

AGENDA

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

Tuesday 30 May 2017

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



Mark Ferguson
General Manager

Issued: 25/05/2017

OUR VALUES

Trust

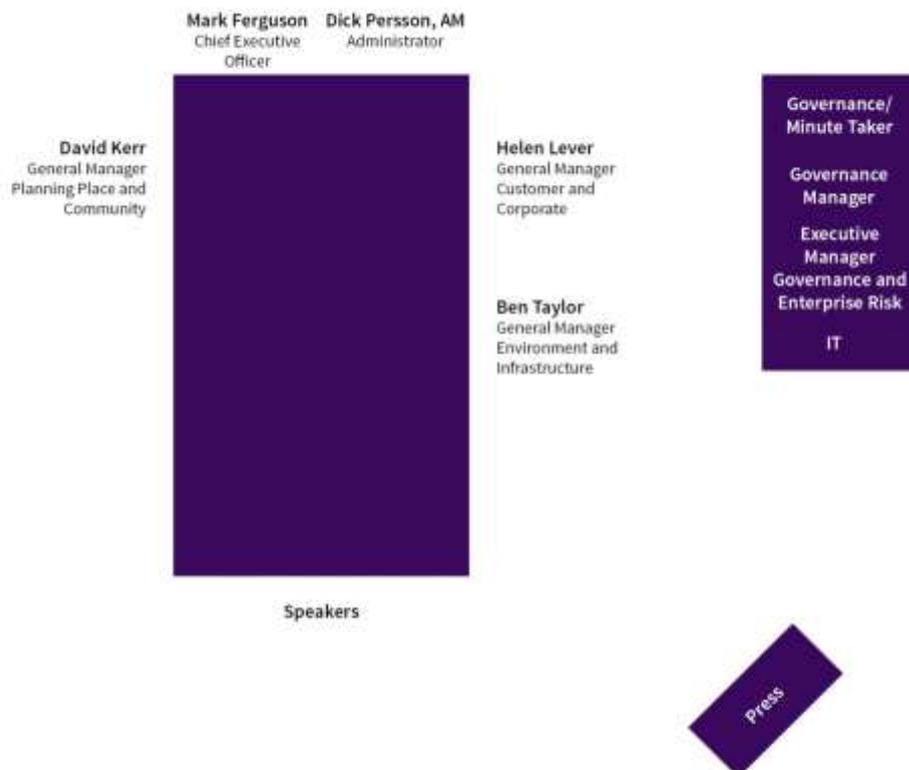
Teamwork

Respect

Integrity

Service

Leadership



**Agenda for an Ordinary Meeting of Council
to be held on Tuesday 30 May 2017
at the Civic Centre, Dee Why
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 26 April 2017

2.2 Minutes of Extraordinary Council Meeting held 3 May 2017

3.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

4.0 PUBLIC FORUM

5.0 ADMINISTRATOR'S MINUTES.....

5.1 Administrator's Minute No 04/2017 - Research Into Better Tick Control on the Northern Beaches

(Report not available at time of publishing and will be circulated prior to the meeting)

5.2 Administrator's Minute No 05/2017 - Draft Northern Beaches Sportsgrounds Strategy for Public Exhibition

(Report not available at time of publishing and will be circulated prior to the meeting)

6.0 CHIEF EXECUTIVE OFFICER'S DIVISION REPORTS.....6

6.1 Stronger Communities Fund Community Grants Progress Report6

6.2 Integration Update 10

7.0 CUSTOMER & CORPORATE DIVISION REPORTS.....23

7.1 Monthly Investment Report - April 201723

7.2 Draft Policies for Exhibition32

7.3 Initial Local Government Performance Audits - Correspondence from the Audit Office New South Wales37

7.4 Digital Transformation Strategy: Exhibition of Draft Digital Transformation Strategy48

7.5 Northern Beaches Council Draft Customer Experience Strategy51

7.6 Quarterly Financial and Management Report March 201755

8.0 ENVIRONMENT & INFRASTRUCTURE DIVISION REPORTS.....91

8.1 Minutes of the Sydney Coastal Council Group Meeting held 18 March 201791

8.2 Amendments to Policies and Development Controls For Flood Prone Land 103

8.3 Public Exhibition of Proposal to Rename Reserve on Ocean Street, Narrabeen... 111

8.4	Exhibition of Proposed Amendments to Development Controls for Trees and Bushland on Private Property	114
8.5	Proposed Compulsory Acquisition of Council Community Land at Corner of Sydney Road and Hope Street Seaforth by Roads and Maritime Services	118
8.6	Draft Palm Beach Parking Demand Management Strategy	122
8.7	RFT 2016/173 - Lease for the Tramshed Arts and Community Centre Cafe	126
8.8	RFT 2017/007 - Balgowlah Plaza Revitalisation Works.....	129
8.9	RFT 2017/010 - Irrigation Maintenance Services Panel	133
8.10	RFT 2017/011 - Parks and Reserves Mowing Services	136
8.11	RFT 2017/013 - Seaforth Oval Irrigation System.....	140
8.12	RFT 2017/037 - Design Services for Manly Dam and Lionel Watts Playgrounds.....	144
9.0	PLANNING PLACE & COMMUNITY DIVISION REPORTS	148
9.1	Northern Beaches Independent Assessment Panels and Development Assessment Panel - Annual Report for 2016	148
9.2	Deaccession of The Forest Tapestry (1986), Formerly Placed at the Glen Street Theatre.....	151
9.3	Reporting Variations to Development Standards State Environmental Planning Policy No.1 – Development Standards and Clause 4.6 of Manly Local Environment Plan, Pittwater Local Environment Plan and the Warringah Local Environment Plan	154
9.4	Building Fire Safety Report by Fire & Rescue NSW - 10 Kooloora Avenue Freshwater	159
9.5	Planning Proposal (PP0002/16) for Central Local Park Warriewood - 9,11,12 and 13 Fern Creek Road, Warriewood.....	163
9.6	RU4 Secondary Dwellings Planning Proposal.....	170
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 26 APRIL 2017

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 26 April 2017, copies of which were previously circulated, be confirmed as a true and correct record of the proceedings of that meeting.

2.2 MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD 3 MAY 2017

RECOMMENDATION

That the Minutes of the Extraordinary Council Meeting held 3 May 2017, copies of which were previously circulated, be confirmed as a true and correct record of the proceedings of that meeting.

6.0 CHIEF EXECUTIVE OFFICER'S DIVISION REPORTS

ITEM 6.1	STRONGER COMMUNITIES FUND COMMUNITY GRANTS PROGRESS REPORT
REPORTING MANAGER	CHIEF EXECUTIVE OFFICER
TRIM FILE REF	2017/132567
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To provide a progress report on expenditure and outcomes of the Stronger Communities Fund Community Grant Program.

SUMMARY

The Stronger Communities Fund Community Grants Program allocated funding from Round 1 to 25 deserving projects across a variety of focus areas including disability, art & culture, the environment, sporting, supporting people at risk and volunteer organisations. The projects that are currently being implemented will contribute to a more vibrant, sustainable and inclusive community. To date six projects have successfully completed their grant project which has in turn enabled:

- improved service delivery 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 2 additional therapy rooms
- improved capacity and service delivery from the Manly Warringah St Johns Ambulance resulting in increased community safety through the purchase and integration of a digital radio system.

These organisations and the outcomes they have delivered through this program provide significant benefit to the entire northern beaches directly and indirectly and their contribution to this community is to be commended and acknowledged.

RECOMMENDATION OF CHIEF EXECUTIVE OFFICER

That Council note the Stronger Communities Fund Community Grants Program update.

REPORT

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 Fund includes a Community Grants Program allocation of \$1 million with individual project funding up to \$50,000 to incorporated not for profit community groups, for projects that will develop more vibrant, sustainable and inclusive local communities.

The Northern Beaches Council has run two rounds of the SCF community grants program with an announcement on the successful applications for Round 2 scheduled to go Council in July 2017. Round 1 of the SCF opened on 5 September 2016 with a maximum funding pool of \$500,000 and closed on 28 October 2016. The SCF community grants program was advertised and promoted through print and on-line media and direct email as well as temporary outdoor banners at key locations on the northern beaches and at the libraries in Manly, Dee Why and Mona Vale. Additionally, information sessions were held during the opening week at key locations in Manly, Dee Why and Warriewood and two grant writing workshops all of which were well attended.

Applications were sought from eligible organisations for projects that addressed the Assessment Criteria as set by the Office of Local Government:

- deliver social, cultural, economic or environmental benefits to the local community
- address an identified community priority
- be well defined with a clear budget
- demonstrate that any ongoing or recurrent costs of the project can be met by the community group once grant funding has been expended
- the organisation must demonstrate the capacity to manage funds and deliver the project.

The Northern Beaches Community Priorities were identified as the 11 Strategic Reference Groups so as to align with the development of the Community Strategic Plan.

The SCF Assessment Panel's role is to make recommendations to the Administrator on projects that should be funded and comprises:

- Administrator or delegate
- State Member(s) of Parliament, or representative
- regional coordinator of the Department of Premier and Cabinet, or delegate
- other members, appointed by the Administrator, as required
- an independent probity adviser, appointed by the Administrator to advise the Panel on their deliberations and assessment process.

The Administrator reviewed the projects recommended by the SCF panel with funding awarded to 25 applicants with a total funding allocation of \$537,690.

To date six of the twenty-five projects have been completed with a total expenditure of \$129,952 and another \$155,714 has been paid out towards projects still in progress with the remaining \$252,024 being held by Council subject to agreed milestones being achieved and progress reports being submitted. Three more projects are expected to be finalised by 30 June 2017 and another six projects completed by 31 December 2017. It is anticipated that all funds allocated under Round 1 will have been expended by 30 June 2018.

Nine 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. No project will be delayed significantly so as to neither affect the success of the project nor contravene any funding conditions.

The six projects that have been successfully completed are listed below along with their outcomes.

Recipient	Grant Amount	Outcomes
St John Ambulance Australia (Manly Warringah Division)	\$10,785	Upgrade the radio equipment from analog to digital which is vital to effective and efficient communications to avoid delays in treating people in the event of an emergency. This is an essential service and one that is utilised at many community events across the northern beaches.
The Link Community Care	\$39,990	Purchase of a vehicle to facilitate the rollout of the Mobile Foodcare Project which provides direct relief from poverty and hunger through the provision of affordable groceries, fruit and vegetables. Being mobile means that more individuals and families have access to this service. This weekly service also creates community connectedness and a support network for vulnerable people in our community.
Manly Women's Shelter	\$29,106	Purchase of a vehicle to serve 3 functions to facilitate the recovery of victims of domestic violence. The vehicle will be utilized to transport women to appointments essential to their recovery, the collection of goods donated by the community including furniture and to assist with moving into alternate accommodation when ready to move out of the shelter. In undertaking these activities the vehicle facilitates a more speedy recovery and smoother transition when rejoining the community.
NSW State Emergency Service (Warringah Pittwater Unit)	\$15,620	Two SES Emergency Service Trucks have been refurbished inside and out with high visibility signage applied. The SES is comprised primarily of volunteers who play an important role in our community often putting themselves at risk in order to restore safety and order during and in the aftermath of emergency events such as storms and flooding. The works undertaken in the upgrade of these two vehicles ensures that the Warringah/Pittwater Unit is prepared to undertake this work in a safe and efficient manner.
Be Centre	\$24,451	Construction of two new therapy rooms to support children aged 3-13 with emotional, behavioural, psychological and social issues brought about by domestic violence, family breakdown, sexual assault, neglect, parental drug or alcohol addiction, parental death or anxiety. The new therapy rooms will significantly reduce the waiting time for these children and ensure they receive the therapy they require in order to heal.
Northern Beaches Indoor Sports Centre	\$10,000	Installation of safety balustrading, new fans across courts 1 – 6 and new volleyball posts. These works are part of a larger project to increase capacity which has seen an increase of approximately 40%. NBISC now supports 7,000 users a week including up to 500 children under 10 years old each day. The installation of fans has had an unexpected benefit in that it has reduced moisture on the floors during periods of high humidity/rain with the double benefit of improved

		safety and ensuring courts are usable when they previously would have been closed for safety reasons. The volley ball posts enable MWVA to run larger competitions and metro tournaments.
--	--	---

TIMING

Round 2 of the community grants program under the Stronger Communities Fund closed on 12 May with successful applicants expected to be notified following the July Council meeting. Progress on round two recipients will be incorporated into future progress reports.

FINANCIAL IMPACT

The funding allocation for the Stronger Communities Fund – Community Grants is \$1million, allocated over two rounds of \$500,000. This funding can be fully accommodated out of the Stronger Communities Fund allocated to the Northern Beaches Council by the NSW Government. The additional \$37,690 allocated in Round One is being funded from the Merger Savings Fund. Round two will be allocated in July following adoption of the recommendations of the SCF Panel.

SOCIAL IMPACT

The 25 projects being funded under Round One of the Stronger Communities Fund cover a wide range of community benefits including social, environmental, cultural and economic. The five projects that have been completed are all providing social benefits to our community through the improvement of the services these organisations provide to our community. A particular focus in these completed projects is safety for volunteers and the community as well as health and wellbeing.

ENVIRONMENTAL IMPACT

Nil

ITEM 6.2	INTEGRATION UPDATE
REPORTING MANAGER	GENERAL MANAGER CUSTOMER AND CORPORATE
TRIM FILE REF	2017/133994
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To provide an update on the progress of the Northern Beaches Council integration program since proclamation in May 2016.

SUMMARY

The realisation of a fully integrated Northern Beaches Council is a complex, multistage process, involving a large number of interconnected actions by staff from different areas. This process has already and will continue to see a significant amount of change achieved in an ambitious timeframe.

This report provides an update on the progress made by Northern Beaches Council in the integration of three councils into one new council.

RECOMMENDATION OF CHIEF EXECUTIVE OFFICER

That Council note the Integration Update Report.

REPORT

BACKGROUND

The realisation of a fully integrated Northern Beaches Council is a complex, multistage process, involving a large number of interconnected actions by staff from different areas. This process requires a significant amount of change to be achieved in an ambitious timeframe.

In order to successfully manage the integration programme, a strong leadership team that works effectively together and with all staff is critical. To ensure that the process of building the organisation is well planned, carefully executed and clearly communicated, an integration governance framework has been put in place.

As a part of Northern Beaches Council's Integration Framework, a series of phases were established to shape and drive the integration of the operations of the new Council.

Services across the organisation will be integrated over three phases:

1. Phase 1 will include 25 organisational priority core services as well as 58 Business Unit priority services – to be completed by 1 July 2017
2. Phase 2 will include 43 core services – that will be completed by 31 December 2017
3. Phase 3 will include 29 core services – to commence post 1 January 2018

The integration programme and subsequent phases will be continually monitored to ensure current organisational priorities are being met. This may require reprogramming from time to time.

In addition to the above organisational integration programmes, significant community projects have been endorsed/undertaken which sees Northern Beaches Council integrating successfully both operationally as an entity and for the benefit of the community.

REPORT

INTEGRATION FRAMEWORK

Integration update

An integration framework and Implementation Plan (the Plan) was adopted on 13 September 2016. The Plan provides a:

- Clear framework for implementation of the Northern Beaches Council
- Process of building a new organisation is well organised and carefully considered
- Communication tool that effectively communicates to staff and the community the plan.

Monitoring of the Plan and achievement of milestones will be ongoing throughout council's phased approach and beyond. Additionally, Northern Beaches Council will continue to report to the Department of Premier and Cabinet against the Implementation Plan on a regular basis.

Northern Beaches Integration Framework – Core Services

As we move toward July 2017, the integration goal is to align core services across Northern Beaches Council that were identified as a priority for integration. An Integration framework has been developed to provide an overview of the integration process and the different stages the organisation will move through. Below is a high level approach to the whole integration.

1. Department of Premier & Cabinet Milestones

Phase 1 has been broken down into a number of stages with milestones identified for each stage. A complete list of the stage, associated milestones and the current status of each is detailed in Table 1.

Review of Phase 1 Milestones

Overall, Northern Beaches Council has made significant progress towards the Phase 1 milestones.

Table 1: DPC Milestone Progress

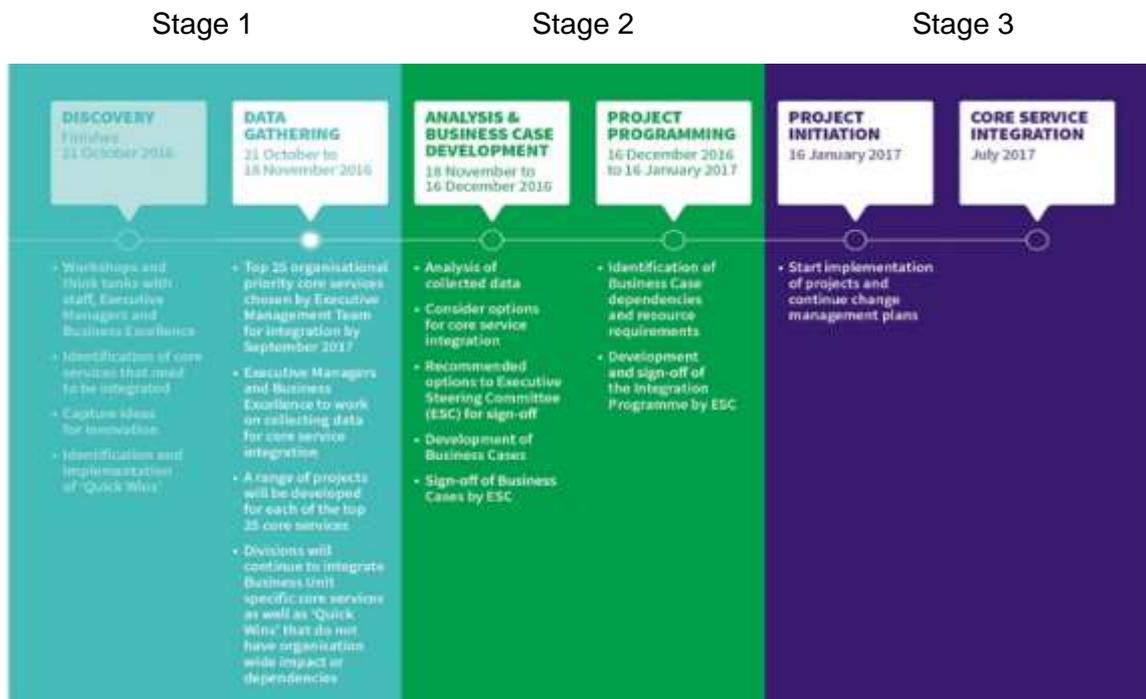
DPC roadmap timing	Action	Status	Progress
Throughout	Provide continuity of governance, service and civic activities	Ongoing	No significant impact on BAU to date
	Communicate effectively with staff, communities and partners	Ongoing	
	Hold at least monthly meetings of each LRC and the IAG	Ongoing	LRC commenced meeting in June IAG commenced meeting in May 15 IAG/LRC meetings held since proclamation
Stage 1 - By the end of week one	Provide clarity to staff about job security and consultation processes	Complete	
	Obtain an ABN and TFN and reserve the domain name for the new council	Complete	
	Establish the LRC and IAG to provide local representation and input	Complete	
	Announce the council media spokesperson and review associated protocols	Complete	
	Identify and commence priority due diligence activities such as reviewing contracts	Complete	
	Review delegations and controls of higher risk functions to ensure appropriate decision making	Complete	
	Review council nominations to Joint regional planning Panels	Complete	
	Hold the first meeting of the new council	Complete	
	Adopt an interim Executive Team structure	Complete	
	Deliver the Week one Implementation Plan	Complete	
Stage 2 - By end of first 30 days	Establish PMO to support the interim General Manager in implementing the new council	Complete	
	Make appointments to the interim Executive Team and establish the internal working group	Complete	
	Establish a single phone number and point of entry for the council website	Complete	
	Continue due diligence activities	Complete	
	Prepare first iteration of the Implementation Plan	Complete	
	Prepare a staff communication and engagement plan	Complete	
	Submit funding proposal for New Council Implementation Fund	Complete	
	Prepare a community communication and engagement plan	Complete	
	Establish the Consultative Committee	Progressing	Existing JCC structures maintained
	Prepare and commence exhibition of draft operational plan, budget and fees	Complete	

	and charges for 2016-17		
Stage 3 - By end of September 2016	Identify process and timing for moving to new salary structure	Progressing	Plan developed – yet to be reported to ESC
	Adopt an operational plan, budget and fees and charges for 2016-17	Complete	
	Issue rates notices	Complete	
	Document service levels and plan a review process	Complete	
	Adopt a code of conduct	Progressing	Code drafted, consultation in progress
	Adopt an organisational structure including consultation with the JCC	Complete	
	Deliver initial community engagement activities	Complete	
	Continue to deliver the Implementation Plan and monitor and report progress	Complete	
Stage 4 - By end of December 2016	Adopt the logo and other key elements of the visual identity prepared with community input	Progressing	Interim visual identity developed and being rolled out where possible. Permanent identity being developed with community input.
	Incorporate the statement of local benefits into the Implementation Plan	Complete	
	Prepare the audited financial report for the former councils	Complete	
	Continue to deliver the Implementation Plan and monitor and report progress	Complete	
	Prepare and adopt a statement of vision and priorities, with community input	Progressing	Draft presented to Council in December, discussion paper exhibited early 2017, outcome will be reported to Council in June along with draft CSP.
Stage 5 - By end of March 2017	Prepare the draft operational plan 2017-2018, including integrated budget, with community input	Progressing	Draft adopted for exhibition in April.
	Deliver a new website, which features the new visual identity	Progressing	Content creation for the new web is currently being managed
	Continue to deliver the Implementation Plan and monitor and report progress	Complete	
Stage 6 - By end of June 2017	Have new workers compensation arrangements in place	Commenced	
	Adopt the operational plan 2017-18 including integrated budget	Progressing	Draft adopted for exhibition in April.
	Undertake a thorough review of the Implementation Plan to focus on the second year of the council	Pending	
Stage 7 - By end of September 2017	Prepare a report on the outcomes of the service review and associated recommendations	Pending	
	Complete analysis and modelling to support preparation of a delivery program and resourcing strategy	Pending	
	Prepare a draft Community Strategic Plan for consideration of the new council	Commenced	CSP engagement with the community continues
	Hold Council Elections	Pending	

2. Core Service Integration

As a part of the Northern Beaches Council's (NBC) Integration Framework a series of stages were established to shape and drive the integration of the new Council.

Figure 1: Northern Beaches Integration Framework



Stage 1, which concluded in October 2016, was set down to identify core services within the seven work streams (Finance, Insurance Assets and Property, Corporate Governance and Procurement, Customer and Community Services, Natural Environment, Systems and IT, Communications and Engagement and Land Use Planning, Development and Compliance) and to establish the opportunities, goals and objectives concerning these core services. 7 lenses were used to assist in the prioritisation of the top 25 core services, these included:

- Maintaining business continuity
- Improving customer experience
- Realising productivity improvements (Efficiency Dividends)
- Service is able to be substantially integrated by 1 July 2017
- Service is required to be to be integrated in light of dependencies with other priority services
- Maintaining regulatory compliance
- Risk if serviced is not integrated

Stage 2, which was carried out between October 2016 and January 2017, was a period of investigation and business case development, concluding with business case sign off for approximately 70 individual projects. These projects are the individual pieces of work initially required to integrate the 25 core services.

Stage 3, Northern Beaches Council is currently midway through this stage of initiation and integration. Fundamentally, it is Stage 3 that either brings together operations, systems and work practices or defines a strategy that provides a path forward for councils 25 core services.

To support and monitor core service integration and individual project status during this phase, a reporting framework has been established. The framework utilises a corporate reporting tool that has been adopted for Northern Beaches Council where by the Project Managers assess the progress of their projects at least monthly and report on them via a summary update and a traffic light analysis of the risks and progress of each project.

To demonstrate the rigor and progress surrounding Councils core service integration project and example of the reporting framework is shown below:

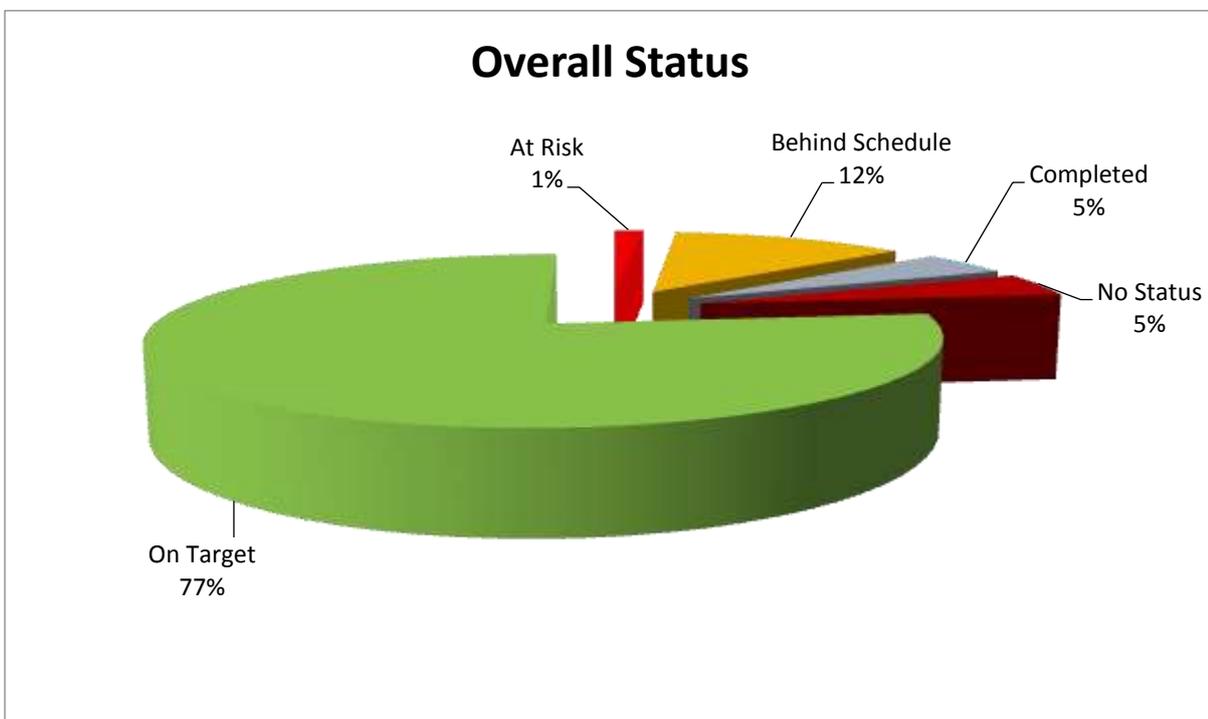
Table 2 : Example of reporting framework

Title	Overall	Progress	Risk	Status Report (Last Locked)
IP.1.1 - Customer Relationship Management System	On Target	On Target	On Target	Scoping of project with business partner continued through March including workshops for integration, knowledge management, community cloud and case management. Although timeline and milestones agreed for Phase 1 by Steering Committee further time reductions in this will be sought where possible. Business Requirements Document will be received in early April which will allow for RFQ to be sought from Salesforce accredited partners on State ICT panel. RFQ requirement information sought and received from procurement.
IP.1.5 - Resource Recovery Integration	On Target	On Target	On Target	Project is progressing as planned in most areas. Service review continues with work underway on a community engagement plan to consult the community on the bulky good service and other areas of services aligned where possible. Truck signage and re-branding is ongoing with a hold up in creative that will be addressed in the coming days. Waste education strategy is continuing, aim to have this developed in time to inform 2017/18 business plan. Fees and charges for 17/18 have been aligned where possible.
IP.3.1 - Fees and Charges	Behind Schedule	Behind Schedule	On Target	The draft Pricing Policy was adopted by Council on 28 March 2017. The preliminary review and consolidation of draft fees is complete and the spread sheet forwarded to Finance on 30 March to prepare the booklet. There has been delay in finalising the fee booklet. The development of a policy on fee waiver has also been delayed as additional resources were required on the CSP engagement and reviewing the fees. A revised timeline for this element will be developed during the next period.
IP.3.11 - Statutory Accounting & Reporting	On Target	On Target	On Target	The Statutory Accounting & Reporting project is on track however the competing demands associated with the development of Council's budget, March quarterly report and core systems implementation tasks together with staff losses in the former Manly Council may cause constraints on this project.
IP.3.12 - Implement TechnologyOne Finance System (including Supply Chain & Budgeting)	On Target	On Target	On Target	As at 31 March 2017, project is on track to go live on 1st July 2017 as planned. The system configuration is currently in progress and approximately 75% complete. Integration with external systems, specifically Authority and CHRIS 21, is also in progress and is approximately 5% completed. All configuration should be completed by end of April after which User Acceptance Testing (UAT) will begin. There are no major issues or risks at this time.
IP.3.2 - Accommodation Property Strategy	On Target	On Target	On Target	The Accommodation Property project that will provide a medium to long term strategy for the divestment, acquisition and utilisation of Council accommodation is on schedule but has been changed to reflect the delayed execution of the associated contracts from end of February to 20 March. The overall project timeline isn't expected to be adversely affected by this slight setback. To contractor has been engaged and briefed, regular meetings are in place to closely monitor their progress against the contact scope.
IP.3.4 - Infrastructure Asset Management, Delivery & Planning	On Target	On Target	On Target	This Project has three distinct phases, with Phase 1 being the identification, review, and transfer of assets from the former Manly & Pittwater corporate systems into the NBC core systems. There are many other project activities that fall into this Program of work, which all relate to the integration and transformation of the Asset Management Plans, described in detail in the BA&P Asset Strategy & Asset Management Transition Project Management Plan. All Financial & Technical Asset Register data has been extracted from the Manly Authority asset database. The review and preparation of most asset data from the Pittwater databases is progressing well. Review and collation of detailed Technical Asset Registers is progressing well across all asset classes for the Manly asset classes. Parks & Reserves infrastructure assets have been created as operational assets in TechOne Enterprise Asset Management (EAM) system in the Sandpit Environment. This data review, validation and translation into EAM requires a systematic approach and methodology in order to bring across the most accurate asset information possible. It is anticipated that the initial target of having these data sets in TechOne is still achievable for 30th June 2017. Other aspects of this Project will need to be re-phased into Phase 2 or 3 of the Project, however, as the project has a phased implementation, the project is still considered to be on target.
IP.4.0 - Implementation of core systems	On Target	Behind Schedule	On Target	Consistent progress has been made across all of the project streams. Projects scheduled for Go Live on 1 July are still on track for this date with no major risks or issues being raised. Main areas of progress are: Tech One General Distribution (GD) packages applied to Warringah DEV environments ready for testing Outstanding Solution design document decisions made for Financials Pacesetter services completed on site visit to provide initial consultation and assistance with Authority for specific areas (Rates, Financials and GIS) and to understand the Authority to TRIM integration we have in place Weekly status meetings started for streams within the Revenue project to be able to review, prioritise and assign issues for progressing. These are helping the project gain traction. Main issue affecting progress has been the delay in completing part A of the first trial migration. This has been primarily due to changes in the Technology One data migration scripts resulting in changes to iPlatinum's process / scripts as well as issues with the scripts. This has resulted in a delay in determining the actual data migration effort and anticipated Go Live date for Property & Rating.

IP.4.12 - Implement new NBC email system (O365)	Completed on 28/02/2017	Completed on 28/02/2017	Completed on 28/02/2017	Completed
IP.4.6 - Digital Transformation Strategy	On Target	Behind Schedule	On Target	The project is currently on track to meet its two major milestones: Draft Strategy at Council meeting on 26 April 2017 Final Strategy at Council meeting on 25 July 2017 The project is approximately 60% complete given staff, industry and community engagement is complete. The remaining activity is finish creation of the Strategy.
IP.5.1 - DA Lodgement & Application Review	Behind Schedule	Behind Schedule	At Risk	Due to delay in timing of the Department of Planning & Environment's ePlanning portal, the integration of DA lodgement will be delayed beyond July 2017. A harmonised internal process for reviewing and allocating applications upon lodgement however is still necessary and can be delivered during Phase 1. A revised PID is being prepared to reflect this change in scope. With the PID redefined, there would be no major risks that required escalation.
IP.6.1 - Recreation Planning	On Target	On Target	On Target	Committee has met to develop definition of recreational assets across the LGA. A review of these definitions and guidelines in relation to former Councils current recreational planning documents has been undertaken. A review of relevant plans of management has commenced. A draft of the Sportsfield strategy has been prepared.
IP.7.2 - Integration of Plant, Equipment & Materials	On Target	On Target	On Target	Major project milestones are continuing to be met. The Project Steering Committee has committed to increasing the project scope to include a review of the former Mechanics Workshops (depot sites) - this is in addition to the Stores review. Participant Workshops were held for both Stores and Mechanics workshops to further these. This will be provided to the Executive Steering Committee for consideration. Two additional risks were identified - one pertaining to the re-structure affecting the Stores and Mechanics Workshops, and the other to the enlargement of the scope for this project and how it may affect overall delivery timeframes.
IP.7.6 - Community Strategic Plan	On Target	On Target	On Target	Minor delays in the project report in last period have been addressed. The community engagement plan has been implemented and resulted in the recruitment of 100 participants at each of the four workshops. Workshops have been held at Manly Golf Club and Forestville RSL with 154 participants. 84% of participants at each venue were either satisfied or very satisfied with the event. The online survey is also being promoted for those unable to attend the workshops

As at 30 April March 2017, the overall programme is tracking well with 77% of projects progressing on target. The reports have highlighted those projects tracking behind schedule and the project steering committees are monitoring those projects closely. Reasons for delays are reported as mainly resourcing issues or dependencies ie a reliance of another project or service to move forward.

Figure 2: April Overall Project Progress Report – Core Services Projects



3. Quick Wins

It has been recognised that, in order for the organisation to be organic in its integration process, minor projects (quick wins) need to be undertaken and completed rapidly within each business unit. Outcomes that can be delivered within 6 months by resources from within a business unit and are minor in impact and risk can be undertaken without delay.

To enable monitoring and reporting of these business unit projects, a quick wins reporting tool has been implemented. The benefits delivered are captured in the quick wins template and submitted to the Programme Management Office (PMO). To date, in excess of 200 quick wins (minor business unit projects) have been recorded.

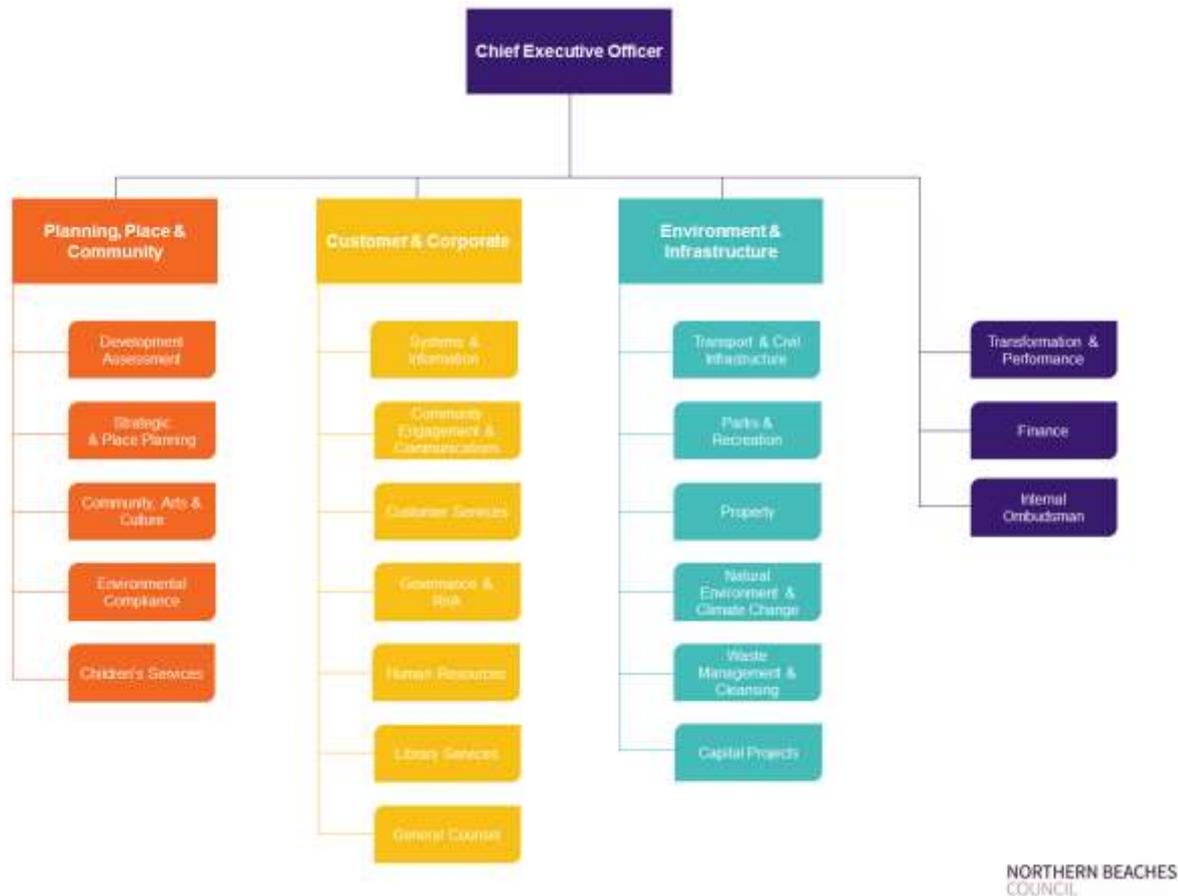
Some examples of quick wins to date are:

- Develop one wet weather process for all sports fields in Northern Beaches.
- Three safety performance committees have now been established extending the existing Boondah Safety Performance Committee model to Cromer and Balgowlah.
- Launch of Northern Beaches Sustainable Business Network.
- Employment of a Restorations Officer at Balgowlah to extend the restorations service across the full Northern Beaches Council area.
- Combined traffic committee for Northern Beaches Council replacing three separate committees.
- Supply of mobile phones to all Crew Leaders for work distribution and emergency management. Results in enhanced communication, improved service levels and response times.
- Preparation of a single Roads to Recovery annual report for the amalgamated Northern Beaches Council. Cutting down on time and making efficient use of resources.
- Utilisation of in house workshops for vehicle servicing and maintenance.
- Provision of a combined pool of casual staff for all child care centres to improve consistency and quality in delivering early years child care and education.
- Long day care and pre-school services have moved to a consolidated programming methodology.
- Identification of critical parks and reserves assets to undertake baseline condition assessment and schedule appropriate works.
- Engaged 17.5% more volunteers to assist with the delivery of library services and programs to the community.

ORGANISATIONAL STRUCTURE

Substantial integration across Northern Beaches Council has allowed the development and adoption of an organisation structure that will provide stability, as permanent appointments to roles will be made, and delivery of our internal vision, *'delivering the highest quality service, valued and trusted by our community.'*

Figure 3: Organisation Structure



BENEFITS DELIVERED TO DATE

1. Community Benefits

There are a range of community benefits that will eventuate over time. It is envisaged that as integration progresses, the community benefits will increase as single services are adopted into the future.

There has already been a range of projects commenced that are leading to community benefit realization, these community benefits include:

- A single parking permit supported by an integrated and simplified parking policy
- Multi-access to customer service centres across the region
- Integrated coastal erosion policy
- Live streaming of Council meetings
- Centralised tendering and procurement therefore reducing costs
- Decreased executive staffing costs that will be re-invested into the Merger Savings Fund
- A common community engagement framework across the region
- Rates and Hardship Policy Adopted
- Council decision to proceed with the community engagement and detailed design of the Palm Beach Walkway

- Launch of the new Strategic Reference Groups - almost 500 applications for 11 groups. 170 individuals and representatives have been appointed
- Northern Beaches Stadium Strategy Project has commenced
- Narrabeen Lagoon State Park rationalization.

In addition, the following community grants have been approved via the Stronger Communities Fund

Table 3: Stronger Communities Fund – Approved Grants

Stronger Communities Funds - Approved Grants	Amount
A. Active Opportunities Inc. – Miniros Disability Kick-Off Program	\$ 12,800
B. Austism Spectrum Australia (Aspect) – Aspect Vern Barnett School &ears 5 & 6 Excursion	\$ 6,350
C. Barrenjoey High School P&C Association – Barrenjoey Community Performance Space	\$ 25,000
D. Be Centre – Double number of therapy rooms to help twice as many local children	\$ 24,451
E. Fighting Chance Australia – Boosting Fighting Chance’s Social Impact on the Northern Beaches	\$ 25,000
F. Fisher Road Public School P&C Association – Sensory Room Project	\$ 32,000
G. Forestville Park Tennis Club – Upgrade tennis court lighting to LED	\$ 8,550
H. Friends of freshwater Inc. – Freshwater Village Public Art Project	\$ 29,769
I. Lifeline Northern Beaches – Lifeline Northern Beaches Website upgrade	\$ 5,300
J. Manly Women’s Shelter – MWS Vehicle Project	\$ 29,106
K. Northern Beaches Indoor Sports Centre (NBISC) – NBISC Capital Upgrade	\$ 10,000
L. Northern Beaches Interchange Inc. – Beaches After School Club	\$ 49,750
M. NSW State Emergency Service – Warringah Pittwater Unit – Emergency vehicle safety and utility project	\$ 15,620
N. Pittwater Natural Heritage Association – Supporting Bushcare in Mona Vale Basin Reserve	\$ 12,000
O. Relationships Australia NSW – Tackling Violence	\$ 10,000
P. Sea Life Conservation Trust Inc (auspicing Sustainable Organisations of Manly) – SO Manly Single-Use-Plastic Reduction Project	\$ 35,100
Q. St John Ambulance Australia NSW – Manly Warringah Division – Replace obsolete Radios	\$ 10,785
R. St Vincent De Paul Society NSW – Youth Reach	\$ 9,000
S. Sunnyfield – TechKNOWLEDGE	\$ 37,475
T. The Burdekin Association – The Burdekin Association Cultural Program	\$ 15,000
U. The Community Pantry – The Community Pantry	\$ 8,000
V. The Humour Foundation – Clown Doctors – holiday program at Bear Cottage	\$ 7,284
W. The Link Community Care Inc. – Mobile Foodcare Project	\$ 39,990
X. The Shepherd Centre – for deaf children – “Clear & Confident Class Mate” – for deaf children on the northern beaches	\$ 49,000
Y. Wakehurst Golf Club Ltd. Wakehurst resurface 4 plexi-pave courts	\$ 30,360
Total funding allocation for Round 1	\$ 537,690

2. Financial Benefits

a. New Council Implementation Fund (NCIF)

Funding of \$10 million was provided to all new councils formed in metropolitan Sydney. The New Council Implementation Fund (provided by the NSW Government) will assist councils to covering the up-front costs of implementing the new council. These costs will vary from council to council and it will be up to each council to identify and prioritise the activities for funding. The following are examples of activities eligible for funding from the New Council Implementation Fund:

- the provision of expert implementation advice, either from a panel of providers established by DPC, or procured locally
- integrating systems to support the operation of the new council

- redundancy payments for staff
- signage for the new council
- development and release of the website for the new council
- change management programs or staff to support implementation
- councils may also use the NCIF to contribute to the cost of system upgrades.

The New Council Implementation Fund is not to be used for:

- merger costs incurred prior to the commencement of the new council
- other existing or ongoing staff costs
- upgrades to the council's administrative buildings

Current projections estimate \$105,033.85 remaining in the Fund after taking into account grants, interest, actuals, and budgeted commitments. A summary is shown at Figure 4.

