



northern  
beaches  
council

# AGENDA

Notice is hereby given that an Ordinary Meeting of Council will be held at Manly Town Hall, Manly on

**Tuesday 22 August 2017**

Beginning at 6.30pm for the purpose of considering and determining matters included in this agenda.

A handwritten signature in black ink, appearing to read 'Mark Ferguson'.

**Mark Ferguson**  
Chief Executive Officer

**Issued: 16/08/2017**

# OUR VALUES

*Trust*

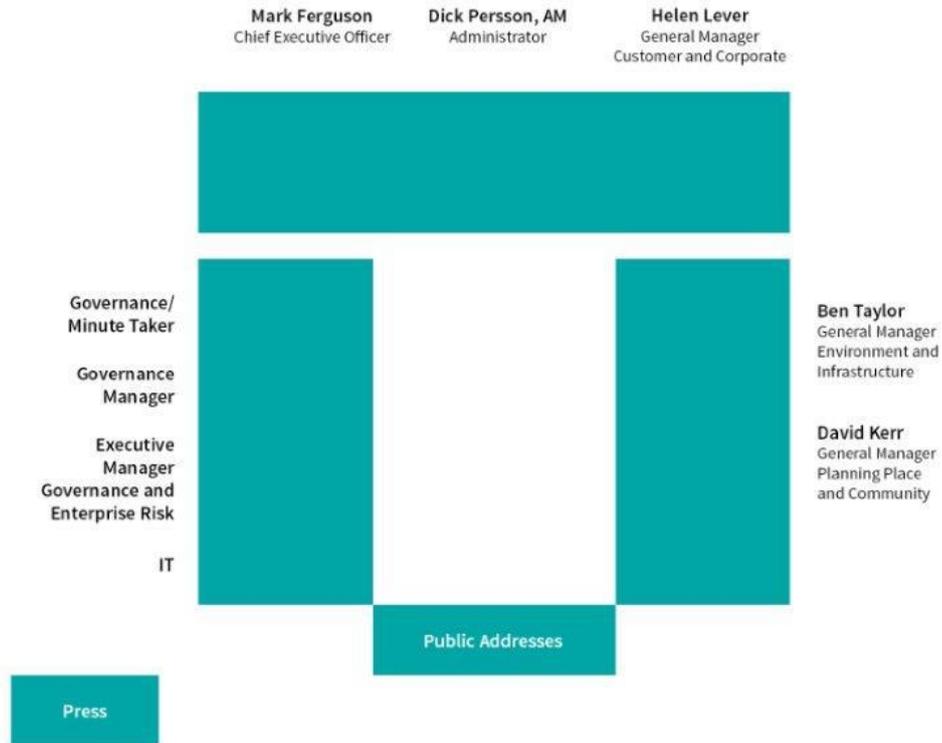
*Teamwork*

*Respect*

*Integrity*

*Service*

*Leadership*



**Agenda for an Ordinary Meeting of Council  
to be held on Tuesday 22 August 2017  
at Manly Council Chambers  
Commencing at 6.30pm**

**ACKNOWLEDGEMENT OF COUNTRY**

**1.0 APOLOGIES**

**2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

- 2.1 Minutes of Ordinary Council Meeting held 25 July 2017
- 2.2 Minutes of Extraordinary Council Meeting held 1 August 2017
- 2.3 Minutes of Extraordinary Council Meeting held 8 August 2017

**3.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST**

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**10.0 MATTERS PROPOSED TO TAKE PLACE IN CLOSED SESSION**

Nil

**11.0 REPORT OF RESOLUTIONS PASSED IN CLOSED SESSION**

## **2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

### **2.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 25 JULY 2017**

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#### **RECOMMENDATION**

That the Minutes of the Ordinary Council Meeting held 25 July 2017, copies of which were previously circulated, be confirmed as a true and correct record of the proceedings of that meeting.

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### **2.2 MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD 1 AUGUST 2017**

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#### **RECOMMENDATION**

That the Minutes of the Extraordinary Council Meeting held 1 August 2017, copies of which were previously circulated, be confirmed as a true and correct record of the proceedings of that meeting.

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### **2.3 MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD 8 AUGUST 2017**

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#### **RECOMMENDATION**

That the Minutes of the Extraordinary Council Meeting held 8 August 2017, copies of which were previously circulated, be confirmed as a true and correct record of the proceedings of that meeting.

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## 5.0 ADMINISTRATOR'S MINUTES

### ITEM 5.1 ADMINISTRATOR MINUTE NO 14/2017 - ADMINISTRATOR'S REPORT TO THE COMMUNITY

TRIM FILE REF 2017/263908

ATTACHMENTS 1 [↓](#) **Administrator's End of Term Report (Attachment not Available at the Time of Printing and will be Circulated Prior to the Meeting)**

#### BACKGROUND

It is with somewhat mixed feelings that I will be handing over the reins to the new Council following the election 9 September 2017. I have thoroughly enjoyed my time here and I will be sad to leave such a wonderful place and good people. At the same time, I am immensely proud of what we have achieved in the 16 short months since proclamation on 12 May 2016.

To mark the end of my term and hand over the organisation to the new Council, I have developed a report, *Stronger Together: Administrator's Report to the Community* (Attachment 1) that celebrates our achievements, reflects on our challenges, and sets out a general direction for the next steps in our transformation journey. The Report has been informed by the NSW Government's *Guidance to support seamless transition from administration to elected councils* (June 2017).

Although it is not a statutory requirement for newly merged Councils to develop an End of Term Report, I have welcomed this opportunity to acknowledge the hard work of staff, former Councillors, and community members. I am proud that the Office of Local Government has recognised our transformation as one of the most efficient mergers in NSW, and prouder still that through the establishment of the Merger Savings Fund, we can ensure that financial efficiency savings directly benefit the community on an ongoing basis.

As would be expected, it has not been easy to merge three organisations into one new Council. However we have come through the initial transition time unscathed and are already in a position to deliver significant commitments to the community, including: a single parking sticker for beachside parking; building an iconic walk/cycle way from Manly to Palm Beach; ensuring that new and existing playgrounds are all-inclusive and accessible to people with a disability; building a new Creative Art space; identifying needs of sporting groups and developing a clear sportsground strategy; and looking after our young people by providing facilities, events and programs for youth.

It has been an absolute pleasure working alongside staff and community members who have come together to build a strong organisation that effectively can deal with the complex challenges ahead. Community priorities - such as transport, climate change and environmental protection, sustainable development, health, education, and employment - require a regional and collaborative approach. I am confident that the new organisation is more than ready to support the first elected Council of the Northern Beaches in creating a more sustainable future.

I wish to thank everyone for their dedication and commitment to ensuring the success of Northern Beaches Council.

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#### RECOMMENDATION

That Council note the *Administrator's End of Term Report* at Attachment 1 and make it available to the public via Council's website.

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**Dick Persson**  
**ADMINISTRATOR**

## 6.0 CHIEF EXECUTIVE OFFICER'S DIVISION REPORTS

<b>ITEM 6.1</b>	<b>MONTHLY INVESTMENT REPORT - JULY 2017</b>
<b>REPORTING MANAGER</b>	<b>CHIEF FINANCIAL OFFICER</b>
<b>TRIM FILE REF</b>	<b>2017/274280</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To provide a report setting out details of all money that Council has invested under section 625 of the *Local Government Act 1993*.

#### SUMMARY

In accordance with clause 212 of the *Local Government (General) Regulation 2005*, a report setting out the details of money invested must be presented to Council on a monthly basis.

The report must also include certification as to whether or not the investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

The Investment Report shows that Council has total cash and investments of \$192,788,320 comprising:

- Trading Accounts           \$10,368,753
- Investments                 \$182,419,567

Performance over the period from 1 July 2017 to date was strong having exceeded the benchmark: 2.74%pa vs. 1.80%pa.

#### Certification – Responsible Accounting Officer

I hereby certify that the investments listed in the attached reports have been made in accordance with Section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2005* and existing Investment Policies.

#### FINANCIAL IMPACT

Actual investment income for the period from 1 July 2017 to date was \$411,474 compared to budgeted income of \$407,400, a positive variance of \$4,074.

#### SOCIAL IMPACT

Nil

#### ENVIRONMENTAL IMPACT

Nil

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#### RECOMMENDATION OF CHIEF EXECUTIVE OFFICER

That Council receive and note the Investment Report as at 31 July 2017, including the certification by the Responsible Accounting Officer.

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**REPORT**

**INVESTMENT BALANCES**

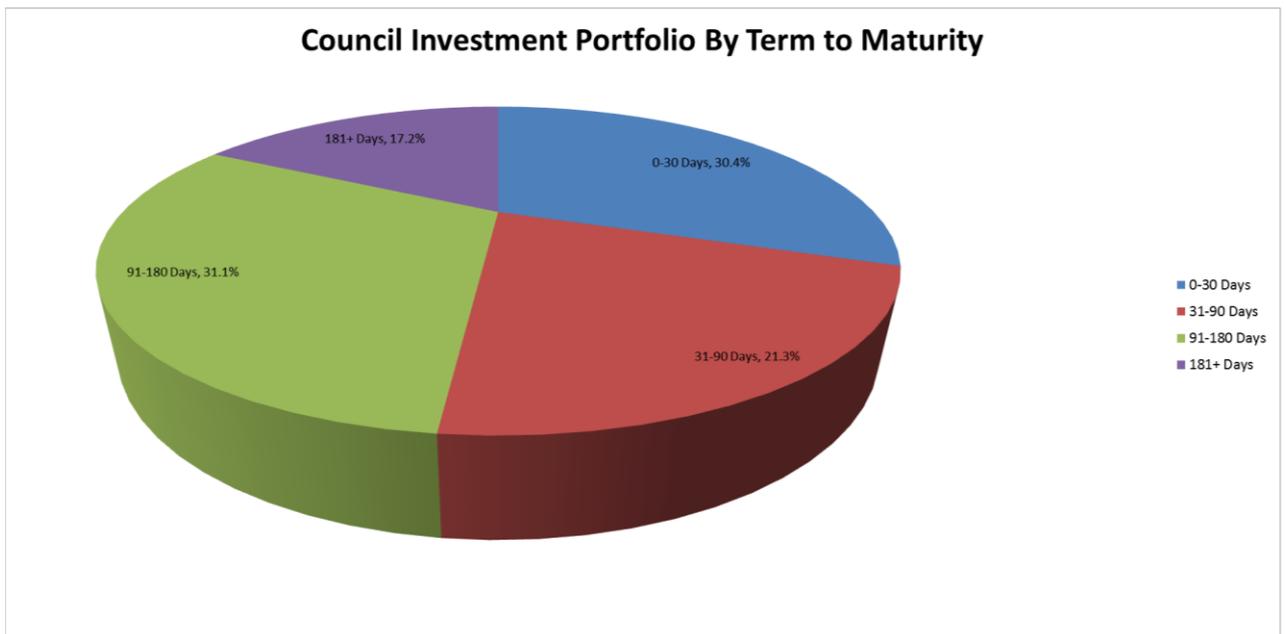
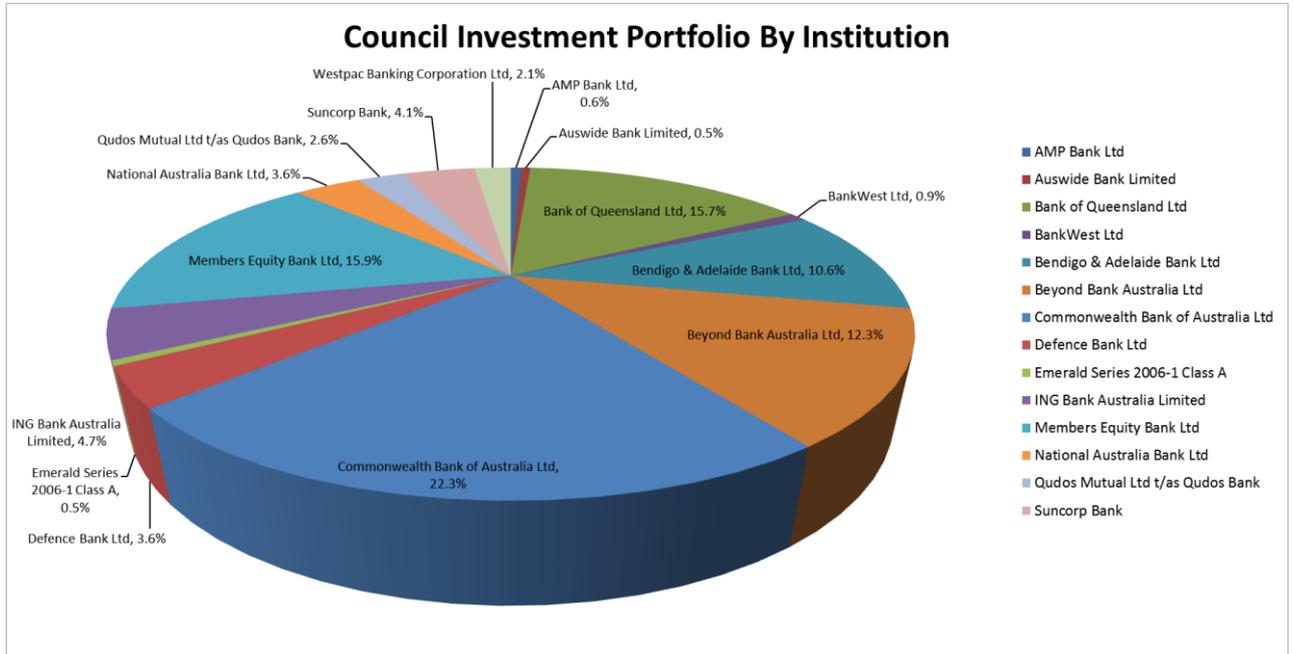
<b>INVESTMENT BALANCES</b>				
As at 31-Jul-2017				
<b>INSTITUTION</b>	<b>RATING</b>	<b>AMOUNT \$</b>	<b>MATURITY DATE</b>	<b>INTEREST RATE</b>
<b>Trading Accounts</b>				
Commonwealth Bank of Australia Ltd	A1+	1,096,434		1.35%
Commonwealth Bank of Australia Ltd	A1+	687,613		1.35%
Commonwealth Bank of Australia Ltd	A1+	62,223		0.40%
National Australia Bank Ltd	A1+	<u>2,601,220</u>		1.50%
		<b>4,447,490</b>		
<b>At Call Accounts</b>				
Commonwealth Bank of Australia Ltd	A1+	10,024,679	At Call	1.85%
Commonwealth Bank of Australia Ltd	A1+	3,443,925	At Call	1.85%
AMP Bank Ltd	A1	1,146,062	At Call	2.05%
National Australia Bank Ltd	A1+	<u>2,400,000</u>	At Call	2.00%
		<b>17,014,666</b>		
<b>Mortgage Backed Securities</b>				
Weighted Avg Life *				
Emerald Series 2006-1 Class A	AAA	<u>954,320</u>	21-Aug-51	2.185%
		<b>954,320</b>		
<b>Term Deposits</b>				
Bank of Queensland Ltd	A2	2,000,000	01-Aug-17	2.75%
Bank of Queensland Ltd	A2	2,000,000	04-Aug-17	2.80%
National Australia Bank Ltd	A1+	2,000,000	08-Aug-17	2.80%
ING Bank Australia Limited	A2	2,000,000	10-Aug-17	2.80%
Bank of Queensland Ltd	A2	1,000,000	14-Aug-17	2.80%
ING Bank Australia Limited	A2	2,000,000	15-Aug-17	2.79%
Westpac Banking Corporation Ltd	A1+	1,000,000	18-Aug-17	3.00%
Westpac Banking Corporation Ltd	A1+	1,000,000	18-Aug-17	3.00%
Westpac Banking Corporation Ltd	A1+	1,000,000	18-Aug-17	3.00%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	22-Aug-17	2.85%
ING Bank Australia Limited	A2	2,000,000	22-Aug-17	2.80%
Suncorp Bank	A1	2,000,000	28-Aug-17	2.65%
Beyond Bank Australia Ltd	A2	2,000,000	29-Aug-17	2.75%
Auswide Bank Limited	A3	1,000,000	05-Sep-17	2.70%
Beyond Bank Australia Ltd	A2	2,000,000	05-Sep-17	2.70%
Westpac Banking Corporation Ltd	A1+	1,000,000	08-Sep-17	3.00%
Bank of Queensland Ltd	A2	2,000,000	11-Sep-17	2.65%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	13-Sep-17	2.75%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	19-Sep-17	2.70%
Bank of Queensland Ltd	A2	1,000,000	21-Sep-17	2.80%
Suncorp Bank	A1	2,000,000	25-Sep-17	2.65%
Bank of Queensland Ltd	A2	2,000,000	26-Sep-17	2.65%
Bank of Queensland Ltd	A2	2,000,000	29-Sep-17	2.80%
Bank of Queensland Ltd	A2	2,000,000	29-Sep-17	2.75%
Members Equity Bank Ltd	A2	1,000,000	03-Oct-17	2.80%
Bank of Queensland Ltd	A2	2,000,000	03-Oct-17	2.65%
Members Equity Bank Ltd	A2	2,000,000	05-Oct-17	2.60%
Qudos Mutual Ltd t/as Qudos Bank	A3	1,000,000	09-Oct-17	2.70%
Bank of Queensland Ltd	A2	2,000,000	10-Oct-17	2.60%
Beyond Bank Australia Ltd	A2	1,000,000	12-Oct-17	2.75%
Bank of Queensland Ltd	A2	2,000,000	17-Oct-17	2.65%

