

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 23 APRIL 2013

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

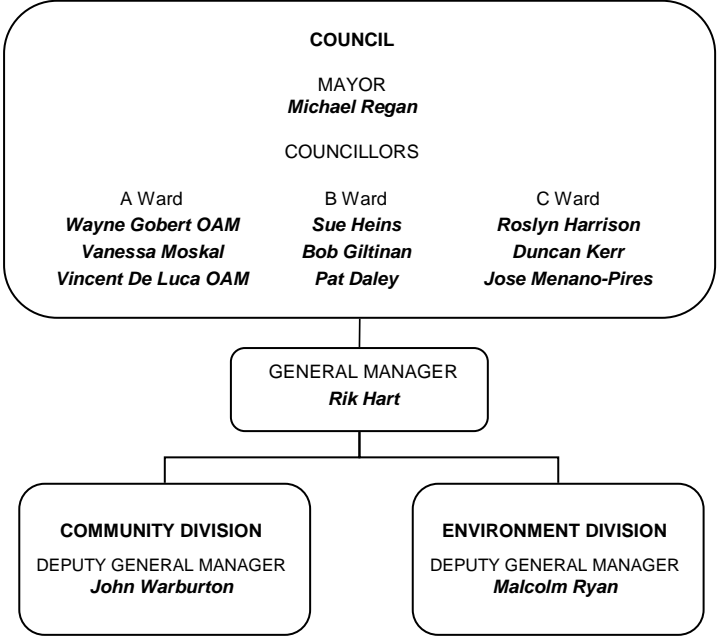


Rik Hart
General Manager

(2013/5)



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 23 April 2013
at the Civic Centre, Dee Why
Commencing at 6:00pm**

ACKNOWLEDGEMENT OF COUNTRY

1.0 APOLOGIES

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

2.1 Minutes of Ordinary Meeting of Council held 26 March 2013

2.2 Minutes of Extraordinary Meeting of Council held 9 April 2013

3.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

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2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

2.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD 26 MARCH 2013

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held 26 March 2013, copies of which were previously circulated to all Councillors, be confirmed as a true and correct record of the proceedings of that meeting.

2.2 MINUTES OF EXTRAORDINARY MEETING OF COUNCIL HELD 9 APRIL 2013

RECOMMENDATION

That the Minutes of the Extraordinary Meeting of Council held 9 April 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 MATTERS CARRIED OVER

ITEM 6.1	RFT 2012/103 - LICENCE FOR DISTRICT PARK TENNIS COMPLEX
REPORTING MANAGER	GROUP MANAGER BUSINESS & ENTERPRISE RISK
TRIM FILE REF	2013/054664
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

NOTE: This item was carried over from the Council Meeting of 26 March 2013.

PURPOSE

In response to Council Resolution 398/12, to seek Council approval to decline the tender submitted for RFT 2012/103 Licence for District Park Tennis Complex, and to undertake self-management of the Complex from 1 June 2013.

SUMMARY

On 11 December 2012 Council resolved (Council Resolution 398/12) to commence a new Request for Tender (RFT) process for a licence/s to manage the District Park Tennis Complex, and further that if no submissions received met the mandatory criteria then delegate to the Deputy General Manager Community the authority to take over complete financial and operational management of all facilities associated with the District Park Tennis Complex. A Request for Tender (RFT 2012/103) was subsequently issued on 18 January 2013.

Since a potential tenderer for the site is a sitting councillor, Bob Giltinan, who is also the existing site operator, this raises significant probity issues. In accordance with advice from Council's Internal Ombudsman, the Tender Evaluation Committee established for RFT 2012/103 comprised three independent members who were external specialists to Warringah Council. A probity advisor was engaged to oversee the entire tender process to provide advice to Council and the Tender Evaluation Committee throughout to ensure that appropriate probity measures were taken at all stages. The Honourable Jerrold Cripps QC was engaged to peer review the process to ensure transparency and probity.

Tenders closed on 21 February 2013. One tender submission was received from Bob Giltinan Corporate Tennis Pty Ltd. The Tender Evaluation Committee evaluated the submission and has recommended that Council declines to accept it on the basis that, while it met the mandatory evaluation criteria, it did not meet the minimum acceptable score for 2 of the scored evaluation criteria (see Table 1). Accordingly, it is recommended that Council decline to accept the tender.

If Council declines to accept the tender, it is recommended to delegate to the General Manager the function of taking over the complete financial and operational management of all facilities associated with the District Park Tennis Complex.

In accordance with Council's Code of Meeting Practice 12.2 (i), notice is given that Andrew Marsden and Jerrold Cripps from O'Connor Marsden and Associates, and Brett Hanger from Hill Rogers Spencer Steer, will attend the Council meeting and be available to answer any questions councillors may have.

FINANCIAL IMPACT

It is proposed that the Delivery Plan be amended to include anticipated income and expenses from Council self-managing the District Park Tennis Complex, providing a net surplus to Council of approximately \$450k over 3 years.

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER COMMUNITY

- A. That pursuant to Clause 178(1)(b) of the Local Government (General) Regulation 2005, on the advice of the independent Tender Evaluation Committee, Council declines to accept the tender submission received for RFT 2012/103 – Licence for District Park Tennis Complex.
 - B. That pursuant to Clause 178(3)(f) of the Local Government (General) Regulation 2005, Council resolves to carry out the proposed requirements of the contract itself and delegate to the General Manager the function of taking over the complete financial and operational management of all facilities associated with the District Park Tennis Complex.
 - C. That Council resolves to treat the Tender Evaluation Report for RFT 2012/103 – Licence for District Park Tennis Complex as confidential because it relates to a matter specified in section 10A(2)(d)(i) of the Local Government Act 1993, being 'commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it'.
-

REPORT

BACKGROUND

The District Park Tennis Complex (DPTC), Kentwell Road, North Manly has been run as a tennis and squash centre for over 30 years. The current site operator is sitting Deputy Mayor Bob Giltinan.

To satisfy the requirements of the Local Government Act, a tender to re-lease DPTC was issued in April 2011. The tender was limited to a lease for a Tennis and Squash Facility. Limited responses were received and Council was not satisfied that the best outcome would be achieved for the community. As a result all tenders were rejected and Council resolved to progress with a two stage procurement process (Council Resolution 236/11).

The first stage sought Expressions of Interest (EOI) for the development of the site and did not limit options to use as a Tennis and Squash facility. Following the evaluation of the responses, Council resolved to not continue the process and engaged an independent consultant to investigate the option of Council managing the facility in-house (Council Resolution 129/12).

The independent business case report was finalised in November 2012, and on 11 December 2012 Council resolved (Council Resolution 398/12) to (relevant sections reproduced below):

"B. Commence a new Request For Tender (RFT) process for a licence/s to manage the complex; and to start as soon as possible, and with a report back to Council no later than March 2013;

...

F. Resolve that if the new RFT process does not receive any submissions that meet the mandatory requirements, then delegate to the Deputy General Manager Community the authority to take over complete financial and operational management of all facilities associated with the District Park Tennis Complex."

Due to the circumstances of the tender, the following measures were put in place:

- the services of a probity advisor was retained to oversee and advise on all aspects of the RFT process,
- the services of Justice Jerrold Cripps QC, former ICAC Commissioner, was retained to peer review the probity advisor's findings and advice, and
- an independent and external Tender Evaluation Committee (TEC) was established to evaluate the responses received and make a recommendation to Council based on the outcomes of its evaluation.

The probity advisor was engaged to oversee the entire tender process (including review of the tender documents prior to issue, review of the TEP, observing Council staff correspondence with stakeholders, and observing the TEC in their deliberations) and to provide advice throughout to ensure that the process was conducted with integrity.

The TEC members were all independent and were appointed based on their respective extensive skills and experience in the fields of accounting, assurance and auditing; sporting and leisure planning; and property management.

The RFT documentation was prepared in consultation with Council's legal team, external lawyers, Internal Ombudsman, all members of the TEC, and probity advisor. The RFT included amongst its schedules a draft licence agreement that set out the terms and conditions that were proposed for any potential operator.

The RFT was issued on 18 January 2012. In accordance with the requirements of the Local Government General Regulation 2005, the tender was promoted online, managed via the Tenderlink website, and advertised in the media on the dates detailed below:

- Tuesday 18 December 2012 in the Sydney Morning Herald.
- Saturday 22 December 2012 in the Manly Daily.
- Tuesday 22 January 2013 in the Sydney Morning Herald.

Notice of the proposed licence was also given in accordance with section 47A of the Local Government Act 1993. This included notification in the Manly Daily (16 February 2013), the erection of signage on site, and a mail out to nearby properties. No submissions were received.

TENDER EVALUATION PLAN

The TEC developed a Tender Evaluation Plan which was signed off prior to close of tenders. This Plan sets out how it would conduct itself, and also sets the weighting to be applied to each of the scored evaluation criteria in the RFT (refer Table 1). The probity advisor was also involved in the setting and signoff of this plan.

TENDERS RECEIVED

Tenders closed at 2pm, 21 February 2013. One tender submission was received from Bob Giltinan Corporate Tennis Pty Ltd (hereafter referred to as Giltinan). No late or non-compliant submissions were received.

EVALUATION OF TENDERS

The TEC met on 25 and 27 February 2013 to evaluate the tender submission in accordance with the TEP and the agreed evaluation criteria and weightings listed in Table 1 below.

Table 1: Evaluation Criteria set for the RFT - Mandatory and Scored

Evaluation Criteria	Mandatory / Scored (Weighting)	Minimum Acceptable Score (MAS) (out of 10)
<u>Mandatory</u>		
Compliance with all elements of the Licence	Mandatory	Not Applicable
Ability to commence on 1 June 2013	Mandatory	Not Applicable
Insurance	Mandatory	Not Applicable
For those tender submissions that are for the Tennis and Squash Facilities - Minimum \$100,000 pa (excluding GST) Licence Fee offered plus 3% of the Licensee's Sales (as defined in the Draft Licence) over \$100,000	Mandatory	Not Applicable
<u>Scored</u>		
Compliance with work health and safety legislation and requirements.	Scored (Pass/Fail)	Not Applicable
Demonstrated past experience of the tenderer in providing services similar to the Services and history of disputes relating to those services	Scored (30%)	6
Qualifications and demonstrated past experience of the tenderer's Key Personnel	Scored (5%)	5

Evaluation Criteria	Mandatory / Scored (Weighting)	Minimum Acceptable Score (MAS) (out of 10)
Business case demonstrating understanding of the requirements and providing Council confidence that the Licence Fee offered is financially sustainable	Scored (40%)	6
Licence Fee offered	Scored (5%)	5
Tenderer's organisation and financial capacity	Scored (20%)	6

Evaluation Stage 1 – Initial Cull (Mandatory Evaluation Criteria)

The mandatory criteria were reviewed to ensure that the submission was compliant. The TEC agreed that the Giltinan submission met all of the mandatory evaluation criteria, was compliant and should progress to Stage 2.

Evaluation Stage 2 – Detailed Evaluation (Scored Evaluation Criteria)

The TEC members evaluated the tender submission individually (including clarification responses received) to ensure that the submission at least met the minimum acceptable score for each of the scored evaluation criteria. Each member provided a score against each of the scored evaluation criteria, which were averaged to determine a final score for each scored evaluation criteria.

Clarifications of the tenderer were made to enable a thorough evaluation of the response to the scored evaluation criteria. These related to seeking clarification on a discrepancy between the hard and soft copy versions it supplied, and seeking confirmation and/or further information/detail than what was provided in the response.

The TEC found that the submission from Giltinan did not meet the minimum acceptable score set for 2 (two) of the scored evaluation criteria.

The TEC compiled its findings and overall recommendation into a confidential Tender Evaluation Report, consistent with Council's Procurement Manual.

The detailed evaluation information contained within the Tender Evaluation Report has not been included in this Council report due to the commercially sensitive nature of the tenderer's response, consistent with the terms and conditions of the RFT, and the public interest in keeping this material confidential. A detailed and thorough briefing on the contents of the Tender Evaluation Report and the TEC's findings was offered to Councillors prior to the Council Meeting to ensure they have been provided with all the relevant facts.

TEC CONCLUSION AND RECOMMENDATION

In conclusion, the TEC considered that the tender submission from Bob Giltinan Corporate Tennis Pty Ltd met the mandatory evaluation criteria of the tender, however did not meet the minimum acceptable score for 2 of the scored evaluation criteria.

The TEC therefore recommends that Council decline to accept the tender submission.

PROBITY ADVICE

Council's probity advisor, Andrew Marsden from O'Connor Marsden and Associates (OCM), has been centrally involved in all steps of the RFT process. This measure has been put in place to help Council deal with any concerns of bias. He has compiled his report on how he believes the process has been conducted from a probity perspective.

Mr Marsden's probity advice report includes a peer review by The Honorable Jerrold Cripps QC, former Commissioner of the Independent Commission Against Corruption.

OCM, in its probity report, concluded that the RFT process undertaken by Council was sound and it found no evidence of non-compliance with probity principles.

7.0 GENERAL MANAGER'S REPORTS

ITEM 7.1	MONTHLY FUNDS MANAGEMENT REPORT MARCH 2013
REPORTING MANAGER	CHIEF FINANCIAL OFFICER
TRIM FILE REF	2013/099645
ATTACHMENTS	1 Application of Funds Invested 2 Councils Holdings as at 31 March 2013 3 Investment Portfolio at a Glance 4 Monthly Investment Income vs. Budget 5 Economic Notes

REPORT

PURPOSE

To report the balance of investments held as at 31 March 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 March 2013 (Attachment 2)
3. Investment Portfolio at a Glance (Attachment 3)
4. Monthly Investment Income vs. Budget (Attachment 4)
5. Economic Notes (Attachment 5)

FINANCIAL IMPACT

The actual investment income to 31 March 2013 is \$3,360,841 which compares favourably to the budgeted income of \$3,035,000 a variance of \$325,841.

POLICY IMPACT

The investment strategy was reviewed by our Investment Advisors Oakvale Capital, in January 2013. 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 (March 2013) continues to be strong having exceeded the benchmark, 5.11%pa vs 3.36%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	26,778,054
	Section 94A Plan Contributions	5,130,061
	Domestic Waste & Unexpended Grants	858,316
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.	13,615,851
Unrestricted Funds	Funds Allocated to meet Current Budgeted Expenditure	41,405,455
Total		87,787,738

There has been an increase in the investments held of \$4,718,316 which reflects the net impact of proceeds from the compulsory acquisition of the hospital site at Frenchs Forrest after taking account of budgeted movements at this time of year.

Reconciliation of Cash Book

Description	Value (\$)
Council's Cash Book balance	451,989
Kimbriki Bank balance	1,591,244

Investments Funds Report - As at 31-Mar-13

Maturity date	Face Value	Current Yield	Borrower	Standard & Poor's Rating	Current Value
Floating Rate Note Investment Group					
23-Apr-14	1,000,000	3.9800	Deutsche Bank AG London Sub Notes	BBB+	992,445
	1,000,000				992,445
Floating Rate Note Investment Group - Held to Maturity					
18-Jun-13	1,000,000	4.1300	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	1,800,335	3.3892	Emerald Series 2006-1 Class A	AAA	1,387,235
	1,800,335				1,387,235
Term Investment Group					
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
15-May-13	2,000,000	4.4000	Members Equity Bank Melbourne	A-2	2,000,000
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
7-Jun-13	2,000,000	4.4000	Members Equity Bank Melbourne	A-2	2,000,000
13-Jun-13	2,000,000	4.7500	ING Bank (Australia) Limited	A-1	2,000,000
13-Jun-13	2,000,000	4.3000	Bendigo and Adelaide Bank Limited	A-2	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
4-Jul-13	3,000,000	4.2900	ING Bank (Australia) Limited	A-1	3,000,000
15-Jul-13	2,000,000	4.7000	Members Equity Bank Melbourne	A-2	2,000,000
18-Jul-13	1,000,000	4.3000	Bank of Queensland	A-2	1,000,000
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
25-Jul-13	2,000,000	4.4000	Bank of Queensland	A-2	2,000,000
26-Jul-13	2,000,000	4.4000	Bank of Queensland	A-2	2,000,000
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
13-Aug-13	1,000,000	4.3700	ING Bank (Australia) Limited	A-1	1,000,000
19-Aug-13	1,000,000	4.4000	Members Equity Bank Melbourne	A-2	1,000,000
26-Aug-13	2,000,000	4.3800	ING Bank (Australia) Limited	A-1	2,000,000
26-Aug-13	1,000,000	4.3500	ING Bank (Australia) Limited	A-1	1,000,000
29-Aug-13	1,000,000	4.7000	National Australia Bank Limited	A-1+	1,000,000
6-Sep-13	2,000,000	4.3500	ING Bank (Australia) Limited	A-1	2,000,000
11-Sep-13	2,000,000	4.3900	ING Bank (Australia) Limited	A-1	2,000,000
20-Sep-13	1,000,000	4.3400	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
6-Dec-13	2,000,000	4.2600	National Australia Bank Limited	A-1+	2,000,000
11-Dec-13	2,000,000	4.3500	ING Bank (Australia) Limited	A-1	2,000,000
21-Jan-14	1,000,000	4.4000	Bendigo and Adelaide Bank Limited	A-2	1,000,000
26-Feb-14	1,000,000	4.3500	Members Equity Bank Melbourne	A-2	1,000,000
26-Feb-14	1,000,000	4.3500	Credit Union Australia	A-2	1,000,000
6-Mar-14	2,000,000	4.2500	National Australia Bank Limited	A-1+	2,000,000
11-Mar-14	1,000,000	4.3100	ING Bank (Australia) Limited	A-1	1,000,000
11-Mar-14	1,000,000	4.3500	Credit Union Australia	A-2	1,000,000
25-Nov-14	2,000,000	5.7000	National Australia Bank Ltd - Govt Business	AA-	2,000,000
	70,000,000				70,000,000
Term Investment Group & Cash Deposit Account					
Rollover Date	Face Value	Current Rate	Borrower	Rating	
Cash Account	2,889,303	3.3000	CBA (Business Saver)	A-1+	2,889,303
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-Aug-13	2,272,234	4.2600	WBC Term Deposit Kimbriki 11-4185	AA-	2,272,234
	14,408,058				14,408,058
	88,208,392			Closing Balance:	87,787,738

* 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

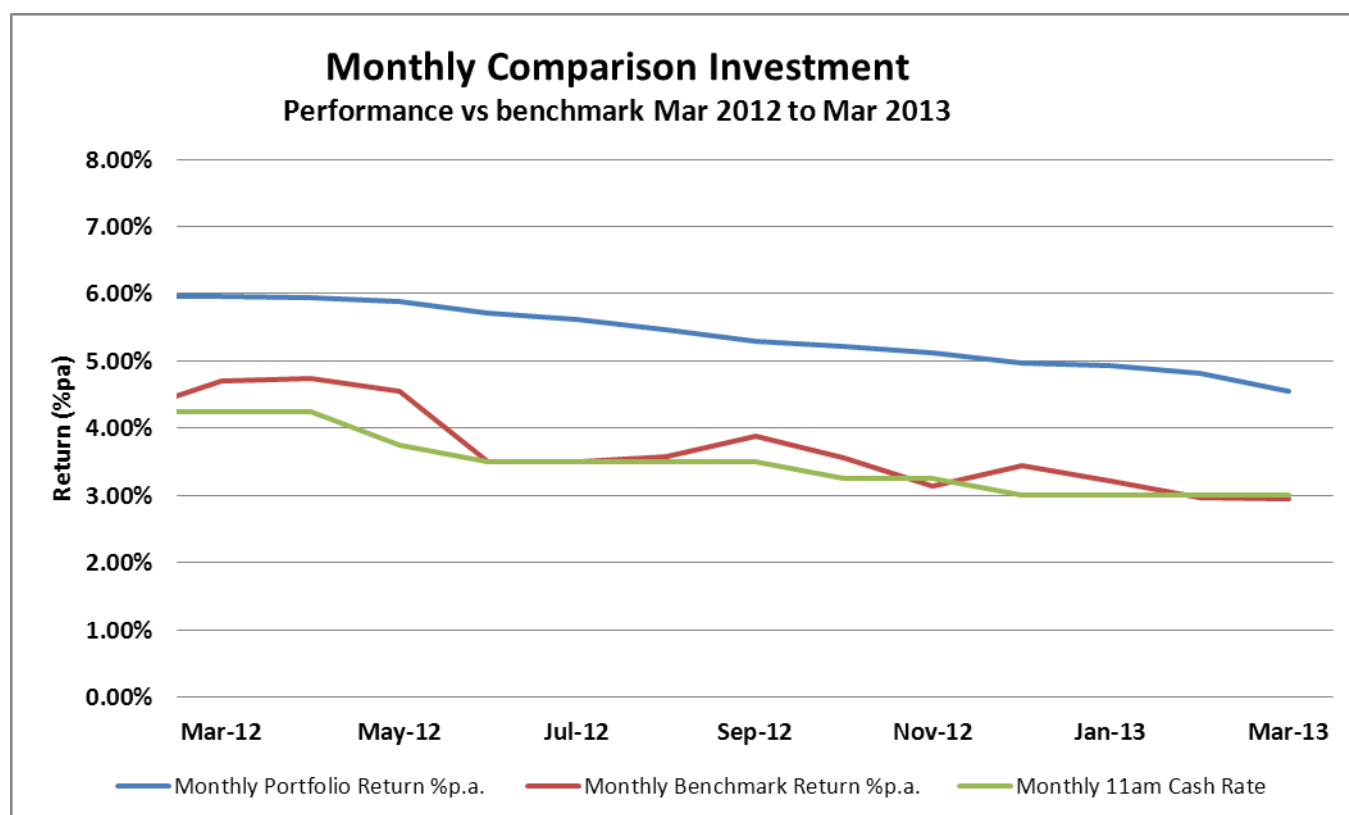
Portfolio Performance vs. 90 day Bank Bill Index over 12 month period.	✓	Council's investment performance did exceed benchmark.
Monthly Income vs. Budget	✓	Council's income from investments did exceed monthly budget.
Investment Policy Compliance		
Legislative Requirements	✓	Fully compliant
Portfolio 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	4.54%	2.94%	3.00%
3 Months	4.76%	3.04%	3.00%
6 Months	4.94%	3.21%	3.08%
FYTD	5.11%	3.36%	3.22%
12 Months	5.29%	3.58%	3.38%

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

** This benchmark relates to Cash Fund holdings

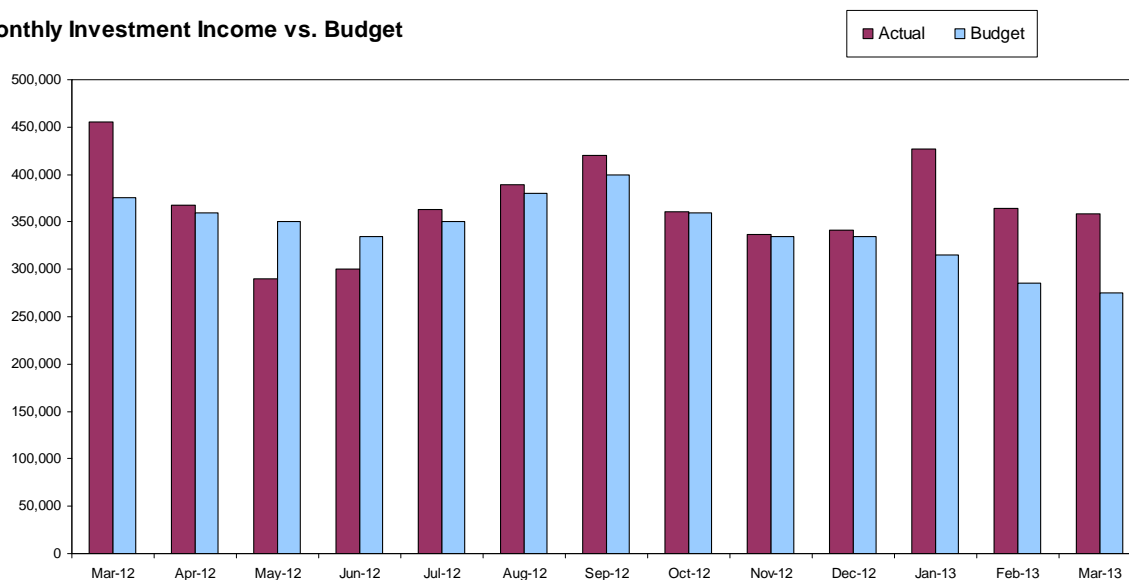


Monthly Investment Income* vs. Budget

	\$ March 13	\$ Year to Date
Investment Income	350,371	3,238,403
Adjustment for Fair Value	8,528	122,438
Total Investment Income	358,899	3,360,841
Budgeted Income	275,000	3,035,000

*Includes all cash and investment holdings

Monthly Investment Income vs. Budget



In March we have reflected a fair value increase of \$8,528 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:

- The Eurozone crisis re-emerged in March with Cyprus being the latest country put into the spotlight. In an effort to recapitalise its banking system, a levy on all deposit holders, including those holding less than the EU-mandated €100,000 deposit guarantee, was proposed.
- Amidst protests from Cypriots and fears of bank runs in other parts of the Eurozone, the proposal was amended so that smaller depositors with less than €100,000 were spared. The country's second-largest bank, Laiki, would be wound down.
- Economic indicators continued to show that the US Federal Reserve's \$US85billion a month quantitative easing program was helping support economic growth.
- In a renewed effort to meet its 2% inflation target within two years and to stimulate growth, the Bank of Japan announced a plan to increase its purchase of government bonds by ¥50trillion a year. As a percentage of GDP, Japan's quantitative easing program is twice the size of the US's.