Figure 4 : New Council Implementation Fund Income and Expense by categories

Northern Beaches Consolidated - New Council Implementation Fund			
Total Income and Expenses by Categories			
INCOME	AMOUNT	EXPENSES	AMOUNT
Grant Income	10,000,000.00	Expert Advice	-
Interest Income	184,514.38	System Integration	(2,851,701.46)
Other	-	Redundancy	(2,532,112.84)
		Signage	(16,724.00)
		Website	(29,720.00)
		Change Management Program	(390,806.77)
		System Upgrade	-
		Specialist Integration Advice	(127,272.74)
		Other (Inc. Project Integration Works)	(118,285.88)
	<u>Total</u>		<u>Total</u>
	<u>10,184,514.38</u>		<u>(6,066,623.69)</u>
		Balance Remaining	<u>4,117,890.69</u>
		Commitments	(4,012,856.84)
		Balance Remaining After Commitments	<u>105,033.85</u>
		COMMITMENTS	AMOUNT
		System Integration	(540,298.54)
		Other (Inc. Project Integration Works)	(1,833,543.22)
		Website	(570,280.00)
		Specialist Integration Advice	(45,000.00)
		Pending Redundancies	(963,055.08)
		Change Management Program	(60,680.00)

b. Stronger Communities Fund (SCF)

In addition to Council's NCIF, 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 Fund includes a Community Grants Program allocation of \$1 million with individual project funding up to \$50,000 to incorporated not for profit community groups, for projects that will develop more vibrant, sustainable and inclusive local communities. Table 3 provides a list of the approved SCF projects.

The remaining component of the Stronger Communities Fund is \$14 million that has been allocated by the NSW State Government for council major projects. Council has been able to use this \$14 million as seed funding to secure a total of \$32.6M to establish the 'Connecting Northern Beaches' project.

That project features 36km of continuous, all-weather coastal walkways from Palm Beach to Manly. Missing links will be connected to bring together the Northern Beaches community. In addition, two new all abilities playgrounds and 50 play areas will be upgraded to make them more inclusive and accessible for all children.

\$4 million (of the \$32.6 million) will be invested in sporting facilities and upgrades to Surf Life Saving Clubs to promote the Northern Beaches as an active, social and inclusive community.

RESOURCING IMPACT

Work to date and work currently envisioned for the future, will be managed within existing operational resources and budgets including the NCIF. External expert advice will only be called upon from time to time as needed.

CONSULTATION

Through regular internal communications, the Executive Team have ensured that staff are kept informed of change and important decisions as they occur. Large numbers of staff have been engaged in the development of key initiatives for council. Development of the values involved 481 staff and more than 400 submissions were received during consultation regarding the organisation structure.

The Implementation Advisory Group (IAG) and Local Representative Committees (LRCs), as well as the Audit, Risk and Improvement Committee (ARIC) have been kept up to date with progress and achievements through their regular meetings.

More extensive engagement with both internal and external stakeholders, will be undertaken as the detailed analysis and planning is commenced in preparation for further major integration and transformation work being executed.

TIMING

Northern Beaches Council will continue to report to the Department of Premier and Cabinet (DPC) against the Implementation Plan in addition to reporting to Council, IAG and the ARIC on a regular basis.

SOCIAL IMPACT

Although the focus of the organisation during this period has been critical actions and maintaining business as usual, there have been some significant achievements that will deliver long term social benefits to the community. These benefits are expected to grow as the organisation works towards further integration and transformation. Impacts and achievements, particularly in relation to community grants and the 'Connecting the Northern Beaches' project, have been outlined in the body of this report.

ENVIRONMENTAL IMPACT

It is anticipated that through the merging of the three former councils, management of the environment will be improved. These benefits are expected to be realised as the organisation harmonises policies, service models and practices, transforming the way in which environmental services are delivered. Impacts and achievements have been outlined in the body of this report

WHERE TO NEXT

The transformation team will continue to plan and monitor integration achievements based on the current framework, quick wins and the establishment of new and emerging integration, transformation and future state projects. At this point in time the team is in the process of re-assessing the Phase 2 and 3 bodies of works. The original Phase 2 (43 core services) and Phase 3 (29 core services) and their associated projects are being cross referenced against quick wins and operational achievements that have occurred within the business to effectively re-establish a new program of integration and transformation projects moving forward. Such a process will be continually undertaken as it is acknowledged that the business is organic as a newly forming entity and programmes of transformation projects will need to be continually reviewed.

The systems and processes to enable tracking and monitoring of these measures are currently being implemented.

Northern Beaches Council is now the fourth largest council in NSW, providing a diverse range of services, functions and facilities across the region. The infographic below has been released by PMO to coincide with council’s first anniversary and demonstrate the diversity and breadth of Northern Beaches Council.

Figure 5 : Northern Beaches Council Infographic



7.0 CUSTOMER & CORPORATE DIVISION REPORTS

ITEM 7.1	MONTHLY INVESTMENT REPORT - APRIL 2017
REPORTING MANAGER	CHIEF FINANCIAL OFFICER
TRIM FILE REF	2017/125227
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

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 \$175,905,576 comprising:

- Trading Accounts \$10,287,947
- Investments \$165,617,629

Performance over the period from 13 May 2016 to date was strong having exceeded the benchmark: 2.83%pa vs. 2.11%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 13 May 2016 to date was \$5,361,721 compared to budgeted income of \$4,137,495, a positive variance of \$1,224,226.

SOCIAL IMPACT

Nil

ENVIRONMENTAL IMPACT

Nil

RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council receive and note the Investment Report as at 30 April 2017, including the certification by the Responsible Accounting Officer.

REPORT

INVESTMENT BALANCES

INVESTMENT BALANCES - CONSOLIDATED				
As at 30-Apr-2017				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Trading Accounts				
Commonwealth Bank of Australia Ltd	A1+	317,523.42		1.35%
Commonwealth Bank of Australia Ltd	A1+	1,111,282.91		1.35%
National Australia Bank Ltd	A1+	1,497,320.59		1.50%
Commonwealth Bank of Australia Ltd	A1+	109,377.47		0.40%
		3,035,504		
At Call Accounts				
Commonwealth Bank of Australia Ltd	A1+	1,334,254	At Call	1.85%
AMP	A1	1,140,225	At Call	2.05%
Commonwealth Bank of Australia Ltd	A1+	6,086,794	At Call	1.85%
National Australia Bank Ltd	A1+	3,900,000	At Call	2.00%
		12,461,273		
Mortgage Backed Securities				
Weighted Avg Life *				
Emerald Series 2006-1 Class A	AAA	976,732	22-Aug-22	2.23%
		976,732		
Term Deposits				
Members Equity Bank Ltd	A2	2,000,000	02-May-17	3.20%
Suncorp-Metway Ltd	A1	1,000,000	02-May-17	2.90%
Auswide Bank Limited	A2	1,000,000	04-May-17	3.12%
Members Equity Bank Ltd	A2	1,000,000	05-May-17	3.00%
Members Equity Bank Ltd	A2	1,000,000	05-May-17	3.00%
People's Choice Credit Union	A2	1,000,000	05-May-17	3.10%
People's Choice Credit Union	A2	1,000,000	05-May-17	3.10%
Members Equity Bank Ltd	A2	1,000,000	08-May-17	2.70%
Members Equity Bank Ltd	A2	1,000,000	12-May-17	2.70%
Suncorp-Metway Ltd	A1	1,000,000	15-May-17	2.75%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	16-May-17	3.00%
Members Equity Bank Ltd	A2	1,000,000	19-May-17	2.80%
Bank of Queensland Ltd	A2	1,000,000	22-May-17	2.75%
Suncorp-Metway Ltd	A1	1,000,000	22-May-17	2.76%
Suncorp-Metway Ltd	A1	2,000,000	24-May-17	2.81%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	30-May-17	3.00%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	05-Jun-17	3.00%
AMP	A1	229,122	07-Jun-17	2.50%
Suncorp-Metway Ltd	A1	3,000,000	07-Jun-17	2.81%
Bank of Queensland Ltd	A2	2,000,000	09-Jun-17	2.80%
Members Equity Bank Ltd	A2	1,000,000	13-Jun-17	2.70%
Bank of Queensland Ltd	A2	1,000,000	15-Jun-17	2.80%
Members Equity Bank Ltd	A2	2,000,000	19-Jun-17	2.80%
Suncorp-Metway Ltd	A1	2,000,000	21-Jun-17	2.76%
Bank of Queensland Ltd	A2	2,000,000	22-Jun-17	2.80%
Members Equity Bank Ltd	A2	1,000,000	26-Jun-17	2.75%
Bank of Queensland Ltd	A2	1,000,000	27-Jun-17	2.80%
Members Equity Bank Ltd	A2	2,000,000	29-Jun-17	2.65%

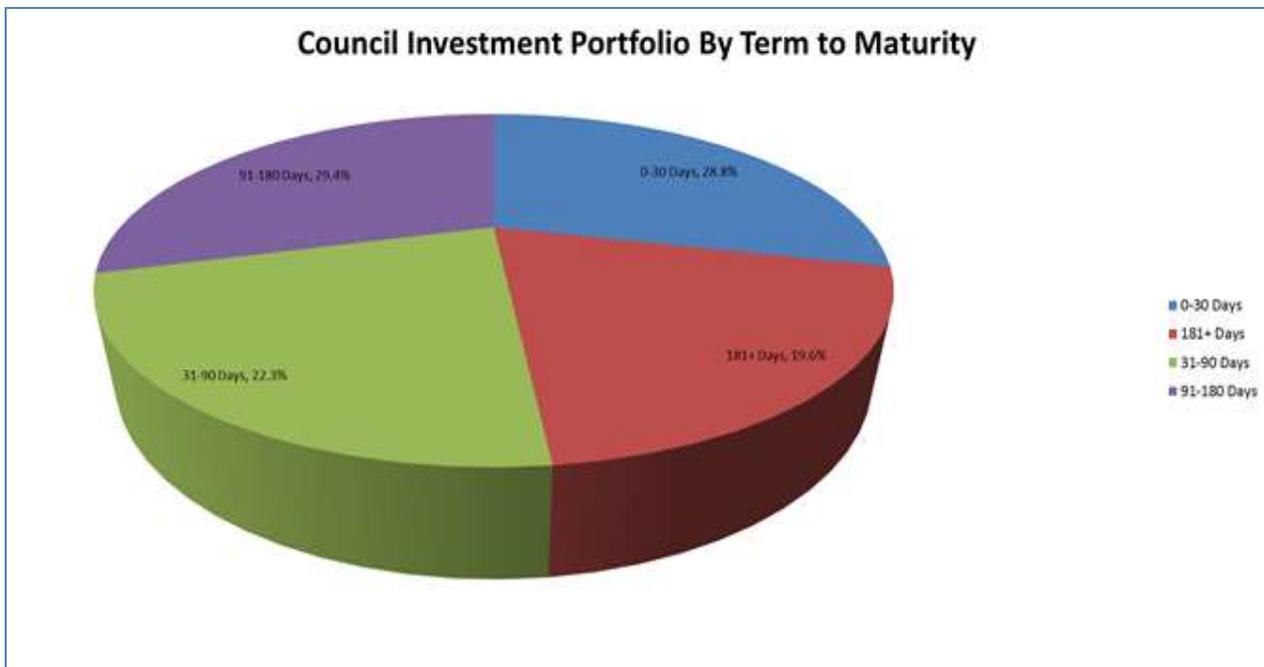
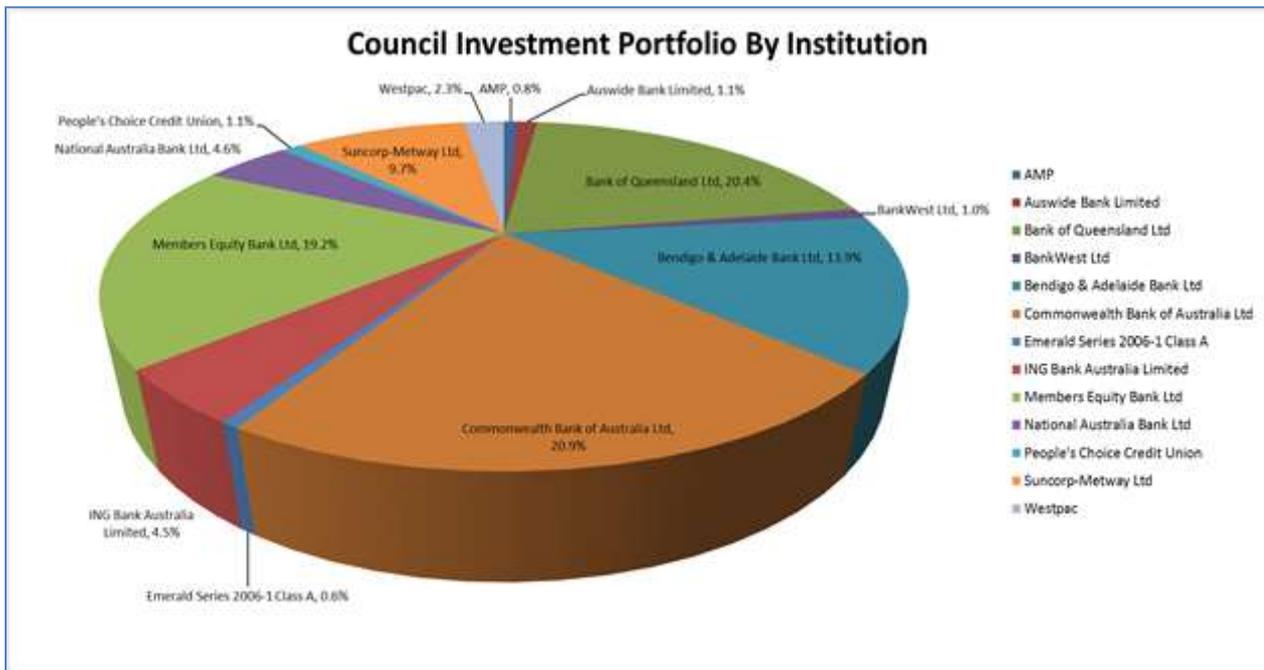
INVESTMENT BALANCES - CONSOLIDATED				
As at 30-Apr-2017				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Term Deposits (continued)				
Suncorp-Metway Ltd	A1	2,000,000	04-Jul-17	2.80%
Bank of Queensland Ltd	A2	1,000,000	06-Jul-17	2.80%
National Australia Bank Ltd	A1+	719,877	10-Jul-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	10-Jul-17	2.80%
Members Equity Bank Ltd	A2	1,000,000	11-Jul-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	17-Jul-17	2.70%
Bank of Queensland Ltd	A2	1,000,000	19-Jul-17	2.80%
Members Equity Bank Ltd	A2	2,000,000	21-Jul-17	2.70%
Members Equity Bank Ltd	A2	2,000,000	24-Jul-17	2.70%
Bank of Queensland Ltd	A2	2,000,000	25-Jul-17	2.80%
Bank of Queensland Ltd	A2	1,000,000	27-Jul-17	2.80%
Bank of Queensland Ltd	A2	2,000,000	31-Jul-17	2.75%
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	A1+	1,000,000	18-Aug-17	3.00%
Westpac	A1+	1,000,000	18-Aug-17	3.00%
Westpac	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-Metway Ltd	A1	2,000,000	28-Aug-17	2.65%
Auswide Bank Limited	A2	1,000,000	05-Sep-17	2.70%
Westpac	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-Metway Ltd	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%
Bank of Queensland Ltd	A2	2,000,000	17-Oct-17	2.65%
Members Equity Bank Ltd	A2	1,000,000	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%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	07-Nov-17	2.65%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	14-Nov-17	2.64%
Members Equity Bank Ltd	A2	2,000,000	05-Dec-17	2.65%
Commonwealth Bank of Australia Ltd	A1+	500,000	08-Dec-17	2.68%
Members Equity Bank Ltd	A2	2,000,000	12-Dec-17	2.70%

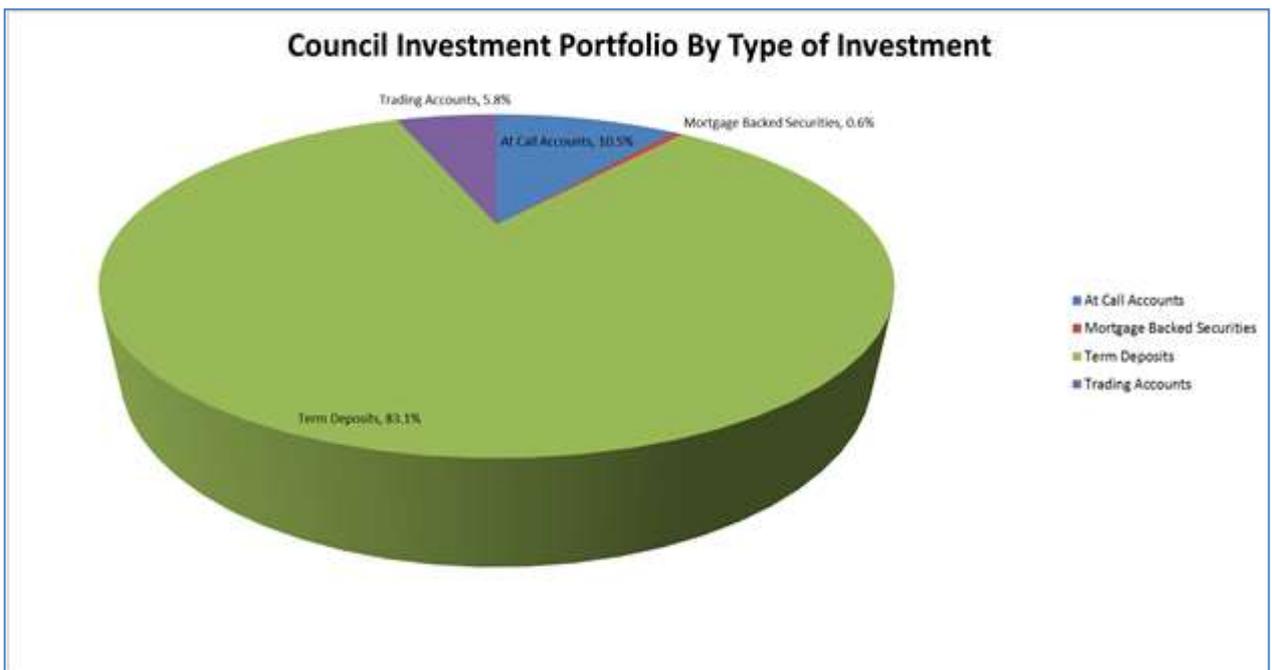
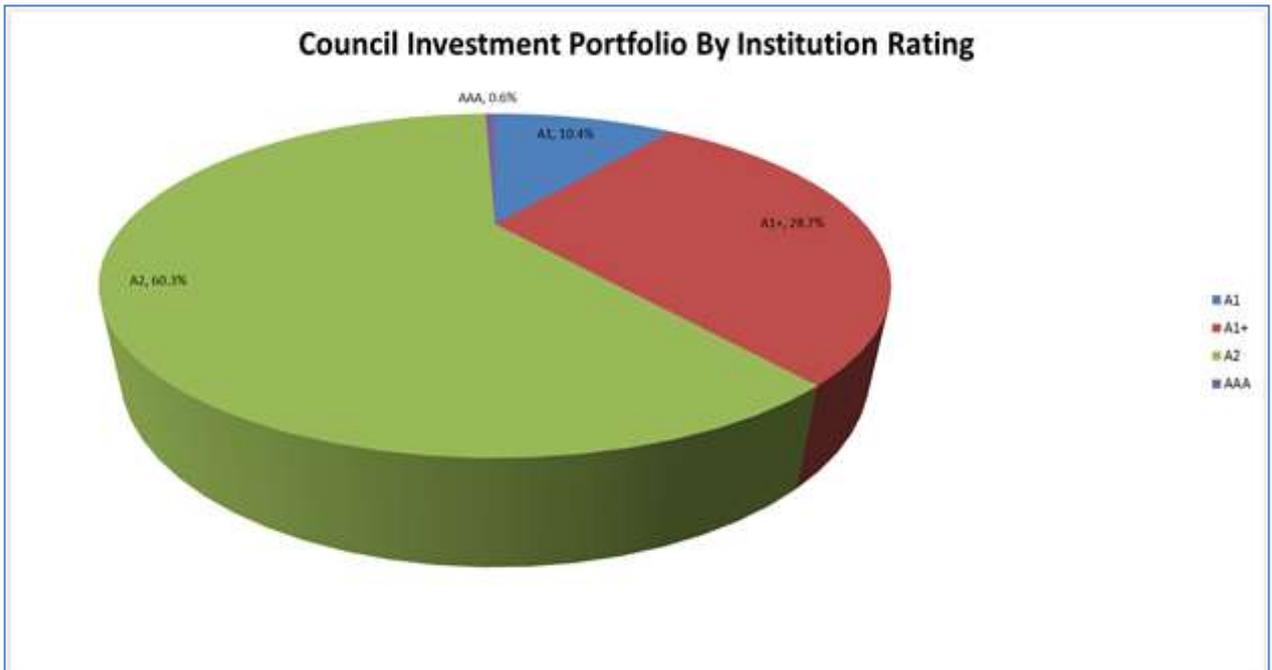
INVESTMENT BALANCES - CONSOLIDATED				
As at 30-Apr-2017				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Term Deposits (continued)				
Commonwealth Bank of Australia Ltd	A1+	1,000,000	15-Dec-17	2.67%
Members Equity Bank Ltd	A2	1,000,000	19-Dec-17	2.65%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	20-Dec-17	2.80%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	25-Jan-18	2.80%
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%
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%
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%
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%
		126,448,999		
Kimbriki Environmental Enterprises Pty Ltd				
Trading Accounts				
Commonwealth Bank of Australia Ltd	A1+	7,252,442.41		1.55%
		7,252,442		
At Call Accounts				
Commonwealth Bank of Australia Ltd	A1+	5,163,715	At Call	1.45%
Commonwealth Bank of Australia Ltd	A1+	816,910	At Call	1.45%
		5,980,625		
Term Deposits				
Commonwealth Bank of Australia Ltd	A1+	1,000,000	17-Jul-17	2.66%
		1,000,000		
New Council Implementation Fund				
Term Deposits				
Suncorp-Metway Ltd	A1	1,000,000	15-May-17	2.93%
Bank of Queensland Ltd	A2	900,000	15-May-17	2.80%
Members Equity Bank Ltd	A2	800,000	16-Jun-17	2.65%
Bank of Queensland Ltd	A2	400,000	13-Jul-17	2.80%
BankWest Ltd	A1+	1,000,000	15-Aug-17	2.60%
		4,100,000		

INVESTMENT BALANCES - CONSOLIDATED				
As at 30-Apr-2017				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Stronger Communities Fund				
Term Deposits				
Bendigo & Adelaide Bank Ltd	A2	2,000,000	16-Jun-17	2.95%
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%
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%
		14,650,000		
Total Cash and Investments		175,905,576		

* 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

	Investment Portfolio Return (%pa)*	Benchmark: Bloomberg AusBond Bank Bill Index	Benchmark: 11am Cash Rate **
1 Month	2.76%	1.90%	1.50%
3 Months	2.78%	1.95%	1.50%
6 Months	2.79%	2.01%	1.50%
FYTD	2.83%	2.11%	1.56%
12 Months	N/A	N/A	N/A

* Excludes trading account balances

** This benchmark relates to Cash Fund holdings

MONTHLY INVESTMENT INCOME* VS. BUDGET

	30 Apr 17 \$	Year to Date \$
Investment Income	382,082	5,400,595
Adjustment for Fair Value	(4)	(38,874)
Total Investment Income	382,078	5,361,721
Budgeted Income	314,125	4,137,495

*Includes all cash and investment holdings

ECONOMIC NOTES

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

Global economic growth continued to show signs of improvement in April. US economic growth indicators have settled back a touch although most survey reports of consumer and business activity remain strong. Growth in China in contrast firmed in Quarter 1 and seems likely to be firmer in Europe. Geopolitical uncertainty remains elevated with the new US Administration taking a harder stance relating to Iran, Syria and North Korea and the first round of the French presidential election presenting a contest in the second round that is likely to determine the future of the European Union. The US Federal Reserve has started to talk about running down its balance sheet in tandem with slowly raising its funds rate. The Peoples' Bank of China continues to slowly raise key interest rates. The European Central Bank has just started buying less bonds from the market each month. The RBA is on extended cash rate hold, but its economic forecasts and comments imply that the next move eventually will be a rate hike.

In the US, most indicators of economic activity released in April continued to show a split between still very strong survey readings of consumer and business activity and comparatively soft actual readings of employment growth; retail trade and business output and spending. Indeed, the approaching release of Quarter 1 GDP due later this week is expected to show annualised growth around 1.1%, down from 2.1% in Quarter 4 2016. Over recent years, the winter quarters have usually shown a dip in growth before improvement in the Quarter 2 and Quarter 3 readings. Retail sales fell by 0.2% month-over-month, after falling 0.3% in February. Housing starts fell in March by 6.8% month-over-month and manufacturing output fell by 0.1%. Most likely these indicators of economic activity have rebounded in April.

In China, economic data relating to March and Quarter 1 have surprised on the higher side of expectations and imply that the authorities are managing to sustain growth above 6.5% year-over-year for the time being, while also conducting reforms tempering excessive residential real estate development and house price speculation; improving bank lending practices; and running down the most polluting state-owned enterprises. Quarter 1 GDP lifted to 6.9% year-over-year from 6.8% in Quarter 4. Interestingly, the improvement occurred despite the beginnings of a sharp fall in the iron ore price (not usually consistent with accelerating industrial production in China) and another small monetary policy tightening move by the Peoples' Bank of China. It still seems likely to us that China's growth rate will be a little softer later in 2017 as residential construction pulls back further.

In Europe, economic indicators continue to improve mostly and Europe's unemployment rate, although still high at 9.5% in the latest February reading, is the lowest reading since May 2009. The improvement in European economic activity is being recognized increasingly by the European Central Bank in its commentaries although it is still wary of potential downside risks, a key reason why it will be very slow to move from less accommodating monetary policy – reducing the size of its monthly asset purchases – to starting to lift interest rates. One big area of uncertainty remains the stability of the European political union. The current first round French presidential election appears to be presenting non-mainstream party candidates for the second round one very pro-EU and the other determined to pull France out of the EU.

The Australian economy, while continuing to grow modestly is exhibiting erratic employment growth; a sticky unemployment rate and potential vulnerability to any weakness in demand in our biggest trading partner, China, or to a pull-back in spending by Australian households either frightened by a housing downturn or taking a prudent view that borrowings are excessive. For the time being and notwithstanding the big fall in the price of iron ore over the past month or so, China's demand looks less fragile than Australian household demand. While Australian export demand looks robust, one complication is that weather events in Western Australia and Queensland have damaged transport infrastructure limiting supply. Temporarily, net exports could soften, although are likely to pick up later in the year.

The investment portfolio return over the period 13 May 2016 to 30 April 2017 was 2.83% versus the Ausbond Bank Bill Index return of 2.11%.

ITEM 7.2	DRAFT POLICIES FOR EXHIBITION
REPORTING MANAGER	ACTING EXECUTIVE MANAGER GOVERNANCE & ENTERPRISE RISK
TRIM FILE REF	2017/135706
ATTACHMENTS	<ol style="list-style-type: none"> 1 ⇒ Draft Access to Information Policy (Included In Attachments Booklet) 2 ⇒ Draft Enterprise Risk Management Policy (Included In Attachments Booklet) 3 ⇒ Draft Mayoral Discretionary Fund Policy (Included In Attachments Booklet) 4 ⇒ Draft Privacy Policy (Included In Attachments Booklet) 5 ⇒ Draft Procurement Policy (Included In Attachments Booklet) 6 ⇒ Draft Scotland Island Emergency Water Pipeline and Non-Potable Water Policy (Included In Attachments Booklet) 7 ⇒ Draft Storage of Watercraft on Council Foreshores Policy (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek approval to place seven draft policies on public exhibition.

SUMMARY

On 12 May 2016 the Local Government (Council Amalgamations) Proclamation 2016 under the *Local Government Act 1993* was made. The result was that the former Manly, Warringah and Pittwater Councils were merged to form a single entity – Northern Beaches Council. As part of this process, all former Council policies, plans, strategies and codes were to exist until the new Council adopts a new version.

The three former Councils each had a set of policies which have been collated and compiled into one Policy Register. It has been agreed that all policies will be reviewed by September 2018 and as such a schedule of review, taking into account the complexity of review has been developed with a number of key policies drafted and now ready for public exhibition.

RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That the following draft policies be placed on public exhibition for 28 days with the results reported to Council:

- A. Access to Information
- B. Enterprise Risk Management
- C. Mayoral Discretionary Fund
- D. Privacy
- E. Procurement
- F. Scotland Island Emergency Water Pipeline and Non-Potable Water

G. Storage of Watercraft on Council Foreshores

REPORT

BACKGROUND

On 12 May 2016 the Local Government (Council Amalgamations) Proclamation 2016 under the *Local Government Act 1993* was made. The result was that the former Manly, Warringah and Pittwater Councils were merged to form a single entity – Northern Beaches Council. As part of this process, all former Council policies, plans, strategies and codes were to exist until the new Council adopts a new version.

A review of the policy registers for each of the former Councils was carried out and identified the following:

- 253 were collated across 190 topics consisting of:
 - 143 unique policies
 - 31 policy topics in three of the former Council’s registers (62 policies in total)
 - 16 policy topics in all of the former Council’s registers (48 policies in total)
- Manly - 98 policies
- Warringah - 73 policies
- Pittwater - 82 policies

It is necessary that Northern Beaches Council has a clear and concise approach on policy matters therefore a Policy Review Project has commenced which involves a full and comprehensive review of the current policy register. The complexity of the review process will vary depending on the number of policies on the same topic, the community impact, the former approaches used and the consultation required.

The goal of the project is that all policies will be reviewed by September 2018, being 12 months following the Council election. The review of all policies has been scheduled into work plans over the next 14 months to achieve this deadline. A number of policies have already been reviewed, approved by Council and are now in place.

Reviews on a further group of key policies, detailed below, have been completed and these are now recommended to be placed on exhibition for comments by the community prior to adoption by Council.

Policy Name	Summary of Review
Access to Information	Access to Information is predominantly guided by legislation (Government Information (Public Access) Act 2009); this policy sets out Northern Beaches Council’s commitment to transparency, provision of information and pro-active release of information. The policy has been developed with the former Warringah policy used as a base with a review of both policies from the former Manly and Pittwater Councils.
Enterprise Risk Management	The draft policy is a critical component of the Northern Beaches Council Enterprise Risk Management Framework. This policy integrates the best of the previous three Council’s approaches to risk management. It will provide a foundation for the Framework to ensure a holistic, consistent and systematic approach is followed to manage risks at all levels throughout Council and align with the Australian/New Zealand Risk Management Standard: AS/NZS ISO 3100:2009.

<p>Mayoral Discretionary Fund</p>	<p>The draft policy replaces adopted policies from the former Warringah and Pittwater Councils and references to the former Manly Council's Payment of Expenses & Provision of Facilities to Mayor and Councillors. The draft policy provides a framework for the Mayor, on behalf of Council, to respond to requests for financial assistance to support individuals, local initiatives and community organisations with small financial donations.</p> <p>The Mayoral Discretionary Fund policy integrates the overall purpose of the previous policies for Warringah and Pittwater Councils while ensuring a transparent, consistent and equitable approach to supporting requests from the community that fall outside the Council's grants programs.</p>
<p>Privacy Management</p>	<p>The draft policy is entirely new as none of the former councils had a Privacy Policy. All former councils had a Privacy Management Plan which have now been replaced with this high level policy and the Privacy Management (Plan) Procedure.</p>
<p>Procurement</p>	<p>The draft policy replaces former Council adopted policies from Pittwater and Manly and an internal policy from Warringah. The draft policy provides the framework for Northern Beaches Council to achieve value for money from their procurement whilst being fair, ethical and transparent. It covers seven principles which are to guide all procurement activities: Value for Money; Ethics and Probity; Equity; Environmental Sustainability; Social Sustainability and Local Supplier Engagement; Compliance and a Robust Procurement Framework.</p>
<p>Scotland Island Emergency Water Pipeline and Non-Potable Water</p>	<p>The draft policy has been updated to reflect the new Northern Beaches Council Policy Framework and template. There has been no change made to the policy from the former Pittwater Council.</p>
<p>Storage of Watercraft on Council Foreshores</p>	<p>This draft policy replaces the adopted Pittwater Council Watercraft Storage Policy and extends it into the wider Northern Beaches Council area. It provides a template for the organisation and administration of Council provided watercraft storage in foreshore areas.</p>

A report is to be presented to Council in June 2017 recommending revocation of policies considered to be no longer relevant or which have been superseded by other documents or legislation. In addition, a further report on suggested policy amendments will be presented to Council before the September 2018 policy review completion deadline. By adopting a methodical and 'phased' approach to the policy review process Council will be able to deliver a comprehensive and relevant set of policies.

CONSULTATION

Council, by placing the policy on public exhibition, believes the likely benefit justifies the costs of exhibition and delay in adopting the draft policy or proposed amendments.

The consultation process will include:

- Information on the 'Your Say' project web page including online submission form
- Copies of policy available in all customer service and library locations
- Advertisements in the Manly Daily

- Bulk emails to our community engagement database, registered community groups and other key stakeholders

TIMING

The public exhibition period will be from Saturday 3 June to Saturday 1 July. At the conclusion of the exhibition period the submissions will be considered and the final policy will be presented for adoption at the Council Meeting in July.

FINANCIAL IMPACT

Any financial impact of implementing the draft policies will be factored into the 2017/18 budget.

SOCIAL IMPACT

The community will benefit from having access to current and consistent policies on Council's website.

ENVIRONMENTAL IMPACT

The implementation of the draft policies will not have significant environmental impacts.

ITEM 7.3	INITIAL LOCAL GOVERNMENT PERFORMANCE AUDITS - CORRESPONDENCE FROM THE AUDIT OFFICE NEW SOUTH WALES
REPORTING MANAGER	ACTING EXECUTIVE MANAGER GOVERNANCE & ENTERPRISE RISK
TRIM FILE REF	2017/136920
ATTACHMENTS	1 ↓ Initial Local Government Performance Audits

REPORT

PURPOSE

To table correspondence from the Audit Office of New South Wales (Audit Office) in relation to initial local government performance audits.

REPORT

As part of the Phase 1 amendments to the *Local Government Act 1993* the Audit Office of NSW was given a mandate to conduct performance audits of a council, or the sector as part of the local governments reform agenda.

According to the Audit Office:

“The Auditor-General of New South Wales has been given the mandate to:

- *audit the financial statements of NSW local councils and council entities*
- *conduct performance audits of a council or the sector*
- *provide any audit-related service to a council at the request of the council or at the request of the Minister or the Chief Executive of the Office Local Government*
- *table performance audit reports and an annual financial audit overview report in parliament.”*

These changes are expected to:

- support reforms aimed at strengthening governance and financial oversight in the sector
- provide greater consistency in the financial reporting and audit process
- improve financial management, fiscal responsibility and public accountability.

The Audit Office has advised that in addition to auditing Councils’ financial statements, they will also be conducting “*performance audits*” which are new to local government, and assess “*selected*” activities or services and be sure they are carried out efficiently, effectively and economically.

Since these amendments, the Audit Office has been in contact with Northern Beaches Council advising that in their first year, the Audit Office will be focussing on the local government sector as a whole, rather than individual councils, and the first two performance audits will:

- focus on Councils own reporting to their communities on service delivery – a desktop review of reporting in Council annual reports across a select sample of Councils profiled in more detail; and
- survey fraud controls in place across Councils.

Individual councils will be contacted directly if a more detailed examination is required.

The Audit Office have provided a copy of the "*Performance Audit Guide for Local Government*" for the information of all councils which is attached to this report along with their initial letter to Northern Beaches Council.

FINANCIAL IMPACT

Staff time may be impacted if the Audit Office requires a more detailed examination of Northern Beaches Council in relation to their first two performance audits outlined above.

ENVIRONMENTAL IMPACT

Nil

SOCIAL IMPACT

Nil

RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council note the correspondence from the Audit Office of New South Wales in relation to initial local government performance audits.



Mr Mark Ferguson
Interim General Manager
Northern Beaches Council
PO Box 882
MONA VALE NSW 1660

Contact Audit Office
Phone No 9275 7100
Our Ref
Your Ref

27th April 2017

Dear Mr Ferguson

Initial local government performance audits

As you are aware, recent amendments to the *Local Government Act 1993* have made the Auditor-General of NSW the Auditor of Local Councils in NSW. In addition to auditing Councils' annual financial statements, the new mandate provides for the conduct of "Performance Audits".

I am aware Performance Audits are a new type of audit for Local Government so the purpose of this letter is to tell you a little bit about them and my approach.

Essentially, Performance Audits assess whether selected activities or services are carried out efficiently, effectively and economically. The State Government has provided my Office with funding to conduct two to three Local Government performance audits annually. I have consulted with organisations like Local Government NSW and the Office of Local Government regarding topic selection.

In this first year, I have chosen to focus on the sector as a whole, rather than on any individual council. In this way I hope to improve my Office's understanding of Local Government and to work alongside you to provide some general benchmarking or improvement opportunities. My aim is to support Councils to identify good practice and to make improvements over time

The first Performance Audit will focus on Councils' own reporting to their communities on service delivery. My Office is conducting a desk top review of reporting in Council annual reports and will select a sample of Councils to profile in more detail.

The second audit will survey fraud controls in place across Councils. And the final performance for the 2017/18 financial year will examine current shared services arrangements.

We will contact you directly if your Council is selected for more detailed examination in any audit.

I am sure it will be helpful if I publish a forward program of possible performance audits for you to provide any feedback on. Matters identified in my annual financial audits will also inform the selection of future topics, which may be a mix of sector wide or more targeted audits. Again, my officers will contact you during the early stages of any audit involving your Council.

Information regarding Performance Audits and my Office's approach to Local Government can be found at <http://www.audit.nsw.gov.au/>. I also enclose our Performance Audit Guide for Local Government for your information.

You may like to view my current program of State Government Performance Audits to get a better insight into the nature of performance auditing. You can also discuss any aspect of the audit of your Council with the Business Team Leader responsible for your Council. Contact details will be provided to you in our Client Service Report.

I am looking forward to working constructively with you and your officers to carry out my obligations under the Act but to also support you in your work. If you have any questions, please feel free to email me (mail@audit.nsw.gov.au).

Please note I have also written to your administrator on this topic. It would be appreciated if you could table this correspondence at a forthcoming council meeting.

With my best regards



Margaret Crawford
Auditor-General of NSW

PERFORMANCE AUDIT GUIDE FOR LOCAL GOVERNMENT

INTRODUCTION

Performance audits assess whether an agency or council is carrying out its activities effectively, and doing so economically and efficiently and in compliance with relevant laws.

This Guide provides councils (the audited agency) with information about the NSW Audit Office's performance audit process. The Guide outlines the legislative framework and the NSW Auditor-General's authority, and what to expect of the Audit Office during a performance audit.

The Guide also informs councils of their obligations to assist the performance audit team to effectively and efficiently complete their work.

LEGISLATIVE FRAMEWORK

Auditor-General's authority to conduct performance audits

The *Public Finance and Audit Act 1983* (PF&A Act) sets out the Auditor-General's functions, mandate and powers.

The Auditor-General's independence is assured by key provisions in the PF&A Act. Specifically, the Auditor-General:

- reports directly to NSW Parliament on audits of agency financial reports and performance
- can only be dismissed by a resolution of both houses of the NSW Parliament
- decides on the program of work undertaken by the Audit Office
- is appointed for a non-renewable eight year period. In addition, performance audits are funded by NSW Parliament, not the agency being audited.

Under the *Local Government Amendment (Governance and Planning) Act 2016* (the Act), the Auditor-General is the auditor of all NSW councils and 'council entities' from 1 July 2016 and has the mandate to conduct performance audits.

The Act gives the Auditor-General authority to choose the topics and agencies for review, and to access required agency information.

The Auditor-General is required to report to the head of the audited agency, the responsible Minister and Treasurer on the result of a performance audit. In many cases, this will include the Office of Local Government and its Minister due to their respective roles.

SUMMARY OF KEY POINTS

In conducting a performance audit, the Audit Office is responsible for:

- obtaining sufficient knowledge of the program or activity being audited
- maintaining a constructive relationship with the audited agency and undertaking adequate consultation (see Table 1)
- securing and keeping confidential all agency information obtained in the course of the audit.

The head of the audited agency is responsible for.

- nominating up to two suitable liaison officers to work with the audit team
- providing full and free access to people and information within requested timeframes. This includes providing all information that is relevant to the audit, even if not specifically requested
- a duty of care to the audit team under WHS and anti-discrimination laws, and harassment free workplace policies.

Performance audits and topic selection

Performance audits assess whether an agency is carrying out its activities effectively, and doing so economically and efficiently and in compliance with all relevant laws. Activities examined by a performance audit may include an individual program or service provided by an individual or group of council's, all or part of an individual council, or it may consider particular issues affecting the sector as a whole and may include state agencies as well as council's. Performance audits cannot question the merits of government or council's policy objectives. The Act gives the Auditor-General authority to select performance audit topics and activities to review. We use a strategic approach to selecting performance audits, which balances our performance audit program to reflect issues of interest to Parliament and the community. We include topics that align with the government's policy objectives and reform agenda to assess progress and impacts.

Each year, the Auditor-General seeks input from the heads of government agencies and certain statutory officers, on proposed topics before publishing the performance audit program. The Auditor-General will also take into account performance audit topic suggestions from the Public Accounts Committee, Members of Parliament, local councils and members of the public.

Authority to access Council information

The Act provides the Audit Office with full access to information irrespective of any agency obligations for confidentiality. This overrides any other legislation that might restrict disclosure, such as secrecy or privacy laws.

The Auditor-General is entitled at all reasonable times to full and free access to information requested of the audited agency.

The only exception to this access is information that is Cabinet information as defined in the *Government Information (Public Access) Act 2009* (GIPA Act). However, as a matter of convention the Secretary, Department of Premier and Cabinet, provides relevant Cabinet documents to the Auditor-General when requested.

Agencies must provide the Audit Office with information requested.

Confidentiality requirements

Under the PF&A Act, any information obtained in the course of undertaking a performance audit must not be disclosed by Audit Office staff to any person other than staff of the auditee, with the exception of information relating to improper conduct as detailed in the Act.

All information that the Audit Office receives, and working papers that the Audit Office creates during an audit, are exempt from the GIPA Act

FOLLOW-UP PROCESS AFTER THE PERFORMANCE AUDIT IS COMPLETED

Approximately 12 months after each performance audit report is tabled in Parliament, the Public Accounts Committee (the Committee) may follow up action taken by audited agencies in response to recommendations made by the Auditor-General. As part of the follow up process, the Committee questions agencies about their response to the recommendations and, if required, conducts public hearings to examine witnesses. The Auditor-General also provides comments on submissions made by agencies to the Committee.

After the performance audit report is tabled, we write to the head of each audited agency to confirm this process and provide a template to assist the audited agency to report to the Committee when requested.

ROLES AND RESPONSIBILITIES

The Audit Office's obligations

We aim to complete our work efficiently to minimise the impost on each council. The time to complete this work varies depending on the complexity of the audit topic and the number of councils and state agencies that may be involved. This may range from six to 12 months.

Knowledge of the program or activity being audited

The audit team will obtain sufficient knowledge to enable it to identify and understand issues relevant to the program or activity being audited.

Performance audits may be undertaken on topics that require specialised skills and knowledge beyond those possessed by the audit team. In these cases, we engage consultants to provide expert assistance to the audit team and will discuss this with the audited council. The audit team must ensure that any consultant engaged for the audit has the necessary competence, capabilities and impartiality to complete the work required.

