

AGENDA

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

Tuesday 25 June 2019

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



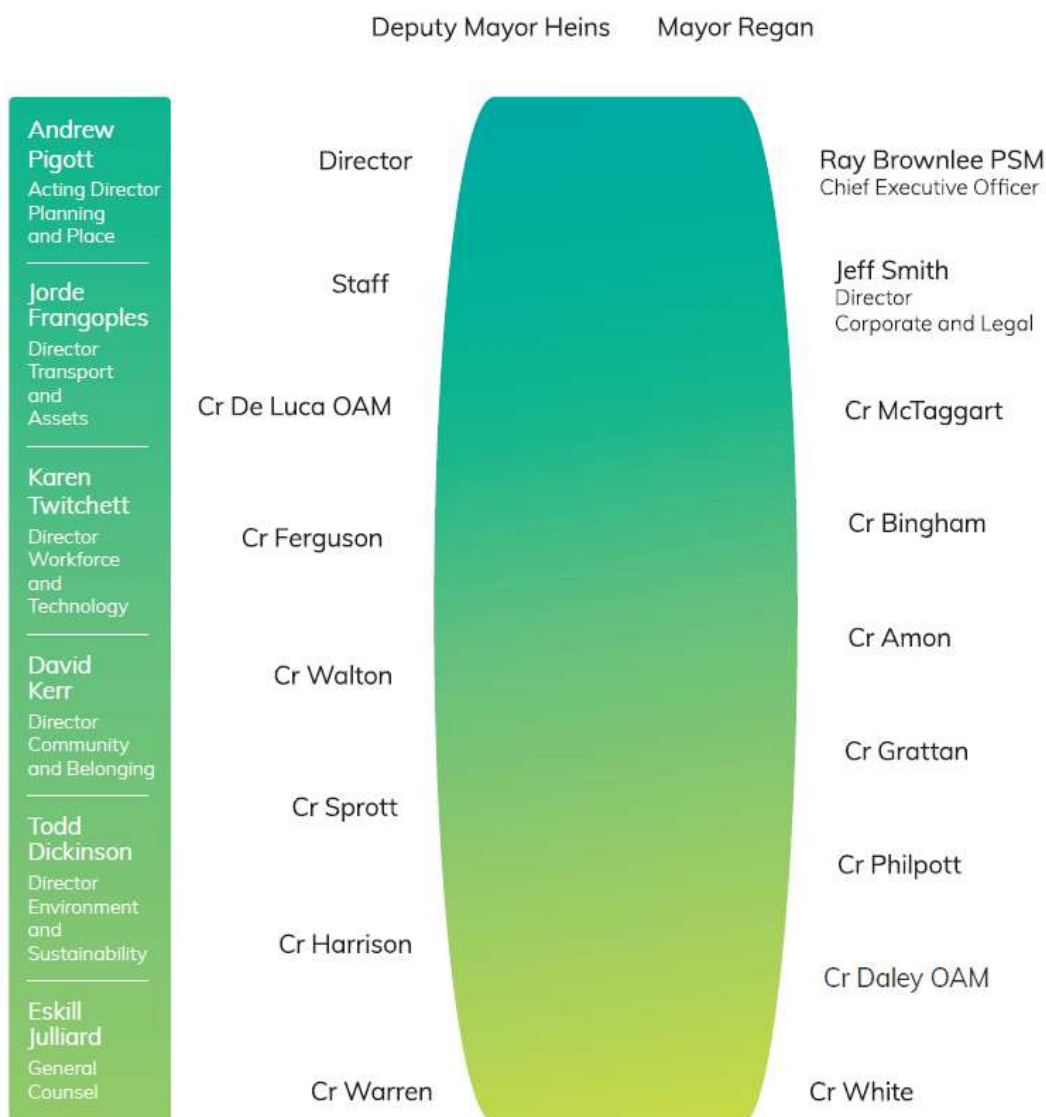
Ray Brownlee PSM
Chief Executive Officer

OUR VISION

Delivering the highest quality service valued and trusted by our community

OUR VALUES

Trust Teamwork Respect Integrity Service Leadership



**Agenda for an Ordinary Meeting of Council
to be held on Tuesday 25 June 2019
at the Civic Centre, Dee Why
Commencing at 6:00pm**

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1.0 ACKNOWLEDGEMENT OF COUNTRY

As a sign of respect, Northern Beaches Council acknowledges the traditional custodians of these lands on which we gather and pays respect to Elders past and present.

2.0 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

NOTE: At the Ordinary Council meeting of 28 May 2019, Council granted Councillor Pat Daley OAM a leave of absence for the 28 May 2019, 25 June 2019 and 23 July 2019 meetings.

2.1 APPLICATION FOR LEAVE OF ABSENCE – COUNCILLORS STUART SPROTT

In accordance with Part 6 of the Code of Meeting Practice, apologies must be received and accepted from absent Councillors and a leave of absence from the Council Meeting may be granted.

Councillor Stuart Sprott has requested a leave of absence for the Council meetings 25 June 2019 due to taking annual leave and 23 July 2019 to attend the Suicide Prevention Conference.

A request for a leave of absence is to be made in accordance with section 234 of the *Local Government Act 1993* (the Act). Clauses 6.4 and 6.6 of the Northern Beaches Council Code of Meeting Practice outline the conditions of a vacancy in a councillor's civic office in accordance with the Act.

RECOMMENDATION

That Council:

- A. Accept the application for a leave of absence from Councillor Stuart Sprott for the 25 June and 23 July 2019 Council meetings.
 - B. Accept any apologies from Councillors.
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3.0 CONFIRMATION OF MINUTES

3.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 28 MAY 2019

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 28 May 2019, copies of which were previously circulated, be confirmed as a true and correct record of the proceedings of that meeting.

4.0 DISCLOSURES OF INTEREST

In accordance with Part 17 of the Code of Meeting Practice, all Councillors must disclose and manage any conflicts of interest they may have in matters being considered at the meeting.

5.0 PUBLIC FORUM AND PUBLIC ADDRESS

In accordance with Part 5 of the Code of Meeting Practice, residents, ratepayers, applicants or other persons may request to address Council in relation to any one matter related to the general business of Council but not the subject of a report on the agenda (Public Forum) and no more than two matters listed for consideration on the agenda (Public Address).

6.0 ITEMS RESOLVED BY EXCEPTION

In accordance with Part 14 of the Code of Meeting Practice, items that are dealt with by exception are items where the recommendations contained in the staff reports in the agenda are adopted without discussion.

7.0 MAYORAL MINUTES

ITEM 7.1	MAYORAL MINUTE NO 10/2019 - NAMING OF BELROSE PLAYGROUND - LINDRUM STREET, BELROSE TO HONOUR THE LATE MARCUS GHATT
TRIM FILE REF	2019/266278
ATTACHMENTS	NIL

BACKGROUND

Many of us were shocked and saddened to hear of the unexpected passing of Marcus Alexander Ghatt Smith on 29 April 2019.

Marcus, who suffered from a severe disability, was the cherished son of Caroline Ghatt and Tim Smith and big brother to his sister Amelia. Marcus sadly passed away at the very young age of 12 years old and for those of us fortunate to have met Marcus, his smile will remain forever in our hearts. Our thoughts are still with Caroline and Tim, their family and friends, as they continue to come to terms with this terrible loss but I think it is important that we take the opportunity to celebrate this very special young man.

The all abilities sensory playground located in Lindrum Reserve in Belrose is a unique and special place. Marcus provided much of the inspiration that brought this playground to life for children of all abilities. For Marcus, it was all about fun. He was amazing and a disability was not going to stop him. His sense of joy, his strength and his courage motivated his parents to advocate for improved accessibility and inclusiveness within our playgrounds. Caroline and Tim through their experience with raising Marcus knew just how difficult it is for children and parents to interact and as Caroline put it so succinctly; "it's about social inclusion, not social isolation".

Council worked with Ms Ghatt in her capacity as co-founder of Play for All Australia, completing a design innovation project transforming five neighbourhood play spaces in Belrose that now all children, regardless of their ability can enjoy. The playgrounds continues to be incredibly popular since they were opened in 2017. This was one project that I think everyone across Council took great pride in and we will always be very grateful to Marcus for that inspiration.

To celebrate the short but significant life of Marcus, I want to propose that the playground located in Lindrum Reserve, Belrose be renamed Marcus Ghatt Smith Park.

I have discussed this recommendation and received in writing a letter from Caroline and Tim who are fully supportive of this idea and would be greatly honoured to have the Reserve renamed in memory of their late son Marcus.

Under the requirements outlined in Section 7.1 of the Geographical Names Board Place Naming Policy, I believe a request to name the Reserve Marcus Ghatt Smith Park would be entirely appropriate and fits within the requirements of the Policy.

I ask that Councillors support an application to the NSW Geographical Names Board in recognition of young Marcus Alexander Ghatt Smith. I do not believe this proposal needs any further formal community engagement however I would suggest Council provides notification in the local media and on our website of our application to the NSW Geographical Names Board under Council's public notices.

RECOMMENDATION OF MAYOR

That:

- A. Council write to the NSW Geographical Names Board to formally request the naming of the public reserve currently known as Lindrum Reserve, Belrose to be renamed Marcus Ghatt Smith Park.
 - B. Council include notice of Council's application to the NSW Geographical Names Board requesting the naming of the public reserve (4029m²) located at 2-10 Lindrum Street, Belrose (DP 1179618) to be renamed Marcus Ghatt Smith Park in the local print media and on Council's website.
 - C. Staff be delegated authority to respond to the Geographical Names Board if any comments are received on the proposal.
-



Michael Regan
MAYOR

ITEM 7.2	MAYORAL MINUTE NO 11/2019 - INTERNATIONAL COMMUNICATION AWARDS
TRIM FILE REF	2019/331131
ATTACHMENTS	NIL

BACKGROUND

Northern Beaches Council has been recognised among the best in marketing and communications with three international Communicator Awards for video content, part of the Swap This For That single use plastics campaign.

'Swap This for That' is a Northern Beaches Council led public education and marketing communications campaign designed to drive behaviour change and reduce the use of single use plastics (SUP) consumption on the Northern Beaches. Video content led the digital campaign which recognised and responded to research and appealed to the values and emotions of the community.

Council's Communications and Waste Education teams collaborated to develop engaging and educational video content. Staff were very hands-on with creative concepts, pre-production and during filming, contracting three local production houses to film and edit.

'Swap This For That - Be the best version of you' video

This video uses comedy, emotion and the beautiful natural environment to communicate the campaign message. In this video, a staff member volunteered to play the four alter ego characters that showed doing the right and wrong thing and encouraged people to be the best version of themselves. Shared across Council's digital channels, views exceeded 63,000.

Awarded:

- Award of Excellence for Public Service for Online Video
- Award of Distinction in Cause Marketing for Integrated Campaign.

Northern Beaches News Live at Nippers Carnival

In this video, a small crew of local young actors played news anchors and covered a mock Nippers carnival where the children got into all sorts of strife due to single use plastics in the environment. The moral of the story was to BYO! Some 40 nippers from surf clubs across the Northern Beaches volunteered to take part in this production. Published online, this production continues to be screened during talks and workshops with local children. Shared across Council's digital channels, views exceeded 20,000.

Awarded:

- Award of Distinction for Education for Online Community.

About the Awards

Founded over two decades ago, the Communicator Awards are the leading international creative awards program honouring creative excellence for communication professionals. The annual awards honour the best in advertising, corporate communications, public relations and identity work for print, video, interactive and audio.

The 25th Annual Communicator Awards received over 6,000 entries from ad agencies, interactive agencies, production firms, in-house creative professionals, graphic designers, design firms, and public relations firms.

The awards are judged and overseen by the Academy of Interactive and Visual Arts (AIVA).

RECOMMENDATION OF MAYOR

That:

- A. Council formally acknowledge the achievement in being awarded three Communicator Awards for video content, part of Council's single use plastics marketing communications campaign
 - B. Council congratulate the staff and participants involved in this project.
-



Michael Regan
MAYOR

ITEM 7.3	MAYORAL MINUTE NO 12/2019 - CONGRATULATIONS COUNCILLOR HARRISON - WINNER 2019 MINISTER'S AWARD FOR WOMEN IN LOCAL GOVERNMENT
TRIM FILE REF	2019/336494
ATTACHMENTS	NIL

BACKGROUND

I want to formally acknowledge and congratulate Councillor Roslyn Harrison on her recent recognition in the 2019 Ministers' Awards for Women in Local Government.

Cr Harrison was selected as a joint winner under the Elected Representative from a Metropolitan Council category after being nominated by the Hon. Jonathan O'Dea, MP for Davidson for her contribution to Council and our community as an elected representative.

Cr Harrison has served our community since 2012, firstly with the former Warringah Council and then after being elected in 2017, with the new Northern Beaches Council.

I count myself very fortunate to have worked with Cr Harrison over a number of years and believe this award stands testament to the incredible commitment and passion that she has for our community.

Cr Harrison continues to serve our community dedicating many, many hours attending meetings, events and chairing our reference and advisory groups. All of this while raising three boys and working fulltime as a teacher. Cr Harrison continues to be a voice of reason and great insight. She has been instrumental in so many of the important decisions made by Council, asking the tough questions and ensuring there is always transparency and fairness for our community. She also continues to be a strong advocate for women in management and more broadly in the community.

Cr Harrison joins the Deputy Mayor, Cr Heins who also received the Award in 2015 for her contribution.

The Minister for Local Government, the Hon. Shelley Hancock, MP made what I think was a very poignant statement particularly in our community today - this Award was for those who "led and encouraged other women and tackled some of the complex issues facing communities through creativity and innovation". I couldn't agree more and am so pleased that Cr Harrison has been recognised in such a way.

I also want to take this time to recognise the contributions of all of our committed and hardworking female elected representatives. This community is indeed very fortunate, as am I, to be working alongside them as we serve this community.

I ask Councillors to join me in formally congratulating Cr Harrison on her very deserving 2019 Ministers' Award for Women in Local Government.

RECOMMENDATION OF MAYOR

That Council congratulate Councillor Roslyn Harrison on receiving an Award under the Elected Representative from a Metropolitan Council category in the 2019 Ministers' Awards for Women in Local Government.



Michael Regan
MAYOR

8.0 CHIEF EXECUTIVE OFFICER'S DIVISION REPORTS

ITEM 8.1	NORTHERN BEACHES COUNCIL DISCRETIONARY FUND - QUARTERLY REPORT
REPORTING MANAGER	CHIEF EXECUTIVE OFFICER
TRIM FILE REF	2019/320529
ATTACHMENTS	NIL

SUMMARY

PURPOSE

To provide a report on the recipients and projects which have received an allocation from the Northern Beaches Council Discretionary Fund during the past quarter.

EXECUTIVE SUMMARY

The Northern Beaches Council Discretionary Fund provides the opportunity for councillors to put forward requests from individuals and community organisations for financial assistance towards initiatives and services which yield a community benefit. Payments made for the period 27 March to 24 June 2019 totalling \$5,125.00 include:

Recipient	Description	Allocation
Dee Why Resident	Donation towards fundraising activities - competing in the Palm Beach to Shelly Beach 26km Marathon Swim to raise funds for Bowel Cancer Australia	\$350.00
Curl Curl Resident (first representative)	Assist with costs to represent Australia at the U19's Softball World Championships August 2019 - USA	\$350.00
Curl Curl Resident (second representative)	Assist with costs to represent Australia at the U19's Softball World Championships August 2019 - USA	\$350.00
Dee Why Public School	Assistance for the restoration of the historic school bell project	\$1,000.00
Bear Cottage Fundraising event – <i>Charity Cabaret</i>	Assistance provided to residents for the costs associated with staging the official fundraising event on behalf of Bear Cottage	\$250.00
Forest Men's Kitchen	Assist with the purchase of a new printer	\$325.00
Manly Warringah Gymnastics Club	Donation towards the purchase of uniforms for China Tour for team of 60 young gymnasts	\$1,000.00
Manly Malibu Boardriders Club	Assist towards hosting of the Snowy McAlister Winter Surfing Festival	\$1,000.00
Curl Curl residents	Assistance towards participation in Team Car Rally Challenge to raise funds for Cancer Council	\$500.00

RECOMMENDATION OF CHIEF EXECUTIVE OFFICER

That Council note payments totalling \$5,125.00 have been allocated by the Northern Beaches Council Discretionary Fund for the period 27 March to 24 June 2019.

REPORT

BACKGROUND

The Northern Beaches Council Discretionary Fund supports individuals and community organisations through small financial donations. It also provides assistance to local residents to attend events or conferences that further develop educational or sporting endeavours at a representative level.

At the 19 December 2017 Council meeting, Council adopted the Northern Beaches Council Discretionary Fund Policy, with a requirement that recipient and project details be reported to Council on a quarterly basis. This report only includes allocations that have been finalised.

As required under the Policy, the maximum amount which may be allocated to an individual or community organisation is \$1,000 and only one payment can be made to an individual or community organisation within the same financial year.

All requests to the Northern Beaches Council Discretionary Fund are submitted to the Mayor, Deputy Mayor or a Councillor, and the Chief Executive Officer to certify that the allocation is made in accordance with the Policy and that the funds are available.

The next report to Council will be presented at the ordinary Council meeting of 24 September 2019.

CONSULTATION

Requests upon the Discretionary Fund are submitted to the Mayor, Deputy Mayor or Councillor and the Chief Executive Officer for approval in accordance with the Policy.

TIMING

A quarterly report to Council is required by the Northern Beaches Council Discretionary Fund Policy.

LINK TO COUNCIL STRATEGY

This report relates to the following Community Strategic Plan Outcomes:

- Places for People - Goal 9 - Our community healthy, active and enjoys a broad range of creative, sporting and recreational opportunities.
- Community and Belonging - Goal 11 – Our community feels safe and supported.

FINANCIAL CONSIDERATIONS

The funds allocated are provided within the existing annual budget of \$23,000 for the Northern Beaches Discretionary Fund. No funding will be provided outside of the allocated budget in each financial year.

SOCIAL CONSIDERATIONS

The Northern Beaches Council Discretionary Fund supports individuals and community organisations and provides assistance to local residents to attend events or conferences that further develop their educational or sporting endeavours at a representative level.

ENVIRONMENTAL CONSIDERATIONS

The Northern Beaches Council Discretionary Fund – Quarterly Report has no specific environmental impact.

GOVERNANCE AND RISK CONSIDERATIONS

Payments allocated under the Northern Beaches Council Discretionary Fund have satisfied the requirements under both the Northern Beaches Council Discretionary Fund Policy and the approval process as last adopted by Council on 19 December 2017.

9.0 CORPORATE AND LEGAL DIVISION REPORTS

ITEM 9.1	MONTHLY INVESTMENT REPORT - MAY 2019
REPORTING MANAGER	CHIEF FINANCIAL OFFICER
TRIM FILE REF	2019/307440
ATTACHMENTS	NIL

*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*.

EXECUTIVE 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 \$220,652,093 comprising:

- Trading Accounts \$9,400,027
- Investments \$211,252,066

Performance over the period from 1 July 2018 to date was strong having exceeded the benchmark: 2.70%pa vs. 1.93%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.

LINK TO COUNCIL STRATEGY

This report relates to the Community Strategic Plan Outcome of Good Governance Goal 19 - Our Council is transparent and trusted to make decisions that reflect the values of the community.

FINANCIAL CONSIDERATIONS

Actual investment income for the period from 1 July 2018 to date was \$5,595,679 compared to budgeted income of \$4,945,750, a positive variance of \$649,929.

SOCIAL CONSIDERATIONS

Council's investments are managed in accordance with Council's Investment Policy. Council's Investment Policy requires consideration of social responsibility when making investment decisions.

ENVIRONMENTAL CONSIDERATIONS

Council's investments are managed in accordance with Council's Investment Policy. Council's Investment Policy requires consideration of environmental responsibility when making investment decisions.

GOVERNANCE AND RISK CONSIDERATIONS

Council's Investment Policy and Strategy were reviewed in September 2018 by Council's Investment Advisors Laminar Capital Pty Ltd, who confirmed that the current policy *"remains consistent with the Ministerial Investment Order and guidelines issued by the Chief Executive (Local Government), Department of Premier and Cabinet"* and that they *"do not recommend any changes to the list of approved investments or credit limit frameworks"*. They also stated that *"The portfolio remains conservatively placed, well within the investment portfolio limits from a risk and term to maturity perspective"*.

The Investment Policy was reviewed by the Audit, Risk and Improvement Committee at their meeting in November 2018, and no change to the Policy was required following that review.

RECOMMENDATION OF DIRECTOR CORPORATE AND LEGAL

That Council receives and notes the Investment Report as at 31 May 2019, including the certification by the Responsible Accounting Officer.