Domestic issues:

- Retail sales continued to be strong with February recording growth of 1.3% and the January figure being revised up by 0.3% to 1.2%.
- Employment grew by a very strong 71,500 jobs in February, the biggest monthly rise since July 2000. The unemployment rate was steady at 5.4% due to a 0.3% increase in the participation rate to 65.3%.

Interest rates:

- The RBA left the official cash rate at 3.00% at its April meeting. The RBA continued to reiterate that the "inflation outlook...would afford scope to ease policy further, should that be necessary to support demand".

Investment Portfolio Commentary

Council's investment portfolio posted a return in March of 4.54%pa versus the bank bill index benchmark return of 2.94%pa. For the financial year to date, Council's investment portfolio has exceeded the bank bill index benchmark by 1.75%pa (5.11%pa vs 3.36%pa).

Council has a well-diversified portfolio that has been prudently managed to take advantage of market opportunities that have risen in the wake of the GFC. With markets still factoring in another interest rate cut late in 2013, overall returns are expected to decline in the upcoming months. However, with term deposit margins still historically wide, it is expected that Council can continue to achieve above benchmark returns with prudent investment selection for its short and long term holdings.

ITEM 7.2	TREASURY CORPORATION NEW SOUTH WALES FINANCIAL ASSESSMENT, SUSTAINABILITY AND BENCHMARKING REPORT FOR WARRINGAH COUNCIL
REPORTING MANAGER	CHIEF FINANCIAL OFFICER
TRIM FILE REF	2013/100501
ATTACHMENTS	1 TCorp Financial Assessment, Sustainability and Benchmarking Report (Included In Attachments Booklet) 2 TCorp Financial Assessment of NSW Councils (Included In Attachments Booklet) 3 TCorp Financial Assessment of NSW Councils Appendix 1 (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To report to Council on the report on Financial Assessment, Sustainability and Benchmarking prepared by NSW Treasury Corporation (TCorp) for Warringah Council, the Division of Local Government and the Independent Local Government Review Panel.

SUMMARY

In July 2012 the Department of Local Government advised all councils that the New South Wales Treasury Corporation (TCorp) would undertake a review of the financial sustainability of each council. This review was to provide an independent assessment of each council's financial sustainability. The information from these assessments was to be collated and provided to assist the Independent Local Government Review Panel and would also serve as a valuable independent appraisal of council's financial position and its future outlook.

TCorp has noted that Council has been well managed over the review period and that Council management have run a fiscally responsible operation which at this time appears to support a Sustainable position in the long term. Their key observations were that:

- Council's LTFP forecasts above benchmark performance across the forecast period in nearly all areas including operating surpluses.
- Council's forecast capital expenditure program is sufficient to ensure the current service levels can be maintained and potentially reduce the Backlog.
- Council has built up good levels of cash reserves which can be used to fund its forecast capital expenditure program

TCorp have also noted that other areas where management have shown foresight for longer term Sustainability include:

- Reducing staff numbers and keeping salaries and wages static
- Prudence in applying for capital grants, taking into account the longer term operational costs
- Infrastructure management has been sound
- Council's Infrastructure Backlog is reasonable compared to benchmark

Based on their review of both the historic financial information and the 10 year financial forecast within Council's LTFF TCorp considers Council to be in a sound Sustainability position were following additional key points noted:

- Council reported operating surpluses each year over the review period and these are forecast to continue
- Salaries and wages have remained static over recent years and future growth is in line with TCorp benchmarks
- Council has had very strong levels of liquidity throughout the period as indicated by its Unrestricted Current Ratio being well above the benchmark
- Council's forecast capital expenditure will be sufficient to not only keep infrastructure assets in their current satisfactory condition but to provide for expansion or improvement of assets
- Council's high cash reserves will better enable asset renewal in the long term
- Council has a manageable Infrastructure Backlog which could be reduced by the significant forecast capital expenditure program

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF GENERAL MANAGER

That the NSW Treasury Corporation Financial Sustainability and Benchmarking Report be noted.

REPORT

BACKGROUND

In July 2012 the Department of Local Government advised all councils that the New South Wales Treasury Corporation (TCorp) would undertake a review of the financial sustainability of each council. This review was to provide an independent assessment of each council's financial sustainability. The information from these assessments was to be collated and provided to assist the Independent Local Government Review Panel and would also serve as a valuable independent appraisal of council's financial position and its future outlook.

In preparing the report TCorp's work included:

- A review of council's four most recent years audited consolidated annual accounts
- A detailed review of the council's 10 year financial forecasts including an assessment of key assumptions that underpin the financial forecasts, and where appropriate, scenario analysis to stress test forecasts for adverse movements in key assumptions and risks
- Identifying significant changes to future financial forecasts from existing financial performance, and highlight risks associated with such forecasts
- Discussions with council management to understand overall strategy and management experience
- Benchmarking and comparisons with other councils against its comparable peers
- An analysis of each council's financial sustainability

Council has recently received the report from TCorp, a copy of which is provided as Attachment 1.

The key observations in terms of sustainability were as follows:

- Council management have run a fiscally responsible operation which at this time appears to support a Sustainable position in the long term.
- Council have provided targeted levels of service with the residents while building up significant cash reserves over the last number of years. The planned expenditure of these reserves over the next 10 years will enable sufficient capital expenditure to keep infrastructure assets in current satisfactory condition.

Other areas where management have shown foresight for longer term Sustainability include:

- Reducing staff numbers and keeping salaries and wages static
- Prudence in applying for capital grants, taking into account the longer term operational costs
- Infrastructure management has been sound
- Council's Infrastructure Backlog is reasonable compared to benchmark
- Council's partnership with the other SHOROC councils (Manly, Mosman, and Pittwater) has resulted in a solid platform for a regional approach to shared concerns and joint solutions.

In considering the longer term financial Sustainability of the Council they consider Council to be in a sound position. They made the following additional comments:

- Council's LTFP forecasts above benchmark performance across the forecast period in nearly all areas including operating surpluses

- Council's forecast capital expenditure program is sufficient to ensure the current service levels can be maintained and the Infrastructure Backlog reduced
- Council has built up good levels of cash reserves which can be used to fund its forecast capital expenditure program

In terms of Benchmarking and Comparisons with Other Councils Each council's performance has been assessed against ten key benchmark ratios. The benchmarking assessment has been conducted on a consolidated basis for councils operating more than one fund. This section of the report compares the Council's performance with its peers in the same DLG Group. The Council is in DLG Group 3. There are 17 councils in this group and at the time of preparing this report, they have data for all of these councils.

In Figure 15 to Figure 21, the graphs compare the historical performance of Council with the benchmark for that ratio, with the average for the Group, with the highest performance (or lowest performance in the case of the Infrastructure Backlog Ratio where a low ratio is an indicator of strong performance), and with the forecast position of the Council as at 2016 (as per Council's LTFP). Figures 22 to 24 do not include the 2016 forecast position as those numbers are not available.

Where no highest line is shown on the graph, this means that Council is the best performer in its group for that ratio. For the Interest Cover Ratio and Debt Service Cover Ratio, we have excluded from the calculations, councils with very high ratios which are a result of low debt levels that skew the ratios.

In terms of each of the following areas Council was considered the best performer.

Figure 16 - Own Source Operating Revenue Ratio Comparison

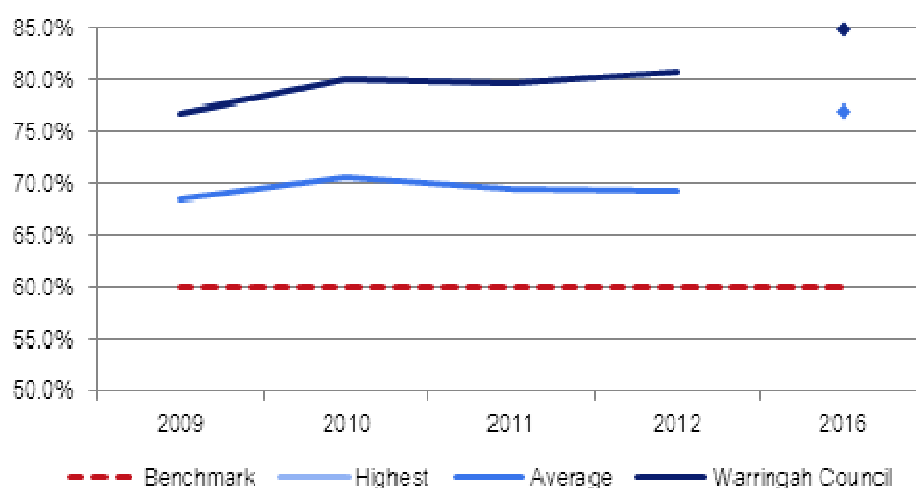




Figure 19- Debt Service Cover Ratio Comparison

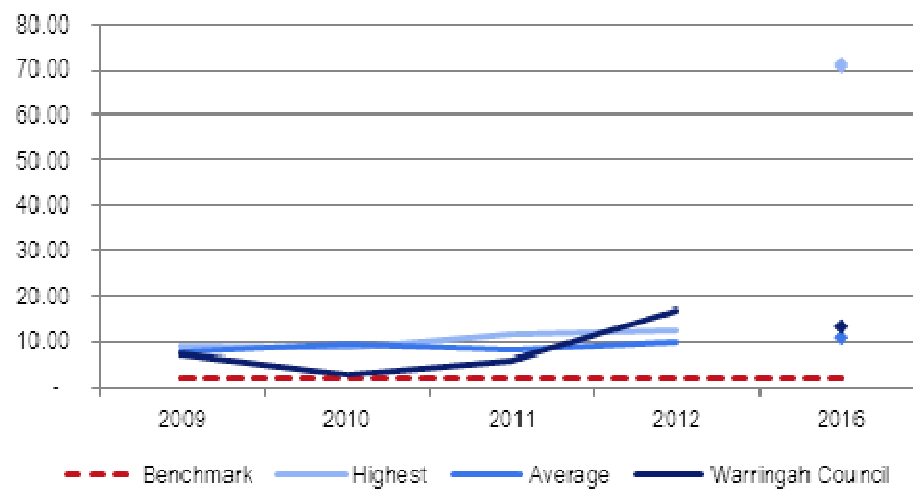


Figure 23- Infrastructure Backlog Ratio Comparison

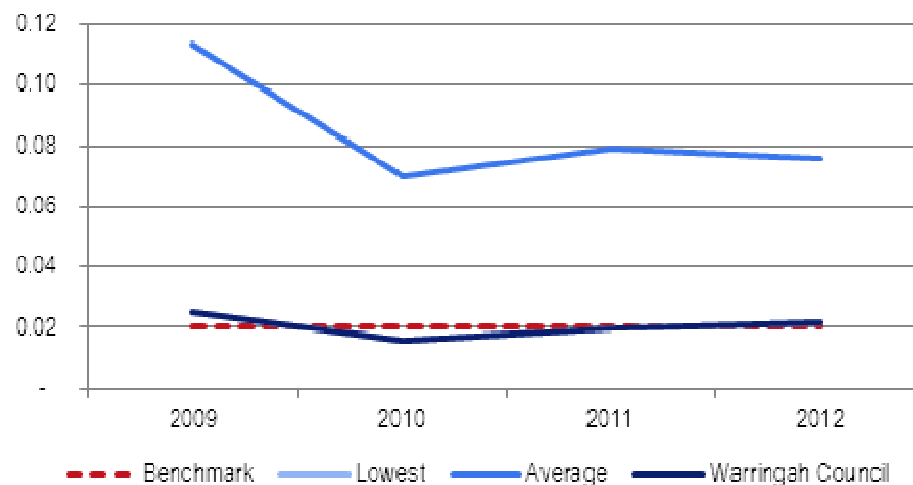
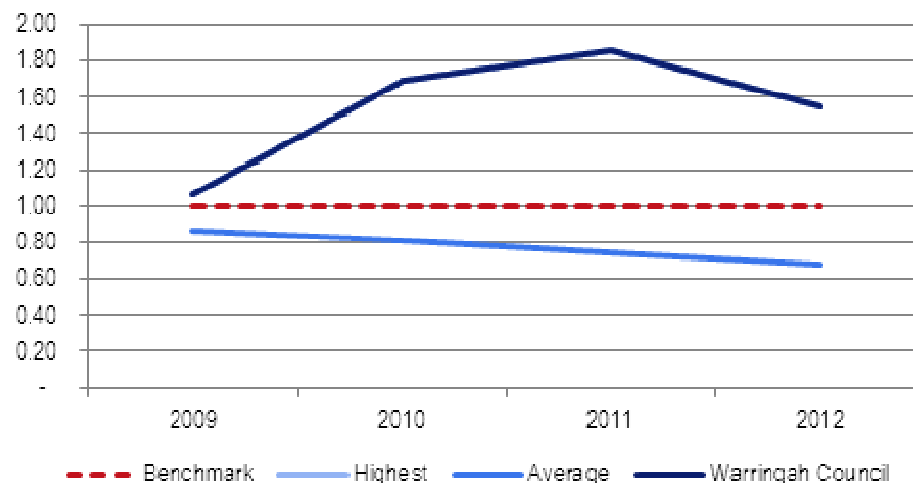
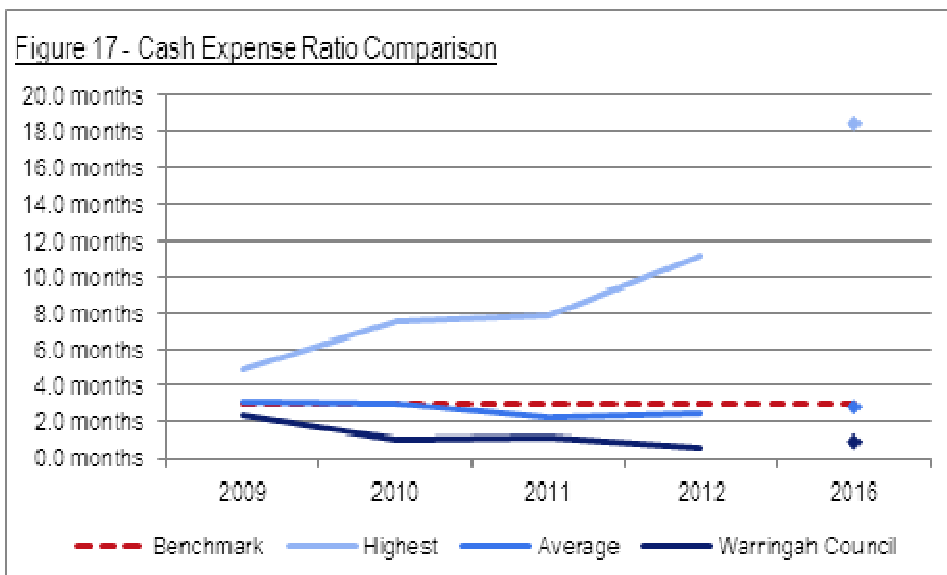


Figure 24- Building and Infrastructure Asset Renewal Ratio



In terms of the Cash Expense Ratio TCorp note that while the Ratio is below benchmark, it does not take into account the \$36.2 million in current investments as at 2012. This highlights Council's strong Cash Flow Management which enables it to maximise its investment earnings by minimising its cash holdings.



Based on their review of both historic financial information and the 10 year financial forecast within Council's Long Term Financial Plan (LTFP) they consider Council to be in a sound Sustainability position.

They base their conclusion on the following key points:

- Council reported operating surpluses each year over the review period and these are forecast to continue
- Salaries and wages have remained static over recent years and future growth is in line with TCorp benchmarks
- Council has had very strong levels of liquidity throughout the period as indicated by its Unrestricted Current Ratio being well above the benchmark
- Council's forecast capital expenditure will be sufficient to not only keep infrastructure assets in their current satisfactory condition but to provide for expansion or improvement of assets
- Council's high cash reserves will better enable asset renewal in the long term
- Council has a manageable Infrastructure backlog which could be reduced by the significant forecast capital expenditure program

Council has also been provided with a letter from TCorp which includes a Financial Sustainability Rating of Sound and an Outlook of Positive. This letter is provided as Attachment 2 and its Appendix as Attachment 3.

POLICY IMPACT

Nil

FINANCIAL IMPACT

Nil

8.0 COMMUNITY DIVISION REPORTS

ITEM 8.1	BEACH PARKING PERMIT POLICY CS-PL 01 - EXTENSION TO ADDITIONAL AREAS
REPORTING MANAGER	DEPUTY GENERAL MANAGER COMMUNITY
TRIM FILE REF	2013/095188
ATTACHMENTS	1 Amended Draft Policy - Beach Parking Permits

EXECUTIVE SUMMARY

PURPOSE

For Council to endorse the public exhibition of the proposed amendments to the Beach Parking Permit Policy (CS-PL 01).

SUMMARY

This report proposes extending pay and display parking to Manly Dam, Middle Creek Reserve and Jamieson Park and extending the Permit Parking system to allow free parking in these areas for cars displaying a Beach Parking Permit. To enable this to occur, the Beach Parking Permit Policy (CS-PL 01) requires amendment to reflect the following:

- Extend the pay and display and Beach Permit Parking system to Manly Dam, Middle Creek Reserve and Jamieson Park
- No parking fees apply at Manly Dam on ANZAC Day (25 April) and Remembrance Day (11 November)

FINANCIAL IMPACT

Capital estimate for meters and signs: \$85,000

Net income per annum estimate: \$80,000

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER COMMUNITY

That the proposed amendments to the Beach Parking Permit Policy (CS-PL 01) be placed on public exhibition for 28 days and outcomes of the exhibition be the subject of a future report to Council.

REPORT

BACKGROUND

This report proposes extending pay and display parking to Manly Dam, Middle Creek Reserve and Jamieson Park and extending the Permit Parking system to allow free parking in these areas for cars displaying a Beach Parking Permit. To enable this to occur, the Beach Parking Permit Policy (CS-PL 01) must be amended. The proposed amendments are:

- Extend the pay and display and Beach Permit Parking system to Manly Dam, Middle Creek Reserve and Jamieson Park
- No parking fees apply at Manly Dam on ANZAC Day (25 April) and Remembrance Day (11 November)

Approval is sought to have the amended policy placed on public exhibition. The outcomes of the exhibition will be the subject of a future report to Council.

Introduction of pay and display parking at Warringah

On 2 May 1996, Council adopted to introduce pay and display parking scheme to 19 areas in Warringah. These areas included Manly Dam, Middle Creek Reserve and Jamieson Park.

A Beach Parking Permit scheme was already in place at this time and applied to all these areas, where cars displaying a Warringah Parking Permit were exempt from paying the fee for use of the car park.

Pay and display meters were installed in all adopted areas, except Manly Dam, where an entry fee system continued to operate until late 2004.

Beach Parking Permit Policy

A Beach Parking Permit Policy (CS-PL 01) was adopted by Council on 24 August 2004. It has since been reviewed with the latest version adopted by Council on 22 May 2012.

This policy relates to the allocation of Beach Parking Permits and Event Beach Parking Permits which allow free parking in Councils' pay and display beach reserve car parks.

The adopted 2012 Beach Parking Permit Policy (CS-PL 01) does not include Manly Dam, Middle Creek Reserve and Jamieson Park. To allow free parking for cars displaying Beach Parking Permits in these areas, the Beach Parking Permit Policy (CS-PL 01) must be amended and adopted by Council, following a public exhibition period.

Manly Dam, Middle Creek Reserve and Jamieson Park

Manly Dam operated an entry fee collection system until it was discontinued in late 2004. Pay and display parking meters have not been installed at Manly Dam.

In 2007, pay and display parking meters at Jamieson Park and Middle Creek Reserve were relocated, due to vandalism, to areas with higher parking use. Due to the cost of replacement, combined with the low parking use at the time, it was decided not to replace the meters at Middle Creek Reserve and Jamieson Park, allowing free parking to all users. With the development of the Narrabeen Lagoon Multi Use Trail there is expected to be an increase in the use of these car parks.

To assist in determining the viability of the introduction of these new pay and display areas, operating income and expenditure was identified. Information was obtained from car parking surveys conducted at Middle Creek Reserve, Jamieson Park and Manly Dam and the Warringah Beach Reserve Parking Study 2010 conducted by GTK Consulting.

It is estimated that the proposed extension of pay and display parking area is viable, as indicated below:

Manly Dam (250 car parks)

Net income per annum indicative estimate	\$24,000
Capital estimate for 5 meters and 10 signs	\$53,000

Middle Creek Reserve (51 car parks)

Net income per annum indicative estimate	\$15,000
Capital estimate for 1 meter and 5 signs	\$11,000

Jamieson Park (70 car parks)

Net income per annum estimate	\$41,000
Capital estimate for 2 meters and 4 signs	\$21,000

Beach Parking Permits to allow free parking

It is proposed that free parking is provided to all cars displaying a Beach Parking Permit at the proposed new areas of Manly Dam, Middle Creek Reserve and Jamieson Park.

In 1992 Manly and Warringah Councils signed a deed which included an agreement that Manly residents are entitled to "access and use" of Manly Dam on "the same conditions" as Warringah residents. To align with this Deed, it is also proposed that cars displaying a Manly Council Parking Permit are provided free parking at Manly Dam. The estimated net income for Manly Dam has taken this into account.

CONSULTATION

The following areas of Council were consulted;

- Regulatory Compliance
- Customer Support Services
- Parks Reserves and Foreshores
- Natural Environment

TIMING

The amended Beach Parking Permit Policy will be considered by Council on 23 April 2013 and placed on exhibition for 28 days with the results reported back to Council.

POLICY IMPACT

Nil

FINANCIAL IMPACT

Capital estimate for meters and signs:	\$85,000
Net income per annum estimate:	\$80,000

Warringah Council Policy

Policy No. CS-PL 01

Beach Parking Permits

1 Purpose of Policy

- To provide a clear statement of the responsibility for the issuing of Beach Parking Permits to ratepayers, residents, community groups, service groups, retirement villages, schools, Council employees and Council "contract" service providers.
- To clarify the purpose and distribution of Event Beach Parking Permits to community groups and service groups for a fixed duration.
- To identify the key roles and responsibilities of Warringah Council in meeting the needs of ratepayers, residents, community groups, service groups, retirement villages, schools, Council employees and Council "contract" service providers with regards to parking in Councils' pay and display beach reserve car parks.
- To define the criteria for eligibility to obtain a Beach Parking Permit.
- To define the areas where Beach Parking Permits are valid.
- To establish that no parking fees apply at Manly Dam on ANZAC Day (25 April) and Remembrance Day (11 November)

2 Principles

This policy provides Council with a framework for determining the criteria and eligibility in which Beach Parking Permits and Event Beach Parking Permits are issued.

The policy relates to the allocation of Beach Parking Permits and Event Beach Parking Permits which allow free parking in Councils' pay and display beach reserve car parks.