No surprises approach

The audit team seeks to establish a constructive relationship with each council so that there are 'no surprises' in the final audit report. The audit team will explain the audit process at commencement and will maintain appropriate communication throughout the audit. Council's General Manager, and executive staff, are encouraged to provide input at appropriate stages of the audit, such as when the audit is being scoped, and when preliminary findings, the draft report and potential recommendations are discussed.

Our audit process outlined in Table 1 provides several formal consultation points for the council to discuss the audit planning, preliminary findings and draft report during the course of the audit. In practice, there is ongoing and frequent communication between the audit team and the liaison officers.

Additionally, the head of the audited council and council executive staff can contact the Auditor General, Deputy Auditor General or Assistant Auditor-General Performance Audit at any time to discuss the audit. Our contact details are provided to the General Manager and council liaison officers at the commencement of the audit.

Audit methodology

Our performance audit methodology is designed to satisfy Australian Audit Standards ASAE 3000 and 3500 on performance auditing. The Standards require the audit team to comply with relevant ethical requirements and plan and perform the audit to obtain reasonable assurance and draw a conclusion on the audit objective. Our processes have also been designed to comply with the performance audit requirements specified in the Act.

Security of agency information

The Audit Office treats all audit-related information as 'in-confidence'. Our computer network has appropriate security measures in place to mitigate unlawful access. Secure arrangements are also in place to store physical documentation.

Sensitive information that, in the Auditor-General's opinion, is not in the public interest will not be included in public reports. This may include commercial in confidence information. Any issues that the council may have about the Auditor-General's powers and the content of the audit report should be discussed with the audit team at the earliest opportunity.

The audit team will discuss with council's liaison officers suitable options and timing to provide information and documentation for the audit. This may include use of a web based secure file transfer facility to enable audited agencies to securely and efficiently provide requested information.

The audited agency's obligations

We aim to use council staff time efficiently and effectively and request the council's cooperation to facilitate our work. In the planning stage of each audit we will consult with council's liaison officers and agree on timely access to people and information (see Table 1).

Nominate up to two liaison officers

Council's General Manager is asked to nominate up to two liaison officers to work with the audit team. The liaison officers' role is important to both the Audit Office and council.

The liaison officer should be a senior member of the council who will keep the General Manager informed of the progress of the audit, and who has authority to make decisions on behalf of the council, for example, when reviewing the draft audit report and discussing potential audit recommendations.

The liaison officer will be asked to assist with the day to day administration of the audit, such as assistance in arranging meetings, access to people and information. Council's General Manager, or the nominated liaison officer, may wish to appoint a second liaison officer to assist the audit team with these matters.

Regular and open communications between the audit team and management of the council help deliver an efficient audit. The audit team will contact the nominated liaison officers regularly during the audit and will direct most questions and documentation requests through them. Refer to Table 1 for more details.

It is essential the audit team receives prompt responses to its questions and requests for supporting documentation.

Prepare early for the audit

The letter sent to the General Manager when a performance audit commences includes an indication of the issues that the performance audit will examine. This is discussed and refined during the planning phase of the audit outlined in Table 1.

The General Manager can prepare early for the performance audit by:

- reviewing relevant plans, records and source data, and making sure these are up-to-date and available for the audit team
- gathering documentation on how council monitors and measures the effectiveness, economy and efficiency of the audited activity and have the most recent results ready.

Provide full and free access to people and information

The General Manager and council's nominated liaison officers are responsible for arranging unrestricted access for the audit team to relevant individuals and documents and for the completeness and accuracy of the information supplied for the audit.

This is particularly important for performance audits. Each performance audit is unique and, as a result, it is difficult for audit teams to know exactly the documentation relevant to the audit. It is therefore the council's responsibility to ensure it provides:

- all information it is aware of that is relevant to the audit, whether or not it is specifically requested
- all information the audit team requests that is relevant to the audit

- unrestricted access to all people in the council from whom it is necessary to obtain audit evidence.

The General Manager is also requested to advise the audit team:

- if they or their council has any knowledge of any actual, suspected or alleged intentional misstatement (such as fraud) or non-compliance with laws and regulations in relation to the audit topic
- whether there has been any internal or external reviews or audits conducted in relation to the audit topic.

Comply with work health and safety (WHS) and anti-discrimination laws, and harassment-free workplace policies

The Audit Office is committed to maintaining a high standard of work health and safety, and our staff are expected to treat each other and council staff with courtesy and respect.

Councils have a duty of care to Audit Office staff under the *Work Health and Safety Act 2011*, Regulation, Codes of Practice and recognised industry standards, as appropriate.

If the audit team fails to adhere to anti-discrimination laws or the harassment free workplace policy, the council liaison officers should advise the Assistant Auditor-General Performance Audit immediately.

The Audit Office has policies and strategies to prevent and deal with discrimination and harassment.

If the audit team is treated contrary to anti-discrimination laws and the harassment free workplace policy by any council staff, the audit team will advise the Assistant Auditor-General Performance Audit immediately. The incident will be raised with the council liaison officers and, if necessary, with the General Manager and the Auditor-General.

Transmission of agency information

Council's may provide working papers in hard copy or electronic format. Our preferred format is electronic documents in Word, Excel, or PDF formats provided by e-mail or through the Audit Office's secure file upload service. Details of e-mail addresses to use, or the file upload service, are provided by the audit team when information is requested.

The audit team may need 'read only' access the council's electronic systems. If this is required, the liaison officer will be asked to arrange the necessary access including log in IDs or access terminals on-site.

PERFORMANCE AUDIT PROCESS

Once initiated, performance audits have three main stages, planning, conduct and reporting. A description of each of these stages, and the extent of our consultation with the audited council, is outlined in Table 1.

Table 1—Performance audit stages and consultation with audited agencies

<i>Planning</i>	<i>Audit commences</i>	An audit team is assigned and the audit is initiated. Commencement letters are issued to the General Manager, Chief Executive, responsible Minister/s, and the Treasurer. The head of each audited council and state agency nominates their liaison officers who will work with the audit team	<i>Commencement letters</i>
	<i>Scoping work</i>	The audit team meets with council's liaison officers, and other key stakeholders, to gain an understanding of the council and activities relevant to the audit topic. The audit team develops the audit's scope and focus, including the audit objective and potential criteria. The potential audit scope is discussed with council's liaison officers.	<i>Draft audit scope and focus</i>
	<i>Audit plan</i>	The audit team finalises the audit scope and develops the audit plan in consultation with council's liaison officers. In addition to the scope and focus, the audit plan may include. <ul style="list-style-type: none"> ● the audit procedures, including how and what information is to be collected to answer the audit criteria ● audit fieldwork and approach, including the people and locations the audit team will visit during the audit ● audit schedule, including consultation milestones and proposed tabling date. A draft audit plan is provided to the council's liaison officers for feedback before being finalised. Once finalised, the audit plan and audit engagement letter are issued to the General Manager. 	<i>Audit plan and engagement letter</i>
<i>Conduct</i>	<i>Evidence gathering and analysis</i>	Evidence is collected and analysed against the audit criteria. The audit team must ensure they have sufficient and appropriate evidence to answer the audit objective and criteria.	<i>Interviews with relevant council staff</i>
	<i>Preliminary findings</i>	Preliminary findings against the audit criteria are discussed with council's liaison officers. Additional relevant evidence may be requested if needed	<i>Requests for access to documents and information</i> <i>Preliminary findings discussed</i>

<i>Reporting</i>	<i>Draft report</i>	<p>A draft report is prepared and a meeting held with council's liaison officers to discuss their feedback. The purpose of the draft report is to give the council the opportunity to identify errors of fact or interpretation, and to provide additional relevant evidence that addresses the audit criteria. Responses received from the council are carefully considered and amendments made as necessary. During this process the audit team will also discuss with council's liaison officers potential recommendations to be included in the audit report. The General Manager may wish to meet with the Auditor-General to discuss the draft audit report and recommendations before it is finalised.</p>	<p><i>Draft report</i></p> <p><i>Potential recommendations</i></p>
	<i>Final report</i>	<p>The audit's final report is issued by the Auditor-General to the General Manager, Chief Executive, the responsible Minister/s, and the Treasurer, in accordance with the Local Government Act 1993. The audit report includes recommendations to improve accountability and performance. The General Manager is invited to provide a written response to the audit report and its recommendations that will be published with the audit report.</p>	<i>Final statutory report</i>
		<p>The audit report is tabled in NSW Parliament and published on the Audit web site.</p>	<i>Tabled report</i>

ITEM 7.4	DIGITAL TRANSFORMATION STRATEGY: EXHIBITION OF DRAFT DIGITAL TRANSFORMATION STRATEGY
REPORTING MANAGER	EXECUTIVE MANAGER SYSTEMS & IT (STRATEGIC)
TRIM FILE REF	2017/129508
ATTACHMENTS	1 ⇒Draft Digital Transformation Strategy (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek Council's approval to place on exhibition the draft Digital Transformation Strategy (the Strategy) for the Northern Beaches Council.

SUMMARY

At the meeting of 13 September 2016, the Northern Beaches Council Implementation Plan was adopted by Council. The plan provides a clear framework for the integration and transformation of the organisation. Under this framework, a number of core organisational services have been identified to allow the integration work to be prioritised and resourced. At the meeting of 8 November 2016, Council was advised of the list of 25 services areas identified to be substantially integrated by July 2017. Included within this list is the creation of a Digital Transformation Strategy.

Since January 2017 significant internal and external engagement activities have been undertaken to determine the appropriate Digital Transformation Strategy for Northern Beaches Council.

This report provides an overview of the work completed to date and recommends the exhibition of the draft strategy for a 4 week period. During this time, feedback and submissions will be able to be provided through the Council's community engagement framework. A report will be brought back to Council at the close of the exhibition period to summarise the feedback received.

RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council place on exhibition the draft Northern Beaches Council *Digital Transformation Strategy* for a period of 28 days and that the submissions received and final Strategy be reported back to Council for consideration and adoption.

REPORT

BACKGROUND

The Digital Transformation service area was reported to Council on 8 November 2016. The following project description was developed and approved.

On 12 May 2016 the Northern Beaches Council was formed via the amalgamation of the previous Manly, Warringah and Pittwater local government areas.

The organisational change required to create a new Northern Beaches Council and the recognition of an ongoing transition to a more digital economy and way of working has prompted the business to prioritise the creation of a Digital Transformation Strategy for the Northern Beaches Council.

The purpose of this project is to engage with staff and the community to create a vision for the Digital Transformation of the Northern Beaches Council. A desktop study of 12 similar strategies indicates that the following areas are likely to be of importance:

- *Online delivery of services to our customers*
- *Supporting staff working wherever they are via rich digital app-like experiences rather than via full screen PC based application, spreadsheet and web site experiences*
- *Identify and expand digital talent in the Northern Beaches Council*
- *Fostering digital talent and growth in the local government area*
- *Optimising staff accommodation using digital technologies*
- *Support participation by a broader range of residents through digital democracy*
- *Launching digital initiatives across the broader community*
- *Serving as digital industry thought leaders in local government.*

SUMMARY OF ENGAGEMENT ACTIVITIES

- Desktop study of 12 digital strategies from other Councils and approximately 40 papers and articles
- Community engagement via 'Your say' project web page and survey from 9 Feb 2017 – 2 Mar 2017 with 158 respondents
- Internal staff engagement via 14 internal workshops reaching 171 staff
- Industry engagement of 8 suppliers presenting their vision for a digital Northern Beaches.

CONSULTATION

The draft Policy be placed on public exhibition for 28 days. The consultation process will include:

- Information on the 'Your Say' project web page including online submission form.
- Advertisements in the Manly Daily.
- Bulk emails to our community engagement database, registered community groups and other key stakeholders.

TIMING

At the conclusion of the public exhibition period, the submissions will be considered and it is anticipated that the Strategy will be adopted by Council in July 2017. The strategy will be used to prioritise project and investments decisions.

FINANCIAL IMPACT

The strategy recommends the development of digital transformation plans in core areas.

Any financial impact of implementing the associated digital transformation plans will be incorporated into the budget planning and review process.

SOCIAL IMPACT

The strategy involves considering the impact of an increased digital service offering to our customers without access to or desire to use technology and ensures face-to-face and telephone interactions will continue to be available.

The strategy acknowledges that Council has a role in assisting the community in adopting digital services, both those provided by us and those provided by other agencies and organisations.

The strategy recommends aligning Council services with state government and federal government services to reduce the number of transactions our customers are required to instigate wherever possible.

ENVIRONMENTAL IMPACT

Nil

ITEM 7.5	NORTHERN BEACHES COUNCIL DRAFT CUSTOMER EXPERIENCE STRATEGY
REPORTING MANAGER	GENERAL MANAGER CUSTOMER AND CORPORATE
TRIM FILE REF	2017/068298
ATTACHMENTS	1 Northern Beaches Council Draft Customer Experience Strategy (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek Council's approval to place on exhibition the draft Customer Experience Strategy (the Strategy) for the Northern Beaches Council.

SUMMARY

Northern Beaches Council has embarked upon the development of a Customer Experience Strategy to support the development of our corporate value of service and to ensure we deliver the highest quality services to our customers. Over the next 5 years it is envisaged, that by focusing on the principles outlined in the Strategy particularly the drivers, actions, tools and measures supporting each principle, the customers' experience of their interactions with Council will be optimised and our staff will be supported to provide the service delivery to our customers they continually strive for.

RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council place on exhibition the draft Northern Beaches Council *Customer Experience Strategy* for a period of 28 days and that the submissions received and final Strategy be reported back to Council for consideration and adoption.

REPORT

BACKGROUND

A Customer Experience Strategy is crucial to creating and fostering a culture across the Northern Beaches Council that is service focused. The Strategy will create a clear vision in the organisation to engage with our customers in a clear, effective and consistent manner. Through embedding a strategic customer experience approach in our projects and deliverables Council will build upon the existing customer culture of the former Councils and foster a customer centred culture in our new organisation.

The draft Strategy is a high level 5 year road map for achieving our internal vision of *'Delivering the highest quality service, valued and trusted by our community'*. The strategy also supports our corporate values of trust, integrity, teamwork, service, respect and leadership and the draft community vision of a *'safe, inclusive and connected community that values the natural and built environment'*.

The strategy is aimed at ensuring we focus on customer outcomes at the beginning of a task, process or project, we consider customer needs when we develop options and select a preferred option based on a balanced analysis of business, operational and customer requirements. The strategy is also aimed at highlighting to our customers how Council is working to achieve an excellence in the customer experience.

The strategy uses drivers, actions and measures of success to ensure we meet current and emerging customer needs and achieve the highest level of experience for our customers.

The strategy has been informed by and subsequently developed on the following research, information and feedback from staff and customers:

- Community satisfaction survey results from 2014, 2015 and 2016
- The Northern Beaches Community Satisfaction survey conducted by the Department of Premier and Cabinet 2016
- Northern Beaches Council brand identity research 2017
- Staff feedback - workshops and online engagement
- Complaints, compliments and voice of customer feedback data
- Survey feedback from our community database
- Feedback from community leaders – presentations to the IAG, LRC and online survey
- Feedback from Council's Leadership Group – workshops and online engagement
- Feedback from Executive Management Team
- Emerging customer trends
- ABS 2011 Census data

The primary drivers outlined in the Strategy for achieving an enhanced customer experience are:

- Consistency
- Empowered staff
- Responsiveness
- Information.

Consistency is the delivery of consistent services with integrity, accountability and common sense.

Empowered staff is encouraging our staff to go above and beyond for our customers and to take ownership of their issues and delivery of positive experiences.

Responsiveness is delivering a tailored and responsive service that is inclusive, consistent and effective and meets the changing and individual needs of our customers.

Information is being a trusted and reliable source of timely information and advice for our customers.

Strategies for achieving each of these drivers are detailed in the document and also include a 'how to guide' for the organisation and the tools we need to provide to our customers and staff to ensure we deliver on these. It is planned to implement the details of the Strategy over a 5 year period, with the following separate but aligned projects already underway:

- Delivery of a new Northern Beaches Council website
- Delivery of a new intranet
- Investigations and scoping of a Customer Relationship Management (CRM) System
- Implementation of Council's core systems including request management
- Implementation and staged roll out of digital forms for customers
- Implementation of a knowledge management system
- Development of a Customer Charter and phone and email etiquette
- Implementation of a performance management tool
- Development of a formal complaints and compliments process

CONSULTATION

From December 2016 consultation and feedback from the community has been undertaken and analysed. This has included an analysis of community satisfaction survey results from 2014, 2015 and 2016, the Northern Beaches Community Satisfaction survey conducted by the Department of Premier and Cabinet 2016, complaints, compliments and an online survey on Council's community database.

Consultation and feedback on the draft strategy with staff, Council's Leadership Group and Executive Management Team was also undertaken.

FINANCIAL IMPACT

The need to measure our progress on each driver is critical to delivering an effective strategy. A number of costs within the measures of success are costed within existing projects or business systems. Some measures will incur an additional cost and have been the subject of separate project briefs and other project documentation. These are estimated below:

Measure of Success	Cost
Knowledge management system	Costs of up to \$25,000 per annum depending on solution chosen.
Customer Relationship Management System	Estimated cost of \$270,000 per annum. It is envisaged these costs will be offset by efficiencies gained through faster processing times for customer enquiries. A Customer

	Relationship Management System provides a 360 degree view of the customer and also enables customers to log, view and track their requests to Council via a portal.
Online services	Estimated to have additional costs of \$25,000 per annum. These costs are offset by efficiencies gained through digitization of the workflow process behind the services.
Total estimate per annum	\$320,000

ENVIRONMENTAL IMPACT

Nil

SOCIAL IMPACT

A properly implemented strategy will create an enhanced experience of Council for our customers.

ITEM 7.6	QUARTERLY FINANCIAL AND MANAGEMENT REPORT MARCH 2017
REPORTING MANAGER	EXECUTIVE MANAGER CORPORATE STRATEGY & PLANNING
TRIM FILE REF	2017/095859
ATTACHMENTS	1 ↓ Quarterly Exception Report on Business Actions - March 2017

EXECUTIVE SUMMARY

PURPOSE

To present the financial and management results for the period 13 May 2016 to 31 March 2017.

SUMMARY

The report details Council's consolidated financial position and management results for the period ending 31 March 2017. The Budget Review Statement is a progress report on the Operational Plan 2016/17.

The Surplus from Continuing Operations which includes Capital Grants and Contributions for the full financial year is forecast to decrease by \$11,884,791 to \$65,063,166. The Surplus from Continuing Operations before Capital Grants and Contributions for the full financial year is forecast to decrease by \$7,066,553 to \$16,646,122. The decrease in the Surplus principally relates to the allocation of Rates income and non-reciprocal grants for the period 13 May 2016 to 30 June 2016 (\$20.792m) to the previous financial year in accordance with the Office of Local Government Update No.24 (b) to the Local Government Code of Accounting Practice and Financial Reporting. Other changes offsetting this change in accounting treatment are detailed in the report. Capital Expenditure is forecast to decrease by \$18,787,823 to \$106,043,705. These changes are detailed in the Report.

This result highlights the success of the Northern Beaches Council in managing operations while undergoing significant corporate and strategic transition.

The Operational Plan 2016/17 contains 633 actions the majority of these are progressing. An exception report is at Attachment 1 Quarterly Exception Report on Business Actions – March 2017 providing further detail on complete and deferred actions.

RECOMMENDATION OF GENERAL MANAGER CUSTOMER & CORPORATE

That Council:

- A. Note the Budget Review Statement for the period 13 May 2016 to 31 March 2017.
 - B. Approve the following changes to the Current Forecast in the March 2017 Business Review Statement:
 - a. The Surplus from Continuing Operations which includes Capital Grants and Contributions is forecast to decrease by \$11,884,791 to \$65,063,166.
 - b. Decrease in capital expenditure by \$18,787,823.
-

REPORT

BACKGROUND

The Northern Beaches Council's Operational Plan 2016/17 was adopted on 7 July 2016. The Operational Plan is for the period 13 May 2016 to 30 June 2017.

The Financial and Management Report is a regular progress report against the Operational Plan 2016/17. It has been prepared in accordance with the requirements of the *Local Government Act 1993* (s404(5)) and *Local Government (General) Regulation 2005 (Cl203)*, namely that the responsible Accounting Officer report quarterly on a budget review statement and the General Manager report at least every six months on the principal activities.

The Financial and Management Report provides a minimum standard of reporting to adequately disclose the Council's overall financial position as well as provide sufficient information to enable informed decision making while ensuring transparency.

The report includes

- Income Statement
- Statement of Financial Position
- Cash Flow
- Cash and Investments Statement
- Capital Budget Statement
- Consultancy and Legal Expenses
- Contracts

The report also outlines outcomes achieved this period in terms of social, economic, environmental and civic leadership outcomes (as per quadruple bottom line reporting format).

A progress report against individual actions in the Operational Plan 2016/17 is attached to this report. This report is also structured based on the quadruple bottom line. For each action a status is provided (complete, progressing or deferred) and commentary also included for actions that are complete or deferred.

FINANCIAL IMPACT

Responsible Accounting Officer Budget Review Statement

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005.

"It is my opinion that the Budget Review Statement for Northern Beaches Council for the period ending 31 March 2017 indicates that Council's projected financial position at 30 June 2017 will be satisfactory, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure."

David Walsh Responsible Accounting Officer, Northern Beaches Council

Income Statement

The result for the period 13 May 2016 to 31 March 2017 shows some variations between budgeted and actual results. Comments have been provided and the forecasts have been amended where necessary.

Income Statement

For the Period 13 May 2016 to 31 March 2017

	YTD Actual \$	YTD Forecast \$	YTD Variance \$	Annual Budget \$	Approved Forecast \$	Current Forecast \$
Income From Continuing Operations						
Rates and Annual Charges	207,773,062	227,730,576	(19,957,513)	227,754,875	227,754,875	207,900,770
User Charges & Fees	67,929,432	69,172,825	(1,243,393)	86,588,722	86,696,722	86,959,723
Investment Fees and Revenues	5,235,319	5,170,715	64,603	5,313,753	6,513,753	6,513,753
Other Revenues	19,879,581	19,113,753	765,828	23,694,161	25,246,161	25,368,161
Grants and Contributions - Operating Purposes	22,728,485	26,717,829	(3,989,344)	32,210,619	32,003,359	31,109,820
Grants and Contributions - Capital Purposes	42,034,606	41,963,806	70,800	52,414,851	53,235,282	48,417,045
Gains on disposal of Assets	6,219,918	5,632,473	587,445	10,189,146	10,189,146	15,861,319
Net Share of interests in Joint Ventures & Associates using the equity method	-	-	-	-	-	-
Total Income From Continuing Operations	371,800,403	395,501,977	(23,701,573)	438,166,127	441,639,298	422,130,591
Expenses From Continuing Operations						
Employee Benefits & Oncosts	(116,936,962)	(115,466,070)	(1,470,892)	(146,784,072)	(149,931,071)	(149,931,071)
Borrowing Costs	(3,454,431)	(4,442,732)	988,301	(5,634,656)	(4,634,656)	(4,634,656)
Materials and Contracts	(81,082,438)	(85,017,458)	3,935,020	(118,811,118)	(112,931,704)	(108,042,788)
Depreciation and Amortisation	(28,951,831)	(29,134,300)	182,469	(41,235,211)	(41,075,211)	(38,340,211)
Other Expenses	(41,223,967)	(40,698,528)	(525,440)	(55,507,948)	(56,118,698)	(56,118,698)
Loss on Disposal of Assets	-	-	-	-	-	-
Share of Interest In Joint Venture	-	-	-	-	-	-
Internal Charges	-	-	-	-	-	-
Overhead Allocation	-	-	-	-	-	-
Total Expenses From Continuing Operations	(271,649,629)	(274,759,086)	3,109,458	(367,972,005)	(364,691,340)	(357,067,424)
Surplus / (Deficit) from Continuing Operations	100,150,775	120,742,890	(20,592,116)	70,193,122	76,947,957	65,063,166
Surplus / (Deficit) Before Capital Grants & Contribution	58,116,169	78,779,085	(20,662,916)	17,778,271	23,712,676	16,646,122
Surplus / (Deficit) Before Capital Grants & Contribution						
Surplus / (Deficit) Before Capital Grants & Contribution	58,116,169	78,779,085	(20,662,916)	17,778,271	23,712,676	16,646,122
Less: Adjustment reflecting OLG decision on the allocation of rates and non-reciprocal grants	-	(20,298,003)	20,298,003			
Surplus / (Deficit) Before Capital Grants & Contribution	58,116,169	58,481,082	(364,913)			
Less: Rates yet to be allocated	(51,943,266)	(51,943,266)	-			
Surplus / (Deficit) Before Capital Grants & Contribution	6,172,903	6,537,816	(364,913)			

Actual Results

The Surplus from Continuing Operations which includes Capital Grants and Contributions for the period ending 31 March 2017 is \$20.662m behind forecast Surplus before taking account of the change in treatment to the allocation of Rates income for the period 13 May 2016 to 30 June 2016 \$20.792m noted above. Excluding this adjustment actual results were \$364,913 lower than forecast.

Forecast Changes

These overall movements are detailed in the table below:

	Annual Budget \$	Approved Forecast \$	Variance \$	Current Forecast \$	Variance \$
Total Income From Continuing Operations	438,166,127	441,639,298	3,473,171	422,130,591	(19,508,707)
Total Expenses From Continuing Operations	(367,972,005)	(364,691,341)	3,280,664	(357,067,425)	7,623,916
Surplus / (Deficit) from Continuing Operations	70,193,122	76,947,957	6,754,835	65,063,166	(11,884,791)
Surplus/ (Deficit) before Capital Grants & Contributions	17,778,271	23,712,675	5,934,404	16,646,122	(7,066,553)

The Surplus from Continuing Operations which includes Capital Grants and Contributions is forecast to decrease by \$11,884,791 to \$65,063,166.

The significant changes which result in a decrease of \$19,508,707 in the forecast Income from Continuing Operations are as follows:

- Rates and Annual Charges are forecast to decrease by \$19,854,105 due to Rates Income for the period 13 May 2016 to 30 June 2016 being accounted for in the accounts of the former Manly, Pittwater and Warringah Councils for the 2015/16 financial period which ended on 12 May 2016.
- User Charges & Fees are forecast to increase by \$263,000 due to additional hoarding and other engineering application approval income of \$130,000 and an additional \$133,000 driveway application and inspection revenue for kerb and gutter works.
- Grants & Contributions – Operating Purposes have been forecast to decrease by \$893,538 due to non-reciprocal grants for the period 13 May 2016 to 30 June 2016 being accounted for in the accounts of the former Manly, Pittwater and Warringah Councils for the 2015/16 financial period which ended on 12 May 2016. This has been offset by additional grants of \$10,000 from Crown Lands – Public Reserves Management Fund Program for revegetation works, \$38,000 from Greater Sydney Local Land Services for lagoon works and a reduction of \$3,000 in contributions relating to sustainability works.
- Grants & Contributions – Capital Purposes have been forecast to decrease by \$4,818,327 principally due to a reduction in the anticipated receipts under the s94 Warriewood Plan of \$5,000,000 offset by an additional grant of \$110,000 from the Metro Greenspace Program for Dee Why Beach Foreshore works and a capital contribution of \$303,763 from Roads & Maritime Services for storm damage works at Oxford Falls.
- Gains on Disposal of Assets have been forecast to increase by \$5,672,173. This is due to the gain on disposal of \$5,222,173 for land at Frenchs Forest to the Roads and Maritime Services under a compulsory acquisition and \$450,000 gain on disposal of Road Reserve at Howard Avenue Dee Why.

The significant changes which result in a decrease of \$7,623,916 in the forecast Expenses from Continuing Operations are as follows:

- Materials and Contracts have been forecast to decrease by \$4,888,916. This principally relates to the timing of projects currently being undertaken.
- Depreciation and Amortisation is forecast to decrease by \$2,735,000 as a result of the alignment of accounting policies on amalgamation of the former Manly, Pittwater and Warringah Councils.

The Surplus from Continuing Operations before Capital Grants and Contributions for the full financial year is forecast to decrease by \$7,066,554 to \$16,646,122 reflecting the changes noted above offset by the forecast change in Capital Grants & Contributions.

Capital Budget Statement

Total Expenditure on Capital Works for the period from 13 May 2016 to 31 March 2017 is \$76,777,499.

	YTD Actual	YTD Forecast	Variance
Total Capital Expenditure	76,777,499	100,317,216	23,539,717

	Annual Budget	Approved Forecast	Variance	Current Forecast	Variance
Total Capital Expenditure	152,419,851	124,831,529	27,588,322	106,043,705	18,787,823

Changes to the forecast are shown below.

Changes by Council Resolution during the first quarter:	14,042,800
Changes by Council Resolution in the September QBRs:	(1,847,170)
Changes by Council Resolution during the second quarter:	
Glen Street Theatre Revitalisation - Stage 2 Item 8.8 - 13 Dec 2016	(1,141,526)
WAC renewal project Item 7.7 - 22 Mar 2016	(267,000)
Changes by Council Resolution in the December QBRs:	19,007,378
Changes by Council Resolution during the third quarter:	
Extension & Refurbishment of Davidson Rural Fire Brigade - Item 1.1 28 Feb 2017	(301,160)
Renewal - Operational Facilities - Item 1.1 28 Feb 2017	100,000
Purchase 24 Walana Crescent Mona Vale - Item 4.1 28 Feb 2017	(2,005,000)
	27,588,322

Changes Identified in the Proposed Forecast	
Description	\$
Rolled Over to 2017/18 Capital Works Program	
Barrenjoey Road Off Road Pathway	105,250
Catchment & Coastal - Detention Tank	138,497
Church Point Commuter Wharf Upgrade	361,378
Church Point Precinct Works	1,000,000
Walter Gors Reserve & Shared Walkway Dee Why Pde	465,000
IT Software - New Works	115,589
Dee Why - Design & Construction - Traffic and Streetscape	300,000
Traffic Program	100,000
Dee Why Construction - Streetscape works	500,000
Narrabeen Beach Viewing Tower	100,000
Kimbriki - Leachate Treatment Plant	910,271
Access Road Upgrade Kimbriki Build	1,650,000
Killarney Heights Oval Masterplan	230,000
Paradise Beach Seawall Construction	100,000
Stronger Councils Fund Projects - Cycleways	490,000
Stronger Councils Fund Projects - Walkways	900,000
Reactive Stormwater Renewals	220,000
Planned Stormwater Renewal	657,902
Collaroy Rockpool Works	160,649
Renewal works-Beach&SurfClub Buildings	100,000
Renewal works-Sporting Club Buildings	435,000
WAC renewal project -pool cleaner, security system etc	64,000
DDA Upgrades	228,759
Renewal - Operational Facilities	93,046
Kimbriki - High Level Drain	123,000

Rolled Over to 2017/18 Capital Works Program continued	
Collaroy Seawall	233,500
Marine Parade Amenity Building	200,000
Energy Fund Building Works	187,835
Enliven Infrastructure Purchases	98,530
Facilities Management - Buildings - Public Toilets	64,372
Facility Cleansing - North Harbour Disable Toilet Upgrade (880)	50,000
Jubilee/Ponderosa Parade Traffic Islands	73,091
Library & Community Book Purchases	50,000
Macpherson St Bridge Warriewood Valley Works	1,650,000
Mona Vale Place Plan	161,807
Narrabeen/Warriewood creekline S94 Construction	286,000
Other	303,533
Paradise Wharf Upgrade	200,000
Reserve Lighting North Narrabeen Reserve	54,000
Roads & Traffic - Manly 2015 Public Domains	233,060
Rowland Reserve Boat Ramp Facility	700,000
Sportsgrounds - Irrigation System - Seaforth Oval	210,000
Traffic Planning & Design Roadworks Program	100,000
Transport - Capx - Major Plant (670)	366,538
Changes to Classification of Operational Expenditure	
Bushland Environmental Works	555,803
Better Waste and Recycle Fund Works	102,852
Changes to Classification Loan Repayment	
Loan Principal Repayments	2,782,743
Kimbriki Environmental Enterprises Site Projects	
Kimbriki Road/Mona Vale Road Upgrade	(150,000)
Kimbriki - Office and Amenities	(148,714)
Kimbriki - Other	(142,363)
Kimbriki - Landfill Cell Develop Area 3B	(14,976)
Kimbriki - Landfill Cell Develop Area 4A	(9,542)
Kimbriki - Other Site Fixtures and Equipment	(3,935)
Kimbriki - Resource Recovery Facility	25,600

Other	
Attunga Rd Newport Bourke to No35 Roadworks	59,096
Church Point Amenities Building	150,000
Dee Why Town Centre - Kingsway parking & community facility	1,618,471
IT Infrastructure - New Works	(138,964)
Footpath New	(56,000)
NBC IT Systems	(484,598)
Walkway Safety Upgrade Mona Vale	(64,605)
Foreshore Works Program	(110,000)
Light Fleet Replacement Program	51,238
Public Amenity Renewal - Tramshed	150,000
Storm Damage - Oxford Falls Road, Oxford Falls	(303,763)
Facilities Management - Buildings - Seaforth TAFE Community Building	466,940
Garbage Plant Fleet Transport	(479,890)
Garden & MacPherson St Warriewood Valley Works	(358,384)
Gladstone St Newport Barrenjoey to King St Roadworks	110,259
Graham Reserve - Manly Swim Centre	(152,000)
Grandview Drive Newport Footpath	110,000
Hunter Street Footpath	(63,008)
IT Capital Purchases	91,000
IT Capital Purchases	(115,000)
Maintenance & Construction - Amenities at Sangrado & Gurney Pontoons	50,000
Maintenance & Construction - Little Manly Cove	150,000
McCarrs Creek Rd Church Point Roadworks	81,239
Narrabeen Lagoon Entrance Clearing	70,000
Narrabeen Park Parade Footpath	(101,801)
Natural Environment - Bushland Reserve Restoration	200,000
Northern Beaches Flood Warning & Infor Network IT System	68,350
Oaks Avenue Stormwater Drainage	(507,902)
Other	26,891
Parking - Kenneth Road Car Park	(114,232)
Playground Improvements Program	(50,000)
Tidal Pool - Fairy Bower Pool	250,000
Tidal Pool - Improvements	(209,000)
Tidal Pool - Netted Pools Upgrade	183,470
Transport - Capx - MV Sedans & Light Commercials	490,817
Warriewood Rd Brands to Moriac Warriewood Roadworks	61,123
Waste Services - Garbage & Recycling Bins	(110,000)
Forecast Changes Total	18,787,823
Total Net Changes	46,376,145

Income Statement

Budget 30 June 2017 \$'000		Actual 13 May 2016 to 31 Mar 2017 \$'000
Income from Continuing Operations		
227,754	Rates & Annual Charges	207,773
86,588	User Charges & Fees	67,929
5,313	Interest & Investment Revenues	5,235
23,694	Other Revenues	19,880
32,210	Grants & Contributions - Operating Purposes	22,728
52,415	Grants & Contributions - Capital Purposes	42,035
10,191	Gains on Disposal of Assets	6,220
	- Share of interests in Joint Venture using Equity Method	-
438,166	Total Income from Continuing Operations	371,800
Expenses from Continuing Operations		
(146,784)	Employee Benefits & On-Costs	(116,937)
(5,634)	Borrowing Costs	(3,454)
(118,811)	Materials & Contracts	(81,082)
(41,235)	Depreciation & Amortisation	(28,952)
(55,508)	Other Expenses	(41,224)
	- Loss on Disposal of Assets	-
	- Share of interests in Joint Venture using Equity Method	-
(367,972)	Total Expenses from Continuing Operations	(271,650)
70,193	Surplus/(Deficit) from Continuing Operations	100,151
142	Minority Interests	-
70,051	Surplus/(Deficit) attributable to Council	100,151
17,778	Surplus/(Deficit) before Capital Grants & Contributions	58,116

Budget review for the quarter ended - 31 Mar 2017
Consolidated Income and Expenses Budget Review Statement

	Original Budget (000's)	Changes Already Approved By Council (000's)	Approved Forecast (000's)	Recommended changes for Council Resolution (000's)	Current Forecast (000's)	Actual YTD (000's)
Income from Continuing Operations						
Rates & Annual Charges	227,755	-	227,755	(19,854)	207,901	207,773
User Charges & Fees	86,588	108	86,696	263	86,959	67,929
Interest & Investment Revenues	5,313	1,200	6,513	-	6,513	5,235
Other Revenues	23,694	1,552	25,246	123	25,369	19,880
Grants & Contributions - Operating Purposes	32,210	(207)	32,003	(893)	31,110	22,728
Grants & Contributions - Capital Purposes	52,415	820	53,235	(4,818)	48,417	42,035
Gains on Disposal of Assets	10,191	-	10,191	5,672	15,863	6,220
Share of interests in Joint Venture using Equity Method	-	-	-	-	-	-
Total Income from Continuing Operations	438,166	3,473	441,639	(19,508)	422,132	371,800
Expenses From Continuing Operations						
Employee Benefits & Oncosts	(146,784)	(3,147)	(149,931)	-	(149,931)	(116,937)
Borrowing Costs	(5,634)	1,000	(4,634)	-	(4,634)	(3,454)
Materials and Contracts	(118,811)	5,879	(112,932)	4,889	(108,043)	(81,082)
Depreciation and Amortisation	(41,235)	160	(41,075)	2,735	(38,341)	(28,952)
Other Expenses	(55,508)	(611)	(56,118)	-	(56,119)	(41,224)
Loss on Disposal of Assets	-	-	-	-	-	-
Share of Interest In Joint Venture	-	-	-	-	-	-
Share of interests in Joint Venture using Equity Method	-	-	-	-	-	-
Total Expenses From Continuing Operations	(367,972)	3,282	(364,691)	7,624	(357,067)	(271,650)
Surplus / (Deficit) from Continuing Operations	70,193	6,755	76,948	(11,884)	65,064	100,151

Statements of Financial Position

Budget 30 June 2017 \$'000		Actual 31 Mar 2017 \$'000
ASSETS		
Current Assets		
36,187	Cash & Cash Equivalents	10,606
123,979	Investments	183,059
19,269	Receivables	61,334
2,343	Inventories	2,189
1,863	Other	423
1,262	Non-current assets classified as "held for resale"	7,468
184,902	Total Current Assets	265,079
Non-Current Assets		
1,158	Investments	977
1,679	Receivables	617
4,796,668	Infrastructure, Property, Plant & Equipment	4,545,524
3,665	Investment Property	3,900
7,789	Intangible	5,932
4,810,959	Total Non-Current Assets	4,564,843
4,995,861	TOTAL ASSETS	4,829,923
LIABILITIES		
Current Liabilities		
40,800	Payables	36,436
7,061	Borrowings	1,865
29,669	Provisions	29,467
77,530	Total Current Liabilities	67,768
Non-Current Liabilities		
77,230	Borrowings	47,447
21,427	Provisions	22,015
98,657	Total Non-Current Liabilities	69,462
176,187	TOTAL LIABILITIES	137,230
4,819,674	NET ASSETS	4,692,693
EQUITY		
4,818,640	Retained Earnings	3,871,928
-	Revaluation Reserves	811,157
4,818,640	Council Equity Interest	4,683,085
1,034	Minority Equity Interest	9,608
4,819,674	TOTAL EQUITY	4,692,693

Cash Flow Statement

Cash Flow 2016 - 2017

Budget 30 June 2016/17 \$ '000		Actual 31-Mar 2017 \$ '000
Cash Flows from Operating Activities		
Receipts:		
227,574	Rates & Annual Charges	180,062
91,103	User Charges & Fees	84,138
5,417	Interest & Investment Revenues	5,554
84,295	Grants & Contributions	54,220
	- Deposits & Retentions Received	98
24,126	Other	15,697
- Payments:		
(147,596)	Employee Benefits & On-Costs	(116,935)
(141,720)	Materials & Contracts	(84,513)
(4,508)	Borrowing Costs	(3,772)
	- Deposits & Retentions Paid	-
(36,287)	Other	(6,305)
102,403	Net Cash provided by (or used in) Operating Activities	128,243
Cash Flows from Investing Activities		
Receipts:		
	- Sale of Investment Securities	144,354
8,926	Sale of Infrastructure, Property, Plant & Equipment	1,927
10,600	Sale of Non-current assets classified as "held for resale"	-
	- Distributions Received from Joint Ventures & Associates	-
- Payments:		
	- Purchase of Investment Securities	(187,200)
(147,269)	Purchase of Infrastructure, Property, Plant & Equipment	(68,276)
(441)	Purchase of Intangibles	(1,969)
275	Inventory	-
(127,910)	Net cash provided by (or used in) Investing Activities	(111,164)
Cash Flows from Financing Activities		
Receipts:		
2,500	Proceeds from Borrowings & Advances	-
	- Other Financing Activity Receipts	-
- Payments:		
(7,449)	Repayment of Borrowings & Advances	(35,061)
(3)	Repayment of Finance Lease Liabilities	-
	- Dividend Paid to Minority Interests	-
(4,952)	Net cash provided by (or used in) Financing Activities	(35,061)
(30,459)	Net Increase/(Decrease) in Cash & Cash Equivalents	(17,983)
75,056	plus: Cash & Cash Equivalents - beginning of year	28,588
44,597	Cash & Cash Equivalents - end of year	10,606
Additional Information:		
116,727	plus: Investments on hand - end of year	183,059
161,324	Cash & Cash Equivalents - end of year	193,665

Cash and Investment Statements

Budget 30 June 2017 \$'000		Actual 13 May 2016 to 31 Mar 2017 \$'000
161,324	Total Cash and Investments	193,665
	Represented by:	
	Externally Restricted	
32,333	Developer Contributions	41,090
1,633	Specific Purpose Unexpected Grants	2,126
13,459	Domestic Waste Management	9,133
776	Stormwater Management Levy	894
48,201	Total Externally Restricted	53,243
	Internally Restricted	
10,000	Stronger Communities Fund Grant	14,723
	- New Council Implementation	4,138
	- Merger Savings Fund	4,500
11,938	Unexpended Loans	2,500
8,954	Deposits, Retentions & Bonds	9,287
5,803	Employee Leave Entitlement	6,052
3,230	Cemetery Reserve	3,112
958	Environmental Levy	1,621
899	Insurance Reserve	899
783	Balgowlah Area Improvements	684
210	Manly Meals on Wheels	244
4,649	Other	15,824
47,424	Total Internally Restricted	63,585
95,625	Total Restricted Cash	116,828
65,699	Total Unrestricted / Available Cash	76,837

	ORIGINAL Budget (000's)	Changes Already Approved By Council (000's)	APPROVED Forecast (000's)	Recommended changes for Council Resolution (000's)	CURRENT Forecast (000's)	ACTUAL YTD (000's)
Total Cash and Investments	161,324	9,773	151,551	43,707	195,258	193,665
represented by:						
Externally restricted						
Developer Contributions	32,333	(8,271)	40,604	1,883	42,487	41,090
Specific Purpose Unexpended Grants	1,633	-	1,633	701	2,334	2,126
Domestic Waste Management	13,459	254	13,205	-	13,205	9,133
Stormwater Management Levy	776	(44)	820	-	820	894
Total Externally Restricted	48,201	8,061	56,262	2,585	58,847	53,243
Internally Restricted						
Stronger Communities Fund	-	-	-	13,000	13,000	14,723
New Council Implementation	-	-	-	1,000	1,000	4,138
Merger Savings Fund	-	-	-	4,500	4,500	4,500
Unexpended Loans	11,938	-	11,938	2,503	14,441	2,500
Deposits, Retentions & Bonds	8,954	(101)	9,055	-	9,055	9,287
Employee Leave Entitlement	5,803	(128)	5,931	-	5,931	6,052
Cemetery Reserve	3,230	83	3,147	-	3,147	3,112
Environmental Levy	958	(346)	1,304	-	1,304	1,621
Insurance Reserve	899	-	899	(899)	-	899
Compulsory Open Space Acquisition Reserve	-	-	-	-	-	-
Balgowlah Area Improvements	783	-	783	-	783	684
Manly Meals on Wheels	210	-	210	-	210	244
Other	4,649	(5,609)	10,258	(5,480)	4,778	15,824
Total Internally Restricted	37,424	(6,101)	43,526	14,623	58,148	63,585
Total Restricted Cash	85,625	(14,162)	99,788	17,208	116,995	116,828
Total Unrestricted/ Available Cash	75,699	23,935	51,763	26,499	78,263	76,837

Capital Budget Statements

Budget		Actual
30 June		31 Mar
2017		2017
\$'000		\$'000
	Capital Funding	
5,456	Rates & Other Untied Funding	1,747
41,879	Working Capital	29,618
27,303	Depreciation	17,251
5,902	Capital Grants & Contributions	4,763
	External Restrictions	-
20,946	- S94	10,092
4,969	- S94A	1,589
	Internal Restrictions	-
26,958	- Loan	4,990
15,248	- Other	3,463
	- Income from Sale of Assets	-
3,759	- plant and equipment	3,266
	- land and buildings	-
	- Other	-
152,420	Total Capital Funding	76,777
	Capital Expenditure	
12,595	Plant & Equipment	6,666
1,605	Office Equipment	3,180
	- Furniture & fittings	245
	- Operational Land	-
	- Community Land	2,005
651	Land improvements	75
15,005	Open Space/Recreational Assets	11,078
34,580	Buildings	22,830
33,100	Other Structures	4,669
35,870	Roads, Bridges & Footpaths	17,522
9,572	Stormwater Drainage	5,326
930	Library Books	448
8,512	Other Assets	2,733
152,420	Total Capital Expenditure	76,777

	Original Budget \$'000	Changes Approved By Council \$'000	Approved Forecast \$'000	Recommended changes for Council Resolution \$'000	Current Forecast \$'000	Actual 13 May 2016 to 31 Mar 2017 \$'000
Capital Funding						
Rates & Other Untied Funding						
Rates & Other Untied Funding	5,456	112	5,568	(3,353)	2,215	1,747
Working Capital	41,879	2,791	44,670	(6,380)	38,291	29,618
Depreciation	27,303	400	27,703	(1,809)	25,893	17,251
Capital Grants & Contributions	5,902	(3,560)	6,342	(701)	5,641	4,763
External Restrictions						
- S94	20,946	(4,342)	16,604	(2,257)	14,347	10,092
- S94A	4,969	(1,288)	3,681	374	4,055	1,589
- DWM	-	-	-	-	-	-
- Reserves	-	-	-	-	-	-
Internal Restrictions						
- Loan	26,958	(17,518)	9,440	(2,503)	6,937	4,990
- Other	15,248	(4,769)	6,479	(1,520)	4,959	3,463
Income from Sale of Assets						
- plant and equipment	3,759	585	4,344	(640)	3,704	3,266
- land and buildings	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total Capital Funding	152,420	(27,588)	124,832	(18,789)	106,043	76,776
Capital Expenditure						
Plant & Equipment	12,595	(271)	12,324	(1,813)	10,511	6,666
Office Equipment	1,605	2,256	3,860	503	4,363	3,180
Furniture & fittings	-	300	300	-	300	245
Operational Land	-	-	-	-	-	-
Community Land	-	2,005	2,005	-	2,005	2,005
Land improvements	651	(100)	551	490	1,041	75
Open Space/Recreational Assets	15,005	238	19,243	(3,910)	15,333	11,078
Buildings	34,580	698	35,278	(4,311)	30,967	22,830
Other Structures	33,100	(24,130)	8,970	(2,123)	6,847	4,669
Roads, Bridges & Footpaths	35,870	(8,469)	27,401	(2,498)	24,903	17,522
Stormwater Drainage	9,572	97	9,669	(1,567)	8,102	5,326
Library Books	930	(47)	883	22	905	448
Other Assets	8,512	(165)	4,347	(3,580)	767	2,733
Total Capital Expenditure	152,420	(27,588)	124,832	(18,788)	106,043	76,776

Consultancy and Legal Expenses

The table below discloses expenditure to date on Consultancies and Legal Expenses

Northern Beaches Council		
Expenditure 13 May 2016 to 31 Mar 2017		
Expense	\$	Budgeted (Y/N)
Consultancies	6,825,080	Y
Legal Fees	3,447,992	Y

Contracts

Contracts entered into during 13 May to 31 March 2017 that exceed \$50,000 are detailed below.

