropriate measures to assess the success of these strategies and to integrate knowledge gained into future strategies.

And

The project effectively meets *one or more* of the policy directions below:

- Stimulates community, cultural and/or sports development in Warringah; and/or
- Provides opportunities for participation as creators, participants and audiences for *one or more* of the following:
 - Aboriginal & Torres Strait Islander people
 - Older people over 55 years
 - People from culturally and linguistically diverse (CALD) backgrounds
 - People with a disability, including those with HIV/AIDS
 - Women, children and families including men
 - Young people
- Builds community capacity, connectedness and sense of place.

C. Organisational Capacity

The applicant has:

- Aims and objectives which support the aims of the Grants Program
 - The experience and expertise to deliver the activity effectively and efficiently
 - A Board or Management Committee* that is appropriate to the needs of the organisation
 - A history of appropriate financial management, including where relevant, previous Council funding
 - Satisfactorily acquitted any previous Council funding (where relevant).
- In exceptional circumstances Council may decide to fund an application that does not have a Board or Management Committee in place.

D. Project Budget

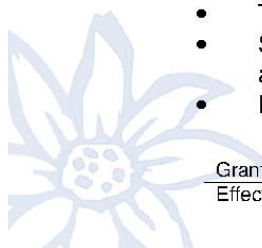
The proposed budget:

- Is cost effective
- Includes income and expenditure targets that are realistic and achievable
- Includes adequate provision for insurance and other liabilities
- Extent to which alternative and complementary funding sources have been explored or secured

Administration

All successful applicants will be required to enter into a contract before any grant funding can be released and before the project can commence. This contract will detail:

- The description of the project/activity for which funding is being provided
- The amount of cash funding to be received and the details of any value in kind support
- Specific performance criteria for each project – these should be provided when applying and can then be negotiated prior to the final signing of a contract
- Payment schedule



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- Deadline for the submission of the project acquittal.

8. Cultural Development Grants Program

The Program provides one-off cultural development grants for projects and programs that make a positive contribution to Warringah Community's quality of life whilst addressing Council's Strategic Goals, including the Cultural Plan. Applicants need to be a not-for-profit organisation and meet the General Eligibility Requirements.

Grants are available to organisations up to a maximum of \$5,000

The objectives of the program are:

- enhance existing cultural services and activities and develop new cultural services and activities;
- introduce cultural considerations as an integral part of the management and development of Warringah's natural and built environment;
- foster an informed literate and skilled community as the basis of an involved, productive and creative community;
- conserve and enhance Warringah's cultural heritage in its physical and social manifestations;
- establish partnerships for cultural development with the community, Council, the private sector, and with other local governments and government agencies, and to integrate culture into Council's Corporate Planning strategy; and
- demonstrate the current and potential economic benefits of cultural development to the local economy.

9. Community Development Grants Program

The Warringah community benefits from the work of local community organisations. These organisations enrich the lives of many in the community through the provision of community based services, resources, events, projects, experiences and activities. This Program provides one-off and recurrent grants for not-for-profit organisations that meet the General Eligibility Requirements. Initiatives funded align to Council's Social Plan goals and address community issues by building community capacity, community connectedness and by developing a sense of place.

The objectives of the Program are:

- support community projects, events and activities occurring within the Warringah Local Government Area.
- foster or provide new services, initiatives and resources which address the needs of the local community.
- improve awareness and use of community services and resources.
- create opportunities which develop the knowledge, skills and confidence of community members.
- encourage increased participation in local community and cultural activities, building a greater sense of community.
- contribute to a vibrant community life in Warringah.



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One-off grants are provided for specific projects, and are limited to a maximum of \$5,000 per application. Recurrent grants may be provided for a fixed period of up to three (3) and the amount provided is based on need, merit of the application and funding available.

10. Sporting Groups Capital Assistance Grants Program

The Program provides one-off grants to sporting groups for matching funding for the construction of new or expanded facilities on sports grounds owned by the Crown or Council. Applicants need to be not-for-profit organisations developing facilities on Crown or Council land and meet the General Eligibility Requirement. Matching funding for up to 50 percent of expenditure is available.

The objectives of the program are:

- to support fund raising efforts of volunteers that manage the sporting groups clubs
- increase the availability of sporting facilities for use by the community to participate in sport, recreation and physical activity,
- improve the safety of sporting facilities for users, and
- improve opportunities for community groups to access sporting facilities.