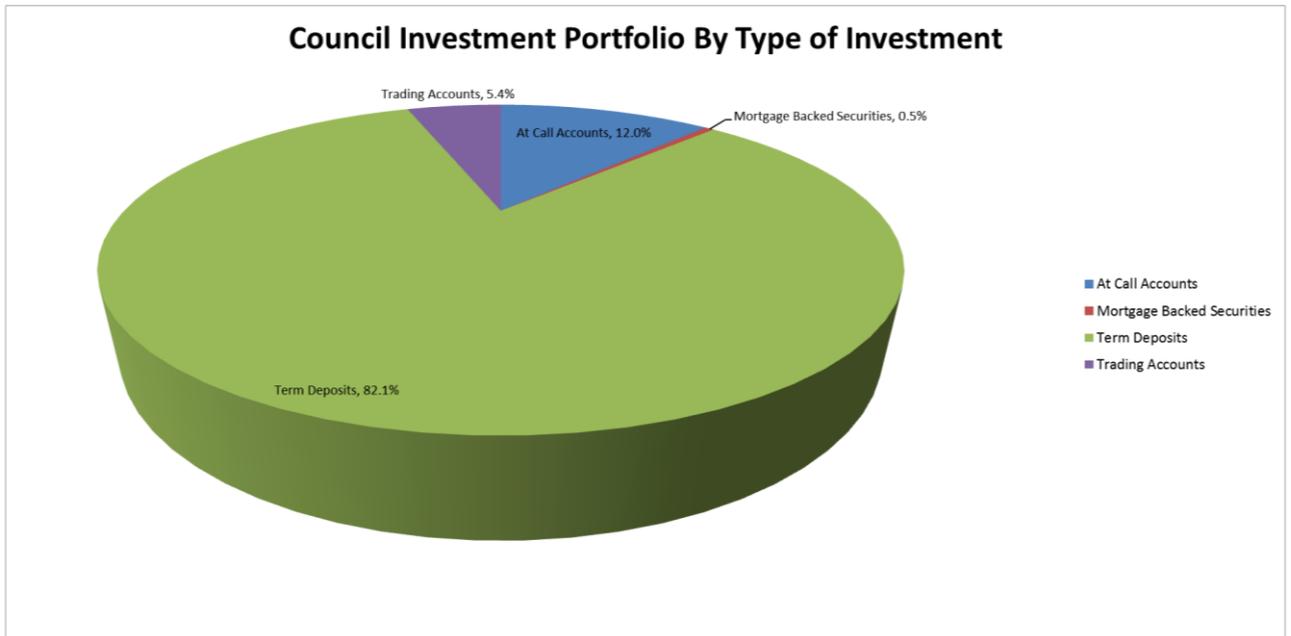
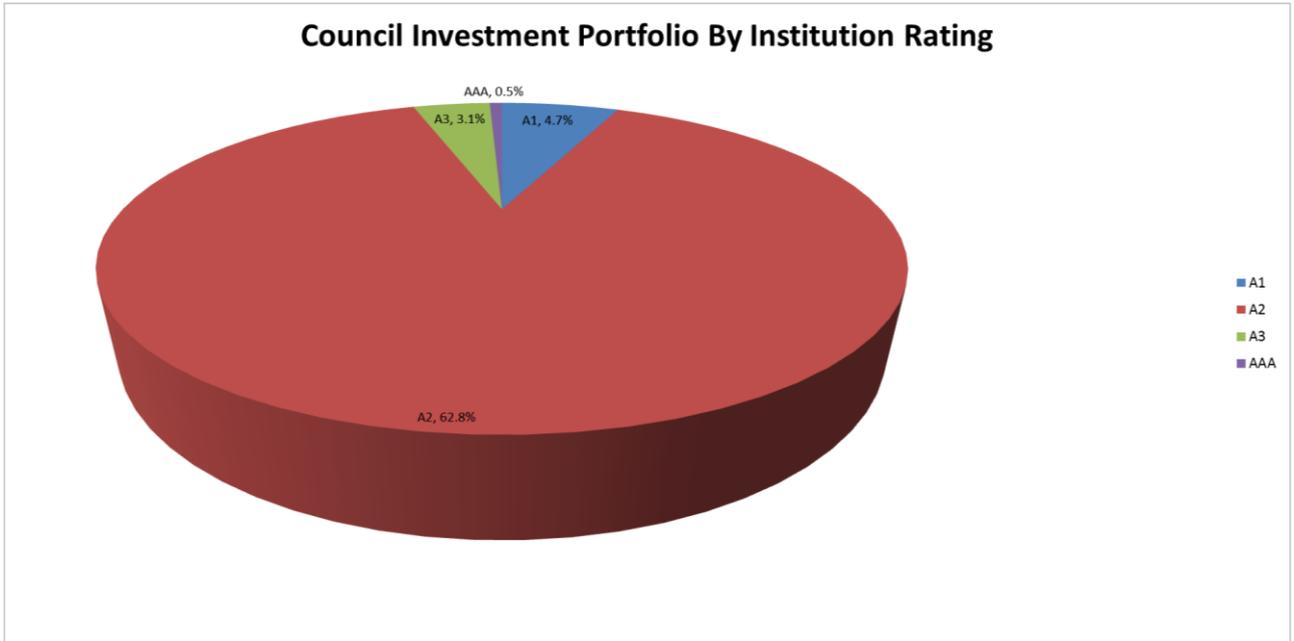
<b>INVESTMENT BALANCES</b>				
As at 31-Jul-2017				
<b>INSTITUTION</b>	<b>RATING</b>	<b>AMOUNT \$</b>	<b>MATURITY DATE</b>	<b>INTEREST RATE</b>
<b>Term Deposits (continued)</b>				
Members Equity Bank Ltd	A2	2,000,000	19-Oct-17	2.60%
Members Equity Bank Ltd	A2	1,000,000	24-Oct-17	2.70%
Bank of Queensland Ltd	A2	1,000,000	24-Oct-17	2.60%
Beyond Bank Australia Ltd	A2	2,000,000	24-Oct-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	26-Oct-17	2.67%
Bank of Queensland Ltd	A2	1,000,000	31-Oct-17	2.65%
Bank of Queensland Ltd	A2	1,000,000	01-Nov-17	2.75%
Bank of Queensland Ltd	A2	2,000,000	03-Nov-17	2.60%
Beyond Bank Australia Ltd	A2	1,000,000	06-Nov-17	2.70%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	07-Nov-17	2.65%
Members Equity Bank Ltd	A2	2,000,000	07-Nov-17	2.70%
Qudos Mutual Ltd t/as Qudos Bank	A3	1,000,000	09-Nov-17	2.70%
Beyond Bank Australia Ltd	A2	1,000,000	10-Nov-17	2.75%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	14-Nov-17	2.64%
Suncorp Bank	A1	3,000,000	14-Nov-17	2.60%
Beyond Bank Australia Ltd	A2	2,000,000	16-Nov-17	2.75%
Members Equity Bank Ltd	A2	2,000,000	21-Nov-17	2.70%
Beyond Bank Australia Ltd	A2	2,000,000	23-Nov-17	2.70%
Beyond Bank Australia Ltd	A2	1,000,000	04-Dec-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	05-Dec-17	2.65%
Beyond Bank Australia Ltd	A2	2,000,000	05-Dec-17	2.70%
Commonwealth Bank of Australia Ltd	A1+	500,000	08-Dec-17	2.68%
Qudos Mutual Ltd t/as Qudos Bank	A3	1,000,000	08-Dec-17	2.70%
Beyond Bank Australia Ltd	A2	1,000,000	11-Dec-17	2.75%
Members Equity Bank Ltd	A2	2,000,000	12-Dec-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	12-Dec-17	2.70%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	15-Dec-17	2.67%
Defence Bank Ltd	A2	1,000,000	18-Dec-17	2.77%
Members Equity Bank Ltd	A2	1,000,000	19-Dec-17	2.65%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	20-Dec-17	2.80%
Members Equity Bank Ltd	A2	2,000,000	20-Dec-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	02-Jan-18	2.70%
Beyond Bank Australia Ltd	A2	2,000,000	04-Jan-18	2.75%
Qudos Mutual Ltd t/as Qudos Bank	A3	1,000,000	08-Jan-18	2.70%
Beyond Bank Australia Ltd	A2	2,000,000	09-Jan-18	2.75%
Members Equity Bank Ltd	A2	1,000,000	11-Jan-18	2.70%
Members Equity Bank Ltd	A2	2,000,000	17-Jan-18	2.65%
Suncorp Bank	A1	1,000,000	23-Jan-18	2.65%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	25-Jan-18	2.80%
Beyond Bank Australia Ltd	A2	1,000,000	29-Jan-18	2.75%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	31-Jan-18	2.80%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	06-Feb-18	2.80%
Qudos Mutual Ltd t/as Qudos Bank	A3	1,000,000	08-Feb-18	2.70%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	13-Feb-18	2.80%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	20-Feb-18	2.72%
Bank of Queensland Ltd	A2	1,000,000	20-Feb-18	2.65%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	27-Feb-18	2.68%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	02-Mar-18	2.65%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	06-Mar-18	2.73%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	13-Mar-18	2.72%

<b>INVESTMENT BALANCES</b>				
As at 31-Jul-2017				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
<b>Term Deposits (continued)</b>				
Commonwealth Bank of Australia Ltd	A1+	1,000,000	16-Mar-18	2.71%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	27-Mar-18	2.68%
Beyond Bank Australia Ltd	A2	1,000,000	29-Mar-18	2.75%
Bank of Queensland Ltd	A2	1,000,000	17-Apr-18	2.65%
Bank of Queensland Ltd	A2	2,000,000	23-Apr-18	2.65%
Members Equity Bank Ltd	A2	1,000,000	15-May-18	2.75%
Defence Bank Ltd	A2	2,000,000	15-May-18	2.80%
Defence Bank Ltd	A2	2,000,000	22-May-18	2.80%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	05-Jun-18	2.60%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	26-Jun-18	2.80%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	29-Jun-18	2.75%
Bank of Queensland Ltd	A2	719,877	10-Jul-18	2.70%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	24-Jul-18	2.70%
ING Bank Australia Limited	A2	1,000,000	24-Jul-18	2.70%
		<b>139,219,877</b>		
<b>Kimbriki Environmental Enterprises Pty Ltd</b>				
<b>Trading Accounts</b>				
Commonwealth Bank of Australia Ltd	A1+	5,921,263		0.90%
		<b>5,921,263</b>		
<b>At Call Accounts</b>				
Commonwealth Bank of Australia Ltd	A1+	5,360,838	At Call	1.45%
Commonwealth Bank of Australia Ltd	A1+	819,867	At Call	1.45%
		<b>6,180,705</b>		
<b>Term Deposits</b>				
Commonwealth Bank of Australia Ltd	A1+	1,000,000	15-Jan-18	2.35%
		<b>1,000,000</b>		
<b>New Council Implementation Fund</b>				
<b>Term Deposits</b>				
BankWest Ltd	A1+	1,000,000	15-Aug-17	2.60%
Members Equity Bank Ltd	A2	750,000	15-Sep-17	2.60%
Beyond Bank Australia Ltd	A2	650,000	15-Sep-17	2.70%
Members Equity Bank Ltd	A2	1,000,000	15-Jan-18	2.70%
		<b>3,400,000</b>		
<b>Stronger Communities Fund</b>				
<b>Term Deposits</b>				
ING Bank Australia Limited	A2	2,000,000	15-Aug-17	2.79%
BankWest Ltd	A1+	750,000	15-Sep-17	2.60%
Members Equity Bank Ltd	A2	900,000	24-Oct-17	2.70%
Bank of Queensland Ltd	A2	500,000	13-Nov-17	2.65%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	18-Dec-17	3.00%
Defence Bank Ltd	A2	1,000,000	18-Dec-17	2.77%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	19-Dec-17	2.66%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	17-Jan-18	3.00%
Members Equity Bank Ltd	A2	1,000,000	17-Jan-18	2.70%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	16-Feb-18	3.00%
Bendigo & Adelaide Bank Ltd	A2	500,000	13-Apr-18	2.70%
Defence Bank Ltd	A2	1,000,000	12-Jun-18	2.85%
		<b>14,650,000</b>		
<b>Total Cash and Investments</b>		<b>192,788,320</b>		

\* 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 ANALYSIS**





**INVESTMENT PERFORMANCE VS. BENCHMARK**

	<b>Investment Portfolio Return (%pa)*</b>	<b>Benchmark: Bloomberg AusBond Bank Bill Index</b>	<b>Benchmark: 11am Cash Rate **</b>
1 Month	2.74%	1.80%	1.50%
3 Months	2.70%	1.82%	1.50%
6 Months	2.74%	1.89%	1.50%
FYTD	2.74%	1.80%	1.50%
12 Months	2.78%	2.01%	1.50%

\* Excludes trading account balances

\*\* This benchmark relates to Cash Fund holdings

**MONTHLY INVESTMENT INCOME\* VS. BUDGET**

	<b>31 Jul 17 \$</b>	<b>Year to Date \$</b>
Investment Income	411,468	411,468
Adjustment for Fair Value	6	6
Total Investment Income	411,474	411,474
Budgeted Income	407,400	407,400

\*Includes all cash and investment holdings

## ECONOMIC NOTES

*(Source: Primarily extracted from information supplied by Laminar Capital Pty Ltd)*

Signs that that global economic growth has taken a stronger turn continued to show through in July. Annual GDP growth readings in the United States and China for Quarter 2 were firmer than expected. Inflation readings in most countries remain comparatively low, but more consistent strength in global growth is causing more central banks to step back from very easy monetary policy settings led by the US Federal Reserve (Fed). In the case of the RBA, the pressure to start hiking its cash rate is less, but could become more pronounced later in the year.

In the US, the advance reading of Quarter 2 GDP showed a pronounced lift to 2.6% annualised growth from 1.2% in Quarter 1. Encouragingly, consumption spending provided good support for growth by rising in Quarter 2 at 2.8% annualised pace from 1.9% in Quarter 1. Early indications of Quarter 3 growth have been mixed, but the key elements that point to US households and businesses spending comparatively freely – strong employment growth; low unemployment rate; modestly rising real wages but with strongly rising household wealth and company earnings – are all consistent with stronger economic growth. The Fed has also been removing monetary stimulus and it remains adamant that it will continue slowly hiking its funds rate (now at 1.25% after four well-spaced 25bps rate hikes) and will soon start reducing the size of its holdings of US bonds and mortgage-backed securities.

In China, Quarter 2 GDP was stronger than expected at 6.9% year-on-year matching annual growth in Quarter 1. Economic readings for the month of June mostly beat analysts' expectations. Export growth was up 11.3% year-on-year accelerating from 8.7% in May. One feature supporting the notion that global growth has been accelerating has been a noticeable improvement in export growth in many key Asian economies, including China. Domestic demand within China continues to grow well too with annual growth in urban fixed asset investment spending and retail sales both strong in June at respectively 8.6% year-on-year and 11.0%.

Europe continues to show impressive signs of improvement. Quarter 2 GDP growth is due for release later this week and it seems likely that the relatively strong 0.6% quarter-on-quarter growth recorded in Quarter 1 will be repeated which would lift annual growth to 2.4% year-on-year from 1.9% in Quarter 1. Recent leading economic indicators out of Europe – business and consumer sentiment – have been consistently strong and imply that the marked lift in European economic growth will continue through Quarter 3.

The Australian economy, after slowing quite sharply in Quarter 1 registering GDP growth of only +0.3% quarter-on-quarter, +1.7% year-on-year, probably rebounded and strongly in Quarter 2. Employment rose sharply in the three months ending June, up by 101,200 and with full-time employment up by an even greater 111,400. The strength of employment growth indicates a pronounced lift in household disposable income in the quarter which in turn may help to explain a sharp lift in retail sales in April, up 1.0% month-on-month, and May 0.6%. June retail sales are due later this week and another small gain would see real retail sales in Quarter 2 up by more than 1.0% far stronger than the 0.1% fall recorded in Quarter 1 and an indication that household consumption spending will make a much bigger contribution to GDP growth than it did in Quarter 1. Net exports and government spending also look set to contribute more strongly to growth in Quarter 2. There are weak patches in the Australian economy. The prolonged downturn in mining investment may be all but over, but the down turn in residential construction is only just starting. The Australian economy is a mixed bag, but one that on balance appears to be taking an improving turn. If the economy continues to pick up pace through the remainder of 2017, as seems more likely now, there is still relatively little pressure on inflation just yet. The Quarter 2 CPI was lower -than-expected at 0.2% quarter-on-quarter, 1.9% year-on-year and although there are some inflation pressure points developing in higher utility prices and housing rent, wages growth remains very low.

The investment portfolio return over the period 1 July 2017 to 31 July 2017 was 2.74% versus the Ausbond Bank Bill Index return of 1.80%.

<b>ITEM 6.2</b>	<b>COMMUNITY SATISFACTION SURVEY 2017</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER TRANSFORMATION &amp; PERFORMANCE</b>
<b>TRIM FILE REF</b>	<b>2017/276091</b>
<b>ATTACHMENTS</b>	<b>1 Community Satisfaction Survey 2017 (Included In Attachments Booklet)</b>

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## EXECUTIVE SUMMARY

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### PURPOSE

To report the results of the 2017 Community Satisfaction Survey.

### SUMMARY

This is Council's first comprehensive survey of resident attitudes and opinions on Council services and facilities. This telephone survey of 756 Northern Beaches residents was conducted in June 2017 by Micromex Research. The findings in summary are:

*The Communities overall satisfaction with the performance of Council is above the NSW Metro Council norm, with 88% of residents stating that they are 'somewhat satisfied' to 'very satisfied' with the performance of Council.*

Overall, the results indicate that Council is providing many of the services and facilities at a satisfactory level or above, for those rated as important. 'Consultation with the community' singly accounts for 12% of the ratings for the overall performance of Council and received a moderate level of stated satisfaction from respondents. 'Parks and recreation areas' made up the second largest proportion of overall performance, contributing to 9% of results in overall satisfaction and receiving a moderately high level of satisfaction from residents.

Perceptions of how the Council consults with the community singly accounts for 12% of the variation in ratings that residents give the overall performance of Council, though it currently receives only a moderate level of stated satisfaction from respondents. 'Parks and recreation areas' is the second largest variable, contributing to 9% of the variation in overall satisfaction, however it received a moderately high level of satisfaction from residents.

Half of the respondents have had contact with a council staff member in the past 12 months, 84% of which were 'somewhat satisfied' to 'very satisfied' with staff performance in dealing with the enquiry.

Residents feel that their quality of life in the Northern Beaches LGA is extremely high, and that people are proud of the area. The greatest challenges that residents believe they will face over the next 4 years relate to how they move around, with congestion slowing down roads and a desire for more access to public transport. Residents are also concerned about development within the area, and how services and infrastructure will be able to meet the needs of the growing population.

In line with the challenges that residents believe will occur in the future, respondents stated that they would like more funding to be allocated to maintaining and upgrading roads. However, environmental protection and maintenance was also a key area that residents would like to see prioritised with funding.

The results provide Council with important information to assist in strategic planning and service delivery.

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**RECOMMENDATION OF CHIEF EXECUTIVE OFFICER**

That Council note the 2017 Community Satisfaction Survey and consider the results as part of Council's ongoing strategic and business planning.

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## REPORT

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### BACKGROUND

Council is committed to regular community research and consultation, to ensure the views and perceptions of the community are considered in planning and delivering services. The first independent community-wide survey of our range of services has been conducted, to be repeated annually.

#### Survey Method

The survey was conducted in June 2017 by Micromex Research. This was a telephone survey of 756 Northern Beaches residents randomly selected across the Council's 5 wards. Participants were over the age of 18 years.

This size survey provides a 95% confidence level in the results, which means that if it were replicated the results would be the same 19 times out of 20. The results were weighted by age and gender (2016 ABS Census) to ensure they are representative of the Northern Beaches community.

The survey questions were designed to identify the community's:

- Priorities and satisfaction in relation to Council activities, services, and facilities
- Overall level of satisfaction with Council's performance, and the performance of Council staff
- Level of agreement with prompted statements surrounding community pride/connectedness
- Importance of Council's role in progressing digital solutions in the future
- Top challenges for Council to focus on
- Priority areas for funding to be allocated to

Results have been benchmarked against Micromex's database of 60 NSW local councils, and provides a baseline to assist in accurately gauging changes in community attitudes over time.

### KEY FINDINGS

#### High Overall Satisfaction and Quality of Life

Overall 88% of residents were 'somewhat satisfied' to 'very satisfied' with Council's performance, with the mean rating significantly higher than the benchmark score for all of NSW.

NSW LGA Brand Scores	Northern Beaches Council	All of NSW	Metro	Regional
Mean ratings	3.56▲	3.31▼	3.45	3.22▼

Scale: 1 = not at all satisfied, 5 = very satisfied

▲▼ = A significantly higher/lower satisfaction (by group)

Quality of life in the Northern Beaches was extremely high, with 99% of residents reporting it to be good or better. Nearly two thirds of residents (64%) selected 'excellent'.

Agreement with the statement 'people on the Northern Beaches are generally proud of their area' was extremely high. Most respondents also feel a sense of belonging in their community and have someone to call on if they need assistance.

## Staff Performance and Engagement

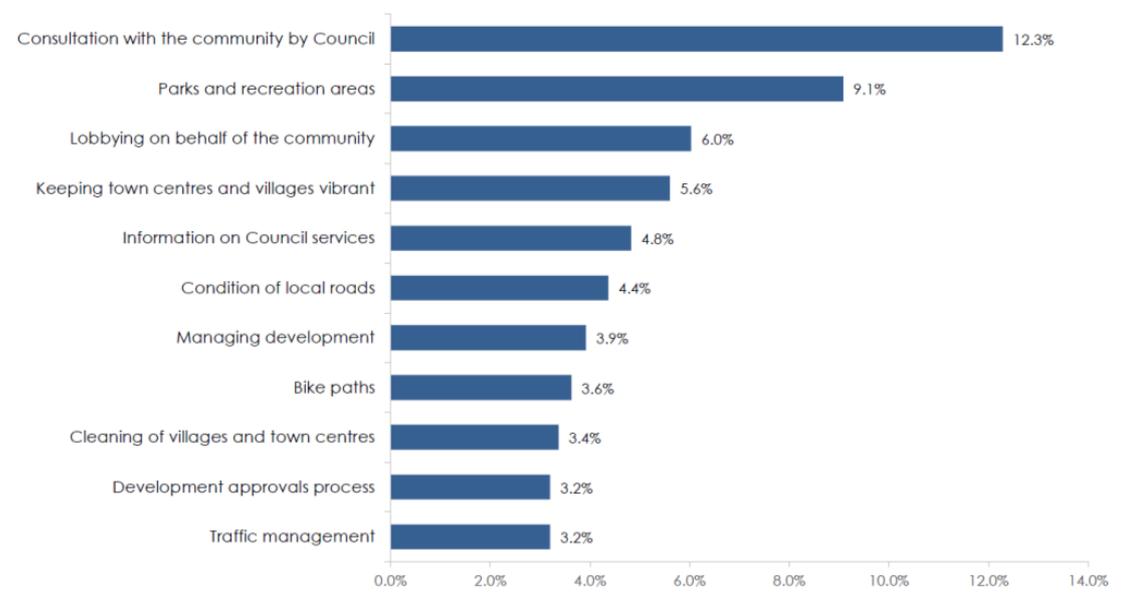
For the residents that had contact with a Council staff member in the past 12 months, satisfaction with the performance of staff in dealing with the enquiry was moderately high, with 84% stating they were 'somewhat satisfied' to 'very satisfied'. This was on a par with the NSW benchmark.

## Individual Council Services and Facilities

Overall, the results indicate that Council is providing many of the services and facilities at a satisfactory level or above, for those rated as important.

A shapely regression analysis identified those services that are the key drivers of overall satisfaction. The top 11 services account for almost 60% of overall satisfaction with Council:

### These Top 11 Indicators Contribute to Almost 60% of Overall Satisfaction with Council



'Consultation with the community' and 'parks and recreation areas' are key contributors to overall satisfaction amongst the community. Whilst all service/facility areas are important, only a small number are significant drivers of the community's overall satisfaction with Council.