In developing this policy, a review of our procedures and allocation of Beach Parking Permits was undertaken following an audit.

Warringah Council will:

- Plan and support the development of a responsible and equitable Beach Parking Permit allocation consistent with the needs of the community groups, our ratepayers and residents.
- Ensure the equitable and transparent issue and distribution of Beach Parking Permits.

The principles of distribution of Beach Parking Permits or Event Beach Parking Permits that Council will apply are:

- Recipients have varied and diverse parking needs which need to be recognised in the allocation and distribution of Beach Parking Permits.
- Applications will be considered by Council before the issuing of any Beach Parking Permits to community groups. A requirement to park at the beach will need to be demonstrated by community groups prior to Beach Parking Permits being issued. Application forms will need to be completed and authorised before any applications will be considered by Council. Council reserve the right to refuse applications where a need to access the beach in order to benefit the community is not demonstrated.



PB/CS/10236

Linked to FY00087/04

ATTACHMENT

Amended Draft CS-PL 01 Beach Parking Permits

3 Criteria for Eligibility for Allocation of Beach Parking Permits

The criteria used to determine the eligibility for the allocation of Beach Parking Permits is as follows:

3.1 Ratepayers

Two (2) Beach Parking Permits will be issued on the back of the first instalment of the Rates notice to all Warringah ratepayers.

Purchasers of property in the Warringah Council LGA will be issued with two (2) Beach Parking Permits upon receipt of the property transfer from the Land Titles Office.

3.2 Warringah Residents

Residents are entitled to purchase Beach Parking Permits in accordance with the current Fees and Charges schedule. Proof of residence is required.

3.3 Pittwater Residents

Pittwater residents are entitled to purchase Beach Parking Permits in accordance with the current Fees and Charges schedule. Proof of residence is required.

3.4 Non Warringah / Non Pittwater Residents

Non Warringah / non Pittwater Residents are entitled to purchase Beach Parking Permits in accordance with the current Fees and Charges schedule.

3.5 Community Groups (including Surf Life Saving Clubs, Rural Fire Service and State Emergency Service)

Community groups who demonstrate a community and/or volunteer service activity at the beach are entitled to one (1) Beach Parking Permit per vehicle owned by the organisation.

Individual members of the organisation may also apply for Beach Parking Permits if a community and/or volunteer service activity at the beach is demonstrated.

Application forms must be completed and signed by the applicant and authorised by a responsible Officer and returned to Council in order for applications to be considered (refer to Attachment 1).

To comply with Councils' audit controls the number of Beach Parking Permits distributed to each organisation will be monitored and Council expects the distribution to reflect active membership. Should Council perceive that an organisation has breached what is "reasonably expected" Council may conduct an audit.

3.6 Retirement Villages

Residents of retirement villages are entitled to one (1) Beach Parking Permit per household upon application. A second Beach Parking Permit may be obtained if there is a valid requirement. The application form is to be completed and signed by an authorised administrator of the retirement village (refer to Attachment 2).

3.7 Schools

Local schools are entitled to one (1) Beach Parking Permit per school vehicle used to transport pupils to and from the beach for the education of children in the Warringah community. Beach Parking Permits will be distributed to each school in Warringah upon application.



PB/CS/10236

Linked to FY00087/04

ATTACHMENT

Amended Draft CS-PL 01 Beach Parking Permits

If private vehicles are used for regular transporting of pupils to and from the beach, then authorisation from the Head Master / Mistress will be required prior to Beach Parking Permits being issued.

The application form needs to be completed and signed by the Headmaster / Headmistress in order for applications to be considered (refer to Attachment 1).

3.8 Council Owned Vehicles

One (1) Beach Parking Permit will be issued for all Council-owned vehicles.

Council employees that use their personal vehicle for Council related activities at the beach are entitled to one (1) Beach Parking Permit upon justification of an operational need and authorisation by the employee's Group Manager.

3.9 Council "Contract" Service Providers

Council "contract" service providers are not entitled to a free Beach Parking Permit. These service groups however are entitled to purchase permits under Council's current Fees and Charges schedule.

3.10 Event Beach Parking Permits

Event Beach Parking Permits may be issued to organisers of events at Councils' beach reserves (such as the Beachley Classic and surf carnivals) where temporary parking is required for a fixed duration. Applications must be made in writing through Council's website where the "Email Form" can be accessed using the "Contact Us" link.

4 Locations where Beach Parking Permits are Valid

Beach Parking Permits are only valid at Warringah Councils' pay and display reserve car parks (refer to Attachment 3).

5 Replacements of Beach Parking Permits

A Statutory Declaration will be required before replacement Beach Parking Permits are issued.

A fee is payable for the replacement of Beach Parking Permits according to the current Fees and Charges schedule when:

- Beach Parking Permits have been lost, misplaced or disposed of.
- A vehicle has been sold and the Beach Parking Permit has not been returned to Council*.
 - * If a Beach Parking Permit is returned to Council due to the sale of a vehicle but is not intact, a replacement permit will still be provided free of charge.
 - * In order to receive a replacement at the rate listed in the current Fees and Charges schedule, documentary evidence of the sale is required.

Free Beach Parking Permits will be provided when:

- A vehicle has been written off or the windscreen has been damaged. Documentary evidence is required to support the request.
- A vehicle has been sold and the Beach Parking Permit is returned to Council (please note, it does not need to be intact).



PB/CS/10236

Linked to FY00087/04

ATTACHMENT

Amended Draft CS-PL 01 Beach Parking Permits

- A faulty Beach Parking Permit has been issued and the Beach Parking Permit is returned to Council.
- The Beach Parking Permits were never received.

6 Authorisation

This Policy was adopted by Council on 24 August 2004.

This policy was reviewed and amended on;

- 27 November 2007 and
- 25 November 2011
- 10 April 2013

It is due for review on 25 November 2013

7 Amendments

Key amendments are as follows:

- Attachment 3: "Warringah Councils' pay and display Beach Reserve Car Parks" has been amended to reflect that:
 - Pay and display and Beach Permit Parking system applies to Manly Dam, Middle Creek Reserve and Jamieson Park
 - No parking fees apply at Manly Dam on ANZAC Day (25 April) & Remembrance Day (11 November)

8 Who is responsible for implementing this Policy?

Deputy General Manager Community

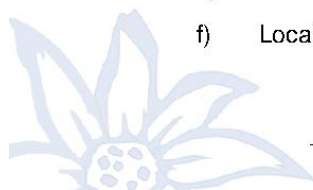
9 Document owner

Group Manager Customer Support and Library Services

10 Related Council Policies, Operational Management Standards and Legislation

This Policy should be read in accordance with:

- a) Policy No. ENV-PL 650 - Regulation of Recreation Car Parking Areas on Reserves
- b) Policy No. PL-530-Events Sustainable Events
- c) Policy No. CCS-PL 610 - Beach Services
- d) Policy No. CCS-PL 611 - Surf Life Saving Movement
- e) Resolution No. 41/11 - Beachley Classic 2011-2013
- f) Local Government Act, 1993, Section 355 and Section 632



PB/CS/10236

Linked to FY00087/04

ATTACHMENT

Amended Draft CS-PL 01 Beach Parking Permits

11 Definitions

Beach Parking Permit – authorised parking permit issued by Warringah Council.

Event Beach Parking Permit – authorised parking permit issued by Warringah Council for short term parking for a specific purpose.




PB/CS/10236

Linked to FY00087/04

ATTACHMENT

1. Sample Community Groups Beach Parking Permit Application Form



Warringah Council

Community Groups Beach Parking Permit Application

Excludes Retirement Villages

ORGANISATION'S DETAILS

Name of Organisation _____ Phone Number _____
 Address 5/5 _____ Email Address _____
Please note permits will be sent to this address _____ Page ____ of ____

MEMBER'S DETAILS (please print)

In completing this form and signing this application, I am declaring that I am required to use the beach managed parking area to carry out my volunteer duties.

Name	Address	Position in Organisation	Signature	Reason requiring permit	If other, please provide further information
1				Public Area	
2				Public Area	
3				Public Area	
4				Public Area	
5				Public Area	
6				Public Area	
7				Public Area	
8				Public Area	
9				Public Area	
10				Public Area	
11				Public Area	
12				Public Area	
13				Public Area	
14				Public Area	
15				Public Area	

TO BE COMPLETED BY A DULY AUTHORISED OFFICER (CLUB CAPTAIN OR SECRETARY)

As the responsible officer, I declare that I have checked the authenticity of the applicant's request and confirm that each of the above applicants are required to use the beach managed parking area to carry out their volunteer duties. I also confirm that the applicant(s) have not previously applied through this Community Group for this year's Beach Parking Permit.

Name _____ Signature _____ Position _____ Date _____

Please return this form to: Warringah Council 175 Pittwater Road DEE WHY NSW 2099 Email: council@warringah.nsw.gov.au Fax: 02 9371 4522

For Office Use Only Date Received: _____ Date Permits Sent: _____ Permit Numbers: _____

Version 1.2 (Sept 2011)

ITEM 7.3

Report of Warringah Council Meeting on 13 December 2011


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Linked to FY00087/04

ATTACHMENT

2. Sample Retirement Villages Beach Parking Permit Application Form



Warringah Council

Retirement Villages Beach Parking Permit Application

ORGANISATION'S DETAILS

Name of Organisation _____ Phone Number _____
 Address _____ Email Address _____
(Please note permits will be sent to this address) _____ Page ____ of ____

RESIDENT'S DETAILS (please print)

Name	Address	Position In Organisation	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

TO BE COMPLETED BY AN AUTHORISED REPRESENTATIVE OF THE ORGANISATION
 I confirm that all applicants are residents of the Retirement Home with the exception of community vehicles which require permits:

Name _____ Signature _____ Position _____ Date _____

Please return this form to: Warringah Council 725 Pittwater Road DEES WHY NSW 2009 Email: council@warringah.nsw.gov.au Fax: 02 9971 4522
 For Office Use Only Date Received: _____ Date Permits Sent: _____ Permits Numbers: _____

Version 1.1 (March 2013)

ITEM 7.4

Report of Warringah Council Meeting on 13 December 2011

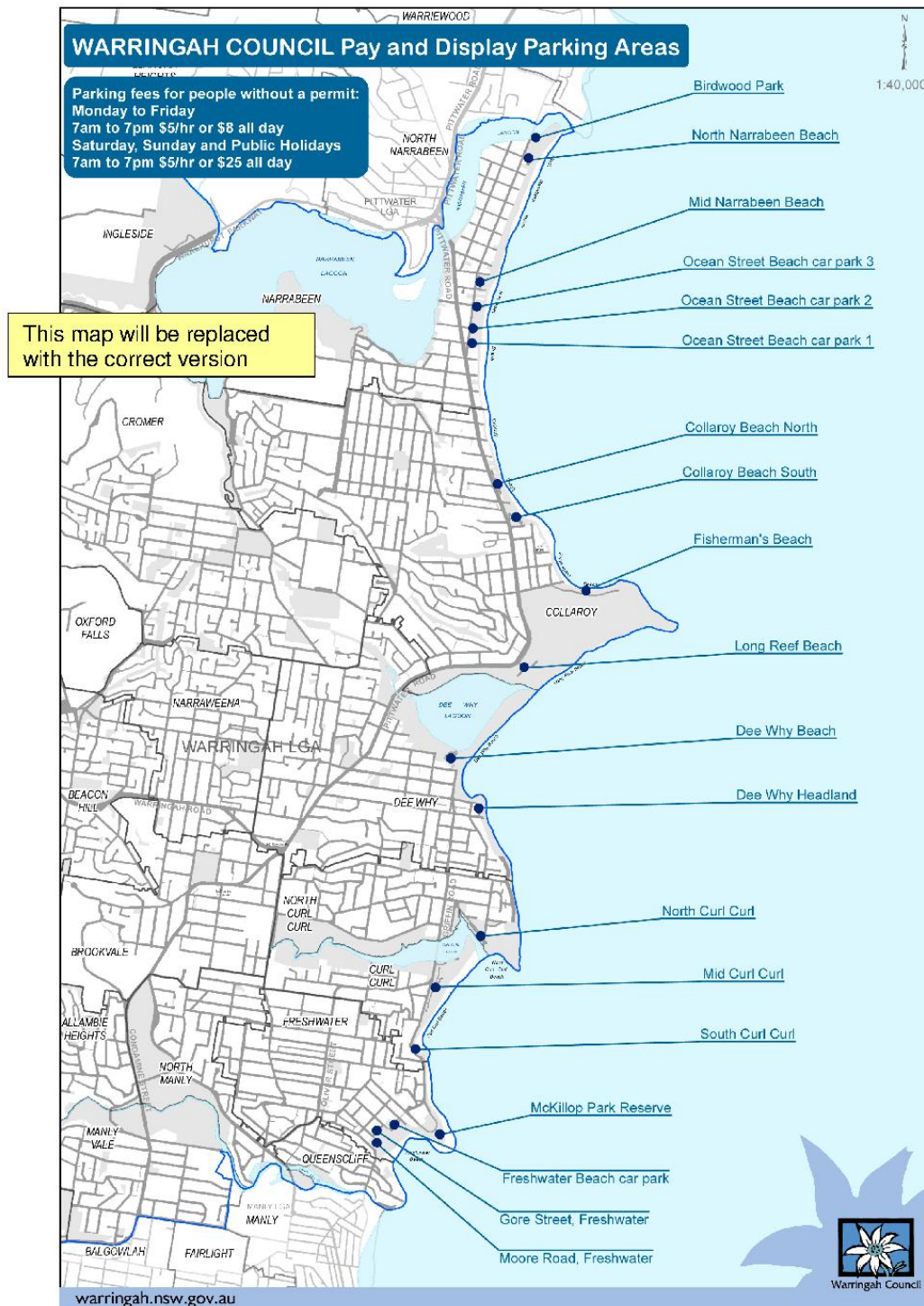
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PB/CS/10236

Linked to FY00087/04

ATTACHMENT

3. Warringah Councils' Pay and display Beach Reserve Car Parks



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Report of Warringah Council Meeting on 23 April 2013

ITEM 8.2	FRENCHS FOREST SHOWGROUND CAFE SCOPING STUDY
REPORTING MANAGER	DEPUTY GENERAL MANAGER COMMUNITY
TRIM FILE REF	2013/076303
ATTACHMENTS	1 Frenchs Forest Showground Location 2 Frenchs Forest Showground Visitation Data 3 Frenchs Forest Showground Cafeteria Financial Analysis

EXECUTIVE SUMMARY

PURPOSE

To report back to Council on the viability of a café being established at the Frenchs Forest Showground as per Mayoral Minute 9/2012 adopted by Council on 27 November 2012.

SUMMARY

On 27 November 2012 Council resolved that:

A scoping report be prepared to identify the viability and cost of a cafe being established within the existing building at French's Forest Showground and that the report include:

- A. the cost of providing outdoor gym equipment to the playground area or near the building to provide additional recreational use of this area;*
- B. identification of potential funding sources to undertake any works within existing budgets.*

The investigations completed have identified that:

- Visitation count data for the adjacent playground and sporting fields demonstrate that not enough people visit this area to make it attractive for a café operator to set up here. When taking into account the capital cost of developing such a café, it would have a net cost to council and is not recommended.
- the Glen Street Theatre Hub development is close to the Showground and includes plans for a café/restaurant;
- the installation of an outdoor gym would cost approximately \$45,000, however given the low visitation rate it is recommended that this be explored at other locations;
- there is no allowance within the current program so there would need to be reallocation of existing funds to enable this project to proceed.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER COMMUNITY

- A. That Council does not proceed with developing a café at the Frenchs Forest Showground
 - B. That Council examines possible locations for passive outdoor gym equipment
-

REPORT

BACKGROUND

In the past few years, the showground has become a very popular destination for dog lovers in particular, who bring their dogs to a safe fenced-in area to exercise and socialise.

Perched above the oval is an underutilised community building with basic kitchen facilities that are rarely used. At the rear of this building is a very popular children's playground that mothers groups, parents, grandparents and carers use throughout the day and it is usually very popular with families on the weekend.

On 27 November 2012 Council resolved to prepare:

A scoping report be prepared to identify the viability and cost of a cafe being established within the existing building at French's Forest Showground and that the report include:

- A the cost of providing outdoor gym equipment to the playground area or near the building to provide additional recreational use of this area;*
- B identification of potential funding sources to undertake any works within existing budgets.*

The proposal was that with some minor capital expenditure, Council could activate this site and receive both social and financial returns on this community asset. Suggestions included an outdoor pergola and some basic seating, noting that this community space could become a popular destination and increase the social experience for dog owners and playground users alike.

Other options that could also be investigated include the addition of outdoor gym equipment within or adjacent to the playground which could increase the use of this area and promote good health and an active lifestyle to more residents.

Café Analysis**Existing Building Facilities**

The existing building has kitchen facilities suitable for canteen food provision including benches, fridges, a microwave and general storage. This would need to be updated / augmented prior to being used by an operator.

Given the educated nature of the general public on cafe food and drinks, as a minimum there would be a requirement for:

- a two or three group coffee machine;
- a cake display fridge for pre-made food;
- a hand wash sink to meet current commercial operators licence;
- ancillary crockery, cutlery and glassware.

Note that this is not significant expenditure – between \$5,000 and \$15,000 depending on size and service considerations (power, water etc). Depending on the operator, the coffee machine can often be worked into their bean supply deal and therefore requires no upfront cost.

Fit-out Requirements for Cafe

A fit-out of this space would need to be contained to ensure financial viability and project attractiveness. As noted by the Mayoral Minute, the options would most likely only include:

- furniture;
- a pergola;
- any access items required;
- minor painting if required.

Allowance for these items should be put at \$15,000.

Showground and Children's Playground Utilisation

Utilisation numbers are critical for the feasibility study of the proposed project. Usage counts were taken over a period of two weeks (8 working days in total) from 7am to 6pm. The hours chosen for usage analysis were the range of hours it was considered a cafe operator might remain open for should the utilisation be significant. The data is displayed in Attachment 2.

As can be seen from this data capture, there is a strong pattern of utilisation that shows highest usage in the morning from 7am to 11am with a lull during the middle of the day, followed by another period of higher utilisation between 4pm and 6pm.

Cafeteria Financial Analysis

The actual utilisation numbers have been put through some financial modelling as can be seen in Attachment 3. From this analysis it is considered that the most likely scenario would be the mid-case scenario.

As can be seen in the mid-case model, on a strike rate of 25% (which is considered realistic) and a spend rate of \$5.50 per person, the financially reasonable hours a cafeteria operator would be looking to apply is only 4.4 hours per day. This is considered to be insufficient hours to make the opportunity financially viable or to attract a cafeteria operator.

Note that there has been no allowance for "destination visitation" whereby local residents who do not usually come to the showgrounds would now come because there is a cafe and possible outdoor gym facilities on site. This decision was made as there is no data to support/dispute this and therefore it would be purely an estimation based on no evidence.

FINANCIAL IMPACT

If the cafeteria was progressed the following financial impacts would result:

Capital: \$15,000

Operating Expense: \$2,000 allowance for minor maintenance

Operating Income: \$3,782 – note that incentives would most likely be required to attract an operator and as such this would not represent year 1 income.

Based on the above figures, it is not unreasonable for this to be provisioned within the existing budget funds if it was to be given a level of priority.

2. Outdoor Gym Analysis

There are a range of outdoor gym options that are relatively low cost. As an example, the equipment installed by Pittwater Council at Lakeside Park Narrabeen was completed in two stages each costing \$25,000. Stage 1 consisted of the static equipment – this is very low maintenance equipment and quite well utilised. Stage 2 consisted of moveable equipment – this requires more ongoing maintenance and we have been advised that it tends to be more susceptible to vandalism.

Note that additional costs to the \$50,000 were incurred for soft fall, signage and other ancillary items.

Static outdoor gym equipment has also been installed by Manly Council. This equipment is of a similar type to that of Pittwater Council and is located near the lagoon; this appears to be quite well utilised too.

To provide outdoor gym equipment, it would be recommended to install static equipment only. Allowance for such would be \$45,000, consisting of:

- \$30,000 equipment;
- \$10,000 for soft fall and group preparation;
- \$2,000 for signage;
- \$3,000 for sundry items.

Note that this is not currently budgeted and there would need to be a reallocation of existing funds within the current year's approved budget.

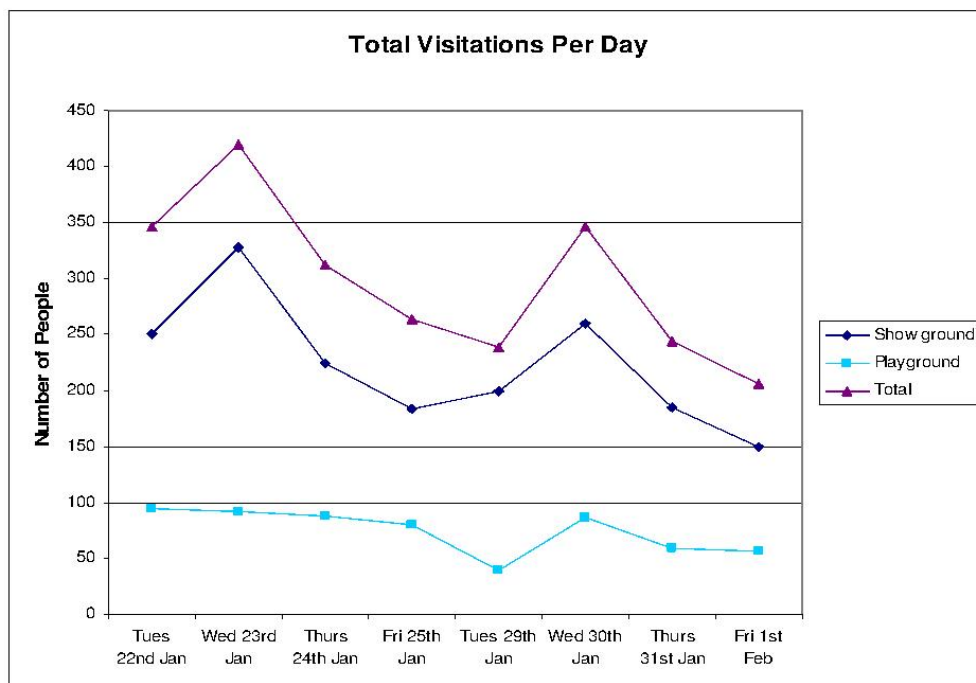
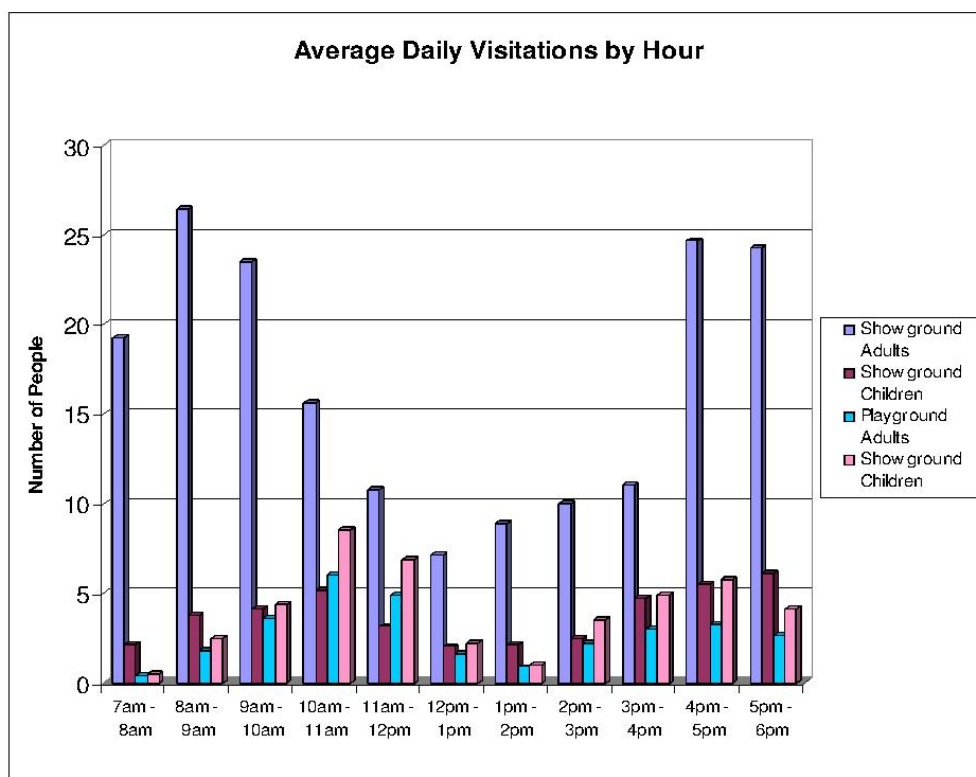
Frenchs Forest Showground Cafe Scoping Study - Location