Applicants that are successful under this grant program will also have the Development Application fees for the proposed works waived under the Sponsorship and Discretionary Grants Program (section 12)

11. Development Assessment and Architectural Services Grants Program

The Program provides one-off grants to assist community groups and sporting clubs engage architects, prepare concept plans for new or expended public facilities in consultation with local neighbours and lodge development application. Applicants need to be not-for-profit organisations developing facilities on Crown or Council land that meet the General Eligibility Requirements. A maximum of \$5,000 per organisation is available.

The objectives of the program are:

- to encourage high quality designs of our public facilities,
- take the pressure off our local community and sporting groups in designing public facilities
- to engagement the local neighbours early in the design concept
- to consider sustainable and uniquely designed buildings that will service the organisation's needs into the future.

12. Sponsorship and Discretionary Grants Program

Council sponsors local community organisations (General Eligibility Requirements) and organisations operating for profit (Exception to the General Eligibility Requirements) to provide support to large and small events in Warringah. These events range from sports to cultural events that build capacity for the community and promote local economic development.

Sponsorship provides financial or value in-kind support to organisations providing tangible and measurable commercial benefits to Council and the community. The purpose of the sponsorship program is to help promote a strong and involved community by helping support successful local events and activities.

Policy No. PL 011 Grants

A Sponsorship will involve a financial contribution from the grants program where there is a direct cost to Council in providing the service - fees are waived or income foregone. This applies to services such as cleansing and waste, development applications, health inspections, life guard services, Warringah Aquatic Centre and Glen Street Theatre where staff costs are incurred. It also applies to loss of regular income for instance where metered parking spaces are allocated to an event.

Value in-kind sponsorship is a service where there is no direct cost to Council and a financial contribution is not obtained from the grants program as a result of foregoing the opportunity of earning income for hiring of parks and community centres. Value in-kind sponsorship may be provided along side sponsorship involving a financial contribution in situations where the income from hire of the park is foregone as well as the cleaning and waste removal associated with the event.

Sponsorship is valued at the price which would have been charged if financial or in-kind assistance was not available.

The value of the sponsorship of any one event will be determined following an assessment of the economic and other benefits estimated to arise from the event.

Sponsorship benefits in return for a financial or value in-kind contribution may include featuring Council's logo in project signage, promotional material or advertising, site or exhibition space, public acknowledgements in speeches and media materials, invitations to participate in the opening ceremony, or including materials in information packs.

Council will only engage in sponsorship where it will assist in achieving the following outcomes:

- supports Outcomes in Council's Strategic Community Plan and related plans including the Social Plan, Economic Development Plan, Environment and Sustainability Strategy and Cultural Plan
- increases the effectiveness of Council's strategic programs
- communicates key messages to target audiences
- enhances Council's public image and reputation.

Council will not sponsor the following:

- recurrent bookings
- events where a financial contribution from the grants program is required and there is insufficient funds in the program.
- activities that compromise public confidence
- initiatives and/or events which compete or conflict with Council activities
- individual or political parties
- organisations or events where the sponsorship fee would be used to provide sponsorship or grants to third parties.

Council's preference is to receive and decide applications annually; however it will receive and consider applications throughout the year.

13. Complimentary or Concession Admission to the Warringah Aquatic Centre

Complimentary or concession admission to the Warringah Aquatic Centre is provided to a range of groups and individuals to promote equity of access and as a means of marketing and promoting

Policy No. PL 011 Grants

the Centre or programs offered at the Centre. Admission to this Centre will be administered under Operational Management Standard, Warringah Aquatic Centre (OMS 004 WAC).

14. Authorisation

This Policy was adopted by Council on 13 December 2011.
It is effective from 14 December 2011.
It is due for review on 14 December 2014.

15. Amendments

Nil

16. Who is Responsible for Implementing this Policy?

Group Manager Marketing and Communications
Group Manager Buildings, Property and Spatial Information
Group Manager Parks, Reserves and Foreshores
Group Manager Community Services

17. Document owner

Deputy General Manager Environment

18. Related Council Policies

- a) Pricing Policy
- b) Corporate Sponsorship Policy
- c) ICAC Sponsorship in the public sector, May 2006
- d) Warringah Aquatic Centre (OMS 004 WAC)



ITEM 8.5	UPDATE OF WARRINGAH DESIGN GUIDELINES - PUBLIC SPACES POLICY
REPORTING MANAGER	GROUP MANAGER STRATEGIC PLANNING
TRIM FILE REF	2013/037437
ATTACHMENTS	1 Warringah Design Guidelines - Public Spaces (Included In Attachments Booklet) 2 Proposed Paving - Village Centres (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To present the draft Warringah Design Guidelines – Public Spaces and seek Council's endorsement to proceed to public exhibition.