## Future Vision

How residents move around was the leading challenge identified for the next 4 years, via both congested roads (35%) and public transport (23%). Ensuring that services and infrastructure are able to meet the demands of the growing population (21%), and that new developments are carefully planned with the area not becoming too overdeveloped (19%) were also challenges identified by a large proportion of residents' top of mind responses. After transport and development issues, the next key challenge is environmental concerns (13%).

In terms of priorities funding areas, the top answers included:

- Updating and maintaining roads in the area (25%)
- Environmental protection and maintenance (19%)
- Public transport (13%)

Respondents were also asked about Council's role in progressing digital solutions. 'Improving online and digital services for our customers' was rated as the most important digital solution for the future by respondents. Residents aged 65 and over were significantly more likely to rate 'providing services to help our community become more digitally savvy' as important.

### **Conclusion**

This survey establishes the baseline for Council's service and facility areas with the results of the survey to be considered as part of Council's ongoing strategic planning and service delivery.

### **FINANCIAL IMPACT**

The cost of the survey is funded from the existing operational budget.

### **SOCIAL IMPACT**

Nil

### **ENVIRONMENTAL IMPACT**

Nil

<b>ITEM 6.3</b>	<b>STRONGER COMMUNITIES FUND - QUARTERLY UPDATE JUNE 2017</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER TRANSFORMATION AND PERFORMANCE</b>
<b>TRIM FILE REF</b>	<b>2017/251558</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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## EXECUTIVE SUMMARY

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### PURPOSE

To provide an update on the progress of the *Community Grants Program* and *Connecting Communities Program* both which are funded from the \$15 million Stronger Communities Fund.

### SUMMARY

The Stronger Communities Fund (SCF) was established by the NSW Government as part of the NSW Government's Fit for the Future reform program. The Northern Beaches Council received \$15 million in funding and allocated \$1 million to a *Community Grants Program* and \$14 million to the \$32.6 million *Connecting Communities Program*.

The *Connecting Communities Program* is being delivered in partnership with the NSW Government and includes:

1. The \$22.3 million *Connecting the Northern Beaches* program, providing a continuous all-weather walkway from Palm Beach to Manly and an extensive council-wide cycle way and shared path network focused on the B-Line.
2. The \$10.3 million *Connecting All Through Play* program features a regional network of inclusive accessible playgrounds including two major new all abilities playgrounds at Manly Dam and Lionel Watts, upgrades to play areas across the Northern Beaches to make them more inclusive, and \$4 million for sporting facilities and surf lifesaving clubs.

As a result, Sydney's iconic Northern Beaches will be connected by a spectacular world class coastal walkway and cycleway stretching from Manly to Palm Beach. Council will also take a huge step on the path to establishing the Northern Beaches as the world's most innovative destination for inclusive play.

Delivery of the *Connecting Communities Program* is underway, as is the planning and design for the major works. This includes completion of 1.88 km of off road shared path (in Brookvale, North Manly and Manly Vale, off road shared path at Mona Vale Hospital connecting the shared path behind Mona Vale Golf Club with Warriewood Beach, and completion of the tenders for the Palm Beach off road shared pathway from Palm Beach Wharf to Governor Phillip Park.

The majority of the construction work has been within the cycleway program and inclusive play which is funded by a grant from Transport for NSW and Merger Savings Fund. Total budget expended to 30 June 2017 is \$717,664, plus significant staff time has been allocated to progress the projects. Of this, \$161,233 has been expended out of the SCF – Major Projects.

The *Community Grants Program* supports 53 community projects across a variety of focus areas including disability, art and culture, the environment, sporting, supporting people at risk and volunteer organisations. By 30 June 2017 \$388,979 was paid out and seven projects successfully completed by grant recipients delivering:

- improved service and safety for staff and clients at the Manly Women's Shelter.
- improved safety and efficiency for volunteers and the public through the upgrade to two vehicles owned by the Warringah Pittwater SES.
- increased capacity and safety for users of the Northern Beaches Indoor Sports Centre.
- increased capacity for the Be Centre through the installation of two additional therapy rooms.
- improved capacity and service from the Manly Warringah St Johns Ambulance resulting in increased community safety through the purchase and integration of a digital radio system.
- increased capacity of The Link Community Care through the rollout of the Mobile Foodcare Project, providing direct relief from poverty and hunger through the provision of affordable groceries, fruit and vegetables.
- upgraded court surfaces at Wakehurst Tennis Centre improving participation and bringing the complex up to the National Standard for state tennis tournaments.

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**RECOMMENDATION OF CHIEF EXECUTIVE OFFICER**

That Council note the Stronger Communities Fund June Quarterly Update.

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## REPORT

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### BACKGROUND

The Stronger Communities Fund (SCF) has been established by the NSW Government as part of the NSW Government's Fit for the Future reform program. The Northern Beaches Council received \$15 million in funding and allocated \$1 million to a *Community Grants Program* and the remaining funds (\$14 million) to the \$32.6 million *Connecting Communities Program*.

The *Connecting Communities Program* is being delivered in partnership with the NSW Government and includes:

1. The \$22.3 million *Connecting the Northern Beaches* program, providing a continuous all-weather walkway from Palm Beach to Manly and an extensive council-wide cycle way and shared path network focused on the B-Line.
2. The \$10.3 million *Connecting All Through Play* program features a regional network of inclusive accessible playgrounds including two major new all abilities playgrounds at Manly Dam and Lionel Watts, upgrades to play areas across the Northern Beaches to make them more inclusive, and \$4 million for sporting facilities and surf lifesaving clubs.

The SCF requires quarterly progress reports on expenditure and outcomes until these funds are spent.

### Connecting Communities Program

The *Connecting the Northern Beaches* and *Connecting All Through Play* programs, collectively called '*Connecting the Northern Beaches*' are being funded in part by the SCF, the Merger Savings Fund and Transport for NSW (TfNSW) with an additional \$4.21 million in grant funding to be sourced over the next 1.5 years.

The *Connecting the Northern Beaches* program has been identified within Council's budget as four major projects and reporting will follow the same principle, that being:

- **Cycleways** – 36km of new cycleways and shared paths including 14km of new off road shared paths, 22km designated as on-road routes connecting to the existing network and new shared paths such as Collaroy to Narrabeen and critical connections to transport nodes at Manly Vale, Brookvale, Dee Why, Warriewood and Newport.
- **Pathways** – The 36km of walkways and shared paths connecting north-south across the Local Government Area including 8km of new footpaths, boardwalks and stairs and new footpaths and tracks including the Palm Beach Walkway from Palm Beach Ferry to Beach Road.
- **Inclusive Play** – Two new major all-abilities playgrounds at Manly Dam and Lionel Watts Reserve and another 41 district playgrounds across the northern beaches will receive upgrades to improve inclusiveness and accessibility upgrades. An innovative, inclusive play pilot program on 5 neighbourhood playgrounds will also be undertaken.
- **Active Play** - \$2 million invested in sporting facilities to improve and increase capacity of our existing facilities and another \$2 million for priority upgrades to Surf Life Saving Clubs to improve accessibility and inclusiveness.

### Cycleways

- Completion of 1.88 km of off road shared path (excluding signs and line marking) at:
  - Various locations in Brookvale - William Street, Grosvenor Place, Short Street, Wattle Road, Ada Avenue and Miles Street.

- Pittwater Road, North Manly between Kentwell Road and Oliver Street.
- Kenneth and Condamine Streets, Manly Vale (0.4km of 0.56km completed).
- Construction has not yet commenced for the on-road cycleway, however design is well underway.
- Projected works to be undertaken over the next 3 months include:
  - Off road shared path on Fisher Road, Dee Why during July school holidays.
  - Off road shared path from Collaroy Town Centre to Narrabeen Town Centre along Pittwater Road.
  - Community engagement on alignment of shared path at the end of Golf Avenue and Surfview Road, Mona Vale and construction to begin.
  - Off road cycleway design along Barrenjoey Road between The Serpentine and Surfside Avenue to continue.
  - Signage and off road line marking to be installed.
- Costs incurred as at 30 June 2017 is \$556,431 of which \$0 is funded from the SCF.

### **Pathways**

- Completed 0.21 km of 0.39 km of off road shared path at Mona Vale Hospital. This will connect into the recently completed shared path behind Mona Vale Golf Club with signage and line marking still to be installed.
- Tenders are being assessed for off road shared pathway from Palm Beach Wharf to Governor Phillip Park.
- Community engagement for works at “Surf Reserve” North Curl Curl occurred including two on site drop in sessions on the 23 and 25 July.
- Projected works to be undertaken over the next 3 months include:
  - Construction of Footpath and landscaping at “Surf Reserve” North Curl Curl.
  - Community engagement for works to be undertaken at Turimetta Headland as well as survey and design work.
  - Design works on Whale Beach Road.
  - Walkway signage mock-ups being developed.
- Costs incurred as at 30 June 2017 is \$90,053 of which \$90,053 is funded from the SCF.

### **Inclusive Play**

- Tender awarded for playground design at Manly Dam (\$184,145) and Lionel Watts Reserve, Frenchs Forest (\$166,497).
- Conceptual Design for Manly Dam Walkway is 75% complete.
- Works on 5 playgrounds in Belrose under the pilot program are expected to be completed in August 2017.

- Audit and scoping for inclusiveness upgrades of the remaining 41 identified playgrounds has now been complete with construction to begin shortly.
- Costs incurred as at 30 June 2017 is \$71,180 of which \$71,180 is funded from the SCF.

### **Active Play**

- Project selection process has finalised and projects to be funded out of this program was determined by Council at the meeting on 25 July 2017.
- Nil costs incurred as at 30 June 2017.

### **Community Grants Program**

The Community Grants Program of \$1 million has now been fully allocated. Successful applications under Round One were announced in December 2016 and these projects have been progressing well. Round Two recipients was announced at the Council meeting on 25 July 2017 and will commence project implementation after funding agreements have been executed. This update will consequently refer only to progress on Round One projects.

To date there have been 7 projects completed, only one of which was completed in this quarter. The projects completed in the March quarter are:

- Improved service and safety for staff and clients at the Manly Women's Shelter.
- Improved safety and efficiency for volunteers and the public through the upgrade to two vehicles owned by the Warringah Pittwater SES.
- Increased capacity and safety for users of the Northern Beaches Indoor Sports Centre.
- Increased capacity for the Be Centre through the installation of two additional therapy rooms.
- Improved capacity and service from the Manly Warringah St Johns Ambulance resulting in increased community safety through the purchase and integration of a digital radio system.
- Increased capacity of The Link Community Care through the rollout of the Mobile Foodcare Project, providing direct relief from poverty and hunger through the provision of affordable groceries, fruit and vegetables.

The project successfully completed in the June quarter is:

<b>Recipient</b>	<b>Grant Amount</b>	<b>Outcomes</b>
Wakehurst Golf Club	\$30,360	Resurfacing of 4 tennis courts resulting in positive feedback from users of the upgraded courts. Tennis Australia has certified the courts and is now able to hold state tournaments.

The total amount paid out to grant recipients as at 30 June 2016 is \$388,979.

Eight more projects are expected to be finalised by 31 December 2017 and the remaining projects completed by 30 June 2018. It is anticipated that all funds allocated under Round 1 will have been expended by 30 June 2018.

Three grant recipients have indicated that the project is not on schedule with regard to the approved project management plan however the reasons for the delays are valid and delays minimal. The delays will not affect the success of the project or contravene any funding conditions.

## CONSULTATION

A “YourSay” page has been set up to inform the community on progress and future works and receive feedback on the *Connecting the Community Program*.

Engagement activities include:

- shared path at the end of Golf Avenue and Surfview Road, Mona Vale to be undertaken in the next few months.
- coastal walkway at “Surf Reserve” in North Curl Curl (including onsite drop in sessions on the 23 and 25 July).
- coastal walkway at Turimetta Headland (including onsite drop in sessions on the 27 and 29 July, and one on one drop in sessions on the 3 and 4 August).

An interactive webmap that will show cycle and pathways routes with click on information bubbles is also currently under development (75% complete).

## FINANCIAL IMPACT

At 30 June 2017 a total of \$1,106,642 has been spent on the *Connecting Communities Program* and *Community Grants Program* of which \$550,212 is from the SCF as follows:

Program	Total Expenditure	SCF
Connecting Communities		
• Cycleways	\$556,430	\$0
• Pathways	\$90,053	\$90,053
• Inclusive play	\$71,180	\$71,180
• Active Play	\$0	\$0
Community Grants	\$388,979	\$388,979
<b>Total Expenditure</b>	<b>\$1,106,642</b>	<b>\$550,212</b>

## SOCIAL IMPACT

The Connecting Communities Program is focused on creating an Active and Inclusive Northern Beaches Community and as such, upon successful implementation the entire Northern Beaches Community will reap significant social, health and well-being benefits through the use of this community infrastructure that physically and socially connects them to their community and the natural environment through improved active and public transport links and upgraded community infrastructure.

Likewise, the upgraded tennis courts delivered under the grant program as identified above provide a facility for people of all ages to participate in active play and socialise.

## ENVIRONMENTAL IMPACT

Appropriate environmental impact assessments will form part of the detailed design and where possible environmental protection works will be undertaken so as to result in a positive to nil environmental impact from these projects. The anticipated number of commuters and day-trippers utilising the new cycleways and footpaths connecting them to public transport and/or our towns and village centres will have a positive impact on air quality and is another step towards reducing our community’s greenhouse gas emissions.

## 7.0 CUSTOMER & CORPORATE DIVISION REPORTS

<b>ITEM 7.1</b>	<b>PROPOSED ESTABLISHMENT AND RE-ESTABLISHMENT OF VARIOUS ALCOHOL FREE ZONES</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER COMMUNITY ENGAGEMENT &amp; COMMUNICATIONS</b>
<b>TRIM FILE REF</b>	<b>2017/255661</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↓</a> Northern Beaches Local Area Command NSW Police – letter dated 27 July 2017</b> <b>2 <a href="#">↓</a> Map Proposed AFZ Church Point</b> <b>3 <a href="#">↓</a> Map Proposed AFZ Newport Residential</b> <b>4 <a href="#">↓</a> Map Proposed AFZ Newport Beach</b> <b>5 <a href="#">↓</a> Map Proposed AFZ Avalon Beach</b> <b>6 <a href="#">↓</a> Map Proposed AFZ Mona Vale</b> <b>7 <a href="#">↓</a> Map Proposed AFZ Dee Why</b> <b>8 <a href="#">↓</a> Map Proposed AFZ Palm Beach</b> <b>9 <a href="#">↓</a> Map Proposed AFZ Freshwater</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To commence consultation on proposed establishment and re-establishment of Alcohol Free Zones (AFZs) according to the requirements of the Local Government Act.

#### SUMMARY

By establishing AFZs, Council can assist the Police in controlling anti-social behaviour related to alcohol consumption. AFZs can apply to public roads, footpaths and car parks.

Northern Beaches Local Area Command NSW Police (NBLAC) have provided written recommendations regarding establishing AFZs.

A resolution of Council is required to commence exhibition of proposed AFZs, prior to any adoption.

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#### RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council approve public exhibition of the following proposed Alcohol Free Zones for a period of 30 days:

- Church Point
- Newport Residential
- Newport Beach
- Avalon Beach
- Mona Vale
- Dee Why
- Palm Beach
- Freshwater

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## REPORT

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### BACKGROUND

The Local Government Act 1993 (the Act) enables councils to establish AFZs in order to help manage the consumption of alcohol in public places.

Once established, drinking of alcohol is prohibited twenty-four hours a day in an AFZ, which the Police are responsible for enforcing.

AFZs can only be established to include public roads, footpaths and car parks, and may remain in force for up to four years. The current AFZs in Church Point, Newport, Avalon, and Mona Vale expire on 30 September 2017.

Following meetings with Council staff, the NBLAC provided written recommendations as shown in attachment 1, regarding re-establishment of AFZs in Church Point, Newport, Avalon, and Mona Vale, the establishment of a new AFZ at Palm Beach, a new AFZ at Freshwater Village and the amendment of an existing AFZ at Dee Why.

To date the implementation of these controls has been effective in the curbing of anti-social behavior and the NBLAC advise that there has been success in all areas where the former AFZs were applied.

Council staff and Police have assessed areas that have been subject to previous alcohol restrictions and advise that the following AFZs be re-established:

- **Church Point** – from the cargo wharf in McCarrs Creek Road to the eastern end of the Church Point carpark ; and includes all public roads, footpaths and car parks bounded by this area. This is illustrated in attachment 2.
- **Newport Residential** – from Barrenjoey Road in the east, bounded by Gladstone Street in the North; Beaconsfield Street in the South; Pittwater in the West; and includes all public roads, footpaths and car parks bounded by this area. This is illustrated in attachment 3.
- **Newport Beach** - Extends through the main shopping centre and is bounded by the carparks parallel to Barrenjoey Road, Foamcrest Avenue, Seaview Avenue and Neptune Street to the North; and includes all public roads, footpaths and car parks bounded by this area. This is illustrated in attachment 4.
- **Avalon Beach** – Extends across the main shopping centre, and is bounded in the north by Central Avenue, on the east by Barrenjoey Road and adjacent carparks and Surfside Avenue, in the south by Dress Circle Road and Bellevue Road at the south, and all public roads, footpaths and car parks contained within this area. This is illustrated in attachment 5.

Council staff and Police propose to amend the AFZs in the following areas:

- **Mona Vale** – This AFZ has been reduced, and now includes the main shopping centre and is bounded by the junction of Darley Street and Pittwater Road to the north, along Surfview Road to the East, through to close to the junction of Mona Vale Road and Pittwater Road; and all public roads, footpaths and car parks contained within this area. This is illustrated in attachment 6.
- **Dee Why** – This AFZ has been increased to also include Pittwater Road, and Pacific Parade West, Oaks Avenue and Howard Avenue, all to the intersection of Avon Parade, and all public roads, footpaths and car parks contained within this area. This is illustrated in attachment 7.

Council staff and Police propose to establish new AFZs in the following areas:

- **Palm Beach** - Ocean Road from the rock pool end, through to the junction with Palm Beach Road; and all public roads, footpaths and car parks contained within this area. This is illustrated in attachment 8.
- **Freshwater** - This area is bounded by Lawrence Street from Oliver Street in the West, Oceanview Road in the north, down to Undercliff Road in the south, including the public carpark adjacent to Freshwater Beach and next to the Freshwater Surf Life Saving Club, and all public roads, footpaths and car parks contained within this area. This is illustrated in attachment 9.

The Alcohol Free Zones referred to in the attached maps are only applicable to public roads, footpaths and car parks contained within the areas identified in the maps.

### CONSULTATION

In order to determine if the proposed AFZs are appropriate Council is required to undertake a public consultation process that involves all of the following:

- Publishing a newspaper notice inviting representations or comments within 30 days
- Send a copy of the proposal to the Police Local Area Commander
- Send a copy to liquor licensees and secretaries of clubs of premises that border on, or adjoin, or are adjacent to the proposed AFZ
- Send a copy of the proposal to any known organisation representing or able to speak on behalf of an identifiable Aboriginal or culturally and linguistically diverse group within the local area

A resolution of Council is sought to undertaken this consultation.

### TIMING

Should Council resolve, then a 30 day consultation process will be carried out in accordance with Ministerial Guidelines. Submissions will be reviewed and a further report will be made to Council in order to establish new AFZs.

### FINANCIAL IMPACT

There will be a cost for the re-skinning of existing signs and installation of new signage to be covered by the Environmental Compliance Business Unit.

### SOCIAL IMPACT

Establishing AFZs will aid the management of consumption of alcohol in public places across the Northern Beaches Council Local Government Area.

### ENVIRONMENTAL IMPACT

Nil



## NEW SOUTH WALES POLICE

Northern Beaches Local Area Command

Licensing Unit

3 Belgrave St Manly NSW 2095

Phone: (02) 9976 8042

27 July 2017

Northern Beaches Police have been requested by the Northern Beaches Council to make comment on the re-establishment of Alcohol Free Zones (AFZ) located in the former Pittwater and Warringah Council geographical area.

NSW Police has a crucial interest in the ensuring the safety of the community and their property. By using recommendations contained within this document, any person who does so acknowledges that:

- It is not possible to make areas evaluated by NSW Police absolutely safe for the community and their property
- Recommendations are based upon information provided to, and observations made by NSW Police at the time the document was prepared.
- The contents of the evaluation are not to be copied or circulated otherwise than for the purposes of Northern Beaches Council.

NSW Police hope that by using the recommendations contained within this document, criminal activity will be reduced and the safety of the community and their property will be increased. However, it does not guarantee that all risks have been identified or that the area evaluated will be free from criminal activity if its recommendations are followed.