REPORT

INVESTMENT BALANCES

INVESTMENT BALANCES				
As at 31-May-2019				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Trading Accounts				
Commonwealth Bank of Australia Ltd	A1+	7,657,845		1.55%
Commonwealth Bank of Australia Ltd	A1+	182,719		1.55%
National Australia Bank Ltd	A1+	55,799		1.50%
		<u>7,896,363</u>		
At Call Accounts				
Commonwealth Bank of Australia Ltd	A1+	10,175,228	At Call	1.75%
		<u>10,175,228</u>		
Mortgage Backed Securities				
Emerald Series 2006-1 Class A	AAA	852,323	21-Aug-51	2.0066%
		<u>852,323</u>		
Term Deposits				
BankWest Ltd	A1+	3,000,000	04-Jun-19	2.75%
People's Choice Credit Union	A2	2,000,000	04-Jun-19	2.90%
Members Equity Bank Ltd	A2	2,000,000	06-Jun-19	2.75%
National Australia Bank Ltd	A1+	2,000,000	06-Jun-19	2.80%
Bank Australia Limited	A2	2,000,000	11-Jun-19	2.90%
Auswide Bank Limited	A2	2,000,000	13-Jun-19	2.80%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	18-Jun-19	2.75%
Bank of Queensland Ltd	A2	3,000,000	20-Jun-19	2.75%
Bank of Queensland Ltd	A2	2,000,000	25-Jun-19	2.75%
Bank of Queensland Ltd	A2	3,000,000	25-Jun-19	2.75%
Bank of Queensland Ltd	A2	2,000,000	27-Jun-19	2.75%
Members Equity Bank Ltd	A2	1,000,000	02-Jul-19	2.80%
Suncorp Bank	A1	2,000,000	04-Jul-19	2.81%
Bank Australia Limited	A2	2,000,000	04-Jul-19	2.95%
Bank of Queensland Ltd	A2	2,000,000	09-Jul-19	2.75%
Auswide Bank Limited	A2	2,000,000	11-Jul-19	2.75%
National Australia Bank Ltd	A1+	719,877	11-Jul-19	2.80%
National Australia Bank Ltd	A1+	1,000,000	11-Jul-19	2.73%
Auswide Bank Limited	A2	2,000,000	16-Jul-19	2.80%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	23-Jul-19	2.75%
Bank of Queensland Ltd	A2	2,000,000	25-Jul-19	2.75%
Bank of Queensland Ltd	A2	2,000,000	30-Jul-19	2.75%
Members Equity Bank Ltd	A2	2,000,000	01-Aug-19	2.85%
Members Equity Bank Ltd	A2	2,000,000	06-Aug-19	2.85%
Bank of Queensland Ltd	A2	2,000,000	06-Aug-19	2.75%
Bank of Queensland Ltd	A2	1,000,000	08-Aug-19	2.75%
National Australia Bank Ltd	A1+	2,000,000	08-Aug-19	2.75%
Auswide Bank Limited	A2	2,000,000	13-Aug-19	2.85%
Credit Union Australia Ltd	A2	2,000,000	13-Aug-19	2.75%
Auswide Bank Limited	A2	2,000,000	15-Aug-19	2.80%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	20-Aug-19	2.75%
Members Equity Bank Ltd	A2	3,000,000	03-Sep-19	2.75%
Members Equity Bank Ltd	A2	2,000,000	05-Sep-19	2.75%

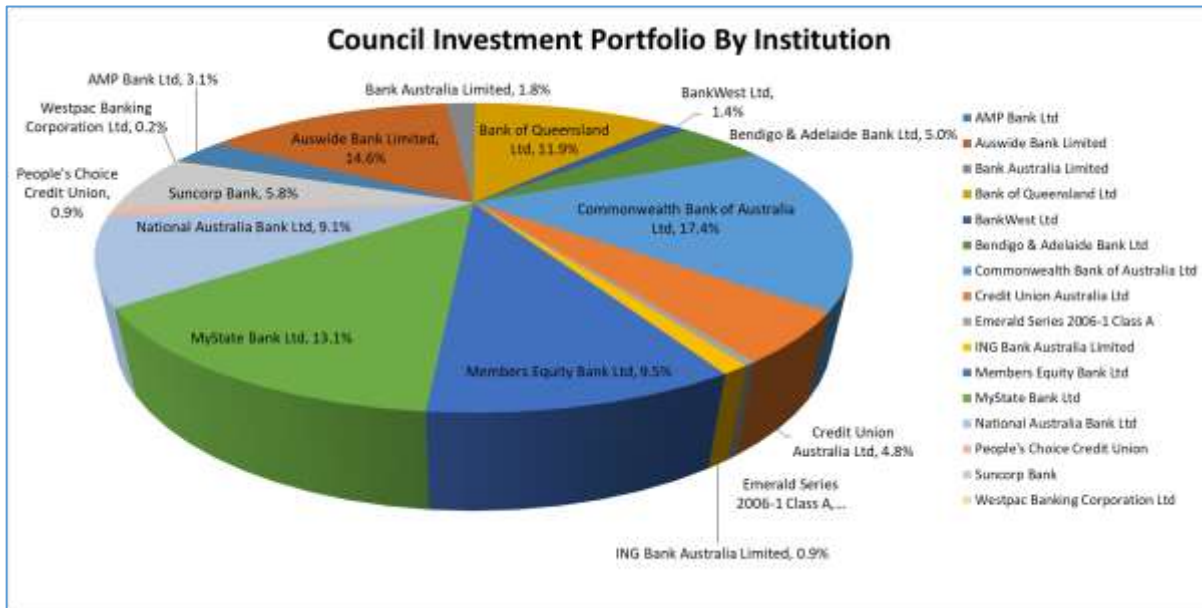
INVESTMENT BALANCES

As at 31-May-2019

INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Term Deposits (continued)				
Members Equity Bank Ltd	A2	2,000,000	10-Sep-19	2.75%
Credit Union Australia Ltd	A2	1,000,000	12-Sep-19	2.75%
Members Equity Bank Ltd	A2	2,000,000	17-Sep-19	2.75%
Auswide Bank Limited	A2	2,000,000	17-Sep-19	2.80%
Bank of Queensland Ltd	A2	2,000,000	20-Sep-19	2.75%
MyState Bank Ltd	A2	2,000,000	24-Sep-19	2.85%
MyState Bank Ltd	A2	2,000,000	26-Sep-19	2.85%
MyState Bank Ltd	A2	2,000,000	26-Sep-19	2.87%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	01-Oct-19	2.75%
MyState Bank Ltd	A2	1,000,000	03-Oct-19	2.85%
MyState Bank Ltd	A2	2,000,000	03-Oct-19	2.87%
Credit Union Australia Ltd	A2	2,000,000	08-Oct-19	2.82%
National Australia Bank Ltd	A1+	2,000,000	10-Oct-19	2.75%
Suncorp Bank	A1	2,000,000	15-Oct-19	2.60%
Members Equity Bank Ltd	A2	1,000,000	15-Oct-19	2.75%
MyState Bank Ltd	A2	2,000,000	15-Oct-19	2.85%
MyState Bank Ltd	A2	2,000,000	17-Oct-19	2.85%
MyState Bank Ltd	A2	2,000,000	23-Oct-19	2.85%
AMP Bank Ltd	A2	1,450,000	24-Oct-19	2.80%
MyState Bank Ltd	A2	2,000,000	29-Oct-19	2.87%
MyState Bank Ltd	A2	2,000,000	05-Nov-19	2.87%
MyState Bank Ltd	A2	2,000,000	07-Nov-19	2.85%
Suncorp Bank	A1	4,000,000	12-Nov-19	2.60%
MyState Bank Ltd	A2	2,000,000	12-Nov-19	2.85%
AMP Bank Ltd	A2	2,000,000	14-Nov-19	2.60%
AMP Bank Ltd	A2	2,000,000	14-Nov-19	2.80%
MyState Bank Ltd	A2	2,000,000	19-Nov-19	2.85%
MyState Bank Ltd	A2	2,000,000	26-Nov-19	2.87%
Auswide Bank Limited	A2	2,000,000	28-Nov-19	2.80%
MyState Bank Ltd	A2	2,000,000	05-Dec-19	2.85%
Auswide Bank Limited	A2	3,000,000	10-Dec-19	2.75%
Credit Union Australia Ltd	A2	1,500,000	10-Dec-19	2.73%
National Australia Bank Ltd	A1+	3,000,000	12-Dec-19	2.35%
Members Equity Bank Ltd	A2	2,000,000	17-Dec-19	2.75%
Auswide Bank Limited	A2	3,000,000	07-Jan-20	2.75%
National Australia Bank Ltd	A1+	2,000,000	09-Jan-20	2.35%
Credit Union Australia Ltd	A2	2,000,000	21-Jan-20	2.76%
Suncorp Bank	A1	2,000,000	23-Jan-20	2.35%
Auswide Bank Limited	A2	3,000,000	04-Feb-20	2.75%
National Australia Bank Ltd	A1+	1,000,000	18-Feb-20	2.35%
Suncorp Bank	A1	2,000,000	20-Feb-20	2.35%
Credit Union Australia Ltd	A2	2,000,000	25-Feb-20	2.78%
Auswide Bank Limited	A2	3,000,000	03-Mar-20	2.75%
		153,669,877		

INVESTMENT BALANCES				
As at 31-May-2019				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Kimbriki Environmental Enterprises Pty Ltd				
Trading Accounts				
Commonwealth Bank of Australia Ltd	A1+	1,503,663		0.90%
		1,503,663		
At Call Accounts				
Commonwealth Bank of Australia Ltd	A1+	500,401	At Call	1.45%
Commonwealth Bank of Australia Ltd	A1+	156,901	At Call	1.90%
		657,303		
Term Deposits				
Commonwealth Bank of Australia Ltd	A1+	1,000,000	13-Jun-19	2.05%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	25-Jun-19	2.38%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	28-Jun-19	2.38%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	16-Jul-19	2.64%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	29-Jul-19	2.14%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	29-Jul-19	2.14%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	19-Aug-19	2.18%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	30-Sep-19	2.10%
Commonwealth Bank of Australia Ltd	A1+	8,297,336	28-Oct-19	2.12%
		18,297,336		
New Council Implementation Fund				
Term Deposits				
Suncorp Bank	A1	900,000	21-Nov-19	2.60%
		900,000		
Stronger Communities Fund				
Term Deposits				
Bank of Queensland Ltd	A2	650,000	18-Jun-19	2.75%
Members Equity Bank Ltd	A2	2,000,000	23-Jul-19	2.70%
AMP Bank Ltd	A2	1,450,000	13-Aug-19	2.80%
Westpac Banking Corporation Ltd	A1+	500,000	13-Aug-19	2.71%
Bank of Queensland Ltd	A2	600,000	17-Oct-19	2.80%
ING Bank Australia Limited	A1	2,000,000	19-Dec-19	2.90%
		7,200,000		
Stronger Communities Fund Round 2				
Term Deposits				
Bendigo & Adelaide Bank Ltd	A2	3,000,000	11-Jun-19	2.77%
Bank of Queensland Ltd	A2	2,000,000	18-Jul-19	2.75%
Bank of Queensland Ltd	A2	2,000,000	30-Aug-19	2.75%
Auswide Bank Limited	A2	2,000,000	17-Sep-19	2.90%
Auswide Bank Limited	A2	2,500,000	22-Oct-19	2.90%
Auswide Bank Limited	A2	1,800,000	21-Nov-19	2.82%
National Australia Bank Ltd	A1+	1,700,000	16-Jan-20	2.35%
National Australia Bank Ltd	A1+	2,500,000	05-Mar-20	2.65%
National Australia Bank Ltd	A1+	2,000,000	09-Apr-20	2.50%
		19,500,000		
Total Cash and Investments		220,652,093		

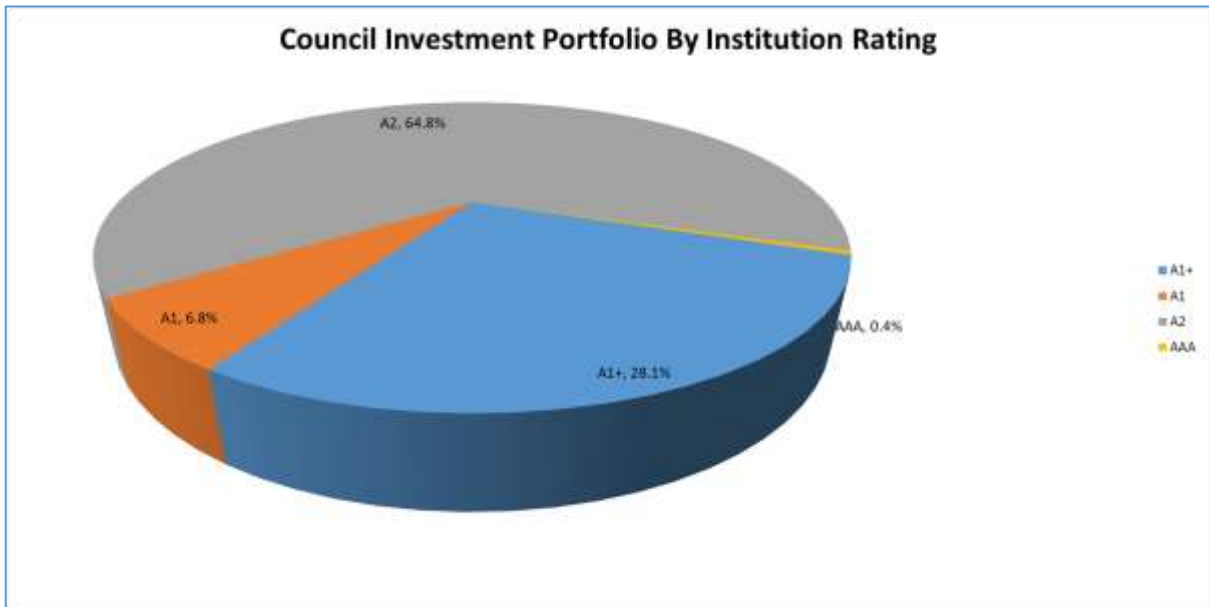
PORTFOLIO ANALYSIS



Institutional Credit Framework – Compliance with Investment Policy Requirements

Clause 4.2.2 of Council's Investment Policy requires that exposure to an individual institution be restricted by their credit rating so that single entity exposure is limited, as detailed in the table below:

Long Term Rating	Short Term Rating	Maximum %	Portfolio Complies with Policy?
AAA (incl. government guaranteed deposits)	A-1+	50%	Yes
AA+			
AA			
AA-	A-1	40%	Yes
A+			
A			
A-	A-2	30%	Yes
BBB+			
BBB			
BBB-	A-3	10%	Yes
Unrated	Unrated	10%	Yes (\$Nil)



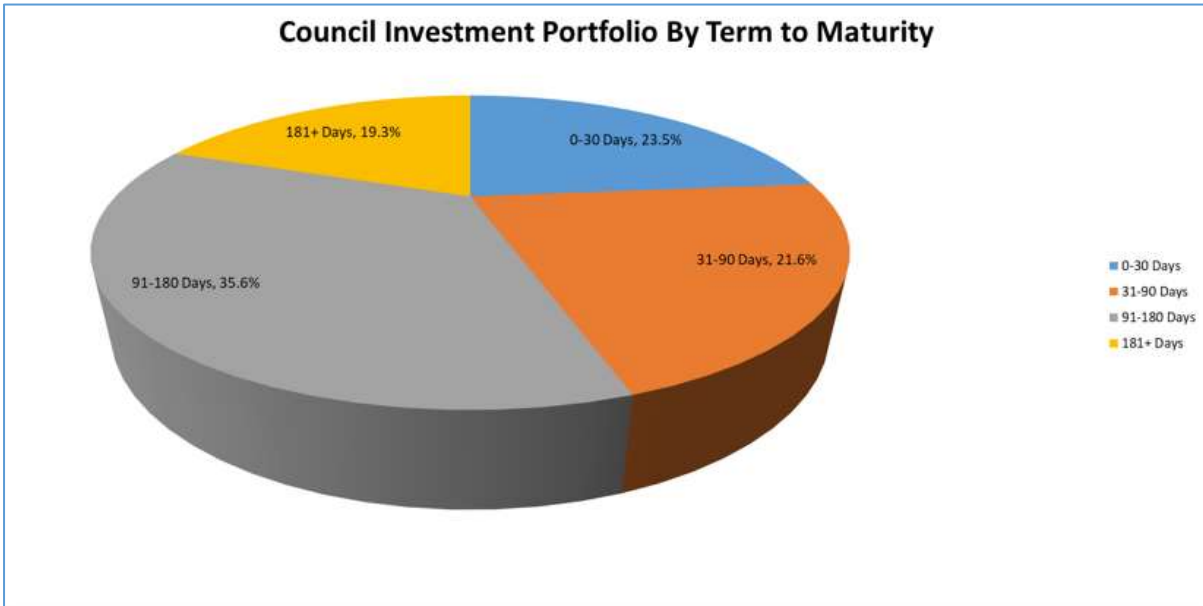
Overall Portfolio Credit Framework – Compliance with Investment Policy Requirements

Clause 4.2.1 of Council's Investment Policy requires that the total percentage exposure within the market to any particular credit rating category be limited, as detailed in the table below:

S&P Long Term Rating*	S&P Short Term Rating*	Maximum %	Portfolio Complies with Policy?
AAA (incl. government guaranteed deposits)	A-1+	100%	Yes
AA+			
AA			
AA-			
A+	A-1	100%	Yes
A			
A-			
BBB+	A-2	80%	Yes
BBB			
BBB-	A-3	30%	Yes
Unrated**	Unrated**	20%	Yes (\$Nil)

* Or Moody's / Fitch equivalents

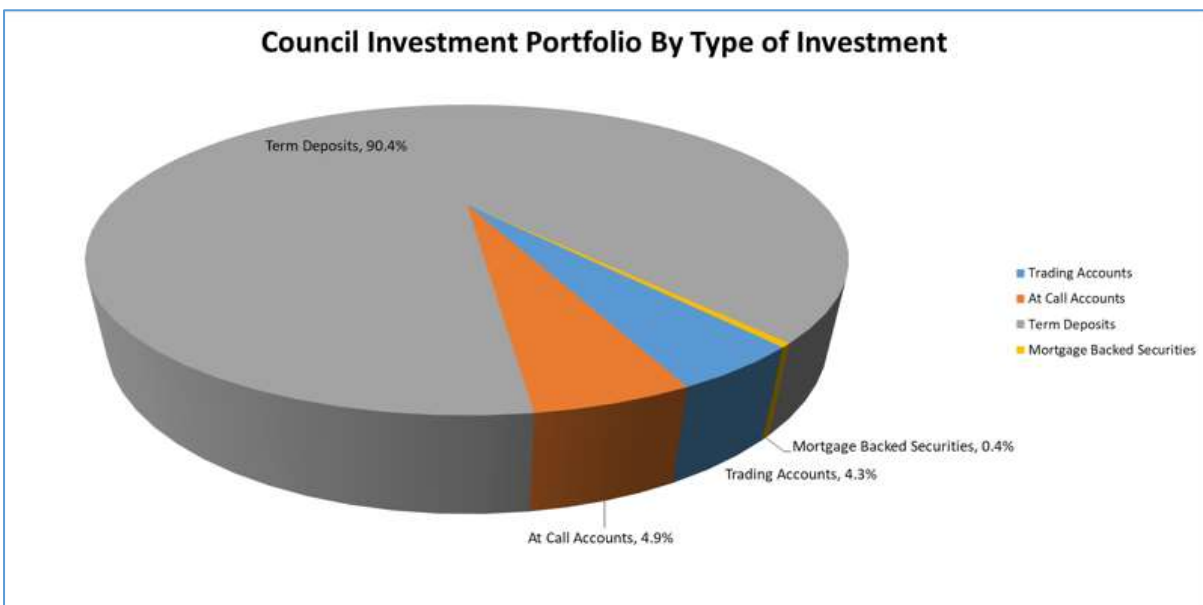
** Unrated Category is restricted to eligible managed funds such as the NSW Treasury Corporation Hour Glass Facilities



Term to Maturity Framework – Compliance with Investment Policy Requirements

Clause 4.2.3 of Council’s Investment Policy requires Council’s investment portfolio is to be invested within the following maturity constraints:

Overall Portfolio Term to Maturity Limits			Portfolio Complies with Policy?
Portfolio % <1 year	Min 40%	Max 100%	Yes
Portfolio % >1 year ≤3 year	Min 0%	Max 60%	Yes
Portfolio % >3 year ≤5 year	Min 0%	Max 30%	Yes

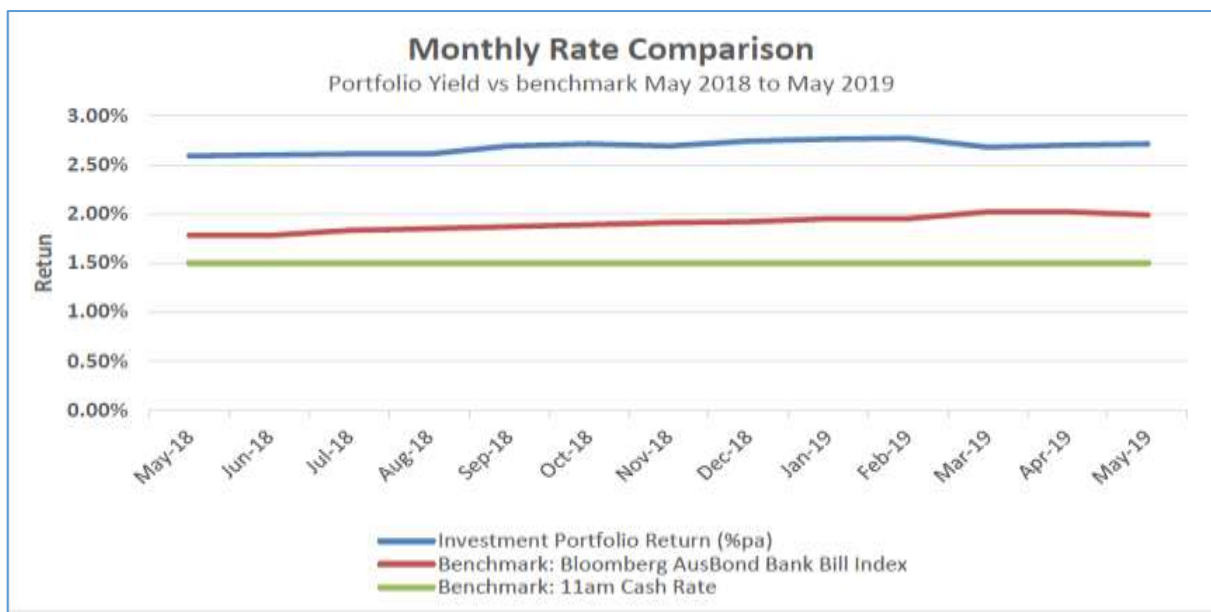


INVESTMENT PERFORMANCE VS. BENCHMARK

	Investment Portfolio Return (%pa)*	Benchmark: Bloomberg AusBond Bank Bill Index	Benchmark: 11am Cash Rate *
1 Month	2.71%	1.99%	1.50%
3 Months	2.70%	2.01%	1.50%
6 Months	2.73%	1.98%	1.50%
FYTD	2.70%	1.93%	1.50%
12 Months	2.69%	1.92%	1.50%