SUMMARY

The Strategic Community Plan calls for an update to the Warringah Design Guidelines – Public Spaces. The document was first prepared in May 2003 and is in need of updating to contemporary standards.

The draft Warringah Design Guidelines (WDG) is enclosed as Attachment 1. It has been prepared in response to Council's previous decisions and will amend the existing document by introducing two new changes as follows:

- Review and refinement of the graphic presentation and format of the Warringah Design Guidelines - Public Spaces, and
- Proposed changes to the Village Centres footpath brick paver from autumn leaf colour to a dark grey colour.

The draft WDG once approved will operate in conjunction with other Council policies to guide and control future public domain requirements in Warringah.

FINANCIAL IMPACT

The draft WDG has been prepared within the Strategic Planning unit budget.

POLICY IMPACT

Once finalised, the draft WDG will provide the community, applicants of development, development assessment personnel and Council with clear and practical information for future public domain requirements.

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council:

- A. Place the draft Warringah Design Guidelines – Public Spaces and new Village Centres footpath paver on public exhibition for a period of at least 28 days and invite submissions from the public.

-
- B. Following the public exhibition, give further consideration to the draft Warringah Design Guidelines – Public Spaces and any submissions made thereto.
-

REPORT

BACKGROUND

The Strategic Community Plan calls for an update to the Warringah Design Guidelines – Public Spaces. The document was first prepared in May 2003 and since then there have been changes made in the LEP 2011, related Council Policies and Key Strategies Publications.

The draft Warringah Design Guidelines (WDG) is enclosed as Attachment 1. It has been prepared in response to Council's previous decisions and will amend the existing document by introducing two new changes as follows:

- Review and refinement of the graphic presentation and format of the Warringah Design Guidelines – Public Spaces, and
- Proposed changes to the brick footpath pavers from autumn leaf colour to a dark grey colour.

The draft WDG once approved will operate in conjunction with other Council policies to guide and control future public domain requirements in Warringah.

New Refreshed Look

The WDG serves as an operational tool to ensure high quality finishes and uniform standards of streetscape treatments and other public domain requirements throughout Warringah.

The aim of the policy is to enhance the quality of Warringah's public domain by improving the pedestrian environment, promoting a "sense of place" within the major centres and local centres, projecting a vibrant cosmopolitan image, and establishing unifying streetscape themes throughout the Warringah LGA.

The policy update undertaken includes the analysis of existing conditions, identification of street hierarchy, and a comprehensive review of streetscape treatments and the identification of preferred material finishes. The update has taken into account issues such as maintenance, resistance to staining and damage and lifecycle costs to come up with a consistent streetscape treatment theme unique to Warringah.

Proposed Village Centres Footpath Brick Pavers

The existing brick paver is autumn leaf in colour with slate grey banding (refer Attachment 2). The original supplier has stopped production of the pavers and as a result, similar products have been sourced as replacements. That has resulted in colour inconsistency when new pavers are placed next to the old batch of pavers. Moreover the autumn leaf colour is unrelated in colour range with the more recently used pavers in new works in Warringah.

The proposed paver is a dark brown colour (Austral Brahman Granite) in a stretcherbond pattern with a light sandy colour (Austral Silver Sand) for the header course banding. They relate better to the palette of greys used as ground surface materials in Warringah. The pavers have a more contemporary look and are also more robust to dirt. The cost of supplying the new pavers is also similar to the existing pavers.

CONSULTATION

It is recommended that Council place the draft WDG and new Village Centres pavers on public exhibition and invite submissions.

It is proposed to exhibit the draft WDG on Council's website, libraries and the Civic Centre. The brick paver samples will be exhibited at the Civic Centre.

TIMING

The exhibition period will take place in March 2013. Following the exhibition, there will be consideration of submissions received and changes made to the draft WDG. The revised draft WDG will be reported back to Council for its approval in June 2013.

POLICY IMPACT

Once finalised, the draft WDG will provide the community, applicants of development, development assessment personnel and Council with clear and practical information for future public domain requirements.