Playground

Council building with
canteen facilities

Frenchs Forest Showground Cafe Scoping Study – Visitation Data



Showground

Time	22/01/2013	23/01/2013	24/01/2013	25/01/2013	29/01/2013	30/01/2013	31/01/2013	1/02/2013	Total	Average	Proportion Adults
7am - 8am	21	30	32	22	10	20	13	23	171	21	90%
8am - 9am	38	28	43	36	11	27	28	30	241	30	88%
9am - 10am	27	35	25	25	17	32	30	30	221	28	85%
10am - 11am	18	31	11	17	23	26	19	21	166	21	75%
11am - 12pm	11	23	15	7	10	15	13	17	111	14	77%
12pm - 1pm	5	14	7	3	15	15	6	8	73	9	78%
1pm - 2pm	6	22	6	3	15	15	8	13	88	11	81%
2pm - 3pm	15	20	6	7	18	22	4	8	100	13	80%
3pm - 4pm	29	31	13	5	19	22	7	0	126	16	70%
4pm - 5pm	41	56	32	24	34	37	17	0	241	30	82%
5pm - 6pm	40	38	34	35	27	29	40	0	243	30	80%
	251	328	224	184	199	260	185	150	1781	223	81%

Playground

Time	22/01/2013	23/01/2013	24/01/2013	25/01/2013	29/01/2013	30/01/2013	31/01/2013	1/02/2013	Total	Average	Proportion Adults
7am - 8am	0	0	3	4	0	0	0	0	7	1	43%
8am - 9am	10	2	3	11	0	0	4	4	34	4	41%
9am - 10am	6	0	8	14	0	5	16	15	64	8	45%
10am - 11am	23	20	16	17	3	9	9	19	116	15	41%
11am - 12pm	26	14	14	11	0	10	8	11	94	12	41%
12pm - 1pm	2	7	6	4	0	12	0	0	31	4	42%
1pm - 2pm	0	6	0	0	0	9	0	0	15	2	47%
2pm - 3pm	4	10	6	3	4	10	2	7	46	6	39%
3pm - 4pm	10	12	11	0	12	8	10	0	63	8	38%
4pm - 5pm	9	12	12	6	13	14	6	0	72	9	36%
5pm - 6pm	5	9	9	10	8	9	4	0	54	7	39%
	95	92	88	80	40	86	59	56	596	75	41%

Significant rain event

Frenchs Forest Showground Cafe Scoping Study - Cafeteria Financial Analysis
Best Case Scenario

	2013	2014	2015
Visitors - adult and children (growth at 5%)	77,253	81,115	85,171
Strike Rate at 35%	27,038	28,390	29,810
Spend @ \$8.50 per head	\$229,826.19	\$241,317.50	\$253,383.37
Food cost (30% of total)	\$ 68,947.86	\$ 72,395.25	\$ 76,015.01
Labour Cost (30% of total)	\$ 68,947.86	\$ 72,395.25	\$ 76,015.01
Expenses (20% of total)	\$ 45,965.24	\$ 48,263.50	\$ 50,676.67
Lease (5% of total)	\$ 11,491.31	\$ 12,065.87	\$ 12,669.17
Profit	\$ 34,473.93	\$ 36,197.62	\$ 38,007.51

\$68,948 of labour = 13 hours of labour a day

Mid-Case Scenario

	2013	2014	2015
Visitors - adult only (growth at 5%)	55,023	57,774	60,662
Strike Rate at 25%	13,756	14,443	15,166
Spend @ \$5.50 per head	\$ 75,655.94	\$ 79,438.73	\$ 83,410.67
Food cost (30% of total)	\$ 22,696.78	\$ 23,831.62	\$ 25,023.20
Labour Cost (30% of total)	\$ 22,696.78	\$ 23,831.62	\$ 25,023.20
Expenses (20% of total)	\$ 15,131.19	\$ 15,887.75	\$ 16,682.13
Lease (5% of total)	\$ 3,782.80	\$ 3,971.94	\$ 4,170.53
Profit	\$ 11,348.39	\$ 11,915.81	\$ 12,511.60

\$22,697 of labour = 4.4 hours of labour a day

Worst Case Scenario

	2013	2014	2015
Visitors - adult only (growth at 5%)	55,023	57,774	60,662
Strike Rate at 20%	11,005	11,555	12,132
Spend @ \$4.00 per head	\$ 44,018.00	\$ 46,218.90	\$ 48,529.85
Food cost (30% of total)	\$ 13,205.40	\$ 13,865.67	\$ 14,558.95

Labour Cost (30% of total)	\$ 13,205.40	\$ 13,865.67	\$ 14,558.95
Expenses (20% of total)	\$ 8,803.60	\$ 9,243.78	\$ 9,705.97
Lease (5% of total)	\$ 2,200.90	\$ 2,310.95	\$ 2,426.49
Profit	\$ 6,602.70	\$ 6,932.84	\$ 7,279.48

\$13,205 of labour = 2.5 hours of labour a day

Notes on Financial Analysis:

Strike rate is the daily individual rate which is applied to each visitor attending the Showgrounds on a usage of the Cafe.

Customer Spend – The average spend per head varies depending on the type of outlet and the meals purchased. The average spend per head at a kiosk is in the order of \$3-\$4. Coffee and cake at a café is in the order of \$5-\$7 per head, while the average spend for a light lunch is around \$12-\$15 per head. In these estimates an average spend of \$8.50 per person has been adopted for best case scenario due to the probable nature of the facilities being provided. A more realistic figure is \$5.50 which estimates that most people will only buy a coffee with the occasional light luncher and snack sale.

Food costs – 30% of takings is an industry benchmark

Labour costs – Allowance is made for labour rates at \$20 per hour – this includes staffing overheads above the industry casual hire rates.

Lease costs – this is variable and dependant on Council's position, but 5% of gross takings is a low level of lease payments.

9.0 ENVIRONMENT DIVISION REPORTS

ITEM 9.1	REVIEW OF THE POLICY FOR THE MANAGEMENT OF SMOKING IN PUBLIC PLACES (STR-PL 825)
REPORTING MANAGER	GROUP MANAGER DEVELOPMENT AND COMPLIANCE SERVICES
TRIM FILE REF	2013/094100
ATTACHMENTS	1 Draft Smoke-free Public Places Policy 2013

EXECUTIVE SUMMARY

PURPOSE

To review Council's Policy for the Management of Smoking in Public Places (STR-PL 825) and to place the document on public exhibition for 28 days.

SUMMARY

On 7 January 2013 key legislative changes were introduced to amend the *Smoke-free Environment Act 2000* (the Act) which bans smoking in a range of outdoor public places. The Act has caught up with many of the restrictions detailed in Council's Policy of the Management of Smoking in Public Places. The Act supports Council's position on banning smoking in outdoor public places and provides opportunities to increase community awareness of smoke-free public places.

The Policy has been updated to reflect the changes in legislation. No additional areas banning smoking have been added to the Policy; however, to prevent confusion, areas that are duplicated by the Act are proposed to be removed from the Policy.

It is recommended that the name of Council's Policy 'Management of Smoking in Public Places' be changed to 'Smoke-free Public Places Policy' so it aligns better with terminology used in legislation and more clearly promotes Council's desired outcome.

FINANCIAL IMPACT

The increase in financial impact is considered to be low due to:

- i) NSW Health is responsible for the administration and enforcement of the Act; and
- ii) NSW Health provides signage for certain areas where smoking is banned under the Act and Council has already undertaken a program placing 'no smoking' stickers in many public areas throughout the local government area.

POLICY IMPACT

policy.

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That the draft Smoke-free Public Places Policy 2013 be placed on public exhibition for a period of 28 days.

REPORT

BACKGROUND

Council's Policy for the Management of Smoking in Public Places (STR-PL 825) was originally adopted in 2004. A survey conducted in 2007 revealed there were only 28 councils in NSW (including Warringah Council) that had a smoke-free policy. Now in 2012, 91% of Sydney metropolitan councils and almost 54% of regional/rural councils have adopted some form of smoke-free outdoor areas policy.

Council's Policy was last amended in 2010 and is due for review in May 2013.

On 7 January 2013 the *Smoke-free Environment Act 2000* (the Act) was amended banning smoking in the following outdoor public places:

- Within 10 metres of children's play equipment in outdoor public spaces;
- Swimming pool complexes;
- Spectator areas at sports grounds or other recreational areas during organised sporting events;
- Railway platforms, light rail stops, light rail stations, bus stops, taxi ranks and ferry wharves;
- Within 4 metres of a pedestrian access point to a public building; and
- From 2015, in commercial outdoor dining areas.

There are still a number of areas specific to Council's Policy, such as beaches, outdoor dining areas and events, where the Act does not yet ban smoking. Accordingly, it is appropriate that Council maintain its positive commitment to prevent smoking in outdoor public places by keeping this Policy.

There are no additional smoke free areas proposed in the amended Policy.

To prevent confusion with regard to enforcement and prevent unnecessarily duplicating legislation (which is subject to amendment), any areas that are duplicated in both the Act and Policy have been removed from the Policy.

Table 1 below, is provided to assist in demonstrating areas of overlap between Council's Policy and the *Smoke-free Environment Act 2000*.

Table 1 –Differences and similarities of smoke-free outdoor public places between Council's Policy and the *Smoke-free Environment Act 2000*

Warringah Council's Policy (last amended 25 May 2010)	<i>Smoke-free Environment Act 2000</i>	<i>Include in amended Policy Yes/No</i>	<i>Reason</i>
Play Grounds			
"In, and within 10 metres of, children's playgrounds"	"A place that is within 10 metres of children's play equipment but only if the children's play equipment is in an outdoor public place"	No – remove from Policy	This is now covered by legislation.

Warringah Council's Policy (last amended 25 May 2010)	Smoke-free Environment Act 2000	Include in amended Policy Yes/No	Reason
Sports Grounds			
<p><i>"Constructed seating areas at sports grounds and courses, sports facilities, and designated non-smoking areas in other public areas"; and</i></p> <p><i>"In, and within 10 metres of the boundaries of, sports grounds and courses, sporting facilities, and other public areas during sporting and or other events (including the arrival and departure of spectators and or participants)"</i></p>	<p><i>"An area set aside for or being used by spectators to watch an organised sporting event at a sports ground or other recreational area, but only when an organised sporting event is being held there"</i></p>	No - remove from Policy	This is now covered by legislation.
<p><i>"Within the grounds of Brookvale Oval";</i></p>	<p><i>Not covered by Act</i></p>	Yes - no change	Banning smoking at Brookvale Oval is not covered by the Act except for "an area set aside for or being used by spectators to watch an organised event...when an organised sporting event is being held"
Outdoor dining areas			
<p><i>"All commercial outdoor dining areas owned by Council";</i></p>	<p><i>"A commercial outdoor dining area,</i></p> <p>Note. <i>A commercial outdoor dining area is not a smoke-free area until 6 July 2015".</i></p>	Yes - no change	The Act does not take effect until 6 July 2015.
Beaches			
<p><i>"On beaches"</i></p>	<p>Not covered by Act</p>	Yes - no change	Banning smoking on beaches is not covered by the Act.
Buildings			
<p><i>"In and near Council owned or managed buildings (including balconies and/or covered areas, and within 10 metres of the entrances to those buildings)"</i></p>	<p><i>"a place that is within 4 metres of a pedestrian access point to public a building"</i></p>	No - remove from Policy	This is now covered by legislation.
<p><i>"In Council-owned parking stations that are partly or fully enclosed by walls and ceilings"</i></p>	<p>Not covered by Act</p>	Yes – no change	Banning smoking in Council-owned parking stations is currently not covered by the Act.

Warringah Council's Policy (last amended 25 May 2010)	Smoke-free Environment Act 2000	Include in amended Policy Yes/No	Reason
<i>"At all activities and functions run or promoted by Council"</i>	Not covered by Act	Yes, and changed to include events approved by Council	Banning smoking at events is not covered by the Act. The Policy is amended to read: <i>"At all activities and functions run, promoted or approved by Council"</i>
Bus Stops			
<i>"Within bus shelters, and within 10 metres of bus stops (bus stops being defined as the designated bus stopping point (indicated by a post or sign) and any nearby seating provided for persons who are waiting for buses)"</i>	<i>"a bus stop (with bus stop to include any area where persons queue or gather when waiting at a bus stop)"</i>	No - remove from Policy	This is now covered by legislation. The act also includes other similar areas including ferry wharves, light rail stops & taxi ranks.

The smoke-free outdoor public places detailed in Council's amended Policy does not conflict or contradict the *Smoke-free Environment Act 2000* or other Council policies.

It is more efficient to rely on the Act, which has greater force than a Council Policy to enforce the restrictions and by deleting them from the Policy there is less opportunity for conflict or future contradiction if the Act is amended.

Further Information

Relevant links for further information on Smoke-free requirements in NSW are provided below:

Smoke-free Environment Act 2000

www.legislation.nsw.gov.au/maintop/view/inforce/act+69+2000+cd+0+N

NSW Health

www.health.nsw.gov.au/tobacco/Pages/smokefree-legislation.aspx

Cancer Council

www.cancercouncil.com.au/31928/reduce-risks/smoking-reduce-risks/going-smoke-free/smoking-and-the-law/?pp=31928

National Health and Medical Research Council

www.nhmrc.gov.au

Heart Foundation

www.heartfoundation.org.au/driving-change/current-campaigns/local-campaigns/Pages/nsw-smoke-free.aspx

CONSULTATION

The Policy has been updated to reflect the change in the legislation. The Group Managers responsible for implementing the policy have been consulted (listed in the Policy).

TIMING

The Policy will be public exhibited for 28 days. Following public exhibition, all submissions will be considered and the Policy will be presented to Council for adoption.

POLICY IMPACT

The proposed amended policy is included in **Attachment 1**.

Changes proposed to the existing policy are indicated by underlined text for additions and strikethrough for deletions.

The Outdoor Dining policy is due for review and it will be updated to reflect the requirements of this policy.

FINANCIAL IMPACT

There may be increased pressure on staff resources as the public will be more aware of the new smoke-free laws. However, the increase in financial impact is considered to be low due to:

- i) NSW Health is responsible for the administration and enforcement of the *Smoke-free Environment Act 2000*. Accordingly, any complaints received regarding smoking in areas listed under the *Smoke-free Environment Act 2000* will be directed to NSW Health; and
- ii) NSW Health provides signage for certain areas where smoking is banned under the *Smoke-free Environment Act 2000*. The only outdoor public places where signage is required under the Act include swimming pool complexes, ferry wharves and from 6 July 2015, outdoor dining areas.

Note: Council has already undertaken a program where 'no smoking' stickers have been placed in many outdoor public areas throughout the local government area beyond the requirements of the Act including:

- All licensed outdoor dining areas have already been provided with and are required to display 'No smoking' stickers;
- 'No smoking' stickers have been placed in all bus shelters (346). The installation of signage at the remaining 461 bus stops was estimated to cost approximately \$75,000 in 2011 and is currently unfunded; and
- 'No smoking' signs have been provided to entrances around major sportsgrounds and playgrounds.

1 The purpose of this Policy is

- To protect members of the community from the health and social impacts of smoking by others in public places;
- To provide a rationale and framework for the management of smoking in public places;
- To provide a consistent process to identify places where the Policy will apply; and
- To contribute to the protection of the environment from the impacts of discarded cigarette butts.

2 Policy statement

This Policy:

- Bans smoking in public places where people will be in close association, and/or are a focus for children's activities, due to Council provision of services and assets;
- Bans smoking in and near Council-owned buildings; and
- Promotes voluntary arrangements to improve management of smoking in other public places owned or managed by Council.

3 Principles

The Policy recognises that:

- Passive smoking has identified and quantified health risks;
- Children are most vulnerable to the effects of passive smoking on respiratory illness and asthma (Cancer Council; NHMRC);
- Where Council provides assets and services intended to be a benefit to children and other members of the community, Council has an obligation to promote public health outcomes;
- The data for public health impacts of smoking in well ventilated open space areas are complex, and that some of these impacts are indirect and cumulative and not related to the inhalation of smoke. Indirect effects can result from children playing with, and swallowing, discarded butts, and from the accumulation of cigarette-derived particles on clothing and skin;
- ~~While smoking remains legal, and the opportunities for enforcement are limited by legislation, the Council needs to apply a measure of reasonableness if any Policy is to be supported and implemented by persuasion rather than by enforcement.~~
- The *Smoke-free Environment Act 2000* has been amended increasing the public outdoor areas where smoking is banned. These areas include:
 - i) Within 10 metres of children's play equipment in outdoor public spaces;
 - ii) Swimming pool complexes;
 - iii) Spectator areas at sports grounds or other recreational areas during organised sporting events;
 - iv) Railway platforms, light rail stops, light rail stations, bus stops, taxi ranks and ferry wharves;

- v) Within 4 metres of a pedestrian access point to a public building; and
- vi) From 6 July 2015, in commercial outdoor dining areas.
- NSW Health is the authority responsible for the administration and enforcement of the *Smoke-free Environment Act 2000*. Complaints relating to persons smoking in areas defined under the *Smoke-free Environment Act 2000* shall be referred to NSW Health.
- Council support further restrictions of areas, in addition to the current legislative requirements, where smoking is banned and that this be primarily implemented by education rather than by enforcement.

Additional smoke-free outdoor public places banned under this Policy include:

- i) Within the grounds of Brookvale Oval;
- ii) On beaches;
- iii) At all outdoor dining areas on Council land (footpaths and other access ways);
- iv) In Council-owned parking stations that are partly or fully enclosed by walls and ceilings; and
- v) At all activities and functions run, or promoted, or approved by Council.

~~Smoking will be banned:~~

- ~~• In, and within 10 metres of, children's playgrounds;~~
- ~~• Constructed seating areas at sports grounds and courses, sports facilities, and designated non-smoking areas in other public areas;~~
- ~~• In, and within 10 metres of the boundaries of, sports grounds and courses, sporting facilities, and other public areas during sporting and or other events (including the arrival and departure of spectators and or participants) and for this purpose:~~
 - ~~○ 'event' will extend to include any activity of a properly authorised organisation using the area, or allowing the area to be used by hirers or otherwise, for informal or formal competition, social or other activities, rehearsal or practice; and~~
 - ~~○ 'boundaries' refers to any fenced or otherwise delineated perimeter inside which a playing field or spectator area is located, or if there is no fenced or otherwise delineated perimeter, then the perimeter of the playing field or spectator area;~~
- ~~• In and near Council owned or managed buildings (including balconies and/or covered areas, and within 10 metres of the entrances to those buildings);~~
- ~~• Within bus shelters, and within 10 metres of bus stops (bus stops being defined as the designated bus stopping point (indicated by a post or sign) and any nearby seating provided for persons who are waiting for buses);~~

In addition to the bans identified above, Council will:

- Encourage sporting clubs in Warringah to adopt the codes promoted by NSW Health as part of the "Smoke free NSW" program, including:
 - Banning smoking by under 18s at club activities;
 - Banning coaches from smoking whilst coaching or training;
 - Banning smoking by team players at training sessions;

- Requiring team meetings on the field or during breaks to be smoke-free;
- Banning the sale of tobacco products at club facilities;
- Designating outdoor smoking areas in compliance with the Policy.
- Implement educational programs to support the Policy and to promote community awareness and acceptance;
- Include specific requirements that this Policy be enforced in any leases, licences or other estates that apply to Council owned and managed lands and properties.

~~Each area required to be smoke-free under this Policy shall have~~ Notices and or signs shall be displayed indicating by words and or symbols that smoking is not permitted in the area, consistent with any qualifications in this Policy. where required under the *Smoke-free Environment Act 2000* or by Council's lease agreement or approval.

For the purpose of outdoor dining areas and other areas leased or licensed from Council on an exclusive basis, an occupier must display signs, in a form approved by Council and at the cost of the occupier, in an outdoor dining area.

For the purpose of sports grounds and courses and sporting facilities leased or licensed from Council on an exclusive basis, a lessee or licensee must display signs, in a form approved by Council and at the cost of the lessee or licensee, near the boundaries of, and normal entrance points to, the sports ground or course or sporting facility.

4 Amendments

This Policy was amended on 25 May 2010 and 23 April 2013.

5 Authorisation

This Policy was originally adopted by Council on 28 September 2004.

The Policy is due to be reviewed in April 2017.

6 Who is responsible for implementing this Policy?

Group Manager - Development & Compliance Services

Group Manager - Parks, Reserves and Foreshores

Group Manager - Roads, Traffic and Waste

Group Manager - Community Services

Group Manager – Buildings, Property and Spatial Information

Group Manager - Warringah Aquatic Centre

7 Document owner

Deputy General Manager – Environment

8 File number

N/A

9 Legislation and references

Smoke-free Environment Act 2000

www.legislation.nsw.gov.au/maintop/view/inforce/act+69+2000+cd+0+N

NSW Health

www.health.nsw.gov.au/tobacco/Pages/smokefree-legislation.aspx

Cancer Council

www.cancercouncil.com.au/31928/reduce-risks/smoking-reduce-risks/going-smoke-free/smoking-and-the-law/?pp=31928

National Health and Medical Research Council

www.nhmrc.gov.au

Heart Foundation

www.heartfoundation.org.au/driving-change/current-campaigns/local-campaigns/Pages/nsw-smoke-free.aspx

10 Definitions

The relevant definitions of the *Smoke-free Environment Act 2000*, and the *Local Government Act 1993* apply to this Policy.

ITEM 9.2	DRAFT SUSTAINABLE TRANSPORT STRATEGY
REPORTING MANAGER	GROUP MANAGER STRATEGIC PLANNING
TRIM FILE REF	2013/080911
ATTACHMENTS	1 Draft Sustainable Transport Strategy (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To obtain approval to place the draft Sustainable Transport Strategy on public exhibition.

SUMMARY

Council resolved to prepare a draft Sustainable Transport Strategy in June 2009. The essence of the resolution was to reduce the use of private vehicle transport and encourage a shift to public transport and alternative transport (walking and cycling) for travel in Warringah by both the community and Council staff.

To action the resolution, a draft Sustainable Transport Strategy has been prepared. It is ready to be placed on public exhibition for comment.

FINANCIAL IMPACT

The draft Sustainable Transport Strategy has been prepared within the Strategic Planning budget. Its future implementation will be subject to the annual budget and business planning cycle.

POLICY IMPACT

Once finalised, the draft Sustainable Transport Strategy will provide a new strategy for Council to consider in undertaking its business. It will assist in the planning, delivery, and advocacy for improved transport to the Warringah community.

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That

- A. The draft Sustainable Transport Strategy be placed on public exhibition for a period of at least 28 days.
 - B. Following the public exhibition, a further report including submissions from the public be considered by Council.
-

REPORT

BACKGROUND

The previous Council resolved to prepare a draft Sustainable Transport Strategy. The essence of the resolution was to reduce the use of private vehicle transport and encourage a shift to public transport and alternative transport (walking and cycling) for travel in Warringah by both the community and Council staff.

Transport, particularly traffic congestion and public transport provision, is a key issue raised by Warringah residents. Survey results consistently highlight that residents single out transport as one of their key concerns in relation to currently living in the area and any plans for accommodating future population growth.

While Council only has a limited role in delivering better roads and public transport, there are some things it can do and the draft Sustainable Transport Strategy focuses on these; for example:

- Support change through provision of facilities and services that encourage the uptake of more sustainable modes of transport (eg. by providing infrastructure that supports sustainable transport modes including bicycle lanes, park and ride and bus shelters).
- Advocate and lobby for better long term solutions.
- Plan our local areas to ensure more travel demand can be met through walking, cycling or public transport.
- Look at how staff travel and communicate in their daily business operations.