* Excludes trading account balances

** This benchmark relates to Cash Fund holdings

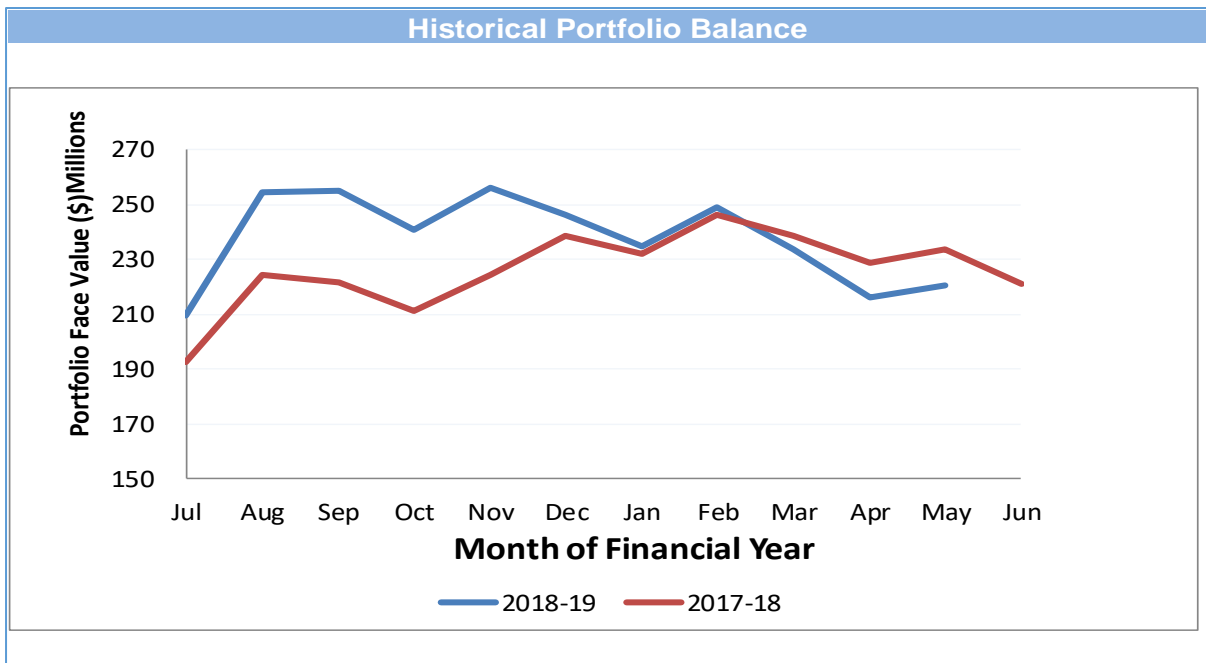


MONTHLY INVESTMENT INCOME* VS. BUDGET

	31 May 19 \$	Year to Date \$
Investment Income	468,657	5,572,860
Adjustment for Fair Value	5,190	22,819
Total Investment Income	473,847	5,595,679
Budgeted Income	390,000	4,945,750

* Includes all cash and investment holdings

Historical Portfolio Balance		
	2018-19	2017-18
Jul	209,605,515	192,788,320
Aug	254,510,268	224,541,055
Sep	254,769,836	221,786,511
Oct	240,996,644	211,440,341
Nov	256,137,875	224,335,322
Dec	246,453,069	238,474,454
Jan	234,499,949	231,952,491
Feb	249,011,046	246,219,499
Mar	233,537,191	238,498,965
Apr	215,948,342	228,632,853
May	220,652,093	233,702,341
Jun		220,859,601
Average Portfolio Balance	237,829,257	226,102,646



Statement of Compliance

Portfolio Performance vs. Bank Bill Index over 12 month period.	✓	Council's investment performance did exceed benchmark.
Monthly Income vs. Budget	✓	Council's income from investments did exceed monthly budget.

Investment Policy Compliance

Legislative Requirements	✓	Fully compliant
Portfolio Credit Rating Limit	✓	Fully compliant
Institutional Exposure Limits	✓	Fully compliant
Term to Maturity Limits	✓	Fully compliant

ECONOMIC NOTES

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

Essentially, the RBA believes that the great conundrum in the Australian economy – the coexistence of soft real GDP with a strong labour market - will resolve in the near-term not with improving real GDP growth but with softening labour market conditions. The RBA backs up its view of real GDP growth struggling to improve with evidence of longstanding weakness in annual growth in household disposable income and growing belief in Australian households that weak income growth is becoming permanent. In turn real growth in household consumption spending has suffered and without assistance is unlikely to improve in the near term.

There are improving parts of the Australian economy – exports; government infrastructure spending; and business investment spending – but they are unlikely to counterbalance the impact of soft growth in household consumption spending and housing sector weakness.

Importantly, the RBA believes that the labour market has stopped improving and there is risk that the unemployment rate will edge higher. At its best the national unemployment rate touched down just below 5% earlier this year. In the past an unemployment rate of 5% or lower would have been consistent with increasing labour shortages, rising wages and upward pressure on inflation. This time there has been only limited evidence of labour shortages, wages growth has remained low and slow and the annual inflation rate has fallen to 1.3% year-on-year in the case of the CPI in Quarter 2 2019 and around 1.6% year-on-year for the various measures of underlying inflation.

With the unemployment rate starting to edge upwards to 5.2% in April, wages growth and inflation are threatening to stay low for longer. Also, the RBA is considering the idea that the unemployment rate consistent with higher wage and inflation (inflation returning inside its 2-3% target band) is no longer around 5% but possibly 4.5% or lower. The RBA could use monetary policy to help achieve an unemployment rate below 5% that would help to lift real GDP growth and return inflation inside its target band.

The approaching interest rate cuts are likely to form part of what is shaping up as a super-sized policy boost to Australian economic growth. APRA has announced that it is reducing the mortgage interest rate test that banks need to apply to potential borrowers that will allow loan sizes to increase. The approaching increase announced by the Government in the low- and- middle-income tax rebate will soon boost growth in household disposable income and probably consumer spending too.

Lower home mortgage rates and less constraint on how much can be borrowed mean that it is reasonable to expect noticeably stronger demand for housing over coming months and an end to declining house prices in Melbourne and Sydney by the end of the year. Excess supply of new homes means that home building activity will take longer to improve, perhaps in the second half of 2020. Real household consumption spending growth is likely to look firmer in the second half of 2019, assisted by lower tax boosting household disposable income.

By late 2019/ early 2020 the already strong parts of the economy (exports; government infrastructure spending; and increasingly business investment) are likely to start receiving reinforcement from previously weak housing and household consumption spending leading to renewed reduction in the unemployment rate through 2020. By mid-2020 prospects for wages growth and inflation should look higher than they do currently causing the RBA to consider when it should reverse the two cash rate cuts delivered in 2019.

At this stage, after pencilling in two 25bps cash rate cuts in June and August, we expect the unemployment rate will fall to 4.5% at some point beyond mid-2020 and to be the trigger for the RBA to take back the two 2019 rate cuts. In short, the 1.00% cash rate from August should last around 18 months but will eventually result in the cash rate returning to 1.50% in 2021.

ITEM 9.2	DELIVERY PROGRAM 2019-2023, OPERATIONAL PLAN AND BUDGET 2019/20 (INCLUDING FEES AND CHARGES)
REPORTING MANAGER	EXECUTIVE MANAGER FINANCIAL PLANNING AND SYSTEMS AND EXECUTIVE MANAGER STRATEGY AND PERFORMANCE
TRIM FILE REF	2019/268373
ATTACHMENTS	1 ☞Submission Summary by Issue (Included In Attachments Booklet 1) 2 ☞Revised Delivery Program 2019-2023, Operational Plan and Budget 2019/20 (Included In Attachments Booklet 1) 3 ☞Proposed Changes to Delivery Program, Operational Plan and Budget (Included In Attachments Booklet 1) 4 ☞Revised Fees and Charges 2019/20 (Included In Attachments Booklet 1) 5 ☞Proposed Changes to Fees and Charges (Included In Attachments Booklet 1)

SUMMARY

PURPOSE

To consider submissions received during the public exhibition of the Draft Delivery Program 2019-2023, Operational Plan and Budget 2019/20 (including Fees and Charges) and seek Council's adoption of these documents along with any revisions.

EXECUTIVE SUMMARY

Council at its meeting on the 16 April 2019 resolved to exhibit the draft Delivery Program 2019-2023, Operational Plan and Budget 2019/20 (including Fees and Charges) for a minimum period of 28 days.

A total of 1,064 submissions were received, raising some 101 issues. The response to issues is provided at Attachment 1.

As a result of items raised in submissions, as well as new and updated information being available since the draft documents were placed on exhibition, a range of amendments are proposed.

The budget for 2019/20 projects total expenditure of \$453.5 million, including a capital works program of \$110.3 million. It shows that our financial position is sound, with a projected Operating Surplus before Capital Grants and Contributions of \$4.7 million and a balanced budget position.

The \$4.7 million surplus from the operating budget contributes towards the funding required for the capital works program (\$110.3 million) and loan repayments (\$4.9 million). The balance of funding is derived from capital grants and contributions, proceeds on the sale of vehicles, funding allocated to asset depreciation and the Council's cash reserves and working capital. With the application of all these funding sources the Council has achieved a balanced budget.

The Operating Surplus has increased from \$2 million exhibited in the draft budget to \$4.7 million. The primary reason for this increase is a change in accounting standards which permits the Council to recognise certain grants monies received in prior years as income at the time the grant is spent (\$6.3 million). This was partially offset by increases in Stronger Communities Fund projects (\$2.8 million), the domestic waste funded compost bins program (\$0.170 million) and an increase in the NSW Emergency Services Levy (\$0.6 million).

To maintain a balanced budget position, adjustments are proposed to the capital works program to offset the unexpected 12% increase in the NSW Emergency Services Levy. The capital works program has been adjusted to utilise available developer contributions for the 'Manly Laneways' capital program in 19/20. In 20/21 to 22/23 the 'Planned Stormwater New Assets' capital program has been reduced, impacting planned environmental improvements such as major water quality devices.

To efficiently respond to requests to vary fees in exceptional circumstances, it is proposed an additional category of hardship/discount be established. This category needs to be publicly exhibited before Council can adopt it and the function delegated to the Chief Executive Officer.

RECOMMENDATION OF DIRECTOR CORPORATE AND LEGAL

That Council:

- A. Adopt the revised Delivery Program 2019-2023, including the Operational Plan and Budget 2019/20.
 - B. Adopt the revised Fees and Charges 2019/20 at Attachment 4 to apply from 1 July 2019.
 - C. Make the following rates and charges:
 - a. In accordance with sections 494 and 495 of the *Local Government Act 1993* (the Act), Ordinary and Special Rates are made as shown in Tables 1, 2 and 3 in the report.
 - b. In accordance with section 496 of the Act, Domestic Waste Management Charges are made as shown in Table 4 in this report.
 - c. In accordance with section 496A of the Act, Stormwater Management Service Charges are made as shown in Table 5 in the report.
 - d. Works on private land carried out by Council to be charged at the appropriate commercial rate (cost of the works and standard on-costs to provide full cost recovery plus a return to Council).
 - e. In accordance with Section 611 of the Act a charge on the person for the time being in possession, occupation or enjoyment of a rail, pipe, wire, pole, cable, tunnel or structure laid, erected, suspended, constructed or placed on, under or over a public place.
 - D. Adopts an interest rate of 7.5% to be charged on overdue rates and charges.
 - E. May carry out work on private land, either on request or by agreement with the owner of the land, or under relevant legislation.
 - F. In accordance with section 610E of the Act:
 - a. The following category of fee hardship/discount be publicly exhibited:

Authority to vary, waive, reduce or determine various fees as detailed in Council's Schedule of Fees and Charges in those circumstances where the specified fee is unreasonable or inappropriate in exceptional circumstances and subject to all decisions and reasons being documented.
 - b. Any submissions be reported to Council and consideration also be given to delegating this function to the Chief Executive Officer (section s377 (1) of the Act).
-

REPORT

BACKGROUND

At its meeting on 16 April 2019, Council considered the draft Delivery Program 2019-2023 and draft Fees and Charges 2019/20 and resolved as follows:

That:

- A. *Council endorses a draft Operational Plan and Budget including the rate rise of 2.7%.*
- B. *The draft Delivery Program 2019-2023 and Operational Plan 2019/20 be revised prior to exhibition to reflect Council's endorsed position.*
- C. *The Draft Delivery Program 2019-2023, Operational Plan 2019/20 (including Fees and Charges) as endorsed by Council be placed on exhibition for at least 28 days.*

The documents were exhibited in accordance with s404-405 of *Local Government Act 1993*. The report outlines the exhibition, summarises the key feedback, and provides further detail and explanation including recommended changes.

Exhibition

Promotion

The exhibition was open for 41 days from 23 April to 2 June 2019 which included extending the exhibition by a week. The draft Delivery Program 2019-2023 and Fees and Charges 2019/20 were available online, at Council libraries, and Customer Service Centres. They were also available at five information sessions held across the Northern Beaches.

The exhibition, Delivery Program information sessions and avenues for submissions were widely promoted by Council via:

- Notices in the Manly Daily on 20 and 27 April, and 4, 11, 18 and 25 May 2019 reaching an estimated 228,000 adult readers each week.
- Information on Council's website and social media.
- Direct email to 55,000 people in the May Council newsletter.
- Direct emails to people on Council's community engagement register on 18 April (to 22,850 people), 3 May (to 22,777 people), 17 May (to 22,717 people) and 31 May (to 22,649 people).
- Direct emails to 491 regular hirers of Community Centres (notification of changes in fees).
- Five Delivery Program information sessions (one per Ward) where staff presented the Budget and program of works, followed by Q&A session. These were held on 6, 8, 9, 13 and 20 May.

In addition, local media also raised awareness of the opportunity to comment on the draft Delivery Program and related documents. Articles appeared in the following:

- Manly Daily – 18 and 20 April 2019.
- Pittwater Life – 1 May 2019.
- Peninsula Living – 29 May 2019.

Community Engagement

A dedicated online project page was established on Council's YourSay community engagement platform. It included the draft documents, details of the Delivery Program information sessions, an email sign up form, a submission form and instructions on how to make a longer submission.

Engagement figures are:

- 1,700 YourSay project page visits by 1,454 people.
- 725 YourSay document downloads by 513 people, comprised of the Delivery program (409), Fees and Charges (316).
- 33 people attended the five Delivery Program information sessions – nine at Mona Vale Library, 10 at Manly Town Hall, four at Narrabeen Coastal Environment Centre, four at Dee Why Civic Centre and six at Glen Street Theatre.
- Four people registered online to be kept informed about the project.
- 34% of Council's four community engagement emails were opened and the link to view the YourSay project page was used 126 times.
- Our Facebook promotion on 24 May with embedded capital works video reached 5,398 people and it received 23 likes, comments and shares. There was a corresponding spike in YourSay page visits that day.
- Our direct Council newsletter email to 55,000 people resulted in 855 clicks.

Submissions

A total of 1,064 submissions were received during the public exhibition period, comprised of:

- 22 online submissions using YourSay Northern Beaches engagement platform.
- 16 written submissions.
- 1,026 emails received from a Councillor.

The actual number of submissions was higher at 1,098 but individuals made multiple submissions (72 occasions) either in the same terms, or raising new issues.

Consideration of Submissions

The submissions raised 101 issues on the Delivery Program. A detailed list of the issues is at Attachment 1 - Submission Summary by Issue, and includes a response from Council. Below is a high level summary of the key themes and the number of times raised.

Issues/Themes	No. times
IPART Rate Peg and Related Issues	
• Opposed to 2.7% rate peg - savings from amalgamation should be used to lower rates	1,024
• Object to \$13 million spend on new bins	1,016
• Council should spend less and be more efficient before raising rates	22
• Services levels have decreased since amalgamation	12

IPART Rate Peg and Related Issues	
<ul style="list-style-type: none"> Comments on the new waste service – from reduction in size bins, objection to worm farms, view that having a chip in the new bins is not worth it to wanting to retain the scheduled two per year bulky goods clean up 	14
<ul style="list-style-type: none"> Capacity to pay for the increase 	9
<ul style="list-style-type: none"> Expenditure on senior staff and Councillors 	8
Program and Projects	
<ul style="list-style-type: none"> Transport and Civil Infrastructure 	21
<ul style="list-style-type: none"> Budget 	18
<ul style="list-style-type: none"> Waste Management and Cleansing 	17
<ul style="list-style-type: none"> Parks and Recreation 	14
<ul style="list-style-type: none"> Environment and Climate 	7
<ul style="list-style-type: none"> Property and Facilities 	6
<ul style="list-style-type: none"> Planning and Place 	6
<ul style="list-style-type: none"> Community Arts and Culture 	4
<ul style="list-style-type: none"> Other 	6
Fees and Charges	20

These issues will be discussed in more detail under the headings below.

IPART Rate Peg and Related Issues

The draft budget provides for an increase in general rate revenue by the IPART determined 'rate peg' of 2.7% in 2019/20. IPART's annual 'rate peg' is essentially local government's version of CPI which takes into account inflation, construction costs, wage indexes and the other expenses Council's face that are out of our control such as the \$6.2 million (an increase of 12.8% on 2018/19) annual contribution to NSW emergency services (primarily NSW Fire and Rescue).

This rate peg allows Councils to maintain services and infrastructure spending at current levels.

A total of 1,025 submissions addressed the rates increase. All the submissions on the rate rise were received via a Councillor. Of the submissions:

- One was in support of the rate peg.
- 1,024 were opposed to the rate peg requesting savings from amalgamation be returned in lower rates (950 identical worded form letters with a further 74 form letters raising additional issues).

The Council is making significant efficiency savings and reinvesting those into our community. By 2019/20, the estimated annual recurrent efficiency savings of \$29.5 million will have been achieved. These savings have been reinvested into the community through improved services, priority infrastructure and lower charges for domestic waste services. More information on these efficiency savings is available within the Delivery Program (Attachment 2).

Examples of the service uplifts include cleaning of public amenities (\$1.24 million), proactive tree management services (\$0.65 million) and maintenance of assets (\$4.41 million).

The savings have also come from Council's new waste collection contract. In 2019/20 these savings will be used to lower the domestic waste charge for many ratepayers (\$2.94 million) and deliver better environmental outcomes through the use of alternate waste technologies which is discussed below (\$2.77 million).

For many ratepayers their 2019/20 Northern Beaches domestic waste charge will actually decrease. The IPART rate peg increase of 2.7% will result in an increase of \$37 a year from \$1,429 to \$1,466 for ratepayers on the average residential rate. Meanwhile, the average domestic waste charges for a standard 80litre service will decrease from \$465 to \$405. This amounts to an annual savings of \$23. It is worth noting that the Northern Beaches Council's domestic waste management charge is one of the lowest in Sydney.

In relation to the other issues raised in submissions opposing the rate rise these matters will be discussed briefly below with a comprehensive response at Attachment 1.

The expiry of the waste contracts of the former three Councils on 20 June 2019 has provided Northern Beaches Council with an opportunity to find a combined waste solution to meet the needs of the majority of the community, keeping costs down and helping reduce the amount of waste to landfill. Replacing the bins has contributed to keeping costs down. Many existing bins were over 10 years old and some even as old as 20 years. Each year the cost of replacing bins on an ad hoc basis was rising. Council made the decision to replace all of the bins at the start of the contract to save \$1.2 million on those maintenance and replacement costs over the life of the next contract.

All ratepayers on the Northern Beaches will have access to a standard 80L general waste bin service, the contents of which are to be recovered and processed using advanced technology. The processing of waste from the red lidded bins will result in a reduction to the amount of waste going to landfill. People who require a larger volume of waste container will have access to an increased service on a user-pays basis.

Council's worm farm and compost giveaway program has proved so popular that 3,600 containers were requested by Northern Beaches residents in the first week.

Council has a Rates and Annual Charges Hardship Policy. The policy recognises owners may at times encounter difficulty in paying rates and charges as they fall due, or adhere to a regular payment arrangement. Contact should be made with the Rates Section if ratepayers are experiencing difficulties.

Council reviewed the organisation structure in late 2018 and adopted a new organisation structure. This included three additional senior staff positions to support the organisation to delivery quality services and make progress towards the outcomes in the Community Strategic Plan.

Councillors are entitled to an annual fee. The maximum fee is capped by the Local Government Remuneration Tribunal and publicly reported on.

Programs and Projects

The remaining issues covered a wide variety of projects and programs. Many were clarifying projects already in the Delivery Program or seeking for projects to be added. A detailed response to each issue is at Attachment 1.

In response to the issues raised in submissions, the following changes are proposed to the Delivery Program 2019-2023 and Operational Plan 2019/20 in summary:

- Providing additional content under 'Challenges and Opportunities' on opportunities for protecting the natural environment.
- Amending the 'Environment and Sustainability' content to clarify Council's commitment to climate change mitigation and the role of the Environment and Climate Change Strategy in establishing Council's targets.