FINANCIAL IMPACT

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

ITEM 8.6	WARRINGAH DEVELOPMENT CONTROL PLAN (AMENDMENT 3 - END OF TRIP BICYCLE FACILITIES AND DEE WHY RSL MASTER PLAN)
REPORTING MANAGER	GROUP MANAGER STRATEGIC PLANNING
TRIM FILE REF	2013/018431
ATTACHMENTS	1 Warringah Development Control Plan (Amendment 3) (Included In Attachments Booklet) 2 Submission on DCP (Amendment 3) (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To report to Council the results of the public exhibition of the draft Warringah Development Control Plan (Amendment 3) and make recommendations in relation to the approval of the plan.

SUMMARY

The draft Warringah Development Control Plan (DCP) (Amendment 3) was publicly exhibited from 15 December 2012 to 2 February 2013. One submission was received. This report recommends that Council proceeds to approve the plan with minor amendments.

FINANCIAL IMPACT

This project is being undertaken within existing budget resources.

POLICY IMPACT

The draft Warringah Development Control Plan (Amendment 3) will introduce new development controls that will apply to certain development in Warringah.

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council, in accordance with Clause 21 of the Environmental Planning and Assessment Regulation 2000:

- A. Resolves to adopt the Warringah Development Control Plan (Amendment 3).
 - B. Gives public notice advising when Warringah Development Control Plan (Amendment 3) will take effect.
-

REPORT

BACKGROUND

On 11 December 2012 Council made the following resolution:

That Council:

- A. *Pursuant to section 18 of the Environmental Planning and Assessment Regulation 2000, place the draft Development Control Plan that includes amendments for end of trip bicycle facilities and the Dee Why RSL Master Plan on public exhibition for a period of at least 28 days and invite submissions from the public.*
- B. *Following the public exhibition, give further consideration to the draft DCP and any submissions made thereto.*

This report brings before Council the results of the public exhibition and makes recommendations in relation to the approval of the plan.

PUBLIC EXHIBITION**Consultation**

The draft Warringah Development Control Plan (Amendment 3) (draft DCP) was placed on public exhibition for a period of 49 days, commencing on 15 December 2012 and finishing on 2 February 2013.

Notice of the public exhibition was given in the Manly Daily on 15 of December 2012 and on 12 and 26 January 2013. Notice was also given on Council's website for the duration to the exhibition period.

The draft DCP includes site specific provisions for the Dee Why RSL Club site. Accordingly, notice of the exhibition was also given by way of individual letters to the Club and to owners and occupiers of properties surrounding the site. Further, prior to the exhibition Council staff met with Club representatives to provide information about the draft DCP amendment process being undertaken by Council.

The draft DCP and supporting documents were on exhibition throughout the exhibition period, at the Civic Centre, Dee Why, Council libraries and Council's website.

Consideration of submissions

The draft DCP includes two separate and distinct parts, one in relation to bicycle facilities in Warringah and one relation to site specific development controls for the Dee Why RSL Club site, Pittwater Road, Dee Why. One submission was received, this being on behalf of the Dee Why RSL Club. The submission is summarized below and is included, in full, at Attachment 2.

1. Inconsistencies with the LEP

It is submitted that the translation from Warringah Local Environmental Plan 2000 (LEP 2000) to Warringah Local Environmental Plan 2011 (LEP 2011) has resulted in a reduction of the range of permitted uses on the site. The approved masterplan proposes, at Stage 5, *tourist style accommodation*. This use is no longer permitted under LEP 2011.

The submission requests the term *tourist style accommodation* in the approved masterplan be replaced with *future expansion space* in the DCP. It is submitted that this will ensure that the DCP recognises the site's potential for a range of future land uses within the parameters of the R3 zone and at the same time will not be inconsistent with the LEP.

Response

Tourist style accommodation was a Category Three Land Use (LEP 2000 – E16 Pittwater Road North Locality) on the subject site when the masterplan was approved by Council. The land use is now prohibited in the R3 Medium Density Residential zone under LEP 2011. This is consistent with the translation process that was carried out throughout Warringah whereby Category Three Land Uses (under LEP 2000) became prohibited uses under LEP 2011. The suggested wording change is supported to remove conflict with the LEP.

Recommendation

That the *Notes* under the heading *Masterplan* in Part G6 be amended to state that all references on the approved Masterplan to '*Tourist Style Accommodation*' are to be interpreted as '*Future expansion space*'.