Contractor	Contract Detail & Purpose	Contract Value	Commencement Date	Duration of Contract	Budgeted (Y/N)
ATI Australia Pty Ltd	Redundant Fibre Link	165,000	30/3/2017	30/3/2020	Y
Australian Turf Projects Pty Ltd	Irrigation Upgrade for Killarney Heights Oval	72,400	22/2/2017	31/8/2017	Y
Demonz Media Pty Ltd	NBC Website development	545,456	17/3/2017	31/12/2017	Y
Enthuze Pty Ltd trading as Play for All	Connect Through Play - Pilot Project	130,000	1/1/2017	31/8/2017	Y
Fighting Chance Australia Pty Ltd	Digitisation of Development Application Files	86,872	31/3/2017	30/6/2017	Y
Fleetwood Urban Pty Ltd	Narrabeen Lagoon Trail – Replace existing boardwalk and viewing deck	138,695	30/3/2017	16/6/2017	Y
ITS Pipe Tech Pty Ltd	Fielding St Collaroy Stormwater Relining 2016/17 Program (Central)	330,000	6/3/2017	30/6/2017	Y
ITS Pipe Tech Pty Ltd	Wetherill St Collaroy Stormwater Relining 2016/17 program (Central)	341,469	19/1/2017	30/6/2017	Y
ITS Pipe Tech Pty Ltd	Winbourne St Brookvale Stormwater Relining 2016/17 program (Central)	434,966	19/1/2017	30/6/2017	Y
Kelbon Pty Ltd	Merridong Rd, Elanora Heights Footpath Construction (J1879)	75,000	9/1/2017	31/1/2017	Y
Landscape Solutions Pty Ltd	Redman Road Plaza	1,968,466	15/3/2017	28/7/2017	Y
Lloyd Drilling Constructions Pty Ltd	Birdwood Park – Landscape and Civil Works	365,284	3/2/2017	6/6/2017	Y
Manly Hydraulics Laboratory	Northern Beaches Flood Estimation Model	69,520	4/1/2017	30/6/2017	Y
Optium Planning Group	Northern Beaches Sportsground Strategy Stage 2	52,600	31/1/2017	31/8/2017	Y
Pan Civil Pty Ltd	Oxford Creek Bank and Road Batter Stabilisation	627,527	28/2/2017	31/5/2017	Y
Performance Concrete Pty Ltd	Carrington Parade Stormwater remediation	108,000	10/1/2017	30/3/2017	Y
Pilling & Civil Australia	Myoora Rd Cutting Stabilisation	60,000	28/2/2017	14/3/2017	Y
Principals Pty Ltd	Community Engagement, Identity and Digital / Information Architecture	150,000	31/1/2017	30/6/2017	Y
REES Electrical Pty Ltd	Sportsfield Lighting Upgrade for Killarney Heights Oval	899,000	2/3/2017	30/6/2017	Y
REES Electrical Pty Ltd	Light Pole Audit	78,000	7/2/2017	31/5/2017	Y

MERGER SAVINGS

At Council’s meeting on 7 July 2016 it was resolved that savings from the merger be set aside in a special Northern Beaches Merger Savings Fund to provide an on-going pool of money for projects that directly benefit the community and be reported to Council on a quarterly basis as part of the Quarterly Budget Review Statement.

Council has achieved annual savings of \$4.5 million to 31 March 2016 which are held in the Northern Beaches Merger Savings Fund Reserve. There has been no change in this quarter.

PROPOSED ACCOUNTING TREATMENT FOR NEW COUNCILS

The Office of Local Government have advised that in developing the Local Government Code of Accounting Practice and Financial Reporting Supplement for New Councils update 25 for the 2016–17 reporting period, the Office (in consultation with key stakeholders) is proposing to

separately disclose a gain on local government amalgamation for Assets and Liabilities transferred from former councils at fair value

On this basis Councils' financial reports for the reporting period 13 May 2016 to 30 June 2017 would include in the Income Statement the Gain on Local Government Amalgamation in the following format.

	\$'000
Net operating result for the period	
Add: Gain on local government amalgamation	
Net result for the period	

As we have yet to determine the fair value of all assets and liabilities transferred on amalgamation only Rates Income and non-reciprocal grants which were reflected in the 2015/16 financial statements of the former Manly, Pittwater and Warringah Councils and an adjustment to depreciation have been made to the current year forecast. Full details will be reflected in the end of year financial statements.

Highlights

This quarter (January – March) highlights activities which have embraced the stunning natural environment of the Northern Beaches; from Australia Day events and the Australian Open of Surfing, to senior's festivals and increased attendance at our pools and beaches. This period has also been busy engaging with our community, seeking input and feedback on a large number projects currently being undertaken by Council.

Of the 633 actions in the Operational Plan 41 are complete and 553 are progressing. An exception report is at **Attachment 1 Quarterly Exception Report on Business Actions – March 2017** and provides further detail on complete and deferred actions (39).

The remainder of the Quarterly Exception Report outlines achievements across our social, economic, environmental and civic leadership quadruple bottom line.

Social Highlights

National Disability Insurance Scheme (NDIS) Expo

The second Expo of NDIS Service Providers was held on 30 March, with 42 service providers from disability services and representatives of NDIS, the Local Area Coordination NDIS Team, and Ability Links. The Expo was attended by 70 parents and other service staff. There were four seminars which explored the services available for young children, school students, and school leavers and adults.

World Food Markets

World Food Markets were held at Gilbert Park, Manly on Friday nights from 13 January to 31 March, and provided a relaxed family friendly atmosphere.

Visitors to the World Food Markets enjoyed taste sensations from around the globe while taking in the free outdoor musical entertainment including Funk, Soul Disco, Rhythm & Blues and Motown Classics.

Australia Day Events

Australia Day was celebrated throughout the Northern Beaches. At Newport Beach people enjoyed the rides, games, beach activities and hot breakfast. The Warringah Aquatic Centre hosted a Pool Party with a pool side DJ aqua disco, giant inflatable ride and face painting. At Dee Why beach there was a car show, camel rides, thong throwing competitions, face painting, hot breakfast and stage entertainment. Lakeside Park North Narrabeen was a perfect setting for BBQ breakfast, amusements, water rides, lawn games, face painting, thong throwing competition and stage entertainment.

Australian Open of Surfing

Northern Beaches Council hosted the 2017 Australian Open of Surfing event on Manly Beach from 25 February to 5 March in partnership with the international surfing contest's organisers IMG Worldwide Events. Council provided logistics support and access to local promotional opportunities.

The Australian Open of Surfing generates significant interstate and international tourism for Manly and the Northern Beaches. The huge global media coverage the Australian Open of Surfing enjoys positions the Northern Beaches' brand and reputation as a desirable Australian tourism destination.

The Australian Open of Surfing event attracted more 200,000 people to Manly Beach over nine days, with an associated visitor spend well in excess of \$2.5 million, priming the Northern Beaches economy.

Manly was also the first stop of the 2017 Vans Park Series (VPS) World Championships of Skateboarding tour, thanks to a new partnership between Vans and the Australian Open of Surfing.

'Midget' Farrelly Will Forever Surf At Manly Beach

Northern Beaches Council commemorated the life and career of legendary surfing identity Bernard "Midget" Farrelly with a special memorial plaque overlooking Manly Beach, where he triumphed as the first ever male world surfing champion in 1964.

The 700mm-diameter cast bronze plaque features a memorable photograph of Mr Farrelly competing in the 1964 World Surfboard Riding Championships. The picture was taken by renowned Australian surfing photographer Jack Eden.

The plaque was unveiled by former Premier Mike Baird at the Australian Open of Surfing at North Steyne. The plaque will sit adjacent to the Ceremonial Stairs overlooking Manly Beach, opposite the Corso.

Community Centres

Over 400 groups held a variety of activities across the 43 Northern Beaches Community Centres. These activities are for all age groups and include recreational, educational courses and social functions. There were a total of 9,114 bookings for community centres from January to March, with more than 260,000 people attending an activity at a community centre during this quarter.

In January, the annual event "Summer Art Space" was held at Avalon Recreation Centre. Seventeen artists exhibited their work, which included a sculpture exhibition by students and teachers from the Sculpture Shed. This popular event continues to attract increasing numbers of the community, with over 2,000 people attending this year.

Adolescent and Family Services

The Adolescent and Family Counselling Service experienced an influx of referrals during the quarter with 23 families accessing the service. Manly Meals on Wheels delivered 4,201 meals to 98 clients in their homes during January - March 2017.

Community lunches aimed at reducing social isolation were held in Seaforth (monthly), St Mathews Church (weekly) and Manly Seniors Citizen Centre (weekly) with 382 lunches served.

Volunteering Program

Approximately 30 enthusiastic volunteers were recruited for the Australian Open of Surfing (AOS) Special Event to act as Litter Guards. The role of the Litter Guards was to help prevent litter at the AOS and divert waste from landfill by encouraging recycling.

Hop Skip Jump Bus

The popular Hop Skip and Jump bus provided free community travel to 84,500 passengers during the quarter.

The Hop, Skip and Jump community mini buses run on 3 routes 7 days a week. The bus routes interchange at the Totem Shopping Centre in Condamine Street Balgowlah and run to Manly, Seaforth, Balgowlah Heights and to North Balgowlah Monday to Friday only.

Youth and Families

Northern Beaches Council presented two free exhibitions showcasing the talent and creativity of the 2016 HSC Visual Arts students from across the Northern Beaches.

The exhibitions were:

- *Express Yourself* at the Manly Art Gallery & Museum
- *New Horizons - HSC Showcase*, Creative Space

These exhibitions showcase our vibrant arts culture and reflect the creativity being fostered on the Northern Beaches. The success of the inaugural 'New Horizons' exhibition in 2016 and the long running popularity of the 'Express Yourself' exhibitions have allowed the wider community to share the creative energy of our young artists.

'Express yourself', now in its 23rd year, celebrated the work of over 40 Visual Arts students, while 'New Horizons' featured works from 24 HSC Technology (including textile and design) and Content Endorsed Studies (including photography) students.

Public Art Project – Mona Vale Skate Park

Brookvale-based Venezuelan artist Miguel Gonzalez was the guest of honour at Northern Beaches Council's public art launch at Mona Vale Skate Park on Thursday 9 March, which saw the unveiling of art work on the side of the skate ramp. Local skaters collaborated with Miguel to design the art work.

Northern Composure Band Competition – Heats 1 & 2 – YOYO's Youth Centre

Heats were held in March with over 300 people in attendance across the two nights, including young people, their families and supporters. The winners of the Northern Composure Band Competition will play during Youth Week. Northern Composure heat one competitors include return rivals Black Iguana and The Intruders along with well-known locals Dead to Rights, Blue Raspberry and Dysfunction. Heat 2 competitors were Astral Plane, Garner, Pandemonium and The Pilchards.

Seniors Festival

Seniors living on the Northern Beaches enjoyed the Northern Beaches Council Seniors Festival which was held from 3 to 24 March 2017.

The theme of the festival was 'Inclusive Community'. More than 50 community groups and organisations worked with Council to deliver an exciting Festival with more than 150 events that catered for a wide range of interests, including workshops on active living, cooking and kayaking.

Children Services

Families with children aged 0 to 13 years are offered a range of quality education and care services by Council's Children's Services including long day care, preschool, family day care, occasional care and vacation care.

The long day care and preschool services this quarter, offering 459 long day care and preschool positions per day; filled by over 860 children aged 6 weeks to 5 years. Family day care has continued to grow with the family day care team currently supporting 60 staff that provide early childhood care and education in their homes. These Educators provide care for over 425 children.

Children's Services supported 26 children and families with additional needs across early childhood services providing inclusive programs for children aged 5 weeks to 13 years. Sixteen inclusion support children participated in the Summer Vacation Care program. Eight families received financial support from the Government or other agencies so children could receive quality education and care while parents are working or attending a training course. Additional funding also provided education and care for 13 children at risk or from families suffering financial hardship.

Glen St Theatre

The 2017 seasons for Theatre and Music have sold well. Subscriptions this quarter increased by 12% on previous quarter.

The Theatre program presented, *Relatively Speaking*, *Once were Leaders* and *Five Lesbians Eating a Quiche*. All productions have been well received. The Music program presented *A Romantic Affair*, *Gilbert and Sullivan Forever* (by popular demand we programmed a second show which also sold out) and *Big Blonde and Beautiful*. KidsPlay presented *Horrible Harriet*.

Libraries

The library service continues to grow the membership base. At the end of March, the total library membership reached 173,453, which is 66% of the Northern Beaches population and in this quarter we have seen 118,965 visits to the libraries. The use of eLoans has also increased (137,353) which are up by 2.1%.

Library programs have catered for customers wanting relaxing reads with the Summer Reading Program, organised author talks, provided assistance for seniors with new technologies, provided programs for youth and recommenced regular pre-school Storytime sessions.

Regular programs for preschoolers continue to be popular with the community as the 84 sessions provided across the Libraries were attended by over 3,000 members of the community in the month of March. Programs for Adults included a talk on '*A Brain for Life*', an introduction to creative writing and a memoir writing workshop was also held. The monthly Family History Group meeting was well attended as was the Local Studies walking tour of Manly Cemetery. An 'Introduction to programming' session was held for Youth. Intergenerational programs included a screening of '*That Sugar Film*' at Mona Vale Library as well as regular Sketch Club and Reading Groups. Customers continued to enjoy regular meetings to practice their language skills in French, Spanish and Italian at Manly Library.

Dee Why Library - New mezzanine section opens to the public

The newly refurbished mezzanine section of Dee Why Library is now open to the public.

Customers can now access a contemporary study and research space complete with meeting rooms, which can be booked for free until 1 July 2017, new modular lounges, current magazines, newspapers and reference material as well as a revitalised family history workspace.

Manly Andrew 'Boy' Charlton Aquatic Centre (MABC)

The March quarter marks the first summer since the upgrade of MABC which opened in August 2016. In this quarter alone, MABC had 138,175 visits between January and March 2017. This is a 30% increase on the same period last year.

Facilities, programs and memberships have been promoted over the period with 1400 visitors taking the opportunity to trial a 5-day membership. This has led to strong membership growth particularly in the Fitness Centre. As a result, our group fitness timetable continues to increase class offerings growing from 20 to 37 classes per week.

Since opening in August, MABC has been operating a swim school and squad swimming programs. Both programs have grown and there has been a high demand for swim school enrolments. As our programs continue to grow, new classes will be offered to meet this demand.

The school term is always a busy time with school carnivals; this year 31 carnivals were conducted between January and March.

During Seniors week in March MABC offered free swim and class access to senior community members.

Warringah Aquatic Centre (WAC)

Nearly 100,000 people visited the WAC during this quarter. January was a particularly busy time with families trying out our new splash pad and outdoor area.

In addition to the outdoor area, school carnivals are a highlight of the program of events at the WAC with 42 carnivals held this quarter across the 25m and 50m pool set-up.

Beach Services

The Northern Beaches were extremely well attended with lifeguards performing over 135,000 preventative actions to keep the community safe on beaches. These include advising swimmers, erecting signage and advising surf craft users.

Our professional lifeguard team held multiple training events over the period including rescue helicopter training in association with the Toll Rescue Helicopter.

Our lifeguard team assisted with multiple events over the period including Surf Life Saving Carnivals, Ocean Swims and the Australian Open of Surfing.

Sport and sportsgrounds

The Northern Beaches Sportsground and Golf Courses Discussion Paper was completed in March and placed on public exhibition from 8 April to 7 May 2017.

The sportsground allocation and seasonal changeover was completed in March in time for the start of the 2017 winter season.

A fully automated Irrigation system has been installed over the sportsfields at Warriewood Valley Sportsground, this will improve the playability of the surfaces, particularly in the summer period.

A new drainage system has been installed at Lionel Watts which has further assisted the playability of the surface. Council has also received positive feedback from the key sporting groups and the local community in regards to the quality of the sportsfield.

Reserves, trails and playgrounds.

A new street skate facility was opened at St Matthews Farm Reserve, Cromer in March. The facility has been built into the existing grass mounds and includes a number of skateable elements including stairs, hubbas, euro gaps and a spine ramp. The immediate area has also been developed with seating, landscaping and a multiuse ½ basketball court to encourage shared use. The new space has been very popular and well utilised.

The resurfacing of the existing path at Curl Curl and Dee Why Headland has been completed. This track forms part of the Bicentennial Coastal Walkway.

Public engagement has been undertaken for the upgrading of the District Playgrounds at Passmore Reserve and Brookvale Park.

Due to the February storm events Council responded to and actioned over 800 tree related calls.

Economic Highlights

Dee Why Town Centre Upgrade

An upgrade of Redman Road Plaza is now underway with an aim to create a vibrant and attractive public space in the heart of Dee Why town centre. The upgrades will include elevated lighting which will make the Plaza safe and attractive at night, as well as hanging gardens, seating, a water feature and public art. Works are expected to be completed in August 2017.

Balgowlah Plaza Revitalisation

The Revised Draft Plan for Balgowlah Plaza Revitalisation was placed on public exhibition in February 2017 and the review of submissions helped inform the Final Plan which was adopted at the 28 March 2017 Council meeting.

The revitalization of Balgowlah Plaza will create an improved public area that is safe, and offers a friendly public space for the local community within the Balgowlah shopping precinct along Sydney Road. The project covering an area of approximately 560 square metres, will provide improved pavements, street furniture, lighting, useable public spaces for social interaction, events, stalls, retail pop-ups, gardens and tree planting.

Commencement of West Newport Parking Demand Strategy

In response to a request from local businesses located in Newport, Council developed and exhibited a West Newport Parking Demand Strategy for community feedback this quarter. The Strategy prioritises the parking needs of local shop businesses and access of the community to these shops, and addresses a range of pressures on parking in this area. The strategies will deliver benefits to local businesses and employment opportunities in the local community, and will encourage modal shifts from private motor vehicle to active or sustainable modes of travel.

Transport and Urban

With more than 850km of roads, a large land area (254km²); 80km of coastline and four coastal lagoons to look after, Council's ongoing maintenance of its assets (including roads, footpaths and stormwater drains) demands careful management and programming. Council inspects its assets on a regular basis and responds to maintenance requests using a well-established risk management approach. Higher priority works are completed in priority order with available resources.

Key highlights this quarter include:

- Council installed new bike rack facilities at various locations across the Northern Beaches including Lagoon Park, Keirle Park, Queenscliff Surf Club, North Steyne Surf Club, Shelly Beach, Marine Parade, East Esplanade, West Esplanade, Manly Library and Wentworth Street, Manly. These facilities will assist Council to meet the growing demand for bicycle parking facilities.
- A bicycle wayfinding (signposting) strategy for the northern and southern ends of the Local Government Area was completed in March 2017. This strategy links with a previous strategy document prepared for the central area and now provides a holistic Northern Beaches strategy for wayfinding. Implementation of some of the recommended signage will commence in April 2017.
- A Pedestrian Access and Mobility Plan (PAMP) for Avalon was completed in March and a PAMP for Manly Beach including the wharf and town centre area has commenced and will be completed in June 2017. These strategic documents will assist Council in establishing priority projects to improve pedestrian access in key locations across the Northern Beaches.
- An extensive road resurfacing and kerb and gutter construction program continues to be rolled out across the Northern Beaches. During this period over 7km of road was resurfaced.
- Over 500m of new footpath was constructed in a number of locations including Merridong Road, Elanora Heights, Dudley Street, Balgowlah and Fromelles Avenue, Seaforth. In addition, over 200m of footpath was renewed along Allambie Road, Allambie Heights, Veterans Parade, Collaroy Plateau, Sorlie Place, Frenchs Forest, Ronald Avenue, Freshwater, Melwood Avenue, Killarney Heights and at a number of small sections throughout Balgowlah and Balgowlah Heights. New kerb access ramps were also installed in prioritised locations to increase pedestrian accessibility through the area. A new pedestrian crossing was installed at Grace Avenue, Frenchs Forest.
- A shared bike/pedestrian access path of 210m was completed between Condamine Street and Sloane Crescent, Allambie Heights linking up with existing bicycle routes throughout the area. A 150m shared path was also constructed in Eileen Street, North Balgowlah.
- Bus stop improvement works were completed at Howard Avenue, Dee Why and Pittwater Road, Collaroy.
- Slope stability improvement works were completed at Myoora Road, Terrey Hills.
- Improvement works continue on Macpherson Street, Warriewood with the decommissioning of approximately 450m of Sydney Water pipeline and approximately 350m of gas pipeline. Construction of 100m of retaining wall and the reconstruction of 350m² of road pavement was also completed during this period.
- Church Point upgrade works continue to progress with the installation of rock anchors restrain the sea wall completed in this quarter and back-fill works behind the sea wall now commenced.

Emergency Management

Council completed a review of the Local Emergency Management Officer arrangements this quarter, ensuring the role has clarity and senior management support and is also adequately resourced.

A Local Emergency Management Plan has been finalised this quarter and presented at the recent Regional Emergency Management Committee meeting.

Northern Beaches Road Safety Program

The Road Safety Program continued to enhance public awareness of road safety issues by hosting a child restraint checking day to check the installation of over 40 child restraints. Two senior road safety presentations were hosted, with one being held in conjunction with the Seniors Festival to encourage senior driver road safety. A new "Slow Down in My Street" speed campaign was launched in March with bin stickers, letters to residents, police enforcement and variable message sign boards displayed in six local streets encouraging drivers to slow down. The first Learner Driver workshop for 2017 was held on 29 March 2017 with 51 participants attending.

Compliance and Certification (Environmental Compliance)

The Environmental Health team continued to respond to community requests regarding air, noise, water, food safety and public health this quarter.

The Building Control team continued to respond to community requests, relating to illegal building works and illegal land use and also provide certification services this quarter.

The Rangers team continued to respond to community requests, relating to pollution matters, abandoned vehicles, illegal trailers, and barking dogs, seven days per week and outside normal business hours.

Environment Highlights

Adoption of the Bilgola Beach and Basin Beach Coastal Zone Management Plan

Bilgola Beach at Bilgola and Basin Beach at Mona Vale were designated by the NSW Government as coastal erosion hotspots. In compliance with a ministerial direction, a draft Coastal Zone Management Plan (CZMP) has been prepared that addresses the risks and recommends actions to protect built assets, pressures on coastal ecosystems and community access to beaches, headlands and the marine environment. The community provided input to the development of the plan, and the plan was adopted by Council in February 2017.

Establishment of interagency working group - flooding on Wakehurst Parkway

Formerly, the three Councils of the Northern Beaches advocated that the NSW Government upgrade Wakehurst Parkway to provide flood free access to the new Northern Beaches Hospital at Frenchs Forest. To date no action has been taken by the Government and so, at its meeting of 28 March, Council resolved to seek to establish an interagency working group with State Agencies to examine ways to reduce flooding on Wakehurst Parkway. Council resolved to allocate \$30,000 investigate options to modify Middle Creek to reduce the frequency of flooding of Wakehurst Parkway. The working group will examine options to reduce flooding during the more frequent, smaller flood events, and will consult with the community and State Agencies about the most suitable options. An interagency working group will be established in the next quarter and the results of the investigation will be presented to the working group for consideration by 30 June 2017.

Stormwater and Floodplain Activities

The planned renewal program for the stormwater system continues on schedule. Pipe remediation and lining of stormwater pipes in Brookvale and Collaroy have commenced. The relining program will extend the serviceable life of the drainage assets and the works are expected to be completed by June 2017. Design is underway for works to upgrade the stormwater system in Collaroy Street and Fielding Streets, Collaroy. Investigations and minor works have also been completed under the reactive renewal program. This includes design for the replacement of pipes at Abbott road, Curl Curl and in Howell Close, Newport to alleviate recent flooding issues.

Staff are continuing to work on options for integrating flood controls and flood mapping to provide a consistent strategy across the Northern Beaches. This approach will be applied to studies including the Manly Lagoon Floodplain Risk Management Study and Plan; the Manly LGA Flood Study; the

Mona Vale, McCarrs Creek and Bayview Flood Study and the Newport Flood Study. The management options in response to the Narrabeen Lagoon Flood Risk Management Study and Plan are currently being developed.

Coast, Catchment and Estuary Management

Creek bank stabilisation works at Oxford Falls Road West are progressing well despite high rainfall and are due for completion in May 2017. Bank stabilisation works on South Creek at the rear of Douglass Place were commenced in January 2017 and completed in March 2017.

The revised Coastal Zone Management Plan for Collaroy-Narrabeen and Fishermans Beach has been certified, and the Coastal Zone Management Plan for Bilgola and Basin Beach has been submitted for certification. Staff continue to work proactively with residents who are proposing development applications for coastal protective works.

The lagoon health Monitoring, Evaluation and Reporting project is continuing and will provide report cards showing the ecological health of these waterways.

Bushland and Biodiversity

Council continues its bushland management projects including; contractor and volunteer bush regeneration, maintenance and strategic projects. Biodiversity management involves pest plant and animal control programs, operational management and other strategic biodiversity projects.

Staff and contractors partnered with local police to remove three illegal shelters and their contents, erected in bushland around Dee Why Lagoon.

The access and asset protection in high risk bushland areas behind private properties have been improved with priority fuel management actions completed this quarter.

Northern Beaches Bushcare

Networking events "Bushcare Swap" were held with experienced Bushcarers from around Sydney to support local bush regeneration projects. Two corporate field days were hosted with over 50 volunteers to reduce weed species in Bushland reserves.

The Bushcare volunteer program continues to grow with 15 new registrations and increased registrations in our backyard habitat programs.

The community nursery has delivered over 3,000 tubestock to Council's dunes, creeks, bushland and sustainability education projects this quarter.

Community Events

Council has delivered a range of successful community events. The Summerama Program included "Snorks & Talks" at Cabbage Tree Bay, Dr Rip's "Science of the Surf", guided walks and snake and spider safety workshops. In March Council supported the 10th anniversary of Earth Hour with a series of events including Solar Workshops for both local businesses and the community; a lantern workshop; night walks at Stony Range and the Warriewood wetlands; as well as fire twirling and African drumming at Manly Cove.

Coastal Environment Centre

The Coastal Environment Centre (CEC) continues its educational program encouraging both children and adults to get back to nature. The CEC also offers its venue as a location for local community groups and environmental organisations to hold environmental workshops, events and meetings.

The "Kids on the Coast" Holiday program was well attended this quarter, with more than 250 children aged 6-12 years attending the workshops. The Primary School program delivered a planting workshop at Neverfail Creek with Kinma School in Terrey Hills. Eight local high schools have taken up Council's offer of subsidised local fieldtrips with two schools enjoying the challenge of the new Year 10 Geography syllabus fieldtrip. The CEC Pre-school program and Council's Early

Learning Team commenced the design of coastal and bushland community programs for the classroom this quarter.

Development Engineering

Applications for engineering works to support development are growing at this time of year from a traditionally quieter period over Christmas. The engineering works applications received in this quarter have increased over the same period last year. The development applications with Council engineering advice have also increased over the same periods.

Corporate Sustainability

Council's energy, water and emissions monitoring platform is being finalised this quarter with our consultants. Council has also joined the NSW Government's Office of Environment and Heritage, Sustainability Advantage Program this period. We are utilising the support of this program to guide us on the re-development of the sustainability policies and direction for the new organisation.

Civic Leadership Highlights

Community Engagement Policy and Matrix for Northern Beaches Council

Northern Beaches Council adopted a Community Engagement Policy and Matrix this quarter. The community engagement policies from three former Councils were reviewed and a single policy and framework was developed and exhibited to the community for feedback.

Effective engagement is good business practice and critical to good governance. This new Policy and Matrix seeks to deliver on Council's commitment to improve how it engages with the community in its decision making process.

Draft Community Vision and Priorities for the Community Strategic Plan

Following Council's endorsement of the draft community vision and priorities for further consultation in December 2016, a Discussion Paper was prepared this quarter to inform the next round of engagement on the Community Strategic Plan (CSP). The draft CSP and results from the community engagement will be presented to Council in June 2017.

Community Engagement

This quarter, there were two meetings of the Implementation Advisory Group (IAG) and Local Representation Committee (LRC) (February and March) and each of the 11 Strategic Reference Groups (SRGs) met once (February). The SRGs continued to work on the Community Strategic Plan (CSP), helping to review the draft strategies for the CSP Discussion Paper. SRG members were also invited to participate in a workshop on the integration of development application processes across the Northern Beaches and are also working on a specific discussion / directions paper to provide to the incoming Council.

The community was consulted on a broad range of projects this quarter including the following key projects:

- The new consolidated Engagement Policy and Framework was adopted on 28 February 2017
- Ingleside Land Release Structure Plan exhibition concluded in late February with over 275 people attending the drop-in sessions
- Hospital Precinct Structure Plan also concluded in late February with over 350 people attending the drop in sessions
- Two Community Strategic Plan workshops in March with over 150 participants (Another two workshops plus Youth and Business sessions are planned for April)

- Drop-in sessions for the Freshwater Coastal Open Space Master Plan with over 130 attendees
- Palm Beach Parking Demand Strategy held two forums with 80 attendees
- Our Community, Our Identity Project commenced in February with 8 community workshops held in March (135 participants)

Additional projects that sought community input:

- Customer Experience Strategy and Digital Transformation Research
- Development Applications Service Review Workshops
- Balgowlah Plaza consultation concluded and adoption of final design
- Consultation on two playground upgrades and supporting the Belrose Inclusive Playgrounds Pilot working group
- Newport Parking Demand Strategy, Marine Parade Amenities, several Planning Proposals, Pricing Policy, Alcohol Free Zones and Walk Manly
- Pittwater Waterway Review
- Affordable Housing Policy

Northern Beaches Council Implementation Plan

Northern Beaches Council's integration is being guided by an Implementation Plan (The Plan). The Plan provides a framework for ensuring that the process of building a new organisation is carefully considered and effectively communicated to staff and the community. During the quarter, Northern Beaches Council continued to make significant progress towards integration.

Phase 3 of the Implementation Plan, Plan and Analyse, continued during January and February. Most projects commenced Phase 4, Execute & Improve, during February and March. Phase 4 concentrates on implementing solutions in accordance with the Integration Program previously signed off by the Executive Steering Committee. During Phase 4, each project aims to not only implement an integrated service or function of council, but to build resilience and capture ideas for future innovation as well.

The top 25 core service organisational priorities form a program of work that includes over 60 individual projects. To enable council to manage this program of work and provide accurate and timely reporting to the Executive Steering Committee, as well as the wider organisation and community, a reporting regime and process has been established. Each project steering group reports progress, status, issues and risks on a monthly basis. In terms of overall project progress at the end of this quarter, 80% of projects were tracking on target, including 2% already completed, and there are no projects currently tracking at risk.

Development Assessments

For the period of January to March the Development Assessments team received 358 new development applications, 119 modifications of consent and held 29 formal pre lodgment meetings.

Work has continued on projects to harmonise the customer experience with Council and align our practices. A draft policy on how Council will manage development applications has been prepared, along with unifying the three Independent Assessment Panel Charters and the public notification requirements for applications. Two workshops were held in February with members from Council's Strategic Reference Groups, Implementation Advisory Group and Local Representation Committees to refine the outcomes of these projects.

The pre-lodgment services provided by Council are being reviewed to ensure consistency in service, efficiency and delivering relevant and robust advice.

Quarterly Exception Report on Business Actions – March 2017

This is a progress report as at 31 March 2017 on the actions by exception in the Operational Plan 2016/17.

Of the 633 actions in the Operational Plan 41 are complete, 553 are progressing and 39 are deferred. The report provides further detail on complete and deferred actions

NORTHERN BEACHES
COUNCIL

northernbeaches.nsw.gov.au

Action	Executive Manager	Source	Status	Comments
Kerb and Gutter Works Program	Transport and Urban	Former Warringah LGA	Completed	The Kerb and Gutter Renewal Program was been completed in November in preparation for the Road Resheeting Program. Over 230m of damaged kerb and gutter was replaced.
Implement recommendations from the Warriewood Valley Strategic Review	Strategic Land Use Planning	Former Pittwater LGA	Completed	Recommendations from the Warriewood Valley Strategic Review have been implemented via amendments to the Pittwater LEP and Pittwater DCP.
Introduce a green waste collection bin to all residents	Resource Recovery	Former Manly LGA	Completed	Rollout of green bins in former Manly LGA completed
Bringa Womens Centre Works	Property Management and Commercial	Former Warringah LGA	Completed	The refurbishment and extension of the Bringa Women's Refuge was completed in 2016 and delivers increased capacity for the service as well as renewing the grounds and refreshing the existing buildings up to a modern standard.
Terrey Hills Rugby Club - Public Amenities Works	Property Management and Commercial	Former Warringah LGA	Completed	This project delivered the refurbishment of the existing male and female toilets in the Terrey Hills Rugby Club building.
Beacon Hill and Davidson RFS Building Works	Property Management and Commercial	Former Warringah LGA	Completed	As part of Council's program of works updating and renewing the Rural Fire Service buildings, the roof and gutters of the Beacon Hill and Davidson buildings were replaced.
Beverley Job Park, Narraweena - Public Amenities Works	Property Management and Commercial	Former Warringah LGA	Completed	This project delivered the refurbishment of the existing male and female amenities at Beverley Job Park, added accessible amenities and made these toilets accessible to the general public through the installation of remote timed access control.
Dee Why Library Refurbishment	Property Management and Commercial	Former Warringah LGA	Completed	The projects delivered an upgraded balcony area with modern seating, décor and lighting and also added various study desks
Implement actions from the 2012-2016 Economic Development Plan	Place Management	Former Pittwater LGA	Completed	Actions in the 2012-2016 Economic Development Plan have been completed. A new plan will be developed to cover Northern Beaches
Coordination of Meet Your Street program	Place Management	Former Manly LGA	Completed	18 Meet Your Street events held
Complete stage one of the Mona Vale Skate Park and secure funding for stage two	Parks and Reserves	Former Pittwater LGA	Completed	Mona Vale Skate Park was officially opened on Saturday 3 September 2016. Mona Vale Golf Course 17th hole has been realigned and the public path way works have been completed.
Install outdoor exercise facilities in appropriate reserves	Parks and Reserves	Former Pittwater LGA	Completed	All planned works for 2017 have been completed with the installation of exercise equipment at Bilarong Reserve.
St Matthews Farm - new skate park	Parks and Reserves	Former Warringah LGA	Completed	St Matthews Farm Skate Park opened in February 2017 to very high community satisfaction and use.
Fisherman's Beach Seawall	Parks and Reserves	Former Warringah LGA	Completed	Completed in August 2016. The project has received substantial praise from the local community
South Curl Curl Beach Sea Wall Works	Parks and Reserves	Former Warringah LGA	Completed	Completed in July 2016.
Forestville Sportsfield – Synthetic Surface and Ancillary Works	Parks and Reserves	Former Warringah LGA	Completed	The remaining works related to the creation of a dog park which was completed and is proving highly popular.

Action	Executive Manager	Source	Status	Comments
Foreshore Works Program	Parks and Reserves	Former Warringah LGA	Completed	All works including the new walking track at Curl Curl beach, and accessible boardwalk connection to South Curl Curl Beach promenade.
Parks Major Works Program	Parks and Reserves	Former Warringah LGA	Completed	This project was carried over from 2015/16 and the works on the Griffith Park Trails have been completed.
Review methodology of sportsfields user fees and charges	Parks and Reserves	Former Warringah LGA	Completed	At the Council meeting held 25 October 2016 Council approved the revised Northern Beaches seasonal sportsground user fees. Seasonal sportsground user fees are now equalised across the Northern Beaches. The Sporting Union was involved in the review of these fees.
Implementation of scheduled projects from playgrounds strategy	Parks and Reserves	Former Manly LGA	Completed	The northern section of the fenced play area at Weeroona Reserve Fairlight has been refurbished and the swings at Forty Baskets Balgownie and Lagoon Park West Queenscliff reserves have been replaced.
Maintain and service 35 playgrounds to maintain Australian Standard Manage and work with Playground Committee Updating Council's Playground Strategy to incorporate natural play areas, in accordance with early childhood experiential learning	Parks and Reserves	Former Manly LGA	Completed	Repairs undertaken on 24 Playgrounds (19 minor and 5 major repairs) carried out this quarter. Playground strategy has been amended to incorporate natural play areas.
Construction and maintenance of facilities that cater to young people in line with community consultation Maintain standard of surfaces on sports ovals and grass playing fields	Parks and Reserves	Former Manly LGA	Completed	Change of season renovation program completed. Restoration of Manly Oval after stormwater installation complete. Appointment of contractors for Manly Oval and Graham Reserve completed. Restoration of the outfields and surrounds areas at LM Graham Reserve complete.
Little Manly Beach Community Park - continue to apply for grant funding for the preparation of a Landscape Plan Implement improvements as funding permits	Parks and Reserves	Former Manly LGA	Completed	Little Manly Boat Storage area relocation and refurbishment completed.
Seek alternative funding sources for the Coastal Environment Centre (CEC)	Natural Environment and Climate Change	Former Pittwater LGA	Completed	Funding of \$15,000.00 has been secured through sponsorship provided by the NRMA.
Mitigate flood risks through the management of the Narrabeen Lagoon Entrance in line with the Narrabeen Lagoon Floodplain Risk Management Study and Plan.	Natural Environment and Climate Change	Former Pittwater LGA	Completed	Large excavation works to remove 40,000m ³ of sand from the entrance of Narrabeen Lagoon started in August 2016 were completed in November 2016. The works have reduced flood risks around the lagoon, increased tidal flow and have provided sand to nourish Collaroy-Narrabeen Beach, improving access and amenity.
Improve stormwater quality treatment devices to manage and protect creeks and waterways as part of the Capital Improvement Program	Natural Environment and Climate Change	Former Pittwater LGA	Completed	The capital works program has been completed. The water quality treatment devices installed and upgraded have been placed on a monitoring and maintenance cycle to ensure the longevity of the assets.

Action	Executive Manager	Source	Status	Comments
Drainage Works: Lot 383 Wyong Road Duffys Forest	Natural Environment and Climate Change	Former Warringham LGA	Completed	These works relate to uncompleted developer works and are being funded from a developer bond. Works are now complete.
Narrabeen Lagoon Trail works	Natural Environment and Climate Change	Former Warringham LGA	Completed	The final section of works on the Narrabeen Trail project has now been completed with the construction of a new reserve for public use. Maintenance of all facilities is ongoing.
Oaks Avenue, Dee Why - Stormwater Drainage	Natural Environment and Climate Change	Former Warringham LGA	Completed	The upgrade of stormwater along Oaks Avenue has been completed. This has reduced the depth of overland flow during storm events.
Develop and implement an annual Employee Wellness Program	Human Resources	Former Pittwater LGA	Completed	A harmonised policy was endorsed effective from 13 March 2017
Review Council practices in relation to agenda and minute preparation incorporating electronic systems	Governance and Enterprise Risk	Former Pittwater LGA	Completed	The Secretariat function continues to be provided as required to support Council and its committees. An electronic agenda and minute system is currently being used to produce Council and committee papers.
Adopt a Code of Meeting Practice for the new Council	Governance and Enterprise Risk	Former Warringham LGA	Completed	Code of Meeting Practice was adopted at the 22 November Council Meeting.
Create an Issues Paper (social) to help inform the development of the Community Strategic Plan	Corporate Strategy and Planning	Former Pittwater LGA	Completed	An Issues Paper was completed and exhibited to the community in Sep-Nov 2016. Feedback from over 1,000 people was used to prepare Draft Vision, Aspirations and Priorities for further engagement and development of the Community Strategy Plan.
Create an Issues Paper (environmental) to help inform the development of the Community Strategic Plan	Corporate Strategy and Planning	Former Pittwater LGA	Completed	An Issues Paper was completed and exhibited to the community in Sep-Nov 2016. Feedback from over 1,000 people was used to prepare Draft Vision, Aspirations and Priorities for further engagement and development of the Community Strategy Plan.
Create an Issues Paper (economic) to help inform the development of the Community Strategic Plan	Corporate Strategy and Planning	Former Pittwater LGA	Completed	An Issues Paper was completed and exhibited to the community in Sep-Nov 2016. Feedback from over 1,000 people was used to prepare Draft Vision, Aspirations and Priorities for further engagement and development of the Community Strategy Plan.
Progress Council's Fit for Future submission in accordance with Office of Local Government's requirements	Corporate Strategy and Planning	Former Manly LGA	Completed	Council's Fit for the Future submission was completed as per the requirements of the Office of Local Government.