THE STRATEGY

The prime purpose of the draft Sustainable Transport Strategy is to provide strategic direction in support of sustainable transport initiatives.

The draft Sustainable Transport Strategy contains principles and priorities for sustainable transport which provide a context for five supporting strategies. Each supporting strategy is underpinned by a commitment and the opportunities to achieve each commitment. The draft Sustainable Transport Strategy deliberately avoids identifying a specific year to achieve each commitment but does identify priorities for achieving them.

The five supporting strategies are:

- Council as a leader in sustainable transport.
- Regional advocacy and partnerships.
- Active travel (walking and cycling).
- Place planning and connectivity.
- Information, accessibility and reporting.

Implementation of the draft Sustainable Transport Strategy therefore has both a focus within Council and beyond, particularly in relation to active travel and public transport.

The draft Sustainable Transport Strategy does not replace the existing Warringah Bike Plan and Pedestrian Access and Mobility Plan (PAMP) but will provide direction to these documents should they be reviewed and updated in the future.

Encouragement and incentives for more sustainable travel and communication (eg meeting teleconferencing) practices by staff will require the involvement of business units across Council. Community-based priorities and opportunities will have implications for business units with responsibility for assets and places.

It should also be noted that the draft Sustainable Transport Strategy emphasises Council's role as an advocate to State Government for improved transport infrastructure and services in the LGA and beyond. To this end the draft Sustainable Transport Strategy will be a useful resource for Councillors and staff in our consideration of initiatives such as regional implementation of the NSW Long Term Transport Master Plan, including the implementation of the Northern Beaches Bus Rapid Transit (BRT). One of the priorities in the draft Sustainable Transport Strategy in relation to the proposed BRT is to undertake a strategic review of locations for additional 'Park and Ride' facilities along the Pittwater Road and Warringah Road corridors.

CONSULTATION

Development of the draft Sustainable Transport Strategy has been based on desktop research and available literature plus input from:

- Workshops with members of the Environmental Sustainability and Infrastructure and Development Strategic Reference Groups (SRGs) in June and August 2012.
- Warringah Youth Forums (2010 and 2012).

It is recommended that Council publicly exhibits the draft Sustainable Transport Strategy for comment.

The public exhibition of the draft Sustainable Transport Strategy will be advertised in the Manly Daily, Council's website, and by email or letter to relevant community groups and organisations, as well as members of the SRGs. If approved for exhibition this will commence from late April for a period of four weeks.

It is also proposed that hard copies of the draft Sustainable Transport Strategy be available for viewing at Council's libraries and at Council's administration offices in Dee Why. Again this will be from late April for a four week period.

TIMING

Following the public exhibition period all submissions received will be reviewed and any necessary changes made to the draft Sustainable Transport Strategy.

It is anticipated that the submissions and the finalised draft Sustainable Transport Strategy will be reported to Council for adoption in this current financial year.

POLICY IMPACT

Once finalised, the draft Sustainable Transport Strategy will provide a new strategy for Council to consider in undertaking its business. It will assist in the planning, advocacy, and delivery for improved transport for the Warringah community.

FINANCIAL IMPACT

The draft Sustainable Transport Strategy has been prepared within the Strategic Planning budget. Its future implementation will be subject to the Council's annual budget and business planning cycle.

ITEM 9.3	WARRINGAH EMPLOYMENT STUDY 2013
REPORTING MANAGER	GROUP MANAGER STRATEGIC PLANNING
TRIM FILE REF	2013/092619
ATTACHMENTS	1 Warringah Employment Study (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek Council endorsement of the Warringah Employment Study 2013 and advise of the study's key findings.

SUMMARY

In 2011, Council commissioned SGS Economics and Planning to undertake a comprehensive review of Warringah's employment lands. The review incorporates a stock-take of existing business and industrial lands to determine Warringah's ability to absorb the expected jobs growth to year 2036. The analysis details particular growth industries and prioritises future development strategies to cater for the expected growth.

The Warringah Employment Study 2013 has been prepared in context of the NSW Metropolitan Plan and previous Council studies including the Brookvale/Dee-Why Transport Management & Accessibility Study 2012 (TMAS).

It is recommended that Council endorses the Warringah Employment Study 2013 to inform the preparation of the Warringah Local Planning Strategy; Council's comprehensive guiding document for housing, employment and land use integration. The Warringah Local Planning Strategy is to be developed in the context of the Metropolitan Strategy for Sydney and the NSW Planning Review.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That

- A. Council endorse the Warringah Employment Study 2013 as a strategic planning background study.
- B. A summary document be prepared and be made publicly available through Council's website.
- C. A protocol be implemented to collect data relating to development applications for additional floorspace, re-use of floorspace and associated job numbers for approved commercial development in the Brookvale-Dee Why Major Centre.

-
- D. The findings of the Warringah Employment Study 2013 be utilised to inform the comprehensive Warringah Local Planning Strategy; Council's guiding document for housing, employment and land use integration.
-

REPORT

BACKGROUND

In March 2008, SHOROC undertook a Regional Employment Study which documented regional employment statistics and trends across the member Councils. The Study details that Warringah contains the largest proportion of employment land within region (over 70%).

In December 2010 the NSW Department of Planning released the NSW Metropolitan Strategy for Sydney 2036 which included a target of 19,500 additional jobs for the North East Sub-region being the Manly, Warringah and Pittwater Local Government Areas. The draft NSW Metropolitan Strategy released in March 2013 stipulates the need for 39,000 additional jobs for the North Sub-region noting the addition of the Hornsby and Ku-ring-gai local government areas. The draft Metropolitan Strategy does not allocate employment targets to each Council area however it does downgrade the employment targets for the Brookvale/Dee Why centre from 5,000 to 3,000. This downgraded figure reflects concerns regarding transport choice and congestion to the town centre.

In order to determine an appropriate response to the foreseeable employment growth, Council appointed SGS Economics and Planning to undertake a Warringah Employment Study.

Study Area

All 46 employment precincts within the Warringah Local Government Area (LGA) have been assessed. The precincts are categorised into the following broad categories;

- Neighbourhood centres- Small retail and business clusters which provide goods and services to the immediate locality.
- Small commercial villages.
- Village Centre, being Waterloo Street, Narrabeen Village.
- Brookvale – Dee Why Major Centre which consists of the sub-precincts of Brookvale Industrial Area East and West, Brookvale Pittwater Road Corridor, Warringah Mall and the Dee Why town centre.
- Industrial/Employment precincts including Cromer, Frenchs Forest Business Park and Austlink (corner of Forest Way and Mona Vale Road Belrose).

Major employment areas have been surveyed in terms of current land use, building vacancies and the availability of vacant land with the aim of determining the potential quantum of floorspace supply.

KEY FINDINGS AND MESSAGES

The Warringah Employment Study 2013 has identified the following emerging issues and drivers which influence employment growth in the Warringah Local Government Area.

Population growth

A growing population will lead to increased consumer spending and stimulating additional local serviced based employment. Warringah has experienced steady population growth of 1.1% per annum since 2001. The rate of population growth is due to slow to 0.5% per annum resulting in a projected population of 162,000 in year 2036, up from 139,200 in 2010.

The Study suggests that for the most part, Warringah contains sufficient foreseeable supply of employment land under the existing planning controls. It is however envisaged that Council will need to plan for additional retail floorspace, particularly in terms of bulky goods retailing.

Characteristics of businesses

When surveyed in 2009, over 85% of registered businesses in SHOROC region were classified micro and small business employing up to 4 employees, reinforcing the importance of smaller business and industry types to the LGA.

Warringah has a high level of self-containment and self-sufficiency. Approximately 40% of the employed residents in Warringah work within the LGA, while 60% of jobs in Warringah were sourced from the local labour market in 2006, a relatively high level of these indicators compared to the rest of the region. Contributing to self containment is the prevalence of home-based businesses, which is amongst the fastest growing industries annually. The rise can be attributed to the affordability of computers and the internet.

Many of those commuting outside the LGA work in Sydney CBD/North Sydney and are employed in professions such banking, finance and insurance. The leakage of high-skilled employees to other employment destinations can be referred to as the 'brain drain'.

On-line retailing

It is suggested that online purchasing nationally is increasing and currently represents approximately 5 - 6% of total retail sales in Australia. Although the proportion of goods purchased on-line is increasing, projections suggest the demand for floor retail floorspace will remain strong.

Major employment sectors

Health - Between 1996 and 2006, employment in health and community services sector increased by 20% with most employment increases relating to caring for the aged and childcare and community services. The construction of a Level 5 hospital at Frenchs Forest will create significant opportunities for employment growth and is likely to transform Frenchs Forest into a regional activity centre including education, research and possibly, bio-medical industries.

Industry – The Warringah LGA contains 82% of SHOROC's industrial land giving Warringah a distinct competitive advantage for attracting small to mid sized industry. There is a need to maintain Warringah's industrial nodes as demand remains particularly strong for 'population serving industries' such as car service and repair, joinery, construction and building supplies etc. The Brookvale (East and West) and Cromer industrial precincts have sufficient development capacity to cater for the expected increase in demand for such land uses.

Retail - The retail trade was the largest industry sector in Warringah and employed around 9,121 people or 16% of total jobs in Warringah. This trend is expected to continue considering the projected demand for retail floorspace to year 2036.

The Study has established three main retail growth categories being bulky goods, retail big-box and retail main street.

Bulky Goods

The majority of the 154,000sqm bulky goods floorspace within the LGA is located along the Pittwater Road Brookvale business corridor and at Austlink Business Park Belrose. The Employment Study envisages demand for an additional 44,000sqm of bulky goods retail floorspace to year 2036. It is foreseeable that only some of this growth will occur in Austlink Business Park as building vacancies are at a moderate 8.4% and not entirely suitable for retail purposes. The Business Park contains approximately 4.8 hectares of vacant land however much of it is not

suitable for the emerging bulky goods retailers delivering larger floorplates due to site constraints such as vegetation and topography. The lack of road frontage exposure to Mona Vale Road and Forrest Way also reduces the attractiveness to develop bulky goods on some of the vacant land. Further, Warringah's Local Environment Plan 2011 prohibits bulky goods development with gross floor area of over 2,500sqm further limiting locations for larger retailers to locate at Austlink.

Like Austlink, the Brookvale Pittwater road corridor would require significant redevelopment to absorb the projected 44,000sqm demand for bulky goods floorspace as this corridor has limited vacant land (14,000 sqm) and building floorspace vacancies (5,457 sqm).

The Employment Study does not recommend permitting bulky goods floorspace at the Frenchs Forest Business Park, particularly with the delivery of a Level 5 hospital and the subsequent need for complimentary research, educational and support businesses to locate nearby.

It is recommended that Council further investigate suitable sites for the provision of bulky goods retailing as part of its Warringah Local Planning Strategy. This will allow appropriate locations for bulky goods to be determined against defined housing, transport, servicing and environmental investigation.

Retail 'Big-Box'

There is an expected demand for an additional 56,500sqm of retail floor space within a shopping centre format to year 2036. This demand does not imply the establishment of a new big box retail development; rather it reflects strong demand for an expansion of Warringah Mall at Brookvale.

Retail 'Main Street'

Retail Main Street relates to retailing premises (including supermarkets) traditionally found along main roads and small cluster or strips of stores. There is demand for an additional 118,000 sqm of this type of floorspace to year 2031.

The analysis concludes that the moderate re-development and new developments of Council's commercial centres and corridors under the current planning controls should be able to accommodate the projected demand for floorspace in most precincts. However, the precincts at Killarney Heights, Narrabeen, and Narrabeena are likely to face some shortages of floorspace to cater for demand, even with the assumption of significant re-development.

As part of formulating the Warringah Local Planning Strategy, it is recommended that Council investigate potential changes to land use zones and/or planning controls to facilitate additional commercial floorspace within the areas of projected floorspace 'shortfall'.

METROPOLITAN STRATEGY

The Metropolitan Strategy for Sydney identifies targets and directives for new housing and jobs alongside transport and other infrastructure. The latest draft iteration was released in March 2013 and Council is currently preparing a response to be reported to Council meeting scheduled for 28 May 2013. The analysis within Warringah Employment Study 2013 will be utilised in addressing varying targets contained within the draft Metropolitan Strategy for Sydney.

It is also noted that the preparation of the Warringah Local Planning Strategy has been scheduled in the Community Strategic Plan for 2013/2014. The purpose of this Strategy will be to respond to the Metropolitan Strategy and any requirements to emerge from the Planning Act review currently being undertaken by the State Government. It is envisaged that a number of findings and data

analysis from the Warringah Employment Study 2013 will be utilised in formulating the Warringah Local Planning Strategy.

CONCLUSION

The Warringah Employment Study 2013 identifies a number of actions to promote employment growth to year 2036. These actions vary from lobbying State Government for road and public transport infrastructure, branding and marketing of key employment zones and making amendments to the Warringah LEP 2011.

Some recommendations will be incorporated within an updated Warringah Economic Development Plan while others require further investigation and integration with planning strategies relating to housing, transport, servicing and the environment such as the proposed Warringah Local Planning Strategy.

CONSULTATION

As part of their project brief, SGS Economics and Planning consulted with a variety of stakeholder including property consultants, State Government Departments and property industry groups. The results of consultation are summarised by SGS Economics and Planning within the Study.

POLICY IMPACT

No policy impacts will be incurred by Council endorsing the Warringah Employment Study 2013 as a technical planning study.

FINANCIAL IMPACT

No financial impact will be incurred by Council endorsing the Warringah Employment Study 2013.

ITEM 9.4	LOCAL GOVERNMENT REFORM
REPORTING MANAGER	GROUP MANAGER STRATEGIC PLANNING
TRIM FILE REF	2013/095843
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To report on Local Government Reform in Auckland

SUMMARY

The Independent Local Government Review Panel chaired by Professor Graham Sansom is set to release its draft report on Local Government reform in late April 2013. It is likely this report will recommend major structural changes for local government in New South Wales.

The panel have been researching the New Zealand experience with Local Government reform particularly the amalgamation of Auckland Council that occurred in 2010.

Council staff and the Mayor have met with Auckland Council staff involved with the amalgamation and newly elected representatives to gain a broader understanding of their amalgamation experience.

This report summarises the findings from the research and meetings held in March 2013.

FINANCIAL IMPACT

There are no financial impacts at this stage.

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council note the report.

REPORT

BACKGROUND

In March 2013, a delegation from Council including the Mayor and senior staff visited Auckland to meet with representatives of Auckland Council to discuss their experience with local government reform.

This visit was promoted on hearing Professor Graham Sansom's recent address to practitioner conferences surrounding his research into local government reform. As Council would be aware Professor Sansom is due to release a paper in late April that recommends a course of action in regard to local government reform and specifically the case for major structural reform.

Auckland Council was formed in 2010 as an amalgamation of seven (7) local government areas in and around Auckland, New Zealand's largest city. Auckland Council began operations on 1 November 2010 and now has an area of 1086 square km and a population of 1.3 million.

Previously the seven Councils operated on a similar structure to many NSW Councils with a Ward structure and Mayor each looking after their own region and some Council resource sharing on generally local issues. In the Auckland region prior to its amalgamation there were:

- 7 Mayors;
- 1 Regional Chair (note Franklin Local Government Area was split in two at the amalgamation);
- 109 Councillors;
- 145 Community Board Members.

Following the amalgamation the Governance arrangements are as follows:

- 1 popularly elected Mayor;
- 20 Councillors;
- 21 Local Boards with members elected by residents.

The governing body and the Local Boards share the decision making responsibilities of Auckland Council with governing body focusing on region-wide strategic decisions whilst the local boards represent their local communities and make decisions on local issues, activities and facilities.

Service delivery occurs through the Auckland Council organisation (run by Chief executive) and Council Controlled Organisations (CCOs). Services delivered through CCOs include transport, water, regional facilities, tourism, economic development and regional events.

PARALLELS TO LOCAL GOVERNMENT REFORM IN NSW

It was noted that during discussions with the representatives from Auckland Council, New South Wales local government reform was raised a number of times and in particular the impending report of Professor Graham Sansom and the Local Government Panel. It was noted that the Local Government Panel have met with key reformists in New Zealand as part of this research and the initial Local Government Panel papers have highlighted some strengths in the Auckland model suggesting some of it may be used in the Local Government Panel's recommendations for New South Wales.

The use of CCOs in New Zealand to run larger infrastructure is typically a State Government role here in New South Wales. In some regional areas Councils are the water and sewage authority however this is not the case in Metropolitan Sydney. In recent public conversations, the Local

Government Review Panel has identified the County Council model as an alternative to CCOs. Any change at this level would require significant review and restructure of State Government to ensure effective service delivery and to realise efficiencies.

LESSONS FROM LOCAL GOVERNMENT REFORM IN AUCKLAND

The creation of Auckland Council was a forced amalgamation led by the New Zealand Central Government. The key driver of reform was Rodney Hide, Minister of Local Government, Associate Minister of Commerce and Minister of Regulatory Reform. The amalgamation occurred on 1 November 2010. Prior to this the Auckland Transition Agency was formed to work through the mechanics of how the Auckland Council would operate.

The Auckland Transition Agency was funded through a loan from the New Zealand Central Government (equivalent to the Australian Commonwealth Government) which was to be repaid over time through the savings generated by amalgamation. Advice provided by former staff of the Auckland Transition Agency indicates that the cost of transition was in the order of NZD\$90 million. It was also noted that these loans have been paid back in full in the two and half years since the amalgamation. The savings and efficiencies generated from the creation of a larger entity have been realised.

One of the key issues with the creation of the Auckland Transition Agency was the initial reluctance of the Agency to second staff from the impacted Councils with a fear that change would not be embraced. This led to many external advisors with limited local government experience seeking to drive change. Following a period of difficulty, the Transition Agency seconded senior staff from the seven (7) Councils realising the skills and experience of current staff was critical to successful implementation of reform. This impacted upon the timeframes for the amalgamation taking place.

WHERE AUCKLAND IS AT TODAY?

In the two and half years since amalgamation Auckland Council has been able to re-enforce its position as New Zealand's premier city and economic powerhouse. The Unitary plan for Auckland has been finalised and is currently on public exhibition and work is progressing on a Regional Planning Strategy. Auckland Council has a \$3 billion annual budget, \$34 billion in assets and is planning for population growth in the order of 1 million people over the next 30 years.

MAYORS UPDATE FROM MEETING WITH COUNCILLOR WEBSTER

Further to this, the Mayor attended a meeting with Ms Penny Webster, Auckland Councillor for the Rodney Ward. Councillor Webster is also Chair of the Strategy and Finance committee of Auckland City Council. The Mayor has provided the following information in relation to that meeting.

At the meeting I was advised that the New Zealand Government forced the amalgamation. The amalgamation process required the Federal Government of New Zealand to commit to working with the Council and delivering on their promises. Their plan covers the next 30 years and allows for the additional 1 million people expected to live in the region. It also allows the Auckland region to speak as one voice.

While Councillor Webster was very much opposed to the amalgamation, it has now been over 2 1/2 years and she now believes that it was the right outcome for Auckland and her Council. Councillor Webster explained that the new structure allowed for local representation to influence the overall strategic direction of the Auckland Super Council. She further explained that initially rates for local residents were quite varied with some paying a lot less and others paying a lot more. In order to rectify the imbalance and to allow a smoother transition that was equitable to all the ratepayers, they put in place a system of capping any increases or decreases to 10% which was introduced over a 5 year period.

We discussed the overall strategic planning of the entire region and how under the new system it has a much clearer path forward which will allow the local boards (formerly Councils) to plan locally for necessary change. This is something that Councillors and the community are embracing as they have a united voice and can see changes occurring including funds being spent in areas where there had been very little or no funding available previously. I was also told that a cap was placed on expenditure by Councillors on campaigning for elections which ensured there was integrity in the election system and allowed the elections to attract a wider field of candidates - not just the major political parties or wealthy individuals.

Councillor Webster believed that having the formal Councils retain similar structures to those prior to amalgamation, it has built trust into the system and overall it is now a much more transparent plan which allows everyone to be represented.

Overall, it was a very informative meeting and highlighted for me some fairly obvious conclusions. There will be resistance by local councils and this is inevitable but if it is properly and fairly managed with care, the benefits for the residents and ratepayers can be potentially significant. Amalgamation based on the Auckland model, I believe would see a more centralised bureaucracy with local politicians focussing on the policy and strategic planning of its regional area and its neighbours – essentially, a regional approach with local input. It clearly demonstrated to me the challenges and opportunities but also and more importantly, that the way forward in relation to amalgamation can have positive results. No one size fits all and the Auckland model is a great example of what could work locally for us.

TIMING

The Local Government review panel is expected to release its draft report on Local Government reform in late April for public exhibition.

POLICY IMPACT

Nil

FINANCIAL IMPACT

Nil

ITEM 9.5	INTERIM REPORT NARRABEEN LAGOON RECREATIONAL DREDGING
REPORTING MANAGER	GROUP MANAGER NATURAL ENVIRONMENT
TRIM FILE REF	2013/067220
ATTACHMENTS	1 Maps and List of Feasible Dredging Sites (Included In Attachments Booklet)

PURPOSE

This report provides an interim update on the progress of Stage 2 (Feasibility Study) of the Narrabeen Lagoon Recreational Dredging project. A short-list of feasible options has been produced and will be refined into a final set of options based on cost, benefit and impact. The final recommendations will be presented to Council in December 2013 for a decision on whether to proceed to Stage 3 – Implementation.

SUMMARY

The Narrabeen Lagoon Recreational Dredging project is split into 3 stages. Stage 1 was community consultation and was completed in July 2012. At its meeting of 24 July 2012, Council resolved to proceed to Stage 2 (Feasibility Study) of the Narrabeen Lagoon Recreational Dredging project. The community put forward 31 preferred dredge options in Stage 1 (Community Consultation). These options have now been assessed for environmental feasibility and a short-list of twelve options has been developed. The assessment was based on environmental and legislative requirements. This interim report provides an update on the assessment and an overview of the short-listed sites.

The short-list will be further refined according to cost, recreational benefit and impact on surrounding infrastructure, and final recommendations will be presented to Council in December 2013 for a decision on whether to proceed to Stage 3 (Implementation).

FINANCIAL IMPACT

A budget of \$91,000 (ex GST) in 2012/13 and \$59,000 in 2013/2014 CAPEX programs has been allocated to undertake Stage 2. If Council eventually determines to proceed to the final stage, Stage 3 (Implementation) it will require the allocation of funds in future years.

POLICY IMPACT

The interim findings of the Narrabeen Lagoon Recreational Dredging Feasibility Report have no impact on existing Warringah Council Policies. The project is consistent with the Draft Plan of Management for Narrabeen Lagoon.

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That the assessment of short-listed sites for Narrabeen Lagoon recreational dredging proceed to the final stage of investigation.

REPORT

BACKGROUND

Since the 1990s there has been a number of requests by the community to dredge areas of Narrabeen Lagoon. These requests have arisen from the observation that the lagoon is shallower than in the past decades when the lagoon entrance was mostly in a closed condition, and from a perception that dredging will improve environmental conditions in the lagoon.

In 2006-2009 Warringah Council considered a broad scale dredging proposal that aimed to deepen the lagoon to improve water quality and enhance recreation. Against general expectations, it was found that this dredging would provide no notable improvements to the lagoon in respect of tidal flushing, mixing or circulation; and removal of large areas of seagrass would result in the loss of a diverse range of organisms associated with this habitat, including at least one protected species, and have adverse effects on the general productivity of the area.

The second proposal was dredging for recreational benefit, and to address this in 2011 Council adopted a Draft Narrabeen Lagoon Plan of Management (PoM) that provides a statutory pathway to further consider recreational dredging. In the Draft PoM, dredging is permissible to *'maintain or improve depth of water in the lagoon for recreational access without compromising its environmental values.'* The Draft PoM is currently awaiting Ministerial gazettal.