2. Built form controls

It is submitted that the draft DCP controls in relation to built form, boundary envelope, boundary setbacks and landscaping and civic improvements are unsuitable as they are specific and responsive to the previously proposed tourist style apartment block, unnecessarily restrictive to final form of the development and, in the case of landscaping, do not acknowledge that the site has been substantially developed and the final Stage 5 of development will have limited landscape options.

Response

As required by Council's previous resolution, the draft DCP attempts to capture the approved masterplan, both in terms of objectives and requirements. However, the approved plans contain limited detail and consequently must be considered in the context of both the written masterplan document and the LEP 2000 controls that applied to the site when the masterplan was developed and approved.

The draft DCP objectives will provide a measure against which variations to requirements can be assessed should future development proposals warrant. This merits based approach is consistent with the way that the previous LEP 2000 and approved masterplan operated to managed development of the site.

It should be noted that the draft DCP has been prepared to address total site development, it is not limited to the Stage 5 works identified in plans. Hence, the controls for site landscaping are unlikely to be applied rigidly to Stage 5 works which, as the submission states, will have limited opportunity for landscaping. Rather, any future Stage 5 development proposal will be considered as a component part of the total site landscaping concept which is already largely in place.

Recommendation

No change to Part G6 of the draft DCP in this regard.

TIMING

Should Council approve the draft DCP in accordance with the recommendation to this report, the approved amending DCP will amend the Warringah Development Control Plan. The amendments to the Warringah Development Control Plan will come into effect on the date that Council gives public notice of its approval of the plan. This will occur within 28 days of the date of Council's approval.

POLICY IMPACT

The draft Warringah Development Control Plan (Amendment 3) will introduce new development controls as follows:

- Site specific controls that apply to development at the Dee Why RSL Club site, Pittwater Road, Dee Why (Lot 1, DP 706230, 932), and
- LGA wide controls that require the provision of bicycle parking and end of trip facilities for certain types of development.

ITEM 8.7	EVERGREEN ESTATE PLANNING PROPOSAL
REPORTING MANAGER	GROUP MANAGER STRATEGIC PLANNING
TRIM FILE REF	2012/426387
ATTACHMENTS	<ol style="list-style-type: none">1 Evergreen Estate Planning Proposal (Included In Attachments Booklet)2 Evergreen Estate Development Control Plan (Included In Attachments Booklet)3 Evergreen Estate - Voluntary Planning Agreement (Included In Attachments Booklet)4 Evergreen Estate VPA Explanatory Statement (Included In Attachments Booklet)5 Evergreen Estate Public Submissions Summary Table (Included In Attachments Booklet)6 Evergreen Estate Copies of all Submissions (Included In Attachments Booklet)7 Evergreen Estate Land Zoning Map - Proposed (Included In Attachments Booklet)8 Evergreen Estate Height of Buildings Map - Proposed (Included In Attachments Booklet)9 Evergreen Estate Minimum Subdivision Lot Size Map - Proposed (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To report the results of the public exhibition of the Evergreen Estate Planning Proposal and seek Council's endorsement of the site's new draft planning framework so that it can be sent to the Department of Planning and Infrastructure to be finalised.

SUMMARY

On 14 February 2012, Council resolved to support the Evergreen Estate Planning Proposal (the Proposal). The Proposal involves rezoning the land at 26 Campbell Avenue from private recreation to residential for 34 dwellings and dedication of approximately 2,800 square metres of land to Council for public open space.

The Proposal was publicly exhibited for a six week period from 24 November 2012 until 5 January 2013. In response, Council received 19 public submissions which raised approximately 27 matters for Council's consideration. These matters are responded to in this report and the Public Submissions Summary Table attached. Aside from some minor administrative corrections to the draft Voluntary Planning Agreement, no amendments to the draft planning framework are recommended.

Council's endorsement of the draft planning framework is sought so that the matter can be sent to the Department of Planning and Infrastructure (the Department) to be finalised.

FINANCIAL IMPACT

The preparation of the Planning Proposal and draft Development Control Plan (DCP) has been funded by the fees established in Council's schedule of fees and charges. The Voluntary Planning Agreement (VPA) has been prepared within existing budgeted resources of the Strategic Planning and Legal Services Units.

POLICY IMPACT

Amendment to Warringah Local Environmental Plan 2011 and Warringah Development Control Plan.