Action	Executive Manager	Source	Status	Comments
Promotion and support of the International Day for People with a Disability	Community Services	Former Manly LGA	Completed	Promotion and support of the International Day for People with a Disability - Wheely Big Walk - 3rd December. Northern Beaches Council partnered with National Parks Association of NSW to promote bushwalking amongst people with disabilities. This was a marquee event to launch a wider program of walks by National Parks for people with disabilities across the State, and the event contributed to the promotion of Narrabeen Lagoon as an excellent example of how Council has provided a facility that is accessible to the whole community. Northern Beaches Council partnered with nine organisations and community groups to deliver the Wheely Big Walk and over 60 people attended the event.
Maintain the community consultation database	Community Engagement	Former Pittwater LGA	Completed	Since May 2016 we have been consolidating Community Engagement Databases and registered community groups across the region. We have over 10,000 contacts on the engagement email register.
Ensure that the GIS is available to staff to assist Council business and customer service functions Compile a comprehensive list of existing databases and datasets, and identify additional data required, including mapping geodiversity elements	Chief Information Officer	Former Manly LGA	Completed	GIS available to Council staff as required to perform their duties. This included a review of existing database and datasets and providing additional data such as geodiversity elements within the spatial information.
Annual Financial Reports and Auditors Reports delivered to Division of Local Government and Bureau of Statistics	Chief Financial Officer	Former Manly LGA	Completed	Annual Audited Financial Statements reported to Council 13 December 2016 and lodged with the Office of Local Government.
Finalise Construction of new indoor complex at the Manly "Boy" Chariton Aquatic Centre and; Progress planning and development of Water Polo Facility if funding is obtained	Aquatic Services	Former Manly LGA	Completed	Construction and opening of the Manly "Boy" Chariton Aquatic Centre was completed August 2016. Planning and development for a new Water Polo Pool has not progressed.

Action	Executive Manager	Source	Status	Comments
Implementation of SHOROC regional directions and participate in the Northern Metropolitan Council of Mayors	Transport and Urban	Former Manly LGA	Deferred	Priorities in the SHOROC regional directions paper will continue to be pursued by the Northern Beaches Council. Participation in the Northern Metropolitan Council of Mayors will be determined by council post the elections in September 2017.
Council to progress the detailed planning, design and construction phases of Manly2015 Masterplan including: - The construction of the new 500 space carpark underneath Manly Oval and the full reinstatement of the oval afterwards.	Transport and Urban	Former Manly LGA	Deferred	The construction of a carpark underneath Manly Oval and the redevelopment of Whistler Street carpark is on hold following the 23 August Council meeting. Council remains committed to pursuing the overall vision of the Manly2015 Masterplan that seeks to re-energise the Manly CBD.
Undertake a review of the Pedestrian Access and Mobility Plan (PAMP)	Transport and Urban	Former Warringah LGA	Deferred	The review of the former Warringah Council Pedestrian Access and Mobility Plan (PAMP) will now be undertaken in 2017/18 and extended across the Northern Beaches.
Develop a local planning strategy to respond to the NSW Government's District Plan	Strategic Land Use Planning	Former Warringah LGA	Deferred	This project has been deferred to allow the preparation of a local planning strategy for the entire Northern Beaches.
Implement the findings of the Council carpark's review	Strategic Land Use Planning	Former Warringah LGA	Deferred	This will be reviewed following the preparation of a holistic approach across the Northern Beaches.
Review Civic Plant and Equipment Fleet Purchasing Policy to: (a) incorporate green fuel reductions (carbon footprint reduction strategy); (b) undertake a fleet rationalisation/usage; and (c) undertake a biodiesel review	Procurement	Former Manly LGA	Deferred	The policy on plant and equipment is being reviewed following the creation of the Northern Beaches Council.
Chair SHOROC Economic Development Group to investigate sub-regional employment opportunities	Place Management	Former Pittwater LGA	Deferred	The SHOROC Economic Development Group is currently not operational
Commence Avalon Village Place Plan	Place Management	Former Pittwater LGA	Deferred	Currently on hold due to ongoing planning and consultation for draft Mona Vale Place Plan.
Review outcomes of 2011-2013 Crime Prevention Plan in consultation with key stakeholders and the Community Safety and Place Management Advisory Committee with view to developing a renewed Community Safety plan	Place Management	Former Manly LGA	Deferred	Stakeholder groups disbanded due to amalgamation. Currently working with Community Safety Strategic Reference Group to develop content for CSP.
Research and development of community safety needs and actions in consultation with the Community Safety and Place Management Advisory Committee	Place Management	Former Manly LGA	Deferred	Stakeholder groups disbanded due to amalgamation. Ongoing operational response to community needs continues as required.
Provide leadership in the establishment of community gardens in the Ingleaside Precinct	Parks and Reserves	Former Pittwater LGA	Deferred	A community garden has been identified within the Ingleaside land release which is currently on exhibition. Once adopted Council will work closely with the community to establish a community garden.

Action	Executive Manager	Source	Status	Comments
Berry Reserve and Jamieson Park, Narrabeen - New Works	Parks and Reserves	Former Warringah LGA	Deferred	Project deferred until work is completed at Berry Reserve Carpark by Transport for NSW to upgrade infrastructure for the B-line service.
Condamine Street Planting	Parks and Reserves	Former Warringah LGA	Deferred	This project in its current form is not feasible and will be discussed with the new Council post September 2017
Review of Commercial Use of Beaches and Reserves Policy	Parks and Reserves	Former Warringah LGA	Deferred	This project has been deferred while the Sportsground Strategy is being developed.
Implement any approved actions from endorsed recreation strategy Rationalise existing facilities to project best cost effective maintenance	Parks and Reserves	Former Manly LGA	Deferred	Action deferred until a new recreation strategy for all Northern Beaches is developed.
Feasibility Study prepared to investigate innovative beach furniture, lockers and solar showers to accommodate wider sporting groups	Parks and Reserves	Former Manly LGA	Deferred	Action deferred pending finalisation of Sportsground Strategy.
Develop a strategy to reduce water usage	Parks and Reserves	Former Manly LGA	Deferred	Action deferred pending integration of Manly Assets into Northern Beaches Council asset management system.
Implement the following programs and projects: Ivanhoe Park Landscape Masterplan for botanic gardens; Maintain trees as per Council's Norfolk Island Conservation Management plan	Parks and Reserves	Former Manly LGA	Deferred	The establishment of a botanic garden at Ivanhoe Park has been put on hold until the Masterplan has been adopted by Council.
Explore business case for undertaking more tree work services in-house (e.g. small tree works under 5m in height) including staff training required to expand tree maintenance services Review services unit rates to improve services	Parks and Reserves	Former Manly LGA	Deferred	Action deferred pending finalisation of Northern Beaches Council restructure and following service reviews.
Update Manly Council Education for Sustainability Strategy and projects undertaken to reflect best practice in education for sustainability	Natural Environment and Climate Change	Former Manly LGA	Deferred	Review completed however forward actions will need additional resources.
Develop and implement a staged Climate Change Plan of Action	Natural Environment and Climate Change	Former Pittwater LGA	Deferred	The Climate Change Plan of Action 2015 will be reviewed as part of the Northern Beaches Council transformation projects.
Consider the impacts of climate change and sea level rise into Council's policies, strategies and plans	Natural Environment and Climate Change	Former Pittwater LGA	Deferred	The review of climate change policies within the Northern Beaches Council will occur as part of the transformation projects. A coordinated, whole of Council, review of policies, strategies and plans will enable climate change issues to be considered appropriately.
Finalise the Coastal Environment Centre (CEC) Business and Strategic Plan	Natural Environment and Climate Change	Former Pittwater LGA	Deferred	A draft strategic plan is in place however it will be reworked and finalised upon the adoption of the Northern Beaches Community Strategic Plan which is currently under consultation.

Action	Executive Manager	Source	Status	Comments
Review outcomes of the Energy and Water Savings Action Plan	Strategic Land Use Planning	Former Warringah LGA	Deferred	In order to harmonise energy and water usage monitoring and reporting across the new Northern Beaches Council, a Request for Quotation was put out for a whole-of-council contract. "Greenhouse" won the contract. Data is in the process of being transferred to the new platform.
Develop an industry capacity development model and sustainability program for the Ingleside Green Star certification	Natural Environment and Climate Change	Former Pittwater LGA	Deferred	This action is aligned to a proposed credit in the Green Star certification of Ingleside land release. Determination on final credits sought will occur in 2017/18.
Review outcomes of the Transport and Environment Sustainability Strategies	Strategic Land Use Planning	Former Warringah LGA	Deferred	Whilst a number of actions within the Strategy are continuing e.g. pilot car share program, a review of the strategy has not been commenced. It is anticipated that a review of this strategy would be undertaken in the preparation of any similar strategy for the Northern Beaches Council.
Review library opening hours	Library	Former Warringah LGA	Deferred	This action has been deferred due to other priorities with the amalgamation and will be reviewed in 2017/18.
Undertake process improvement reviews across Council by providing and implementing an efficient Internal Audit Plan	Governance and Enterprise Risk	Former Pittwater LGA	Deferred	Audits on current plan placed on hold short term until the issues relating to structure and finance are resolved as well as core 25 project work has significantly progressed
Report on governance systems implemented, policies and procedures reviewed, and updates/revisions made	Governance and Enterprise Risk	Former Manly LGA	Deferred	A review is currently underway focussed on harmonising policies for the Northern Beaches Council.
Establish and maintain Council's Compliance Framework	Governance and Enterprise Risk	Former Manly LGA	Deferred	This matter will be progressed in mid-2017 after the project on harmonising policies has significantly progressed.
Trial of electronic permit parking system	Environmental Compliance	Former Manly LGA	Deferred	A parking working group has been established to consider the future beach pass and related parking systems.
Conduct regular compliance inspections of public health premises such as cooling towers, skin penetration, boarding houses, hairdressing salons	Environmental Compliance	Former Manly LGA	Deferred	Work is being undertaken to harmonise the inspection programs of the three former Councils.
Conduct Public Swimming Pool Inspections	Environmental Compliance	Former Manly LGA	Deferred	Work is being undertaken to harmonise the inspection programs of the three former Councils.
Conduct Ocean Beach Testing	Environmental Compliance	Former Manly LGA	Deferred	Work is being undertaken to harmonise the inspection programs of the three former Councils.
Provide information packs to new rate payers	Customer Services	Former Pittwater LGA	Deferred	This is on hold and will be reviewed as part of the amalgamation of the Northern Beaches Council.
Continue integration of all Council plans within the integrated planning and reporting framework	Corporate Strategy and Planning	Former Pittwater LGA	Deferred	A new integrated Planning & Reporting framework is being developed as part of a priority implementation project. Once established, Council plans will be integrated into the new framework.

Action	Executive Manager	Source	Status	Comments
Refine strategies in working with SHOROC Executive, and assist with those being pursued through the new Northern Metropolitan Council of Mayors, or similar regional organisation	Corporate Strategy and Planning	Former Manly LGA	Deferred	Priorities in the SHOROC regional directions paper will continue to be pursued by the Northern Beaches Council. Participation in the Northern Metropolitan Council of Mayors will be determined by council post the elections in September 2017.
IT Software - New Works	Chief Information Officer	Former Warringah LGA	Deferred	Software postponed to 2017/18 due to other priorities with amalgamation of Council.
IT Software - Upgrades and Replacements	Chief Information Officer	Former Warringah LGA	Deferred	Software upgrades and replacements for former Warringah Council deferred to 2017/18 and undertaken as part of integration of Northern Beaches Council systems.

8.0 ENVIRONMENT & INFRASTRUCTURE DIVISION REPORTS

ITEM 8.1	MINUTES OF THE SYDNEY COASTAL COUNCIL GROUP MEETING HELD 18 MARCH 2017
REPORTING MANAGER	EXECUTIVE MANAGER NATURAL ENVIRONMENT & CLIMATE CHANGE
TRIM FILE REF	2017/103915
ATTACHMENTS	1 ↓ Minutes of the Sydney Coastal Councils Group Meeting - 18 March 2017

EXECUTIVE SUMMARY

PURPOSE

To report the Minutes of the Sydney Coastal Councils Group (SCCG) Ordinary Meeting held on 18 March 2017.

SUMMARY

An ordinary meeting of the SCCG was hosted by Willoughby City Council on 18 March 2017. Ms Kylie Ferguson attended the meeting as Northern Beaches Council's representative.

SCCG meetings are held quarterly. At present the Northern Beaches representatives on the SCCG are Ms Kylie Ferguson and Mr Paul Hardie. Further information on the SCCG and its activities is available at www.sydneycostalouncils.com.au.

The minutes of the meetings held on 18 March 2017 are reported in full as Attachment 1 to this report. Matters discussed at the meeting relevant to Northern Beaches Council included the following:

SCCG Grant Applications

The SCCG has been successful in receiving a grant for \$80,000 for the project titled *Adapting Priority Coastal Recreational Infrastructure for Climate Change*, under the LGNSW Building Resilience to Climate Change Grant Program. The SCCG will partner with Engineers Australia – National Committee on Coastal and Oceans Engineering to implement this project.

Future resourcing of SCCG

In response to the amalgamation of a number of member Councils, a committee was formed in 2016 to review the fee structure and future resourcing of the SCCG. Following a recommendation from the Committee and SCCG Executive it was resolved that:

1. The SCCG maintain the current fees structure in its entirety for this coming 2017/2018 financial year, sending invoices to member Councils once the 2017-2018 SCCG operational budget has been approved by the Executive Committee.
2. The SCCG considers a new funding model for the 2018/19 financial year onwards; consisting of a base rate + a population calculation + a transitional amalgamation levy per annum to be phased in over 2-5 years, following further consultation with member Councils.

Dates of future SCCG meetings

Saturday 24 June 2017 at 12 noon – City of Sydney

Saturday 7 October 2017 (AGM) at 12 noon – Member Council

Saturday 9 December 2017 at 12 noon – City of Sydney

FINANCIAL IMPACT

Council has received an invoice for \$81,820 (ex GST) for the 2017/18 member contribution to Sydney Coastal Councils Group. This does not represent an equitable charge to Northern Beaches Council given its population base compared with similar sized Councils. For example Sutherland Shire has approximately 15% of the population of the SCCG but pays 7.8% of the overall contributions, compared with 18% and 21% respectively for Northern Beaches Council. Other entities such as LGNSW have taken immediate steps to demonstrate the economies of scale achieved by amalgamated Councils, however SCCG have opted to transition to an equitable structure over 5 years. In the interim, ratepayers of the Northern Beaches will continue to subsidise other members of the SCCG.

ENVIRONMENTAL IMPACT

Nil

SOCIAL IMPACT

Nil

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Note the minutes of the Sydney Coastal Councils Group ordinary meeting held 18 March 2017.
 - B. Find that the proposed membership contribution model is unacceptable.
 - C. Undertake a detailed review of its membership of the Sydney Coastal Councils Group, particularly the way member contributions are calculated, and the return received on Council's investment.
-

**SYDNEY COASTAL COUNCILS GROUP Inc.
MINUTES FOR THE ORDINARY MEETING
HELD ON SATURDAY 18 MARCH 2017
HOSTED BY WILLOUGHBY CITY COUNCIL AT
WILLOUGHBY COUNCIL CHAMBERS - 12.00 PM**

FG1-17 Minutes

IN ATTENDANCE

Mr Frank Breen	Inner West Council (proxy)
Cr Tom Sherlock	Mosman Council
Mr Peter Massey	North Sydney Council
Ms Kylie Ferguson	Northern Beaches Council (proxy)
Cr Greg Moore	Randwick City Council
Cr Leon Goltsman	Waverley Council
Cr Bill Mouroukas	Waverley Council
Cr Lynne Saville	Willoughby Council
Cr Wendy Norton	Willoughby Council
Mr David Roberts	Willoughby City Council
Cr Greg Levenston	Woollahra Council
Prof. Bruce Thom AM	Honorary Member
Mr Geoff Withycombe	SCCG (EO)
Ms Belinda Atkins	SCCG (MPP)
Mr Alexander Fletcher	SCCG (CPO)
Mr Duncan Webb	SCCG (POBR)
Dr John Martin	Royal Botanic Garden (Presenter)

ITEM 1 - OPENING

1.1 OPENING AND ACKNOWLEDGEMENT OF COUNTRY

The Chair, Cr. Lynne Saville opened the meeting and thanked Willoughby City Council for hosting the meeting. The Chair provided an Acknowledgement of Country.

1.2 APOLOGIES

Mr David Dekel	Bayside Council
Cr Jess Miller	City of Sydney
Mr Richard Pearson	Inner west Council
Mr Dick Persson	Northern Beaches Council
Ms Cathy Griffin	Northern Beaches Council (proxy Alt.)
Cr Zoe Baker	North Sydney Council
Cr Lindsay Shurey	Randwick City Council
Cr Jack Boyd	Sutherland Shire Council
Cr Sally Betts	Waverley Council
Ms Fiona Shadbolt	SCCG
Mr George Cotis	Honorary Member

Member Councils not represented at the meeting: City of Sydney and Sutherland.

1.3 DECLARATION OF PECUNIARY INTERESTS

Nil declarations were made.

RESOLUTIONS

- R1.2 Apologies be received and noted.
R1.3 Nil notifications of pecuniary interests received.

(Norton /Breen)
Carried

Minutes of the SCCG Full Group Ordinary Meeting held on Saturday 18 March 2017, hosted by Willoughby City Council

ITEM 2 - GUEST PRESENTATION

Guest presenter, Dr John Martin from the Royal Botanic Garden, was welcomed and introduced. Dr Martin discussed the History of the Royal Botanic Garden as a scientific research space, and presented on specific projects. Notes from the presentation are provided below:

- The collection at the RBG holds approx. 1.3 million plant specimens. The information is recorded in the Atlas of Living Australia – 700,000 herbarium specimens are accessible, as is seed data. There is a plant bank program based at Mt Annan – which has a collection of over 50% of threatened plants in NSW. The RBG undertake research into plant diseases as well as research on methodologies for germinating and propagating seeds. Additionally, the RBG runs programs on the genetics of plant species for future translocation, to aid adaptation to climate change.
- Hollows as Homes Program – loss of hollow bearing trees is a key threatening process-128 species rely on hollows. The program involves an audit of tree hollows by community groups/stakeholders as a citizen science program. Data can be recorded on hollow numbers/hollow measurements, and wildlife observations. Noted that the program focused on the Sydney region for 12 months (funded by SCCG through the Salty Communities Program), but have since taken the program to a national level with the [website](#) (which works as a app on mobile phones). Information on the program can be accessed through the Hollows as Homes website (from the RBG website) and the information can be used by anyone, especially councils. It was noted that there was a good opportunity for bushcare groups to monitor hollows. John stated that he is applying for an education grant to take the Hollows as Homes program to schools.
- Fox program in the Southern Sydney region – funded under the SCCG Salty Communities Program. Some foxes have been tracked with GPS – noted they move within a 2km range, and within that range can move up to 10km per night. Very little is currently known about fox behaviours and councils and other organisations mostly focus on implementing programs to eradicate foxes. RBG have undertaken studies on fox scats, and have assessed the stomach contents and genetics of dead foxes. RBG will continue studies with Masters and PhD students.
- Seawall habitat project – 60 flower pots installed on the seawall at Farm Cove in partnership with City of Sydney and Sydney Uni (funded via the SCCG Salty Communities Program) – the flower pots forms shelter at low tide and food source at high tide.
- Provides advice and management of flying fox, Ibis, Cockatoos and Powerful Owl. A grant application has been prepared for a research project on the Brush turkey in Sydney as there is currently little research or tolerance of them.

Questions and Response:

- Q1 – Apart from collating/capturing data – what else is the information used for?
R1 – Would like to advance the program to inform policy. Councils could include in their strategies, TPO's, DCP's and DA process, the need to audit, assess and retain hollow bearing trees. It was noted that Marrickville Council are doing a trial whereby old trees have their limbs pruned whilst the rest of the tree remains in place with education signage in place.
- Q2 – Has a scorecard been developed to show which councils are actively participating in the Hollows as Homes Project?
R2 – No this has not been done. At the moment, the program does not have much traction in Councils/community groups. The next step will be to approach each individual council directly to assist them get their community/groups on board. Whilst a lot of Councils are also putting up nest boxes not many monitor to know where they are and what uses them. The intention is important, nest boxes for common species doesn't help rarer species.
- Q3. With regards to impacts of climate change on plant species – will we need to change our approach to provenance of plants (what will grow where)?
R3. The ideas around provenance are shifting – research on plant genetics is being undertaken to determine tolerance across distribution range (what plants can now live where and what plants can be planted where to be able to adapt to climate change).

Minutes of the SCCG Full Group Ordinary Meeting held on Saturday 18 March 2017, hosted by Willoughby City Council

- Q4. How can we influence Councils to take part in the Hollows as Homes Program?
R4. Full group delegates can promote the program internally within their Council, SCCG will also promote the program. RBG is working directly with council staff at Officer level. Log hollows data could be incorporated into Council's tree asset database. Councils and RBG could write to the Minister for Environment and Local Government.

RESOLUTION

R2.1 That Dr John Martin be thanked for his attendance and presentation.

(Saville / Ferguson)
Carried

ITEM 3 - ADMINISTRATIVE MATTERS

3.1 CONFIRMATION OF MINUTES

- 3.1 (a) *Draft Minutes from the Full Group Ordinary Meeting on 3 December 2016*
- 3.1 (b) *Minutes from the Technical Committee Meetings on 8 December 2016 and 16 February 2017*

3.2 BUSINESS ARISING

Actions arising from the Ordinary Meeting held on 3 December 2016 were reviewed.

The EO provided an update on the following:

1. Risk assessment for the ocean outfalls (Vaucluse-Diamond Bay). The EO had been in contact with Waverley Council and Sydney Water (Rod Kerr). There are three ocean outfalls in the area – more people are now at risk from sewage pollution as the risk profile of the site has changed with increasing water based activities held within the area. The EPA require Sydney Water to undertake a pollution study/risk assessment (including environmental impacts and public health). Sydney Water noted that a GIPA request could be completed to access this report. The EO provided preliminary monetary figures for two of the proposed options as evaluated in 2011, deep drilling \$250M and Pumping station at \$65M. SCCG will attend a stakeholder meeting in the future. The EO also reviewed, out of interest, the allowable pollution levels under the Bondi STP licence agreement.
2. Connected Corridors for Biodiversity Project – it was noted that letters had been sent to all member Councils recommending that they endorse the habitat corridor map. This letter was cc'd to the Technical Committee delegates.
3. SCCG Inundation Mapping – a letter was written to member Councils requesting that they include the SCCG Inundation mapping into the Coastal Management SEPP. Only four member Councils have included the inundation maps in their submissions (Bayside, Waverley, Sutherland and Randwick).
4. Noted that the Federal Government (Secretary) responded to SCCG letter supporting continued funding of NCCARF, with no commitment provided, as yet. It was recommended that David Rissik from NCCARF be invited to present at the June 2017 Full Group Meeting.

3.3 CORRESPONDENCE REPORT

Correspondence sent and received since the last meeting was circulated in hard copy.

Minutes of the SCCG Full Group Ordinary Meeting held on Saturday 18 March 2017, hosted by Willoughby City Council

RESOLUTIONS

R3.1.a	The Draft Minutes from the Full Group Ordinary Meeting on 3 December 2016 were confirmed.	(Norton / Breen) Carried
R3.1.b	The Minutes from the Technical Committee Meetings on 8 December 2016 and 16 February 2017 were received and noted.	(Levenston / Breen) Carried
R3.2	Representatives consider, discuss and make any necessary recommendations and resolutions relating to Business Arising.	(Levenston / Breen) Carried
R3.4	The circulated "sent" and "received" correspondence was received and noted.	(Breen / Mouroukas) Carried

ITEM 4 – MEMBER COUNCIL ROUNDTABLE

Willoughby Council

- Have an Environmental Levy – the water quality and conservation budget allocated for 2017 is \$264K for the Artarmon Stormwater reuse project, water quality monitoring, stormwater harvesting in the Bicentennial area. The concourse stormwater tank is currently not being utilised due to identified risks in using the water for cooling towers. The treatment train must provide 100% water quality. Currently receiving independent advice on whether the water quality and treatment is good enough for use in the cooling towers. Otherwise the water will be reused for irrigation on parks and ovals. It is 8metres deep and wide and reduces water going into the harbour. It is 6 years since the concourse opened.

Inner west Council

- Blackmore Oval wetland contract was not awarded as the land was withdrawn due to WestConnex. RMS has determined it will now enable council to purchase the land to construct artificial wetlands.
- White's Creek project – naturalisation of the channel 420metres – concept design incorporates flood mitigation.
- Council/Sydney water partnership on the Waterway health improvement program including creek bank rehabilitation and bio retention systems.

Mosman Council

- Sand movement/erosion issues at the Spit due to the marina development extension slowing sand movement which reduces the replenishment on the beachside. RMS licensed the mooring to expand but haven't helped with erosion aspect. – works to maintain the seawall.
- Issue around the use of synthetic turf on ovals. Potential environmental impacts including microplastics making their way into the harbour/waterways.

Randwick Council – nil to report at this stage – in the process of finalising budgets.

Noted that the Randwick Summerama Program went well. Bruce Thom was filmed doing the 'How the Coast was formed' Walk and Talk at Coogee. This is not yet published, but the YouTube video from the 2016 Walk and Talk can be viewed at <https://www.youtube.com/watch?v=s0gJSH5obKw>

Northern Beaches Council

- Promotion of Earth Hour, hosting solar solutions workshops
- Working with the local member to rectify issues with stormwater pollution issues at 100-year-old baths at Church Point. E.g. indication of illegal pollution into the bay, sewage in stormwater – dye testing program to be undertaken.

Minutes of the SCCG Full Group Ordinary Meeting held on Saturday 18 March 2017, hosted by Willoughby City Council

Waverley Council

- Summerama program for 2017 was fantastic and well received.
- Promoting the second nature program – including reducing use of plastic bags, participation in Earth Hour 2017 and organisation of Sustainability by the sea event.
- Sustainability Advisory Committee – made up of councillors, staff and community groups, reappointing those existing members to the group (whilst amalgamations are pending).
- Landslip at Waverley Cemetery – construction of a seawall and landscaping. (SCCG to follow up).
- Observation that more boats/trailers are being parked on the road (It was suggested that Cathy Griffin could follow up on this issue to determine progress on responses as she represents the SCCG on the Joint Expert Maritime Working Group).

Woollahra Council

- Oval with synthetic turf will open within one month – this may be the first of many in the LGA.
- Sydney Water Capital works in Double Bay, Rose bay and Watsons Bay.
- Develop a business case for tree asset collection program – community can go onto the council website and add information on tree assets, 40,000 trees.
- Aged and disability study – use of open space.

North Sydney

- The Community Recycling Centre at Artarmon has been operational for 2 months – however the service cannot be publicised to the community until it is officially opened by the Minister. Council has been in contact with the Minister as has NSROC. (Action for SCCG to determine what assistance it can give to ensure the timely promotion the Centre).

RESOLUTION

R4.1 The member updates were received and noted.

(Levenston / Goltsman)
Carried

ITEM 5 - QUARTERLY ACTIVITIES REPORT

5.1 COLLABORATION

As per Item 5.1 in the Agenda Papers. Items on Committees taken as read.

SCCG Action Plan – Systems Management for Healthy Waterways

The MPP provided an update on the Action Plan. The MPP noted the background to the Action Plan including the process of engaging a research intern to complete a literature review and issues paper; the workshops with the Full Group and Technical Committee on the management options identified in the issues paper, and draft actions plan; and the consultation workshops with Sydney Water to develop and finalise the Action Plan. It was noted that the initial impetus of the plan was to address sewer overflows, however throughout the research process and in consultation with councils and Sydney water it was highlighted that both the sewer and stormwater systems needed to be incorporated into the Action Plan.

The Action Plan was tabled for the Full Group to endorse the plan, with a recommendation that SCCG write to the Managing Director/General Manager of Sydney Water Corporation seeking formal endorsement and action implementation.

Minutes of the SCCG Full Group Ordinary Meeting held on Saturday 18 March 2017, hosted by Willoughby City Council

5.2 CAPACITY BUILDING

SCCG Grant Applications

The EO gave a brief update on the grant applications that SCCG had submitted with partner organisations since the last Full Group Meeting. The EO noted that the SCCG had been successful in receiving a grant for \$80,000 for the project entitled 'Adapting Priority Coastal Recreational Infrastructure for Climate Change', under the LGNSW Building Resilience to Climate Change Grant Program. SCCG will partner with Engineers Australia – National Committee on Coastal and Oceans Engineering to implement this project.

Sydney's Salty Communities – turning the tide on blue+green carbon

The MPP introduced Duncan Webb (DW) the Project Officer Biodiversity Resilience, noting that Fiona Shadbolt (FS), Program Manager had already left SCCG to move overseas, and that DW's contract ends on 30 March 2017.

DW gave a presentation on the projects undertaken and the outcomes achieved from the Salty project. Factsheets developed as part of the special projects were handed out to the Group, and are also available on the website. Further information on the program can be accessed at: http://www.sydneycoastalcouncils.com.au/salty_communities

The EO gave a wrap up of the program in terms of future and funding, and congratulated DW and FS on achieving the Salty program outcomes. The Chair Cr Lynne Saville endorsed the EO's comments and also mentioned the success of the Lessons Learnt event held on 23 February 2017.

Bruce Thom noted in general that the Biodiversity legislation is concerning and recommended that SCCG keep a watching brief on what the Government has planned for the Vegetation SEPP. The EO noted that the MPP attended a workshop on the Vegetation SEPP. The MPP stated that the Vegetation SEPP should be provided for public comment in the second half of the year and that SCCG would be putting together detailed submission(s) on the SEPP as well as the Offset Scheme noted in the Act.

The EO noted out of interest the Total Environment Centre website – [campaign on tree clearing](#).

Implementing and Embedding an Emergency Management Health Check for Local Government

The MPP gave a brief update on this project noting that the Emergency Management Health Check Tool and Resource Toolkit were now accessible to all NSW councils.

It was noted that a letter had been sent to all NSW Council encouraging them to complete the tool by 30 June 2017 to feed into the evaluation timeframe, with SCCG and the Office of Emergency Management evaluating the tool to determine its future.

At the time of the meeting it was noted that 20 councils had requested access to the Tool including 2 member Councils (Willoughby and Northern Beaches).

Since the meeting another 2 of the SCCG member councils have requested access to the Tool (City of Sydney and Woollahra Councils).

Full Group delegates were encouraged to view the website www.emhealthcheck.com.au and promote the Tool throughout their own Councils.

The EO congratulated the MPP on achieving the great outcomes of the project.

Minutes of the SCCG Full Group Ordinary Meeting held on Saturday 18 March 2017, hosted by Willoughby City Council

5.3 ADVOCACY

An update on all recent and upcoming Secretariat advocacy activity was included at Item 5.3 in the Agenda Papers. It was noted that submissions on the Planning Legislation Updates, and the District Plans were being completed by a Senior Planning Contractor engaged by SCCG, and would be submitted by 31 March.

The EO noted that the MPP had presented at the public inquiry into the efficacy and regulation of shark mitigation and deterrent measures on 16 March on behalf of the SCCG.

The EO gave an update on the Coastal Reforms and reviewed the key issues with the SEPP including use of the terminology 'satisfied'. The EO invited Bruce Thom (BT) to speak to the Group regarding coastal planning once the reforms are concluded.

BT noted that after six weeks The Hon. Gabrielle Upton has been appointed taking responsibility for coasts under the Coastal Management Act. The Coastal Management SEPP will most likely go to the Minister for Planning who will advise Minister Upton. The Coastal Management Manual is still in draft form. The Toolkit has not been completed but is not necessary for gazettal.

BT also raised the issue of management of Sydney Harbour noting that this is the responsibility of RMS. There is a current planning review being undertaken which may include a review of the Sydney Harbour Regional Environment Plan (SHREP).

It was recommended by BT that the SCCG write to the Secretary of the Department of Planning and Environment to state the importance and usefulness of the SHREP, to seek clarification on the review process and timeframe, and to make enquiries as to the appropriate contact person within RMS regarding the management of Sydney Harbour.

5.4 RESEARCH

An update on all recent research activity was included at Item 5.4 in the Agenda Papers.

RESOLUTIONS	
R5.1	That the Secretariat's update on key activities be received, considered and noted.
R5.2	The Full Group endorse the Action Plan – System Management for Healthy Waterways and The SCCG formally write to the Managing Director and General Manager seeking Sydney Water Corporation formal endorsement and action implementation where relevant.
R5.3	Fiona Shadbolt and Duncan Webb be thanked for their hard work, dedication and commitment to achieving the outcomes of the Sydney's Salty Communities Program.
R5.4	That NCCARF be invited to present on 'outcomes and the future' at the June 2017 Full Group Meeting.
	(Ferguson/Goltsman) Carried

Minutes of the SCCG Full Group Ordinary Meeting held on Saturday 18 March 2017, hosted by Willoughby City Council

ITEM 6 – DISCUSSION ITEMS

- *Please note that Item 6 was moved up the Agenda and discussed following the completion of Item 2 – the Guest Presentation.*

6.1 Resourcing the Sydney Coastal Councils Group 2017+

The EO gave a brief update on the outcomes of the SCCG Resourcing Directional Committee and subsequent considerations of the Executive Committee. The recommendation of the Executive Committee was tabled for discussion and endorsement.

Discussion included:

- Details of each modelling option presented
- Implications for amalgamated and non-amalgamated Councils for 2017/2018
- Funding issues moving beyond 2017-2018

It was agreed that part 2 of the recommendation from the Executive Committee be reworded by the Full Group for resolution.

RESOLUTION

R6.1

1) The SCCG maintain the current fees structure in its entirety for this coming 2017/2018 financial year, sending invoices to member Councils once the 2017-2018 SCCG operational budget has been approved by the Executive Committee.

2) The SCCG considers a new funding model for the 2018/19 Financial Year onwards; consisting of a) a base rate, b) a population calculation, and c) a transitional amalgamation levy per annum to be phased in over 2-5 years, following further consultation with member Councils.

(Breen/Sherlock)
Carried

6.2 Plastics and Impacts on the Marine Environment

The Chair, Cr Lynne Saville introduced this discussion item and tabled a recommendation of consideration.

It was noted that the NSW State Government needs to give this issue a listing in order to prioritise it as an issue in the Legislative Council. The issue of micro plastics and the need for further relevant research was also noted.

KF (Northern Beaches) stated the importance of community/council programs such as boomerang bags in reducing plastic bags. TS (Mosman) shared with the Group that the Total Environment Centre had prepared a survey to send to Ministers for the byelections asking whether they supported a ban on plastic bags.

It was noted that this issue was discussed at the last Technical Committee meeting and that TC delegates had supported advocating the NSW Government for a ban on plastic bags. The SCCG will collect information from all member Councils on their relevant policies / plans and programs that address plastics, and report back to the next Full Group meeting in June.

Minutes of the SCCG Full Group Ordinary Meeting held on Saturday 18 March 2017, hosted by Willoughby City Council

RESOLUTIONS

R6.2 The Full Group Committee endorse that:

- a) The SCCG Secretariat write to the NSW Premier, NSW Environment Minister, and the NSW Local Government Minister, in support of, and to advocate for action to minimise impacts on the marine environment through a ban on single-use plastic bags.
- b) Full Group delegates encourage their own Councils to write to the NSW Premier supporting a NSW Plastic Bag Ban.

(Breen/Goltsman)
Carried

ITEM 7 FINANCES

The Financial statements for the period 1 July 2016 – 31 December 2016 were included in the Agenda to be received and adopted at this meeting.

At this stage of the meeting, there was not sufficient delegates from member Councils to form a quorum to resolve that the Finance statements be adopted. The July 2016 to March 2017 statements will be provided for adoption at the June Full Group meeting.

ITEM 8 GENERAL BUSINESS

8.1 Local Government Amalgamations – no further discussion at this meeting.

8.2 Meeting Dates / Next Meeting

The next meeting of the Full Group will be held on 24 June 2017 at the City of Sydney.

Meeting dates for the remainder of 2017 are proposed as:

- Saturday 7 October (**AGM**) 2017 at 12 noon (Member Council)
- Saturday 9 December 2017 at 12 noon (City of Sydney)

8.3 Agenda Items for Next Meeting

The EO recommended that The Hon. Gabrielle Upton MP – Minister for the Environment, Minister for Local Government and Minister for Heritage, be invited to address the next meeting of the Full Group in June in her capacity as the Minister for Environment, to focus on the Government's environmental directions as well as considerations for coastal zone management.

8.4 Other General Business Items

The Chair, Cr Lynne Saville raised an item in other general business. It was noted that the National Assembly for Local Government is being held 18-21 June 2017. Councils are invited to put forward motions at the National Assembly for consideration. In 2016, the SCCG developed a Policy Recommendations Document on Key Coastal Management Issues for the Federal Election.

The five key issues include:

- A National Coastal Management Initiative

Minutes of the SCCG Full Group Ordinary Meeting held on Saturday 18 March 2017, hosted by Willoughby City Council

- Coastal Hazards: A Consistent and Coordinated Approach to Natural Hazards Management
- Water Management for Cities
- National Action on Plastics Pollution
- Funding for Community Coastal Programs

This document is available on the SCCG website or can be accessed [here](#).

It was recommended that the EO send correspondence to member Council delegates encouraging our member councils to include these key coastal management issues in a council motion for consideration at the National Assembly (*email sent to delegates: 21/3/17*).

**ITEM 9 EXTERNAL REPORTS
(for information only)**

9.1 BEACHWATCH REPORT

The Chair, Cr Lynne Saville noted that the SCCG had been reporting on water quality through the Beachwatch Program / Advisory Committee for 25 years.

It was noted that the latest report shows a high number of exceedances of acceptable pollutant levels (faecal coliforms and enterococci), even though rainfall was less than average. Shows that pollution levels do not necessarily correlate with rainfall.

9.2 GREATER SYDNEY LOCAL LAND SERVICES UPDATE

The meeting closed at 4.07pm.

Confirmation of Minutes:

/ /

ITEM 8.2	AMENDMENTS TO POLICIES AND DEVELOPMENT CONTROLS FOR FLOOD PRONE LAND
REPORTING MANAGER	EXECUTIVE MANAGER NATURAL ENVIRONMENT & CLIMATE CHANGE
TRIM FILE REF	2017/115000
ATTACHMENTS	<ol style="list-style-type: none"> 1 📄 Summary of Required DCP Amendments (Included In Attachments Booklet) 2 📄 Summary of Required Policy Changes (Included In Attachments Booklet) 3 📄 Draft Flood Prone Land DCP Clause (Included In Attachments Booklet) 4 📄 Draft Flood Prone Land Design Standard (Included In Attachments Booklet) 5 📄 Draft Flood Risk Management Policy (Included In Attachments Booklet) 6 📄 Amended Flood Emergency Response Planning for Development in Pittwater Policy (Included In Attachments Booklet) 7 📄 Amended Water Management Policy (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek Council approval to exhibit amendments to policies and development control plans that will harmonise and bring consistency to the way Council manages development and risk on flood prone land in the Northern Beaches.

SUMMARY

There are over 15,000 properties on the Northern Beaches which are identified as being potentially impacted by flooding. The three former Northern Beaches councils all had well developed approaches to flood risk management, however each was different in a number of ways which results in different experiences and outcomes for flood affected residents and businesses. The creation of the Northern Beaches Council creates an opportunity and a need to harmonise how flooding is managed in order to create clarity and consistency for our community.

In order to deliver this consistency, three (3) existing Development Control Plans (DCPs) are proposed to be amended to include a single unified flood control, a new policy is proposed to be created for the whole of the Northern Beaches, 2 policies are proposed to be amended and 2 policies proposed to be rescinded.

Replacing varied and complex requirements for the management of flood prone land will provide greater clarity for all stakeholders involved in the process of developing flood prone land. The proposed controls strike an effective balance between managing flood risk, ensuring residents and businesses are only affected when the risk requires it, and ensuring development on flood prone land is not unnecessarily restricted.

Public exhibition of the draft documentation is necessary to ensure all members of the community have an opportunity to comment. This exhibition is consistent with the requirements of the NSW Government Flood Prone Land Policy.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council exhibits for a period of 28 days:

- A. Modifications to the Manly Development Control Plan (2013) to replace clause 5.4.3 with the clause at Attachment 3, and make amendments indicated in Attachment 1
 - B. Modifications to the Warringah Development Control Plan (2011) to replace clause E11 with the clause at Attachment 3, and make amendments indicated in Attachment 1
 - C. Modifications to the Pittwater 21 Development Control Plan (2015) to remove clauses B3.11, B3.12, B3.13, B3.14, B3.15, B3.16, B3.17, B3.18, B3.19, B3.20, B3.21, B3.22 and B3.24 and insert the clause at Attachment 3
 - D. Modifications to the Pittwater 21 Development Control Plan (2015) to make amendments indicated in Attachment 1
 - E. Draft Flood Risk Management Policy shown at Attachment 5
 - F. Proposal to rescind the Interim Policy - Flood Prone Land (2013)
 - G. Proposal to remove and rescind Appendix 8 of the Pittwater 21 Development Control Plan (2015)
 - H. Proposal to remove Appendix 15 of the Pittwater 21 Development Control Plan (2015) and reinstate as a new Council policy as shown at Attachment 6
 - I. Amended Water Management Policy (2015) as shown at Attachment 7.
-

REPORT

BACKGROUNDFlooding in NSW

Flooding has the potential to threaten life and property and is Australia's costliest natural hazard. It imposes a number of economic and social costs on governments and the community. Floodplains continue to be considered desirable places to live and, especially within Sydney where undeveloped land is at a premium, there is growing pressure to develop these areas.

In NSW the management of flood prone land is the responsibility of Local Government with the financial and technical assistance of the NSW Government. The NSW Government has prepared the Floodplain Development Manual, 2005 (The Manual) which contains the NSW Flood Prone Land Policy, the objectives of which are reproduced below:

To reduce the impact of flooding and flood liability of individual owners and occupiers of flood prone property, and to reduce public and private losses resulting from floods.

However, the Policy recognises the economic and social importance of the floodplain and recommends a flexible merit based approach, balancing environmental, social and economic parameters in assessing future use of floodplains. The Manual outlines a process, The Floodplain Risk Management Process, which councils must adhere to in the identification and management of flood risk.

The process requires councils to prepare Floodplain Risk Management Plans for all flood prone land to guide the future strategic direction for the management of flood risk and the use of floodplains. This results in a ranked list of floodplain management options that should be implemented within a specific priority order. For NSW councils, options managing the consequences of flooding, for example planning controls, rather than those attempting to modify the flood behaviour, have traditionally ranked more favourably.

Planning and building controls have the potential to be far more cost-effective than engineering solutions which can eliminate more frequent flooding but have limited scope to reduce the impacts of larger floods. They also have a distinct advantage over works in that they can target and respond to specific problem areas in a site specific way.