In keeping with Mayoral Minute No 20/2011, Council has investigated recreational dredging further in a potential three stage project. Stage 1 was a community consultation process to gauge the preferences of recreational user groups and the broader community for recreational dredging. Stage 1 was completed in July 2012 and it found that 51% of the broad community and recreational groups supported dredging for recreation, 22% opposed dredging and 26% neither supported or opposed. Almost all of the broader community and water-based recreational groups believed that the seagrass should be protected and as much as possible be retained to maintain ecological function in the lagoon. The consultation also found that if the lagoon was dredged, the main increase in usage would be from kayakers and anglers. During meetings with key stakeholders, 31 shallow areas were put forward as preferred areas for dredging to assist recreation (Attachment 1, Figure 1).

During Stage 1, the Environmental Sustainability and Recreation and Open Space Strategic Reference Groups (SRGs) were also consulted and recommended *"protection of environmentally sensitive areas of the lagoon as a priority and ...the smallest possible disturbance and no net loss of potential seagrass habitat as an objective"* and a *"cautionary approach to dredging"* respectively.

On the basis of adequate community support Council resolved to proceed to Stage 2 and investigate the feasibility of dredging some areas of the lagoon to improve recreation. The feasibility study involves a review of environmental information, cost of works, impacts on infrastructure and benefit to recreation to arrive at a list of feasible options. A list of recommended options will be presented to Council in December 2013, for Council to determine whether to proceed to Stage 3 - Implementation.

STAGE 2 UPDATE

As outlined in the Council report of July 2012, Stage 2 is comprised of a number of actions which are summarised as follows:

1. Literature review and gap analysis
2. Identification of likely locations
3. Interim report to Council
4. Complete technical investigations (depth, water quality, seagrass, threatened/protected species, entrance management)

5. Investigate any associated infrastructure upgrades
6. Identify net costs and benefits
7. Finalise assessment and recommend options
8. Final report to Council

Progress

The literature review, gap analysis, identification of likely locations, and interim report to Council are now complete. The technical investigations are well advanced, and preliminary research is underway into the infrastructure upgrades and cost/benefit analysis. The findings to date are outlined below.

- **Lagoon Depth:** The depth of water in the lagoon is lower now than prior to 1990s due to the entrance management actions of Warringah and Pittwater Councils. The entrance is maintained mechanically to keep the mouth in an open condition for longer periods of time to minimise flood risk.
- **Seagrass coverage:** Historical seagrass maps suggest that seagrass beds declined significantly between the years 1961 and 1982. Seagrass habitat was lost from dredged areas in the central basin and eastern channel. Seagrass loss was also apparent in non-dredged areas, potentially caused by poor water quality resulting from the dredging and rapid urban development in the catchment in the 1970s.

As seagrass cover has the potential to significantly impact the feasibility of a site, additional mapping was undertaken to determine changes through time. Seagrass mapping exercises in 1985, 1991, 1996, 2010 and the new data in 2013 indicates that there has been no further loss of seagrasses since the 1980s, with 0.468 km² of seagrass habitat recorded by West in 1985, and 0.489 km² recorded in this study.

Seagrass distribution may vary seasonally. Patches can establish and grow rapidly when the conditions are suitable, and become quickly susceptible to poor conditions such as reduced light and high sediment loads. It is concluded that, while spatial changes in seagrass occurrence may have been observed, coverage in the lagoon has been stable over 3 decades and mainly exists in areas that have not been dredged previously.

- **Sediment infill:** Catchment sediment loads are producing an estimated infilling rate of 3-5 mm/yr in the Western Basin at the creek mouths and < 1 mm/yr in the rest of the lagoon. Most sedimentation in the Central Basin occurs in the deep former dredge holes. A comparison of past hydrographic surveys as far back as 1911 suggest that the lagoon bed level has not increased in the surveyed area. It is concluded that sedimentation from the catchment has had a negligible impact on lagoon water levels relative to the change in water level that occurs from the lagoon entrance management.
- **Knowledge gaps:** Further data collection is being commissioned to fill essential knowledge gaps that prevent further conclusions being drawn about a site's feasibility. Two further data collection exercises are being considered to support the cost/benefit analysis: preparation of a dredging cost estimate, and a recreation usage study of the lagoon.

Short-list of feasible options

The 31 preferred dredge options put forward by the community in Stage 1 were initially screened according to environmental impact and relevant legislation, and each option was designated as "feasible", "unfeasible" or "requiring more data". From the information discussed above, these options have now been refined into twelve potential sites (Attachment 1 Table1). A short-list of eight feasible and four potentially feasible options has been prepared (Attachment 1 Table 2; Attachment 1 Figure 2).

The key factors that influenced the environmental feasibility of a site were:

- Sites must be within the PoM in order to be permissible

Dredging for recreation is permitted in the western and central basin of the lagoon by the PoM. Sites that are located in the eastern channel, which is sufficiently managed by the entrance management program, are not permissible for recreational dredging.

- Sites containing large areas of seagrass

Permanent or temporary damage to seagrass presents a significant restriction on dredging. Seagrass fulfils a variety of ecological functions including nutrient uptake, sediment consolidation and provides habitat for NSW commercial and recreational fish species. The Fisheries Management Act 1994 (FM Act) protects seagrass through a series of licensing and ministerial orders. The Policy and Guidelines for Aquatic Habitat Management and Fish Conservation outlines a policy of "no net loss" of habitat. To permit an activity that will result in a loss of habitat may require monetary compensation at a value of approximately \$100 per m² of habitat lost. Council staff have been advised that it is the current position of the Department of Primary Industries that "it is difficult to deem it appropriate to not compensate the potential loss of key fish habitat (in Narrabeen Lagoon for recreation dredging), especially given the importance of recreational fishing in the lagoon". The required compensation may be reduced if habitat loss is offset by creation of new habitat, such as by infilling of holes or profiling new areas, to allow for seagrass colonisation.

As a result of this policy, 11 of the 31 options were deemed unfeasible based on the significant amount of seagrass loss. Four options have been tabled as potentially feasible (Attachment 1, Figure 2) depending on the Minister's requirement for monetary compensation. At the upper estimate, these options equal a combined compensation sum of \$2.28 mill, and for this reason one or all of them may be discounted at the approvals stage. Eight sites were considered feasible given the absence of a significant area of seagrasses. Staff will continue to liaise with the Department of Primary Industries to finalise the Department's compensatory requirements prior to the final report to Council in December 2013.

- Sites containing species listed in the Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act)

The EPBC Act is a legal framework that protects and manages nationally and internationally important flora, fauna, ecological communities and heritage places. The presence of species listed in the EPBC Act impacts the feasibility of dredging.

- Risk to Endangered Ecological Communities (EEC)

Endangered Ecological Communities are communities of plants and animals that are listed as facing a very high risk of extinction in the NSW Threatened Species Conservation Act 1995. Swamp Oak Forest is a listed EEC and surrounds Narrabeen Lagoon (Attachment 1 - Figure 3). This is taken into consideration when considering the environmental feasibility of dredging near to an EEC and a species impact statement may be required to conduct this activity.

- Sites containing habitat that support regionally significant species

Extensive reed beds (*Phragmites australis*) and seagrasses along the northern foreshore and Wimbledon Island are identified as 'sanctuary areas' in the Narrabeen Lagoon Conservation and Access Management Plan of Pittwater Council (Attachment 1 -Figure 4). These species stabilise banks and prevent erosion and offer habitat that supports a large number of regionally significant species. No options were considered unfeasible based on

this attribute alone, however the importance of this vegetation was taken into consideration in combination with the other environmental factors at the sites.

NEXT STEPS

The remaining steps in Stage 2 include:

- Completion of technical investigations - which include assessments of depth, water quality, threatened/protected species, and the completion of the Narrabeen Lagoon Flood Study (which will provide information on how the entrance to the lagoon is likely to be managed into the future).
- Investigate any associated infrastructure upgrades – these may be required to support an increase in waterway use. Many of the existing carpark areas are already well utilised on the weekends and this will increase with the completion of the Narrabeen Lagoon Trail.
- Identify net costs and benefits – which include the cost of undertaking the various dredging works, the environmental and project management costs, and ongoing maintenance costs. The financial benefits the project may bring will also be established in consultation with user groups and the completion of a recreational use study.
- Finalise assessment and recommend options to Council.

CONSULTATION

The community has been informed of the commencement of the Stage 2 Feasibility assessment via the Manly Daily and on the Warringah Council website. The short-list of environmentally feasible sites will be discussed with key user groups to inform them of the results to date, and discuss the potential benefit of the short-listed options to their particular recreation activity.

To summarise the feasible options according to recreation use, three options that were put forward by the kayak/paddling community are environmentally feasible. Three options suggested by sailing clubs are feasible and two options suggested by fishermen are feasible. A further four options put forward by sailing clubs and the Friends of Narrabeen Lagoon Catchment have been tabled for further consideration, depending on the FM Act requirement for monetary compensation. Some sites that were suggested by the Sydney Academy of Sport and Recreation and the Friends of Narrabeen Lagoon Catchment have been deemed unfeasible due to the large area of lagoon bed that were requested and the significant area of seagrass contained on each. These groups will be consulted to discuss outcomes and other options.

TIMING

The project is on schedule. The interim report is delivered within nine months of commencing the project. The final report is on target for delivery at the end of 2013.

FINANCIAL IMPACT

A budget of \$91,000 (ex GST) in 2012/13 and \$59,000 in 2013/2014 CAPEX programs has been allocated to undertake Stage 2. If Council eventually determines to proceed to the final stage, Stage 3 (Implementation) it will require the allocation of funds in future years.

POLICY IMPACT

The interim findings of the Narrabeen Lagoon Recreational Dredging Feasibility Report have no impact on existing Warringah Council Policies. The project is consistent with the Draft Plan of Management for Narrabeen Lagoon.

ITEM 9.6	PUBLIC EXHIBITION OF THE FINAL DRAFT MANLY LAGOON FLOOD STUDY
REPORTING MANAGER	GROUP MANAGER NATURAL ENVIRONMENT
TRIM FILE REF	2013/082309
ATTACHMENTS	1 Draft Manly Lagoon Flood Study (Included In Attachments Booklet) 2 Draft Manly Lagoon Flood Study - Mapping Compendium (Included In Attachments Booklet) 3 Draft Manly Lagoon Flood Study - Flood Planning Level Report (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek Council approval for the public exhibition of the Draft Manly Lagoon Flood Study.

SUMMARY

The Draft Manly Lagoon Flood Study has been prepared for Warringah and Manly Councils to define the existing flood behaviour in the Manly Lagoon catchment, and to establish the basis for subsequent floodplain management activities. It updates previous studies on the Lagoon including the Manly Lagoon Flood Study (PWD, 1992) and studies of individual tributary streams, providing a holistic assessment of flooding within the catchment. It also considers land use changes that have occurred since previous flood investigations, the influence of Manly Lagoon entrance management on flood behaviour and the influence of potential climate change.

Public exhibition of the draft document is necessary to ensure all members of the community have an opportunity to comment. As this is a joint project, public exhibition of this document is subject to approval of both Warringah and Manly Councils, and accordingly a similar report was presented to Manly Council at its meeting of 8 April 2013.

FINANCIAL IMPACT

Nil

POLICY IMPACT

This exhibition is consistent with the requirements of the NSW Government Flood Prone Land Policy.

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council approves the Draft Manly Lagoon Flood Study (March 2013) to be placed on public exhibition for a period of 28 days.

REPORT

BACKGROUND
1. NSW Government's Flood Prone Land Policy and Council's Obligations

Under the NSW Government's Flood Prone Land Policy, the management of flood affected land is the responsibility of local government. The State Government subsidises flood mitigation works to alleviate existing problems, and provides specialist technical advice to assist Councils in the discharge of their floodplain management responsibilities.

The NSW Government's Flood Prone Land Policy provides:

- a framework to ensure the sustainable use of floodplain environments;
- solutions to flooding problems; and
- a means of ensuring new development is compatible with the flood hazard.

The current Flood Prone Land Policy provides for technical and financial support by the State Government through five (5) recommended sequential stages. These are described below.

NSW Government Flood Policy recommended steps	Council has complied with the Policy as follows:
1. Formation of a committee: forum for discussing technical, social, economic and environmental issues.	<p>This step of the process has been working concurrently since the project started in 2010.</p> <p>The Manly Lagoon Catchment Coordinating Committee is the Committee responsible for overseeing the completion of the Flood Study. Membership consists of representatives of the Office of Environment & Heritage (OEH), the State Emergency Service (SES) Crown Lands, NSW Fisheries in addition to Warringah Councillors and Community Members.</p>
2. Flood Study: determines the nature and extent of the flood problem and is publicly exhibited upon completion.	<p>The Flood Study has involved the following:</p> <ul style="list-style-type: none"> ▪ Compilation of all available flood related data for the study, i.e. stormwater infrastructure survey, previous drainage investigations etc. ▪ Community surveys in the catchment to obtain historical information describing overland flows and community opinion regarding drainage in the catchment. ▪ Identification of flood extents from the creeks and the stormwater drainage infrastructure for various flood events. ▪ Assessment of the impacts of climate change on flooding in the Manly Lagoon Catchment <p>The Draft Flood Study is complete and is now</p>

NSW Government Flood Policy recommended steps	Council has complied with the Policy as follows:
	proposed for public exhibition.
3. Floodplain Risk Management Study: evaluates management options for the floodplain in respect of both existing and proposed development and is publicly exhibited upon completion.	This is the next phase to be undertaken by Council and is planned to commence in the 2013/14 financial year.
4. Floodplain Risk Management Plan: involves preparation of a formal plan to guide Council's management of the floodplain, using information from the flood study and floodplain risk management study, and formal adoption by Council after a period of public exhibition.	It is proposed that this be run in conjunction with the Floodplain Risk Management Study and is planned to commence in the 2013/14 financial year.
5. Implementation of the Plan: construction of any recommended flood mitigation works to protect existing development, and the use of Local Environmental Plans to ensure that new development is compatible with the flood hazard.	The plan will be implemented according to Council resources.

2. History of the Manly Lagoon Flood Study

This study updates previous studies on the Lagoon including the 1992 Manly Lagoon Flood Study (NSW Public Works Department) and various studies within the catchment, providing a holistic assessment of flooding within the catchment. It also considers land use changes subsequent to previous modelling investigations, the influence of the Manly Lagoon entrance on flood behaviour and the influence of potential climate change. It is important to note that the 1992 Manly Lagoon Flood Study only assessed flooding on the Lagoon floodplain (i.e. only a part of the catchment), whereas the current study assesses flooding for the whole catchment and therefore includes more properties.

Warringah Council on behalf of both Warringah and Manly Councils commissioned BMT WBM to undertake the Flood Study. Two thirds of the funding for the study was provided from the NSW Government Floodplain Management Program. The remaining third is shared equally between Warringah and Manly Councils.

3. The Draft Manly Lagoon Flood Study

3.1 Catchment Description

The Manly Lagoon catchment is situated on the southern boundary of the Warringah LGA bordering on the Manly LGA on Sydney's northern beaches. The Manly Lagoon catchment occupies a total area of approximately 18km², extending from Frenchs Forest and flowing generally south-east to the entrance to the Tasman Sea via Manly Lagoon.

The topography of the catchment is varied. From an elevation of around 160m AHD at the top of the catchment, the topography grades relatively steeply from the upper slopes (including the suburbs of Frenchs Forest, Allambie Heights, North Balgowlah and Beacon Hill) to the floodplain areas west of Manly Lagoon. From an elevation of around 50m AHD to the north and south of Manly Lagoon (including the suburbs of Balgowlah, Fairlight, and Queenscliff) the topography also

grades relatively steeply to the floodplain areas surrounding the Lagoon. The elevation of the floodplain grades gradually to the sea level at the Lagoon entrance at Queenscliff Beach.

The catchment of Manly Lagoon is predominantly urbanised, with industrial, commercial and residential development. There are two major commercial centres located within the catchment, namely Warringah Mall and Manly Vale. The Manly Lagoon floodplain is primarily open space, with a combination of golf courses, parks and reserves dominating the lower catchment. Manly Dam is located in the catchment with a catchment area of approximately 500 hectares. The dam catchment is predominantly bushland and accounts for approximately 25% of the total Manly Lagoon catchment area.

Manly Lagoon is fed primarily by Burnt Bridge Creek, Brookvale Creek and Manly Creek. These three waterways each form a distinct sub-catchment, with the Manly Creek sub catchment incorporating inflows from Manly Dam and Curl Curl Creek in the upper catchment. The main basin of Manly Lagoon is long, narrow and up to 2 metres deep.

3.2 Historical Flooding

There is limited historical flood data available for the Manly Lagoon. Water levels in the Lagoon have been continuously recorded since 1990 at the two Manly Hydraulics Laboratory water level gauges within the Lagoon; one located a short distance upstream of the Queenscliff Bridge, and the other adjacent to Riverview Parade. A third water level gauge is located in Manly Dam. There is no comprehensive record of water levels in Manly Lagoon prior to operation of the continuous water level recorders in 1990, with historical flood levels predominantly recorded by local residents. A resident of Riverview Parade, North Manly, kept a continuous record of flood levels at his property between March 1942 and April 1988. Previous flood events occurred in 1942, 1945, 1948, 1953, 1961, 1974, 1977, 1988 and 1998.

While preceding Flood Studies and Floodplain Management Studies and Plans have been prepared for the area, this Flood Study update includes all catchments and important processes (such as entrance morphology) in a single state-of-the-art-model. This Flood Study provides an update to the 1992 Manly Lagoon Flood Study and considers the potential impacts of climate change on flood risk within the catchment.

3.3 Model Development

Computer models are the most accurate, cost-effective and efficient tools to assess a catchment's flood behaviour. Traditionally, for the purpose of the Flood Study, a hydrological model and a hydraulic model are developed.

The hydrological model simulates the rainfall on the catchment and calculates the volumes of runoff produced. The hydraulic model is a physical representation of the catchment and simulates how runoff flows through the catchment. Data from the flood events of April 1998 and March 2011 were used to calibrate the models, in conjunction with a range of sensitivity tests.

3.4 Model Results

The models were used to derive design flood conditions within the Manly Lagoon catchment. Rainfall depths are based on engineering standards and Bureau of Meteorology data. The design events simulated include the Probable Maximum Flood event (statistically the largest flood that could occur), 1 in 1000 year event, 1 in 500, 1 in 200, 1 in 100, 1 in 50, 1 in 20, 1 in 10, 1 in 5 and 1 in 2 year for rainfall flooding (from the land) and the 1 in 200 year event, 1 in 100, 1 in 50, 1 in 20, 1 in 10, 1 in 5 year events for storm surge flooding (from the ocean).

The model results have been presented in a detailed flood mapping series for the catchment. The flood data presented include design flood inundation, peak flood water levels and depths and peak flood velocities. Analysis of areas of key flood risk in the catchment was also undertaken.

Figure 1 shows the flood extents for 1 in 200 year event, 1 in 100, 1 in 50, 1 in 20, 1 in 10, 1 in 5 year in the Manly Lagoon catchment (shown as % AEP which stands for annual exceedance probability – which is essentially the chance that an event will occur in any given year).

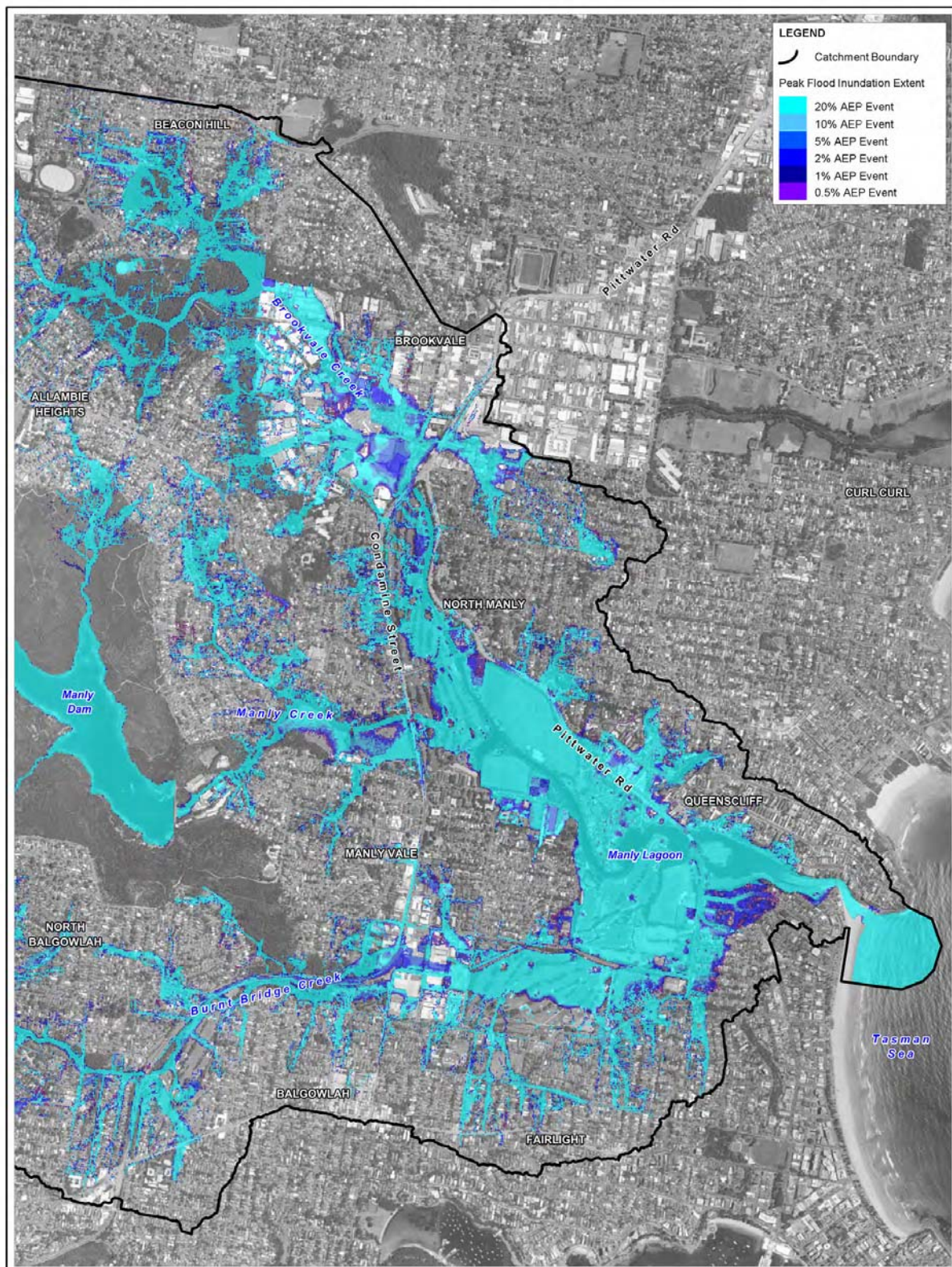


Figure 1: Manly Lagoon Flood Extents

Climate Change

The impacts of future climate change are likely to lead to a wide range of environmental responses in coastal lagoons such as Manly Lagoon.

The impacts of climate change have been investigated in this flood study to ensure they are considered in future studies. The key potential influences on flood behaviour incorporated in the assessment include:

- Increases in rainfall intensity for flood producing events;
- Higher ocean water levels (tide and storm surge) under sea-level rise;
- Higher lagoon entrance sand berm heights under sea level rise; and
- Higher initial lagoon water levels under sea level rise.

3.6 Conclusions

Provided below is a summary of the key findings of the Flood Study, in particular some of the important considerations for future floodplain risk management in the catchment:

- The previous flood study for Manly Lagoon focussed on flooding on the Lagoon floodplain (i.e. only part of the catchment) and identified approximately 1,200 properties subject to flooding by the Flood Planning Level extent (1 in 100 year flood level plus 0.5m freeboard). The current study assesses flooding in the whole Manly Lagoon catchment and identifies approximately 2,900 properties subject to flooding by the Flood Planning Level extent. The majority of the 1,700 additional properties identified as flood affected are located in the upper catchment, which was not included in the 1992 Manly Lagoon Flood Study.
- The flood levels from this flood study are slightly higher than those previously adopted for the 1992 Manly Lagoon Flood Study. The main reasons for this difference include more advanced models and calibration data, better understanding of entrance conditions, improved survey and changes in land use.
- Longer duration rain events (6 - 9 hours) typically provide for the worst case flooding conditions in Manly Lagoon. With the Lagoon water body providing storage for flood waters, longer rain events are required to generate sufficient flood volumes from the catchment to raise Lagoon water levels. In the lower reaches of all the tributaries, flooding is dominated by the Lagoon level. The peak flood level in the Lagoon extends a significant distance up the tributary channels. In the upper reaches of the tributary catchments, shorter, more intense rainfall events produce worse flooding conditions.
- The rise in flood water levels can be relatively fast from the catchment's response to rainfall. The main period of rise in Lagoon water level can occur over a few hours. The April 1998 flood event (used for model calibration in the current study) is an example of such a response in the catchment. Flood levels in the tributary catchments may also rise significantly faster owing to the flash flooding nature of the smaller creeks. This potentially rapid inundation has implications for flood warning and emergency response, particularly in flood situations where property and access roads may be quickly inundated.
- Peak flood water levels are expected to progressively increase as the impacts of climate change are felt. For the Manly Lagoon catchment, potential sea level rise will provide for a worsening of existing flood conditions through higher ocean water levels (tide and storm surge), higher lagoon entrance sand berm and higher initial water levels in the lagoon. Effective land use planning and development policies will be required to ensure future flood risks are not exacerbated with climate change impacts.