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council:

- A. Endorse the Planning Proposal relating to 26 Campbell Avenue, Cromer and forward it to Department of Planning and Infrastructure for gazettal incorporating the following changes to Warringah Local Environmental Plan 2011:
 - a. amend the zoning map by rezoning the southern part of Lot 1 DP 611195 as indicated Land Zoning Map - Proposed from RE2 Private Recreation to R2 Low Density Residential and RE1 Public Recreation
 - b. amend the Minimum Subdivision Lot Size Map – Proposed to apply a 300sqm minimum lot size to the land
 - c. amend the Height of Buildings Map – Proposed to remove the height control from the land that will be zoned Public Recreation
 - B. Adopt Part G6 the Evergreen Estate as an amendment to Warringah Development Control Plan and accommodate it within the parent DCP
 - C. Adopt the Evergreen Estate - Voluntary Planning Agreement and the associated Explanatory Statement and do all things necessary towards the execution of the Voluntary Planning Agreement
 - D. Advise all submission makers and the proponent of Council's decision
-

REPORT

BACKGROUND

On 14 February 2012 Council resolved to support the Planning Proposal to rezone land at 26 Campbell Avenue, Cromer from RE2 Private Recreation to R2 Low Density Residential and RE1 Public Recreation. It also resolved, among other matters:

- B. That Council refer the Planning Proposal, and any relevant supporting information, to the Department of Planning and Infrastructure for a Gateway Determination.*
- F. That development controls relating to the development of the land be incorporated in an amendment to the draft Warringah Development Control Plan 2009.*
- G. That Council staff work with the proponent to develop a Voluntary Planning Agreement...[including] the dedication of land...to facilitate the Planning Proposal.*

On 12 March 2012, the Department issued a Gateway Determination to enable the Planning Proposal to proceed to public exhibition.

OVERVIEW OF PLANNING FRAMEWORK

A suite of three key draft documents form the planning framework that will guide the future redevelopment of the land; they include:

1. The Planning Proposal
2. The draft Warringah Development Control Plan - Part G6 The Evergreen Estate (draft DCP)
3. The draft Voluntary Planning Agreement (draft VPA)

Each of these is outlined below:

1. The Planning Proposal (see Attachment 1)

Two main outcomes would result from the Proposal that involves amendment to Warringah Local Environmental Plan (WLEP 2011):

1. Rezoning of 1.4 hectares (84%) of the land to R2 Low Density Residential for a maximum of 34 dwellings
2. Rezoning of 2,840 square metres (16%) to RE1 Public recreation for the widening and enhancement of the adjoining public open space / creek-line corridor

Other changes to WLEP 2011 include;

- Amendment of the Lot Size Map to allow individual residential lots to be a minimum size of 300sqm
- Amendment of the Height of Building Map to reflect the new residential zoning of the land

2. Development Control Plan – New Part G6 ‘The Evergreen Estate’ (see Attachment 2)

The Warringah Development Control Plan (WDGP) provides more detailed and specific controls for development when a development application is lodged with Council. The WDGP is divided into eight parts including built form, siting, design, natural environment, zones and sensitive areas, plus controls for specific places – such as The Evergreen Estate.

Part G6 titled ‘The Evergreen Estate’ will provide many of the site specific controls that will apply to the land proposed to be zoned R2 Low Density Residential.

Part G6 will provide specific controls to guide future residential development for small lot housing. Each control has 'Objectives' and 'Requirements' for a variety of matters. Some examples include:

- General objectives and requirements, eg high quality development with good connectivity, access and amenity
- Dwelling design, eg articulated facades, eaves, colours and materials
- Access, eg safe and accessible internal network and connection to the existing road network
- Subdivision layout, lot yield and lot size landscaping, eg maximum 34 residential lots, lot sizes range from 300 square metres to 490 square metres
- Setbacks, eg front setbacks of 6.5m to Campbell Avenue, 4m to internal roads in most cases; rear setbacks of 6m – 10m
- Access and parking, eg maximum width of driveway at street (4m); garages to be integrated with and complement dwelling design
- Landscaping and private open space controls

3. The Voluntary Planning Agreement (VPA) (see Attachment 3)

The VPA is a deed between the land owner, the land developer and Council for the transfer of the land that is to become public open space into Council's ownership.