- Providing for a youth recreation facility at Newport Beach as part of the capital works program 2019/20 for a half basketball court (\$100,000).
- Requests were made for improvements to the BMX facility at Terrey Hills. These works are incorporated into the program in 2020/21 (no change required) and will be funded from the Sportsfields Renewal Program.
- A seawall was requested at McCarrs Creek Reserve. This is programmed for 2022/23 (no change required). This will be delivered as part of the Foreshores new program.
- A further \$0.94 million be provided for the redevelopment of the Mona Vale Surf Life Saving Club. This will allow for a separate building for the public amenities and lifeguard facilities. The additional funds will come from staging the Church Point new infrastructure works over two years (2019-2021) because of delays in environmental and Roads and Maritime Services approvals.

In finalising the Delivery Program, Operational Plan and Budget, the changes at Attachment 3 are recommended.

Fees – Issues and Changes

19 submissions raised issues in relation to fees as outlined below:

Issues/Themes	No. times
Outdoor dining	5
Community Centres	5
Manly Parking Permit Scheme	4
Children's Services	3
Water storage	1
Parking Permit Church Point	1

A comprehensive response to each issue is at Attachment 1 and a brief comment is provided below.

Outdoor dining fees are set using a process of an experienced third party valuer. This valuer takes into account relevant factors such as location, passing traffic (including seasonal changes), amenity etc in assessing the fee level. Council officers apply this valuation in proposing the fees. Where existing fees are well below market value, these increases are gradually being phased in over time, until fair market value is achieved.

The fees for all 41 community centres underwent benchmarking and a full review in 2018. This resulted in a new fee structure for all centres and activities with the majority of fees reduced. From 1 January 2020 fees will increase in line with CPI. The income part funds the maintenance of the centres and utilities, cleaning and waste costs. Not for Profit and Concession rates continue to be, heavily subsidised by Council and a further reduction is not supported. However, a change is supported to the Kiln firing fee at Forestville and Tramshed Community Art Centres.

A review of the Manly Residential Parking Permit Scheme is underway. As part of the revised Scheme a new fee structure was included in the draft Fees and Charges 2019/20. This is to recover the cost of operating the Scheme. The review will not be finalised until later in the year after which the new fees will apply. In the meantime, the reinstatement of the 2018/19 fees is supported until the review is complete.

In response to a submission by Scotland Island Residents Association and West Pittwater Community Association a 2nd wharf tie up fee has been introduced. This fee will be at no charge, provided a mainland permit is held saving residents \$170 based on 2018/19 fees.

A reduction in the parking fees at Church Point Reserve was also requested. The Council conducted a review of the funding plan for the 10 year \$6.5m loan taken out by the former Pittwater Council to part-fund the construction of the carpark and surrounding works. The estimates of income received and costs associated with the parking area made at the time the loan was taken out are consistent with the actual results experienced since the car park opened. The 10 year model is supported by a \$500 parking fee, indexed annually by CPI, and contributes towards the funding required to support loan repayments over the same period. This fee structure is consistent with the proposed 2019/20 fee and the community consultation undertaken by the former Pittwater Council at the time. Once this loan is repaid, a reduction in the carpark fee will be proposed.

While the fees were on exhibition staff identified further amendments to fees. These are at Attachment 5 and summarised below:

- Amendments in description and fee amounts to reflect statutory changes.
- Reinstate of the 2018/19 Busking fees.
- Reinstate \$0 fees for Parks and Recreation to deal with community events.

Delegation to Vary, Reduce and Waive Fees

Under the Act councils may waive payment, or reduce a fee in a particular case if it is satisfied that the case falls within a category of hardship or any other category that council determines (section 610E of the Act). To determine the categories councils must give public notice of the categories before adoption.

Northern Beaches Council has via the draft Fees and Charges identified the following categories:

- Financial hardship - up to 100% discount.
- One-off venue hire for event that delivers broad community benefit - up to 100% discount.
- Provision of services to one-off event that delivers broad community benefit- up to 100% discount.
- Commercial operations (Currawong and Sydney Lakeside Caravan Park) - extenuating circumstances affecting the amenity and enjoyment of the site - up to 50% discount.
- Commercial operations (Currawong, Sydney Lakeside Caravan Park and Pittwater Golf Centre) - Marketing and/or promotional offers - up to 100% discount.

It is felt that an additional category of hardship/discount needs to be established. This would apply in exceptional circumstances, where a fee is unreasonable or inappropriate. To establish the new category it needs to be publicly exhibited, with submissions received considered prior to adoption. The category is as follows:

Authority to vary, waive, reduce or determine various fees as detailed in Council's Schedule of Fees and Charges in those circumstances where the specified fee is unreasonable or inappropriate in exceptional circumstances and subject to all decisions and reasons being documented.

To more effectively deal with these requests, it is also proposed that the category once established be delegated to the Chief Executive Officer (section s377(1) of the Act). This will allow for a more timely response to applicants, and save time for Councillors and staff in preparing and considering reports at meetings. The delegation does not extend to fixing of a fee.

Budget 2019/20

Budget Overview

The Northern Beaches Council budget for 2019/20 projects total expenditure of \$453.5 million, including a capital works program of \$110.3 million. It shows that our financial position is sound, with a balanced budget and projected operating surplus before capital grants and contributions of \$4.7 million.

The \$4.7 million surplus from the operating budget contributes towards the funding required for the capital works program (\$110.3 million) and loan repayments (\$4.9 million). The balance of funding is derived from capital grants and contributions, proceeds on the sale of vehicles, funding allocated to asset depreciation and the Council's cash reserves and working capital. With the application of all these funding sources the Council has achieved a balanced budget.

The Budget will maintain 'business as usual', deliver on key capital projects and provide targeted service level increases to the community.

The \$110.3 million capital works program includes investing \$50.8 million in asset renewal to improve the overall condition of our assets, thereby reducing ongoing operational costs associated with asset repair and maintenance. A further \$59.5 million is invested in delivering high priority new assets to the community including new footpaths, cycleways, playgrounds, sportsfield improvements, creekline and coastal protection works and upgrades to facilities.

IPART approved General Revenue Increase

IPART have allowed a rate increase to the total general-purpose rate income for 2019/20 of 2.7%. Consistent with the Local Government (Council Amalgamations) Proclamation 2016, the rating structure and categorisation of land for rating purposes remains unchanged from the 2018/19 rating year.

It is recommended that Council adopt the maximum rate increase and in accordance with Sections 494 and 495 of the Local Government Act 1993, makes the following Ordinary and Special Rates for 2019/20:

Table 1: Ordinary and Special Rates 2019/20 – former Manly Council properties

Rate	Rate in \$	Minimum Rate
Residential	0.00122546	\$838.81
Business – Manly CBD	0.00638075	\$1,095.26
Business – other	0.00357017	\$1,095.26
Manly Business Centre Improvement	0.00218095	-
Balgowlah Business Centre Improvement	0.00145084	-

Table 2: Ordinary Rates 2019/20 – former Pittwater Council properties

Rate	Rate in \$	Minimum Rate
Residential	0.00162489	\$908.30
Farmland	0.00063416	\$908.30
Business	0.00369255	\$1,159.67
Business - Warriewood Square	0.00399486	-

Table 3: Ordinary Rates 2019/20 – former Warringah Council properties

Rate	Rate in \$	Minimum Rate
Residential	0.00156817	\$997.02
Business	0.00575534	\$1,280.05
Business – Warringah Mall	0.01026054	-
Business – Strata Storage Units	0.00695533	\$587.11

Further details on the special rates as well as properties covered by business sub-categories and special rates are shown in Attachment 2 to this report.

Domestic Waste Management Charges

Domestic Waste Management Charges for 2019/20 reflect the proposed cost of the new Northern Beaches Council service.

In accordance with Section 496 of the Local Government Act 1993, it is recommended Council makes and levies the following Domestic Waste Management Charges for 2019/20:

Table 4: Domestic Waste Management Services 2019/20

Description	Charge	Income
Domestic Waste Management Service (includes 80L red, 140L blue, 140L yellow and 2x240L green lid bins and 2 booked clean ups per year)	\$405	\$39,960,945
Availability charge	\$100	\$206,400
Additional 80L red lid rubbish bin service	\$220	\$2,796,860
First additional 140L blue recycling bin service	\$29	\$580,000
Subsequent additional 140L blue recycling bin service	\$100	\$75,000
First additional 140L yellow recycling bin service	\$29	\$565,094
Subsequent additional 140L yellow recycling bin service	\$100	\$75,000
Third or fourth green vegetation bin service	\$29	\$114,463
Total Income		\$44,373,762

Interest Charges on Overdue Rates and Charges

The Minister for Local Government has determined the maximum rate of interest that may be charged on overdue rates and charges for 2019/20 to be 7.5%.

In accordance with Section 566(3) of the Local Government Act, it is recommended that Council adopts the maximum interest rate allowed and this be applied to all Northern Beaches properties.

Stormwater Management Service Charges – Former Manly and Pittwater (Only)

In accordance with Section 496A of the Local Government Act 1993, it is recommended that Council makes and levies the following Stormwater Management Service Charges for 2019/20:

Table 5: Stormwater Management Service Charges: Former Manly and Pittwater related properties

Stormwater Management Service	Charge
Residential – single dwelling	\$25.00
Residential - strata lots	\$12.50
Business	\$25.00 per 350 square metres (or part thereof) for land categorised as business (excluding strata lots)
Business strata lots, business company title	\$5.00 or the relevant portion of the maximum annual charge that would apply to the strata scheme if it were a parcel of land subject to the land categorised as business

Section 611 Charges

That an annual charge under Section 611 of the Local Government Act 1993 be made and levied for the year commencing 1 July 2019 on the person for the time being in possession, occupation or enjoyment of a rail, pipe, wire, pole, cable, tunnel or structure laid, erected, suspended, constructed or placed on, under or over a public place.

Works on Private Land

Council may carry out work on private land, either on request or agreement with the owner of the land, or under relevant legislation. The amount or rate to be charged will be the appropriate commercial rate – the actual cost of the works and standard on costs to provide full cost recovery plus a return to Council.

Proposed changes to the Budget

The Budget remains a balanced budget, however the Operating Surplus has changed due to various resolutions of the Council including the rollovers from the 2018/19 budget approved through the March Quarterly Budget Review, community submissions and new information available since the draft documents were placed on exhibition.

The operating surplus has increased from \$2 million exhibited in the draft budget to \$4.7 million, as outlined below:

Operating Surplus before Capital Grants and Contributions per Draft Operational Plan	\$1.957m
Increase in operating grants – new accounting standards permit recognition of Stronger Communities Fund (SCF) grant as income in 2019/20 in line with planned expenditure ¹	\$6.311m
Minor revised fees estimates	(\$0.002m)
Rollover from 2018/19 Wakehurst Parkway (SCF)	(\$0.172m)
Barrenjoey High School Performance Space (SCF)	(\$0.745m)
Mona Vale High School Performance Space (SCF)	(\$1.932m)
Compost Bins program (domestic waste funds)	(\$0.170m)
Increase in the NSW Emergency Services Levy ²	(\$0.587m)
Revised Operating Surplus before Capital Grants and Contributions	<u><u>\$4.660m</u></u>

1. *Impact of Accounting Standards change from 1 July 2019 on grants income*

From 1 July 2019, a change in accounting standards will require the Council to recognise certain grant monies received as income at the time the grant is spent – rather than when the Council receives the grant. As a result, the Council has been able to match the operating expenditure for the three Stronger Communities Fund projects in the operating budget with the recognition of the grant income that funds them (this money was received by the Council in the 2017/18 financial year). This change in accounting standards results in an increase in the operating surplus excluding capital grants of \$6.311m.

2. *NSW Emergency Services Levy*

In May 2019, the Council received notification of a 12.8% increase in the annual Emergency Services Levy. This levy comprises the funding contributions of Council to Fire and Rescue NSW, the Rural Fire Service and State Emergency Service. In 2019/20, the levy will increase to \$6,190,770 – this is \$587,338 more than the Council's exhibited 2019/20 draft budget. To address the recurring impact of this increase the following changes have been proposed in the draft capital works program:

- 2019/20 adjustment to the source of funds for the 'Manly Laneways' capital program -utilising Manly's available developer contributions.
- 2020/21 to 2022/23 – decrease the 'Planned Stormwater New Assets' capital program – Projects in the Asset Management Plan that relate to managing risk to life and property will continue to be funded. This budget reduction has affected funding for environmental improvements such as major water quality devices at Dee Why, Freshwater and other high usage key sites across the Northern Beaches.

The following tables detail all changes to the capital works program and operating expenses budgets.

Table 6. Proposed changes – Capital Works Program

Comment	2019/20	2020/21	2021/22	2022/23
<p>Increase for project rollovers from 2018/19 as approved by Council May 2019.</p> <p><i>Note grants will be accounted for under the new AASB 15 and AASB 1058 in 19-20 – resulting in the recognition of some grants rolled forward as income (rather than un-expended grants reserves) – resulting in an increase in the accounting surplus</i></p>	+\$14,684,682			
Reduce by items brought forward to 2018/19 as approved by Council May 2019.	-\$309,874)	-\$685,852)		
Net reduction in Kimbriki projects due to works brought forward to 2018/19 in the March budget review.	-\$1,865,843)			
Funding source allocation adjustments – nil impact (eg between developer contribution accounts).	\$0			
<p>Mona Vale Surf Club move \$4.7m in funds to 20/21 – construction likely to commence April 2020 and will run across two financial years.</p> <p>Provide a further \$944,057 in 19/20 to fund additional public amenities works in response to SLSC submission. The additional funds have been made available through the re-phasing of the ‘Church Point new infrastructure works’ project over two years (2019-2021).</p>	-(\$4,716,217) +\$944,057 (Budget now \$2.44m)	+\$4,716,217 (Budget now \$4.7m)		
<p>New Infrastructure for Church Point defer \$944,057 to 20/21 due to the timing of RMS and environmental approvals.</p>	-(\$944,057) (Budget now \$0.1m)	+\$944,057 (Budget now \$0.94m)		

Comment	2019/20	2020/21	2021/22	2022/23
2019/20 funding to be made available to Mona Vale Surf Club with funding being available for the works at Church Point to occur the following year.				
Connecting Communities Cycleways 19-20 program re-phased and B Line grant funding adjusted	-(\$2,216,790) Reduce budget from \$4.763m (incl 18/19 rollover) to \$2.547m	+\$652,433 Increase budget from \$4.099m to \$4.752m		
Beacon Hill Community Centre (Res Item 17.5 Council Meeting 28 May 2019).	+\$545,000 (Working capital)			
Nolan's Reserve (Res Item 17.5 Council Meeting 28 May 2019).	+\$1,000,000 (Working capital)			
Hillside Road Land Acquisition New project – (Res Item 17.12 Council Meeting 28 May 2019).	+\$2,500,000 (Working capital \$1,437,710 + Pittwater Special Rate Variation \$1,062,290)			
Elanora Heights Scouts Group Hall New project – (Res 094/19 Council Meeting Mar 2019).	+\$350,000 (Depreciation funding)			
Mona Vale Library Increase in budget following Pittwater SRV allocation reconciliation for Mona Vale Library.	+\$116,445 Increase from \$175,000 to \$291,445	+\$75,000 Increase from \$0 to \$75,000		
Surf Lifesaving Club minor renewals fund New project – (Res 099/19 Council Meeting Mar 2019).	+\$473,000 (Depreciation)			
Planned stormwater new Adjustment in program to fund increase in Emergency Services Levy.		-(\$600,000) Reduce from \$1,400,000 to \$800,000	-(\$615,000) Reduce from \$1,431,000 to \$816,000	-(\$630,000) Reduce from \$1,465,000 to \$835,000

Comment	2019/20	2020/21	2021/22	2022/23
Manly Laneways Funding source adjustment - \$0 impact on budget – swap funding from Working Capital to Manly s.7.11 plan.	Budget remains \$590,000			
Newport Beach Basketball Court – new project in response to community request	+\$100,000 (Funded from Pittwater SRV)			
Sportsgrounds – New and Upgrades (SCF) Move \$100k in funding from 20/21 to 19/20 due to re-phasing of the Avalon Netball Courts project	+\$100,000 Increase budget from \$810,000 to \$910,000	-\$100,000 Decrease budget from \$250,000 to \$150,000		
TOTAL CAPITAL WORKS PROGRAM INCREASE / (DECREASE)	+\$10,760,403	+\$5,001,856	-\$615,000	-\$630,000

Table 7. Proposed changes – Operating Expenses

Comment	2019/20	2020/21	2021/22	2022/23
<p>Emergency Services Levy</p> <p>In May 2019, the NSW Government advised a 12.8% increase in this levy due to workers' compensation entitlement amendments for firefighters.</p>	<p>+\$587,338</p> <p>Increase 19/20 budget from \$5,603,432 to \$6,190,770</p>	<p>+\$600,730</p>	<p>+\$614,427</p>	<p>+\$628,436</p>
<p>Wakehurst Parkway Flood Study (SCF) roll over (March 19 Council Meeting)</p>	<p>+\$172,210</p> <p>Increase from \$3,381,373 to \$3,553,583</p>	<p>+\$696,032</p> <p>Increase from \$0 to \$696,032</p>		
<p>Barrenjoey High School Performance Space (SCF) – agreement now in place with Dept of Education and project progressing</p>	<p>+\$745,000</p> <p>Increase from \$0</p>			
<p>Mona Vale Public School Performance Space (SCF) - agreement now in place with Dept of Education and project progressing</p>	<p>+\$1,932,201</p> <p>Increase from \$0</p>			
<p>Additional vegetation bin revenue account changed from 'User Fees' to 'Annual Charges' - \$114,463 Nil impact on budget</p>	<p>\$0 nil impact</p>			
<p>Compost bins program (DW) (Council resolution Item 7.2 meeting 26 Mar 19)</p>	<p>+\$170,000</p> <p>Increase from \$0 (Domestic Waste Levy Funded)</p>			
<p>TOTAL OPERATING EXPENSES INCREASE / (DECREASE)</p>	<p>+\$3,606,749</p>	<p>+\$1,296,762</p>	<p>+\$614,427</p>	<p>+\$628,436</p>

The following table highlights the changes to the Income Statement as a result of the changes above.

Table 8: Movement in the draft 2019/20 budget

	<i>2019/20 Draft Budget April 2019 \$m</i>	<i>2019/20 Draft Budget June 2019 \$m</i>	<i>Change \$m</i>
Income from Continuing Operations			
Rates and Annual Charges	210.1	210.1	0.0
User Charges and Fees	84.3	84.3	0.0
Investment Fees and Revenues	5.7	5.7	0.0
Other Revenues	24.9	24.9	0.0
Grants and Contributions - Operating Purposes	15.4	21.7	6.3
Grants and Contributions - Capital Purposes	20.7	29.2	8.6
Gains on disposal of Assets	1.1	1.1	0.0
Total Income from Continuing Operations	362.2	377.1	14.9
Expenses From Continuing Operations			
Employee Benefits and Oncosts	(134.4)	(134.4)	0.0
Borrowing Costs	(3.4)	(3.4)	0.0
Materials and Contracts	(126.3)	(126.6)	(0.3)
Depreciation and Amortisation	(38.8)	(38.8)	0.0
Other Expenses	(36.6)	(39.9)	(3.3)
Total Expenses From Continuing Operations	(339.6)	(343.2)	(3.6)
Surplus / (Deficit) from Continuing Operations	22.6	33.9	11.3
Surplus / (Deficit) before Capital Grants and Contributions	2.0	4.7	2.7
Capital expenditure	99.5	110.3	10.8

Adoption of Revised Documents

Revisions have been made to the Integrated Planning and Reporting (IP&R) document placed on exhibition. It is recommended that Council adopt the:

- Revised Delivery Program 2019-2023, Operational Plan and Budget 2019/20 at Attachment 2, which includes amendment shown at Attachment 3 to the draft document, placed on exhibition.
- Revised Fees and Charges 2019/20 at Attachment 4 to apply from 1 July 2019, which includes amendments shown at Attachment 5 to the draft document placed on exhibition.

TIMING

In accordance with s404(3) and s405(1) of the *Local Government Act 1993* Council needs to adopt the Delivery Program 2019-2023, Operational Plan and Budget 2019/20 as well as the Fees and Charges by 30 June 2019.

LINK TO COUNCIL STRATEGY

This report directly relates to the following Community Strategic Plan Outcomes and Goals:

- Good Governance - Goal 19 - Our Council is transparent and trusted to make decisions that reflect the values of the community.
- Good Governance - Goal 20 - Our Council efficiently and effectively responds to, and delivers on, the evolving needs of the community.
- Partnerships and Participation - Goal 21 - Our community is actively engaged in decision making processes.
- Partnerships and Participation - Goal 22 Our Council builds and maintains strong partnerships and advocates effectively on behalf of the community.

The projects and programs in the Delivery Program 2019-2023 and Operational Plan 2019/20 proposed over the next 12 months will contribute to the advancement of all outcomes and goals in the Community Strategic Plan.

FINANCIAL CONSIDERATIONS

The budget for 2019/20 projects total expenditure of \$453.5 million, including a capital works program of \$110.3 million. It shows that our financial position is sound, with a projected Operating Surplus before Capital Grants and Contributions of \$4.7 million and a balanced budget position.

SOCIAL CONSIDERATIONS

The Delivery Program 2019-2023 and Operational Plan 2019/20 will allow Council to continue to deliver a range of services and capital works to meet the current and future needs of the Northern Beaches community. This will have a positive impact on the social fabric of the community with further expenditure on parks, playgrounds, road infrastructure, active travel, village and town centres in the 2019/20 financial year.