Northern Beaches Police have assessed the previous declared areas of the former Pittwater Council and request that the following comments are taken into consideration.

After assessing each of the areas designated as declared areas, police proclaim success in all. Other locations have been assessed where police believe the footprint of the area may be increased slightly.

NSW Police are in support of all the chosen areas for the Alcohol Free Zones (**Attachment 1**), except for the Mona Vale area.

NSW Police request the size of the Alcohol Free Zone in the Mona Vale area be reduced due to the reduction in alcohol related street offences occurring in the Mona Vale area. (**Attachment 7**)

NSW Police received (**Attachment 3**) and were requested to make recommendations for the Freshwater area:

- NSW Police agree with the AFZ at corner of Lawrence and Oliver then down to Moore Rd. However instead of only covering certain streets, NSW Police recommend

Attachment 6 in the Report

1 of 2

Attachment 9 in the  
Report

that the area should be bounded by – Undercliff X Charles then Ocean View Rd and Charles Street and all street / areas east of this boundary. (Attachment 4)

Police request that an Alcohol Free Zone be added at the southern end of Palm Beach, along Ocean Rd through to Palm Beach Road. This area is renowned for hoodlums to congregate, drink alcohol and commit offences in their vehicles.

Police also request that the Alcohol Free Zone in the Dee Why CBD be increased due to the ongoing issue of people drinking in and around the street after purchasing alcohol from one of four bottle shops in the Dee Why CBD. Police are of the opinion the three streets to be included are: Pacific Pde west cross of Pittwater Rd to intersection of Avon Pde. Oaks Ave west cross of Pittwater Rd to intersection of Avon Pde and finally Howard Ave west cross of Pittwater Rd to intersection of Avon Pde (Attachment 1).

Should any information relating to the re-establishment of Alcohol Free Zones be required, don't hesitate to contact Licensing Office on 9976 8080.

Attachment 7 in the Report



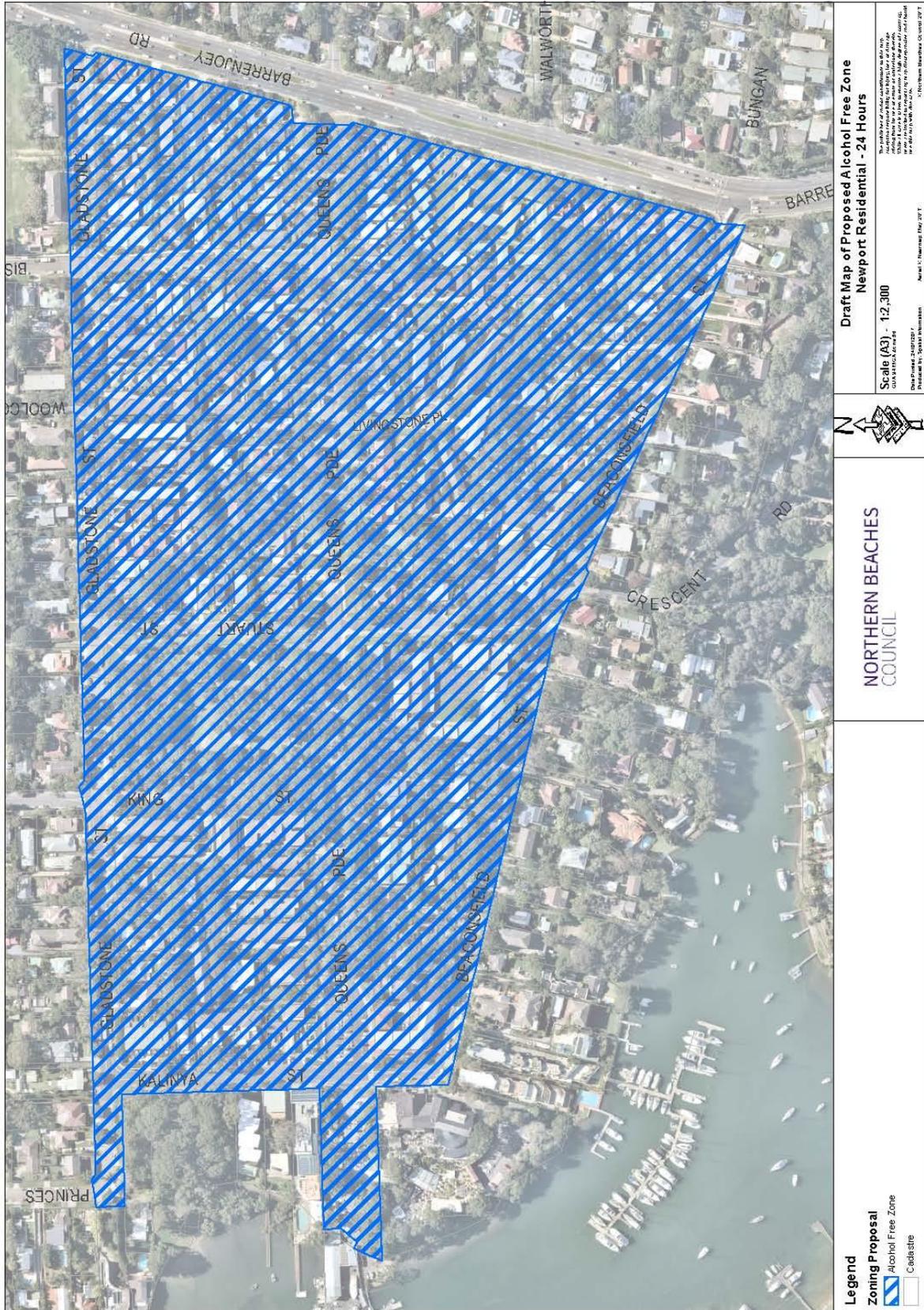
Leanne JOHNSTON  
A/Sergeant  
Northern Beaches LAC  
Licensing Unit  
PH: 9976 8042

**Please note:**

The attachments referred to in this letter do not correspond with the attachments listed in Report 7.1 Proposed Establishment and Re-establishment of Various Alcohol Free Zones in the Council Meeting Agenda.

Relevant attachment numbers have been noted above in red.





**Draft Map of Proposed Alcohol Free Zone  
Newport Residential - 24 Hours**

Scale (A3) - 1:2,300

This Draft Map is for information only. It does not constitute an offer of any services or products. It is subject to change without notice. It is not intended to be used for any purpose other than that for which it is intended. It is not to be relied upon for any purpose other than that for which it is intended. It is not to be used for any purpose other than that for which it is intended.

Date Printed: 24/07/2017  
Produced by: Spatial Information  
Author: J. Humeau / May 2017  
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**NORTHERN BEACHES  
COUNCIL**

**Legend**

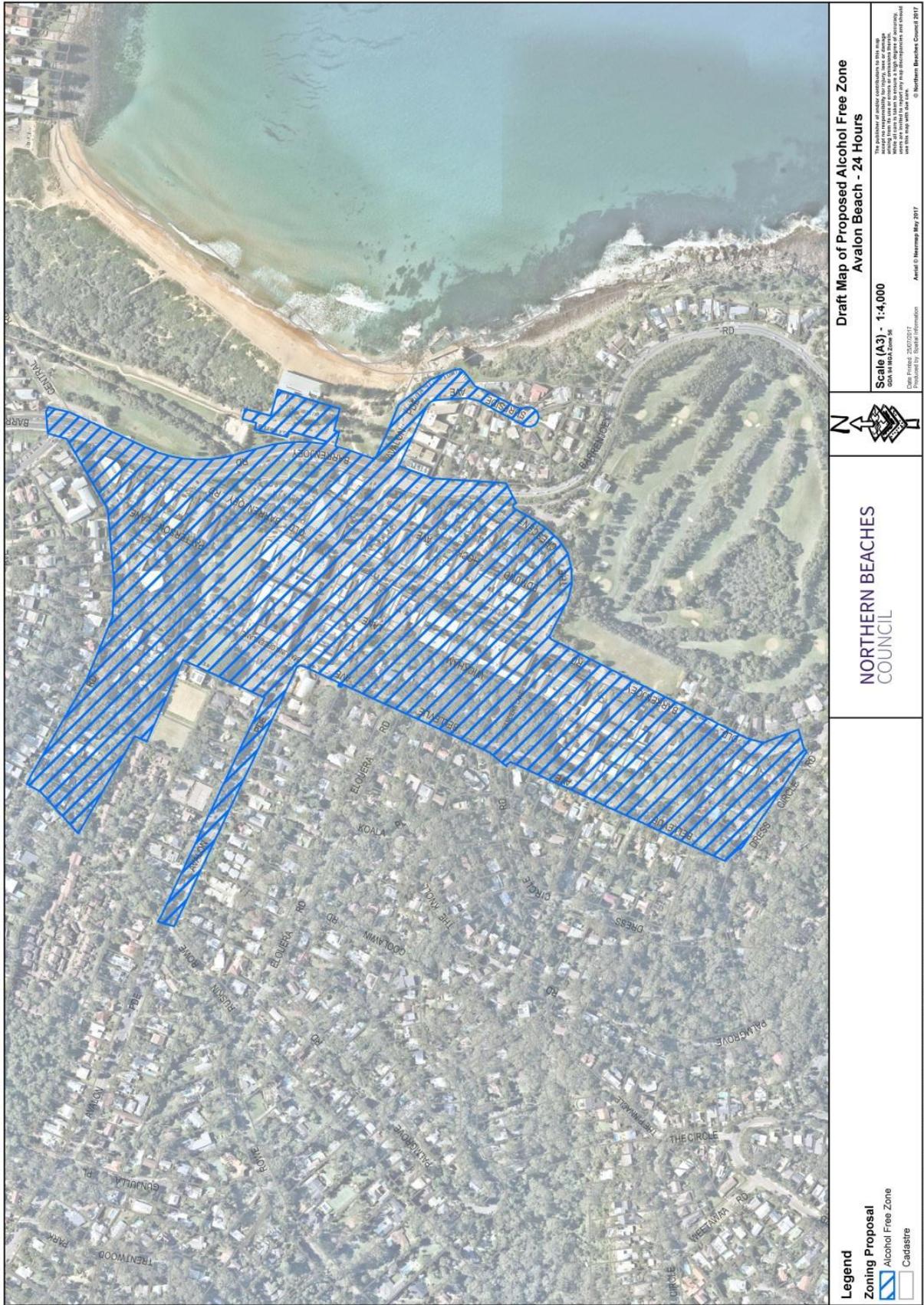
**Zoning Proposal**

-  Alcohol Free Zone
-  Cadastre

Document Path: G:\GIS\AerialMapDocs\GeneralMaps\AlcoholFreeZones\2017\NBC\_AFZ\_Jay\afb.mxd



<p><b>Draft Map of Proposed Alcohol Free Zone Newport Beach - 24 Hours</b></p> <p>Scale (A3) - 1:3,000</p> <p>Map Date: 2017/07/27 Project No: 2017/07/27 Author: S. Newman, Proj. M.T.</p>	<p><b>NORTHERN BEACHES COUNCIL</b></p>	<p><b>Legend</b></p> <p><b>Zoning Proposal</b></p> <p> Alcohol Free Zone</p> <p> Cadastre</p> <p>Document Path: C:\GIS\WorkMapDocs\General\Maps\AlcoholFreeZones\2017\NBC_AFZ_layouts.mxd</p>
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**Draft Map of Proposed Alcohol Free Zone  
Avalon Beach - 24 Hours**

**Scale (A3) - 1:4,000**

The publisher of public contributions to this map  
acknowledges the use of aerial photography, satellite  
imagery, and other data provided by third parties.  
Users are invited to report any map inaccuracies to the  
publisher via the contact details below.

Date: 20/07/2017  
Drawing: 2017NBC\_AFZ\_Layouts.mxd  
Author: S. Neenan  
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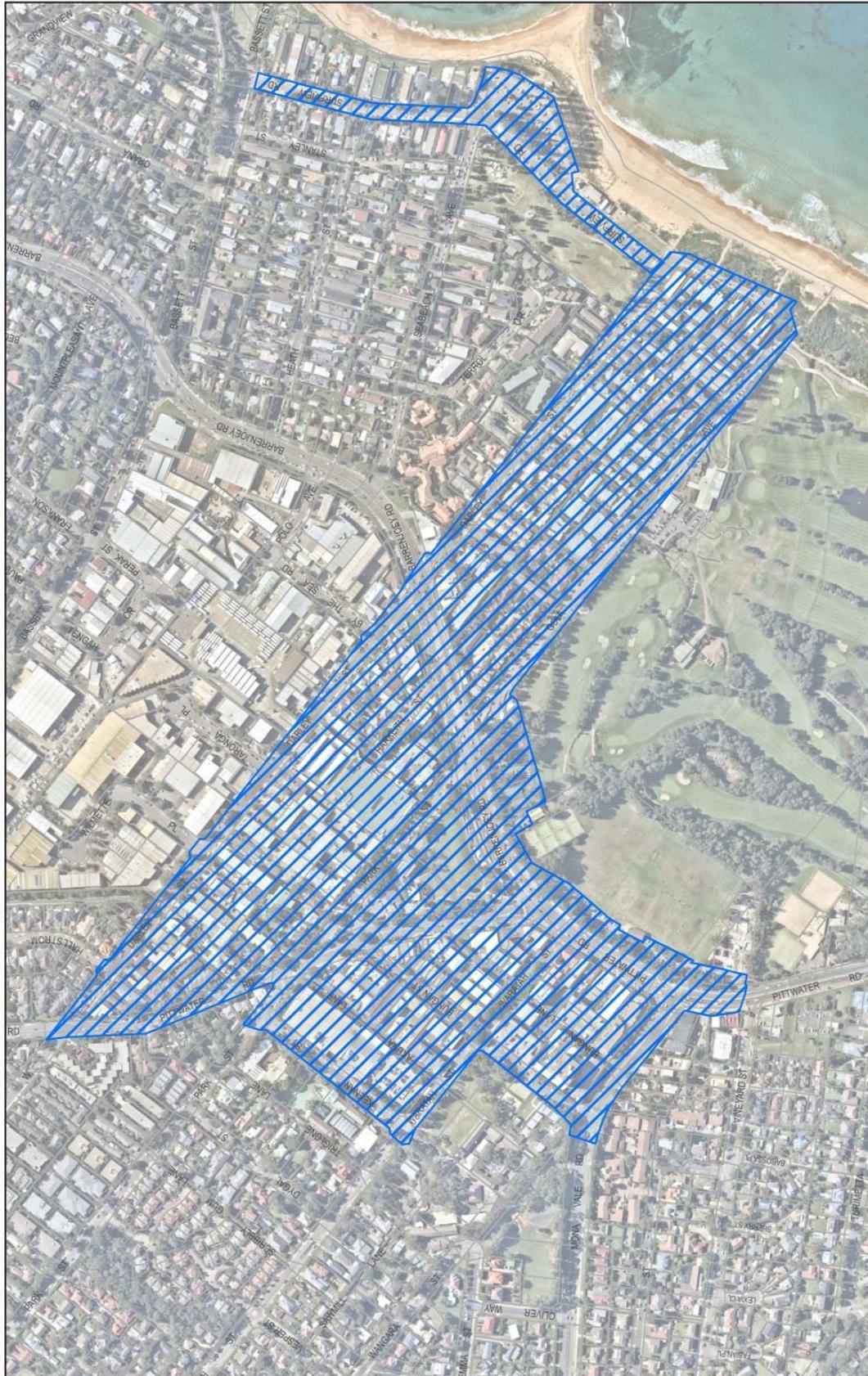
**NORTHERN BEACHES  
COUNCIL**

**Legend**

**Zoning Proposal**

-  Alcohol Free Zone
-  Cadastre

Document Path: G:\GIS\ActMapDocs\GeneralMaps\Alcohol Free Zones\2017NBC\_AFZ\_Layouts.mxd



**Draft Map of Proposed Alcohol Free Zone  
Mona Vale - 24 Hours**

**Scale (A3) - 1:4,200**

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**Legend**

**Zoning Proposal**

-  Alcohol Free Zone
-  Cadastre

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**Legend**

- Zoning Proposal
- Alcohol Free Zone
- Cadastral

**NORTHERN BEACHES COUNCIL**

**Draft Map of Proposed Alcohol Free Zone  
Dee Why (complete) - 24 Hours**

Scale (A3) - 1:4,500

The position of existing structures on this map, including those in the form of streets or boundaries, were as provided to support this map. Structures and other information may vary from actual conditions. © Northern Beaches Council 2017

File Path: \\server\GIS\ArcMap\Doc\GeneralMaps\Alcohol Free Zones\2017\NBC\_AFZ\_layouts.mxd



**Draft Map of Proposed Alcohol Free Zone  
Palm Beach - 24 Hours**

Scale (A3) - 1:2,000

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Created: 20/07/2017  
Version: 01 - General Information  
Author: © Northern Beaches Council 2017



**NORTHERN BEACHES  
COUNCIL**

**Legend**

**Zoning Proposal**

- Alcohol Free Zone
- Cadastre

Document Path: G:\GIS\ArcMap\Docs\General\Maps\Alcohol Free Zones\2017\NBC\_AFZ\_layouts.mxd



<b>ITEM 7.2</b>	<b>RE-ESTABLISHMENT OF VARIOUS ALCOHOL FREE ZONES</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER COMMUNITY ENGAGEMENT &amp; COMMUNICATIONS</b>
<b>TRIM FILE REF</b>	<b>2017/255798</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↓</a> Map Proposed AFZ Narrabeen - Pittwater Road</b> <b>2 <a href="#">↓</a> Map Proposed AFZ Belrose - Frenchs Forest</b> <b>3 <a href="#">↓</a> Map Proposed AFZ Forestville Shopping Centre</b> <b>4 <a href="#">↓</a> Map Proposed AFZ Collaroy - Pittwater Road</b> <b>5 <a href="#">↓</a> Map Proposed AFZ Cromer Community Centre</b> <b>6 <a href="#">↓</a> Map Proposed AFZ Warringah Mall Bus Stops</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To re-establish nominated Alcohol Free Zones (AFZs) according to the requirements of the Local Government Act.

#### SUMMARY

AFZs are a public space management tool that assists in combatting anti-social behavior in relation to excessive alcohol consumption. By establishing AFZs, Council can assist the Police in controlling anti-social behaviour related to alcohol consumption. AFZs apply to public roads, footpaths and car parks.

Public consultation occurred from 1 to 30 April 2017, including direct consultation with NSW Police Northern Beaches Local Area Command (NBLAC).

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#### RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council approve the establishment of Alcohol Free Zones for a further four year period covering the public roads, footpaths and carparks within the following locations:

- A. Narrabeen Lakes - Pittwater Road between Ocean Street to the south and the bridge over Narrabeen Lake to the north.
  - B. Belrose - bounded by Blackbutts Road to the south, Glen Street and the newly constructed shopping precinct to the north, Glen Street to the west and Pringle Avenue to the east.
  - C. Forestville Shopping Precinct.
  - D. Collaroy CBD - Pittwater Road between Brissenden Avenue to the south and Jenkins Street to the north.
  - E. Fisher Road north at Cromer Community Centre.
  - F. Warringah Mall Bus Stops.
-

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## REPORT

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### BACKGROUND

The Local Government Act 1993 (the Act) enables councils to establish and re-establish AFZs in order to help manage the consumption of alcohol in public places.

Once established, drinking of alcohol is prohibited twenty-four hours a day in an AFZ, which the Police and designated enforcement officers are responsible for enforcing when required.

The proposed AFZs include all designated public roads, footpaths and car parks, and will remain in force for up to four years after the date of official public notification.

To date the implementation of these controls has been effective in the curbing of anti-social behavior and the Police advise that there has been success in all of the existing AFZ areas that are being proposed.

At the meeting on 28 February 2017, Council resolved to commence a public exhibition period for re-establishment of the described AFZs. As a result of the consultation twenty submissions were received. Overall the submissions fully supported the proposed AFZs.

There was some confusion about impacts on outdoor eating areas – AFZs do not impact on approved liquor consumption in designated outdoor eating areas. Other concerns regarded the enforcement of the zones and some also requested additional locations to be considered. One of these, at Freshwater Village, will now be subject of a separate proposal. Other suggestions are located in parks and reserves and would be classified as an Alcohol Prohibited Areas (APA). APAs are not subject to the statutory establishment process of an AFZ and can be designated separately in consultation with Police. The suggestions of places such as Dee Why Beach Reserve and Narrabeen Lagoon will be included in a future review to be undertaken of all APAs across the Council. A letter of support for the proposed AFZs was received from NBLAC.