In the VPA are the following conditions (section 6 – *Conditions Precedent* of the VPA) that must be satisfied before the owner and developer have any obligation to lodge the proposed subdivision plan for registration under the *Conveyancing Act* 1919:

- a) The rezoning changes to WLEP 2011 must be made
- b) The changes to the WDCP must be made
- c) Development consent must be granted for the subdivision of the land and the public reserve, demolition of the existing improvements, and the carrying out of work necessary to implement the landscape management and rehabilitation strategy on the public open space land

Once the conditions above are satisfied, then the following actions (section 7 – *Registration of the Proposed Plan of Subdivision* of the VPA) are required:

- d) The developer or owner must deliver the 'plan documents' (ie the proposed plan of subdivision, the proposed deposited plan administration sheet and the proposed section 88B instrument) to Council
- e) Council then issues the subdivision certificate, endorses and executes the administration sheet and s88B instrument, and produces the Certificate of Title for the Public Reserve to permit registration of the plan documents at Land and Property Information (LPI)
- f) The developer or owner must: (i) obtain all the necessary consents to the lodgement of the plan documents for their registration; (ii) comply with all conditions of the development consent necessary for a subdivision certificate and to facilitate the transfer of the public open space land, and (iii) lodge the plan documents and the transfer at LPI, and do everything necessary to enable the plan documents to be registered

Prior to the issue of the subdivision certificate, the VPA must be registered in accordance with section 93H of the Environmental Planning and Assessment Act.

In finalising draft VPA the need for some minor administrative corrections were identified. These related to matters such as correcting Council's ABN number, ensuring the document made the correct references to Annexures, adding page numbers. These changes were administrative in nature and have in no way made changes of substance to the document.

PUBLIC EXHIBITION, CONSULTATION AND NOTIFICATION

The suite of proposed planning controls for the land were formally exhibited and notified for six weeks from 24 November 2012.

Information relating to the public exhibition was available on Council's website, in Council's offices at Civic and all libraries. The exhibition was advertised twice in the Manly Daily.

More than 800 letters inviting submissions were sent to surrounding property owners within a 300 metre radius of the land, and four Government agencies were consulted in-line with the Department's Gateway Determination.

In addition to the statutory requirements, information on the exhibition was included twice in Council's "Have Your Say" that circulates to 3,500 registered people on Council's community engagement list.

Staff held an on-site information stall on Saturday morning 15 December 2012 to answer questions in relation to the exhibition. Over 80 people attended the stall.

SUBMISSIONS

24 submissions were received during the exhibition period; 20 public submissions and 4 from State Government agency submissions. No issues of concern were raised by State Government agencies.

Of the 20 public submissions, there were five submissions in support and five objections to the exhibited material. Ten submissions remained neutral. The public submissions raised approximately 27 issues. These have been assessed and responded to in the Public Submissions Summary Table (Attachment 5). In addition copies of each of the submissions (public and State Government agencies) are provided in the document titled Copies of all Submissions (Attachment 6).

The majority of issues related to detailed aspects of the residential outcomes proposed for the site, eg building setbacks, fence height, neighbourhood traffic, etc.

This differed from the previous public exhibition in February – March 2011 when the majority of submissions objected to the proposed rezoning and were focused on the loss of the recreational facilities, loss of open space and impacts on the green / riparian corridor.

The issues raised in the current submissions are adequately dealt with in the suite of proposed planning controls or relate to detailed matters that will be dealt with at the development application stage. On this basis there are no changes recommended as a result of public submissions.

PROPOSED AMENDMENTS

No amendments are recommended following the public exhibition.

TIMING

If approved, the Planning Proposal will be sent to the Department of Planning and Infrastructure for the amendment to WLEP 2011 to be made.

The new Part G6 of the Warringah Development Control Plan titled 'The Evergreen Estate' will come into force from the date that the amendment to WLEP 2011 is made.

The VPA takes effect when it is signed by Council, the owner and the developer of the land and must be registered prior to the issue of the subdivision certificate. The land will be transferred to Council when the registration of the proposed plan of subdivision occurs.

FINANCIAL IMPACT

The preparation of the Planning Proposal and the new site specific DCP have been funded by the fees established in Council's schedule of fees and charges. The VPA has been prepared within existing budgeted resources of the Strategic Planning and Legal Services Units.

POLICY IMPACT

Amendment to WLEP 2011 and WDCP.

CONCLUSION

Council's resolution of 14 February 2012 has been undertaken and the proposed suite of planning controls for the land has been publicly exhibited. The results of the public exhibition have been considered and reported upon. No substantive changes to the planning controls are recommended.