- There are a number of areas within the Manly Lagoon catchment which represent the most significant flood risk exposure to existing property. The areas most subject to flooding are the low lying areas on the floodplain surrounding Manly Lagoon; these areas include the foreshore areas of the Lagoon around Riverview Parade. Much of the lower floodplain area is however occupied by park lands / golf courses such that flood risk exposure of existing property is limited. Elsewhere, the Warringah Mall and Manly Vale industrial precincts are located on Brookvale Creek and Burnt Bridge Creek respectively. When drainage system capacities in these areas are exceeded, there is potential for overland flow through these areas.

As an additional quality assurance measure of the draft Flood Study a peer review was undertaken by a flood specialist from the University of New South Wales, Water Research Laboratory. The peer review highlighted only minor points which will be addressed in the final Flood Study Report.

3.7 Section 149 Planning Certificates

Any properties identified in the Final Manly Lagoon Flood Study as being flood affected will be subject to flood related development controls, and this will be reflected on the property's Section 149 (2) Planning Certificate in accordance with the Environmental Planning & Assessment Act 1979.

This report is not recommending any amendment to Section 149 certificates. Such a recommendation will be made in the subsequent report to Council recommending adoption of the final Manly Lagoon Flood Study, after the public exhibition period and consideration of submissions. Specific information on the number of properties affected will be provided at that time.

3.8 Flood Insurance

Any property identified as being flood prone will be encoded on the property's Section 149 planning certificate message as outlined above, and formally notified by Council.

However, some insurance companies are also identifying flood prone land as a result of undertaking their own flood studies, analysis and flood mapping exercises, or using data from studies conducted by Local Government. This information is being used to assess the hazard and risk, and to then set premiums for flood insurance by individual insurance companies.

The method of setting policies and premiums is conducted on an individual company basis, which leads to some difference with premiums and flood liability across many properties under different insurance companies. These calculations are outside Council's control.

Council's primary responsibility is to manage the risk to life and property, and this draft Flood Study represents significant advances since the 1992 Flood Study. Flood Studies conducted by Council may be used to refine insurance company flood profiles, potentially excluding properties that would otherwise be included through more risk averse calculations.

3.9 Consultation and Timing

Public exhibition of the final draft document is necessary to ensure members of the community have an opportunity to comment. In accordance with the NSW Flood Prone Land Policy, the Draft Manly Lagoon Flood Study is now recommended to Council for public exhibition to allow for further community consultation. A similar report was being presented to Manly Council on 8 April 2013.

Public exhibition of the Draft Manly Lagoon Flood Study is proposed to take place during May 2013. The community will be invited to participate in the review of the document through (as a minimum):

- A letter and brochure being sent to all home owners and residents within the extent of the Probable Maximum Flood, inviting them to comment on the report
- Posting of the draft report on the project web site, with a link from Council's web site
- Displays in the Customer Service foyer of the Civic Centre, and all Council libraries
- An advertisement in the Council Notices section of "The Manly Daily".
- Public information sessions

Following the completion of the exhibition period the community's comments will be considered and incorporated as appropriate in the finalised Flood Study.

Following completion of the Flood Study component, Council will commence the Manly Lagoon Floodplain Risk Management Study. The Floodplain Risk Management Study will investigate ways to reduce the flood risk in the Manly Lagoon Catchment, through appropriate land use planning, evacuation procedures, community education and flood mitigation works.

FINANCIAL IMPACT

Nil

POLICY IMPACT

This exhibition is consistent with the requirements of the NSW Government Flood Prone Land Policy.

ITEM 9.7	REPORTING OF STRATEGIC REFERENCE GROUP MINUTES
REPORTING MANAGER	CO-ORDINATOR GOVERNANCE
TRIM FILE REF	2013/101949
ATTACHMENTS	1 Draft Minutes Environmental Sustainability SRG held 3 April 2013
	2 Draft Minutes Recreation and Open Space SRG held 3 April 2013
	3 Notes of Infrastructure and Development SRG Meeting held 3 April 2013

REPORT

PURPOSE

To report the Draft Minutes/Notes of the Strategic Reference Group (SRG) meetings held 3 April 2013.

REPORT

The Environmental Sustainability, Recreation and Open Space and Infrastructure and Development SRGs held a joint meeting on the 3 April 2013. An update on the Coastal Zone Management Plan and the development of the Community Strategic Plan were provided to all members.

At the conclusion of the joint meeting the SRGs attended individual formal meetings. The Infrastructure and Development SRG did not achieve quorum for its meeting therefore the notes of the meeting are reported to Council together with the draft minutes of the Environmental Sustainability SRG and Recreation and Open Space SRG.

FINANCIAL IMPACT

Nil

POLICY IMPACT

Nil

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That the Draft Minutes of the Environmental Sustainability and Recreation and Open Space Strategic Reference Group meetings and Notes of the Infrastructure and Development Strategic Reference Group meeting held on 3 April 2013 be noted.

MINUTES

ENVIRONMENT SUSTAINABILITY STRATEGIC REFERENCE GROUP MEETING

held at Council Chambers, Civic Centre on

WEDNESDAY 3 APRIL 2013

(2013/2)

warringah.nsw.gov.au



**Minutes of the Environment Sustainability Strategic
Reference Group Meeting
held on Wednesday 3 April 2013
at Council Chambers, Civic Centre
Commencing at 6:30pm**

ATTENDANCE:

Members

Councillor Roslyn Harrison (RHA)	(Deputy Chairperson)
Councillor Vanessa Moskal (VM)	
Mr Michael Houston (MH)	
Mr Cameron Little (CL) <i>(arrived 7:00pm)</i>	
Mr John Mullins (JM)	
Ms Gail Phillips (GP)	
Ms Michelle Sheather (MS)	
Ms Alison Tourle (AT)	
Ms Sian Waythe (SW)	

Council Officers

Mr Rik Hart (RH)	General Manager
Mr Malcolm Ryan (MR)	Deputy General Manager Environment
Mr Todd Dickinson (TD)	Group Manager Natural Environment
Mr Michael McDermid (MMD)	Corporate Planning Manager
Ms Ximena Von Oven (XV)	Administrator Officer – Governance

1.0 JOINT STRATEGIC REFERENCE GROUP ITEMS

MR provided an introduction to the joint SRG workshop

1.2 UPDATE ON COMMUNITY STRATEGIC PLAN

DISCUSSION

MMD presented an update on the development of the Community Strategic Plan (CSP), incorporating the input from SRG members at the workshop in February. He advised that as a result of feedback there had been a revision to the Vision Statement and some changes to the outcome statements and objectives. The next steps were that the CSP would be reported to Council on 9 April, on exhibition until 22 May and adopted by Council on 25 June for implementation on 1 July 2013. He highlighted that SRG members could make an individual submission or meet with their SRG and make a group submission whilst the CSP was on public exhibition.

DECISION

That the update be noted.

1.1 COASTAL ZONE MANAGEMENT PLAN

DISCUSSION

TD introduced the Coastal Zone Management Plan for Collaroy-Narrabeen Beach and Fishermans Beach (CZMP). The CZMP will establish a long term planning framework and identify management solutions to current and future coastal concerns.

Peter Horton from Haskoning Australia, member of the consultant team for the preparation of the CZMP, briefed the SRGs highlighting that the key issues to be addressed in the CZMP include managing risks to public and private built assets, pressures on coastal ecosystems, as well as community access, use, safety and enjoyment of the beaches.

TD invited SRG members to review the discussion paper, provide comments and to attend the community forum that will be held 7 April 2013 at Long Reef Golf Club.

DECISION

That the presentation be noted.

NOTE The joint meeting concluded at 7:00pm and the ES-SRG meeting commenced at 7:00pm in the Flannel Flower Room.

2.0 APOLOGIES

Dr Paul Hackney & Dr Alan Jones.

3.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

Nil

4.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

4.1 MINUTES OF ENVIRONMENTAL SUSTAINABILITY STRATEGIC REFERENCE GROUP HELD 18 FEBRUARY 2013

Mr Little / Ms Waythe

That the Minutes of the Environmental Sustainability Strategic Reference Group held 18 February 2013, copies of which were previously circulated to all members, be confirmed as a true and correct record of the proceedings of that meeting with the amendment that Michelle Sheather was an apology and not in attendance.

5.0 NOTING OF COMMUNITY COMMITTEES MINUTES

5.1 COMMUNITY COMMITTEE MINUTES - NOVEMBER 2012 - DECEMBER 2012

Cr Harrison / Ms Phillips

DECISION

That the Draft Minutes of the following Community Committees be received and noted.

- A. Draft Minutes of Warringah Coastal Community Committee meeting held 12 November 2012
- B. Draft Minutes of Dee Why and Curl Curl Community Committee meeting held 6 December 2012

6.0 UPDATE SINCE LAST MEETING

6.1 ADOPTION OF GROUND RULES, ROLES AND RESPONSIBILITIES

DISCUSSION

The SRG discussed both the ground rules and the roles and responsibilities. The meaning behind ground rule number eight, "Meetings happen in the room" was queried and clarification was provided by RHA.

CL stated that the parking lot concept was a beneficial concept and that a relevant mechanism should be incorporated to discuss any item on the parking lot at the next meeting.

Cr Harrison / Ms Phillips

DECISION

- A. That the SRG Meeting Ground Rules be adopted as circulated on the 18 February 2013 Agenda.
- B. That a "Parking Lot" item be included as an standard item on all future ES-SRG agendas.

7.0 PROJECT UPDATES

DISCUSSION

TD provided a general update in relation to the Community Strategic Plan and the Coastal Zone Management Plan which were relevant to the ES-SRG.

He invited SRG members to provide feedback about the Coastal Zone Management Plan and noted that workshops could be held if SRGs wanted further information.

9.0 WORKSHOP TOPIC

9.1 DISCUSSION ON KEY QUESTIONS FACING WARRINGAH COUNCIL FOR THE FUTURE

DISCUSSION

The SRG discussed the key questions facing Warringah Council for the future. The aim of the questions is to elevate the role of the SRGs and agree on the top priority questions that will be discussed at each meeting as workshop themes. Feedback from the Recreation and Open Space and Infrastructure and Development SRGs will be considered as well. TD advised that there needs to be consistency between the questions across all SRGs and therefore staff would have to make the final decision about the wording and timing of the workshops.

Key questions were then reviewed and members agreed on their priority.

Ms Phillips / Mr Little

DECISION

That the following top 5 questions be included in the below order of priority at future meetings as workshop topics:

- 1) What strategic responses are needed to protect the environment from the impact of population growth? (P5)
- 2) How should we approach the sustainable management of our natural assets to achieve the aspirations in the ESS? (E6)
 - 2.1.a) What is the desired state for each of our natural assets? (E6.1)
 - 2.1.b) What priority should be allocated to each of the natural assets? (E6.2)
 - 2.1.c) What is an appropriate level of resourcing for each natural asset? (E6.4)
 - 2.1.d) What is the correct service level for our natural assets? (E6.3)
- 3.1) How will we achieve a 50% increase in neighbourhood food production and distribution by 2020 using a 2010 baseline? (E2)

- 3.2) How will we encourage and support the Warringah communities to pursue a 40% overall reduction on 2000 levels of CO₂ emissions in the Warringah LGA. (E3)
- 4) What is an appropriate response to the impacts of climate change for existing and future development? Over what timeframes? (E11)
- 5) How do we protect the natural/cultural values of Council managed lands while ensuring that visitor access and use is sustainable? (E4)

8.0 GENERAL BUSINESS

8.1 POLICY TIMETABLE

DISCUSSION

Council staff circulated a hard copy version of the policy timetable to the ES-SRG members.

ACTION

That Council Staff circulate the electronic version of the policy timetable to the ES SRG members.

The meeting concluded at 8:55pm

This is the final page of the Minutes comprising 6 pages numbered 1 to 6
of Meeting 2013/2 of the Environmental Sustainability Strategic Reference Group
held on Wednesday 3 April 2013 and confirmed on Wednesday 5 June 2013

MINUTES

RECREATION AND OPEN SPACE STRATEGIC REFERENCE GROUP MEETING

held at Council Chambers, Civic Centre on

WEDNESDAY 3 APRIL 2013

warringah.nsw.gov.au



**Minutes of the Recreation and Open Space Strategic Reference Group
Meeting**

held on Wednesday 3 April 2013

at Council Chambers, Civic Centre

Commencing at 6:30pm

ATTENDANCE:

Members

Councillor Michael Regan	(Chairperson)
Councillor Duncan Kerr	(Deputy Chair)
Councillor Jose Menano-Pires	
Mr Don Norris	
Ms Melissa Palermo	
Mr Tony Pecar	
Mr Chris Thomas	
Ms Julie Whitfield	
Ms Lata Wilkinson	
Mr Patrick Wong	
Vacant Position	

Council Officers

Mr Rik Hart	General Manager
Mr Malcolm Ryan	Deputy General Manager Environment
Mr Damian Ham	Acting Group Manager Parks Reserves and Foreshores
Ms Melissa Lee	Governance Manager

1.0 JOINT STRATEGIC REFERENCE GROUP ITEMS

1.1 UPDATE ON COMMUNITY STRATEGIC PLAN - MICHAEL MCDERMID

DISCUSSION

Michael McDermid briefed the group in relation to Community Strategic Plan, and how the input of the SRGs at the previous workshops was incorporated. He outlined the CSPs objectives; major projects; the need for a possible rate rise in 2017/18; capital expenditure and the next steps in the process. the outcome areas and revised visions received from the SRG workshop.

He further noted that the plan will be on exhibition from 13 April to 22 May. The plan will be implemented 1 July.

Cr Regan / Cr Kerr

DECISION

That the update be noted.

1.2 COASTAL ZONE MANAGEMENT PLAN - TODD DICKINSON

DISCUSSION

Todd Dickinson introduced the Coastal Zone Management Plan (CZMP) for Collaroy-Narrabeen Beach and Fishermans Beach, also introducing a number of visitors to the meeting who had input into the CZMP: Angus Gordon; Greg Britton (Haskoning Australia) and; Peter Horton (Haskoning Australia). The CZMP will establish a long term planning framework and identify management solutions regarding current and future coastal concerns.

Peter Horton from Haskoning Australia, a member of the consultant team for the preparation of the CZMP, briefed the SRG's highlighting that the key issues to be addressed in the CZMP include managing risks to public and private built assets, pressures on coastal ecosystems, as well as community access, use, safety and enjoyment of the beaches. He also discussed issues and options including: how to deal with landowners; seawalls; beach nourishment and; the idea of property buyback.

Todd Dickinson invited SRG members to review the discussion paper, provide comments and to attend the community forum that will be held on 7 April 2013 at Long Reef Golf Club.

Cr Regan / Cr Kerr

DECISION

That the presentation be noted and SRG members to advise if they wish to participate in the consultation process.

NOTE The joint meeting concluded at 7.00pm and the R&OS SRG meeting commenced at 7pm in the Guringai Room.

2.0 APOLOGIES

Cr Regan / Mr Thomas

DECISION

That an apology for non-attendance be received from Councillor Jose Menano-Pires & Mr Don Norris.

3.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

Nil

4.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

4.1 MINUTES OF RECREATION AND OPEN SPACE STRATEGIC REFERENCE GROUP HELD 18 FEBRUARY 2013

Cr Kerr / Mr Wong

DECISION

That the Minutes of the Recreation and Open Space Strategic Reference Group held 18 February 2013, copies of which were previously circulated to all Members, are hereby confirmed as a true and correct record of the proceedings of that meeting.

5.0 NOTING OF COMMUNITY COMMITTEES MINUTES

5.1 COMMUNITY COMMITTEE MINUTES - FEBRUARY 2013

DISCUSSION

The Mayor asked a number of questions in relation to trees in the John Fisher Park area, and in relation to passive recreation in the park. He also asked if there was the potential for someone within Council to come up with a plan for the area (in regards to passive recreation).

Cr Regan / Cr Kerr

DECISION

That the Draft Minutes of the John Fisher Park Community Committee meeting held 27 February 2013 be received and noted.

ACTION

1. That a member of Council staff attend the John Fisher Park Community Committee to discuss the park and possible ideas with regards to passive recreation.
2. That the grass cutting/ maintenance regime for John Fisher Park be discussed with the group at its next Committee Meeting.

6.0 UPDATE SINCE LAST MEETING

6.1 ADOPTION OF GROUND RULES, ROLES AND RESPONSIBILITIES

Cr Regan / Cr Kerr

DECISION

That the Recreation and Open Space Strategic Reference Group adopt the:

- A. SRG Meeting Ground Rules for use at all future meetings
- B. The Roles & Responsibilities document as guidance for members and staff

7.0 PROJECT UPDATES

7.1 VERGE GARDEN MANAGEMENT

DISCUSSION

Steve Watson updated the group in relation to verge gardens. City of Sydney and Waverley Council's management of this was also discussed.

DECISION

That the Recreation and Open Space SRG recommends Council place a paragraph in the Street Tree Planting Policy about planting on verge areas in Warringah.

9.0 WORKSHOP TOPIC

9.1 DISCUSSION ON KEY QUESTIONS FACING WARRINGAH COUNCIL FOR THE FUTURE

DISCUSSION

The Mayor asked if the group could have regular updates with regards to the progress of the PCYC.

Malcolm Ryan outlined to the group what the workshop topic required of the group this evening, around the key questions and prioritisation.

The group reached consensus that they were happy with the current key questions to be discussed and the order in which they appeared.

Cr Regan / Cr Kerr

DECISION

That the Recreation and Open Space Strategic Reference Group agree to the list of key questions for future discussion topics.

ACTION

1. That staff give the R&OS SRG a 5 minute update in relation to progress of the PCYC at each meeting.
2. That staff give an update at the next meeting of the 7 major projects in the CSP.

8.0 GENERAL BUSINESS

8.1 LAWN BOWLS

Tony Pecar spoke to the group in relation to Lawn Bowls and his observations that a lot were closing down. They are 40x40m lots and well fertilised. We don't look far forward when these are being shut down, can we look at the potential of converting these into community gardens?

8.2 PCYC

Tony Pecar spoke to the group in relation to the PCYC. He has been looking at a new flooring product. It is a floor suitable for playing indoor sports, however is both wood and synthetic, as it is in sections, and can be rotated and can accommodate a wider variety of sports. Tony has advised he would send the link to John Warburton as he thought this would make the area extra multi-purpose.

The meeting concluded at 8.05pm

This is the final page of the Minutes comprising 7 pages numbered 1 to 7
of Meeting 2013/2 of the Recreation and Open Space Strategic Reference Group
held on Wednesday 3 April 2013 and confirmed on Monday 17 June 2013

NOTES

INFRASTRUCTURE AND DEVELOPMENT STRATEGIC REFERENCE GROUP MEETING

held at Council Chambers, Civic Centre on

WEDNESDAY 3 APRIL 2013

(2013/2)

warringah.nsw.gov.au



**Notes of the Infrastructure and Development Strategic Reference
Group Meeting held on Wednesday 3 April 2013
at Council Chambers, Civic Centre
Commencing at 6:30pm**

ATTENDANCE:

Members

Councillor Sue Heins	(Chairperson)
Councillor Michael Regan (Mayor)	
Mr Andrew Collins	
Mr John Hewitt	
Ms Ann Sharp	

Council Officers

Mr Rik Hart	General Manager
Mr Malcolm Ryan	Deputy General Manager Environment
Mr Boris Bolgoff	Group Manager Roads Traffic and Waste
Mr David Kerr	Group Manager Strategic Planning
Mr Campbell Pfeiffer	Group Manager Buildings Property and Spatial Information
Ms Anna Moore	Coordinator Governance

1.0 JOINT STRATEGIC REFERENCE GROUP ITEMS

Malcolm Ryan provided an introduction to the joint SRG's workshop

1.1 UPDATE ON COMMUNITY STRATEGIC PLAN - MICHAEL MCDERMID

DISCUSSION

Michael McDermid presented an update on the development of the Community Strategic Plan (CSP), incorporating the input from SRG members at the workshop in February. He advised that as a result of feedback there had been a revision to the Vision Statement and some changes to the outcome statements and objectives. The next steps were that the CSP would be reported to Council on 9 April, on exhibition until 22 May and adopted by Council on 25 June for implementation on 1 July 2013. He highlighted that SRG members could make an individual submission or meet with their SRG and make a group submission whilst the CSP was on public exhibition.

DECISION

That the update be noted.

1.2 COASTAL ZONE MANAGEMENT PLAN - TODD DICKINSON

DISCUSSION

Todd Dickinson introduced the Coastal Zone Management Plan for Collaroy-Narrabeen Beach and Fishermans Beach.(CZMP) The CZMP will establish a long term planning framework and identify management solutions to current and future coastal concerns.

Peter Horton from Haskoning Australia, member of the consultant team for the preparation of the CZMP briefed the SRG's highlighting that the key issues to be addressed in the CZMP include managing risks to public and private built assets, pressures on coastal ecosystems, as well as community access, use, safety and enjoyment of the beaches.

Todd Dickinson invited SRG's members to review the discussion paper and provide comments and to attend the community forum that will be held 7 April 2013 at Long Reef Golf Club.

DECISION

That the presentation be noted.

NOTE: The joint meeting concluded at 7:00pm and the Infrastructure and Development SRG meeting commenced at 7:00pm in the Walamai Room.

PLEASE NOTE: Quorum was not achieved for this meeting

The Chairperson, Councillor Heins advised that there was a lack of quorum but that the members present could go ahead with the meeting noting that no official decisions could be made by the group.

2.0 APOLOGIES

Councillor Jose Menano-Pires, Adrienne Lowe, Jane Hauser, Martina Grabner, Manjit Rana & Michael Syme.

3.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

Nil

4.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

4.1 MINUTES OF INFRASTRUCTURE AND DEVELOPMENT STRATEGIC REFERENCE GROUP HELD 18 FEBRUARY 2013

RECOMMENDATION

That due to a lack of quorum this item be deferred to the next formal meeting.

5.0 NOTING OF COMMUNITY COMMITTEES MINUTES

5.1 COMMUNITY COMMITTEE MINUTES - NOVEMBER 2012 - MARCH 2013 -

DECISION

That due to lack of quorum this item be deferred to the next formal meeting.

6.0 UPDATE SINCE LAST MEETING

6.1 PARKING ON THE VERGE OUTSIDE ST MARK'S CHURCH IN OLIVER STREET, FRESHWATER

DECISION

That due to lack of quorum this item be deferred to the next formal meeting.

6.2 ADOPTION OF GROUND RULES, ROLES AND RESPONSIBILITIES

DISCUSSION

Members stated that they were happy to use the ground rules without formally adopting them.

DECISION

That due to lack of quorum this item be deferred to the next formal meeting.

7.0 PROJECT UPDATES

7.1 VERGE GARDEN MANAGEMENT

DECISION

That due to lack of quorum this item be deferred to the next formal meeting.

9.0 WORKSHOP TOPIC

9.1 DISCUSSION ON KEY QUESTIONS FACING WARRINGAH COUNCIL FOR THE FUTURE

DISCUSSION

Boris Bolgoff introduced the list of key questions and explained where the questions had originated from and the methodology used to incorporate the feedback received by all SRG members so far. Members discussed the list of different questions and it was agreed that from the list provided that the focus of the group should be around population growth, Dee Why Town Centre and also assets.