### PROPOSAL

The following localities to be re-established as AFZs, and which can be viewed on the attached maps are:

1. Narrabeen Lakes – An updated area would be along Pittwater Road between Ocean Street to the south and the bridge over Narrabeen Lake to the north. This is illustrated in attachment 1.
2. Belrose – An updated area would be bounded by Blackbutts Road to the south, Glen Street and the newly constructed shopping precinct to the north, Glen Street to the west and Pringle Avenue to the east. This is illustrated in attachment 2.
3. Forestville Shopping Precinct would remain unchanged. This is illustrated in attachment 3.
4. Collaroy CBD – An updated area would be an Alcohol Free Zone along Pittwater Road between Brissenden Avenue to the south and Jenkins Street to the north. This is illustrated in attachment 4.
5. Fisher Road north around Cromer Community Centre. This is illustrated in attachment 5.
6. Warringah Mall Bus Stops area on Pittwater Road. This is illustrated in attachment 6.

It was proposed during the public consultation period to renew and update the AFZs for:

- Dee Why CBD – an updated area would be bounded by Pacific Parade to the south; Richmond Avenue to the north, Avon Road to the west.

- Dee Why – Pittwater Road between May Road to the south and Lismore Avenue to the north to remain Alcohol Free Zone.

But the NBLAC Licensing Unit have requested that additional areas be increased to include Pacific Parade west cross of Pittwater Road to intersection of Avon Parade. Oaks Avenue west cross of Pittwater Road to intersection of Avon Parade and finally Howard Avenue west cross of Pittwater Road to intersection of Avon Parade due to the ongoing issue of people drinking in and around these streets after purchasing alcohol. The Dee Why AFZs will be incorporated into one map and has been included with the report on Council AFZs being presented at the 22 August Council meeting.

The Alcohol Free Zones referred to in the attached maps are only applicable to public roads, footpaths and car parks contained within the areas identified in the maps.

### **CONSULTATION**

Public exhibition period for 30 days (from 1 to 30 April) was undertaken outlining the proposed areas for AFZs and Alcohol Prohibited Areas (APAs), as required under the Act. As outlined in the Ministerial Guidelines on AFZs, Council wrote to the Local Area Commander Northern Beaches Police and all liquor licensees that fall within the proposed AFZs.

The proposal details were placed on public exhibition on the Council 'Your Say' page, in the Manly Daily newspaper, e-newsletters and in notification sent out via email to those registered on the community engagement register. All contained links to the maps of these sites.

### **TIMING**

If Council resolves to re-establish the proposed AFZs, Council must then publicly notify their establishment. The zones can then be activated seven (7) days after this advertisement provided the appropriate signage is installed. They would then be in force for four years after the date of the public notification.

### **FINANCIAL IMPACT**

There will be a cost for the re-skinning of existing signs and installation of new signage to be covered by the Environmental Compliance Business Unit.

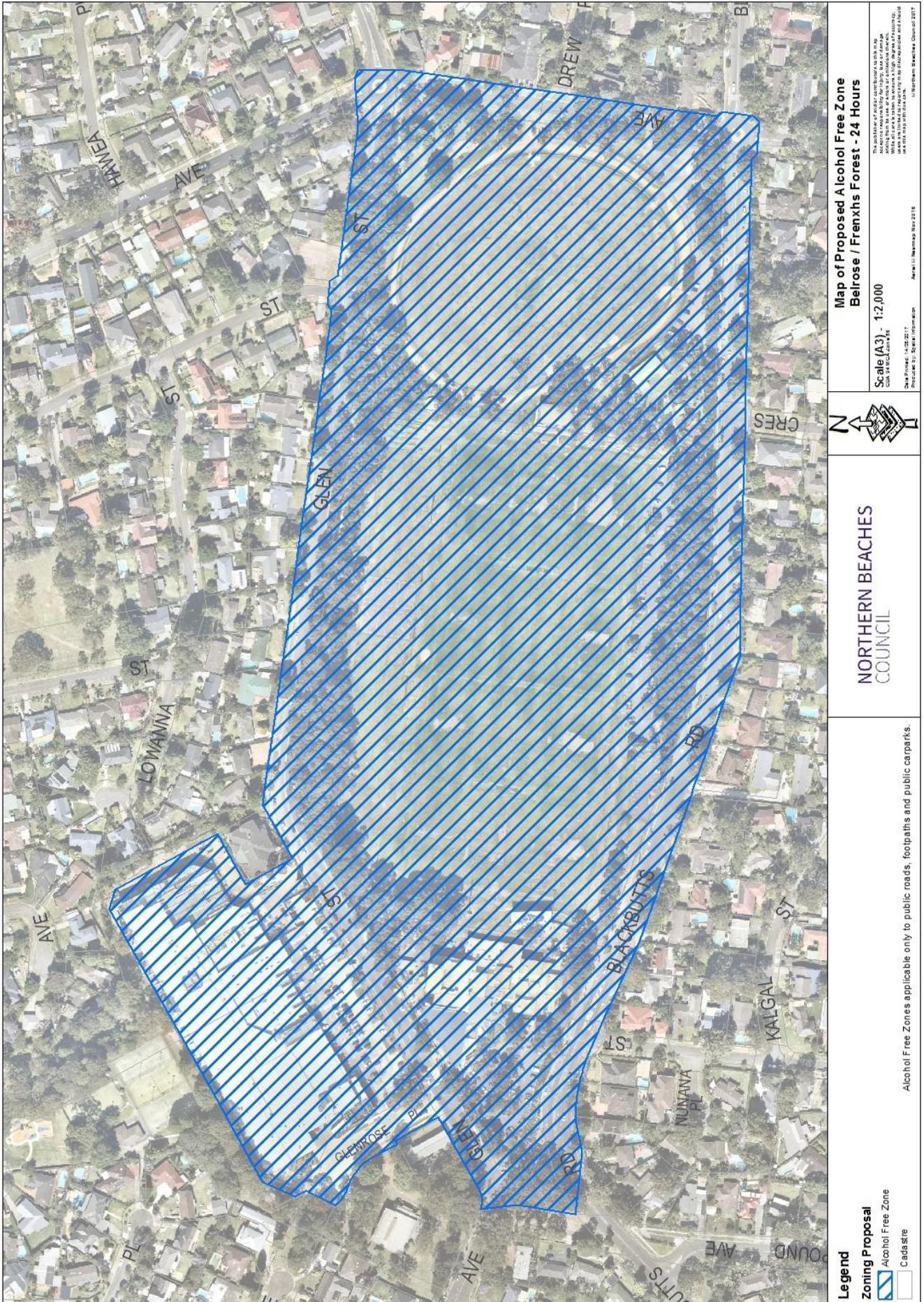
### **SOCIAL IMPACT**

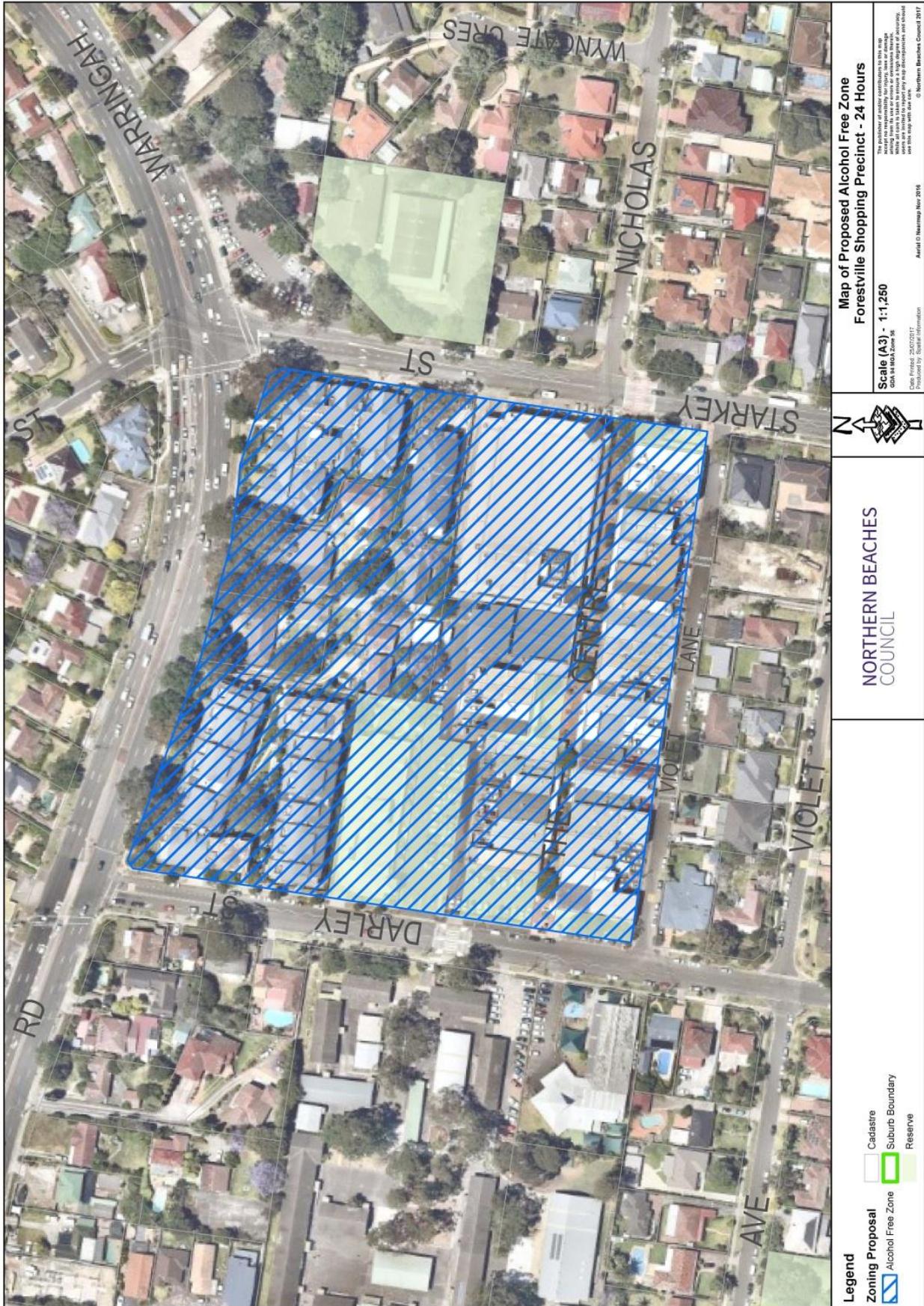
Establishing AFZs will aid the management of problematic consumption of alcohol in public places across the Northern Beaches Council Local Government Area.

### **ENVIRONMENTAL IMPACT**

Nil







**Map of Proposed Alcohol Free Zone  
Forestville Shopping Precinct - 24 Hours**

**Scale (A3) - 1:1,250**

Scale is not to be used for any other purpose than that for which it was prepared. It is not to be used for any other purpose than that for which it was prepared. It is not to be used for any other purpose than that for which it was prepared.

Map prepared by: Northern Beaches Council 2017



**NORTHERN BEACHES  
COUNCIL**

**Legend**

- Zoning Proposal
- Alcohol Free Zone
- Cadastre
- Suburb Boundary
- Reserve

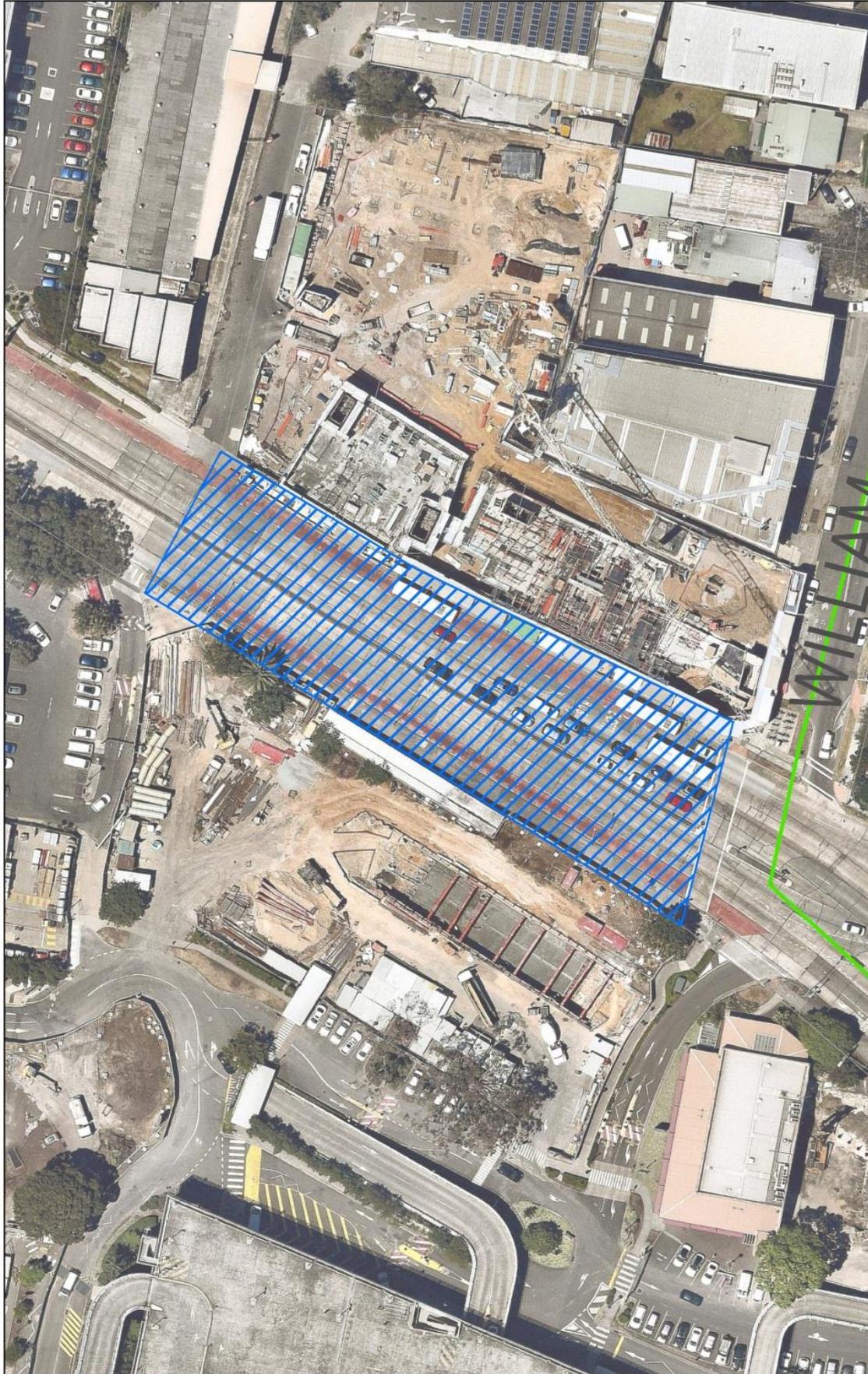
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<p><b>Legend</b></p> <ul style="list-style-type: none"> <li> Zoning Proposal</li> <li> Alcohol Free Zone</li> <li> Cadastre</li> <li> Suburb Boundary</li> <li> Reserve</li> </ul>	 <p><b>NORTHERN BEACHES COUNCIL</b></p>	<p><b>Map of Proposed Alcohol Free Zone Pittwater Road, Collaroy - 24 Hours</b></p> <p><b>Scale (A3) - 1:2,500</b></p> <p><small>The purchase of water contributes to this map. It is not intended to be used for any other purpose. While all care has been taken to ensure the accuracy of the information on this map, the Council is not responsible for any errors or omissions. © Northern Beaches Council 2017</small></p>
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Document Path: G:\GIS\ArcMap\Docx\General\Maps\Alcohol Free Zones\2017\AFZ\_layouts.mxd





**Legend**

- Zoning Proposal Alcohol Free Zone
- Cadastre
- Suburb Boundary
- Reserve

**Map of Proposed Alcohol Free Zone  
Warringah Mall Bus Stops - 24 Hours**

**Scale (A3) - 1:600**  
Scale in inch cover 96

Map Printed: 20/07/2017  
Produced by: Spatial Information  
Aerial © Mapmap Nov 2016 © Northern Beaches Council 2017

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**Document Path:** G:\GIS\ArcMap\Docs\General\Maps\Alcohol Free Zones\2017\AFZ\_layouts.mxd

## 8.0 ENVIRONMENT & INFRASTRUCTURE DIVISION REPORTS

<b>ITEM 8.1</b>	<b>SINGLE USE PLASTICS POLICY</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER WASTE MANAGEMENT &amp; CLEANSING</b>
<b>TRIM FILE REF</b>	<b>2017/264016</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↓</a> Single Use Plastic Policy</b>

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### REPORT

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#### PURPOSE

To adopt the Single Use Plastics Policy.

#### REPORT

Recent media coverage has highlighted the harmful environmental impact of single-use plastic items.

Plastic pollution is a major cause of environmental degradation and the pollution associated with single use plastics places an inequitable burden on future generations.

#### Council Report and Exhibition

Council decided to take a lead on the issue and prepared this policy in response to a call from the community for Council to reduce the use of single use plastics on the Northern Beaches. The draft policy was recommended for adoption by Council at its meeting of 27 June 2017 and it was subsequently placed on public exhibition from 5 July until 3 August 2017.

During the period of exhibition, major food retailers recognized the community view on this issue and announced that they will phase out plastic bags over the coming year.

The policy sets out that Council will take a lead role in the elimination of single use plastics, advocating for legislative change, and influencing and enabling responsible consumption practices. Council has already taken action to reduce use in its own operations and ran successful education programs during Plastic Free July.

The exhibition generated 101 submissions, of which 85 were in support. Submissions are summarised below.

Total Submissions	101
Supporting	85
Opposing	14
Neutral	2
Summary of supporting comments	<ul style="list-style-type: none"> <li>• Impose plastic bag bans</li> <li>• Include fines and incentives</li> <li>• Include soft plastic and other plastics</li> <li>• Education and promotion of alternatives</li> </ul>
Summary of opposing comments	<ul style="list-style-type: none"> <li>• Plastic bags are useful for garbage and will be substituted if banned</li> <li>• Education instead of bans</li> </ul>

Many of the supporting submissions reiterate the environmental damage caused by single use plastics, particularly on the marine environment, and congratulate Council for taking this initiative.

In addition many of those submissions also call for the banning of plastic bags and other single use plastics, some acknowledging that this is beyond Council's power. Banning plastic checkout bags is a key focus of the submissions and is covered in the policy by reference to advocacy and lobbying of state and federal governments for change.

A number of submissions also called for the collection and recycling of soft plastics by Council, in addition to the plastic bag return systems that the major supermarkets offer.

As recently highlighted on television programs, recycling markets are very complex and markets can be difficult. The range of products collected by Council will be reviewed during the development of a new collection tender and discussions with downstream processors to assess the viability of what is collected by the kerbside collection system.

Some of the submissions acknowledged the good work being done by a number of businesses and other organisations on the Northern Beaches and others asked for strong education programs and promotion of alternatives to bring the broader community and businesses on board. There was also a call for stronger enforcement and fines for those found to be doing the wrong thing.

The main opposing view was that plastic shopping bag for other purposes once the shopping was removed with a final (possibly second or third) use of the bags being as kitchen tidy liners. The general conclusion of those submissions was that purchased bags would replace checkout bags as kitchen tidy liners, and that the bags themselves weren't the problem but that it was the behaviour of people who don't properly dispose of them that caused them to end up as litter and find their way into the water courses and marine environment.

Other suggestions included stop providing dog poo bags in public places, and provide incentives to sporting clubs for keeping their sports fields clean, such as an annual prize for the cleanest grounds.

### **Amendments Post Exhibition**

Based on the feedback received during the public exhibition period no amendments have been made to policy.

Almost all comments received refer to implementation of the policy and will be considered in the development of a strategy and associated actions to be taken over the coming months and years.

### **FINANCIAL IMPACT**

At the meeting of 27 June 2017 Council established a new program to be funded from the Merger Savings Fund for Single Use Plastics Reduction, budgeted at \$100,000 per year for two years commencing 2017/2018. Council will continue to run education programs aimed at social change, which will be funded from Council's existing operational budgets. Changes to Council practices will also need to be accommodated in Council's existing operational budgets.

### **ENVIRONMENTAL IMPACT**

The proposal will have a positive environmental impact by reducing plastic pollution.

### **SOCIAL IMPACT**

The proposal will reinforce and lead sustainable practices across the northern beaches.

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## **RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE**

That Council adopt the Single Use Plastics Policy.

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## **Council Policy**

### **Single Use Plastics**

#### **Policy Statement**

Council to take a leadership role in the elimination of Single Use Plastics, advocating for legislative change, and influencing and enabling responsible consumption practices.

#### **Principles**

The foundation for this policy is based on significant evidence that:

- Plastic pollution is a major cause of global environmental degradation and species decline.
- The pollution and greenhouse gas emissions associated with Single Use Plastic use place an inequitable burden on future generations.
- The production of plastics relies on non-renewable resources.
- Plastic pollution persists in the environment and has detrimental effects on human health.