Flood related development controls are outlined in Local Environmental Plans (LEPs) and Development Control Plans (DCPs). The LEP contains high level flood risk management objectives in the form of a model clause prepared by the NSW Department of Planning and Environment. Councils can then include detailed planning and design guidelines in DCPs to support the LEP flood risk objectives which can be supported by local policies.

Flood risk management on the Northern Beaches

The Northern Beaches has a range of flooding and catchment types resulting in significant variability in the mechanism, timing and impacts of flooding.

Steep escarpments grading to flat coastal plains is the dominant topography type, however in the south and north of the LGA very steep escarpments and cliffs with heavily incised gullies drain directly to the ocean, Sydney Harbour and Pittwater Estuary. Catchments in the east of the LGA are often heavily urbanised with less dense vegetation and a prevalence of piped drainage systems. Catchments to the west largely contain lower density development and more open creek systems.

Inappropriate past land use planning has led to the piping and restriction of creek lines, development in overland flow paths, a lack of dedicated drainage reserves and infrastructure which is not sufficient for the upstream catchment. This has exacerbated flood risk and concentrated flows. The significant pressure for land and open space minimises the opportunity for floodplain mitigation works now that these areas are developed.

There are over 15,000 properties on the Northern Beaches identified as being subject to some level of flood risk. The three former Northern Beaches councils have well advanced policies and processes in the management of flood risk. However, in the absence of entirely prescriptive guidance on the management of flood prone land, the three approaches and associated policies/controls contain areas of considerable variability.

Existing flood related development controls and policies on the Northern Beaches

Flooding on the northern beaches is managed through a framework of Local Environmental Plans (LEPs), Development Control Plans (DCPs), Policies and Floodplain Risk Management Plans.

Table 1 – Legislative framework for managing flood risk on the Northern Beaches

	LEP	DCP	Policies
Manly	LEP 2013 – 6.3 Flood Planning	Manly Development Control Plan (2013) 5.4.3 Flood Control Lots	Interim Policy – Flood Prone Land 2013
Warringah	LEP 2000 – 47 Flood Affected Land LEP 2011 – 6.3 Flood Planning	Warringah Development Control Plan (2011) E11 Flood Prone Land	Water Management Policy (2015)
Pittwater	LEP 2014 – 7.3 Flood Planning 7.4 Flood Risk Management	Pittwater 21 Development Control Plan (2015) B3.11 Flood Hazard - Flood Category 1 - Low Hazard - Residential Development: Dwelling House, Secondary Dwelling and Dual Occupancy B3.12 Flood Hazard - Flood Category 1 - Low Hazard - Residential Development: Multi Unit Housing Development B3.13 Flood Hazard - Flood Category 1 - Low Hazard - Shop Top Housing, Business and Light Industrial Development B3.14 Flood Hazard - Flood Category 1 - Low Hazard - Other B3.15 Flood Hazard - Flood Category 1 - Low Hazard - Land Subdivision B3.16 Flood Hazard - Flood Category 1 - High Hazard - Residential Development: Dwelling House, Secondary Dwelling and Dual Occupancy B3.17 Flood Hazard - Flood Category 1 - High Hazard - Residential Development: Multi Unit Housing Development B3.18 Flood Hazard - Flood Category 1 - High Hazard - Shop Top Housing, Business and Light Industrial Development	Appendix 8 Flood Risk Management Policy for Development in Pittwater Appendix 15 Flood Emergency Response Planning for Development in Pittwater

	LEP	DCP	Policies
		B3.19 Flood Hazard - Flood Category 1 - High Hazard - Other Development B3.20 Flood Hazard - Flood Category 1 - High Hazard - Land Subdivision B3.21 Flood Hazard - Flood Category 2 - All Development except Dwelling House, Secondary Dwelling, Dual Occupancy, and Multi-Unit Housing Development B3.22 Flood Hazard - Flood Category 3 – Overland Flow Path - Major B3.23 Climate Change (Sea Level Rise and Increased Rainfall Volume) B3.24 Flood Hazard - Flood Category 3 – Overland Flow Path – Minor B3.25 Flood Hazard -Flood Emergency Response planning Appendix 8 Flood Risk Management Policy for Development in Pittwater Appendix 15 Flood Emergency Response Planning for Development in Pittwater	

The following three LEPs currently in operation across the LGA apply for the vast majority of flood prone land and conform to the standard instrument:

- Manly Local Environmental Plan (2013)
- Pittwater Local Environmental Plan (2014)
- Warringah Local Environmental Plan (2011)

All three of the above LEPs contain the same model clause with minor variations. However, due to the prescribed statutory contents of a Local Environmental Plan, there are minimal meaningful differences. An assessment of the effectiveness and relevance of the LEP clauses for managing flood risk will be undertaken when an integrated Northern Beaches Local Environmental Plan is prepared. However, the contents will be based upon the requirements and subsequent negotiations with the NSW Department of Planning and Environment.

Warringah LEP 2000 applies only to the “deferred lands” of the former Warringah LGA with Clause 47 outlining controls for the management of flood prone land. Clause 47 provides for a flexible merit based approach to assessing development on flood prone land. LEP 2000 is considered to provide sufficient flood risk protection and its application will be consistent with the amendments to other planning documents proposed in this report.

The Manly Development Control Plan (2013), Warringah Development Control Plan (2011), Pittwater 21 Development Control Plan (2015) all contain provisions relating to floodplain risk management. There is considerable variability in the structure, content and detail of the various relevant clauses.

There are four different policies which relate to the management of flood risk. The Interim Policy – Flood Prone Land (2013) outlines the objectives for the management of flood prone land and the resultant flood related development controls. The Water Management Policy (2015) contains

definitions in relation to flood risk management. The Pittwater 21 Development Control Plan is supported by two policies in relation to flood risk management. Appendix 8 Flood Risk Management Policy for Development in Pittwater outlines the objectives for managing flooding, key definitions and the process for provision of flood information. Appendix 15 Flood Emergency Response Planning for Development in Pittwater Policy outlines the flood risk to life measures that must be satisfied when undertaking development.

Proposed Amendments to DCPs and Policies

As previously stated there are differences in the structure, content and detail of the various DCP clauses and associated policies relating to floodplain risk management. This lack of consistency creates complexity for the community and engineering consultants as the specific development design and reporting requirements are different across the three former Council areas. This also impacts on internal resourcing as Council staff are required to assess applications based on three different sets of controls.

It is proposed to:

- Amend the Manly Development Control Plan (2013), Warringah Development Control Plan (2011) and Pittwater 21 Development Control Plan (2015) by replacing the current flood related clauses in the three DCPs with a uniform, integrated Flood Prone Land DCP clause (Attachment 3) and associated Flood Prone Land Design Standard (Attachment 4)
- Implement a new integrated Flood Risk Management Policy (Attachment 5)
- Rescind Appendix 8 Flood Risk Management Policy for Development in Pittwater and the Interim Policy – Flood Prone Land (2013)
- Remove Appendix 15 “Flood Emergency Response Planning for Development in Pittwater” from the Pittwater 21 DCP (2015) and reinstate as a new Council policy with amendments (Attachment 6)
- Amend the Water Management Policy (2015) (Attachment 7).

This will integrate the floodplain management requirements and promote consistency in the controls and the required flood risk reporting. The integrated Flood Prone Land DCP clause and Flood Prone Land Design Standard are attached at Attachment 3 and Attachment 4 respectively. A summary of the DCP changes can be found in Attachment 1. Changes to policy are described in further detail below.

Integrated Flood Prone Land DCP

The integrated DCP clause uses a matrix that applies flood related development controls specific to the proposed land use and its flood risk classification. Similar land uses are grouped into seven broad categories with stricter controls included for uses that are considered vulnerable/critical (aged care facilities, child care centres etc.). The floodplain will be classified based on risk and split into three categories:

- High Flood Risk Precinct
- Medium Flood Risk Precinct
- Low Flood Risk Precinct

These precincts are currently utilised in Warringah DCP (2011) and were proposed to be used in the Pittwater 21 DCP (2015) prior to the formation of the Northern Beaches Council. Experience has shown that they were readily understood by the community. Flood risk is clearly defined based upon figures contained within the industry standard guideline, the Floodplain Development Manual and they can be readily produced during the Flood Study process and from existing outputs reducing any implementation costs.

Managing Emergency Response and Risk to Life

Pittwater 21 DCP (2015) contains provisions for managing the flood risk to life by requiring development to provide appropriate flood emergency response provisions, such as a suitable shelter above the level of possible flooding. The clause currently applies to all development on flood prone land in the former Pittwater LGA, which can result in conditions that are costly to comply with, even if the proposed development is minor in nature (e.g. swimming pools, minor alterations/additions or changes of use). This clause will be amended to remove its application solely for minor development. This will enhance the nexus between the scope of development proposed and the resultant floodplain management measures required.

Appendix 15 of the Pittwater 21 Development Control Plan (Flood Emergency Response Planning for Development in Pittwater) provides specifications in relation to flood emergency response planning. The policy will be removed from the DCP and created as a new standalone policy to maintain consistency with all other floodplain policies and similar exemptions will be included for minor development to reflect the above changes. An updated version is attached at Attachment 6.

Flood Risk Management Policy

The new integrated DCP will be supported by a new integrated policy outlining Council's approach to floodplain risk management. The integrated policy contains high level objectives and individual actions which outline steps Northern Beaches Council undertakes to manage flood risk. It will remove any duplication or inconsistency between current practice in the existing policies and provide a clear outline of Northern Beaches Council's objectives for the management of flood prone land. The new policy is attached to this report as Attachment 5.

An amended Water Management Policy (2015) is attached at Attachment 7. The amendments principally involve removing any definitions relating to floodplain risk management. All definitions will be centralised in the DCP documents. There is also a minor reference change to reflect current standards for water sensitive urban design in new development.

A table outlining the proposed policy amendments is included in Attachment 2. Table 2 below outlines the proposed legislative framework for managing flood prone land.

Table 2 – Proposed legislative framework for the management of flood prone land

	LEP	DCP	Policies
Manly	LEP 2013 – 6.3 Flood Planning	Manly Development Control Plan (2013) 5.4.3 Flood Prone Land	Draft Flood Risk Management Policy
Warringah	LEP 2000 – 47 Flood Affected Land LEP 2011 – 6.3 Flood Planning	Warringah Development Control Plan (2011) E11 Flood Prone Land	Amended Water Management Policy Draft Flood Risk Management Policy
Pittwater	LEP 2014 – 7.3 Flood Planning 7.4 Flood Risk Management	Pittwater Development Control Plan (2015) B3.11 Flood Prone Land B3.12 Climate Change (Sea Level Rise and Increased Rainfall Volume) B3.13 Flood Hazard -Flood Emergency Response planning	Draft Flood Risk Management Policy Amended Flood Emergency Response Planning for Development in Pittwater

Currently, no amendments are proposed to any policy or DCP clause relating to identifying and managing the impacts of climate change. Climate change impacts on many areas of Council's operations, including; floodplain management, coastal management, infrastructure design, asset management, etc. The optimum approach for Northern Beaches Council in relation to climate change will be the subject of further research and community engagement with a view to a new integrated policy being delivered over the next 12 months.

TIMING AND CONSULTATION

Public exhibition of the DCP amendments, Flood Risk Management Policy, amended Water Management Policy and amended Flood Emergency Response Planning in Pittwater Policy is necessary to ensure members of the community have an opportunity to review the documents and provide comment.

Public exhibition is proposed to commence on 1 June 2017 and finish on 29 June 2017. The community will be invited to participate in the review of the document through (as a minimum):

- Posting of proposed changes on Council's web site
- Displays in the Customer Service foyers and all Council libraries
- An advertisement in the Council Notices section of "The Manly Daily"
- Individual meetings with residents (as required).

Following the completion of the exhibition period staff will review all submissions, make appropriate amendments and report back to Council for consideration.

FINANCIAL IMPACT

Nil

SOCIAL IMPACT

Council's intention is to make the inclusion of flood controls on a property clear, easy to understand and effective in managing risk. The amendments are expected to maintain an appropriate level of risk for the community, but will result in a more streamlined and consistent assessment of potential flood impacts across the whole region.

ENVIRONMENTAL IMPACT

Nil

ITEM 8.3	PUBLIC EXHIBITION OF PROPOSAL TO RENAME RESERVE ON OCEAN STREET, NARRABEEN
REPORTING MANAGER	EXECUTIVE MANAGER PARKS & RECREATION
TRIM FILE REF	2017/130631
ATTACHMENTS	1 Public Submissions and Responses - Naming of Reserve - Ocean Street (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To report on the outcome of the public exhibition to name a reserve on Ocean Street, Narrabeen, as The Kirsop Surfrider Gardens and recommend applying to the Geographical Names Board to formally name the reserve.

SUMMARY

On 13 December 2016 Council resolved to place a proposal to name a reserve on Ocean Street Narrabeen, as The Kirsop Surfrider Gardens, on public exhibition. The proposal was exhibited during March and April 2017. There were thirteen submissions in support of the proposal and five objections. A summary of submissions and responses are attached to the report (Attachment 1).

Following consultation, it is considered that naming the reserve The Kirsop Surfrider Gardens is appropriate recognition for Tom and Margaret Kirsop due to their significant contribution to the community and advocacy for coastal protection, particularly in the Narrabeen area. It is proposed to apply to the Geographical Names Board to formalise the name of the reserve.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Note the report on the submissions made during the public exhibition.
 - B. Apply to the Geographical Names Board to name the reserve The Kirsop Surfrider Gardens.
 - C. Authorise the Chief Executive Officer to respond to the Geographical Names Board if the application receives objections.
-

REPORT

BACKGROUND

The President of the Surfrider Foundation Australia Northern Beaches Branch made a submission to Council to name a reserve on Ocean Street, Narrabeen, as shown in Figure 1 below. The reserve is located between Narrabeen Street and Devitt Street. The proposal was to have it named as 'The Kirsop Surfrider Gardens'.

Figure 1 – Reserve on Ocean Street, Narrabeen



The Geographical Names Board (GNB) is responsible for the administration of place names within NSW, in accordance with the *Geographical Names Act 1966*. In all naming proposals, local councils are encouraged to undertake consultation with the community prior to submitting a proposal to the GNB.

The proposal was supported by staff as it met criteria of the GNB and Council policies in relation to naming of reserves. It recognised the significant contribution of the Kirsops to coastal conservation locally and beyond, as well as involvement in other issues benefitting the community, such as blood donation. At the meeting of 13 December 2016 Council resolved to place this proposal on public exhibition for a period of 28 days and that submissions received be brought to Council for consideration.

CONSULTATION

The proposal was placed on public exhibition from 13 March to 17 April 2017. A Your Say page was created and stakeholders notified. Advertising was undertaken in the Northern Beaches News of the Manly Daily on two occasions through the exhibition period.

Submissions could be made online at northernbeaches.nsw.gov.au or in writing to Council. There were thirteen submissions made in support of the proposal and five objections. Responses to submissions are included in the Attachment.

The thirteen supporting submissions generally included comments in favour of the proposal given the positive and significant contributions of the Kirsops to the community and environment around Narrabeen. Objections to the proposal included preference for alternative names and some

questions around the contribution of the Kirsops and Surfrider to the community. Some of the alternative suggestions were not without merit, however, considering different options for names is beyond the scope of this report. This is not meant to be a reflection on the community contribution of others suggested as alternatives. There may be other options for recognition of the individuals mentioned.

The reserve currently contains sculptures and heritage material related to surfing and surf lifesaving activities. The Kirsops are closely linked with surfing and surf lifesaving and have been directly involved in coastal protection along Collaroy Narrabeen Beach, among other things, on a voluntary basis. It is therefore considered that 'The Kirsop Surfrider Gardens' is consistent with the existing landscape theme and character of the reserve and a suitable name.

PROCESS AND TIMING

It is recommended staff apply to the GNB to consider 'The Kirsop Surfrider Gardens' as the name of the reserve. If the GNB proposes to assign a name the proposal is published in the NSW Government Gazette and in a local newspaper such as the Manly Daily. Submissions can then be made to the GNB within one month after the date of publication of the notice.

If objections are received the GNB forwards them to Council for consideration and response. Note that one of the objectors to this public exhibition state they will also submit their material to the GNB. It is recommended staff be delegated to respond to any objections received by the GNB. The GNB will then forward the Council feedback to the Minister to make a final decision on the name.

If there are no objections to the proposal the GNB assigns the new name, which is formalised through notification in the Government Gazette. The timeframe for this process is subject to variation. It is anticipated to undertake at least 2-3 months.

FINANCIAL IMPACT

New signage will be required if a new name is assigned to this reserve. This can be funded using existing operational budgets, once Council's new branding and signage style guide is finalised.

SOCIAL IMPACT

The GNB considers features named after people, especially those still living, can lead to division in the community. Local councils are therefore encouraged to undertake consultation with the community prior to submitting a proposal to the GNB, as has occurred. Whilst there are submissions both in support of and objecting to the proposal, this is not uncommon with any proposal of council. It is therefore considered that the division in the community on this is not significant.

ENVIRONMENTAL IMPACT

Nil

ITEM 8.4	EXHIBITION OF PROPOSED AMENDMENTS TO DEVELOPMENT CONTROLS FOR TREES AND BUSHLAND ON PRIVATE PROPERTY
REPORTING MANAGER	EXECUTIVE MANAGER PARKS & RESERVES
TRIM FILE REF	2017/134507
ATTACHMENTS	1 ⇒Table 1 of Detailed DCP Amendments for Trees and Bushland (Included In Attachments Booklet) 2 ⇒Preservation of Trees and Bushland Vegetation (Included In Attachments Booklet) 3 ⇒Removal of Tree Tests (Included In Attachments Booklet) 4 ⇒Tree Retention Assessment (Included In Attachments Booklet) 5 ⇒Class 2-9 Buildings (Included In Attachments Booklet) 6 ⇒Tree Protection Plan (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek Council endorsement to publicly exhibit proposed amendments required in the current development control plans to integrate the development controls for trees.

SUMMARY

Northern Beaches Council is currently operating within the 3 existing Development Control Plans, with the current control plans having differing controls and advisory notes. For Council to have a consistent process across the Northern Beaches Local Government Area and eliminate confusion with the current controls it is necessary to make amendments to the current documents to make them consistent.

The amendments provide a clear framework for the integration and transformation of the development controls.

Since February 2017, a significant amount of work has been undertaken to harmonise how the development controls for trees can be consistent. Council staff have reviewed how these services were delivered by each of the former Councils, taking into consideration best practice and the Northern Beaches community's requirements and expectations. The protection of bushland and trees in general has been a focus in this review, along with rationalising height ranges and setbacks to be consistent.

These amendments are about trees and bushland on private property. It should be noted that as part of the proposed controls, any removal of trees in bushland that is on private property will require Council consent.

This review does not recommend changes to the Warringah LEP 2000 or Tree Preservation Order in the deferred lands.

The State Environmental Planning Policy (Vegetation) Review currently on exhibition, which will revoke Clause 5.9 within the Pittwater LEP 2014, Warringah LEP 2011 and Manly LEP 2013, may take some time to come to fruition so the proposed amendments are relevant to ensure consistency across the Northern Beaches LGA.

Due to the nature and legislative requirements associated with the delivery of the development controls as they relate to tree services, many of the proposed amendments are required to be publicly exhibited prior to being implemented. This report provides an overview of the relevant amendments required to make the controls consistent, and recommends the exhibition of those amendments.

The draft documents are proposed to be exhibited for 4 weeks. *During this time briefing sessions will be offered to the community.* A report will be brought back to Council at the close of the exhibition period to summarise the feedback received.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council endorse the exhibition of the draft amendments to the Pittwater, Warringah and Manly Development Control Plans in relation to the Preservation of Trees and Bushland Vegetation for 4 weeks as shown in Table 1 and that the outcomes of the exhibition be reported back to Council.

REPORT

BACKGROUND

The integration of the current development controls for trees is a staged process involving the initial transitioning of current, slightly similar and/or dissimilar statements, actions and enforcement processes involving a number of interconnected actions by staff from different areas. This process of amendment will see a relative correction and alignment of controls to provide a consistent harmonised outcome.

The harmonisation of these tree controls will see a consistent and clearer understanding of the former existing development control plans related to trees.

Trees are of very high importance to the Northern Beaches community and so there has been a focus in making sure that bushland and trees in general are protected in amending these controls.

While much of the integration of this documentation occurring is being undertaken internally, due to the nature and legislative requirements associated with the delivery of the DA service, many of these amendments are required to be publicly exhibited prior to being implemented.

This report provides an overview of the amendments and the clarification of existing control statements and requirements to make the controls consistent within the current DCP controls across the Northern Beaches LGA.

DCP Content	Currents DCPs	Proposed DCP amendments
Objectives	Preservation of trees & bushland previously the objectives, requirements for tree development applications, exceptions & notes for the former Pittwater, Warringah & Manly Council areas were similar in intent with wording variations, these will be modified to be consistent	Common set of objectives for the Northern Beaches focusing on protecting trees for their aesthetic, habitat and other values and effectively managing the risks that come from an urban forest.
Definitions	Three slightly different definitions for a "Tree" Definition of bushland as it relates to trees and restriction of removal of trees in bushland	"Tree" means a palm or woody perennial plant with a single or multi stem greater than five (5) metres in height. The removal or cutting down of any vegetation in Bushland in Urban Areas is prohibited. "Bushland" is defined as vegetation which is either a remainder of the natural vegetation of the land or, if altered, is still representative of the structure and floristics of the natural vegetation; this includes trees irrespective of their height or dimension.
When consent is required	Varied height ranges between 3m and 6m	Consent from Council is required if a tree is over 5 metres in height (subject to other requirements such as distance from an approved dwelling).
When consent is not required	Three separate exempt species lists. Varied height ranges for trees that can be removed without consent, between 3m and 6m. Setback from buildings for removal	One exempt species list for the Northern Beaches. A single consistent control being trees under 5m in height, except in bushland areas, can be removed without consent (full requirements and restrictions in the proposed control). A single consistent control being trees within 2

	of trees varied from 0m to 3m.	metres of an approved dwelling can be removed without consent (full requirements and restrictions in the proposed control).
--	--------------------------------	---

CONSULTATION

Engagement with key internal stakeholders, including representatives from Planning and Assessment, Strategic Planning, Natural Environment and Climate Change, and Transformation has occurred during the period of review.

The feedback received from these groups was highly valuable and has been taken into consideration by the project team in finalising the draft documents recommended for exhibition.

Table 1 summarising the key outcomes from this review has been prepared (refer to Attachment 1)

During this time briefing sessions will be offered to the community. A report will be brought back to Council at the close of the exhibition period to summarise the feedback received.

Attachments 2-6 are the proposed amendments to development controls as summarised in Table 1.

TIMING

This report recommends the exhibition of the amendments required to clarify and integrate the current development control plans as they relate to trees and bushland in the Northern Beaches Council LGA.

The draft amendments are proposed to be exhibited for a period of 4 weeks and a report will be brought back to Council following exhibition summarising the feedback received and the next steps.

FINANCIAL IMPACT

The amendments proposed in this report support the objective to deliver efficiencies and cost savings however the focus is on protection of trees and bushland areas. At this stage it is too early to quantify these financial savings; however these will be captured as Council moves closer to integrating the DCP amendments.

SOCIAL IMPACT

Nil

ENVIRONMENTAL IMPACT

Nil

ITEM 8.5	PROPOSED COMPULSORY ACQUISITION OF COUNCIL COMMUNITY LAND AT CORNER OF SYDNEY ROAD AND HOPE STREET SEAFORTH BY ROADS AND MARITIME SERVICES
REPORTING MANAGER	EXECUTIVE MANAGER PROPERTY
TRIM FILE REF	2017/128503
ATTACHMENTS	1 ↓ RMS - Hope Street Seaforth - Plan

EXECUTIVE SUMMARY

PURPOSE

To consider a proposal by Roads & Maritime Services (RMS) to compulsorily acquire by agreement Council Community Land at corner of Sydney Road and Hope Street Seaforth for road widening related to its proposed Northern Beaches B-Line Project (NBBP).

SUMMARY

As part of Transport for New South Wales (TfNSW) B-Line Project RMS have recently requested the compulsory acquisition by agreement of a section of Hope Street Park, being Council owned Community Land on the corner of Sydney Road and Hope Street Seaforth.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Authorise compulsory acquisition by agreement by Roads & Maritime Services of the Council Community Land at the corner of Sydney Road and Hope Street Seaforth being Part Lot 5 DP836339 (130m²), subject to Roads & Maritime Services paying to Northern Beaches Council compensation in accordance with the independent valuation advice received by Council and the Land Acquisition (Just Terms Compensation) Act 1991 within 30 days of the publication of an Acquisition Notice in accordance with this Act.
 - B. Authorise the Chief Executive Officer to execute all documentation necessary in order to give effect to this resolution.
-

REPORT

BACKGROUND

The NSW Government is at the development and delivery stage of its B-Line bus service that is being implemented by TfNSW to improve transport for the Northern Beaches. The B-Line service is scheduled to start operating in late 2017 and will provide more frequent and reliable bus services for customers travelling between the Northern Beaches and the Sydney CBD according TfNSW.

As part of the road works required to implement NBBP, RMS has recently requested the compulsory acquisition by agreement of 130m² of Hope Street Park, being Council owned Community Land, zoned RE1 Public Recreation, on the corner of Sydney Road and Hope Street Seaforth to allow for such works.

RMS have requested Council enter into a six (6) month lease from the date of execution of the lease until acquisition of the 130m² for the subject land described as Part Lot 5 DP836339 that it requires for the works is completed. A plan of the subject land is provided in Attachment 1 to this report.

In addition to the proposed lease, until acquisition, RMS has requested to lease the residue of Lot 5 DP836339 (526m²) on a temporary six (6) month basis during the construction phase of the project.

RMS has indicated it wishes to commence the works as soon as possible. Consequently, RMS wishes to proceed to acquire the subject Community Land by compulsory process as Community Land is restricted from sale in accordance with the Local Government Act.

In accordance with the Land Acquisition (Just Terms Compensation) Act 1991 (LA (JTS) Act), RMS may acquire the subject Community Land with the consent from the Minister for Roads Maritime and Freight by either:

- Compulsory acquisition by agreement whereby RMS and Northern Beaches Council as land owner, mutually consent to the acquisition under the LA (JTC) Act Section 30.
- Compulsory acquisition without landowners consent. This process is a more costly and protracted process for both parties.

RMSs offer for compensation for the subject land is based on an independent valuation of the land by BEM Property Consultants Pty Ltd.

CONSULTATION

Public notification of the two leases was undertaken with submissions closing Tuesday 23 May 2017. There have been 5 responses to date, all requesting clarification of the proposed works. There have been no objections.

TIMING

RMS will commence works upon execution of the two leases by Council with the acquisition to be finalised within six (6) months of commencing works.

FINANCIAL IMPACT

RMS have offered Council compensation for the subject land according to the independent valuation for the real estate and disturbance costs (conveyancing and legal advice and valuation fees) in full satisfaction of all claims arising from the acquisition of the subject land.

SOCIAL IMPACT

The Hope Street Park and swings will be unavailable to the community during the construction phase. The ongoing loss of land to the community is mostly steep sloping curtilage.

In addition to compensation to Council for the value of the land the community will receive a new footpath and a reinvigorated fully landscaped park with new swings and seating upon completion of the works.

The proposed road upgrade aims to ease the current heavy peak hour traffic that stifles vehicular movement in this precinct and facilitate the B-Line Bus Service.

ENVIRONMENTAL IMPACT

Nil



ITEM 8.6	DRAFT PALM BEACH PARKING DEMAND MANAGEMENT STRATEGY
REPORTING MANAGER	EXECUTIVE MANAGER TRANSPORT & CIVIL INFRASTRUCTURE
TRIM FILE REF	2017/125010
ATTACHMENTS	<ol style="list-style-type: none"> 1 ⇒ Draft Pittwater Park, Palm Beach Parking Demand Management Strategies (Included In Attachments Booklet) 2 ⇒ Pittwater Park, Palm Beach Parking Demand Management Study Summary of Community Engagement to Date (Included In Attachments Booklet) 3 ⇒ Pittwater Park, Palm Beach Study Area (Included In Attachments Booklet) 4 ⇒ Bitzios Consultants Report (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

To seek Council endorsement of the draft Pittwater Park, Palm Beach Parking Demand Management Strategy and approval to commence a 28 day community engagement process, results of which will be reported back to Council.

SUMMARY

On the 15 February 2016, the former Pittwater Council passed a Notice of Motion stating that Council undertake a parking demand management study for the Pittwater Park and surrounding area, and that this matter be considered in conjunction with the 2017/2018 Budget.

Council undertook the parking demand management study in Pittwater Park (north and south), and local streets, between Saturday 7 January 2017 to Friday 13 January 2017 to fully understand the parking challenges, usage and needs of residents and visitors to the area. The results of the study can be viewed in Attachment 4 – Bitzios Consultants Report.

An extensive engagement process was undertaken which consisted of an on-line survey, listening posts and community meetings. Refer to Attachment 2 for a full summary of the engagement process and community comments.

The Pittwater Park, Palm Beach Parking Demand Management study area includes Pittwater Park (north and south) and surrounding streets identified in the study area map (refer to Attachment 3).

The strategy, as detailed in Attachment 1, recommended to be endorsed by Council is based on the following priority principles:

1. Prioritise the parking needs of local businesses within a 400m radius of them through increased provision of high turnover parking spaces within the existing parking opportunities.
2. Allowing for the parking needs of permanent off-shore residents while maintaining space for other users.
3. Ensure parking availability for local residents, recreational users and visitors to the area, observing Crown Land conditions of use.

4. Maximise availability of parking spaces through implementation of seasonal parking restrictions within Pittwater Park car parks (north) to better manage peak parking demand.
5. Provide parking for commuters travelling between Central Coast and Palm Beach, where space allows.
6. Promote seasonable overflow parking alternatives to nearby sports fields and Governor Phillip Park.
7. Promote public transport mode of travel to Palm Beach, and between overflow parking and commercial areas/ferry wharf.
8. Ensure road safety in local streets and car parks is considered through all recommended strategies and that Roads and Maritime (RMS) Guidelines are adhered to at all times.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council:

- A. Endorse the twelve (12) recommended strategies outlined in Attachment 1: Draft Summary of Pittwater Park, Palm Beach Parking Demand Management Strategies.
 - B. Support the commencement of a 28 day engagement process to seek community feedback relating to the twelve (12) recommended strategies outlined Attachment 1: Draft Summary of Pittwater Park, Palm Beach Parking Demand Management Strategies.
 - C. Prepare a report to Council following the engagement process detailing the final Pittwater Park, Palm Beach Parking Demand Management Strategies, prior to a technical review by the Traffic Committee.
-

REPORT

BACKGROUND

Palm Beach is a popular destination which attracts large numbers of local, national and international visitors. Many visitors to the area are attracted to the facilities available, such as restaurants, local business, recreational use of Pittwater Park, boating facilities and beaches.

The Palm Beach Ferry Wharf operates as a commuter hub for our residents to travel home to Coasters Retreat and Great Mackerel Beach, while also providing for Central Coast commuters, holiday makers and day trippers travelling to The Basin, Currawong, Ettalong and Patonga.

Many other visitors to the area are attracted to the facilities available, such as restaurants, local business, recreational use of Pittwater Park, boating facilities and beaches.

Parking in the vicinity of Pittwater Park, Palm Beach has been operating at maximum capacity for many years during peak summer periods, as well as weekends and public holidays throughout the year due to the differing parking demands from stakeholders and visitors who park in the area.

At the request of Palm Beach Whale Beach Resident Association, Northern Beaches Council committed to undertaking a parking demand management study to identify strategies to improve the management of parking in the area.

The study area included:

1. Pittwater Park (north and south)
2. Barrenjoey Road (commercial area)
3. Palm Beach Road (up to Pacific Road)
4. Iluka Road and Nabilla Road
5. Lucinda Park
6. Woorak Reserve and Lucinda Park boat trailer car parks
7. Palm Beach RSL car parks

Council engaged Bitzios Consultants to undertake an occupancy and duration of stay survey between Saturday 7 January and Friday 13 January 2017 and to work with Council to develop strategies for recommendation.

In the meantime Council introduced short term parking in December 2016 to 17 car parking spaces in Pittwater Park (south) to enable parking turnover to support local business and to provide parking for recreational visitors to the area. These 17 car parking spaces provided 4P (four hour) parking between 6am – 9pm to all Ticket and Northern Beaches Permit Holders on Saturday, Sunday and Public Holidays.

TIMING AND CONSULTATION

To ensure we reached the relevant and directly affected members of the community in relation to the Palm Beach Parking Demand Management Study, a wide range of engagement techniques and methods were applied to understand their needs and to hear their views.

The engagement utilised the following methods:

- On-line survey resulting in 153 responses
- Two Listening Posts held at the Palm Beach Ferry Wharf
 - Wednesday 14 December and Friday 16 December 2016

- Providing written communication via letterbox drop to households and businesses in Barrenjoey Road, Iluka Road and Nabilla Road
- Two community meetings held at the Palm Beach RSL on Tuesday 21 February 2017
- Press release advising of community meeting published in the Manly Daily 21 February 2017
- Public Notices published in the Manly Daily on Saturdays:
- 10 December and 17 December 2016
- Editorial on the project appeared in an edition of Peninsula Living magazine,
- Project information sent electronically to interested stakeholders,
- Liaison with the Palm Beach Whale Beach, Coasters Retreat and Great Mackerel Beach Residents Associations.

Once the draft Palm Beach Parking Demand Management Strategy is endorsed by Council, a community engagement process will commence for 28 days. During this time, the community will be invited to provide submissions on the draft strategies.

After the completion of the 28 day engagement process, Council will review submissions and a final Palm Beach Parking Demand Management Strategy will be placed on the agenda of a Council Meeting for endorsement. If appropriate, and dependent upon, the final recommendations of the final Palm Beach Parking Demand Management Strategy a report may need to be prepared for the Traffic Committee to conduct a technical review and approval of the endorsed changes to parking conditions.

FINANCIAL IMPACT

A number of proposed measures can be implemented using existing operational budgets, however funding will need to be identified in future council budgets to deliver the recommended strategies relating to infrastructure works, resources and education campaigns.

POLICY IMPACT

Nil

SOCIAL IMPACT

This strategy will provide benefits to local businesses through increased availability of parking for visitors and customers, resulting in increased employment opportunities in the local community. It will also provide a dedicated parking area for our off-shore residents from Coasters Retreat and Great Mackerel Beach, parking for Central Coast commuters, strategies to encourage modal shifts from private motor vehicle to an active or sustainable mode of travel and road safety outcomes.

ENVIRONMENTAL IMPACT

Nil

ITEM 8.7	RFT 2016/173 - LEASE FOR THE TRAMSHED ARTS AND COMMUNITY CENTRE CAFE
REPORTING MANAGER	EXECUTIVE MANAGER PROPERTY
TRIM FILE REF	2017/085427
ATTACHMENTS	1 Confidential Evaluation Report - RFT 2016/173 Lease for the Tramshed Arts and Community Centre Cafe (Included In Attachments Booklet) (Confidential)

EXECUTIVE SUMMARY

PURPOSE

To consider, in accordance with Clause 178 of the *Local Government (General) Regulation 2005*, the Tender Evaluation Committee's recommendations following its assessment of the tenders received for RFT2016/173 – Lease for The Tramshed Arts and Community Centre Café, Berry Reserve (Council Reserve) Pittwater Road Narrabeen.

SUMMARY

The Tramshed Arts and Community Centre, situated in Berry Reserve, Narrabeen, is one of Council's most highly utilized community centres, being hired by over 65 different community groups on a regular basis. This centre has been undergoing significant refurbishment to improve the use and access to the centre, and these works are due for completion in the coming months. As part of these works a space for a café is being constructed at the front of the centre.

A public open tender was undertaken for a food and beverage operator to lease the café area within the Tramshed Arts and Community Centre (RFT 2016/173). The lease aims to deliver a food and drink service that caters to the users of the centre as well as the general public and enhance the public use of The Tramshed Arts and Community Centre and the surrounding area.

The tender evaluation committee evaluated the submissions and recommend proceeding with the preferred tenderer as noted in the Confidential Attachment to this report.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council adopt the recommendation contained in the Confidential Attachment to this report.

REPORT

BACKGROUND

The Tramshed Arts and Community Centre is situated in Berry Reserve, Pittwater Road Narrabeen. The centre is highly valued by the user groups and hired by over 65 different community groups on a regular basis, making it a major community hub in the Northern Beaches.

On 12 August 2015 Council's Development Application (DA2015/0306) was approved for alterations and additions to the Tramshed Arts and Community Centre, including a new café and a tram building.

A Request for Tender for the new café was prepared by Council's Property Management & Commercial Group and Procurement Group. The café is to be leased by Council on a commercial basis, commencing on 1 July 2017 (subject to site access) for a term of 5 + 5 years.

RFT 2016/173 was released to the public on 21 January 2017 and closed at 2pm on 2 March 2017. The tender was advertised in the Manly Daily and the Sydney Morning Herald on 28 January 2017.

The centre upgrade is due for completion in October 2017, in line with the café and tram opening.

A tender evaluation committee (TEC) was formed to assess the tenders received against the following criteria:

Schedule	Description	Assessment
Schedule F1	Tender Form	Pass/Fail
Schedule F2	Non-Compliance and Qualifications	Pass/Fail
Schedule F3	Business Information	Weighted
Schedule F4	Financial Information	Pass/Fail
Schedule F5	Performance Information	Weighted
Schedule F6	Work Health and Safety	Pass/Fail
Schedule F7	Conflict of Interest and Fair Dealing Declaration	Pass/Fail
Schedule F8	Insurances	Pass/Fail
Schedule F9	Business Plan	Weighted
Schedule F10	Food and Beverage Offer	Weighted
Schedule F11	Rental fee	Pass/Fail

Criteria	Schedule	Weighting	Minimum Acceptable Score (MAS)
Proven experience of the operator, key personnel and business information	Schedule F3 and F5	35%	70
Business Plan	Schedule F9	40%	70
Food and Beverage Offer & Price List	Schedule F10	25%	60

**MAS – is the minimum acceptable score. Any submission not achieving the MAS was not considered further.*

Evaluation Method

The evaluation was conducted in four (4) stages as follows:

- **Stage 1** - Initial Cull
- **Stage 2** - Detailed Evaluation of Remaining Tenders
- **Stage 3** - Comparative analysis
- **Stage 4** - Final Selection

Detail of the tender assessment is contained in the confidential attachment.

TENDERS RECEIVED

The RFT closed at 2pm, Thursday 2 March 2017. Proposals were received from the following respondents:

- Bean Seen Pty Ltd
- S. T Kreuser & D. J Rogers

CONSULTATION

Two (2) tender site briefings were held on 1 February 2017 at 10.00am and 16 February 2017 at 10am. A total of seven (7) tender groups attended the briefings. The tenderers were advised to upload all queries on the Tenderlink forum to obtain a formal response. Questions asked at the formal site briefings were recorded and they and responses were issued on Tenderlink.

TIMING

The proposed new lease for the Tramshed Arts and Community Centre café will commence on 1 July 2017 (subject to site access) and will end on 30 June 2027 (includes option lease).

FINANCIAL IMPACT

The proposed award of the tender for a lease of the Tramshed Arts and Community Centre of the recommended tenderer over a period of 10 years (includes option) from 1 July 2017 (subject to site access) will generate a net positive income to Council.

SOCIAL IMPACT

The café will enhance the public use of the Tramshed Arts and Community Centre, while preserving the purpose of the centre.

ENVIRONMENTAL IMPACT

Nil

ITEM 8.8	RFT 2017/007 - BALGOWLAH PLAZA REVITALISATION WORKS
REPORTING MANAGER	EXECUTIVE MANAGER CAPITAL WORKS
TRIM FILE REF	2017/129865
ATTACHMENTS	<ol style="list-style-type: none"> 1 Location and Design Materials (Included In Attachments Booklet) 2 Concept Plan (Included In Attachments Booklet) 3 Confidential Evaluation Report (Included In Attachments Booklet) (Confidential)

EXECUTIVE SUMMARY

PURPOSE

To consider, in accordance with Clause 178 of the *Local Government (General) Regulation 2005*, the Tender Evaluation Committee's recommendations following its assessment of the tenders received for RFT 2017/007 – Balgowlah Plaza Revitalisation Works.

SUMMARY

Council is seeking to appoint an experienced contractor to undertake the construction works to revitalise Balgowlah Plaza through street scape upgrades and landscaping.

The Balgowlah Plaza Revitalisation project is designed to create an improved, safe, friendly public space for the local community within a section of the Balgowlah shopping precinct on Sydney Rd.

The upgrade will create a connected public space that will attract a greater mix of retail and dining, as well as provide opportunities for the local community and business to meet, gather and promote their activities. This in turn will ensure that the shopping precinct will become more economically resilient and community focused into the future.

The recommended tenderer has demonstrated that they offer Council the best value for money and will deliver the works competently and to a high standard.

The area of the upgrade works proposed is shown in location and concept plans in Attachment 1.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council adopt the recommendation contained in the Confidential Attachment to this report.

REPORT

BACKGROUND

The Balgowlah Plaza Revitalisation Plan seeks to create an improved public domain area that is safe, and offers a friendly public space for the local community within the Balgowlah shopping precinct along Sydney Road.

Balgowlah Plaza consists of commercial and retail premises fronting a large Council owned space along the southern side of Sydney Road, between Condamine Street and Jackson Street laneway.

The scope of the project includes an area of approximately 560 square metres, and will involve demolition of existing pavements and street furniture, that is replaced with a plaza area that will provide improved public domain. The work includes upgrade of pavements, street furniture, lighting, gardens and tree planting. Creating useable public spaces for social interaction, events, outdoor dining, stalls and retail pop-ups.

The revitalisation will create a connected public space that will attract a greater retail and dining mix, as well as provide opportunities for the local community and local businesses to meet, gather and promote their activities. This in turn will ensure that the shopping precinct will become more economically resilient and community focused into the future. The passive surveillance associated with higher use will also improve public safety.

RFT 2017/007 Balgowlah Plaza Revitalisation was issued on 8/04/17 and closed at 2pm on 2/05/17.

4 submissions were received from:

- Castlereagh Group Industries
- Quality Management Construction
- Mansour Paving
- Lanskey Constructions Pty Ltd

A tender evaluation committee (TEC) was formed to assess the tenders received against the following criteria:

(MAS) in table form. Schedule	Description	Assessment
Schedule F1	Tender Form	Information only
Schedule F2	Non Compliance and Qualifications	Pass/Fail
Schedule F3	Business Information	Weighted
Schedule F4	Financial Information	Pass/Fail
Schedule F5	Performance Information	Weighted
Schedule F6	Industrial Relations	Not used
Schedule F7	Quality Assurance	Weighted
Schedule F8	Work Health and Safety	Pass/Fail
Schedule F9	Environmental Sustainability and Social Equity	Not used
Schedule F10	Personnel	Weighted
Schedule F11	Subcontractors and Consultants	Weighted
Schedule F12	Conflict of Interest and Fair Dealing Declaration	Information Only
Schedule F13	Insurances	Pass/Fail
Schedule F14	Proposed Methodology	Weighted

Schedule F15	Additional Information	Not used
Schedule F16	Design	Not used
Schedule F17	Maintenance	Not used
Schedule F18	Schedule of Works	Not used
Schedule F19	Schedule of Spare Parts	Not used
Schedule F20	Schedule of Interfaces	Not used
Schedule F21	Schedule of Fees	Weighted

Weighted Criteria

Criteria	Schedule	Weighting	MAS*
Demonstrated past experience of the Tenderer	Schedules F3 and F5	15%	60
Demonstrated past experience Personnel and Subcontractors	Schedules F10 and F11	15%	60
Proposed Methodology (including QA)	Schedules F7 and F14	30%	60
The Fee including Schedule of Lump Sum Fee, Schedule of Rates and Materials, and Other Fees	Schedule of Fees	40%	N/A

*Minimum Acceptable Score (MAS)

Evaluation Method

The evaluation was conducted in three (3) stages as follows:

Stage 1 - Initial Cull

Stage 2 - Detailed Evaluation of Remaining Tenders

Stage 3 – Comparative analysis

Detail of the tender assessment is contained in the Confidential Evaluation Report attachment.