It was agreed that the following list of key question should be incorporated by staff onto a forward schedule of workshop topics of SRG meetings:

Population Growth

P1. How is Warringah and the region going to respond to increased population growth specifically the provision of more housing and employment?

P2. What are the planning implications for the development of the new Frenchs Forest Hospital? Do local surrounding areas need to change to accommodate the ancillary hospital demand?

P3. How will transport infrastructure need to change to accommodate an increased population?

P4. Does Council need to provide additional parking? Are there other alternatives to the private car that can be invested in? (eg BRT)

Dee Why Town Centre

D1. How can we as a council enable and drive the planned re-invigoration of Dee Why?

D2. What concessions are the community prepared to give to deliver Dee Why's revitalisation?

D3. Dee Why has an opportunity to become a creative community hub. What will achieve this?

Assets

A1. What are the correct service levels for our Assets?

A3. How do we allocate Assets equitably and account for Council's subsidy or fee?

ACTION

Staff to circulate the list of key questions that were agreed on to members including

further/background information about the questions.

8.0 GENERAL BUSINESS

.8.1 GLEN STREET THEATRE MASTERPLAN

DISCUSSION

Campbell Pfeiffer, in response to Michael Syme's enquiry as to why the Glen Street Theatre Masterplan had not be reviewed by the Infrastructure and Development SRG, advised that Stage 1 of the Masterplan should have come to the SRG however this had now progressed through Council. He confirmed that Stage 2 of the masterplan, which included the cafe, library and facilities would be reviewed by the SRG.

8.2 LONG REEF GOLF CLUB – MAINTENANCE SHED PROPOSAL

DISCUSSION

Members had a discussion about the Long Reef Golf Club proposals for a new maintenance shed on the Long Reef headland. Campbell Pfeiffer described the issue and the proposal and asked for SRG members feedback. SRG members provided feedback on the potential issues with the proposal including the number of buildings, the size, the seeming mismatch of uses (eg: conference facilities within a maintenance shed) and the potential impact on the landscape.

8.3 POLICY REVIEW TIMETABLE

DISCUSSION

Michael Syme had enquired about the policy review timetable and if SRG would continue to be involved in reviewing policies. Staff advised that the involvement of SRG's in policy review would be discussed at the next meeting in June.

ACTION

Staff to circulate the policy review timetable for the Infrastructure and Development SRG to members in preparation for a discussion at the June meeting regarding the SRG's involvement in policy review.

The meeting concluded at 8:40pm

This is the final page of the Minutes comprising 6 pages numbered 1 to 6
of Meeting 2013/2 of the Infrastructure and Development Strategic Reference Group
held on Wednesday 3 April 2013 and confirmed on Tuesday 11 June 2013

ITEM 9.8	2013 MUNICIPAL ASSOCIATION OF VICTORIA CONFERENCE - FUTURE OF LOCAL GOVERNMENT NATIONAL SUMMIT
REPORTING MANAGER	DEPUTY GENERAL MANAGER ENVIRONMENT
TRIM FILE REF	2013/092138
ATTACHMENTS	1 2013 Future of Local Government Conference Program

EXECUTIVE SUMMARY

PURPOSE

To determine Councillor attendance at the 2013 Municipal Association of Victoria (MAV) Conference – Future of Local Government National Summit.

SUMMARY

The Municipal Association of Victoria (MAV) is the legislated peak body for Victoria's 79 councils formed in 1879.

As a part of the MAVs annual event calendar, it is holding its ninth future of local government summit in May 2013.

The summit will involve both national and international speakers, and incorporate a review of the vision and 'game plan' for the sector.

FINANCIAL IMPACT

Funds are available in the 2012/ 2013 budget for the attendance of councillors at this conference. Overall cost of attendance including conference registration, travel and accommodation is estimated at approximately \$1494 per person.

POLICY IMPACT

Attendance at the conference and payment of expenses accords with Council's Policy GOV-PL 120, Payment and Reimbursement of Expenses Incurred by, and Provision of Facilities to the Mayor, Deputy Mayor and Councillors.

RECOMMENDATION OF DEPUTY GENERAL MANAGER ENVIRONMENT

That Council authorise Councillor Harrison to attend the 2013 Municipal Association of Victoria Conference – Future of Local Government National Summit to be held in Melbourne from 22-23 May 2013.

REPORT

BACKGROUND

The Municipal Association of Victoria (MAV) is the legislated peak body for Victoria's 79 councils formed in 1879.

The role of the MAV is to:

- advocate local government interests
- build the capacity of councils
- facilitate effective networks
- initiate policy development and advice
- support councillors
- promote the role of local government

As a part of this, the MAV is holding its ninth future of local government summit in May 2013.

The summit will involve both national and international speakers, and incorporate a review of the vision and 'game plan' for the sector.

This year's conference is not just about embracing and driving change across the local government sector, but also about taking risks and making real changes in local government.

TIMING

The conference is being held between 22-23 May 2013.

POLICY IMPACT

Attendance at the conference and payment of expenses accords with Council's Policy GOV-PL 120, Payment and Reimbursement of Expenses Incurred by, and Provision of Facilities to the Mayor, Deputy Mayor and Councillors.

FINANCIAL IMPACT

Funds are available in the 2012/2013 budget for the attendance of councillors at this conference. Overall cost of attendance including conference registration, travel and accommodation is estimated at approximately \$1494 per person.

Inclusions:	\$
Registration fee:	594
Travel (Virgin flexi fare, return)	400
Accommodation (2 nights)	2400
Out of pocket expenses (\$50 per day x2 days)	100
Total	1494



**2013
Future of Local
Government
NATIONAL SUMMIT**

A tsunami of change is imminent > change or the world will change you ...as the LG game plan for the 21st century emerges from the fog

May 22-23, 2013
Rydges Melbourne, 186 Exhibition Street

What an amazing array of great speakers from around the world!

Local government has a number of key advantages in our quest for self-determination:

- it is the most innovative and responsive level of government
- it is entangled with the local community (G2C)
- it gets things done on the ground
- the world has a new focus on 'localism': citizens making choices for themselves

BUT we have a number of challenges:

- role confusion: it needs to be community governance (facilitating the planning of needed community outcomes) rather than local regulator and service deliverer
- stakeholders doubt local government has the capability to manage strategic change
- Transformation is needed. What is the driver for change/reform?
- We need to build change capability across the sector
- Increased collaboration between Councils needs to occur (shared services)
- Does your Council Plan reflect reality?

Outcomes: • Strong, successful communities • Local Government is seen as a respected community leader

WEDNESDAY, MAY 22

8.30am	Registration and coffee
9am	Welcome, MAV President.
9.10am	The Future of Local Government: The Evolution and the Challenges.
9.30am	<p>'Navigating in a fast changing world', Rowena Morrow, Boroondara Council. Rowena Morrow has over 15 years experience in public and private sector organisations, including the Australian Customs Service and The Shell Company. Rowena lectured for 5 years in the Strategic Foresight Program and the MBA at Swinburne University. She has also worked with the Asia Pacific Centre for Social Investment and Philanthropy, designing research into financing strategies for social innovation. Rowena is a Board Member of the Association of Professional Futurists.</p>
10.10am	<p>'The National Reform Agenda', Terry Moran, President, Institute of Public Administration Australia (IPAA). Terry Moran was appointed Secretary of the Department of Premier and Cabinet in Victoria in 2000 where he played a leading role in developing an ambitious national reform agenda, subsequently agreed by all States and the Commonwealth Government and many initiatives to improve planning and service delivery in the State. Terry was Secretary of the Department of the Prime Minister and Cabinet from March 2008 to September 2011, overseeing further development and implementation of this national reform agenda, particularly through social policy. He was also responsible for overseeing work on national security and international policy, environment, industry and economic policy, and coordination of government administration, including Cabinet support. Mr Moran also played a lead role in driving reforms to the Australian Public Service.</p>
10.50am	Morning tea
11.20am	<p>'Next Localism: Five Trends for the Future of Local Government', Simon Parker, Director, New Local Government Network (UK). The NLGN is a dynamic and independent think tank committed to promoting the decentralisation of power, public service reform, enhancing local governance and empowering communities. The Network has identified five shifts reflecting the need for Councils to be more ambitious. These revolve around transforming services, being driven more by community-based budgeting, a shift in the political role of Councils from being primarily service providers to becoming democratic hubs, and helping communities make better choices for themselves.</p>
12.05pm	<p>'Making Open Government Work for Citizens', John Moore, the Founder and CEO of A Better People (USA). John is a staunch believer in the importance of human rights as well as the important role that transparency can play in improving government and politics. It is possible to bridge the divide between citizens, governments, and politicians, as long as we are willing to do what it will take to become A Better People. John has a focus on open government, open data, helping citizens advocate for themselves, making politics more collaborative and using technology in a way to achieve positive outcomes.</p>
12.50pm	Lunch
1.45pm	<p>'Council Amalgamation - How We ignore the Social Capital Implications', Peter Kenyon, Bank of IDEAS. Peter Kenyon is a social capitalist and community enthusiast. With state governments across the country preoccupied with local government restructuring/amalgamation, primarily from economic rationalist perspectives, Peter through his presentation wishes to remind the audience of the often dire repercussions in terms of the loss of social capital and sense of community. Peter is convinced that communities are built from the inside out, and for their residents to invest themselves, ideas, assets and resources in the process. Peter's consulting work has resulted in assignments in 53 countries and all states of Australia.</p>
2.30pm	<p>'Open your council: planning for citizen participation and organisational change', Les Robinson, Enabling Change. Les Robinson specialises in the human dimension of change and is the author of 'How to Change the World' and 'Changeology: How to Enable Groups, Communities and Societies to Do Things They've Never Done Before'. Local government is the custodian of the public realm – the civic and neighbourhood spaces and services which are vital for public and private life. So why do many Australians treat their local government with apathy and cynicism? There is a widespread perception that we have no way to defend our communities against powerful forces, that we have no way to be heard by our elected representatives, and that we cannot influence what happens in our own cities and neighbourhoods.</p>
3.10pm	Afternoon tea
3.35pm	<p>'Using technology to deliver a brave new world for local communities', Dominic Campbell, FutureGov (UK and USA). Dominic Campbell is a digital government specialist and social innovator with a background in government policy, communications and technology-led change. Having spent five years in Local Government in London, Dominic established FutureGov in early 2008 with a primary interest in emerging uses of new media and "social" strategies to deliver public service transformation and social innovation. Campbell, who was recently named the 36th "most influential voice in the UK" (ahead of the mayor of London, Boris Johnson), says his ambition is to "disrupt the market" in local government IT. Local government's fatal attraction to large IT systems was symptomatic of the reasons why he left the municipal world. The MAV is currently working with FutureGov to develop a sector-wide pilot in human services based on networked internet access (Patchwork).</p>
4.15pm	<p>'The Participatory Budgeting Project in New York: let the people decide', Josh Lerner, Executive Director, Participatory Budgeting Project. Participatory budgeting (PB) is a process of democratic deliberation and decision-making, and a type of participatory democracy, in which ordinary people decide how to allocate part of a municipal or public budget. Participatory budgeting allows citizens to identify, discuss, and prioritize public spending projects, and gives them the power to make real decisions about how money is spent. Participatory budgeting generally involves several basic steps: 1) Community members identify spending priorities and select budget delegates 2) Budget delegates develop specific spending proposals, with help from experts 3) Community members vote on which proposals to fund 4) The city or institution implements the top proposals. Josh Lerner will discuss progress to date and the global spread of Participatory budgeting.</p>
5pm	Networking Function: drinks and finger food (close 6.30pm):



THURSDAY, MAY 23

9am	<p>'Amalgamation not the path to real reform', Brian Dollery, Professor of economics and Director of the centre for local government at the University of New England.</p> <p>Brian will document the extensive Australian and international experience with forced amalgamation of Councils that has repeatedly failed to generate financial sustainability and has shown that process change rather than structural change represents the best approach to successful local government reform. Over the past year, Brian has been part of a team that has pioneered a new system-wide empirical approach to the analysis of structural reform, including amalgamation. This is the first time this has been done and among the interesting, but unsurprising, findings is that population density – and not population size – is a major determinant of council costs.</p>
9.40am	<p>'The Review of Local Government in NSW', Professor Graham Sansom, Chair, Local Government Review Panel.</p> <p>The Review Panel was appointed by the New South Wales Government to examine the financial sustainability, governance structures and boundaries of local government in the State. The three-person panel has been investigating ways to strengthen the role of local councils within the government system. Professor Sansom, who heads up the UTS Centre for Local Government and Australian Centre of Excellence for Local Government, which is also based at UTS, has more than 35 years experience in local government issues. He believes that it's important for local governments to be viewed as respected partners within the Australian political system with the capacity to make real contributions to the communities they serve. The Panel, in late 2012, called for "significant consolidation" of Sydney councils as well as popularly elected mayors and new regional groupings to deliver joint services. The Panel will deliver its final report in mid-2013.</p>
10.20am	Morning tea
10.50am	<p>'Amalgamation: The Queensland experience to date', Simone Talbot, LG Association of Queensland.</p> <p>The Queensland Government amalgamated Councils in 2008, reducing the number from 157 to 73. Five years later, what have been the outcomes and the learnings? Has Council sustainability been improved? Simone Talbot will deliver the verdict.</p>
11.25am	<p>'Why Cloud computing is a game changer for local government', Nick Mottram, Telstra.</p> <p>Cloud computing is now moving into widespread business usage and has the potential to transform local government in the period 2013-20. It will overcome the tyranny of distance and reshape service delivery. Cloud computing is a general term for anything that involves delivering hosted services over the Internet. Cloud computing will result in Councils not needing servers in the office, not purchasing software, not paying for upgrades. Everything is 'rented' as a service (no upfront capital cost) by managed service providers. A cloud service can be set up in a matter of days. Cloud computing can be accessed from anywhere by any device (including mobiles) via the internet and can provide access to high quality software at lower costs and with reduced overheads. The only challenge is whether the LG sector can agree on consistent data classifications so there is only one LG 'cloud'.</p>
12 noon	<p>'The Brilliant Local Authority of the Future: a report', John Tizard, former Director of the Centre for Public Service Partnerships (UK).</p> <p>This UK report asserts "The best local councils of the future will be politically led place shapers, setting clear priorities for the community and for citizens' services. Partnerships across the public, third and private sectors will promote local prosperity and well-being. Leading councils will be extremely transparent organisations with a coherent vision of their role within the communities they serve. Their political leaders will be more accountable to local citizens and hold their chief executives and officers to account, ensuring that they are well motivated to deliver maximum value. The best local authorities will be more agnostic than ever before as to which part of the economy delivers services, so long as public value is secured. Therefore an approach to fulfilling obligations while significantly ceding control will emerge. This will call upon a sophisticated mix of service provision including joint ventures, shared services, partnerships and contracts with public, private and third sector organisations, alongside in-house delivery."</p>
12.45pm	Lunch
1.35pm	<p>'Building a Social Enterprise', Mark McKenzie-McHarg, Mach 2 Consulting.</p> <p>Over the last 50 years, many towns and communities throughout Australia have been in gradual decline. Communities can rally against catastrophic events ... but gradual decline is more insidious. Does your community choose to allow decisions affecting it's very fabric and viability to be controlled by people from outside the community?...Or, are these core decisions controlled from within? It's about the ultimate choice: 'What do we want our town/community to look like in 20 years time? Local governments can pave the way! Today, many communities are 'buying back the farm'. Others want to but don't know where to start. Social and community enterprise scan take many forms. It can be to:</p> <ul style="list-style-type: none"> • Buy or take over an existing local business • Start up a new business or • Establish a holding structure for several 'at risk' marginal businesses • Restart a business that has closed <p>Mark will provide evidence and case studies to demonstrate the power of social enterprise.</p>
2.10pm	<p>'The Commission on the Future of Local Government', Lord Victor Adebawale, CBE, the Chief Executive of the social care enterprise Turning Point and was one of the first to become a People's Peer.</p> <p>Local government is in the eye of a perfect storm: financial cuts deeper than any other sector with more to come; relatively low turnout at elections; disconnection from many local people and rising demand for services all combine to signal an apparently bleak future for local councils. Successive UK governments have often seen local government as part of the problem rather than part of the solution. This Commission brings a fresh perspective to the role that local government can play in helping the UK meet some big social and economic challenges. We have based our work on civic enterprise: a new leadership style for local government where councils become more enterprising, businesses and other partners become more civic, and citizens become more engaged.</p>
2.50pm	The Council of the Future/FOLG action plan: a review and update (e-voting).
3.30pm	Close



CONFERENCE COST:

\$594 (incl GST) per person. No single day registrations are available.

TO REGISTER:

For online registration and conference details go to www.mav.asn.au/events
(click on 'upcoming events' and scroll down to May 22).

QUERIES:

jhennessy@mav.asn.au

NOTE:

Program subject to change.

ACCOMMODATION:**Suggest:**

Rydges Melbourne,
186 Exhibition Street
(03 96620511)

or

Mercure Hotel,
13 Spring Street, Melbourne.
Toll free: 1800 813442.



At the 2012 Summit, a poll of attendees at the event produced the following responses:

- Local government is not in control of its own destiny at the moment (57%)
- Local government can do more to control its own destiny (77%)
- Local government is not doing all it can to demonstrate it is efficient and effective (82%)
- Local government requires transformational change (67%)
- We need a sector-wide 'game plan' for local government (89%)
- Increased regional collaboration would improve local government performance (79%)

11.0 NOTICES OF MOTION

ITEM 11.1	NOTICE OF MOTION NO 9/2013 - IMPROVING OPPORTUNITIES FOR LOCAL BUSHLAND PROJECTS
TRIM FILE REF	2013/105947
ATTACHMENTS	NIL

Submitted by: Councillor Sue Heins

MOTION

That staff prepare a short report within 4 months to explore whether community requests for local park or bushland improvements could be given a higher priority and resourced.

FUNDING SOURCE

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

BACKGROUND FROM COUNCILLOR SUE HEINS

Councillors and the Mayor have received many representations from our local community to find money or allocate resources to "clean up" small patches of bushland in their street or favourite local park. For example, the last Council meeting was addressed by a former bush regeneration volunteer who requested that bush regeneration works be reinstated at a coastal reserve in Freshwater. In another example, the Mayor met recently with staff and members of the Save Manly Dam Catchment Committee to see what more can be done to protect bushland in their local area.

We all understand that resources are limited and are allocated on the basis of priority, however I would like staff to explore whether there are ways that these additional requests could be given a higher priority and how they might be funded now and into the future (including partnerships with other community groups). It is important to harness the dedication of our residents and volunteers and recognise that they want to work with us to improve our local environment.

ITEM 11.2	NOTICE OF MOTION NO 10/2013 - DA 2013/0273 - 781 WARRINGAH RD, FORESTVILLE
TRIM FILE REF	2013/102684
ATTACHMENTS	NIL

Submitted by: Councillor Roslyn Harrison

MOTION

- A. That Council raise objection to the proposed development for a boarding house at 781 Warringah Rd Forestville, on the grounds that:
- a. The inappropriate characteristics of the development including height, build form bulk and scale is that is out of character with the traditional low-density housing in the area;
 - b. The proposal is a gross overdevelopment of the site;
 - c. The landscaping and open space is totally insufficient and inappropriate to a development of the proposed size;
 - d. There is insufficient onsite parking;
 - e. The area provides inadequate availability of public transport for residents of the development;
 - f. The creation of an undesirable precedent for similar types or scales of development and
 - g. The development will create a sense of enclosure, negative visual impact, loss of privacy and sunlight along with increased noise for surrounding neighbours.
- B. That Council write to the Minister for Planning and Infrastructure, raising concerns regarding the insufficient provision of car parking outlined in SEPP Affordable Rental Housing. The existing requirements for parking under the SEPP should be applied to Boarding Houses located in the inner city or close to railway stations. Boarding Houses in the suburbs where public transport is often insufficient should have a higher requirement for on-site parking.
-

FUNDING SOURCE

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

BACKGROUND FROM COUNCILLOR ROSLYN HARRISON

A Development Application DA2013/0273 for a 30 room boarding house at 781 Warringah Rd Forestville is currently under assessment by Council staff and will be presented to WDAP for determination. The application is submitted under State Environmental Planning Policy Affordable Rental Housing and has attracted a significant number of objections.

13.0 RESPONSES TO QUESTIONS ON NOTICE

ITEM 13.1	RESPONSE TO QUESTION ON NOTICE NO 3/2013 - LANTANA ADJACENT TO CAR PARK ABOVE DEE WHY ROCK POOL
TRIM FILE REF	2013/099280
ATTACHMENTS	NIL

Submitted by: Councillor Vincent De Luca OAM

QUESTION

Could Council please consider removing the lantana and trimming over grown bush adjacent to the car park above Dee Why Rock Pool?

RESPONSE

Council staff will trim back the lantana and other weed species which are growing near the centre of the car park to improve the appearance of the area. The large Banksia in the centre will be retained as it is a well established native tree.

Unfortunately, large scale removal of the lantana is not possible at this time as it is providing stabilisation of the steep slope directly adjacent the car park and grassed area. This area has been subject to landslips before, therefore removal or poisoning of the lantana and other vegetation is not recommended.

ITEM 13.2**RESPONSE TO QUESTION ON NOTICE NO 4/2013 - PAINTING
OF ROCK POOLS IN WARRINGAH AND MARKING OF
SWIMMING LANES****TRIM FILE REF****2013/099282****ATTACHMENTS****NIL**

Submitted by: Councillor Vincent De Luca OAM

QUESTION

Could Council please consider painting all the surface of all rock pools in Warringah pale blue similar to Dee Why toddlers pool, Bondi Ice Berg pool, and mark swimming lanes on part of the bottom of the pools to assist swimmers and non-training swimmers?

RESPONSE

Freshwater and Dee Why and currently have black lane lines painted on the bottom surface of the pool.

There are no lanes painted on Collaroy and Queenscliff – however this may be considered as these pools are upgraded and the height of the pool sides increased. At present these pools have too much material coming into the pool at each high tide for the painting of lines to be worthwhile.

North Curl Curl and South Curl have sand and rock bottoms and are unsuitable for painting.

The cost of painting the bottom of Freshwater, Dee Why, Collaroy and Queenscliff pools blue would be in the order of \$50,000 per pool based on a recent quotation for Freshwater. The pools would need periodical repainting to maintain the painted surface.

ITEM 13.3	RESPONSE TO QUESTION ON NOTICE NO 5/2013 - OUTDOOR EXERCISE EQUIPMENT AT WARRINGAH BEACHES AND RESERVES
TRIM FILE REF	2013/099283
ATTACHMENTS	NIL

Submitted by: Councillor Vincent De Luca OAM

QUESTION

Could Council please consider the installation of outdoor exercise equipment adjacent to Warringah's beaches and in some public reserves?

RESPONSE

In Warringah there is outdoor exercise equipment in the Village Green at Brookvale Park.

Installation of additional outdoor exercise equipment was considered in the 13/14 budget. However, no funds were included in the final 13/14 Parks Reserves and Foreshores budget specifically for this infrastructure.

Parks Reserves and Foreshores will consider outdoor exercise equipment in future budgets. In preparation for our 14/15 budget deliberations we will investigate potential sites.

Preferred sites include high visitation parks and areas that link with walking trails. Some locations to be considered include; James Meehan Reserve at Dee Why, site(s) along the Narrabeen Multi-Use trail and Griffith Park Green Link Walking Trail.

Outdoor exercise equipment is included within the Cromer Park master plan – this element of the plan is not currently funded.

Consideration will be being given to a range of equipment including equipment designed specifically for older people.

If grant opportunities arise we will seek funds for outdoor exercise equipment.

14.0 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 14.1 Alternative Procurement for Tree Pruning and Removal Contract

Item 14.2 RFT T11213 SHOROC - Printing of Rates Notices

Matters to be Discussed During Closed Session - Section 10D

Item 14.1 Alternative Procurement for Tree Pruning and Removal Contract

Item 14.2 RFT T11213 SHOROC - Printing of Rates Notices

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

Item 14.1 10A(2)(d(ii)) commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it

Item 14.2 10A(2)(d(ii)) commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it

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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