#### **Implementation**

Northern Beaches Council will implement the policy according to the following mechanisms:

- Implementing responsible procurement practices and influencing supply chains.
- Lobbying all levels of government to drive policy change and ban plastic bags.
- Providing leadership in the community through policy and practice.
- Influencing the business and retail community to provide products and services that do not rely on Single Use Plastics.
- Building capacity within the community for change in social practices, via:
  - Promoting alternatives to single use plastic.
  - Researching and developing strategies to enable the community to live without Single Use Plastics.

#### **Scope and application**

This policy applies to Council, its employees, agents, lessees and contractors activities within and impacting on the Northern Beaches local government area.

#### **References and related documents**

List of legislative references, supporting documents and reading material.

- Local Government Act, 1993
- Protection of the Environment Operations Act, 1997
- Waste Avoidance and Resource Recovery Act, 2007
- NBC Draft Event Waste Management Guidelines and Application Form
- NBC Draft Events Waste Management Policy



**Definitions**

“*Single Use Plastics*” include any disposable plastic and polystyrene items such as straws, balloons, bags, sachets, cutlery and food and drink packaging designed to be used once and then discarded

**Responsible Officer**

Executive Manager Waste Management and Cleansing

**Review Date**

At least every two years (next review June 2019) or as required. Any recognised change to relevant legislation will activate an immediate review of this policy to ensure it remains current and aligned to best practice.

**Revision History**

Revision	Date	Change	HPE CM Ref
1	27/6/2017	First draft Single Use Plastics Policy for Northern Beaches Council	
2			

<b>ITEM 8.2</b>	<b>POLICY ON WASTE MINIMISATION AT FUNCTIONS AND EVENTS APPROVED BY COUNCIL</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER WASTE MANAGEMENT &amp; CLEANSING</b>
<b>TRIM FILE REF</b>	<b>2017/289061</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↓</a> Policy on Waste Minimisation at Functions and Events Approved by Council</b>

**REPORT**

**PURPOSE**

To adopt the Policy on *Waste Minimisation at Functions and Events Approved by Council*.

**REPORT**

The policy supports Council's objectives in resource recovery, litter avoidance and sustainability by requiring event organisers to produce an Event Waste Management Plan that includes recycling and alternative solutions to the distribution and sale of disposable single-use plastic products.

The intent of this policy is for Council and community to produce events that are as sustainable as possible, modelling responsible waste management practices amongst event organisers, event sponsors, stallholders (food, drink and other retailers), residents and visitors.

Adoption of this policy is expected to provide significant positive environmental benefits, while also meeting community expectations for well-managed, environmentally sustainable events.

**Council Report and Exhibition**

Council prepared this Policy to meet community demand for leadership in waste avoidance, resource recovery and reduced single-use plastic (SUP) usage on the Northern Beaches. The draft Policy was recommended for adoption by Council at its meeting of 27 June 2017 and was subsequently placed on public exhibition from 27 June until 13 August 2017.

The exhibition generated 10 submissions, of which 2 were in support. It should be noted that opposing and neutral submissions relate to concerns about the application of the policy to ongoing or operation of seasonal sports club canteens and some other community venues.

The Policy is not designed to include the activities of seasonal sporting clubs. Council will however over time work with these groups to secure better environmental outcomes. This will require proper consultation, a collaborative approach between Council and community stakeholders and appropriate educational programs.

Total Submissions	10
Supporting	2
Opposing	6
Neutral	2
Summary of supporting comments	<ul style="list-style-type: none"> <li>▪ The policy will support waste minimisation and resource recovery at events.</li> <li>▪ Paper cups are an alternative to plastic drinks bottles.</li> <li>▪ Minimisation of waste should include promotional giveaways, including at Council events.</li> </ul>

<p>Summary of opposing comments</p>	<ul style="list-style-type: none"> <li>▪ Sports clubs rely on the sale and distribution of SUP packaged food and drinks to generate revenue for the club.</li> <li>▪ Sports grounds and sporting events require bottled water to be available for hydration of athletes and volunteers.</li> <li>▪ Waste education and collaboration with groups that use SUPs is preferable to prohibiting SUPs.</li> <li>▪ The policy principals are not priority issues, Council should prioritise further provision of waste and recycling bins at sporting grounds and sourcing alternatives to plastic dog poo bags.</li> </ul>
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### Amendments Post Exhibition

Based on the feedback received during the public exhibition period, the draft policy has been amended to clarify the scope and application of the policy. The policy now clearly states that it is applicable to event applications received through Council's events and reserves booking processes and is not applicable to the ongoing or seasonal activities of sports grounds, surf clubs and other community centres.

Comments relating to implementation of the policy will be considered in the development of a strategy and associated actions to be taken over the coming months and years.

### FINANCIAL IMPACT

Charges for Council's approval for events and provision of waste and recycling services at events are set out in the Schedule of Fees and Charges 2017 – 2018 and are reviewed annually.

Implementation of this policy will require an increase in Council staff time in reviewing, approval and monitoring of Event Waste Management Plans and in educating internal and external stakeholders on the Event Waste Management Guidelines.

### ENVIRONMENTAL IMPACT

Adoption of this Policy will have a positive environmental impact through waste minimisation and increased resource recovery from events and reduced risk of litter, especially plastic pollution, from events.

The items prohibited under the Policy, including single-use plastics and non-recyclable items, have consistently been identified as the most commonly littered categories of items on Sydney beaches. This is concerning as littered plastic often ends up in waterways, where research has found it to significantly impact multiple marine species, both directly via choking and ingestion, and indirectly via the absorption of plastic chemicals which are known to cause reproductive issues and result in population declines.

In addition to reducing the amount of litter on beaches and waterways, the Policy promotes a best practice model for sustainable event management. Northern Beaches Council has a commitment to maintaining a safe and healthy environment for current and future generations. By prohibiting the use of unnecessary throw-away items that require significant non-renewable resources to produce, and will take generations to break down, Council is maintaining this commitment to its community and future generations of Northern Beaches residents.

By encouraging event organisers to consider their environmental impact and find alternatives to unsustainable items, Council is educating and promoting a model of sustainable event management and packaging choices which may be adopted more broadly at future events in other locations.

The adoption of the draft Policy will demonstrate Council's commitment to acting as a leader in the community for sustainable behaviour.

### **SOCIAL IMPACT**

The proposal will reinforce and lead sustainable practices across the Northern Beaches. The adoption of the Policy will demonstrate Council's commitment to social cohesion via well managed public events and functions.

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### **RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE**

That Council adopt the Policy on Waste Minimisation at Functions and Events Approved by Council.

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## Policy

### Waste Minimisation for Functions and Events Approved by Council

#### Policy Statement

Council aims to promote best practice waste management through waste avoidance, resource recovery and sustainable procurement practices at all public events held in the Northern Beaches local government area.

All public events and functions held on Council property and public open space must adhere to the Event Waste Management Guidelines.

#### Principles

Event organisers are required to promote and practice waste avoidance principles by:

- minimising the amount of waste generated
- prohibiting the sale and/or distribution of single-use plastic products and single use sachets, polystyrene, plastic bags, plastic straws and/or balloons
- prohibiting the sale/and or distribution of bottled water. Alternative sources of water must be considered.
- responsibly managing any waste to ensure the cleanliness of the area is maintained during and after the event
- maximising recycling
- promoting and engaging in sustainable procurement practices
- minimising the environmental impact of any products, supplies and promotional materials used at the event

#### Scope & Application

This policy applies to any individual or organisation applying to hold an event on Council land or Council facilities within the Northern Beaches local government area, and includes events produced by Council.

The policy is implemented through Northern Beaches Council Event Waste Management Guidelines and Event Waste Management Plan, which form part of Council's event and reserve booking application and approval process.

The policy does not apply to the ongoing or seasonal operation of sports club canteens and other community venues that hold events and functions as part of their normal operations, however in time Council will work with these groups to secure better environmental outcomes.

#### References and related documents

- NBC Event Waste Management Guidelines and Event Waste Management Plan
- Local Government Act, 1993
- Protection of the Environment Operations Act, 1997
- Waste Avoidance and Resource Recovery Act, 2007

- Council's events policy

**Definitions**

“Waste” includes any substance that is discharged or deposited in the environment in such volume, constituency, or manner as to cause an alteration in the environment.

“Single use plastics” include any disposable plastic and polystyrene items such as straws, balloons, bags, cutlery and food and drink packaging designed to be used once and then discarded.

“Single use sachets” include tomato sauce, sugar, salt & pepper sachets, sunscreen sachets, or giveaways such as shampoo sachets.

**Responsible Officer**

Executive Manager Waste Management and Cleansing

**Review Date**

At least every two years or as required. Any recognised change to relevant legislation will activate an immediate review of this policy to ensure it remains current and aligned to best practice.

**Revision History**

Revision	Date	Change	HPE CM Ref
1			
2			

**Policy Detail**

This is not used for all policies but only where substantial details MUST be included in a policy adopted by Council.

<b>ITEM 8.3</b>	<b>WAKEHURST PARKWAY FLOOD INVESTIGATION UPDATE</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER NATURAL ENVIRONMENT &amp; CLIMATE CHANGE</b>
<b>TRIM FILE REF</b>	<b>2017/248509</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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## EXECUTIVE SUMMARY

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### PURPOSE

To provide an update on the progress of investigations into options to reduce the frequency of flooding on Wakehurst Parkway.

### SUMMARY

Wakehurst Parkway is periodically closed due to flooding during a range of rain events. Flooding has a number of causes and managing it is complicated by the sensitive environment and the involvement of a number of organisations. Roads and Maritime Services (RMS) have previously investigated options for road upgrades in conjunction with the Northern Beaches Hospital road connectivity works. Northern Beaches Council received representation from the Office of The Hon. Rob Stokes MP requesting Council examine options for alleviating flooding on Wakehurst Parkway.

Council established a working group with Roads and Maritime Services. Council engaged specialist flood consultant Cardno to undertake a preliminary flood investigation of Wakehurst Parkway. The Working Group members met with Cardno on site to inspect the flood locations, with RMS providing data from their previous investigations.

Investigations have determined that Wakehurst Parkway floods in four separate locations and has required closing between 3 and 11 times a year between 2007 and 2014. An assessment of the rainfall conditions during this period has indicated that these locations flood in rain events with a magnitude of less than a 1 in 1 year event.

A number of preliminary floodplain mitigation options have been investigated including sediment removal from Middle Creek, culvert upgrades, detention basins and the raising of Wakehurst Parkway. Early results suggest that the removal of sediment from Middle Creek could provide minor reductions in flooding in the short term however further analysis is needed and any works would require ongoing maintenance and would be associated with environmental impacts. The raising of Wakehurst Parkway in key locations and corresponding culvert upgrades appears to provide a longer-term sustainable option to permanently reduce the incidence of flooding and road closures in all events up to the 1 in 20 year rain event, however this has a significant capital cost and is also likely to have environmental impacts.

The preliminary assessment clearly shows there are options for managing flooding. The project will now move into the detailed analysis, feasibility assessment and cost-benefit comparisons to determine the preferred approach.

## **RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE**

That Council:

- A. Note the update on flood investigations for Wakehurst Parkway.
  - B. Seek funding and technical support from the NSW Government in order to complete detailed flood modelling analysis, feasibility assessment and cost-benefit comparisons and then implement any cost-effective and appropriate solutions identified, in partnership with Roads and Maritime Services and other State agencies.
  - C. Provide a status report within 6 months.
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**REPORT**

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**BACKGROUND**

Wakehurst Parkway is often closed due to flooding during a range of flood events. It is an important thoroughfare and demand is expected to increase with the completion of the Northern Beaches Hospital and development of the associated Hospital Precinct. Addressing the flooding is a complex issue involving a number of agencies and a range of causal factors in a sensitive environment.

Wakehurst Parkway is a Roads and Maritime Services (RMS) asset, whilst Council is responsible for managing Middle Creek and Narrabeen Lagoon. Other agencies including the Office of Environment and Heritage, the Department of Primary Industries – Water, and the Department of Primary Industries – Fisheries are charged with environmental protection. The Department of Industry – Lands is a major landholder in the vicinity of Wakehurst Parkway. Council manages much of the Crown Land in the area on behalf of Lands. Each of these agencies has different priorities and responsibilities for areas in and around Middle Creek and Wakehurst Parkway.

Council has engaged specialist flood consultant Cardno to gather data, review options, undertake initial modelling of these options and identify which ones should proceed to the detailed investigation stage.

**Description of Flooding**

Wakehurst Parkway was built on the lower floodplain of the Middle Creek corridor and along the edge of Narrabeen Lagoon. It is unclear whether the flooding of the road was considered in the original construction during the 1940s.

Council flood modelling along with RMS road closure records indicates that the road level has been constructed too low to prevent flooding at the locations where the road has been built across the creek or a tributary. These locations are shown in Figure 1 and described in the table below.

Ref	Location	Description of flood location
1	Oxford Falls	Around 200m north of the junction of Wakehurst Parkway and Dreadnought Road where Middle Creek passes underneath Wakehurst Parkway and adjacent to Oxford Falls Grammar School.
2	The Bends	Around 1000 m west of the Sydney Academy of Sport and Recreation.
3	Sydney Academy Sport	Outside the Sydney Academy of Sport and Recreation, around 500m west along Wakehurst Parkway from Narrabeen Lagoon.
4	Bristol Lane	Near the junction of Wakehurst Parkway and Bristol Lane, around 300m from the Wakehurst Parkway / Pittwater Road intersection.

Flooding on Wakehurst Parkway can occur due to:

- Flooding from rainfall in the catchment.
- Flooding from elevated levels in Narrabeen Lagoon.
- A combination of both.

Water levels in Narrabeen Lagoon can be elevated due to rainfall in any part of the catchment or due to elevated ocean levels i.e. due to storm surge, high tides or wind action.



Figure 1: Locations of Flooding on Wakehurst Parkway

### **Roads and Maritime Services Information**

Council has established a principal working group with RMS. Council, RMS and Cardno have conducted site investigations of known flood locations, with RMS providing some data from their own flood investigations and environmental assessments to assist Council in its investigations.

### **RMS Flood Mitigation Options**

RMS has provided some information on their previous investigations into the following road raising and drainage improvements:

- Location 1: Oxford Falls Road – Road raising of up to 450mm for an approximate length of 225m.
- Location 2: The Bends at Middle Creek – Pavement reconstruction and road raising of up to 1400mm for an approximate length of 950m, including the installation of twin 900mm HDPE plastic pipe culverts, retrofitting and installing additional guardrail where required, and the construction of a side-track to maintain two way traffic during construction.
- Location 3: Sports Academy – Road raising of up to 550mm for an approximate length of 260m, including raising of existing guardrail and of concrete medians where necessary.

Council is continuing to work with RMS to obtain more detailed information on the results of this modelling to determine the viability of these potential options.

### **Environmental Impact**

RMS has undertaken a preliminary environmental investigation of works in the vicinity of Wakehurst Parkway and Middle Creek. The investigation has identified a number of Endangered Ecological Communities and potential threatened species. Any future works would likely be

subject to a number of environmental approvals and would need to be assessed against any potential environmental impacts and an identification of suitable mitigation options.

### Likely Road Closures 2007-2014

When Wakehurst Parkway needs to be closed due to flooding, two sets of gates are closed by the police or by the RMS, reacting to a series of alarms emitted by an automated flood warning system attached to a water level gauge at Middle Creek Bridge.

Council has not been able to review RMS's *Wakehurst Parkway Closure Plan* and road closure logs. However, from their draft reporting, the RMS's road closure logs indicate the closure alarms should have been triggered on 52 separate occasions during the full years 2007-2014 as follows:

Year	Closures
2007	4
2008	6
2009	4
2010	4
2011	10
2012	11
2013	10
2014	3

These road closure conditions lasted from as little as a few minutes to as long as 1-2 days. The analysis of rainfall related to the road closures suggests closure occurs during events smaller than a 1 in 1 year event. It is important to note that most of these closures occurred at a time when Narrabeen Lagoon entrance was open and the lagoon was likely not a contributing factor.

### Council Flood Investigations

#### Flood Mitigation Options

The current study has investigated five flood mitigation options, by running the model for minor rainfall events including the 1 in 3 month, 1 in 6 month, 1 in 1 year and 1 in 2 year flood events.

A summary of each option and its preliminary flooding impact is provided below. Results indicate that the option that provides the most significant reduction in the incidence of flooding and closure of Wakehurst Parkway, is the raising of the roadway in the current locations where flooding occurs. However, the results also suggest that closures during minor events could be reduced by removing sediment from sections of Middle Creek.

It should be noted that this preliminary flood investigation does not address flood mitigation at Location 4, at Bristol Lane. Flooding at this location is heavily dependent on the water level in the lagoon rather than flooding in Middle Creek.

#### Option 1 - Removing sediment in Middle Creek from the lagoon up to the intersection with Oxford Creek.

This option could reduce flood levels along Wakehurst Parkway at the Bends and the Sports Centre, however if the flood overtops the creek banks the effectiveness of the option reduces (i.e. in events greater than the 1 in 1 year). Without raising of the road level by RMS, Wakehurst Parkway would still require closure on average at least once per year. This is not a permanent solution as it requires ongoing maintenance in the form of further extraction to maintain channel performance with ongoing financial commitments and environmental impacts that must be quantified. Further analysis is required in order to confirm the appropriateness and cost-effectiveness of this option.

### Option 2 - Removing sediment and vegetation in Middle Creek from the Lagoon up to Sydney Academy of Sport and at the Bends

This option reduces flood levels at the Bends and the Sports Centre to a greater extent than Option 1. It builds upon the Option 1 extraction option and adds the removal of vegetation along the creek to improve flood passage. The removal of vegetation enables the creek to have greater capacity after the flood overtops the creek banks, which will lower flood levels.

Similar to Option 1, in the absence of works to raise the road level of Wakehurst Parkway, flooding and periodic closure of the road would still occur. Again, in addition to the up-front costs, there would be ongoing financial commitments to maintain Middle Creek and the associated vegetation. It is likely that due to the additional vegetation removal compared to Option 1 alone, this proposal would create further environmental impacts on endangered ecological communities and potentially threatened species. Further analysis is required in order to confirm the appropriateness and cost-effectiveness of this option.

### Option 3 - Upgrading of the culverts under Wakehurst Parkway at Oxford Falls, The Bends and Sydney Academy of Sport.

This option has negligible benefits with the flood levels only being reduced by a minimal amount. The results indicate that during small events the culverts are not significantly hindering the conveyance of the creek (if no channel works are undertaken). During larger events, there may be some benefit from increasing capacity but it would require more detailed investigation to minimise the risk of transferring flooding downstream.

The installation of larger culverts would likely need to be done in conjunction with road raising to be effective in larger storm events.

### Option 4 - Construction of a detention basin in the upper reaches of Middle Creek

This option has only minor benefits at the Middle Creek and the Oxford Creek intersection. The results highlight that, due to the space constraints present in the catchment to enable the provision of a detention basin, only small gains can be achieved.

Detention basins are usually more suitable for large public reserves in the catchment that can provide sufficient flood storage to significantly reduce peak discharges. Due to the magnitude of the Middle Creek flows, a detention basin much larger than is capable within the current available space would be required.

Detention at other locations will be considered but will require detailed analysis before being progressed to concept stage.

### Option 5 – Raising of Wakehurst Parkway and upgrade of culverts

This option involves raising Wakehurst Parkway in three key locations. This includes raising the road by 1.5m for 800m near the Sports Academy, raising the road between 1m and 2m at the Bends for a length of approximately 2000m and raising the road by 1.2m for 150m near Oxford Falls. This raising in combination with various culvert upgrades can prevent flooding of Wakehurst Parkway for all storm events up to a 1 in 20 year event.

Results indicate that implementing this option would completely prevent periodic closure of the road in small events. As would be expected, this option has significant capital cost, however could be considered as part of a broader regional roads program. Until further analysis is done, it is not clear how significant the environmental impacts of this option may be.

## **Biodiversity Constraints**

Both options 1 and 2 are likely to be quite constrained given the known occurrence of threatened species and Endangered Ecological Communities. These may have significant implications for implementation following further detailed environmental assessments.

Most native vegetation which would be impacted by either of the sediment removal options as it is part of the Endangered Ecological Community (EEC), Swamp Sclerophyll Forest on Coastal Floodplain as listed under the NSW Threatened Species Conservation Act, 1995 (TSC Act). The Swamp Oak Floodplain Forest EEC also occurs on the lower reaches of Middle Creek and is currently being considered for listing as an EEC by the Commonwealth under the Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act).