ENVIRONMENTAL CONSIDERATIONS

The Plan outlines a range of projects, which will protect and enhance our natural environment through management of beach and coastal issues, implementing catchment management initiatives and undertaking comprehensive environmental works in our urban and bushland settings. There will be a net positive benefit because of the planned investments into our environment, namely through upgrades of stormwater infrastructure throughout the local government area, and coastal and flood protection works across the local government area.

GOVERNANCE AND RISK CONSIDERATIONS

The adoption of the Delivery Program 2019-2023, Operational Plan and Budget 2019/20 and Fees and Charges 2019/20 is integral to the governance framework of Council. The documents have been prepared in accordance with s404-405 of the *Local Government Act 1993* and the Office of Local Government's *Integrated Planning Report Guidelines for Local Government in NSW (March 2013)* and *Integrated Planning and Reporting Manual for Local Government in NSW (March 2013)*.

ITEM 9.3	ANNUAL FEE FOR MAYOR AND COUNCILLORS 2019/20
REPORTING MANAGER	EXECUTIVE MANAGER GOVERNANCE AND RISK
TRIM FILE REF	2019/240498
ATTACHMENTS	NIL

EXECUTIVE SUMMARY

PURPOSE

To determine the fees to be paid to the Mayor and Councillors for the 2019/20 financial year.

EXECUTIVE SUMMARY

Each year, the Local Government Remuneration Tribunal (the Tribunal) may determine the annual fee payable to a mayor and councillor under section 241 of the *Local Government Act 1993* (the Act). The fee is scaled according to the category a council falls within and the category can be determined at least once every three years under section 239 of the Act. The Tribunal has determined that Northern Beaches Council currently sits within the 'Metropolitan Large' category.

In April 2019, the Tribunal published its Annual Report and Determination which outlines its determination of the minimum and maximum annual fee range payable to a mayor and councillor based on the category which the Council falls within. This year, the Tribunal awarded an allowable increase of 2.5 per cent to the current fees for councillors and mayors for the 2019/20 financial year for all categories of NSW councils.

A council must pay each councillor and mayor an annual fee and the Council may consider and fix its annual fee structure in accordance with the determination of the Tribunal. If a fee structure is not considered and adopted by the Council, the minimum fee structure will be applied in accordance with section 248(4) of the Act.

Should the 2.5 per cent increase be applied to the current 2018/19 fees paid to the Northern Beaches Council Mayor and Councillors, the fee payable will be \$30,410 per annum for Councillors and \$88,600 per annum for the Mayor.

RECOMMENDATION OF DIRECTOR CORPORATE AND LEGAL

That Council pursuant to section 248 of the *Local Government Act 1993*, fixes the annual fee, payable monthly in arrears, for the period 1 July 2019 to 30 June 2020 as follows:

- A. Councillors at \$30,410 per annum.
 - B. Mayor at \$88,600 per annum.
-

REPORT

BACKGROUND

The Local Government Remuneration Tribunal (the Tribunal) released its report and determination on 15 April 2019 under sections 239 and 241 of the *Local Government Act, 1993* (the Act). The Tribunal is required to report to the Minister for Planning and Public Spaces by 1 May each year as to its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

In determining the maximum and minimum fees payable in each of the categories, the Tribunal is required, pursuant to section 242A (1) of the the Act, to give effect to the same policies on increases in remuneration as those of the Industrial Relations Commission. The current policy on wages is that public sector wages cannot increase by more than 2.5 per cent, and this includes the maximum and minimum fees payable to councillors, mayors, chairpersons and members of county councils.

The Tribunal did not undertake a broad review of the categorisation of councils and considered only those requests where an individual submission was made. The Tribunal found that the current allocation of councils into the current categories is appropriate. Northern Beaches Council remains in the category of a 'Metropolitan Large' Council. The Tribunal will next consider the model, the criteria applicable to each group and the allocation of councils in detail in 2020.

A range for fees in each category is stipulated each year by the Tribunal. Within this fee range, Northern Beaches Council has previously adopted the maximum fee for both the office of councillor and mayor. Given the significant duties of these offices and the complexity, scale and breadth of the council, maximum fees are also proposed for 2019/20.

The full Local Government Remuneration Tribunal Annual Report and Determination may be viewed on the NSW Remuneration Tribunal's website at:

<https://www.remtribunals.nsw.gov.au/local-government/all-lgrrt-determinations>

REPORT

The Tribunal has determined that the minimum and maximum fees applicable to each category will be increased by 2.5 per cent (from the 2018/19 allowable fee).

The fee range for the 2019/20 financial year determined by the Tribunal for 'Metropolitan Large' councils, which includes Northern Beaches Council, is:

- Councillors \$ 18,430 (minimum) to \$ 30,410 (maximum) per annum.
- Mayor \$ 39,160 (minimum) to \$ 88,600 (maximum) per annum.

CONSULTATION

The Tribunal invited submissions and feedback from councils as part of its determination process. Northern Beaches Council did not lodge a submission for consideration this year.

TIMING

The fees proposed by the Local Government Remuneration Tribunal are effective from 1 July 2019 to 30 June 2020 and the fee adopted by Council will apply to the same period.

LINK TO COUNCIL STRATEGY

The recommendation within this report responds to the Community Strategic Plan Outcome of Good Governance Goal 19 - Our Council is transparent and trusted to make decisions that reflect the values of the community.

FINANCIAL CONSIDERATIONS

Total expenditure on fees at the maximum of the range for 2019/20 is \$544,750. This reflects an increase of 2.5 per cent (or \$13,260) on the 2018/19 fee. This has been provided for within the draft budget allocation for 2019/20.

SOCIAL CONSIDERATIONS

The proposed increase takes into account the level of responsibility of the elected representatives for a 'Metropolitan Large' category council.

ENVIRONMENTAL CONSIDERATIONS

There are no environmental impacts relating to this report.

GOVERNANCE & RISK CONSIDERATIONS

Council may set by resolution the annual fees to be paid to councillors and the mayor within the range determined by the Tribunal. If Council does not fix a fee, the mayor and councillors are to receive the minimum fee determined by the Tribunal for the Council's category.

The recommendation is within the fee range parameters set by the Tribunal and is consistent with the provisions under sections 239 and 241 of the the Act.

ITEM 9.4	REVOCATION OF VARIOUS POLICIES OF FORMER COUNCILS
REPORTING MANAGER	EXECUTIVE MANAGER GOVERNANCE AND RISK
TRIM FILE REF	2019/299922
ATTACHMENTS	<ol style="list-style-type: none"> 1 ➡ Cash Handling Policy (former Manly) (Included In Attachments Booklet 1) 2 ➡ Fire Safety Compliance Policy (former Warringah) (Included In Attachments Booklet 1) 3 ➡ Golf Courses under Council's Control Policy (former Warringah) (Included In Attachments Booklet 1) 4 ➡ Asset Disposal Policy (former Manly) (Included In Attachments Booklet 1) 5 ➡ Risk Management for Coastal Public Buildings Policy (former Pittwater) (Included In Attachments Booklet 1)

BRIEF REPORT

PURPOSE

To seek Council approval to revoke five policies of the former Manly, Warringah and Pittwater Councils.

REPORT

The Local Government (Council Amalgamations) Proclamation 2016 states that the policies of the three former councils (Manly, Warringah and Pittwater) remain in effect until Council adopts a new policy or the former policy is revoked.

Upon amalgamation, a policy review project commenced to re-establish the policy environment for the Northern Beaches Council and the project continues to review the policies of the former councils.

Council's policy framework consists of a tiered approach as per below:



Since the project commenced with 255 council adopted policies, 113 policies of the former councils have been revoked, 32 new Northern Beaches Council policies have been adopted and 142 policies of the former councils remain in effect. This brings the total number of council adopted policies currently in effect to 174.

This report proposes to revoke a further five policies (Attachments 1 to 5) which have been identified as no longer required:

- Cash Handling Policy
- Fire Safety Compliance Policy
- Golf Courses under Council's Control Policy
- Asset Disposal Policy
- Risk Management for Coastal Public Buildings.

The rationale for revoking these policies is provided in the table below.

Policy Name	Reason for revoking
Cash Handling Policy (former Manly)	This policy has been identified as redundant as an existing internal operational procedure of Council is in place which encompasses and supersedes this former Manly Council policy. An internal Guideline and Operating Procedure of Cash Handling and Receipting has been developed for Northern Beaches Council. This Guideline ensures the security of Council's funds and provides staff with an understanding of their responsibilities when handling funds received on behalf of Council, with particular focus on cash management.
Fire Safety Compliance Policy (former Warringah)	This policy has been identified as redundant as an internal operational policy has been developed for Northern Beaches Council to provide guidance on fire safety processes and inspections to ensure fire safety compliance within all buildings. The purpose of the operational policy is to outline Council's fire safety program and ensure the functions undertaken comply with the legislative requirements of the <i>Environmental Planning and Assessment Act 1978</i> .
Golf Courses under Council's Control Policy (former Warringah)	This policy has been identified as no longer being relevant as it relates to the setting of fees for Golf Courses which are under Council's control. All fees set for golf courses which are under the Council's control are already covered in the relevant lease agreement. Any changes to fees or lease agreements are subject to Council approval, therefore this policy is not required.
Asset Disposal Policy (former Manly)	This policy has been identified as redundant as an existing internal operational procedure is in place which guides how Council's assets are to be disposed of in a responsible, transparent and accountable manner in accordance with all relevant legislation. Furthermore, where there may be a community impact regarding asset disposal, the former Manly Council policy is also not relevant as decisions to sell community assets are required to be approved by Council through its budget process, quarterly reviews and/or by resolution of the Council.
Risk Management for Coastal Public Buildings Policy (former Pittwater)	This policy has been identified as no longer being relevant. When undertaking building work on coastal public buildings, Council, as part of its procedural operations and through its applied risk management framework, carries out site specific risk assessments to determine if the work should proceed, therefore this policy is no longer required.

LINK TO COUNCIL STRATEGY

This report relates to the Community Strategic Plan Outcome of Good Governance Goal 19 – Our Council is transparent and trusted to make decisions that reflect the values of the community.

FINANCIAL CONSIDERATIONS

There are no financial impacts to consider in revoking the proposed policies as the policy impact areas will continue to be addressed through existing operational guidance.

ENVIRONMENTAL CONSIDERATIONS

There are no environmental impacts to consider in the revoking of the proposed policies as the policy impact areas will continue to be addressed through existing operational guidance and the risk management framework.

SOCIAL CONSIDERATIONS

Policies are an important tool for Council to communicate its strategic direction to the community and provide visibility of the governance framework in line with Council's key Community Strategic Plan outcome of Good Governance.

GOVERNANCE AND RISK CONSIDERATIONS

There are no changed governance or risk impacts relating to the revocation of these policies, as the policy impact areas continue to be managed with operational and procedural guidance in line with Council's risk management framework and in accordance with the policy framework adopted by Council.

RECOMMENDATION OF DIRECTOR CORPORATE AND LEGAL

That Council revoke the following policies:

- A. Cash Handling Policy (former Manly Council)
 - B. Fire Safety Compliance Policy (former Warringah Council)
 - C. Golf Courses under Council's Control Policy (former Warringah Council)
 - D. Asset Disposal Policy (former Manly Council)
 - E. Risk Management for Coastal Public Buildings Policy (former Pittwater Council).
-

10.0 COMMUNITY AND BELONGING DIVISION REPORTS

ITEM 10.1	OUTCOME OF PUBLIC EXHIBITION - COMMUNITY DEVELOPMENT AND SERVICES POLICY
REPORTING MANAGER	EXECUTIVE MANAGER COMMUNITY, ARTS AND CULTURE
TRIM FILE REF	2019/218216
ATTACHMENTS	1 ↓ Draft Community Development and Services Policy

SUMMARY

PURPOSE

To report on the public exhibition of the draft Community Development and Services Policy (draft Policy) and provide an update on the Manly Community Service Hub.

EXECUTIVE SUMMARY

On 26 February 2019, Council resolved to endorse the public exhibition of the draft Community Development and Services Policy (Attachment 1).

The draft Policy provides Council with a clear framework that focuses on facilitation and collaboration to achieve community outcomes. The Policy is aligned with Goal 11 of the Community Strategic Plan Our community feels safe and supported. The draft Policy was on exhibition for 28 days, with no submissions received.

The Policy, once adopted, will inform the nature and scope of Council community development programs and services into the future, including the provision of community service hubs within Council owned and managed buildings. The progress of the first community service hub in Manly has commenced, with the allocation of a project team, development of the management model and discussions with Community Northern Beaches as a key tenant.

The financial impact of the provision of the first community service hub includes capital and operational expenditure, with costings under development. It is anticipated that the budget allocated by Council will not be sufficient for the required capital cost of the internal refurbishment, with additional funding sources under investigation.

RECOMMENDATION OF DIRECTOR COMMUNITY AND BELONGING

That Council:

- A. Adopt the draft Community Development and Services Policy.
 - B. Note the progress on the Manly Community Service Hub.
-

REPORT

BACKGROUND

On 26 February 2019, Council resolved:

- A. *Council endorse the draft Community Development and Services Policy to be placed on public exhibition for at least 28 days.*
- B. *Council endorse in principle the introduction of community service hubs in central locations across the Northern Beaches, within Council owned and managed facilities.*
- C. *Council authorise the Chief Executive Officer to commence discussions with community groups to progress the first community service hub in Manly.*

The draft Policy informs the nature and scope of Council community development programs and services into the future, including the provision of community service hubs within Council owned and managed buildings, in appropriate locations throughout the Northern Beaches.

The draft Community Development and Services Policy was open for public exhibition for a period of 28 days, closing on Sunday 7 April 2019. As Council did not receive any submissions on the draft Policy adoption is recommended with no amendments.

Manly Community Services Hub

The draft Community Development and Services Policy includes a key activity of Council:

6. *Community Facilities and Subsidised Accommodation.*

Council will actively pursue innovative ways to maximise the use of public and community assets, including co-location of services and the provision of community service hubs.

An opportunity for the first Northern Beaches Community Service Hub has been identified on the ground floor of the Manly Soldiers Memorial Hall, Raglan St, Manly. This facility has the ability to meet the location and space requirements of a community service hub, with modifications and improved access.

Council staff have commenced discussions with Community Northern Beaches, previously Manly Community Centre, located in Wentworth Street, Manly. Community Northern Beaches are in dire need of accommodation as their lease terminates on 31 December 2019 after 40 years of delivering valuable services to the community from the current location. Due to the upcoming need to relocate, Community Northern Beaches have been identified as a preferred tenant in the Manly Community Service Hub. In the coming weeks there will be a Request for Proposal to establish further partnerships with other community service organisations in the hub.

Research has been undertaken regarding governance models for community service hubs. Discussions with the Community and Belonging Strategic Reference Group were held in May, where a variety of views were expressed on the different models. The consensus was that a Co-Governance model suited this location. The Co-Governance model allows Council to maintain some control of the Hub, while the various services maintain governance, managerial and service autonomy, but still acquire the benefits of co-location.

The needs of potential users and the future layout of the facility are currently being determined. To progress the refurbishment as quickly as possible, Council staff with building, architectural, heritage and access expertise are working on the project.

LINK TO COUNCIL STRATEGY

This report relates to the Community Strategic Plan Outcome of Community and Belonging Goal 11 - Our community feels safe and supported.

FINANCIAL CONSIDERATIONS

There are no direct financial considerations incurred due to the adoption of the draft Policy. Financial implications of the implementation of this Policy will be considered through the budget process, including those that will be incurred due to the implementation of community service hubs.

The 2019/20 capital budget includes an allocation of \$220,000 for the refurbishment of the first community service hub at Manly Soldiers Memorial Hall, Manly. This will not meet the financial needs of the project. Additional funding sources are under investigation, including possible State Government financial support.

ENVIRONMENTAL CONSIDERATIONS

There are no environmental considerations related to the adoption of the draft Policy.

Heritage matters relating to the refurbishment of the Manly Soldiers Memorial Hall, Raglan St, will be taken into account in the design.

SOCIAL CONSIDERATIONS

Adoption of the draft Policy will guide Council's strategic planning and direction in community services through a focus on its facilitation and enablement role. It will result in more collaborative and strategic support of local groups and organisations.

Significant social outcomes can be achieved through community service hubs and co-location including efficiency of service and stronger collaboration amongst local community services, resulting in improved services to the Northern Beaches community.

GOVERNANCE AND RISK CONSIDERATIONS

There are no governance and risk considerations regarding the adoption of the draft Policy.

There is risk around financing the refurbishment of Manly Soldiers Memorial Hall and the ongoing viability and management of the services within the community service hub. These risks will be managed by a probity and risk plan, currently under development.



Community Development & Services Policy

Policy Statement

Northern Beaches Council acts principally as a facilitator and enabler of community development and services, with activities carried out in collaboration with service providers including community groups, charitable organisations, government and non-government agencies, and neighbouring Councils.

Council is involved in community planning, research, advocacy, promoting social cohesion and participation, information provision, grant funding and as a facilitator of services and provider of affordable and subsidised facilities. Through these activities Council will work strategically with local services to maximise the efficiency and quality of service delivery to the Northern Beaches community.

Council encourages, enables and assists local groups and organisations to provide relevant services and activities for residents of the Northern Beaches and will consider providing services directly when there is an identified priority and where no other organisation has the capacity or ability to provide the required service.

Principles

Community development and service activities will be conducted in accordance with the following foundational social justice and sustainability principles outlined in Council's Community Strategic Plan (Shape 2028):

Equity

There should be fairness in decision making, prioritising, and allocation of resources, particularly for those in need. Everyone should have a fair opportunity to participate in the future of the community. The planning process should take particular care to involve and protect the interests of people in vulnerable circumstances

Intergenerational Equity

Planning and decision making should ensure short term solutions do not compromise long term conditions and opportunities. The health, diversity and productivity of the environment must be maintained or enhanced for the benefit of future generations.

Precautionary Principle

Lack of full scientific certainty should not be used as a reason for postponing measures to prevent any risks of serious harm to people or the environment.

Access

Everyone should have fair access to services, resources and opportunities to improve their quality of life.

Participation

Everyone should have the maximum opportunity to genuinely participate in decisions which affect their lives.

Rights

Equal rights should be established and promoted, with opportunities for people from diverse linguistic, cultural and religious backgrounds to participate in community life.

The Community Development & Services Policy also includes the following principle:

Inclusion

Ensuring all members of the community feel safe, supported, valued, and given opportunities to participate meaningfully in community life.

Scope and application

The Community Development and Services Policy provides a clear framework for Council and the local community to maximise the quality and effectiveness of services, relevant to community priorities, contributing to the vision of the Community Strategic Plan (Shape 2028):

'A safe, inclusive and connected community that lives in balance with our extraordinary coastal and bushland environment.'

The implementation of this Policy includes the following activities for community development and services:

1. Community / Social Planning

Community and social planning provides a strategic planning framework for community development, services and facilities in the Northern Beaches area. Council will investigate and document local priorities, in consultation with service providers and local residents. Council also makes available important research and planning information to assist other agencies, particularly community-based organisations, to effectively plan their services and programs.

2. Leadership & Advocacy

Council acknowledges its strategic capacity to influence decision-making in other levels of government and the wider community, in ways that can enhance the quality of life of the Northern Beaches community. As a result, Council will play an advocacy role to other levels of government, agencies and businesses and contribute to regional interagencies and forums.

3. Promoting Social Cohesion & Volunteering

Council supports, facilitates and provides funding for social and cultural activities through strategic activations and programs as an important means of promoting social cohesion. Council supports volunteering within Council and acts as an advocate for volunteering in the broader community.

4. Information Provision

Council informs the community about community development and services through the provision of a broad range of information through Council's website, libraries, community centres and customer service centres, e-newsletters, a range of media, poster, banners, brochures and by word of mouth through Council staff. Council will facilitate the sharing of information within the community and between service providers and agencies to promote access to community services and activities.

5. Collaboration & Support

Council will facilitate, support and encourage program and service delivery through effective collaboration with other levels of government, other councils, service providers and community based organisations and groups. Council supports community organisations through grants programs as well as information sharing, collaborative projects and community interagencies. Council will work strategically and support local service providers to maximise the efficiency and quality of service delivery as supported community organisations contribute to a well-served community and assists the capacity of the community to determine and achieve its own outcomes.

6. Community Facilities & Subsidised Accommodation

Council will manage and maintain community facilities that are responsive to community priorities and support community organisations through the provision of facilities at a subsidised rate, if and when available. As public trustee and guardian of public and community assets Council will provide access for all members of the community. Council will actively pursue innovative ways to maximise the use of public and community assets, including co-location of services and the provision of community service hubs.

7. Provision of direct Community Services

Council will consider and continue to provide appropriate direct community services that are responsive to the strategic priorities of the local community if another government or non-government agency is unable to provide an accessible and equitable service to residents of the Northern Beaches. This will include an assessment of:

- The importance of the service to the Northern Beaches community in terms of contribution to community wellbeing, connections and quality of life.
- The ability of an external organisation to provide an effective and efficient service.
- The ability of an organisation to demonstrate quality outcomes for the Northern Beaches community, with particular reference to disadvantaged residents.
- The availability of relevant resources.

This policy covers all activities undertaken in the area of community services, with the exception of children's services, governed by the Education and Care Services National Law Act 2010 and library services, governed by the Library Act 1939.