Final endorsement by Council will enable the Evergreen Estate Planning Proposal to be sent to the Department so that it can be finalised.

10.0 NOTICES OF MOTION

ITEM 10.1	NOTICE OF MOTION NO 3/2013 - HOWARD AVE DEE WHY CAR PARK AND PRIVATE CAR PARKS REGULATION
TRIM FILE REF	2013/051425
ATTACHMENTS	NIL

Submitted by: Councillor Vincent De Luca OAM

MOTION

1. That this Council notes with concern:
 - A. That since Australian National Car Parks Pty Ltd has taken over the management of the Howard Avenue, Dee Why car park many residents have continued to be fined for parking without a ticket due to the sign at the entry to the car park stating in large letters "3 hours free", however in smaller writing it states Ticket Parking;
 - B. Despite local Community leader, Mr Mike Pawley OAM instigating a Petition, signed by over 450 people in April 2012 for a boom gate, ticket machine and better signage to be installed at the entry to the car park, this has not occurred and residents continue to be fined (proceedings commenced against them) \$180 plus debt recovery costs;
 - C. The NSW Office of Fair Trading has received a number of complaints about the lack of a ticket machine and clear notification at the entrance to Australian National Car Parks and concerns have been raised in the NSW, Victorian and ACT Parliaments as well as by Consumer groups as to the need for better signage and better consumer protection;
 - D. Current legislation prevents Local Government from making directives (after consent) as to the placement of payment machines, size of signs and text and their placement in private car parks.
2. That this Council resolves to:
 - A. Write to the Ministers for Local Government and Fair Trading calling for legislative reform to enable local government to impose stricter conditions of consent on private car park operations and make directions in relation to ticketing and signage at private car parks and further consumer protections be introduced to protect those using private car parks.
 - B. That any future applications regarding the Howard Avenue, Dee Why car park or any other private car park in Warringah be referred to the WDAP in order to ensure full community input.

FUNDING SOURCE

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

ITEM 10.2	NOTICE OF MOTION NO 4/2013 - WHEELCHAIR ACCESS WALKWAY
TRIM FILE REF	2013/052122
ATTACHMENTS	NIL

Submitted by: Councillor Pat Daley

MOTION

- A. That a short report be prepared within three months that outlines the general feasibility and costing of:
- i) The potential construction of a full wheelchair access walkway from Dee Why Surf club to connect with the existing walkway around Long Reef headland.
 - ii) Making the existing walkway around Long Reef Headland totally wheelchair accessible.
- B. That immediate inquiries be made to the local Federal members of Parliament The Hon Tony Abbott and The Hon Bronwyn Bishop regarding the availability of funding from the local Centenary of ANZAC Local Community Grants program. (NB. It is proposed to call the walkway the Bully Beef track in memory of the returned diggers who used to camp on Long Reef headland after the First World war. The track leading up to their camps used to be called the Bully Beef track).
-

FUNDING SOURCE

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

11.0 QUESTIONS ON NOTICE

ITEM 11.1	QUESTION ON NOTICE NO 1/2013 - SIGNAGE AND BEAUTIFICATION WORKS INTERSECTION TORONTO AVENUE AND FISHER ROAD NORTH CROMER
TRIM FILE REF	2013/051441
ATTACHMENTS	NIL

Submitted by: Councillor Vincent De Luca OAM

QUESTION

Could Council please erect signage at the intersection of Toronto Avenue and Fisher Road North Cromer to denote the entry to the suburb Cromer and undertake beautification works there, particularly removing the lantana, over grown bush and graffiti on the substation?

ITEM 11.2**QUESTION ON NOTICE NO 2/2013 - BEACON HILL WAR
MEMORIAL COMMUNITY HALL BUILDING WORKS****TRIM FILE REF****2013/051455****ATTACHMENTS****NIL**

Submitted by: Councillor Vincent De Luca OAM

QUESTION

Following the asset report concerning Beacon Hill War Memorial Community Hall and the Community Committee's request for certain works, will Council apply for a NSW Government Facilities Grant and other grants to undertake these necessary works?

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 2012/096 Narrabeen Childrens Centre Playground Upgrade

Matters to be Discussed During Closed Session - Section 10D

Item 13.1 RFT 2012/096 Narrabeen Childrens Centre Playground Upgrade

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

Item 13.1 10A(2)(d(i)) 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.
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