Numerous threatened animal species are known to utilise habitat in this section of Middle Creek for both breeding and foraging purposes. Some occurrences of threatened species recorded in this area are locally significant and not known to occur elsewhere on the Northern Beaches. Currently, the only known nesting location on the Northern Beaches for the Eastern Osprey (a threatened species) is immediately adjacent to Middle Creek, near the Sports Academy. Furthermore, closed forest vegetation which is typical of areas along Middle Creek support the only known population of the threatened Sooty Owl in the Northern Sydney area.

The current legal framework would trigger requirement for extensive survey and environment impact assessment. If these assessments conclude that the works are environmentally permissible, outcomes of such an assessment would include considerable financial outlays associated with NSW Government approval processes and the associated purchase of biodiversity offsets.

## **Outcomes**

The preliminary results indicate that there is potential to undertake works to reduce the incidence of flooding and subsequent closure of Wakehurst Parkway. Options 1 and 2 (the sediment and vegetation clearance options) would have the potential to produce minor reductions in flood levels along Wakehurst Parkway with less frequent road closures. However, this option would still result in closure of Wakehurst Parkway on average once per year and would require ongoing maintenance to remove new sediment and manage vegetation clearing. In addition it could have significant environmental impacts on Endangered Ecological Communities and threatened species.

It has been demonstrated that Option 5 (the raising of Wakehurst Parkway) is the option most likely to significantly reduce the frequency of flooding and closure of the road. Until further analysis is done, it is not clear how significant the environmental impacts of this option may be compared with any sediment or vegetation clearing option.

## **Next Stage**

Given the level of further analysis required to complete detailed flood modelling analysis, feasibility assessment and cost-benefit comparisons, and the likely significant costs of any appropriate solutions identified, it is recommended Council seek funding and technical support from the NSW Government.

The findings of this report and subsequent stages will be used by Council and Roads and Maritime Services to inform the selection of final mitigation options.

## **FINANCIAL IMPACT**

Council will seek funding support from the NSW Government before determining the scope of the next stage of investigations and any future works.

**SOCIAL IMPACT**

Nil

**ENVIRONMENTAL IMPACT**

Nil

<b>ITEM 8.4</b>	<b>IMPLEMENTATION OF FORESTVILLE WAR MEMORIAL PLAYING FIELDS MASTERPLAN</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER PARKS &amp; RECREATION</b>
<b>TRIM FILE REF</b>	<b>2017/274317</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To seek Council approval to amend the Forestville War Memorial Playing Fields Masterplan and to amend the budget for the Forestville War Memorial Playing Fields – Netball Court Upgrade project, listed in the Delivery Plan, to implement the amended Masterplan.

#### SUMMARY

In 2014 Council adopted the Forestville War Memorial Playing Fields Masterplan. The Masterplan has been partly implemented with the construction of the dual synthetic sportsfield on Melwood Oval, reconstruction of the rugby union field, renewal of the skate park, development of a new purpose built dog park and the construction of the ANZAC Memorial Pathway all completed progressively between 2014 and 2016.

However the barrier to fully implementing the Masterplan was the requirement to relocate the public amenities and clubhouse at Melwood Oval which is a significant expenditure not considered justifiable considering the continued useful life of the current clubhouse.

Council has reviewed the Masterplan in consultation with key stakeholders to identify a way that maintained a core objectives of the Masterplan, the creation of contiguous open space not bisected by a car park, without relocating the building. This amended proposal will achieve this aim. It will increase car parking by 15 spots to 89 spaces, increase the number of hardcourts for netball training from three to five, all lit to Australian Standards, and most importantly removes the safety hazard posed by the car park and create contiguous open space that connects the 11.5 hectare park. It is also planned that Council will work with the Club and other users to plan for minor upgrades and improved amenity for the existing clubhouse.

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#### RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

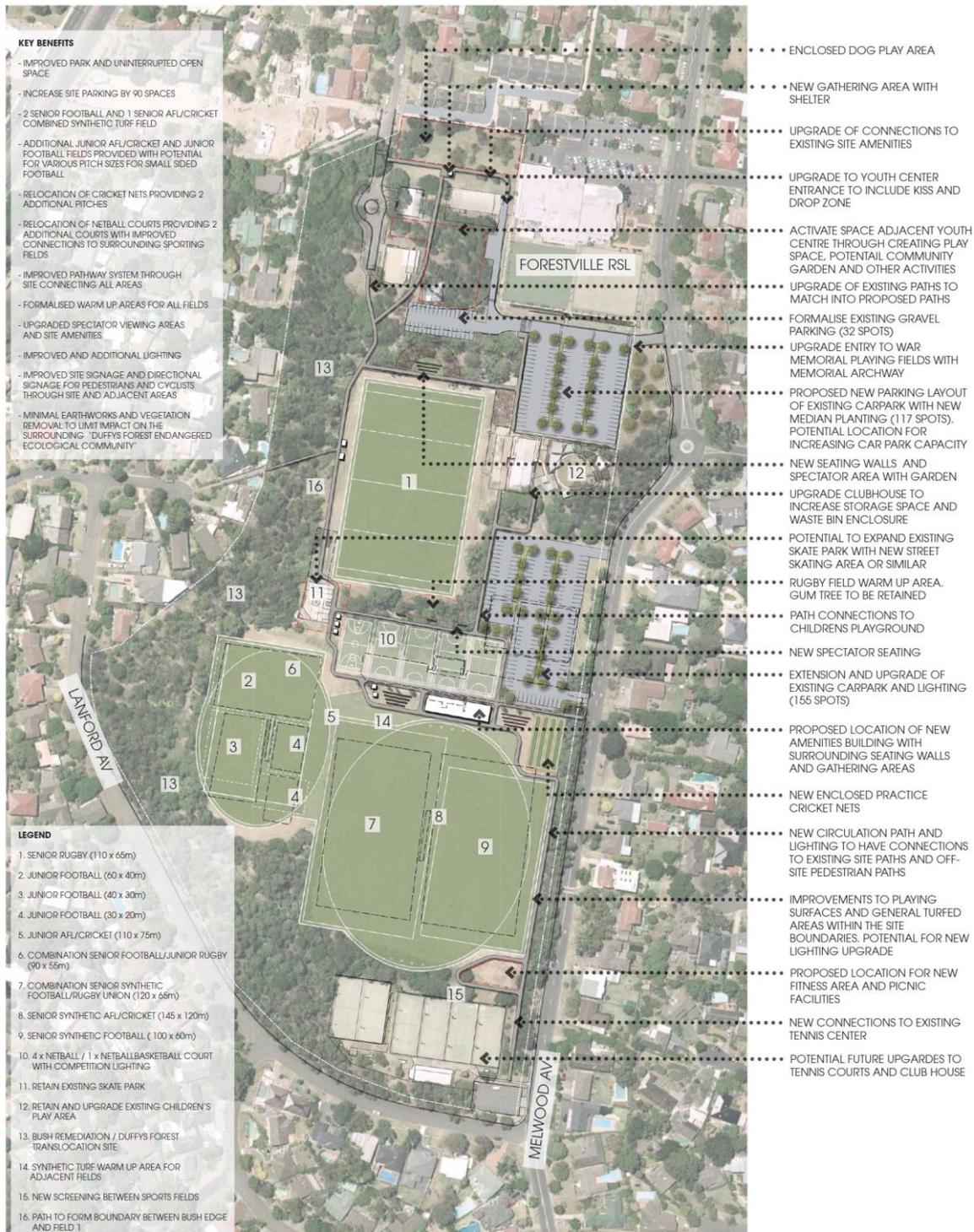
- A. Endorse the modification to the Forestville War Memorial Playing Fields Masterplan as outlined in this report.
  - B. Increase the budget for CN01082 – Forestville War Memorial Playing Fields Netball Court Upgrade to a total of \$1,115,000 to be funded from section 94A developer contributions.
-

REPORT

BACKGROUND

In 2014 Council adopted the Forestville War Memorial Playing Fields Masterplan. The Masterplan has been partly implemented with the construction of the dual synthetic sportsfield on Melwood Oval, reconstruction of the rugby union field, renewal of the skate park, development of a new purpose built dog park and the construction of the ANZAC Memorial Pathway all completed progressively between 2014 and 2016. The adopted Masterplan is shown in figure 1 below:

Figure 1: adopted Forestville War Memorial Masterplan (2014)



The barrier to fully implementing the Masterplan was the requirement to relocate the public amenities and clubhouse at Melwood Oval. This significant expenditure is not considered justifiable considering the continued useful life of the current clubhouse, albeit with the need for some investment.

To resolve this situation Council has reviewed the Masterplan in consultation with key stakeholders to identify a way that still achieved the core objective of the Masterplan, the creation of contiguous open space not bisected by a car park, without relocating the building.

The result is shown schematically in figure 2 below: The proposal will increase car parking by 15 spots to 89 spaces, increase the number of hardcourts for netball training from three to five, all lit to Australian Standards and most importantly removes the safety hazard posed by the car park and creates contiguous opens space that connects the 11.5 hectare park.

It is also planned that Council will work with the Club and other users to plan for minor upgrades and improved amenity for the existing Clubhouse.

**Figure 2: Proposed layout change to Forestville War Memorial Playing Fields Masterplan**



## CONSULTATION

Council has consulted with the members of the Forestville War Memorial Playing Fields Community Committee and key stakeholders including members of Council's Implementation Advisory group and Local Representation Committee who all are very supportive of the amended plan. Given the integrity of the original Masterplan is preserved through this amendment further community consultation will be informing users of the works.

## TIMING

If approved Council would look to release a Design and Construction tender for the completion of this work as soon as possible to ensure the netball facilities are available for the 2018 winter season. Council will ensure that works are staged to achieve this outcome.

## FINANCIAL IMPACT

Council had budgeted \$270,000 for the construction of three courts and lighting of six courts, being the three existing and three new ones. This budget was outlined within Council's Operational Plan and Budget 2017/18 and Section 94A Plan 2017 (S94A Plan 2017), adopted at Council's meeting 27 June 2017. The S94A Plan 2017 came into effect 1 July 2017 and applies to the former Warringah Local Government Area only.

The change to the Masterplan and the opportunity to implement it will result in an increase of \$845,000 to the project budget with a total project cost of \$1,115,000. This additional budget is required for civil works to construct the two western most courts and a new car park with significant stormwater works and lighting to Australian Standard.

The increase in project costs is proposed to be paid by Section 94A funds. An amendment to the S94A Plan 2017 is not considered necessary in this instance, as:

- The project "Forestville War Memorial Playing Fields" is already listed within the Works Schedule placed on public exhibition in May 2017
- There are sufficient funds within the Section 94A Reserves to accommodate this budget increase
- This Report formally publishes Council's intention to update works within the S94A Plan 2017 (reference Development Contributions Practice Note – Life of a development contributions plan, review and amendment)

Council reviews its S94A Plan and associated Works Schedule on an annual basis. The next scheduled update is June 2018.

## SOCIAL IMPACT

A number of significant issues will be resolved including but not limited to:

- Reduction in crime and anti-social behaviour through better passive surveillance and activation of the space around the skate park and rear of the amenities building.
- Elimination of the pedestrian hazard for people crossing the car park from the change rooms to Melwood Oval.
- New fit for purpose facilities for netball and basketball users including the Forest Netball club whose membership has grown from 500 members in 2014 to 714 members in 2016.
- Creation of contiguous open space link through the park.
- Greater opportunity for community connectedness through the creation of better more accessible spaces notably the forecourt and the removal of the car park as a barrier to pedestrian movement.

## ENVIRONMENTAL IMPACT

The project will deliver positive environmental impacts through the introduction of water sustainable urban design treatments. In addition a number of trees will be planted. There will also be a negligible increase in hard surface as the areas that are currently car park will be converted to netball courts and vice versa.

<b>ITEM 8.5</b>	<b>AMENDMENT TO FEES AND CHARGES 2017/18 - SERVICES AND FACILITIES</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER PROPERTY</b>
<b>TRIM FILE REF</b>	<b>2017/281871</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↓</a> Access and Keys - Fees and Charges 2017 2018</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

To seek Council's endorsement for the exhibition of the proposed Fees and Charges associated with access and management of Council buildings.

#### SUMMARY

Council manages the access to a range of buildings, from surf life saving club buildings to sports amenities to community centres; and in the harmonisation of Council's fees and charges, the fees associated with access and management of these buildings were consolidated into other fees. It has become apparent that a number of previously used fees and charges, as per the attachment, are still required and as such approval is now sought to exhibit these fees and charges for future adoption.

The proposed fees and descriptions are shown further in this report.

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#### RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council place the proposed fees for access and management of Council buildings on public exhibition.

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**REPORT**

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**BACKGROUND**

Council manages the access of over 500 buildings, from surf life saving club buildings to sports amenities to community centres.

As part of Council's approach to amalgamation, the harmonisation of as many of Council's fees and charges was completed at the end of the 2016/17 financial year. During this process the fees associated with access and management of these buildings were consolidated into other fees to reduce duplication and also simplify the fees and charges structure for the community.

At the commencement of the 2017/18 financial year, it has become operationally apparent that a number of previously used fees and charges are still needed. As per the attachment the following fees are proposed to be put in place to allow appropriate management and access to Council buildings:

**Fee Type:** 01. Lock re-key or replacement Fee

**Purpose:** To cover Council's actual costs incurred and the administrative costs in providing the service

**Target Users:** Council, public, lessees, real estate agents

**Comments:**

Re-keying or replacement of locks where keys have been lost. Does not include cost of replacement keys.	each	Cost to Council +20%	Yes
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**Fee Type:** 02. Key Issue

**Purpose:** To cover the costs of key cutting and administration

**Target Users:** Users of buildings who require keys

**Comments:**

01. Standard key (single differ) issue	each	75.00 - Key issue fee- Single differ	Yes
02. Master key issue	each	330.00 - Key Issue fee - Master Key	Yes
03. Loss or non-return of standard key (single differ)	each	500.00 - Key loss fee - Single differ	Yes
04. Loss or non-return of master key	each	10,000.00 - Key loss fee - Master key	Yes

**Fee Type:** 03. Charge Out Rates for Staff

**Purpose:** Cost recovery for works done on behalf of third parties

**Target Users:** Tenants and Licencees

**Comments:**

01. Steward	per hour	90.00	Yes
02. Facilities Officer	per hour	135.00	Yes
03. Senior Facilities Officer	per hour	160.00	Yes
04. Manager	per hour	230.00	Yes

**Fee Type:** 04. Supply of Goods and Services

**Purpose:** Cost recovery for Goods and/or Services supplied to third parties

**Target Users:** Tenants and Licencees

**Comments:**

Supply of Goods or Services		Cost plus 15%	Yes
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**TIMING**

Upon Council approval, the proposal is to be open to the public for submissions.

**FINANCIAL IMPACT**

It is not expected that there will be a significant increase or decrease in revenue following the application of these fees as they are a cost recovery charge.

**SOCIAL IMPACT**

Nil

**ENVIRONMENTAL IMPACT**

Nil

**Facilities**

**Fee Type:** 01. Lock re-key or replacement Fee

**Purpose:** To cover Council's actual costs incurred and the administrative costs in providing the service

**Target Users:** Council, public, lessees, real estate agents

**Comments:**

Re-keying or replacement of locks where keys have been lost. Does not include cost of replacement keys.	each	Cost to Council +20%	Yes
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**Fee Type:** 02. Key Issue

**Purpose:** To cover the costs of key cutting and administration

**Target Users:** Users of buildings who require keys

**Comments:**

01. Standard key (single differ) issue	each	75.00 - Key issue fee- Single differ	Yes
02. Master key issue	each	330.00 - Key Issue fee - Master Key	Yes
03. Loss or non-return of standard key (single differ)	each	500.00 - Key loss fee - Single differ	Yes
04. Loss or non-return of master key	each	10,000.00 - Key loss fee - Master	Yes

**Fee Type:** 03. Charge Out Rates for Staff

**Purpose:** Cost recovery for works done on behalf of third parties.

**Target Users:** Tenants and Licencees

**Comments:**

01. Steward	per hour	90.00	Yes
02. Facilities Officer	per hour	135.00	Yes
03. Senior Facilities Officer	per hour	160.00	Yes
04. Manager	per hour	230.00	Yes

**Fee Type:** 04. Supply of Goods and Services

**Purpose:** Cost recovery for Goods and/or Services supplied to third parties

**Target Users:** Tenants and Licencees

**Comments:**

Supply of Goods or Services	Cost plus 15%	Yes
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<b>ITEM 8.6</b>	<b>DRIVEWAY DELINEATION FEES 2017/18</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER TRANSPORT &amp; CIVIL INFRASTRUCTURE</b>
<b>TRIM FILE REF</b>	<b>2017/239194</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↓ Submission Summary</a></b>

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## REPORT

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### PURPOSE

To consider submissions received on the public exhibition of the proposed driveway delineation fees 2017/18 and seek Council's adoption of the fees.

### REPORT

At its meeting on 27 June 2017, Council approved the public exhibition of the proposed driveway delineation fees for 2017/18. In accordance with Section 405 of the Local Government Act 1993, these fees were exhibited online, at Council Libraries and Customer Service Centres for a minimum of 28 Days (5 July to 6 August 2017). Notice was also provided in the Manly Daily on 8 July 2017.

Five (5) submissions were received and a detailed response to the issues raised can be seen at Attachment 1. Three submissions opposed the charging of fees; and one stated that the fees were excessive.

The driveway delineation fee covers the cost of providing the service, the thermoplastic material used (the same as other road markings), site establishment, traffic control and administration. The remaining submission supported line marking and suggested broader parking and traffic management in Beacon Hill.

The fees as exhibited are recommended for adoption.

### FINANCIAL IMPACT

The revenue from the proposed fees will not materially impact the 2017/18 budget.

### SOCIAL IMPACT

Driveway delineation markings generally improve compliance with vehicles parking legally and not blocking driveways and impacting on residents.

### ENVIRONMENTAL IMPACT

Nil

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**RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE**

That Council adopt the fees for driveway delineation and apply from 23 August 2017:

<b>Fee</b>	<b>Unit</b>	<b>Rate</b>	<b>GST</b>
Driveway delineation for a single residential driveway	per set of lines	\$296	No
Driveway delineation for a single commercial or industrial driveway	per set of lines	\$415	No

### Submission Summary

<b>Issues Raised</b>	<b>No. of Submissions</b>	<b>Council Response</b>
Expressing concern that rate payers and commercial businesses are being charged these fees, and that the fees are too high	2	Council installs driveway delineation lines in thermoplastic material which is the same as existing markings on public roads. These last longer than a conventional spray paint, and the fees are based on the fee Council pays for all relevant fees including site establishment, traffic control and administration.
Supports line marking for residential driveways as some streets in Beacon Hill are too narrow. Also suggested No Parking restrictions on one side of the street to improve access for emergency services vehicles as well as a permit system for residents to park on the Council driveway where they are unable to park on their properties.	1	Each resident submission regarding access difficulties would be individually assessed. In some cases a No Parking restriction may be a better response than the installation of driveway lines. If driveways or garages are too small for access the resident may need to consider increasing the width of the driveway or increasing the size of the garage. These works would be at the resident's cost. Council is unable to issue permits allowing residents to park on the part of the driveway between the boundary and the kerb as this would be contrary to Road Rules
Advising that the service is not required as they have no trouble finding or accessing their driveway and that the cost of this service should be covered by rates	3	The proposed driveway fees are related to a request made to Council to carry out driveway delineation marking. Generally, Council does not provide driveway delineation where there has been no specific request.

## 9.0 PLANNING PLACE & COMMUNITY DIVISION REPORTS

<b>ITEM 9.1</b>	<b>UPDATE ON AVALON PLACE PLAN</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER STRATEGIC &amp; PLACE PLANNING</b>
<b>TRIM FILE REF</b>	<b>2017/248857</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

The purpose of this report is to inform Council of progress on the Avalon Place Plan.

#### SUMMARY

Avalon is a unique village with a relaxed and eclectic coastal character. Council has continued to maintain an active role in Avalon with significant investment occurring in and around Avalon Village including:

- The rebuilding of Avalon Beach Surf Lifesaving Club to deliver a new facility for the Club and the wider community to use and enjoy.
- The purchase of land from the Avalon Beach Bowling and Recreation Club to secure the financial viability of the Club going forward, to provide funds for the upgrade and maintenance of the Club building and facilities and to ensure the ongoing availability of this asset for the benefit of the community.
- The adoption of the Walk Avalon Pedestrian Access and Mobility Plan on 8<sup>th</sup> August 2017, to deliver a comprehensive strategic action plan to identify existing pedestrian access needs, manage future demand and enhance pedestrian access for all ages and mobility.
- Council's Merger Savings Arts and Culture Program has allocated \$1M for a Creative Art Space at either Avalon or Newport.