PREVIOUS CONSULTATION

In August 2016, Place Management was briefed to undertake a Concept Plan to seek community consultation on the proposed revitalisation works.

The following consultation was undertaken

- The Concept Plan was presented to the public at an information day attended by approximately 100 persons.
- Community feedback was available through Council's Your Say website portal for 2 weeks and received 1390 website visits and documents downloaded by 885 persons.
- A total of 29 submissions were received during the information day, and 30 submissions were received through the Your Say website portal.

Following the consultation process the concept was further developed and was placed 'On Public Exhibition' for a period of 28 days from 31 January 2017.

The summary of engagement was as follows:

- Public Exhibition for a period of 28 days available through Council's Your Say website portal received 683 website visits, with documents downloaded by 455 persons.
- A total of 22 submissions were received through the Your Say website portal.
- The majority of the submission was positive and no changes were required.
- Council approved the plans for Tender on the 28 March 2017.
- Affected residents, retailers and property owners will receive further notification of the works prior to commencement of the works through mail-outs and communication with council staff.

TIMING

It is anticipated construction works will commence in June 2017 and take approximately four (4) months to complete, this includes the installation of plaza lighting and electrical needs (weather permitting).

FINANCIAL IMPACT

The Balgowlah Plaza Revitalisation Works have suitable budget allocation in the 2016/17 budget to commence works and an allocation in 2017/18 budget has been made to complete the works included in this tender.

SOCIAL IMPACT

Our public places are important in growing the local economy and building community goodwill. A positive and beneficial social outcome is anticipated from the Revised Plan.

The project will provide a connected public space that promotes people's health, happiness, and wellbeing through improved amenity, access and safety, whilst establishing opportunities for the residents, businesses and visitors to utilise public space for social, community and economic benefits.

ENVIRONMENTAL IMPACT

Environmental sustainability is a key consideration to the upgrade of the plaza, and the following components are included: additional landscaping and mature trees to assist with temperature control; wide pedestrian pavements to enhance walkability; and bike racks to promote active transport.

Five new trees and garden beds are to be installed as a result of the new landscaped works. One tree will be removed as a result of this project due to damage being caused to adjoining property. The tree to be removed is being replaced by five (5) mature (3m – 4m in height) Crape Myrtle trees (*Lagerstroemia indicia*).

ITEM 8.9	RFT 2017/010 - IRRIGATION MAINTENANCE SERVICES PANEL
REPORTING MANAGER	EXECUTIVE MANAGER PARKS & RESERVES
TRIM FILE REF	2017/101580
ATTACHMENTS	1 Confidential Evaluation Report RFT 2017 010 Irrigation Maintenance Services Panel (Included In Attachments Booklet) (Confidential)

EXECUTIVE SUMMARY

PURPOSE

To consider, in accordance with Clause 178 of the *Local Government (General) Regulation 2005*, the Tender Evaluation Committee's recommendations following its assessment of the tenders received for RFT2017/010 – Irrigation Maintenance Services Panel.

SUMMARY

Northern Beaches Council maintains irrigation assets on sports fields and reserves to assist in providing the community high quality open spaces. A panel contract is required to provide these maintenance services.

This Panel Contract replaces the former Warringah Council Contract 2015/047.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council adopt the recommendation contained in the Confidential Attachment to this report.

REPORT

BACKGROUND

Council uses a number of irrigation systems to improve the quality of public open space areas.

These require planned and reactive maintenance to be undertaken by contractors. A tender was developed for this purpose.

The Irrigation Maintenance Services Tender was uploaded to Tenderlink on 22 February 2017 and advertisements were placed in the Sydney Morning Herald on 28 February 2017 and Manly Daily on 25 February 2017.

Four companies were directly invited to tender, with an additional 8720 companies alerted via Tenderlink. The tender documents were downloaded six times from Tenderlink. The Tender closed on 21 March 2017.

A Tender Evaluation Committee (TEC) was formed to assess the tenders received against the following criteria:

Selection Criteria

Schedule	Description	Assessment	Minimum Acceptable Score (MAS) or 'M' if Mandatory
Schedule F1	Tender Form	Information only	M
Schedule F2	Departures and Qualifications	Pass/Fail	M
Schedule F3	Business Information	Weighted	60
Schedule F4	Financial Information	Pass/Fail	M
Schedule F5	Performance Information	Weighted	60
Schedule F6	Industrial Relations	NOT USED	
Schedule F7	Quality Assurance	Weighted	60
Schedule F8	Work Health and Safety	Pass/Fail	M
Schedule F9	Environmental Sustainability and Social Equity	Weighted	60
Schedule F10	Personnel	Weighted	60
Schedule F11	Subcontractors and Consultants	Weighted	60
Schedule F12	Conflict of Interest and Fair Dealing Declaration	Information Only	M
Schedule F13	Insurances	Pass/Fail	M
Schedule F14	Proposed Methodology	Weighted	60

Schedule F15	Maintenance	Weighted	60
Schedule F16	Schedule of Spare Parts	NOT USED	
Schedule F17	Schedule of Interfaces	NOT USED	
Schedule F18	Schedule of Fees	Weighted	M

Weighted Criteria

Criteria	Schedule	Weighting
Demonstrated past experience of the Tenderer	Schedules F3 and F5	25%
Demonstrated past experience Personnel and Subcontractors	Schedules F10 and F11	20%
Proposed Methodology & Maintenance (including Quality assurance and Environmental Sustainability)	Schedules F7, F9, F14, F15	20%
The Fee including Schedule of Lump Sum Fee, Schedule of Rates and Materials, Schedule of Rise and Fall and Other Fees	Schedule of Fees F18	35%

The three stages of the evaluation consisted of an initial assessment against mandatory criteria.

Tenders then moved forward into assessment against weighted criteria. The final stage combined scores in weighted criteria and price providing the final ranking of the Tenders. Detail of the tender assessment is contained in the confidential attachment.

CONSULTATION

This contract enables the continuation of the existing level of service for the community. Consultation within Parks and Recreation across the Northern Beaches Council was undertaken, with the assistance of Procurement Services, to provide the specification and scope of works required from this panel contract.

TIMING

The contract is proposed to operate from 1 July 2017 to 1 July 2020 with two one year options to extend the term subject to satisfactory performance of the preferred contractors.

FINANCIAL IMPACT

The works to be delivered by the recommended tenderers under this Panel Contract are funded by existing operational budgets as part of Council's Parks and Reserves Maintenance Programs. There are no direct financial commitments under this Panel Contract.

SOCIAL IMPACT

Nil

ENVIRONMENTAL IMPACT

Nil

ITEM 8.10	RFT 2017/011 - PARKS AND RESERVES MOWING SERVICES
REPORTING MANAGER	EXECUTIVE MANAGER PARKS & RECREATION
TRIM FILE REF	2017/122365
ATTACHMENTS	1 Confidential Evaluation Report - RFT 2017 011 - Parks and Reserves Mowing Services (Included In Attachments Booklet) (Confidential)

EXECUTIVE SUMMARY

PURPOSE

To consider, in accordance with Clause 178 of the *Local Government (General) Regulation 2005*, the Tender Evaluation Committee's recommendations following its assessment of the tenders received for RFT2017/011- Parks and Reserves Mowing Services.

SUMMARY

Northern Beaches Council maintains Parks and Reserves for the community's use. This includes mowing of approximately 250 hectares of open space. This contract is required to maintain this essential service.

The contract harmonises contracts across the three former Council areas to achieve economies of scale and increased efficiencies in delivering the service.

Council's current budget for mowing services across the three former local government areas is \$1,550,000. It is anticipated that the service levels required under this contract can now be delivered by Council for approximately \$155,000 less per annum. The tender provides improved value for money across the three former Council areas than previous mowing contracts and enables the funds to be invested in more pro-active works to address high profile areas and at times of high growing activity.

Over the term of the contract Council will review service levels and progressively align the frequency of mowing sites across the former three Council areas. The 2017/18 operational budget has allocated adequate funding to cover existing programmed work, proactive mowing and provides contingency funding for additional sites. This will ensure a high quality consistent service across the region.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council adopt the recommendation contained in the Confidential Attachment to this report.

REPORT

BACKGROUND

Northern Beaches Council maintains Parks and Reserves for the community's use. This includes mowing of approximately 250 hectares of open space areas, including neighbourhood parks, sub regional reserves, sportsfield surrounds, road verges, and right-of-ways.

This tender provides harmonisation of previous contracts in place to deliver this essential service. It replaces three mowing contracts within the former Pittwater, one from the former Warringah, and one agreement of former Manly in place following amalgamation. They are all due to expire on 30 June 2017.

RFT 2017/011 Parks and Reserves Mowing Services was issued on 14 March 2017 and closed on 11 April 2017.

14 submissions were received from:

- Image Property Detailing
- Plateau Tree Services
- Urban Maintenance Services
- Organic Mechanics
- Stand By Forty Six
- Solid Ground
- Marsupial landscape Management
- Skyline Landscape Services
- TJS Services
- Luhrmann Environment management
- Roadworx
- Australian Landscape Garden Services
- RGS Landscape Care
- Carefree Property Maintenance

A tender evaluation committee (TEC) was formed to assess the tenders received against the following criteria:

Schedule	Description	Assessment
Schedule F1	Tender Form	Information only
Schedule F2	Departures and Qualifications	Pass/Fail
Schedule F3	Business Information	Weighted
Schedule F4	Financial Information	Pass/Fail
Schedule F5	Performance Information	Weighted

Schedule F6	Industrial Relations	NOT USED
Schedule F7	Quality Assurance	Weighted
Schedule F8	Work Health and Safety	Pass/Fail
Schedule F9	Environmental Sustainability and Social Equity	Weighted
Schedule F10	Personnel	Weighted
Schedule F11	Subcontractors and Consultants	Weighted
Schedule F12	Conflict of Interest and Fair Dealing Declaration	Information Only
Schedule F13	Insurances	Pass/Fail
Schedule F14	Proposed Methodology	Weighted
Schedule F15	Maintenance	NOT USED
Schedule F16	Schedule of Spare Parts	NOT USED
Schedule F17	Schedule of Interfaces	NOT USED
Schedule F18	Schedule of Fee	Weighted

Weighted Criteria

Criteria	Schedule	Weighting	MAS
Demonstrated past experience of the Tenderer	Schedules F3 and F5	20%	60
Demonstrated past experience Personnel and Subcontractors and available Plant	Schedules F10 and F11	20%	60
Proposed Methodology (including QA and Environmental Sustainability)	Schedules F7, F9, F14	20%	60
The Fee including Schedule of Lump Sum Fee, Schedule of Rates and Materials, Schedule of Rise and Fall and Other Fees	Schedule of Fees	40%	n/a

Of the 14 submissions only eight progressed through to stage 2, the others failing to supply mandatory documentation or achieve minimum acceptable score. The final eight submissions were assessed further against the weighted criteria and an overall value for money ranking was achieved. Referee and Financial checks were conducted and four preferred Tenderers were selected.

Detail of the tender assessment is contained in the confidential attachment.

CONSULTATION

The Contract Documents were developed by Parks and Recreation with advice from Procurement Services.

TIMING

The Services are for the period 1 July 2017 to 1 July 2020 with two additional one year options to extend the term of the contract subject to satisfactory performance.

FINANCIAL IMPACT

The recommended tender submissions are within the budget allocated in Council's Operational Works Program for 2017/18. The tender provides improved value for money across the three former Council areas.

SOCIAL IMPACT

Nil

ENVIRONMENTAL IMPACT

Nil

ITEM 8.11	RFT 2017/013 - SEAFORTH OVAL IRRIGATION SYSTEM
REPORTING MANAGER	EXECUTIVE MANAGER PARKS & RECREATION
TRIM FILE REF	2017/094233
ATTACHMENTS	1 Seaforth Oval Tender Evaluation Report RFT2017/013 (Included In Attachments Booklet) (Confidential)

EXECUTIVE SUMMARY

PURPOSE

To consider, in accordance with Clause 178 of the *Local Government (General) Regulation 2005*, the Tender Evaluation Committee's recommendations following its assessment of the tenders received for Seaforth Oval Irrigation System per tender RFT2017/013.

SUMMARY

Council is seeking to appoint an experienced contractor to construct the Seaforth Oval Irrigation System at Seaforth Oval, Seaforth.

In 2010, the then Manly Council adopted the 'Manly Council – Management Plan 2010-2013', this management plan identifies an action to *improve irrigation systems to achieve more efficient water systems and water savings at Seaforth Oval*. The Northern Beaches Council Operational Plan 2017 lists this irrigation project in the works program.

Council developed an irrigation design to provide a fully automatic irrigation system at Seaforth Oval.

The recommended tenderer has demonstrated that they offer Council the best value for money and the least amount of risk to deliver the proposed works.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council adopt the recommendation contained in the Confidential attachment to this report.

REPORT

BACKGROUND

In 2010, the then Manly Council adopted the 'Manly Council – Management Plan 2010-2013'. This management plan identifies an action to improve irrigation systems to achieve more efficient water systems and water savings at Seaforth Oval.

Council developed an irrigation design to provide a fully automatic irrigation system at Seaforth Oval. At the same time also integrating the existing water harvesting on the amenities building and providing scope for adding additional water harvesting from future drainage works in the sportsfield.

The Northern Beaches Council Operational Plan 2017 lists this irrigation project in the works program for design and construction. The funding has been reforecast into the 2018 financial year to facilitate the requests from stakeholders to undertake the works following the current winter sport season.

Tenders were invited through the Council's electronic tender system (Tenderlink).

The tender closing date was 2pm, Tuesday 21 March 2017. Tenders received from the following six (6) organisations:

1. Australian Turf Projects Pty Ltd
2. Gosford Irrigation Pty Ltd
3. Neverstop Irrigation Pty Ltd
4. Landscape Solutions Pty Ltd
5. Romba Pty Ltd
6. Watermatic Pty Ltd

A tender evaluation committee (TEC) was formed to assess the tenders received against the following criteria:

The evaluation criteria and the weightings to apply to this RFT are:

Schedule	Description	Assessment
Schedule F1	Tender Form	Pass/Fail
Schedule F2	Non Compliance and Qualifications	Pass/Fail
Schedule F3	Business Information	Information only
Schedule F4	Financial Information	Pass/Fail
Schedule F5	Performance Information	Weighted
Schedule F6	Industrial Relations	Not Used
Schedule F7	Quality Assurance	Weighted
Schedule F8	Work Health and Safety	Pass/Fail

Schedule F9	Environmental Sustainability and Social Equity	Not Used
Schedule F10	Personnel	Weighted
Schedule F11	Subcontractors and Consultants	Weighted
Schedule F12	Conflict of Interest and Fair Dealing Declaration	Information Only
Schedule F13	Insurances	Pass/Fail
Schedule F14	Proposed Methodology	Weighted
Schedule F15	Additional Information	Not Used
Schedule F16	Design	Not Used
Schedule F17	Maintenance	Not Used
Schedule F18	Schedule of Works	Information Only
Schedule F19	Schedule of Spare Parts	Not Used
Schedule F20	Schedule of Interfaces	Not Used
Schedule F21	Schedule of Fee	Weighted

Weighted Criteria

Criteria	Schedule	Weighting
Demonstrated past experience of the Tenderer	Schedule F5	25%
Demonstrated past experience Personnel and Subcontractors	Schedules F10 and F11	10%
Proposed Methodology (including QA)	Schedules F7 and F14	30%
The Fee including Schedule of Lump Sum Fee	Schedule of Fees F21	35%

The (TEC) members met to collectively score tenders on Friday 24 March 2017. As per the Evaluation Plan, the evaluation was conducted in three (3) stages as follows;

Stage 1: Initial Cull

An initial review was conducted by the TEC to identify any non-conforming Tenders that failed to meet the mandatory schedule requirements.

All the tenderers completed the mandatory schedules and submitted supporting documents.

Stage 2: Detailed Evaluation of Remaining Tenders

All tenders then underwent a detailed examination by the TEC of their responses to the scored criteria and required information.

The TEC assessed and scored each tender submission individually. The scores were then entered into the evaluation spreadsheet and the average weighted score for each tenderer was calculated.

All tenders met the Minimum Acceptable Scores (MAS) in all of the scored criteria. Therefore all tenderers were considered further in stage three.

Stage 3: Comparative Analysis

The lump sum price offered by each of the Tenderers was submitted using Schedule of Fees Schedule F21. The weighted price score was then calculated using the weighting criteria.

The Total Weighted Score for each tender was then calculated by adding the average non price criteria score and the weighted price criteria score.

The Total Weighted Score allows the Tenderers to be ranked in order of value for money.

CONSULTATION

Council received support from the local sporting clubs for this project. Both Seaforth football and cricket clubs look forward to the improved sports turf that will result from irrigated turf.

Consideration has been given to Seaforth Football Club's request to schedule the construction works after the end of the football season. The on-field construction activities are now scheduled for the season change over period 28 August 2017 to 8 September. This timing will also ensure the benefits of having an operational irrigation system for early spring are maximised, while minimising the impact on sporting groups.

TIMING

Contract signing is proposed in June 2017 to allow for the lead times in materials procurement. Practical completion is proposed for 8 September 2017. The defects liability period of 12 months will commence from the practical completion date.

FINANCIAL IMPACT

The recommended tender submission is within the budget allocated in Council's Capital Works Program for 2017/18 in CN01047 Sportsfields – New and Upgrades.

SOCIAL IMPACT

By installing an irrigation system the community can enjoy a public sporting facility with improved sports turf performance.

There will be a reduction in ground hardness through encouraging vigorous turf growth. This will have a positive effect on reducing sporting impact injuries and improving the playability for all sports played at Seaforth Oval.

ENVIRONMENTAL IMPACT

The irrigation system is accurately designed to distribute water uniformly across the entire active sports fields without overspray watering into the adjacent bushland. The fully automatic centrally controlled system will ensure watering will only occur when and where it is required.

Integrating the existing water harvesting from the amenities building and capturing water from all rain events will be used by the irrigation system while allowing for the amenities building to use harvested rainwater for flushing toilets.

The 150 kilolitre tank provides the opportunity for future water harvesting projects when funding becomes available.

ITEM 8.12	RFT 2017/037 - DESIGN SERVICES FOR MANLY DAM AND LIONEL WATTS PLAYGROUNDS
REPORTING MANAGER	EXECUTIVE MANAGER PARKS & RECREATION
TRIM FILE REF	2017/126284
ATTACHMENTS	1 Confidential Evaluation Report RFT2017/037 Design Services for Manly Dam and Lionel Watts Playgrounds (Included In Attachments Booklet) (Confidential)

EXECUTIVE SUMMARY

PURPOSE

To consider, in accordance with Clause 178 of the *Local Government (General) Regulation 2005*, the Tender Evaluation Committee's recommendations following its assessment of the tenders received for RFT2017/037 – Design Services for Lionel Watts and Manly Dam Playgrounds.

SUMMARY

Council requested submissions through a public tender process for suitably experienced and capable consultancies to prepare the inclusive playground designs required for the upgrade of Manly Dam and Lionel Watts Playgrounds.

This project, part of the Connecting All Through Play Program, aims to create two innovative, exciting and inclusive play spaces that will offer distinctly unique play experiences for all children. The design scope will also include landscape improvements to the adjoining recreational areas, incorporate new youth / fitness activities and better connections throughout the open space network, car parking areas and other park facilities.

The recommended tenderers for each playground site have demonstrated they offer Council the best value for money, the expertise, capacity and experience in delivering high quality inclusive playground and open space designs with the greatest certainty.

RECOMMENDATION OF GENERAL MANAGER ENVIRONMENT & INFRASTRUCTURE

That Council adopt the recommendation contained in the Confidential Attachment to this report.

REPORT

BACKGROUND

Council recently adopted the Connecting All Through Play Program that aims to improve the capacity and quality of the Northern Beaches regional and district playground environments through maximising inclusion and participation.

A key objective of this Program is the upgrade of existing playgrounds at Manly Warringah War Memorial Park (Manly Dam), Manly Vale and Lionel Watts Reserve, Frenchs Forest, to create inclusive, unique destination play spaces that offer play opportunities for all children.

These two district / regional playgrounds are both centrally located within key open spaces of regional significance and are highly valued and well utilised by the broader community.

The design scope for Manly Dam will include the new inclusive play space/s as well as the upgrade of the adjoining recreational areas and picnic facilities, identify the footprint of the new amenities building, improved pathway connections from the main memorial space / car parking areas etc.

For Lionel Watts, the design scope will consider better connectivity between the Lionel Watts Sportsground, Forest Showground, the new playground, existing amenities, car parking areas and other park facilities to create a more cohesive open space precinct and the upgrade will include the new inclusive play space/s, water play, associated picnic and seating areas, new youth facilities / fitness activities etc.

The Connecting All Through Play Program is being delivered in partnership with NSW Government and jointly funded through the Stronger Communities Fund and Council merger savings. This project is listed on Council's Forward CAPEX program and is scheduled for design in the 2017/18 financial year and construction in mid 2018/19.

Request for Tender (RFT) 2017/037 was issued on 9 March 2017 and closed at 2:00 pm on 30 March 2017.

A tender briefing was conducted on 21 March 2017 and twelve (12) firms attended this briefing. Seven (7) Addendums were issued during the tender period in response to Forum questions, providing further project background information and minutes from the briefing.

Ten (10) formal tender submissions were received from:

- Access Australia
- AT&L
- Group GSA
- Indesco
- NBRS
- Phillips Marler
- Proludic
- Scape Design
- GHD Woodhead
- Tract

A tender evaluation committee (TEC) was formed to assess the tenders received against the following criteria:

Schedule	Criteria	Assessment	'M' if Mandatory Weighting (Minimum acceptable score-70)
Schedule F1	Tender Form	Information only	M
Schedule F2	Departures and Qualifications	Pass/Fail	M
Schedule F3 & F5	Business Information & Performance Information	Weighted	35%
Schedule F4	Financial Information	Pass/Fail	M
Schedule F6 & F13	Quality Assurance & Proposed Methodology	Weighted	25%
Schedule F7	Work Health and Safety	Pass/Fail	M
Schedule F8	Environmental Sustainability and Social Equity	Not Used	Not Used
Schedule F9 & F10	Personnel and Sub-consultants	Weighted	15%
Schedule F11	Conflict of Interest and Fair Dealing Declaration	Information Only	M
Schedule F12	Insurance	Pass/Fail	M
Schedule F14	Schedule of Fees	Weighted	25%

The evaluation shall be conducted in three (3) stages as follows:

Stage 1 - Initial Cull

Stage 2 - Detailed Evaluation of Remaining Tenders

Stage 3 – Comparative analysis

Detail of the tender assessment is contained in the confidential attachment.

CONSULTATION

An extensive consultation process will be undertaken as part of the design process with key internal / external stakeholders, local residents, park users and the broader community.

A design reference panel is being set up with representatives from key user groups, early childhood centres and interested residents for undertaking some specific design workshops.

TIMING

The design phase of this project is scheduled for completion by end of 2017 and tendering for construction in early 2018.

It is anticipated construction works for both projects will commence in June 2018 and take approximately three (3) months to complete (weather permitting).

FINANCIAL IMPACT

The two playground projects under Connecting All Through Play – Inclusive Play have an overall budget of \$4,300,000 allocated in Council's Forward Capital Works Program spread over 2017/18 and 2018/19.

The following budget breakdown has been estimated: \$1.75 million for Construction of Manly Dam playground and associated landscape upgrade works; \$2.05 million for Lionel Watts playground and park upgrade works; and \$500,000 for Design and investigations for both sites.

SOCIAL IMPACT

The Connecting All Through Play – Inclusive Play program will improve the capacity and quality of the Northern Beaches regional and district playground environments to maximise inclusion and participation, providing a very positive and beneficial social outcome.

The extensive design process for these projects will help create two inclusive, innovative and distinctly unique playgrounds offering a variety of play experiences. The welcoming and vibrant play spaces will help connect the community and promote people's health, happiness, and wellbeing.

ENVIRONMENTAL IMPACT

Environmental sustainability will be a key consideration in the design process for the playground and park upgrade works.

9.0 PLANNING PLACE & COMMUNITY DIVISION REPORTS

ITEM 9.1	NORTHERN BEACHES INDEPENDENT ASSESSMENT PANELS AND DEVELOPMENT ASSESSMENT PANEL - ANNUAL REPORT FOR 2016
REPORTING MANAGER	EXECUTIVE MANAGER DEVELOPMENT ASSESSMENT
TRIM FILE REF	2017/074599
ATTACHMENTS	<p>1 MIAP 1 January - 12 May 2016 (Included In Attachments Booklet)</p> <p>2 WDAP 1 January - 12 May 2016 (Included In Attachments Booklet)</p> <p>3 NBIAP Manly LEP 13 May - 31 December 2016 (Included In Attachments Booklet)</p> <p>4 NBIAP Pittwater LEP 13 May - 31 December 2016 (Included In Attachments Booklet)</p> <p>5 NBDAP Warringah LEP 13 May - 31 December 2016 (Included In Attachments Booklet)</p>

EXECUTIVE SUMMARY

PURPOSE

To report to the Department of Planning and Environment the operations and outcomes of the Independent Assessment Panels for 2016.

SUMMARY

Northern Beaches Council is made up with 4 Independent Assessment Panels. They are formerly known as Manly Independent Assessment Panel (Manly LEP), Northern Beaches Independent Assessment Panel (Pittwater LEP), Warringah Development Assessment Panel (Warringah LEP) and Warringah Development Review Panel (Warringah LEP).

Council held a total of 18 Panel Meetings for 2016 and a total of 105 Applications were tabled.

	Independent Panel by LEP			
	Manly LEP	Pittwater LEP	Warringah LEP	Warringah LEP Review
Total Meetings 2016	11	Nil	7	Nil
Total Applications 2016	76	8*	21	Nil
Applications referred to the Panel between January 2016 – 12 May 2016	25	Nil	7	Nil
In the reporting period January 2016 – 12 May 2016 - the number of applications where the Panel concurred with staff recommendations.	21 (84%)	Nil	7 (100%)	Nil
Applications referred to the Panel between 13 May 2016 – 31 December	51	8*	14	Nil

2016				
In the reporting period 13 May 2016 to 31 December 2016 - the number of applications where the Panel concurred with staff recommendations.	46 (90%)	8* (100%)	14 (100%)	Nil

*Applications were determined by Manly LEP Panel before the Pittwater LEP panel was recruited

NBIAP and Charter Adopted (Pittwater LEP)

The NBIAP and Charter was adopted by the General Manager 12 December 2016

The NBIAP had 7 Members appointed 17 February 2017 and the Panel consists of:

Chair - Peter Biscoe

Planners - Annalise Tour & Robert Hussey

Urban designers - Steve Kennedy & Christopher Gee

Environment - Sue Hobley

Community - Peter Cotton

Renamed Panel and Charters for Warringah LEPs

On the 4 August 2016 the General Manager approved the Panel and Charter name changes as a result of the proclamation of Northern Beaches Council. The Panel name changed from Warringah Development Assessment Panel (WDAP) to Northern Beaches Development Assessment Panel (NBDAP) and the Warringah Development Review Panel (WDRP) to Northern Beaches Development Assessment Panel (NBDRP).

The Charter delegations (applications which were required to be determined by the Panel) which sat outside the Charter, were inserted into the Charter to be consistent with the format of the Charters from former Manly and Pittwater.

The following was inserted into the NBDAP Charter: (former Warringah Development Assessment Panel)

3.1 *The NBDAP will determine development applications for:*

- (a) *The erection of a new building or buildings with a construction cost of more than \$1,000,000 where there are more than 2 relevant objections.*

Exceptions to this rule are as follows:

- *developments classified as Category 3 developments under Clause 15 of the WLEP 2000*
 - *development consisting of one dwelling*
 - *development consisting of one dwelling and a granny flat*
 - *non habitable buildings such as a private garage, carport, shed or the like*
 - *non habitable structures such as a fence, mast, antenna, retaining or free standing wall, swimming pool or the like*
- (b) *The subdivision of land (excluding subdivision, community title subdivision or strata subdivision of an existing building or approved building works) with a net increase of 5 or more allotments, and where there are more than 2 relevant objections*.*

Definitions For the purposes of the NBDAP Charter:

() New **building or Buildings** means:*

- the construction of a building or buildings, or*
- the re-building or alteration or addition of a building or buildings, which in the opinion of the Deputy General Manager, Planning and Community, provide for an increase of more than 50% of the existing floorspace of the existing building or buildings. This does not include internal alterations and additions, the fit-out or occupation of an existing building.*

() **Relevant Objection** means:*

- written submission in response to Council's notification/exhibition of a development application, which in the opinion of the Deputy General Manager, Planning and Community, raises specific issues for the refusal of the application or would otherwise require significant changes or restrictions to the proposed development.*

3.2. *The NBDAP also determines applications for:*

(a) Modification of consent under Section 96(2) of the EP&A Act 1979 and where the original consent was determined by the former WDAP or NBDAP-C.*

() Section 96(2) refers to modifications which involves changes considered to be more than minimal environmental impact.*

References from Occupational Health and Safety to Workplace Health and Safety were also changed in the NBDAP Charter.

RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE & COMMUNITY

That Council forward this report to the Department of Planning and Environment for their information.

ITEM 9.2	DEACCESSION OF THE FOREST TAPESTRY (1986), FORMERLY PLACED AT THE GLEN STREET THEATRE
REPORTING MANAGER	EXECUTIVE MANAGER PLACE MANAGEMENT
TRIM FILE REF	2017/109213
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

This report seeks to remove (deaccession) a tapestry from Council's official art collection that has remained in storage for over ten years.

SUMMARY

The Forest Tapestry (1986) was woven by a community group, led by Mrs Lily Krams, presented to Warringah Council and hung in the foyer of the Glen Street Theatre. It was formally accessioned into the Council collection and registered as The Forest Tapestry (ART00180) but was taken down more than ten years ago and placed into storage as its size (18m x 9m) made it impossible to be hung anywhere else. As Mrs Krams has died, her daughter Ms Ditte Krams has enquired about purchasing the tapestry from Council.

Council's policy requires approval via a council report and a subsequent twelve month 'cooling off' period after which it may be returned to the creator or donor, given to a more appropriate collecting institution or dismantled or destroyed. Once removed, it will be de-registered and a record of its provenance will be kept.

RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE & COMMUNITY

That:

- A. *The Forest Tapestry* (1986) be considered for disposal as it is surplus to Council's needs.
 - B. The condition for the deaccessioning of a Council artwork that a twelve month 'cooling off period' be waived.
 - C. Consideration be given to the tapestry being sold to Ms Ditte Krams, daughter of the lead weaver of the tapestry, for a nominal sum.
 - D. The possible sale to Ms Ditte Krams be advertised, in case other claimants exist.
-

REPORT

BACKGROUND

The Forest Tapestry was woven by a community group, led by Ms Lily Krams, presented to Warringah Council in 1986 and was hung in the foyer of the Glen Street Theatre. It was formally accessioned and registered in the Council Art Collection (ART00180). It was taken down from the theatre foyer more than ten years ago and placed into storage as its huge size (18m x 9m) made it impossible to be hung anywhere else.

As Mrs Krams has died, her daughter Ms Ditte Krams, has enquired about purchasing the tapestry from Council for sentimental reasons.

According to the former Warringah Council's Art and Object Collection Policy (CCS-PL 220), the following steps are necessary:

3.6 Procedure For Removing Items From the Collection

Decisions for removing items from the collection must be clearly presented in an official Council Report endorsed by the Art Collection and Exhibitions Committee.

An item nominated for removal will be held for a twelve month 'cooling off' period, after which the item may be:

- reconsidered and reinstated in the Collection
- returned to the creator or donor
- given to a more appropriate collecting institution
- dismantled or destroyed as a last resort
- once an item is removed, it will be de-registered.
- a record of its provenance will be kept

The tapestry is considered to be surplus to Council's needs and it is not desired for either the Glen Street Theatre nor for inclusion in the Northern Beaches art collection held at Manly Art Gallery & Museum and other sites. The condition that it could be reconsidered and reinstated into the Northern Beaches collection is therefore redundant.

As Council's Art Collection and Exhibitions Committee no longer exists, the decision to dispose of the tapestry can be made by the Administrator. The tapestry would have been insured under Council's policy for only a nominal value.

Given the nominal value of the tapestry and interest from a member of the public to acquire it for sentimental reasons, it is proposed to waive the twelve month cooling off period and publicly advertise it as available for purchase. This will ensure the appropriate transparency and availability for any other claimants to come forward without unduly delaying the opportunity for Ms Krams to purchase it if she wishes.

CONSULTATION

The availability of the tapestry for purchase will be publicly advertised in case other claimants to it exist.

TIMING

That the twelve month "cooling off" period for deaccessioning an artwork be waived in this instance.

FINANCIAL IMPACT

Council will receive a nominal sum from the sale of the tapestry to Ms Ditte Krams.

SOCIAL IMPACT

Nil

ENVIRONMENTAL IMPACT

Nil

ITEM 9.3	REPORTING VARIATIONS TO DEVELOPMENT STANDARDS STATE ENVIRONMENTAL PLANNING POLICY NO.1 – DEVELOPMENT STANDARDS AND CLAUSE 4.6 OF MANLY LOCAL ENVIRONMENT PLAN, PITTWATER LOCAL ENVIRONMENT PLAN AND THE WARRINGAH LOCAL ENVIRONMENT PLAN
REPORTING MANAGER	EXECUTIVE MANAGER DEVELOPMENT ASSESSMENT
TRIM FILE REF	2017/122875
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To report to Council variations to development standards granted under State Environmental Planning Policy No.1 – Development Standards (SEPP 1) or under Clause 4.6 of the Manly Local Environment Plan (MLEP 2013), Pittwater Local Environment Plan (PLEP 2014), and the Warringah Local Environment Plan (WLEP 2011), as required by the NSW Department of Planning and Environment.

SUMMARY

During the period 1 October 2016 to 31 December 2016, the following variations were granted:

- 1 variation under State Environmental Planning Policy No.1 – Development Standards
- 26 variations under Clause 4.6 of Manly Local Environment Plan 2013
- 4 variations under Clause 4.6 of Pittwater Local Environment Plan 2014
- 20 variations under Clause 4.6 of Warringah Local Environment Plan 2011.

RECOMMENDATION OF GENERAL MANAGER PLANNING, PLACE & COMMUNITY

That Council notes:

- A. The development applications granted approval with variations to development standards under Manly Local Environment Plan 2013 during the period 1 October 2016 and 31 December 2016.
 - B. The development applications granted approval with variations to development standards under Pittwater Local Environment Plan 2014 during the period 1 October 2016 and 31 December 2016.
 - C. The development applications granted approval with variations to development standards under Warringah Local Environment Plan 2011 during the period 1 October 2016 to 31 December 2016.
 - D. The development application granted approval with a variation to development standard under SEPP 64.
-

REPORT

The following tables indicate all variations under each planning instrument and the level of determination either by staff under delegation from the General Manager or by a determination panel. The independent panels include Northern Beaches Independent Assessment Panel (NBIAP) and Northern Beaches Development Assessment Panel (NBDAP). Internal staff panels include Development Unit (DU) and Development Assessment Unit (DAU).

SEPP 1 Variations Granted under the Manly LEP2013

No SEPP 1 variations were granted between 1 October 2016 and 31 December 2016, inclusive.

Clause 4.6 Variations Granted under the Manly LEP2014

The following applications had a Clause 4.6 variation granted between 1 October 2016 and 31 December 2016, inclusive.

App. No.	Address	Proposal	Clause 4.6 Development Standard	% of variation	Determined by
181/2016	4 Carlton Street MANLY	Residential - Alterations & additions	FSR	13.20%	Council - DAU
184/2016	161B Seaforth Crescent SEAFORTH	Residential - Alterations & additions	Minimum lot size	8.60%	Council - DAU
219/2016	17 Maretimo Street BALGOWLAH	Residential - Alterations & additions	FSR	1.00%	Council - DAU
278/2016	4 Carlton Street MANLY	Residential - Alterations & additions	FSR	14.7% (4.7% to existing non-compliance)"	Council - DAU
273/2016	28 Seaforth Crescent SEAFORTH	Residential - Alterations & additions	FSR	6.30%	Council - DAU
129/2016	1 Fairlight Crescent FAIRLIGHT	Residential - Alterations & additions	Height	15.30%	Council - NBIAP
236/2016	13 Bellevue Street FAIRLIGHT	Residential - Alterations & additions	FSR	16.00%	Council - NBIAP
262/2016	56 Macmillan Street SEAFORTH	Residential - Alterations & additions	FSR	12.10%	Council - NBIAP
270/2016	2C Edgecliffe Esplanade SEAFORTH	Residential - Alterations & additions	FSR & Height	70% (FSR) and 49% (Height)	Council - NBIAP
36/2016	62 Raglan Street MANLY	Residential - Alterations & additions	FSR	57.00%	Council - NBIAP
201/2016	42 Castle Circuit SEAFORTH	Residential - Alterations & additions	Height	12.94%	Council - NBIAP
253/2016	51 Whistler Street MANLY	Residential - Alterations & additions	FSR	41.00%	Council - DAU
117/2016	2B Fromelles Avenue SEAFORTH	Residential - Single new dwelling	FSR	4.90%	Council - NBIAP
169/2016	4 Seaforth Crescent SEAFORTH	Residential - Alterations & additions	FSR	22%	Council - NBIAP
175/2016	16-17 East Esplanade MANLY	Residential - Alterations & additions	FSR & Height	24% (FSR) and 11% (Height)	Council - NBIAP

178/2016	19 Carlton Street MANLY	Residential - Alterations & additions	FSR	43.00%	Council - NBIAP
182/2016	81 Seaforth Crescent SEAFORTH	Residential - Single new dwelling	FSR & Height	182% (FSR) and 88% (Height)	Council - NBIAP
199/2016	48B Smith Street MANLY	Residential - Alterations & additions	FSR	38.80%	Council - NBIAP
205/2016	29 Pine Street MANLY	Residential - Alterations & additions	FSR	4.90%	Council - NBIAP
225/2016	37 Darley Road MANLY	Residential - Alterations & additions	FSR	9%	Council - DAU
281/2016	11 Kareema Street BALGOWLAH	Residential - Alterations & additions	Height	5.80%	Council - DAU
279/2016	10 Smith Street MANLY	Residential - Alterations & additions	FSR	35.40%	Council - DAU
299/2016	14 Pine Street MANLY	Residential - Alterations & additions	FSR	2.80%	Council - DAU
171/2016	74 Woodland Street BALGOWLAH HEIGHTS	Residential - Alterations & additions	Height	35%	Council - DAU
200/2016	13 Sandy Bay Road CLONTARF	Residential - Alterations & additions	Height	11.30%	Council - DAU
258/2016	10 Jellicoe Street BALGOWLAH HEIGHTS	Residential - Alterations & additions	FSR	1.30%	Council - DAU

SEPP 1 Variations Granted under the Pittwater LEP2014

No SEPP 1 variations were granted between 1 October 2016 and 31 December 2016, inclusive.

Clause 4.6 Variations Granted under the Pittwater LEP2014

The following applications had a Clause 4.6 variation granted between 1 October 2016 and 31 December 2016, inclusive.

App. No.	Address	Proposal	Clause 4.6 Development Standard	% of variation	Determined by
N0319/16	138 Crescent Road NEWPORT	Residential - Alterations & additions	Height	14.10%	Council - NBIAP
N0144/16	26 Wandearah Avenue AVALON BEACH	Residential - Alterations & additions	Height	86.47%	Council - NBIAP
N0212/16	7 Wandearah Avenue AVALON BEACH	Residential - Alterations & additions	Height	72.00%	Council - NBIAP
N0352/16	9 Stromboli Place BILGOLA PLATEAU	Residential - Alterations & additions	Height	23.50%	Council - NBIAP

NBIAP – Northern Beaches Independent Assessment Panel, **DU – Development Unit, *DAU – Development Assessment Unit*

SEPP 1 Variations Granted under the Warringah LEP2011

The following SEPP 1 variation was granted for a development under SEPP 64 Advertising and Signage, between 1 October 2016 and 31 December 2016, inclusive.

App. No.	Address	Proposal	SEPP 1 - Development Standards	% of variation	Determined by
DA2016/0756	27 Howard Avenue Dee Why	Advertising signage in association with an existing bus shelter	Clause 22 of SEPP 64 relating to size of wall advertisements to the size of the building elevation	80%	Delegated Authority

Clause 4.6 Variations Granted under the Warringah LEP2011

The following applications had a Clause 4.6 variation granted between 1 October 2016 and 31 December 2016, inclusive.

App. No.	Address	Proposal	Clause 4.6 Development Standard	% of variation	Determined by
Mod2016/0140	11 The Drive FRESHWATER	Residential - Alterations and additions	Heights	3.53%	Delegated Authority
Mod2016/0261	33 Wilson Street FRESHWATER	Residential - Alterations and additions	Heights	7.05%	Delegated Authority
REV2016/0035	46 Clarke Street NARRABEEN	Residential - Alterations and additions	Heights	11.75%	Delegated Authority
DA2016/1086	29 Collaroy Street COLLARROY	Residential - Alterations and additions	Heights	16.75%	Delegated Authority
DA2016/1170	67 Surfers Parade FRESHWATER	Residential - Alterations and additions	Heights	9.4%	Delegated Authority
DA2016/1208	149 Oaks Avenue DEE WHY	Residential - Alterations and additions	Heights	31.7%	Delegated Authority
DA2016/0802	86 Headland Road NORTH CURL CURL	Residential - Alterations and additions	Heights	7.05%	Delegated Authority
DA2016/0837	33 Sherwood Crescent NARRAWEENA	Residential - Alterations and additions	Heights	8.2%	Delegated Authority
DA2016/0850	1320 Pittwater Road NARRABEEN	Residential - Alterations and additions	Heights	34.64%	Delegated Authority

DA2016/0864	809 Warringah Road FORESTVILLE	Residential - Alterations and additions	Heights	5.88%	Delegated Authority
DA2016/0706	101 Arthur Street FORESTVILLE	Residential - Alterations and additions	Heights	5.6%	Delegated Authority
DA2016/0717	95 Allambie Road ALLAMBIE HEIGHTS	Residential - Alterations and additions	Heights	2.83%	Delegated Authority
DA2015/1179	12 Greycliffe Street QUEENSCLIFF	Residential - Alterations and additions	Heights	34%	Delegated Authority
DA2016/0481	12 Glentrees Avenue FORESTVILLE	Residential - Single new detached dwelling	Heights	14.1%	Delegated Authority
DA2016/0548	55 Bushey Place DEE WHY	Residential - Single new detached dwelling	Heights	10.5%	Delegated Authority
DA2016/0945	278 Alfred Street CROMER	Residential - Single new detached dwelling	Heights	1.41%	Delegated Authority
DA2016/0967	54 William Street NORTH MANLY	Residential - Single new detached dwelling	Heights	8.4%	Delegated Authority
DA2016/0752	13 Duke Street FORESTVILLE	Residential - New second occupancy	Heights	3.2%	Delegated Authority
DA2016/0550	184 Wyndora Avenue FRESHWATER	Residential - New multi unit	Minimum subdivision lot size	68.58%	Delegated Authority
DA2016/0792	180 South Creek Road WHEELER HEIGHTS	Mixed	Heights	23.5%	Delegated Authority

FINANCIAL IMPACT

The costs associated with the assessment of variations are part of the Development Application assessment process.