References and related documents

- NSW Office of Local Government Integrated Planning and Reporting (IP&R) Framework (2009)
- Local Government Act 1993, Chapter 3, Section 8 & Chapter 6
- Northern Beaches Council Community Strategic Plan (Shape 2028) 2018-2028
- Northern Beaches Council Delivery Program and Operational Plan 2017-2021
- Northern Beaches Council Arts & Creativity Strategy 2018-2028 (Draft)
- Northern Beaches Council Community Centres Strategy 2019 (under development)
- Northern Beaches Council Social Infrastructure Study (under development)
- Northern Beaches Council Social Plan (under development)

Previous Council Strategies;

- Pittwater Social Plan 2012-2016 – Pittwater Council
- Manly Youth Strategy 2014 - Manly Council
- Warringah Youth Strategy 2013-2023– Warringah Council
- Living Well - Warringah Ageing Strategy 2014 – Warringah Council
- Creative Warringah Strategy 2014-2020 – Warringah Council
- Warringah Multicultural Strategy 2015–2020 – Warringah Council

Definitions

Community Development: working with communities to enhance well-being and build a stronger and more connected community. Community development principles include inclusion, empowerment, social justice, human rights, self-determination and collective action. Community development activities are aimed at reducing social isolation and empowering individuals to live within a supported community.

Community Services: are direct services that are provided to the most vulnerable in our community, including services for seniors, youth, children and families, people with disabilities and carers, communities and in the areas of mental health, housing support, legal aid, migrant support and domestic violence. Direct services are generally funded and within the remit of the NSW Department of Family & Community Services (FaCS) and the Federal Department of Social Services.

Responsible Officer

Executive Manager Community, Arts & Culture

Review Date

March 2023

Revision History

Revision	Date	Status	TRIM Ref
1	5 Feb 2019	First draft Community Development & Services policy	2019/062915
2			

11.0 ENVIRONMENT AND SUSTAINABILITY DIVISION REPORTS

ITEM 11.1	SINGLE USE PLASTICS POLICY - UPDATE ON PROGRESS TO DATE
REPORTING MANAGER	EXECUTIVE MANAGER WASTE MANAGEMENT
TRIM FILE REF	2019/324834
ATTACHMENTS	NIL

SUMMARY

PURPOSE

To provide a further update on the progress to date of the implementation of the Single Use Plastics Policy and strategies that encourages venues and events across the Northern Beaches to phase out the usage of single use plastics.

EXECUTIVE SUMMARY

In August 2017 Council adopted a Single Use Plastics Policy aimed at reducing our reliance as an organisation on single use plastic. The Policy and Guidelines apply not only to Council's operations but to events held on public land.

This initiative seeks to influence the broader community, business, event holders, Council's employees as well as suppliers.

To date, Council's waste team has developed and implemented Event Management Waste Guidelines, installed 25 permanent drinking water fountains and purchased 14 portable water fountains for use at Council and community events, designed a major behavior change campaign 'Swap This for That' and promoted these initiatives through schools' programs, street art, market stalls and on-line videos, one of which has had over 64,000 views.

Council is also engaging with local businesses to encourage them to transition away from single use plastics in their operations via the introduction of the "Swap for Good" – a Single Use Plastic Reduction Program.

Overall the Policy and strategies have been very effective and their implementation has been broadly supported amongst our community in the campaign to reduce Single Use Plastics on the Northern Beaches.

RECOMMENDATION OF DIRECTOR ENVIRONMENT AND SUSTAINABILITY

That Council:

- A. Receive and note the update on implementation of the Single Use Plastics Policy.
 - B. Provide information on the success of these programs in Council's Annual Report, and via Council's media channels.
-

REPORT

BACKGROUND

Council resolved on 27 March 2018 (Notice of Motion 22/2018 – Plastic Straws)

That:

- A. *Council continues to support the work and intention of campaigns such as Plastic Free Manly, SO Manly, Boomerang Bags and others across the Northern Beaches in their efforts to reduce the use of plastic straws and other single use plastics.*
- B. *Council will write to each of the Northern Beaches food and beverage proprietors to express support as per motion 1 and to encourage businesses to transition away from plastic straws, either to alternatives or to no straws altogether.*
- C. *Council requests staff to report back within six months on progress to date implementing the Single Use Plastics Policy and proposing strategies that would encourage venues across the Northern Beaches to phase out the usage of plastic straws. This report to include enabling strategies for local businesses.*
- D. *Council will write to the NSW Government to demonstrate the Northern Beaches' commitment to eliminating single use plastics under our Single Use Plastics Policy and strongly advocating for a ban on plastic straws and plastic bags.*

Parts A, B and D have been addressed in previous memorandums and briefing notes. In accordance with Part C, an interim report was provided in October 2018. This report responds to a request for further information for Part C regarding the progress achieved on implementing the Single Use Plastics Policy.

DISCUSSION

The Single Use Plastics Policy encourages responsible procurement and consumption practices within Council and the community and boosts capacity to drive policy change at all levels of government.

A strategy was developed to support this policy and implementation plans were developed to support businesses to transition away from single use plastics, including straws.

The Waste Minimisation for Functions and Events Approved by Council Policy requires all event organisers to promote and practice waste avoidance principles and increase resource recovery at all public events held on Council property. This Policy and its associated Guidelines prohibit the distribution of single use plastics including, plastic water bottles, plastic straws, plastic bags, single use sachets and balloons at public events.

Progress report (October 2018 to present)

The following provides an update on the strategy and the various initiatives during the current 6 month review period:

1. Assessment of Events in accordance with Council's Guidelines and Policies

Events held on public land are now required to be assessed in relation to their impact. A waste management plan is mandatory and event holders are required to consider suitable alternatives to single use plastics and responsibly manage their waste. In this review period, from October 2018 to date the Waste Education Team has assessed 85 events.

For larger events such as Avalon Market Day, Taste of Manly and the Brookvale Show, stallholders are briefed at a special briefing session prior to the event on the Policy requirements and suitable packaging.

The following major events were held during this review period:

- Brookvale Show, 20 October 2018.
- Avalon Market Day, 18 November 2018 - 376 stallholders briefed and inspected on policy.
- Australia Day 2019 - portable water fountains installed at 4 sites.
- Disabled Surfers Event, 23 February 2019.
- Vissla Surf Pro, 16 to 24 March 2019 - 10 portable water fountains installed.
- Drop Festival, 23 March 2019.

1.1 Avalon Market Day

Avalon Market Day is an example of how for the first time a large-scale event embraced Council's philosophy to protect the environment by minimising waste and avoiding the use of single use plastics.

The annual event is the region's largest community market day drawing over 40,000 visitors to the main street of Avalon Beach village and Dunbar Reserve. Of the 376 stalls only 10 stallholders had minor non-compliance with Council's Single Use Plastics Policy, which was easily addressed on the day.

As previously reported to Council, the application of the Policy for Avalon Markets resulted in high level of compliance with Council's Policy and a significant reduction in waste and litter when compared to the previous years' event.

1.2 Drop Festival

Drop Festival attracted a crowd of over 7,000. Alcohol and beverages were served via a reusable cup and all serving ware complied with Council's Events Policy. Sydney Water and Council provided portable drinking fountains for this event.

2278 litres of water was dispensed via portable fountains at this event. This avoided the need for approximately 3,800 x 600 ml bottles. All alcohol and beverages were sold in reusable glasses, to be washed and reused at subsequent events.

This event is a sister event to Vissla and the organisers were keen to support Council's Policy and incorporate the resulting environmental benefits in their brand.

1.3 Disabled Surfers Association Hands on Day

Compliance with Council's Policy was difficult for the event organisers primarily due to the challenges that people with disabilities and their carers face each day. To assist Council staff worked with the group, providing the following support:

- Bulk water dispenser station on the sand including marquee, trestle table, water dispenser, paper cups and paper straws.
- Reusable water station on the reserve including marquee, trestle table, 3 x portable water fountain units and approximately 300 reusable water bottles.
- Council staff assisted event organisers with set up, refilling of reusable water bottles and dismantling of equipment.

1.4 Taste of Manly 2019

As in previous years patrons purchase reusable wine glasses who have the option to keep the cup, bring it back for reuse at next year's festival, or return it for reuse by placing it in separate glass return bins which will be set up at the exits and throughout the site.

6,000 glasses were returned. These are washed and stored for use at future events. The glasses, manufactured in New Zealand, are made of BPA free food grade plastic and are dishwasher safe encouraging a higher level of reuse.

1.5 Overall observations – Events and Business

Plastic has been in use since the 1950's. It is cheap, convenient and people are time poor. This convenience comes at a cost to the environment and human health.

We have been relying on single use plastics for a long time and it is challenging for individuals and Event Organisers to consider and practically apply Council's Single Use plastic policy for the first time.

A key aspect of the policy is that compliance is mandatory. The effect of this is that it clearly articulates Council's position with respect to protecting the environment and responsible event management.

There have been challenges - one event organizer refusing to comply, water fountains vandalised, others have struggled due to short event lead times and the practicality of procuring suitable packaging and suppliers within these and there may be other unique needs or constraints that require consideration and empathy.

Regardless, it is the role of the waste education, events and reserve bookings teams to work with event organisers and now businesses to achieve a level of compliance with the Policy, which will be improved over time.

The success of the policy will rely upon our ability to find ways to assist event organisers and business and to this end we have developed clear guidelines, booking forms and templates and more recently procurement guidelines, supplier lists, education and support programs.

To improve our process and provide a good customer experience, an Events working group has been established to critically review Council's event management, including the application of the Policy and its Guidelines.

Early engagement is critical and success takes time. In our experience, return event organisers will be more prepared and several have now become advocates through their advertising and brand.

2. Behaviour change and enabling strategies

A comprehensive suite of behaviour and enabling strategies have been developed by Council. These include the award winning 'Swap This For That' program aimed at reducing our reliance on single use plastics, school and preschool initiatives, the Sustainable Workshop Series, staff education, 'Swap for Good' business program, stakeholder education, marketing collateral, business network and support services, procurement guides, installation of permanent water fountains, portable fountains and water coolers etc.

<https://www.northernbeaches.nsw.gov.au/services/rubbish-and-recycling/single-use-plastic-reduction>

2.1 Swap This For That

The 'Swap This For That' campaign was developed to support the delivery of Council's Single Use Plastic Policy.

The campaign consists of social media; print media, pledges, video production, street art, sand sculpting, schools' education programs and direct education at events to drive behaviour change, focusing on the big 4: coffee cups, plastic bags, bottles and straws.

Northern Beaches Council has been recognised among the best in marketing and communications with three **International Communicator Awards** for video content, part of the Swap This For That campaign:

[Swap This For That](#)

- Award of Excellence for Public Service for Online Video.
- Award of Distinction in Cause Marketing for Integrated Campaign.

[Northern Beaches News Live at Nippers Carnival](#)

- Award of Distinction for Education for Online Community.

2.2 Swap for Good - Behaviour Change for Business

The 'Swap for Good' campaign has been developed to influence and enable business to reduce their reliance on single use plastic and encourage patrons to bring reusable containers.

The campaign seeks to empower business to make responsible waste management decisions, through training, ongoing webinars, developing a business support network, providing information on suitable cost effective alternatives to single use plastics, marketing and behaviour change collateral.

The 'Swap for Good' campaign will continue to support the work and intention of campaigns such as Plastic Free Manly, SO Manly, Boomerang Bags and others across the Northern Beaches in their efforts to reduce the use of plastic straws and other single use plastics.

Face to Face business engagement is supported by behaviour change training guides with tips to educate and empower staff, a sustainable procurement guide and supplier list, regular newsletters, case studies, corporate events and online support. Baseline work is now underway.

The program was launched 4 June 2019. A trade expo will be held 1 July 2019 at The Diggers, Freshwater.

For more information <https://www.northernbeaches.nsw.gov.au/services/rubbish-and-recycling/single-use-plastic-reduction/swap-good-business-program>

In 2018, and again in February 2019 Council wrote to all hospitality businesses, in excess of 1,170 premises encouraging them to transition away from single use plastics, including straws. This will be incorporated in the 'Swap For Good' Business program.

2.3 Permanent water fountains, portable fountains and water coolers

Three additional permanent water fountains will be installed at Palm Beach, Bilgola Beach and Nolan Reserve, where events are held. This will bring the total number to twenty-eight water fountains installed in public reserves.

Fourteen portable water fountains are available for loan and have been used by 30 community groups and private event organisers during this 6 month review period.

In addition, four large water coolers have recently been purchased by Council for loan. The water coolers are practical alternatives for events such as fun runs and ocean swims and can be set up on beaches and reserves where access to potable water is difficult.

Water fountains and portable coolers are key infrastructure supporting Council's Policy.

It is estimated that water fountains at events have, for this 6 month review period, avoided approximately 76,660 x 600 ml bottles of water.

CONSULTATION

As part of this review process, key internal stakeholders have been asked to provide feedback on how the implementation has been received and any opportunities for improvement.

Executive Manager, Community Engagement and Communication

Whilst the Policy and Guidelines provide an important focus for ensuring Council demonstrates leadership in environmental sustainability at events, there is an opportunity for staff to be given more education and resources to support the effective and efficient implementation of innovative waste minimisation practices.

Additionally, there is an opportunity for staff in events and waste teams to develop resources that may include alternative solutions for packaging and suitable suppliers; this could have both internal and external application.

Manager Open Space & Recreation Planning Comments

There were some teething problems, however most relate to the notification of Council's Policy and the remaining time in which to liaise with council staff about the new requirements and submit a complying waste plan.

Despite a few reservations all events went ahead. This is the first year that the policy was implemented, and some organisers who have been running an event in a particular way found the policy challenging. Change takes time. Interestingly, all understood and supported the intent of the Policy.

Generally

Council will continue to work with event organisers, suppliers, residents, environmental groups business, chambers, peak industry groups to ensure the development of complimentary, effective and user- friendly programs.

Collectively, Reserve Bookings, Events, Waste and Communications teams are working to improve upon the customer experience.

LINK TO COUNCIL STRATEGY

The Community Strategic Plan identifies a strong shared desire to protect and enhance the natural and built environment and to live more sustainably in balance with the environment. This report relates to the Community Strategic Plan Outcome of Environment and Sustainability goals:

- Goal 2 – Our environment and community are resilient to natural hazards and climate change.
- Goal 4 – Our Council is recognised as a community leader in environmental sustainability.
- Goal 8 – Our neighbourhoods inspire social interaction, inclusion and support health and wellbeing.
- Goal 13 – Our business are well-connected and thrive in an environment that supports innovation and economic growth.

Council Policies:

- Single Use Plastics Policy.

- Waste Minimisation for Functions and Events Approved by Council Policy.

FINANCIAL CONSIDERATIONS

Funding has been provided by the NSW Environment Protection Authority under the Better Waste and Recycling Fund and the merger fund as per Council resolution 115/17 on 27 June 2017.

SOCIAL CONSIDERATIONS

The Policy will reinforce and lead sustainable practices across the Northern Beaches.

ENVIRONMENTAL CONSIDERATIONS

The Policy implementation will have a positive environmental impact by inspiring the reduction in use of single use plastic.

GOVERNANCE AND RISK CONSIDERATIONS

There are no known risks associated with this program.

12.0 PLANNING AND PLACE DIVISION REPORTS

ITEM 12.1	INVESTIGATION INTO THE HERITAGE SIGNIFICANCE OF MANLY WARRINGAH WAR MEMORIAL PARK AND A NOMINATION FOR THE NATIONAL HERITAGE LIST
REPORTING MANAGER	ACTING EXECUTIVE MANAGER STRATEGIC & PLACE PLANNING
TRIM FILE REF	2019/272339
ATTACHMENTS	NIL

SUMMARY

PURPOSE

To report on the heritage investigation into Manly Warringah War Memorial Park and a nomination for the National Heritage List.

EXECUTIVE SUMMARY

At its meeting of 26 February 2019, Council resolved:

That:

- A. *Council staff investigate the heritage significance of the park and a nomination for the National Heritage List.*
- B. *A short report be brought back to Council within three months detailing these investigations and the impacts of any heritage listing.*

Previously the Park was listed on the National Estate Register, however the Park has not been transferred to the new National Heritage List.

A review of the process of including items on the National Heritage List has identified that only items that could demonstrate national heritage significance for Australia as a whole were transferred to the new National Heritage List. The National Heritage List currently lists 116 items across Australia.

The National Heritage List is Australia's list of natural, historic and Indigenous places of outstanding significance to the nation which reflect and contribute to Australia's national identity and defining the critical moments in our development as a nation.

An assessment of the Manly Warringah War Memorial Park against the national listing criteria demonstrates that whilst some, but not all of the national listing criteria are met, a case could be made if Council considered it appropriate, to consider inclusion on the National Heritage List.

RECOMMENDATION OF ACTING DIRECTOR PLANNING AND PLACE

That Council proceed to nominate the Manly Warringah War Memorial Park for the National Heritage List.

REPORT

BACKGROUND

The Manly Warringah War Memorial Park is currently identified as a heritage conservation area of local significance in the *Warringah Local Environmental Plan 2011*. The conservation area recognises the significance of the dam, reservoir and surrounding catchment area as part of the former independent local water supply system for the Northern Beaches. The dam wall itself is also recognised as a state heritage item due to its significance for a number of reasons which includes but is not limited to its technical achievement and representative qualities of a public concrete dam constructed by the NSW Department of Public Works.

At its meeting of 26 February 2019, Council resolved:

That:

- A. *Council staff investigate the heritage significance of the park and a nomination for the National Heritage List.*
- B. *A short report be brought back to Council within three months detailing these investigations and the impacts of any heritage listing.*

Previously the Park was on the National Estate Register but was not transferred to the new National Heritage List.

In 1997, the Council of Australian Governments agreed that heritage listings and protections should be the responsibility of each level of government. It was agreed that items on the National Estate Register overlapped with listings in other jurisdictions and that the Commonwealth should only be focused on items of national significance. Thus, the National Estate Register was closed as a statutory list and items of national significance were transferred to either the National Heritage List or the Commonwealth Heritage List where they were owned or managed by the Commonwealth.

The National Heritage List is Australia's list of natural, historic and Indigenous places of outstanding significance to the nation which reflect and contribute to Australia's national identity and defining the critical moments in our development as a nation.

There are only 116 places listed, with examples including:

- Australian Convict Sites such as Hyde Park Barracks
- Mawsons Huts and Historic site
- Snowy Mountain Scheme
- Sydney Opera House
- Sydney Harbour Bridge
- North Head, Sydney.

It is reasonable to assume that given the local heritage listing of the Park and State listing of Manly Dam Wall that the item was deemed to not be of national significance and was not placed on the National Heritage List at that time.

The National Heritage List is governed by the Commonwealth of Australia and managed under the terms of the *Environmental Biodiversity and Conservation Act 1999* (EPBC Act). The Minister responsible for the EPBC Act has the power to add, amend or remove items from the list. For the Minister to add an item to the list, they must be convinced that the item is of national significance for Australia as a whole and meets the identified criteria. The Manly Warringah War Memorial Park is an important item for the people of the Northern Beaches and the dam wall represents a high degree of technical achievement and design for the state of New South Wales. However, it may not meet all the criterion demonstrating its national significance and importance for the entire nation.

Criteria used for a national listing indicate that an item must be able to demonstrate significance for the entire nation because:

- *It is important to Australia's natural or cultural history.*

The site is significant to the people of the Northern Beaches and NSW. The site could be able to possibly demonstrate national significance by drawing on the cultural history of the dam and the people that designed and constructed it and their importance to Australia.

- *The place contains uncommon, rare or endangered aspect of Australia's natural or cultural history.*

The site contains a number of endangered and threatened species. Recognising the importance of these species could help to demonstrate that the site is worthy of inclusion on the national list as it contains endangered natural history of Australia.

- *Has outstanding heritage value because of the place's potential to yield information about Australia's history.*

The site has the potential to yield important information about dam construction within the 1890s period of New South Wales and Australia. The dam was originally constructed for Manly Council by the NSW Department of Public Works under a special act of parliament.

- *Has outstanding value because of the place's importance in demonstrating principal characteristics of a class of Australia's natural or cultural places.*

The site may not satisfy this criteria. The place has local significance as a natural and cultural place. Further investigation would be required to ascertain its value as an outstanding cultural or natural place at a national level.

- *Exhibit particular aesthetics characteristics valued by a community or cultural group.*

The site may not satisfy this criteria. While the site may exhibit high aesthetic qualities for a number of groups within the local community or the State of NSW, it is not recognised across Australia for its aesthetic qualities.

- *Demonstrates a high degree of creative or technical achievement.*

The site, specifically the dam wall, represents a degree of technical achievement and design locally and for the State of New South Wales, and it could be argued that it may have significance for the entire nation.

- *Has strong or special associations with a particular community or cultural group.*

The War Memorial Park demonstrates significance for the local Northern Beaches as it contains a memorial for fallen soldiers. It is an important place for members of veteran and defence force groups.

- *Has strong or special association with the life or works of a person, of groups of persons of importance in Australia's history.*

The site is likely to satisfy this criteria. As above, the site is of importance to members of the veteran and defence force communities, and is important in demonstrating the works of the NSW Department of Public Works who designed and constructed the dam. These groups are of importance to the local community, New South Wales and possibly the entire nation.

- *Has outstanding heritage value to the nation because of the place's important as part of Indigenous tradition.*

The site contains important local examples of indigenous heritage.

As demonstrated above, the Manly Warringah War Memorial Park satisfies some, but not all of the national listing criteria. Notwithstanding this, it would be open to Council to put forward a case for listing on the National Heritage List.

Detailed supporting documentation that demonstrates how the site satisfies the national significance criteria will be required to be submitted with any nomination.

As previously described, the Park is listed as a local heritage item and the Manly Dam Wall is listed as a State item, and the Park is afforded protection under existing State and local legislation.

CONSULTATION

Should the site be nominated for the National Heritage List, public consultation will then be undertaken as part of the listing process.

TIMING

If nomination is sought, Council will be required to wait for the 2020/21 call for nominations period as nominations for the 2019/20 assessment period closed on 13 February 2019.

Detailed supporting documentation, that clearly demonstrates how the site satisfies the national significance criteria, will be required if nomination is sought.