Having regard for the above and in order to provide an overarching strategy to protect and enhance all that is special about Avalon, Council is developing a Place Plan for Avalon Village Centre. To that end, on 26 April 2017 Council resolved as follows:

*"Council work with local stakeholders to prepare a brief for a project plan and conduct a community engagement program and progress delivery of the Avalon Place Plan as an immediate priority".*

The Avalon Place Plan will be a strategy document to provide a sustainable forward plan for Avalon Village and surrounds. This will include overarching coordination of infrastructure and investment and include a focus on upgrades and improvements to the public domain in the Avalon Village Centre to protect and enhance the centre's viability and vitality, review of the private domain and a focus on creating places for people.

This report highlights the preliminary work undertaken to date, and indicates the likely future steps in the process.

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#### RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE & COMMUNITY

That Council note the report on the update of the Avalon Place Plan.

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## REPORT

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### BACKGROUND

Avalon is a unique village with a relaxed and eclectic coastal character. Council has continued to maintain an active role in Avalon with significant investment occurring in and around Avalon Village including:

- The rebuilding of Avalon Beach Surf Lifesaving Club to deliver a new facility for the Club and the wider community to use and enjoy.
- The purchase of land from the Avalon Beach Bowling and Recreation Club to secure the financial viability of the Club going forward, to provide funds for the upgrade and maintenance of the Club building and facilities and to ensure the ongoing availability of this asset for the benefit of the community.
- The adoption of the Walk Avalon Pedestrian Access and Mobility Plan on 8<sup>th</sup> August 2017, to deliver a comprehensive strategic action plan to identify existing pedestrian access needs, manage future demand and enhance pedestrian access for all ages and mobility.
- Council's Merger Savings Arts and Culture Program has allocated \$1M for a Creative Art Space at either Avalon or Newport.

Having regard for the above and in order to provide an overarching strategy to protect and enhance all that is special about Avalon, Council is developing a Place Plan for Avalon Village Centre. To that end, on 26 April 2017 Council resolved as follows:

*"Council work with local stakeholders to prepare a brief for a project plan and conduct a community engagement program and progress delivery of the Avalon Place Plan as an immediate priority".*

### Place Planning

Northern Beaches Council is committed to creating places where the community wants to live, connect and work. Our centres and public places play an important role in growing the local economy and building communities. To protect and enhance all that is special about Avalon, Council is developing a Place Plan for Avalon Village Centre. This plan will help Council understand the needs of residents and businesses and guide the management of the centre over time.

A Place Plan is a tactical and action-oriented strategy focused on the community's connection to place. It establishes a vision and path forward for an area, allowing incremental change that is aligned with the current and future needs of the community.

A Place Plan also identifies the infrastructure and investment needs in a town centre, village or place of significance so that resources can be targeted appropriately. The purpose of a place-based planning approach is to ensure people are at the centre of all planning and design solutions. In essence it is designing places for people.

Through place planning Council aims to:

- Create places designed for people
- Attract the right uses to the right places
- Provide a focal point for employment and deliver high quality urban design outcomes
- Improve connectivity in and around the centre, especially for pedestrian

- Recognise the importance of streets as community spaces and destinations.

**Avalon Village Centre**

Avalon is identified as a village centre under the adopted *Pittwater Local Planning Strategy, Planning for Pittwater towards 2031*. Conversely, the recently exhibited *Draft North District Plan Co-creating a Greater Sydney* (prepared by the Greater Sydney Commission Nov 2016) describes the Avalon centre as a Local Centre.

This centre primarily caters for local community demand throughout the year and seasonal visitors in the warmer months.

The centre is focused around the intersection of Old Barrenjoey Road and Avalon Parade and extends out towards Dunbar Park in the north, Avalon Public school in the south, Avalon Beach in the east and to Bellevue Avenue in the west. However, it has a much larger zone of influence as it is the largest centre north of Newport and also caters for local demand for higher order commercial or retail services not found in Bilgola, Whale Beach or Palm Beach.



*Aerial and zoning map of Avalon Village Centre with commercial zoning in blue*

The centre is currently comprised of a mix of small scale retail, commercial, residential, government, open space and recreation land uses. The predominant building height within the centre is two storeys but can range from historical single storey buildings up towards newer 3 storey shop-top housing developments. The centre’s major retail anchor is a Woolworths supermarket while other major draws include Council’s Avalon Recreation Centre and library, Avalon RSL Club and Avalon Beach. An initial Strengths-Weaknesses-Opportunities-Threats (SWOT) analysis of Avalon village centre is provided below.

AVALON VILLAGE CENTRE	
Strengths	<p>Unique village feel.</p> <p>The importance to the northern parts of Northern Beaches LGA as a local centre.</p>

	<p>Areas of open space within the village.</p> <p>Well located to service the northern parts of Northern Beaches LGA.</p> <p>Well located Council facilities.</p> <p>Well-functioning streetscape.</p> <p>Close proximity to the beach.</p>
Weaknesses	<p>Problematic intersection at Old Barrenjoey Road and Avalon Parade.</p> <p>The existing subdivision pattern in Avalon is predominantly comprised of small lot sizes. This subdivision pattern is not conducive to consolidation into meaningful land parcels that would improve economic feasibility for redevelopments and improve streetscapes by reducing vehicle access and servicing requirements.</p> <p>The predominant form of titling for existing buildings is strata title. It is difficult to obtain agreement from all owners to participate in a redevelopment project under these circumstances.</p>
Opportunities	<p>To develop a clear vision for Avalon that reflects the community's values, while building on Avalon's unique characteristics.</p> <p>Reinforce Avalon in the centres hierarchy for Northern Beaches Council.</p> <p>Promote and enhance Avalon's existing creative/arts community.</p> <p>Increased service provision for northern parts of Northern Beaches LGA.</p>
Threats	<p>Affected by high hazard flooding.</p> <p>The provision of retail, services and employment is restricted to demand generated by tourists and residents across the northern parts of Northern Beaches LGA.</p>

### **Community Engagement**

The Avalon place planning process is anticipated to generate a high level of interest from the community and stakeholders. Those who engage with the project are likely to want to be continuously informed and kept up to date as the project progresses through certain stages. It is noted that a significant amount of work has already been completed by a local group and this will assist in informing future discussions. It is anticipated that members of this group will make application for the Avalon Place Plan advisory group.

Given the anticipated high level of interest, an extensive community consultation process is foreshadowed, which would employ a range of consultation methods. Potential methods will include the following:

- Mail outs and feedback forms to the public and stakeholders
- Establishing an Avalon Place Plan Advisory Group. This Group will be formed from interested community members and stakeholders to assist in the preparation and development of the Avalon Place Plan.
- Visioning exercises / targeted workshops

- Pop-up / drop-in sessions
- Targeted social media
- Manly Daily adverts
- Council's Your Say Northern Beaches Community Engagement Hub.

The Place Plan will draw upon the outcomes from the Walk Avalon consultation process and the Avalon Beach Cultural Mapping Project undertaken by the Avalon Preservation Association.

### TIMING

The Place Plan is scheduled to commence in the last quarter of 2017 to allow for the newly elected Councillors to participate throughout the place planning process.

The process is anticipated to last approximately 18 months with tentative milestones outlined below:

3 <sup>rd</sup> quarter 2017	Finalise Project Initiation Documentation (PID)
4 <sup>th</sup> quarter 2017	Inception phase Establish Avalon Place Plan Advisory Group Community Engagement Plan development Collection & review of existing information.
1 <sup>st</sup> quarter 2018	Analysis and design principles phase Avalon Snapshot document preparation
2 <sup>nd</sup> quarter 2018	Community Consultation and Visioning Phase (including visioning workshops and drop-in/pop-up community engagement) Draft Avalon Place Plan Preparation
3 <sup>rd</sup> quarter 2018	Community engagement on the draft plan Revise and finalise Avalon Place Plan
4 <sup>th</sup> quarter 2018	Avalon Place Plan to council for adoption

### FINANCIAL IMPACT

As the Place Plan aims to identify infrastructure investment needs in the Avalon village centre, additional financial impacts are expected in the medium to long term. It is expected that any infrastructure upgrades to the Avalon village centre will have a positive impact on total retail turnover and financial viability of the centre.

Funding opportunities for any required infrastructure upgrades will need to be investigated as part of the place planning process.

### SOCIAL IMPACT

The Place Plan is likely to have a positive social impact on the community through reinforcing the locality's identity and the public's sense of place.

### ENVIRONMENTAL IMPACT

Future works from the place plan are likely to have a positive impact upon the environment through upgrades to the public domain within the Avalon centre.

<b>ITEM 9.2</b>	<b>PROPOSED CREATIVE SPACE AND PUBLIC ART - PROGRESS REPORT</b>
<b>REPORTING MANAGER</b>	<b>GENERAL MANAGER PLANNING PLACE AND COMMUNITY</b>
<b>TRIM FILE REF</b>	<b>2017/275779</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

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**EXECUTIVE SUMMARY**

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**PURPOSE**

To provide an update on the progress of the Merger Savings Fund Arts and Culture Program.

**SUMMARY**

The adoption of an Administrator's Minute on 27 June 2017 formalised the Merger Savings Fund. The Fund provided for an Arts and Culture Program, consisting of:

- i. Creative art space at the northern end of the Northern Beaches local government area (e.g. Avalon or Newport)- \$1 million 2017/18
- ii. Public Art in key locations (e.g. coastal walkway) with commissions from local artists where possible- \$500,000 per year for four years commencing in 2017/18

Project planning for both projects is underway, with community engagement processes commencing in August 2017.

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**RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE & COMMUNITY**

That Council note the update provided.

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**REPORT**

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**CREATIVE ART SPACE**

**BACKGROUND**

In 2017/18 \$1 million of the Merger Savings Fund is being directed towards the development of a new cultural space in the northern end of the Northern Beaches local government area. This allocation responds to community demand for increased cultural access, articulated through forums such as the Community Strategic Plan and the Arts, Culture and Heritage Strategic Reference Group.

To progress the project an internal working party has been established comprising representatives from Community, Arts and Culture; Community Engagement and Communications; Parks and Recreation and Property.

**CONSULTATION**

A framework for community engagement has been designed and will commence in August 2017. Stage 1 of the community engagement will capture the community's aspirations and vision for the space.

An advisory group will be established to support the development of the new cultural facility comprising internal and external members. The Cultural Space Advisory Group will support Council to consolidate its community engagement findings, and refine the vision for the space.

Expressions of Interest for the Cultural Space Advisory Group will open in August, with a view to holding the inaugural meeting in October 2017.

**TIMING**

<b>Phase</b>	<b>Activity</b>	<b>Timing</b>
Stage 1	<i>Visioning</i> - Seeking community input on what will be included in the cultural space	August – September 2017
	Invite Expressions of Interest for a Cultural Space Advisory Group	August – September 2017
Stage 2	Cultural Space Advisory Group established	October 2017
	Report to Council on findings	By December 2017
Stage 3	Prospective models presented to community	2018
Stage 4	Draft concept plans on exhibition	2018

**FINANCIAL IMPACT**

\$1 million has been allocated in 2017/18 through the Merger Savings Fund.

## **SOCIAL IMPACT**

The development of a new cultural space provides an opportunity to deepen and diversify cultural access on the Northern Beaches. The project is aligned to Council's Community Strategic Plan, which aims to foster community belonging and participation.

The new cultural space will realise the following goals from the CSP: enhance cultural and creative activities and events; inspire social interaction and wellbeing; and reflect the unique character of our places.

## **ENVIRONMENTAL IMPACT**

Environmental impact assessment will be undertaken as the model and location of the cultural space are resolved.

## **PUBLIC ART PROGRAM**

### **BACKGROUND**

Through the Merger Savings Fund \$500,000 per year for four years is being directed to commissioning and installing sculptural works along the Northern Beaches Coastal Walkway.

This Walkway will become a major attraction for the area as well as serving as a model project in cultural development.

### **CONSULTATION**

An advisory group will be formed to support the Public Art Program comprising internal and external members. The role of the Public Art Advisory Group will be to provide advice to Council on the selection, acquisition, fabrication, installation and possible donations of the artworks for the Walkway and to oversee the progress of the project.

Draft Terms of Reference for this group were presented to the Arts, Culture and Heritage Strategic Reference Group at its 29 June 2017 meeting. The Terms state that the Public Art Advisory Group will: meet bi-monthly (six times per year); comprise eight members including two Councillors (and the Mayor as ex officio) and six community members including one artist, one youth member and one Create NSW or Museums and Galleries NSW Officer. Council staff will also attend the meetings.

Expressions of Interest for the Public Art Advisory Group will open in August 2017 with a view to holding the inaugural meeting in September 2017.

### **TIMING**

Nil

### **FINANCIAL IMPACT**

\$500,000 has been allocated per year for four years commencing 2017/18 from the Merger Savings Fund. The budgetary impacts of project management and execution will be contained within this annual allocation.

## **SOCIAL IMPACT**

The Coastal Walkway, embellished with a combination of decorative and utilitarian and functional sculptural works will become a major attraction for the Northern Beaches.

The project is aligned to Council's Community Strategic Plan, and will: enhance cultural and creative activities and events; inspire social interaction and wellbeing; and reflect the unique character of our places.

## **ENVIRONMENTAL IMPACT**

Environmental impact assessment will be undertaken as part of the project development, and in advance of the final selection of art works and locations.

<b>ITEM 9.3</b>	<b>BUILDING FIRE SAFETY REPORT BY FIRE &amp; RESCUE NSW - SPRING COVE ESTATE, MANLY</b>
<b>REPORTING MANAGER</b>	<b>EXECUTIVE MANAGER ENVIRONMENTAL COMPLIANCE</b>
<b>TRIM FILE REF</b>	<b>2017/280946</b>
<b>ATTACHMENTS</b>	<b>1 <a href="#">↓</a> Fire &amp; Rescue NSW Inspection Report - Spring Cove Estate Manly - 1 August 2017</b>

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### EXECUTIVE SUMMARY

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#### PURPOSE

Council has received an inspection report, as shown in attachment 1, from Fire and Rescue NSW (F&RNSW) dated 1 August 2017, in relation to the Spring Cove Estate in Manly.

Section 121ZD of the Environmental Planning and Assessment Act 1979 (EP&A Act 1979) requires Council to table such report and any recommendations at the next meeting of Council, including whether or not to issue an Order number 6. Order number 6 is used to require the implementation of measures to prevent fire, suppress fire or prevent the spread of fire.

F&R NSW is to be notified of Council's determination.

#### SUMMARY

A fire safety inspection report has been received by Council from F&R NSW in relation to Spring Cove Estate located at 11-15 Spring Cove Avenue, Manly. Council staff have conducted a review of the matters raised and have provided recommendations in relation to these buildings.

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#### RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE & COMMUNITY

That Council:

- A. Issue an Order 6 in the table to Section 121B of the Environmental Planning and Assessment Act 1979 for Spring Cove Estate, Manly to address the fire safety and egress deficiencies at the premises.
  - B. Provide notice to Fire and Rescue NSW of the above determination.
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## REPORT

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### **BACKGROUND**

F&R referred an inspection report to Council for a number of fire safety concerns relating to Spring Cove Estate in Manly.

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

Council is also to determine whether or not to issue an Order number 6 in the table to Section 121B of the EP&A Act 1979. Order number 6 is used to require the implementation of measures to prevent fire, suppress fire, prevent spread of fire and to provide fire safety to building occupants.

Council staff conducted an inspection on 14 August 2017 and found that the premises are deficient in fire safety and egress provisions which justify the issue of an Order number 6. The F&R NSW report made three recommendations where recommendation (a) is supported and on its own accord will form the basis of an Order number 6 being issued. The matters raised in recommendations (b) and (c) of the F&R NSW report are still to be evaluated and may also be included in the Order number 6, pending further review of the relevant approvals of the premises.

### **CONSULTATION**

Nil

### **TIMING**

Nil

### **FINANCIAL IMPACT**

The recommended actions can be carried out within existing budgets.

### **SOCIAL IMPACT**

Ensuring adequate fire safety measures are provided within buildings helps to minimise serious injury and loss of life within the Council area and as such has significant social benefit.

### **ENVIRONMENTAL IMPACT**

Installation of any additional fire safety measures as a result of recommendations contained within this report will have minimal Environmental Impacts.



Unclassified

File Ref. No: BFS16/2501 (0103)  
TRIM Ref. No: D17/52044  
Contact: Station Officer Paul Scott

1 August 2017

The General Manager  
Northern Beaches Council  
Civic Centre  
725 Pittwater Road  
Dee Why NSW 2299

Email: [council@northernbeaches.nsw.gov.au](mailto:council@northernbeaches.nsw.gov.au)

Attention: Manager Compliance/Fire Safety

Dear Sir Madam,

**Re: INSPECTION REPORT  
'SPRING COVE ESTATE'  
SPRING COVE AVENUE, MANLY ("the premises")**

Fire & Rescue NSW (FRNSW) received correspondence in relation to the adequacy of the provision for fire safety in connection with 'the premises'.

The correspondence stated in part that:

- *The attack fire hydrants were not accessible within the estate.*

Pursuant to the provisions of Section 119T (1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 12 July 2017 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

The inspection was limited to the following:

- A conceptual overview of the building, where an inspection had been conducted without copies of the development consent or copies of the approved floor plans.

On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 119T (4) and Section 121ZD (1) of the EP&A Act. Please be advised that Section 121ZD (2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.

Fire & Rescue NSW

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ABN 12 593 473 110

[www.fire.nsw.gov.au](http://www.fire.nsw.gov.au)

Community Safety Directorate  
Fire Safety Compliance Unit

Locked Bag 12  
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F (02) 9742 7483

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## COMMENTS

The following items were identified as concerns during the inspection:

### Sitewide

1. Multiple attack fire hydrants around the estate were secured behind locked doors which require a special square set key to unlock. In this regard, the securing device does not incorporate 003 keyed lock which is compatible with fire brigade operational procedures, contrary to the requirements of Clause 7.9.1 (b) of Australian Standard (AS) 2419.1-2005.
2. The access doors to the attack hydrants, at the 'T' intersection at the bottom of the main entry road, were obstructed by motor vehicles which were parked in front, contrary to the requirements of Clause 3.2.2.2(g) and Clause 3.5.1(c) of AS2419.1-2005.
3. Multiple attack hydrants throughout the estate were located in garden beds which are located at different levels from the roadway and requires firefighters to step down approximately 300mm to access the valve. Furthermore, juvenile plants were located in close proximity to the valves, which may create obstruction to the hydrant, contrary to the requirements of Clause 3.2.2.2(g) and 3.5.1(c) of AS2419.1-2005.
4. The fire hydrant booster assembly – The following items were identified at the time of the inspection.
  - a. The feed and boost connections do not appear to be located within 150mm of the front face of the cabinet that it is installed within, contrary to the requirements of Clause 7.4 of AS2419.1-2005.
  - b. It appears that the boost inlet connections are located at a height less than 750mm, contrary to the requirements of Clause 7.4 of AS2419.1-2005.
  - c. Clearances around the fire hydrant valve appear to be in contravention with the requirements of Clause 3.5.2 of AS2419.1-2005.
5. The fire hydrant block plan is not provided with adequate detail to assist firefighters in conducting firefighting operations. In this regard, the Class 2 portion of the estate, (i.e. 11-15 Spring Cove Avenue), requires firefighters to gain entry through the northern (rear) side of the building. This is not defined on the block plan and may cause delays in locating the fire hydrants serving the building.

### 11-15 Spring Cove Avenue, Manly

6. It appeared that fire tags have been removed from the fire rated doorsets which separates the carpark from the lift lobbies. FRNSW were unable to determine whether adequate fire separation is provided or required in this instance.
7. The path of travel after discharging from the northern fire exits, to the street, is not provided with a dedicated all-weather footpath and adequate lighting to facilitate safe

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evacuation. Furthermore wayfinding signage is not provided to direct the occupants from the premises to the street.

8. Adequate pedestrian access (in the form of stairs or ramps) is not provided to the attack fire hydrants which are located within the rear stairwell, from the northern side of the building.

FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

**RECOMMENDATIONS**

FRNSW recommends that Council:

- a. Inspect and address any other deficiencies identified on 'the premises', and require item no. 1 through to item no. 8 of this report be addressed appropriately.
- b. Compel the owners to install a stairway and/or ramp at the Archbishops Walk on the north/west side of the Class 2 building, to provide access to the stairwell and attack hydrants in this part.
- c. Compel the owners to install signage on or adjacent to the steel fence at the commencement of the Archbishops Walk (facing the main vehicle entry), to assist fire fighters locating the fire hydrants which are located in the rear stairwell of the class 2 building (11-15 Spring Cove).

This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore awaits Council's advice regarding its determination in accordance with Section 121ZD (4) of the EP&A Act.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact Station Officer Paul Scott of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference BFS16/2501 (0103) for any future correspondence in relation to this matter.

Yours faithfully



Mark Knowles  
Building Surveyor  
Fire Safety Compliance Unit

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Fire & Rescue NSW

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