SOCIAL IMPACT

All Development Applications are required to consider the social impact through section 79C of the Environmental Planning and Assessment Act 1979.

ENVIRONMENTAL IMPACT

All Development Applications are required to consider the environmental impact through section 79C of the Environmental Planning and Assessment Act 1979

ITEM 9.4	BUILDING FIRE SAFETY REPORT BY FIRE & RESCUE NSW - 10 KOOLOORA AVENUE FRESHWATER
REPORTING MANAGER	EXECUTIVE MANAGER ENVIRONMENTAL COMPLIANCE
TRIM FILE REF	2017/127350
ATTACHMENTS	1 ↓ Fire and Rescue - Inspection Report - 10 Kooloora Avenue Freshwater

EXECUTIVE SUMMARY

PURPOSE

Council has received an inspection report, as shown in attachment 1, from Fire and Rescue NSW (F&RNSW), in relation to the property at 10 Kooloora Avenue, Freshwater.

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 the property at 10 Kooloora Avenue, Freshwater. Council staff have conducted a review of the matters raised and have provided recommendations in relation to this building.

RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE & COMMUNITY

That Council:

- A. Does not issue an Order number 6 under Section 121B of the *Environmental Planning and Assessment Act 1979* for 10 Kooloora Avenue, Freshwater and take no further action in this matter.
 - B. Provide notice to Fire and Rescue NSW of the above determination.
-

REPORT

BACKGROUND

On 12 April 2017, F&R NSW referred an inspection report to Council for the property at 10 Kooloora Avenue, Freshwater.

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

Council is also to determine whether or not to issue an Order number 6 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 for building occupants.

As a result of the inspection report, Council staff conducted an inspection on 13 April 2017. They found that the issues identified by F&R NSW had been rectified and confirmed that fire safety provisions within the building were adequate.

Accordingly it is not deemed necessary to issue an Order 6 or to take any further action.

CONSULTATION

Nil

TIMING

Nil

FINANCIAL IMPACT

Nil

SOCIAL IMPACT

Nil

ENVIRONMENTAL IMPACT

Nil



File Ref. No: BFS15/2175 (9484)
TRIM Ref. No: D17/21660
Contact: Mark Knowles

12 April 2017

General Manager
Northern Beaches Council
PO BOX 82
MANLY NSW 1655

Email: manly@northernbeaches.nsw.gov.au

Attention: Manager Compliance/Fire Safety

Dear Sir / Madam,

**Re: INSPECTION REPORT
10 KOOLOORA AVENUE, FRESHWATER ("the premises")**

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

The correspondence stated that:

- *Place is a shambles alarms ignored and ripped out of ceilings.*

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 10 March 2016 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

The inspection was limited to the following:

- A visual inspection of the essential Fire Safety Measures as identified in this report only.
- 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.

Please be advised that details of this inspection have been provided in accordance with Section 119T(4) of the EP&A Act. Therefore, on behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 121ZD(1)(a) of the EP&A Act.



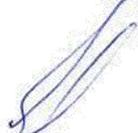
COMMENTS

At the time of the FRNSW inspection, hardwired smoke alarms were observed installed throughout the premises. All smoke alarms were tested at the time of inspection and were found to be operational.

FRNSW is therefore of the opinion that whilst the initial concerns subject to the fire safety concern were satisfied at the time of inspection, it would be at Council's discretion to conduct its own inspection of the building and address any other deficiencies identified on 'the premises'.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact Mark Knowles of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference BFS15/2175 (9484) for any future correspondence in relation to this matter.

Yours faithfully,



John Bruscano
Building Surveyor
Fire Safety Compliance Unit

Unclassified

Fire & Rescue NSW

ABN 12 593 473 110

www.fire.nsw.gov.au

Community Safety Directorate
Fire Safety Compliance Unit

Locked Bag 12
Greenacre NSW 2190

T (02) 9742 7434
F (02) 9742 7483

firesafety@fire.nsw.gov.au

Page 2 of 2

© Copyright State Govt NSW



ITEM 9.5	PLANNING PROPOSAL (PP0002/16) FOR CENTRAL LOCAL PARK WARRIEWOOD - 9,11,12 AND 13 FERN CREEK ROAD, WARRIEWOOD
REPORTING MANAGER	GENERAL MANAGER PLANNING PLACE AND COMMUNITY
TRIM FILE REF	2017/129216
ATTACHMENTS	<ol style="list-style-type: none"> 1 ➤ Assessment Report (Included In Attachments Booklet) 2 ➤ Probity Report (Included In Attachments Booklet) 3 ➤ Signed MOU and Land Swap Deed (Included In Attachments Booklet) 4 ➤ Council Report and Resolution (Included In Attachments Booklet) 5 ➤ Fern Creek PP - Aerial Map (Included In Attachments Booklet)

EXECUTIVE SUMMARY

PURPOSE

The purpose of this report relating to a Planning Proposal (PP0002/16) lodged for 9, 11, 12 and 13 Fern Creek Road, Warriewood, is to:

1. Present the assessment report prepared by an external planning consultant (MBWA Consulting)
2. Present the Probity Audit Report prepared by a Probity Advisor (Procure Group)
3. Respond to any submission that raises concerns on the submitted Draft Voluntary Planning Agreement (VPA) documentation.

SUMMARY

Northern Beaches Council received a Planning Proposal (PP0002/16) from GLN Planning, on behalf of Council's Property Management & Commercial Business Unit, relating to 9, 11, 12 and 13 Fern Creek Road, Warriewood.

The Planning Proposal seeks to amend the Pittwater Local Environmental Plan (PLEP) 2014 to enable the creation of the southern portion of the planned Central Local Park. A secondary objective is to enable the development of the remaining land in an orderly and economic manner for housing. This will be achieved through an amendment to the Land Zoning map, the Height of Building map, and the dwelling provisions contained in Part 6 Clause 6.1(3) PLEP 2014.

The amended Planning Proposal, received on 17 January 2017, did not change in terms of the proposed amendments to the PLEP 2014 but responded to Council's request for additional information, addressing issues raised in its consultant's preliminary assessment and the submissions. A significant piece of new information accompanying this amended Planning Proposal was a preliminary 'draft version' of the Voluntary Planning Agreement (VPA) and Explanatory Note, "*in the interest of clarity and transparency at this non-statutory exhibition phase*"¹. The Draft Voluntary Planning Agreement (Draft VPA) and Explanatory Note formed part of the documentation package that was released for preliminary (non-statutory) exhibition.

¹ P.3 of Cover Letter, dated 17 January 2017, prepared & submitted by GLN Planning

The preparation of a Draft VPA originated from the Memorandum of Understanding between the then Pittwater Council and Frasers Property (formerly Australand) for the subject properties (now the subject of this Planning Proposal) in October 2015. On 19 March 2016, Council resolved, to authorise the General Manager to sign the Deed of Agreement where the parties are to enter into a future Planning Agreement as part of the completion conditions stipulated by the Deed.

On 18 April 2017, following the conclusion of the the second preliminary (non-statutory) notification period for the Planning Proposal, the applicant formally withdrew the draft version of the VPA

Council is the landowner of 9 Fern Creek Rd and the proponent for this application. An external planning consultant, MBWA Consulting, was engaged to assess the application on behalf of Council's Strategic Land-Use Planning Business Unit. The assessment report, prepared by MBWA Consulting is in Attachment 1.

Procure Group was engaged to undertake a probity audit of the assessment by MBWA Consulting and the roles of Council in the assessment process. A Probity Audit Report is available in Attachment 2.

For the purpose of transparency, submissions raising specific issues with the Draft VPA and the Explanatory Note are addressed by this report prepared by Council officers. There is no assessment on the merits the Draft VPA, and it does not form part of the Planning Proposal.

RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE & COMMUNITY

That Council:

- A. Note the contents of this report.
 - B. Endorse the recommendations of Council's engaged Independent Planning Consultant, MBWA Consulting, as outlined in Attachment 1.
 - C. Note the report prepared by Council's Probity Advisor, Procure Group, as outlined in Attachment 2.
-

REPORT

BACKGROUNDBackground to Memorandum Of Understanding (Mou)

Council purchased 9 Fern Creek Road in 2008 which is rectangular in shape and adjoins Fern Creek, although not ideal in shape for the purpose of expanding Central Local Park to create a more linear shaped open space area for the community. Council waited for the opportunity of using this land as a means to achieve this desired shape through possible land swap. This opportunity came in 2013 when Fraser Property, the owner of adjoining land parcels 11, 12 and 13 Fern Creek Road, put forward a formal land swap proposal to Council which would facilitate the development of 9 Fern Creek Rd's land holdings as well as achieving Council's preferred open space layout for the sector. This proposal involved swapping the northern portions of Fraser Property's three properties for the southern portion of Council's property.

Between May 2014 and May 2015, consultation occurred with the adjoining landowners and the Warriewood Residents Association (WRA) to examine Frasers proposal as well as other potential options for the southern portion of the Central Local Park which resulted in a concept plan that was endorsed by Council for the land swap on 18 May 2015 and the General Manager was authorised to commence negotiations with Fraser Property.

Based on Council's endorsed concept plan, a detailed Land Swap Plan was prepared identifying the areas of land to be swapped and retained by the parties which ultimately formed Annexure A to the Memorandum of Understanding (MOU) that was later agreed to by the parties. The MOU was not intended to be legally binding, but rather address the main issues related to the transaction and identify the terms of a future Deed of Agreement.

In October 2015 the respective General Managers of Frasers and Council signed a MOU, including a Land Swap Plan (Annexure A) that shows and addresses the following matters:

- Area of land to be swapped
- Creek line corridor dedication and offset
- Services: undergrounding of high voltage power lines, road & stormwater infrastructure
- Necessary amendments to Pittwater LEP 2014
- Development Application to subdivide/consolidate existing lots
- Costs
- Probity Advisor.

A copy of the signed MOU is attached.

Since October 2015 Council and Frasers have worked to finalise a Deed of Agreement which stipulates the details on how the land swap transaction will occur and would be legally binding on the parties once signed.

On 19 March 2016, Council endorsed the proposed terms of the land swap and authorised the General Manager to sign the Deed of Agreement for the land swap at its meeting (Attachment 4).

The Deed of Agreement contains details of the provision of infrastructure such as extension to Fern Creek Road, new East-West Road, stormwater infrastructure and undergrounding the high voltage power lines that cross the site. The details related to this infrastructure are separate to the Planning Proposal.

The signed Deed of Agreement is attached to this report (Attachment 3). This Deed represents the final agreed position of Council staff and Frasers. Attached to the Deed is the agreed land swap plan referred as Annexure A.

As such, to progress with the land swap agreement, a Planning Proposal needs to be prepared to amend PLEP 2014.

Draft Voluntary Planning Agreement (VPA)

On 17 January 2017, a draft version of the VPA and an Explanatory Note were submitted as part of the amended Planning Proposal.

The applicant, GLN Planning, advised that the purpose of submitting the Draft VPA and Explanatory Note is to provide a “draft version at this non-statutory exhibition stage of the Planning Proposal in the interest of clarity and transparency” and is “intended to facilitate the provision of the southern Central Park in its preferred configuration. We understand that the draft VPA will need to be reviewed and agreed by Council and will be publicly advertised in accordance with the provisions of the Environmental Planning & Assessment Act 1979 during the statutory exhibition of the Planning Proposal (noting that this will be once the Planning Proposal has been endorsed by Council and has been sent to the Department of Planning and Environment for Gateway Approval)”².

On 18 April 2017, after the second preliminary (non-statutory) notification period ended, the applicant wrote to formally withdraw the submitted Draft VPA (and the Explanatory Note).

It is acknowledged that the Planning Proposal can be assessed and determined independently of a VPA being in place or otherwise.

Conversely, the merits of the offer between Council and Fraser Property has already been assessed and agreed to by Council that in turn, facilitated in the preparation of the Draft VPA. For this reason, no assessment has been made in regard to the Draft VPA that accompanied the Planning Proposal, recognizing it was provided as information to assist the understanding of the origin / impetus of the Planning Proposal being lodged with Council and formed part of documentation package that was released for exhibition at the preliminary (non-statutory) notification phase.

As a result of this notification period, two (2) submissions were received raising specific concerns with the Draft VPA and the Explanatory Note, and have been responded to by Council in Table 1 on the following page.

Council will only focus on specific issues that have been raised by the submissions in relation to the Draft VPA and the Explanatory Note and any identified errors and inconsistencies with the proposal submitted by the applicant. Any merits and details of the Draft VPA do not form part of the assessment for this Planning Proposal, noting the above-mentioned signed MOU and the Deed of Agreement already outline the extent of land swap agreement which were endorsed by the Council on 19 March 2016. The Draft VPA will, when it is finalised, need to be presented to Council at a later date under a separate process to this Planning Proposal.

² P.3 of Cover Letter, dated 17 January 2017, prepared & submitted by GLN Planning

TABLE 1 - ISSUES RAISED

ISSUES RAISED	RESPONSE
Sale of the property	
<p>The sale of 9 Fern Creek Road was advertised early in 2016 subject to a VPA and a MOU with an approximate dwellings yield (advertised for 33 dwellings).</p>	<p>Council acknowledges that the sale of the property was advertised by a Real Estate Agent for “Fern Creek Rd, Warriewood”. Council has no control on how properties are being marketed by Real Estate Agencies. The following points of clarification are provided:</p> <ul style="list-style-type: none"> ▪ The advertisement does not indicate which property number(s) of Fern Creek Rd is/are selling. ▪ The advertisement indicates the property is “sold” and the indicative boundary of the property being advertised included 9 Fern Creek Rd. ▪ The wording of the advertisement is pre-empting the outcome of this Planning Proposal, a future Development Application, and as yet finalised unsigned Draft VPA. <p>To this date, Council (as the proponent of this Planning Proposal application), remains the landowner of 9 Fern Creek Rd.</p> <p>The sale of the property does not influence the assessment of the Planning Proposal. The Planning Proposal relates to the land and not the owner of the property.</p>
Dwelling yield increase	
<p>In the exhibited ‘additional’ document (Explanatory Note), the proposed number of maximum dwelling has now increased to 52 dwellings...Here we have in the ‘additional’ document either a significant error of fact or else an improper and unjustified density increase – an increase of 24 dwellings...</p>	<p>There is a discrepancy with the Planning Proposal Report and the accompanied Draft VPA, regarding the maximum number of dwellings that is being sought (maximum 33 vs 52 dwellings respectively).</p> <p>The Draft VPA and Explanatory Note are now withdrawn. Nonetheless, this discrepancy and any other identified errors with the Draft VPA and Explanatory Note will be forwarded to Council’s Property Management & Commercial Business Unit (the author of the VPA documentation) to ensure it is corrected before it is separately presented to Council for its agreement.</p> <p>The assessment of the Planning Proposal accounts for the maximum 33 dwellings for 9, 11 & 12 Fern Creek Road, and is consistent with the signed MOU and Deed of Agreement.</p>

Omission of Schedules 6 & 7 of the Draft VPA	
<p>Schedules 6 and 7 have not been included in this VPA. No reason for this omission has been provided.</p> <p>On page 4 of the VPA, it is stated “Developer Creek Line Corridor Land means the land shown in dark green and marked “To 25 Metre Creek Corridor” on the Plan at Schedule 6.” This statement cannot be properly assessed by the public unless the Schedule is provided.</p> <p>The proposed northern extension of a local road through 9 Fern Creek is not provided (Schedule 6). How can this have been omitted?</p> <p>The ‘additional’ documents also omit this essential diagram. As with Schedule 6, how can council expect the public to be adequately and properly informed if this essential information is withheld or otherwise not provided?</p> <p>Without council (or the entity lodging this PP) providing the essential but missing information there can be no proper public scrutiny of the Planning Proposal.</p>	<p>These schedules were not attached to the Draft VPA provided with the amended Planning Proposal, and did not convey the details of the Draft VPA</p> <p>As advised by the applicant, the purpose of providing the Draft VPA is to provide a “draft version at this non-statutory exhibition stage of the Planning Proposal in the interest of clarity and transparency” and is “intended to facilitate the provision of the southern Central Park in its preferred configuration.”³</p> <p>The Draft VPA, when it is finalised, will be presented to Council under a separate cover, ahead of it being publicly exhibited. It is at that time, that details associated with the VPA will be available and afforded scrutiny and rigour.</p> <p>As advised by MBWA Consulting, the Planning Proposal application can be assessed and considered separate to the VPA.</p>
Road Layout	
<p>Concern over the road layout on works along Fern Creek Road and East-West Road and the need for these roads - Schedule 4 of the VPA lists.</p> <p>There is no plan of the east-west road in the VPA for clarity.</p>	<p>Schedule 4 of the Draft VPA outlines the methods and timing on the delivery of certain infrastructure to be agreed upon by the parties. These details are not necessary for the purposes of assessing the Planning Proposal.</p> <p>The delivery of the infrastructure as outlined in the Draft VPA is outside the Warriewood Valley s94 Contributions Plan’s schedule. The design of these road works will be the subject of any subsequent Development Applications following the outcome of this Planning Proposal.</p> <p>As the concern raised encompasses the necessity and merits of the road layout for Fern Creek Rd and East-West Rd, it does not form part of this response, noting that the VPA has been withdrawn and associated documentation is no longer relevant to this Planning Proposal for consideration.</p>

³ P.3 of Cover Letter, dated 17 January 2017, prepared & submitted by GLN Planning

FINANCIAL IMPACT

Should the Planning Proposal proceed and subsequently be finalised, a partnership with the private sector in moving forward with the land swap agreement to deliver a passive recreation area, improved housing and subdivision design, that, in turn, recognises the land release development is nearing or close to completion

SOCIAL IMPACT

The proposal will improve the utility and design of the passive open space layout, delivering a large linear shaped open space area spanning both sides of Fern creek, known as the Central Local Park, for the release area that would encourage social activities/ interactions; and assists in fostering a sense of community identity; enhance existing public space and recreation networks for the benefit of future generations and improve the quality of public space through upgrading and managing existing networks.

POLICY IMPACT

Should the Planning Proposal proceed and subsequently be finalised, the outcome will be consistent with Council's Warriewood Valley Section 94 Contributions Plan and Public Space & Recreation Strategy in providing more public recreation open space in Warriewood Valley as part of the urban land release.

If endorsed as recommended, this would necessitate changes in the Warriewood Valley Strategic Review Addendum Report including the dwelling yield, being "not more than 33 dwellings or less than 26 dwellings" as they apply to sectors 901C, 901G and 9 Fern Creek Road which are to be developed together; relevant maps; and re-wording of several sections within the Addendum Report and Control C6.11 of Pittwater 21 Development Control Plan to reflect the outcome of this Planning Proposal.

ENVIRONMENTAL IMPACT

The Planning Proposal will have minor environmental impact and can be mitigated during implementation.

ITEM 9.6	RU4 SECONDARY DWELLINGS PLANNING PROPOSAL
REPORTING MANAGER	GENERAL MANAGER PLANNING PLACE AND COMMUNITY
TRIM FILE REF	2017/072824
ATTACHMENTS	<p>1 ⇒Final Traffic Study - Secondary Dwellings in Terrey Hills and Duffys Forest (Included In Attachments Booklet)</p> <p>2 ⇒RU4 Secondary Dwellings Planning Proposal (Included In Attachments Booklet)</p>

EXECUTIVE SUMMARY

PURPOSE

To gain Council's approval not to proceed with the planning proposal for internal and attached Secondary Dwellings in the RU4 zone in Terrey Hills and Duffys Forest.

SUMMARY

At its meeting on 23 June 2015, the former Warringah Council resolved to prepare a Planning Proposal to allow development of internal and attached Secondary Dwellings in the RU4 - Primary Production Small Lot zone in Terrey Hills and Duffys Forest.

The Department of Planning and Environment issued a Gateway Determination for the Planning Proposal on 18 November 2015. A condition of the Gateway Determination required Council to undertake a traffic study to demonstrate how the area may be evacuated during a bushfire emergency.

The traffic study (completed in October 2016) generally supported the proposal and recommended the unformed Crown Road at Weemala Road Terrey Hills be regularly monitored and maintained to ensure a reliable all weather alternate route out of Duffys Forest in the event of a bushfire emergency. The traffic study can be viewed in Attachment 1.

The NSW Rural Fire Service (RFS) subsequently recommended permanently opening and upgrading Weemala Road and, in addition, raised concerns about existing "pinch points" in the locality where vegetation was encroaching on road reserves and Council land, potentially resulting in isolation of Duffys Forest and areas of Terrey Hills in the event of a fire.

Council's Assets and Planning team has advised that a preliminary estimate for the design and construction of road and drainage works at Weemala Road is between \$3,000,000 and \$4,000,000 and that in their view this expenditure could not be justified as it would not result in a net community benefit.

Council's Roads Unit and Natural Environment and Climate Change Unit have raised concerns that potential clearing under the 10/50 Code of the Rural Fires Act for secondary dwelling additions, to address pinch points, and to reform Weemala Road, could significantly impact the environment, and have recommended that the planning proposal not proceed to public exhibition until further studies are completed to address:

- The costs of reforming Weemala Road and potential traffic impacts from opening the road on a permanent basis
- Potential impacts on threatened species and communities and waterways from proposed clearing, road construction and stormwater works
- Wastewater/sewage management.

It is recommended that Council does not proceed with the planning proposal at this time but reconsiders the proposal in the context of an overarching housing policy/ strategy framework for the Northern Beaches Local Government Area.

RECOMMENDATION OF GENERAL MANAGER PLANNING PLACE & COMMUNITY

That:

- A. Council does not proceed with the planning proposal to permit internal and attached secondary dwellings at Terrey Hills and Duffys Forest at this time for the following reasons:
- a. The NSW Rural Fire Service has made the following recommendations to address concerns about egress from the area in a bushfire emergency:
 - i. The clearing of native vegetation from within the road reserve (at 3 locations along Booralie Road).
 - ii. The clearing of native vegetation within National Park located between 90 and 92 Booralie Road (approximately 2500m²).
 - iii. Conducting hazard reduction burns in Kinka Reserve, the Gun Club and within National Park adjoining Booralie Road.
 - iv. The establishment of a formal road along Weemala Road (currently an unsealed fire trail) south-east from Killawarra Road, including substantial vegetation clearing and a constructed creek crossing.
 - b. The issues raised by the RFS lead the following concerns:
 - i. The cost of design and construction of a formal road along Weemala Road (estimated at between \$3 million and \$4 million is not justified on the basis of net public benefit.
 - ii. Potential impacts on threatened species and endangered ecological communities as a result of proposed clearing of native vegetation in road reserves and within National Parks.
 - iii. Further consultation with NPWS would be required to allow any maintenance and clearing of their land.
 - c. Significant further expenditure would be required to fund the following additional studies prior to exhibition of the planning proposal:
 - i. The costs of reforming Weemala Road and potential traffic impacts from opening the road on a permanent basis.
 - ii. Potential impacts on threatened species and communities and waterways from proposed clearing, road construction and stormwater works.
 - iii. Wastewater/ sewage management.
 - d. Council's draft Affordable Housing Policy and Action Plan focus on the provision of affordable housing in the short to mid-term in the Ingleside release area and the Northern Beaches Hospital precinct, and where Council supports other rezoning of land in existing centres and close to public transport networks.
 - e. The requirement for Council to prepare a Housing Strategy in accordance with the soon-to-be released North District Plan will provide an opportunity to reconsider the planning proposal in the context of an overarching housing policy/ strategy framework

for the Northern Beaches Local Government Area.

- B. Council writes to the Department of Planning and Environment informing them that Council will not be proceeding with the Planning Proposal for Secondary Dwellings in the RU4 zone at Terrey Hills and Duffys Forest at this time for the reasons outlined above.
-

REPORT

BACKGROUND

At its meeting on 29 April 2014, the former Warringah Council considered a Mayoral Minute regarding affordable housing and secondary dwellings and subsequently resolved to seek a report on the appropriateness of allowing secondary dwellings in the RU4 Primary Production Small Lots land use zone in Terrey Hills and Duffy's Forest. It was anticipated that approximately 300 additional dwellings could be provided via the proposal.

Following consideration of a further report at its meeting on 25 November 2014, Council resolved to consult with the NSW Roads and Maritime Services (RMS) NSW Rural Fire Service (RFS), Sydney Water and National Parks and Wildlife Service (NPWS) regarding the possible environmental impacts associated with the proposal.

No objections were raised by state agencies to the proposal during this consultation, however the submissions noted that upgrades to infrastructure (e.g. roads and water supply) may be required in the long term if the proposal was implemented.

On 23 June 2015, Council resolved to prepare and submit a planning proposal to the Department of Planning and Environment for a Gateway Determination to allow development of internal and attached secondary dwellings in RU4 – Primary Production Small Lot zone in Terrey Hills and Duffys Forest.

Gateway Determination

The Department of Planning and Environment granted Gateway Determination on 18 November 2015 subject to conditions requiring:

1. Prior to public exhibition:
 - Consultation with Transport for NSW – RMS, Sydney Water, NSW National Parks and Wildlife Service, and the NSW Rural Fire Service, and the completion of any further investigations required by those authorities
 - Amendments to the proposal to address s.117 Direction 1.2 Rural Zones, to demonstrate how the proposal aims to protect the agricultural production value of land zoned RU4 – Primary Production Small Lots, whilst increasing the permissible density of these areas.
 - Amendments to the proposal to address s.117 Direction 4.4 Planning for Bushfire Protection, including a targeted traffic study to demonstrate how the area may be evacuated during a bushfire emergency.
 - Amendments to the proposal to update mapping of the area.
2. Public exhibition of the proposal for a minimum of 28 days.

Traffic Study

In accordance with the requirements of the Gateway determination, a traffic study was commissioned demonstrating how the area would be evacuated during a bushfire emergency. The full traffic study can be viewed at attachment 1. In summary, the traffic study concluded that:

- a) the road network currently performs adequately, and would continue to do so having regard to increased traffic volumes associated with the planning proposal.
- b) the unsealed section of Weemala Road should be regularly monitored and maintained to ensure a reliable all weather alternative access option is available to/from the south-west.

- c) During an evacuation procedure, the operation of key intersections such as the intersection of McCarrs Creek Road/ Mona Vale Road will be overseen by emergency personnel to permit a free flow of evacuating vehicles.

With regard to b) above, the study noted in particular that:

Whilst the majority of lots in the Terrey Hills / Duffy's Forest area have multiple emergency access routes residents residing in the southwest of Duffys Forest to the south west of the NSW Gun Club currently have one option of a sealed access road, being Thuddungara Road, accessing Boralie Road. There is currently a second route option to access the south-west of Duffy's Forest, being an unsealed road at Weemala Road between Killawarra Road and Kinka Road, understood to be a Crown Road. This access is typically closed off with a gate, preventing day to day traffic movements and only utilised for emergency access.

The Planning For Bushfire Protection (2006) guidelines and the AMCORD Design Guide - Element 5.4 (Bushfire Protection) recommends at least two different access options be provided for emergency access. The AMCORD guide recommends these roads should be all weather and sufficiently wide to accommodate firefighting appliances.

The completed study was submitted with the planning proposal to the RMS, Sydney Water, NPWS and RFS in October 2016 for comment.

NSW State Government Agency Comments

Road and Maritime Services (RMS)

RMS raised no objection in principle to the planning proposal, but noted the intersection performance of Mona Vale Road/McCarrs Creek Road is currently at capacity and may be constrained further if development of secondary dwellings was maximised within the RU4 zones.

Sydney Water

Sydney Water raised no objections to the planning proposal.

NSW National Parks and Wildlife Service (NPWS)

The NSW Office of Environment & Heritage (OEH) & National Parks & Wildlife Service (NPWS) Ku-ring-gai Chase Area raised no specific objections to the planning proposal.

However, OEH / NPWS requested that conditions relating to stormwater, sewerage, sediment, dumping of waste, clearing of vegetation, access or any action that would have an adverse effect on their land or groundwater be included in DA consent conditions for any development adjacent or close to the National Park that was approved under the current zoning & any proposed zoning changes.

It was also stated that any Asset Protection Zones that may be required in accordance with *Planning for Bushfire Protection 2006* must be accommodated within the property boundary and that approval could not be legally granted to manage vegetation on the National Park to provide any Asset Protection Zone required as a consent condition for any development.

NSW Rural Fire Service (RFS)

The NSW Rural Fire Service (RFS) raised concerns about existing "pinch points" in the locality where vegetation was encroaching on road reserves and council land, potentially resulting in isolation of Duffys Forest and areas of Terrey Hills in the event of a fire. In addition, the RFS advised that Weemala Road should be upgraded and made fully trafficable to comply with the *Planning for Bushfire Protection (2006)* guidelines.

A meeting held in January 2017 with RFS and Council officers from Natural Environment and Climate Change and Transport and Civil Infrastructure and Strategic Planning discussed the following requirements of the RFS:

- The clearing of native vegetation from within the road reserve (at 3 locations along Booralie Road).
- The clearing of native vegetation within National Park located between 90 and 92 Booralie Road (approximately 2500m²).
- Conducting hazard reduction burns in Kinka Reserve, the Gun Club and within National Park adjoining Booralie Road.
- The establishment of a formal road along Weemala Road (currently an unsealed fire trail) south-east from Killawarra Road, including substantial vegetation clearing and a constructed creek crossing.

Internal Comments

Roads

Weemala Road has been identified as a strategic link for the RFS in the event of emergencies and is currently a classified fire trail. It is currently unsuitable for general public motor vehicle access during emergencies and is used by RFS should emergency access to Duffys Forest be required for firefighting purposes. It is currently maintained as an unformed Crown Road via the Bushfire Management Committee. The RFS requirement to construct a public road will require the following activities:

- Engineering and environmental investigations
- Engineering Survey and geometrical road design for a 2 lane, 2 way rural road
- Clearing of the majority of vegetation along the road reserve between Killawarra Road and Kinka Road to enable the construction of the road formation, drainage and carriageway.
- Construction of earthworks, stormwater drainage and carriageway.

The construction of the unformed section is approximately 400m however it would be necessary to construct 660m of road between Killawarra Road and Kinka Road to resolve the current sub-optimal road alignment to cater for increased traffic. Costs would be significant, notwithstanding any associated drainage and utility works.

A preliminary estimate using current civil works rates for investigation, design and construction of road and drainage works is between \$3,000,000 and \$4,000,000.

The formalisation of this access, given the potential detrimental amenity impact on Kinka Road and Weemala Road arising from additional traffic using it as a rat run to avoid a 2.6 km detour via Booralie Road is likely to be opposed by residents living on these currently quiet rural cul-de-sacs. Consideration may need to be given to other road works to manage traffic movements through this new link road should it be built.

Whilst the Planning for Bushfire Protection standard requires compliance requirements for new subdivisions, it is not clear that this includes infill development like secondary dwellings. If subdivision of land to create additional dwellings was proposed instead of secondary dwellings, Council could justify establishing a funding source for the required improvements via S94 Contribution Plan.

The provision of affordable housing via secondary dwellings in a rural area may disadvantage the very residents taking up this option. Accessible transport and alternate modes of transport in this area is problematic. There are no formed footpaths, very few bus shelters and bus frequency is low. As such, accessibility and mobility within the Terrey Hills and Duffys Forest community would be restricted.

The intersection of McCarrs Creek Road and Mona Vale Road is understood to be operating at close to capacity and anecdotal evidence suggests significant delays can occur at this location. Given the marginal performance of this intersection and the roads feeding it, further modelling may be required to establish whether improvements are needed to address performance, and including the impact of the Ingleside Land Release together with upgrades to Mona Vale Road.

There is an existing formed public road system that complies with the minimum requirements generally, Booralie road provides a two way sealed carriageway with clear road shoulders on both sides.

Response

It is considered that the high cost of constructing the unformed section of Weemala Road and the lack of other supporting infrastructure that supports accessibility and mobility (pedestrian networks and public transport) is not justified as it would not result in a net community benefit.

Traffic

The Northern Beaches Council commissioned Traffix Traffic and Transport Planners to undertake a traffic report in support of the Planning Proposal to allow secondary dwellings in the Terrey Hills and Duffys Forest area on blocks zoned RU4 – Primary Production Small Lots in Warringah Local Environment Plan (2011).

The Traffic Report indicates that: *“The traffic network currently performs adequately, with the existing road design appropriate for the recorded flows. In addition, a conservative assessment of the ‘future’ land use scenario indicates the road network will continue to perform with acceptable traffic volumes.”*

Response

The Traffic Officer concurs with the Traffic Report’s Findings and raises no objection to the RU4 Secondary Dwelling Planning Proposal.

Natural Environment and Climate Change

It is understood that the Planning Proposal would allow Secondary Dwellings in RU4 – Primary Production Small Lots zones, within or attached to existing Principal Dwellings. Furthermore, the Planning Proposal seeks to allow only ‘internal’ and ‘attached’ Secondary Dwellings due to the potential impacts on the local character and natural environment.

This advice is based on the Site Identification Map which includes RU4 zoned land in Duffys Forest and Terrey Hills. Should additional areas be considered for a similar proposal, or if the proposal is modified to seek permissibility for ‘detached’ secondary dwellings, further assessment will be required.

It should be noted that much of the native vegetation within the Duffys Forest and Terrey Hills area includes significant populations of threatened species (flora and fauna) and Endangered Ecological Communities.

Key issues and recommendations are provided below:

Biodiversity

It is acknowledged that by restricting secondary dwellings to within or attached to existing dwellings, that much of the potential risks in relation to environmental / biodiversity impacts are reduced. However, concerns remain that permitting additional dwellings within bushfire prone areas is likely to result in the additional clearing of native vegetation, trees and or threatened species under the *Rural Fires Act 10/50 Code*.

The placement of a habitable development closer to the hazard within a property that is within the 10/50 vegetation clearing entitlement area means that vegetation and tree clearing may be extended further into natural areas.

NECC understands that any proposals will be subject to the development application process. This is critical, particularly on environmentally sensitive land, as environmental impacts associated with development that comply with the relevant SEPPs are often overlooked or go unmanaged.

Response

That any proposal be assessed under the suite of Council's development controls intended to mitigate the likelihood of environmental impacts. Secondary dwellings that place developments closer to bushfire hazards within sensitive environmental areas (e.g. adjacent to native vegetation, threatened species and communities) may not be supported.

The following threatened species and communities are known to occur directly within the areas proposed for clearing:

- Duffy's Forest Endangered Ecological Community
- Coastal Upland Swamp Endangered Ecological Community
- *Tetratheca glandulosa*
- *Epacris purpurescens* var. *purpurescens*
- *Pimelea curviflora* var. *curviflora*

Numerous other threatened species have a high likelihood of occurrence within the areas requiring clearing and may be impacted should the planning proposal proceed.

The NSW Office of Environment and Heritage (OEH) have published guidelines for developments adjoining or affecting National Park estate. OEH guidelines state that "*.....any Asset Protection Zone's (APZ's) should be provided within the development site and not extend into a DECC reserve, or rely on actions being undertaken by DECC*".

Response

Detailed environmental impact studies are undertaken prior to proceeding to exhibit the planning proposal. A detailed flora and fauna assessment would be required and should be prepared in accordance with relevant state and commonwealth survey guidelines and Council's guidelines available online.

The requirements of the RFS should be referred back to the Office of Environment and Heritage / National Parks and Wildlife Service for further comment in relation to the proposed management of National Park land.

The location of vegetation clearing and road construction as proposed by the NSW RFS is inconsistent with the relevant Part E Natural Environment sections of Council's Development Control Plan (DCP) as below:

- E2 Prescribed Vegetation - with specific reference to the objective '*protecting and enhancing the habitat of plants, animals and vegetation communities with high conservation significance*'.
- E3 Threatened species, populations, ecological communities listed under State or Commonwealth legislation, or High Conservation Habitat – with specific reference to the objectives 'to protect and promote the recovery of threatened species, populations and endangered ecological communities' and 'to protect and enhance the habitat of plants, animals and vegetation communities with high conservation significance.'

- E4 Wildlife Corridors – with specific reference to the objective ‘to retain and enhance native vegetation and the ecological functions of wildlife corridors.’
- E5 Native Vegetation - with specific reference to the objective 'to retention of native vegetation in parcels of a size, condition and configuration which will as far as possible enable plant and animal communities to survive in the long term.'
- E6 Retaining unique environmental features with specific reference to the objective 'to conserve those parts of land which distinguish it from its surroundings.'
- E7 Development on land adjoining public open space with specific reference to 'if adjoining parks, bushland reserves or public open space contain bushland, development is not to threaten the *protection or preservation of the bushland*'.

Response

Should the planning proposal proceed, relevant sections of Council's DCP, as stated above, should be addressed within the additional environmental assessments.

Onsite Wastewater – Land Capability

Due to increased occupancy, loads on existing effluent disposal systems will increase and may require modifications or require multiple systems to manage wastewater.

The impacts associated with the increase in onsite wastewater systems include:

- Degradation and clearing of native bushland;
- Nutrient run off into sensitive environments including creeks, wetlands and native bushland and groundwater systems;
- A decrease in community amenity due to odour issues;
- Increased health risks due to potential exposure of more individuals to disease. This can be managed at the development application stage and under section 68 of the *Local Government Act 1993*.

The *Environment & Health Protection Guidelines: On-site Sewage Management for Single Households (EHPG)* as adopted under the *Local Government Act 1993* also provides a range of recommended buffer distances.

Adequate buffers must be provided for key environmental features such as native bushland and threatened species, National Parks and public reserves. It is important to understand these buffers in the context of the proposal, as they may significantly reduce the capability of many lots to comply with such requirements.

Response

In accordance with section 1.2.1 Rural Resident Release Strategies of the *EHPG* that Council engage the services of a suitably qualified wastewater expert to prepare an onsite sewage management assessment. This is intended to determine broad suitability for on-site sewage management for the proposal area and identify areas not suitable or where wastewater solutions would likely be cost prohibitive or ecologically unsustainable.

The assessment should include:

- desktop analyses based on available information such as soil landscape maps, GIS (geographic information systems), reports, studies and local knowledge;

- representative testing of different soil types (as identified using soil landscape maps or other larger scale mapping);
- Identification of environmental and climatic constraints.

Protection of Waterways

The planning proposal area is located within the catchments of Duffys, Kierans and McCarrs Creeks. Duffys and Kierans Creeks are categorised as Group B catchments according to Warringah Creek Management Study (2004). These creeks are described as having “*native species richness and fauna habitat value is moderate to high immediately upstream of the National Park, with areas of good vegetation connectivity; quality refuge habitat from altered landscapes upstream and a high potential for terrestrial species diversity*”.

Although McCarrs Creek was not included in the study, it is likely to be categorised as a Group A catchment which is characterised as having “*very high ecological value; with less than 10% connected impervious area*”. McCarrs Creek is often used a reference site for ecological monitoring as it is one of the more intact streams in the LGA. The study also states that “*Group A creeks are in close to natural condition and minor perturbations can have a major impact*”. The protection of creeks and waterways, particularly McCarrs Creek should be a key priority for the planning proposal.

The impacts on waterways associated with the proposal are consistent to those addressed in the Biodiversity section.

Vegetation management required for pinch points that extend into the waterways may provide important habitat for threatened species, including Red-crowned Toadlet – a protected species under the *Threatened Species Act 1995*.

Weemala Road is proposed to be upgraded to a two-way sealed road in order to improve access to Duffys Forest particularly during a bushfire emergency. This will likely require additional clearing to widen the road and upgrade of the culvert crossing across the creek. Again, this creek may provide habitat for threatened species including Red-crowned Toadlet.

According to Council’s mapping a Coastal Upland Swamp Endangered Ecological Community is located adjacent to Weemala Road. This community is protected under the *Threatened Species Conservation Act 1995* and Commonwealth *Environment Protection and Biodiversity Conservation Act 1999*.

As the proposal area has a significant number of creeks that flow through private land, a number of impacts need to be managed through the provision of adequate planning controls to ensure:

- Development is “sited and designed to maintain the stability of watercourse bed and banks” in accordance with Council’s Protection of Waterways and Riparian Lands Policy and cl. E8 of the DCP.
- APZ’s do not impact waterway and riparian lands in accordance with Council’s Protection of Waterways and Riparian Lands Policy and cl. E8 of the DCP.
- Stormwater does not impact on the downstream environment with adequate controls provided in accordance with Council’s Water Management Policy and cl. C4 of the DCP.

Response

Prior to proceeding to exhibit the proposal, undertake additional environmental assessments to determine the impact of vegetation management activities, road and stormwater works and compliance with Council’s DCP, Protection of Waterways and Riparian Lands Policy, and Water Management Policy.

CONCLUSION

The above requirements from the RFS have the potential to result in a significant impact as defined under Section 5a of the *Environmental Planning & Assessment Act 1979*. Substantial costs are likely to be incurred in undertaking required impact assessment studies and in addressing subsequent approval and or concurrence requirements (e.g. should offsets be required).

If the planning proposal proceeded further consultation with NPWS would be required to allow any maintenance and clearing of their land.

Council would also need to address the issue of pinch points, whereby vegetation encroaching into the road reserve, if impacted by fire, has the potential to isolate Duffys Forest and areas of Terrey Hills. These pinch points need to be improved or eliminated where possible by clearing and managing roadside vegetation.

Council's Environmental officers have raised significant concerns regarding the impacts of proposed clearing on threatened species and endangered ecological communities.

FINANCIAL IMPACT

If Council proceeds with the current planning proposal there will be a large initial cost for studies to address:

- The costs of sealing Weemala Road and potential traffic impacts from opening the road on a permanent basis
- Potential impacts on threatened species and communities and waterways from proposed clearing, road construction and stormwater works
- Wastewater/ sewage management

Should these studies support the current planning proposal, Council would need to fund the construction of the upgraded Weemala Road, currently estimated to cost between \$3 million and \$4 million. The road would need to be maintained and adjoining vegetation managed.

SOCIAL IMPACT

Since Council's resolution to prepare this planning proposal, the Greater Sydney Commission has released the draft North District Plan which contains targets for Affordable Rental Housing, in addition to guidance about new housing more generally. The planning principles for new housing in the draft Plan relevant to the current proposal are:

- Locating new housing in existing centres close to public transport networks i.e. urban renewal
- Aligning land use planning decisions with infrastructure provision
- Improving housing choice/ diversity through a range of housing types, tenures and price points
- The development of housing strategies by all Councils within 2 years of adoption of the District Plan
- Maintaining and improving water quality and waterway health
- Avoiding and minimising impacts on biodiversity
- Integrating land use and transport planning to consider emergency evacuation needs

Allowing secondary dwellings in RU4 zoned land in the Duffys Forest and Terrey Hills area may offer an affordable housing benefit. However, as the area is semi-rural and not located close to significant commercial and business areas, there is a lack of supporting infrastructure, such as pedestrian networks and public transport. This absence of infrastructure may negatively impact on those individuals looking for cheaper accommodation in the area.

Council's draft Affordable Housing Policy and Action Plan focuses on the provision of affordable rental housing in the short to mid-term in the Ingleside release area and the Northern Beaches Hospital precinct as well as when Council supports other rezoning which involves an uplift of land values. A decision not to proceed with this planning proposal would not be inconsistent with Council's draft Affordable Housing Policy.

The requirement for Council to prepare a Housing Strategy in the next 2-3 years would provide an opportunity to consider this planning proposal in the context of an overarching housing policy/strategy framework.

ENVIRONMENTAL IMPACT

The construction of attached secondary dwellings in RU4 zoned land in Duffys Forest and Terrey Hills within bushfire prone areas has the potential to result in additional clearing of native vegetation, trees and or threatened species under the *Rural Fires Act 10/50 Code*. The Duffys Forest and Terrey Hills area includes significant populations of threatened species (flora and fauna) and Endangered Ecological Communities and contains numerous waterways that flow into national park. If Council continues with the planning proposal further environmental studies will be required.

NORTHERN BEACHES COUNCIL