LINK TO COUNCIL STRATEGY

This report relates to the Community Strategic Plan Outcomes of Places for People Goal 12(d) - Value and celebrate our diverse heritage and cultural differences.

FINANCIAL CONSIDERATIONS

While a listing on the National Heritage List would enable Council to apply for federal heritage grants, it is likely to be offset by increased administration costs associated with the maintenance of and future improvements to the park as a national heritage item.

Detailed documentation that support the nomination may also require the engagement of specialist consultants or reports and the expenditure of Council funds.

SOCIAL CONSIDERATIONS

The Park forms an important social and recreational space for the Northern Beaches community. Placing the park on the National Heritage Listing is unlikely to impact these functions or activities.

ENVIRONMENTAL CONSIDERATIONS

The park contains a number of important streams and remnant bushland, which are already protected under local and state policy. The Park is already listed as a local heritage item and the Manly Dam Wall is recognised with a state heritage listing.

GOVERNANCE AND RISK CONSIDERATIONS

There are no governance or risk considerations associated with the proposal.

ITEM 12.2	OUTCOME OF PUBLIC EXHIBITION - DEE WHY TOWN CENTRE CONTRIBUTIONS PLAN 2019
REPORTING MANAGER	ACTING EXECUTIVE MANAGER STRATEGIC & PLACE PLANNING
TRIM FILE REF	2019/282907
ATTACHMENTS	1 ⇒Dee Why Town Centre Contributions Plan 2019 (Included In Attachments Booklet 2) 2 ⇒Dee Why Town Centre Contributions Plan 2019 - Post Exhibition Changes (Included In Attachments Booklet 2) 3 ⇒Submissions Table (Included In Attachments Booklet 2)

SUMMARY

PURPOSE

To inform Council regarding the outcome of the public exhibition of the draft Dee Why Town Centre Contributions Plan 2019 (the draft Contributions Plan) and to seek Council's approval for adoption of the 'draft Contributions Plan'.

EXECUTIVE SUMMARY

A draft the draft Contributions Plan was prepared to fund the delivery of local infrastructure to support growth in the Dee Why Town Centre.

Council at its meeting of 26 March 2019, considered the draft Contributions Plan. At this meeting, Council resolved:

That:

- A. *Council endorse the public exhibition of the draft Dee Why Town Centre Development Contributions Plan for at least 28 days in accordance with the requirements of the Environmental Planning & Assessment Act Regulation 2000.*
- B. *The outcomes of the public exhibition be presented back to Council following the conclusion of the exhibition period.*

The draft Contributions Plan was exhibited from 30 March to 12 May 2019 in accordance with the requirements of the *Environmental Planning and Assessment Regulation 2000*. Eight submissions were received during the public exhibition period. Minor changes were made following exhibition, correcting typographical and grammatic errors to improve readability as well as updates to the work schedule in Appendix 1 to clarify the location and nature of the proposed infrastructure works. No changes were made to the proposed costings. The amendments to the Dee Why Town Centre Contributions Plan 2019 with track changes is provided.

Minor changes were made to the draft Contributions Plan following its exhibition and having regard to the issues raised in submissions.

An updated Dee Why Town Centre Contributions Plan 2019 (Attachment 1) is now presented to Council for adoption.

The works schedule of the Contributions Plan has a total infrastructure investment of \$24,099,761. The works schedule has been derived from infrastructure improvements identified in the Dee Why Masterplan. Infrastructure items in the works schedule will, subject to contributions income, be delivered between 2020 and 2036.

RECOMMENDATION OF ACTING DIRECTOR PLANNING AND PLACE

That Council:

- A. Approves the Dee Why Town Centre Contributions Plan 2019.
 - B. Gives public notice of the approval of the Dee Why Town Centre Contributions Plan 2019 in the Manly Daily.
-

REPORT

BACKGROUND

In August 2013, Council adopted the Dee Why Town Centre Masterplan (the Dee Why Masterplan). The Dee Why Masterplan established the vision and subsequent planning direction for the Dee Why Town Centre (the Town Centre), without first gaining approval from IPART.

The Dee Why Masterplan identified a range of local infrastructure improvements to support the increasing population in the Town Centre including road upgrades, streetscape improvements, open space and stormwater drainage.

Currently a fixed rate levy contributions plan applies to development under the Warringah Local Environmental Plan to fund infrastructure delivery, as follows:

Cost of development	Contribution payable to Council
Up to \$100,000	No contribution
Between \$100,000 and \$200,000	0.5% of the cost of development
\$200,000 and above	1% of the cost of development

The fixed levy rate contributions plan, titled the Northern Beaches Council Contributions Plan 2018, was prepared under section 7.12 of the *Environmental Planning & Assessment Act* (EP&A Act), and cannot exceed 1% of the cost of development without Ministerial approval.

The full development potential of the Town Centre cannot be realised without significant investment in infrastructure improvements. The contributions under the existing approach being restricted to 1% of the cost of development are insufficient to deliver all of the infrastructure identified in the Dee Why Masterplan. Delivery of all necessary infrastructure in the Town Centre would require a levy significantly greater than 1% to be applied against the value of development.

Council at its meeting of 25 July 2017 resolved:

That:

- A. *Council endorses the preparation of a draft Section 94 [now known as section 7.11] Plan for Dee Why Town Centre.*
- B. *A report is provided to Council on the draft Section 94 Plan prior to its public exhibition in accordance with the requirements of the Environmental Planning & Assessment Regulation 2000.*

Dee Why Town Centre Contributions Plan 2019

The *Dee Why Town Centre Contributions Plan 2019* (the Contributions Plan) has been prepared in accordance with the provisions of section 7.11 of the *Environmental Planning & Assessment Act 1979* (EP&A Act). The Contributions Plan seeks to fund the delivery of the remaining local infrastructure in the Town Centre identified by the Dee Why Masterplan.

The works schedule of the Contributions Plan has a total infrastructure investment of \$24,099,761. The works schedule has been derived from infrastructure improvements identified in the Dee Why Masterplan. Infrastructure items in the works schedule will, subject to contributions income, be delivered between 2020 and 2036.

To ensure that the value of contributions are not eroded over time by inflation, the contribution rates identified in the Contributions Plan will be adjusted annually by the Consumer Price Index (CPI) released by the Australian Bureau of Statistics. Residential contributions rates will be adjusted by CPI up to the \$20,000 cap set by Ministerial Direction dated 21 August 2012. The Ministerial Direction prevents councils from imposing a contribution on residential development above \$20,000.

The contribution rates applying to development in Dee Why Town Centre:

Contribution Rate	Development Type
\$6,249.17	per person for residential development such as boarding houses & hostels
\$9,373.75	per studio/1 bed dwelling
\$13,748.17	per 2 bed dwelling
\$19,997.34	per 3 or more bed dwelling
\$16,404.07	per 100m ² of additional non-residential GFA

Minor changes were made following exhibition, correcting typographical and grammatic errors to improve readability as well as updates to the work schedule in Appendix 1 to clarify the location and nature of the proposed infrastructure works. No changes were made to the proposed costings. The amendments to the Dee Why Town Centre Contributions Plan 2019 (Attachment 2) with track changes is provided.

CONSULTATION

The draft Contributions Plan was publicly exhibited for 42 days from 30 March to 12 May 2019 in accordance with the requirements of the *Environmental Planning & Assessment Regulation 2000*.

The public exhibition included the following consultation activities:

- 'Your Say' webpage providing information and enabling online submissions.
- A public drop-in session was held on 11 April.
- Public notice in the Manly Daily.
- Hard copies of all documentation made available at Council's Customer Service Centres and libraries.

At the conclusion of the public exhibition, the 'Your Say' page received a total of 268 visits, with the documents being downloaded a total of 124 times. Eight submissions were received during the exhibition period. The issues raised in these submissions are addressed in the Submission Table (Attachment 3).

TIMING

If adopted by Council, the Contributions Plan will come into force on the day that a public notice is published in the Manly Daily. All applications within the Town Centre determined on or after this date will be subject to the provisions of the adopted plan.

LINK TO COUNCIL STRATEGY

This report relates to the Community Strategic Plan outcome of Places for People Goal 7 - Our urban planning reflects the unique character of our villages and natural environment and is responsive to the evolving needs of our community.

FINANCIAL CONSIDERATIONS

The Contributions Plan seeks to ensure an equitable and sustainable funding source for the range of required infrastructure in the Town Centre. The Contributions Plan forecasts approximately \$24.1 million in future income by 2036 to fund the delivery of the infrastructure identified in the works schedule.

The income and expenditure assumptions underpinning the Contributions Plan will be regularly reviewed to ensure consideration of economic conditions and community priorities.

SOCIAL CONSIDERATIONS

The Contributions Plan facilitates funding for the timely delivery of infrastructure such as open space and public domain improvements on Council land, which will enhance social outcomes for the future residents and workers of the Town Centre.

ENVIRONMENTAL CONSIDERATIONS

The Contributions Plan will significantly improve flooding outcomes in the Town Centre through the provision of critical public infrastructure.

GOVERNANCE AND RISK CONSIDERATIONS

The Dee Why Town Centre Contributions Plan 2019 (the Contributions Plan) has been prepared to ensure that Council's mechanisms for funding local infrastructure in the Town Centre is contemporary and in accordance with all legislative requirements.

A single contributions plan is applicable to land. The Northern Beaches Council Contributions Plan 2018 (the Contributions Plan 2018) currently applies to the Dee Why Town Centre. If Council adopts the Contributions Plan, this plan will replace the Contributions Plan 2018 insofar as it relates to Dee Why Town Centre.

Also in this Agenda is the Northern Beaches Section 7.12 Contributions Plan 2019 (the Section 7.12 Plan), intended to replace the existing Northern Beaches Council Contributions Plan 2018. The Section 7.12 Plan will not apply to the Dee Why Town Centre. In the event that Council does not adopt the Section 7.12 Plan, the existing Northern Beaches Council Contributions Plan 2018 (the Contributions Plan 2018) will need to be amended first to remove the Dee Why Town Centre from the Contributions Plan 2018.

To ensure a sound level of risk management, an ongoing review of the Contributions Plan will be undertaken.

ITEM 12.3	OUTCOME OF PUBLIC EXHIBITION - NORTHERN BEACHES SECTION 7.12 CONTRIBUTIONS PLAN 2019
REPORTING MANAGER	ACTING EXECUTIVE MANAGER STRATEGIC & PLACE PLANNING
TRIM FILE REF	2019/296555
ATTACHMENTS	1 ☞ Northern Beaches Section 7.12 Contributions Plan 2019 (Included In Attachments Booklet 2) 2 ☞ Northern Beaches Section 7.12 Contributions Plan 2019 - Post Exhibition Changes (Included In Attachments Booklet 2) 3 ☞ Submissions Table (Included In Attachments Booklet 2)

SUMMARY

PURPOSE

To inform Council regarding the outcomes of the public exhibition of the draft Northern Beaches Section 7.12 Contributions Plan 2019 (the draft Contributions Plan), and seek Council's approval for adoption of the draft Contributions Plan.

This report also presents an approach for managing financial reserves and infrastructure delivery associated with the three soon to be redundant development contributions plans, and the reporting of these reserves in future annual financial statements.

EXECUTIVE SUMMARY

An internal review of Council's existing contributions plans undertaken in 2018, analysed the current collection methodology for development contributions. The objective of the review was to determine the most appropriate method for funding the delivery of local infrastructure.

This review led to the preparation of the draft *Northern Beaches Contributions Plan 2019* (the draft Contributions Plan). The draft Contributions Plan seeks to apply a fixed rate levy to development across most of Council's area. Council at its meeting on 26 March 2019, considered the draft Contributions Plan. At this meeting, Council resolved:

That:

- A. *Council endorse the public exhibition of the draft Northern Beaches Section 7.12 Contributions Plan 2019 for a period of 28 days in accordance with the requirements of the Environmental Planning & Assessment Regulation 2000.*
- B. *The outcomes of the public exhibition be presented to Council following the conclusion of the exhibition period.*

The draft Contributions Plan was exhibited from 30 March to 12 May 2019 in accordance with the *Environmental Planning and Assessment Regulation 2000*. Seven submissions were received during the exhibition period including three submissions in support.

The draft Contributions Plan was updated following exhibition to correct typographical/grammar errors, and remove ambiguity regarding which developments are exempt from a contribution levy and the circumstances applying to a refund of contributions. The Works Schedule was updated consistent with the Capital Works Delivery Program 2019-2023. No changes are proposed following review of the submissions.

An updated version of the draft Contributions Plan is now presented to the Council.

RECOMMENDATION OF ACTING DIRECTOR PLANNING AND PLACE

That Council:

- A. Approve the approach to impose development contributions on secondary dwellings and, in effect, rescind the former Pittwater Council resolution of 20 October 2008.
 - B. Approve the Northern Beaches Council Section 7.12 Contributions Plan 2019.
 - C. Give public notice of the approval of the Northern Beaches Council Section 7.12 Contributions Plan 2019 in the Manly Daily.
 - D. Approve the approach on the administration of the financial reserves associated with all repealed contributions plans from 1 July 2019, in particular:
 - a. The reporting of relevant plans in Council's financial statements, the reserves associated with each relevant repealed plan be transferred as a consolidated amounts in a new infrastructure element labelled 'Local Infrastructure (repealed plan) on 1 July 2019'.
 - b. Ensure that all funds held in the reserves of superseded contributions plans are spent in the same area to which the superseded contributions plan applied.
-

REPORT

BACKGROUND

The preparation of the *Northern Beaches Section 7.12 Contributions Plan 2019* (the Contributions Plan) is based on the recommendations and findings of Council's 2018 internal review of its existing development contributions plans, namely:

1. *Northern Beaches Council Contributions Plan 2018* (applying to the land under the Warringah Local Environmental Plans)
2. *Manly Section 94 Contributions Plan 2004* (applying to the land under Manly Local Environmental Plan)
3. *Pittwater Section 94 Contributions Plan for Residential Development 2015* (applying to land under Pittwater Local Environmental Plan excluding the Warriewood Valley release area).

This review resulted in the preparation of the *Local Infrastructure Contributions Strategy for Infill Development* (the Contributions Strategy). The Contributions Strategy demonstrates a strong case for moving to a single contributions plan for Council's infill or non-growth areas based on section 7.12 of the *Environmental Planning & Assessment Act 1979* and accompanying Regulation (the EP&A Act and Regulation). By adopting a single fixed rate levy contributions plan across most of Council's areas, it will ensure consistency in Council's processes, provide a simplified approach for development contributions balanced by the community expectations for continued service levels and infrastructure provision and significantly increase the level of funding available for local infrastructure over the long term.

NORTHERN BEACHES SECTION 7.12 CONTRIBUTIONS PLAN 2019

The Northern Beaches Section 7.12 Contributions Plan 2019 (the Contributions Plan) (Attachment 1) has been prepared in accordance with the provisions of the EP&A Act and Regulation.

The Contributions Plan will:

1. Apply to the majority of land in the Northern Beaches except the Warriewood Valley release area and Dee Why Town Centre (Note: A new contributions plan has been prepared for the Dee Why Town Centre. The Contributions Plan will not apply to the Frenchs Forest Hospital Precinct when the contributions plan for this growth area has been prepared).
2. Facilitate delivery of a broader range of infrastructure and services, funded by development contributions from 'infill' or 'non-growth' areas.
3. Be imposed on all approved development, including secondary dwellings and Complying Development Certificates, levying a monetary contribution payable to Northern Beaches Council based on the cost of works above \$100,000. The contribution is up to 1% of the cost of the work, noting that this form of contribution is already in place for land under the Warringah Local Environmental Plans.

The Pittwater Section 94 Contributions Plan for Residential Development did not require the payment of a contribution for secondary dwellings. It is noted that the Pittwater Contributions Plan required a payment for new dwellings of \$20,000. Assuming the cost of works for a secondary dwelling is approximately \$200,000 then the payment required under the Contributions Plan would be \$2,000. The Contributions Plan will now apply to secondary dwellings subject to thresholds, providing a consistent, fair and equitable approach on application and local infrastructure provision across the Northern Beaches.

Appendix 1 of the Contributions Plan lists the local infrastructure funded by the plan, informed by the Capital Works Delivery Plan 2019-2023. The 4-year works program totals \$25.3million, and will fund infrastructure from the 2020/21 Financial Year. This will allow the Contributions Plan to begin collecting funds for a period of time, from the date the plan comes into effect after Council adopts it, before any expenditure is drawn down.

The Contributions Plan applies a fixed rate levy based on the cost of development as follows:

Cost of development	Contribution payable to Council
Up to \$100,000	No contribution
Between \$100,000 and \$200,000	0.5% of the cost of development
\$200,000 and above	1% of the cost of development

Some development consents not yet enacted are likely to have a condition requiring payment of a development contribution amount in accordance with a current development contributions plan. The amount may be more than the 1% fixed levy that would apply in the future when the Contributions Plan comes into effect. To dissuade applicants from seeking amendments to current development consents, to effect a significant reduction in monetary contribution payable to Council, savings and transitional arrangements will apply via Clause 6.2 of the Contributions Plan. The savings and transitional arrangements are considered standard practice and have been implemented by other councils such as City of Parramatta.

Applicants may be able to reduce their contribution by lodging a new Development Application or Complying Development Certificate. This approach is not dissimilar to proponents seeking benefit of new/updated planning rules however, the costs and time associated with this may discourage many from doing so.

The Contributions Plan was updated following exhibition to correct typographical/grammar errors, and remove ambiguity regarding which developments are exempt from a contribution levy and the circumstances applying to a refund of contributions. The Works Schedule was updated consistent with the Capital Works Delivery Program. No changes are proposed following review of the submissions. The amendments to the Northern Beaches Section 7.12 Contributions Plan 2019 (attachment 2) with track changes is provided.

CONSULTATION

The draft Contributions Plan was publicly exhibited for 42 days from 30 March to 12 May 2019 in accordance with the requirements of the *Environmental Planning & Assessment Regulation 2000*.

The public exhibition included the following consultation activities:

- 'Your Say' webpage providing information and enabling online submissions.
- A public drop-in session was held on 11 April.
- Public notice in the Manly Daily.
- Hard copies of all documentation made available at Council's Customer Service Centres and libraries.

At the conclusion of the public exhibition, the 'Your Say' page received a total of 260 visits, with the documents being downloaded a total of 72 times. Seven submissions were received during the exhibition period including three submissions in support. The issues raised in these submissions are addressed in the Submissions Table (Attachment 3).

TIMING

If adopted by Council, a public notice in the Manly Daily will be made to effect the introduction of the Northern Beaches Section 7.12 Contributions Plan 2019 (the Contributions Plan). The public notice will also state that the Contributions Plan repeals the Northern Beaches Council Contributions Plan 2018, the Manly Section 94 Contributions Plan 2004, and the Pittwater Section 94 Contributions Plan for Residential Development 2015.

All applications determined on or after the date of the public notice will be subject to the provisions of the adopted Contributions Plan.

LINK TO COUNCIL STRATEGY

This report relates to the following Community Strategic Plan outcomes of Places for People:

- Goal 7 - Our urban planning reflects the unique character of our villages and natural environment and is responsive to the evolving needs of our community.
- Goal 9 - Our community is healthy, active and enjoys a broad range of creative, sporting and recreational opportunities.

FINANCIAL CONSIDERATIONS

The Contributions Plan seeks to ensure an equitable and sustainable funding source for a broader range of infrastructure and services across the Northern Beaches. The Contributions Strategy identified that Council is likely to receive greater funding for infrastructure and services under a single contributions plan, and reduce administrative and legal costs associated with managing contributions prepared under section 7.12 of the EP&A Act.

Specific infrastructure in Council's Capital Works Delivery Plan 2019-2023 is funded by the reserves of existing (but soon to be replaced) contributions plan. These reserves will continue to fund local infrastructure in the areas which they were originally collected. Expenditure from existing reserves may be supplemented with income collected under the Northern Beaches Section 7.12 Contributions Plan 2019 to ensure the efficient delivery of infrastructure listed in the precursor contributions plan. This approach is considered a fair and equitable approach that complies with all legislative requirements and the NSW Government's Practice Notes on Development Contributions.

A new contributions plan adds complexity to the management of the existing financial reserves of the contributions plans (to be repealed and already repealed). Development consents not yet enacted are likely to have a condition requiring payment of a development contribution amount in accordance with the current development contributions plan. As such, development contributions will continue to be received for up to five years from the development consent date.

An approach developed for the management of these reserves and facilitating timely provision of infrastructure, accounting for the legislative requirements governing development contributions and financial reporting, is outlined below:

1. The reserves collected under a contributions plan are defined restricted assets and must be used to fund infrastructure delivery in the same area that the money was collected.
2. The pooling of reserves may result in significant funds to effect timely delivery of infrastructure in the areas that they were collected. The pooled reserves are the first funding source for infrastructure in a contributions plan works schedule. The drawdown of pooled reserves until the funds are exhausted is expedited and ensures timely infrastructure delivery. For example, contributions received for a DA levied under the Manly Section 94 Contributions Plan 2004 is to be spent on infrastructure in the former Manly area.

Where possible, if such infrastructure is identified in that area by the new Contributions Plan 2019 existing reserves may be used to supplement funding sources to expedite delivery of the infrastructure in the new contributions plan.

3. Income from development contributions must be trackable, in terms of income and expenditure of a contributions plan until such time as the reserves are exhausted. Council's Executive Manager Financial Planning & Systems advised as follows:

Council's annual financial statements include a statement on development contributions outlining contributions collected under the Environmental Planning and Assessment Act and our obligations to provide improved amenities or services with these funds. Under the Local Government Code of Accounting Practice and Financial Reporting (and clause 35 of the EP&A Regulation) this disclosure is categorised in infrastructure elements. The various kinds of public amenities or services for which the funds have been received/spent are categorised under specific infrastructure elements, eg Drainage, Open Space.

The pooled reserves will be reported as an infrastructure element category. This approach will, for each plan (to be repealed/ already repealed), result in changes to the way development contributions are reported in Council's annual financial statements. The proposed changes to reporting in Council's annual financial statements includes:

- a) Within the relevant plans, transfer the balance of each infrastructure element as a consolidated amount into a new infrastructure element labelled 'Local Infrastructure (repealed plan)' on 1 July 2019.
- b) Include a note within the 2019/20 financial statements (onwards) to explain the change for these repealed plans.

SOCIAL CONSIDERATIONS

The Contributions Plan will facilitate the timely funding and delivery of public infrastructure such as public domain improvements, open space, pedestrian/cycle networks, and community facilities which will enhance social outcomes for current and future residents and workers across the Northern Beaches.

ENVIRONMENTAL CONSIDERATIONS

The Contributions Plan will contribute to improved environmental outcomes across the Northern Beaches through the provision of critical public amenities and infrastructure. All potential environmental impacts resulting from the delivery of the proposed works program will be mitigated through appropriate environmental assessment and management.

GOVERNANCE AND RISK CONSIDERATIONS

The Contributions Plan has been prepared to ensure that Council's mechanism for funding a broader range of infrastructure and services is contemporary and in accordance with all legislative requirements.

As discussed above, if adopted by the Northern Beaches Section 7.12 Contributions Plan 2019 (the 'Contributions Plan') will apply to all land in the Northern Beaches except Dee Why Town Centre and Warriewood Valley. Both growth areas have individual contributions plans for infrastructure delivery in each area, as there is demonstrated infrastructure demand in each growth area as a result of increased development.

Additionally, the Contributions Plan will, among others, replace the existing Northern Beaches Council Contributions Plan 2018 (and currently includes land in the Dee Why Town Centre).

Elsewhere in tonight's Agenda is the Dee Why Town Centre Contributions Plan to facilitate infrastructure delivery in the Dee Why Town Centre in accord with the adopted Dee Why Masterplan.

To ensure a sound level of risk management, an ongoing review of the Contributions Plan will be undertaken when required, to ensure the works schedule aligns with Council's four year Capital Works Delivery Plan, of which development contributions are a significant funding source.

13.0 TRANSPORT AND ASSETS DIVISION REPORTS

ITEM 13.1	CAPITAL WORK PROCUREMENT PLAN - IMPLEMENTATION PLAN UPDATE
REPORTING MANAGER	EXECUTIVE MANAGER CAPITAL PROJECTS
TRIM FILE REF	2019/312919
ATTACHMENTS	1 Implementation Plan for Major Capital Works Procurement Review (Included In Attachments Booklet 2)

SUMMARY

PURPOSE

To provide Council with an update on the progress of the Implementation Plan for Major Capital Works Procurement Review (Council Resolution 130/17).

EXECUTIVE SUMMARY

On 27 June 2017, Council resolved (Resolution 130/17) to accept the key findings and approve the implementation plan for the Major Capital Work Procurement review.

Recommendations from the adopted Implementation Plan for Major Capital Works Procurement Review have reviewed, considered and embedded where appropriate into Council's Capital Works Project Management Methodology, branded as the CapexPMM. This project management and quality assurance system has been developed by the Capital Projects team in consultation with Asset groups, Procurement and Legal. The CapexPMM combines processes, templates and software tools to facilitate the efficient and industry best practice approach to the management of planning and delivery of capital works.

The partial rollout the CapexPMM has commenced, with the start up phase being utilised for the development of the draft FY19/20 Delivery Program. The next phases are project management orientated and are due for roll out from July 2019.

RECOMMENDATION OF DIRECTOR TRANSPORT AND ASSETS

That Council note:

- A. Where appropriate, recommendations of the Implementation Plan for Major Capital Works Procurement Review are now embedded into the Capital Works Project Management Methodology ('CapexPMM').
 - B. The status of the implementation of recommendations and actions within the Implementation Plan for Major Capital Works Procurement Review.
-

REPORT

BACKGROUND

On 27 September 2016 Council resolved (item 7.5):

That a review of the capital works procurement process be undertaken and the outcomes reported back to council within nine months.

Following on from the review, Council resolved on 27 June 2017 (Resolution 130/17 – item 8.1):

That Council:

- A. *Accept the key findings and approve the implementation plan for the Major Capital Works Procurement Review as noted in the report.*
- B. *A report on the implementation plan be presented to Council in June 2018 and June 2019.*

In response to the above resolutions, staff in consultation with a Project Steering Group (PSG), have developed a project management and quality assurance system for the delivery of capital projects. The intent of this system is to ensure uniform and industry best practice processes are in place to justify capital expenditure.

Actions and outcomes to date

As outlined in the attached Implementation Plan for Major Capital Works Procurement Review, recommendations have been reviewed, considered and embedded where appropriate into Council's Capital Works Project Management Methodology, branded as the CapexPMM. This project management and quality assurance system combines processes, templates and software tools to facilitate the efficient and industry best practice approaches to management of the planning and delivery of capital works.

Partial roll out of the CapexPMM has occurred, commencing in September 2018 for the FY19/20 Capital Delivery Program development. Full implementation was planned to commence in January 2019 however, this has been deferred until after July 2019 to enable a review by relevant members of the new Chief Executive Team and to coincide with the adoption of the FY19/20 Delivery Program.

The CapexPMM is structured to align with the work phases as outlined in the table below. Details of the status and the key actions included in each phase are also identified.

Start Up	Delivery - Planning	Delivery - Design	Delivery - Construction	Post Delivery
Status	Status	Status	Status	Status
<i>Documents 100% complete Rolled out on 1/09/18</i>	<i>Roll out for use is underway Documents complete.</i>	<i>Roll out for use due to commence from 1/07/19 Documents complete.</i>	<i>Roll out for use due to commence from 1/07/19 Documents complete.</i>	<i>Roll out for use due to commence from 1/07/19 Documents complete.</i>
Key Actions:	Key Actions:	Key Actions:	Key Actions:	Key Actions:
Asset management duties include: <ul style="list-style-type: none"> • Project needs • Feasibilities • Identify funding • Capital Justification (Project Brief, Business Case, etc) • Formal adoption of budgets 	Project Management: <ul style="list-style-type: none"> • Handover to project manager • Confirm scope • Confirm funding • Confirm timing • Prepare "Project Plan"(stakeholders, risks, governance, procurement & contracting models, resources etc 	Project Management: <ul style="list-style-type: none"> • Procure design consultants • Manage design consultants • Procure construction consultants • Reporting • Manage budget 	Project Management: <ul style="list-style-type: none"> • Manage construction contractors • Hand over to asset owner/user • Reporting • Manage budget 	Project & Asset Management: <ul style="list-style-type: none"> • Post completion review (lessons learnt, comparison to project objectives) • Capitalisation of Assets

Next Steps

- Review the start up phase process of the CapexPMM, rolled out last September 2018 and revise as appropriate.
- Roll out the project management phases of the CapexPMM (planning, design delivery, construction delivery, post delivery) to enable finalisation of Council's resolution 130/17 in consultation with the new Chief Executive Team.
- Implement the last recommendation (No. 15) of the Implementation Plan for Major Capital Works Procurement Review - the Capital Projects Group to be developed as a centre of excellence. This would include:
 - Identifying (from existing good practice), developing and maintaining whole-of-council practice
 - Involvement in decisions on the project start up phase especially project scope, service delivery and procurement strategies for all major projects
 - Administer and co-ordinate training in administering capital works contracts and in the use of Council's Project Management Methodology (CapexPMM)
 - Administer and co-ordinate training in some of the key tools and templates linked to the CapexPMM. The following are identified as being critical:
 - a. Impact Assessment tool
 - b. Project Brief & Detailed Business Case
 - c. Project Program
 - d. Project Budget
 - e. Project Plan
 - f. Contract Administration Toolbox
 - g. Post Completion Review & Report.

CONSULTATION

The Project Steering Group (PSG) who were consulted during the development of the CapexPMM included representation from all asset groups, as well as the Transport and Assets Business Performance Executive Team, Office of General Counsel and Systems and Information.

TIMING

The roll out of the next stages of the CapexPMM is expected to commence from July 2019 following adoption of the Capital works delivery program for FY19/20.

LINK TO COUNCIL STRATEGY

This report relates to the Community Strategic Plan Outcome of Good Governance Goal 19 – Our Council is transparent and trusted to make decisions that reflect the values of the community.

FINANCIAL CONSIDERATIONS

It is expected that financial benefits will be generated as a result of overall efficiencies in project management practices and through innovative procurement models.

The CapexPMM includes robust processes around the justification of capital expenditure to ensure Council can make informed investment decisions, as well as the identification of appropriate procurement strategies.

SOCIAL CONSIDERATIONS

The CapexPMM identifies hold points for community consultation to ensure stakeholders are identified and engaged with during all phases of a project.

The start up phase of the CapexPMM includes a template for a needs analysis to be undertaken to capture social needs and a community engagement plan.

ENVIRONMENTAL CONSIDERATION

The CapexPMM identifies check points to ensure that necessary environmental assessments and approvals are identified and obtained.

A template has also be developed and embedded in the CapexPMM that considers sustainability objectives for capital projects.

GOVERNANCE AND RISK CONSIDERATIONS

The Audit and Risk Committee have reviewed the Implementation Plan for Major Capital Works Procurement Review.

Project risk register templates are also included in the CapexPMM. Continual improvement is also an integral part of the CapexPMM with post completion reviews being mandatory for all high impact projects to capture learnings for consideration in the planning of future projects.

ITEM 13.2	PUBLIC EXHIBITION OF DRAFT MANAGEMENT OF BEACH AND WATER SAFETY POLICY
REPORTING MANAGER	EXECUTIVE MANAGER PARKS AND RECREATION
TRIM FILE REF	2019/241495
ATTACHMENTS	1 ⇒ Draft Management of Beach and Water Safety Policy (Included In Attachments Booklet 2) 2 ⇒ Warringah Council Beach Safety Policy (Included In Attachments Booklet 2) 3 ⇒ Pittwater Council Professional Lifeguard Service Policy (Included In Attachments Booklet 2) 4 ⇒ Manly Council Beach Management Policy (Included In Attachments Booklet 2) 5 ⇒ Pittwater Council Beach and Rockpool Management Policy (Included In Attachments Booklet 2) 6 ⇒ Pittwater Council Life Saving Movement Policy (Included In Attachments Booklet 2)

BRIEF REPORT

PURPOSE

To seek Council's endorsement to publicly exhibit the draft Management of Beach Safety Policy.

REPORT

Prior to amalgamation, the three former Councils had adopted and implemented a number of policies related to beach use, beach management and water s.

Northern Beaches Council is responsible for the care, control and management of a diverse range of waterways; including 24 ocean beaches, 15 rock pools and 10 tidal pools.

The draft Policy outlines the approach to the safe management of the beaches under Council's care control and management. The *Local Government Act 1993* and Local Government Act Practice Note 15 guide the management and provision of water safety.

The draft Policy further defines the principles that Council will apply to ensure the safe use of our beaches. The application of these principles will ensure Council provides the appropriate level of service to enable the community to use the beaches safely and ultimately enjoy the opportunities that these open spaces provide.

The development of this Policy is part of the Northern Beaches Council Policy Review Project. This Policy will replace the Beach Safety Policy (Attachment 2) and the Professional Lifeguard Service Policy (Attachment 3). There are also sections related to the provision of lifeguard services and beach safety from the Beach Management Policy (Attachment 4), Beach and Rockpool Management Policy (Attachment 5) and Surf Life Saving Movement Policy (Attachment 6) covered in this new Policy.

All other relevant matters within the former policies will be covered in the Operational Manuals developed by the Beach Safety team annually. A report to Council will be prepared annually for consideration regarding the subsidy program for local lifesaving clubs.

LINK TO COUNCIL STRATEGY

This report relates to the Community Strategic Plan Outcome of Places for People Goal 9 - Our community is healthy, active and enjoys a broad range of creative, sporting and recreational opportunities.

FINANCIAL CONSIDERATIONS

The provision of the service and any subsidies are included in the annual operational budget.

ENVIRONMENTAL CONSIDERATIONS

The capacity of the beach and surrounding areas is considered in the day-to-day operations of the beach safety service. Advice is sought from the lifeguard service in relation to the assessment of requests for use of the beaches and surrounding areas for activities and events.

SOCIAL CONSIDERATIONS

Our beaches and surrounding areas provide a wide range of recreational and social opportunities. This Policy aims to ensure Council undertakes all responsibilities and services effectively to facilitate safe enjoyment of such activities for our community.

GOVERNANCE AND RISK CONSIDERATIONS

There are no increased risks to the organisation through the exhibition of this policy or rescinding the identified policies. The policy impact areas will continue to be addressed through service operations.

RECOMMENDATION OF DIRECTOR TRANSPORT AND ASSETS

That:

- A. Council place the draft Management of Beach Safety Policy on public exhibition for a period of at least 28 days inviting submissions.
 - B. Staff report back following close of the public exhibition period.
-

ITEM 13.3	PUBLIC EXHIBITION OF DRAFT LITTLE MANLY BEACH MASTERPLAN
REPORTING MANAGER	EXECUTIVE MANAGER PARKS AND RECREATION
TRIM FILE REF	2019/224494
ATTACHMENTS	1 ↓ Draft Little Manly Masterplan

SUMMARY

PURPOSE

To seek Council endorsement to publically exhibit the draft Little Manly Beach Masterplan.

EXECUTIVE SUMMARY

Council resolved in December 2017 to prepare a masterplan for the Little Manly Beach area and Little Manly Point.

Little Manly Beach is a very popular harbour beach renowned for its natural beauty. Little Manly Point is a large park constructed on the former Little Manly Gasworks. This site was successfully remediated in the 1990's and transformed from a derelict industrial site into a large park that celebrates its industrial and natural environmental heritage. During community engagement undertaken to develop this draft masterplan, the key issues raised by the community included but are not limited to:

- Recognition that Craig Avenue operates differently to the rest of the site.
- Desire not to change anything, just make the site more practical and keep the existing character.
- No desire to relocate kiosk or expand it, no desire to construct a boardwalk.
- Strong support for public toilets on Little Manly Point.

Council has prepared the attached draft masterplan based on this feedback. Key features include:

- Resolution of safety issues on Craig Avenue.
- Expanded seating opportunities in vicinity of the kiosk and a new path around the kiosk.
- Protection of vistas of the harbour from Little Manly Point.
- A new public toilet on Little Manly Point in close proximity to the car park for good passive surveillance.
- Protection and enhancement of existing landscape character.

Council proposes to undertake community engagement on the draft Masterplan in July/August 2019 and report the outcome back to Council in September 2019.

RECOMMENDATION OF DIRECTOR TRANSPORT AND ASSETS

That Council endorse the draft Little Manly Beach Masterplan for public exhibition for a period of at least 28 days.

REPORT

BACKGROUND

Little Manly Beach is a very popular harbour beach renowned for its natural beauty. Little Manly Point is a large park constructed on the former Little Manly Gasworks. This site was successfully remediated in the 1990's and transformed from a derelict industrial site into a large park that celebrates its industrial and natural environmental heritage.

Key features of the Beach and Point include but are not limited to:

- Large tidal pool scheduled for renewal in the 2019/2020 financial year.
- Boat ramp off Craig Avenue.
- Very popular kiosk with adjacent swing set.
- Neighbourhood playground on the point.
- Large car park on the point.
- Substantial landscaping, path network and heritage items around the Point.

The park behind the beach is bisected by three houses, two owned by Council. Council proposed in 2017 to construct a boardwalk around the properties to allow continuous pedestrian connectivity on the waterside. This proposal was not widely supported and Council resolved in December 2017:

That Council:

- A. *Defer the Little Manly Boardwalk project and incorporate considerations of the project as part of the Little Manly Reserve Masterplan planned to commence in May 2018.*
- B. *Reallocate the funding for the Little Manly Boardwalk for the financial year 2017/2018, CN01081, for the implementation of the East Esplanade Landscape Plan.*

Since that time, Council has worked with the community to develop a Masterplan for the site and undertook the first stage of community engagement in November/December 2018. During this period, Council received 93 submissions and over 50 people attended two drop in sessions.

The following issues were raised by the community and Council's response to these are shown in the in the table below:

Issue	Response
Treating Craig Avenue open space and Little Manly Open Space separately. General perception in the community that the Craig Avenue area has a very different function to the rest of the open space; it services watercraft and is more transitory. No desire to change this function. Significant safety concerns with current arrangements	Council has prepared the Masterplan to resolve the safety issues in the Craig Avenue area whilst also recognising the community desire for functional separation of the different areas of open space.
Strong support for public amenities at Little Manly Point	Council has identified the location of a new public toilet facility in proximity to the car park on Little Manly Point
Improve pedestrian safety along Stuart Street	Introduction of traffic calming measures along Stuart Street

Issue	Response
Keep kiosk exactly how it is. No desire to relocate or to expand it. Strong desire to tidy up the back area	Council's draft Masterplan proposes to maintain the current kiosk footprint and not to relocate it. There is no proposal to expand the footprint of the leased area. Council will encourage the lessees to undertake works to tidy up the back of the kiosk and resolve storage issues.
More seating in the kiosk area and in general	Council's proposes to build a platform (similar to East Esplanade) around the Norfolk Island Pine next to the kiosk and to construct sandstone tiers in front of the kiosk to make this area more usable.
Better connection between Beach and Little Manly Point	Council proposes to make minor changes such as a path around the kiosk and minor changes to path and stairs to make connectivity less congested.
General desire to leave everything as is and maintain the landscape character – "just tidy it up"	Council's draft Masterplan proposes only modest changes to reflect the strong desire not to change the character of the park. These changes have been designed to make the park function better.
Maintain existing harbour vistas from Little Manly Point	This desire has been reflected in the draft Masterplan.
Better control of anti-social behaviour, off leash dogs and other behavioural issues	Council has employed Safety by Design principles in preparing the Masterplan for example locating the proposed public toilets next to the car park on Little Manly Point. However, most of the behavioural issues mentioned during the community engagement are outside the scope of a masterplan but the concerns have been passed to Council's Compliance team and NSW Police as appropriate.
More trees	Council has included additional trees strategically placed to avoid loss of existing views.
General lack of support for a waterside boardwalk.	Council has not proposed a boardwalk in the draft Masterplan.

To deliver on the vision for the park, the key features proposed by the draft Masterplan include:

- Leasing 34 Stuart Street out to a recreational business potentially to supply kayaks etc for hire.
- Modifications to parking on Craig Avenue to make it safer for pedestrians to access the foreshore from Stuart Street.
- Improvements to the grass lawn and landscaping in the main Little Manly Beach area.
- Platform around the Norfolk Island Pine and sandstone tiers in front of kiosk.
- New public toilet on Little Manly Point.
- Protection and enhancement of landscaping on Little Manly Point including an upgrade to the point area itself to reflect its industrial heritage and make it more useable, taking inspiration from the Top Loader project in Waverton.

CONSULTATION

Council has undertaken a thorough stage one community engagement process to identify issues, needs and aspirations for the use of the park. During the formal engagement period in December Council received over 93 submissions and over 50 people attended two drop in sessions on site. Council has also addressed the Manly Community Forum twice on this topic and met with key stakeholders.

Council proposes to engage the community on the draft Masterplan through, but not limited to, the following:

- Feedback through the project is Your Say Northern Beaches web page.
- Promotion through print media and Council's social media platforms.
- Promotion through Council's community engagement register.
- Signs on site.
- Two drop in sessions on site.

TIMING

Council will commence engagement on the draft Masterplan in July 2019. Should only minor modification to the draft Masterplan be necessary following community engagement, it is expected that a report will be presented to Council in September 2019. Following adoption, Council will commence detailed design for landscaping works.

LINK TO COUNCIL STRATEGY

The report relates to the Strategic Plan Community Outcome Places for People Goal 9 – Our community is healthy, active and enjoys a broad range of creative, sporting and recreational opportunities.

FINANCIAL CONSIDERATIONS

Council has allocated \$650,000 to undertake the proposed landscaping works in the draft 2021-2022 Foreshore New and Upgrades Capital Works Project. The proposed toilet block will be considered for inclusion in the 2021-2024 Delivery Program.

SOCIAL CONSIDERATIONS

Little Manly Beach is a beloved and naturally beautiful harbour beach. It is utilised intensively all year round. The proposed works will protect the existing landscape character, draw more people up to Little Manly Point to reduce overcrowding of the beach and resolve a number of safety and connectivity issues to make the whole precinct operate better.

ENVIRONMENTAL CONSIDERATIONS

The proposed works are minimal and will result in negligible environmental impact.

GOVERNANCE AND RISK CONSIDERATIONS

The project aims to address a number of potential safety risks associated with the site and will have a positive outcome when they are implemented. The subject site also contains a number of assets that are commercially leased. Council has ensured that all necessary probity controls are in place.



- 1 Provide selected road pavement surface to slow vehicle movements, create driver awareness and highlight pedestrian zone.
- 2 Investigate potential for road chicane along Stuart Street to reduce traffic speed.
- 3 Improve kerb ramp to conform to current standards, and relocate existing telstra phone booth to facilitate widening of the existing path.
- 4 Review design potential to locate a connected footpath from Stuart St, and through number 34 Stuart Street property, to the existing open space to reduce pedestrian conflicts with vehicular and boat trailer movements within Craig Avenue.
- 5 Investigate community use potential for number 34 Stuart Street, based on economic viability and community benefits. Use to be restricted to Recreational / Education Activity, and selection of the activity shall be subject to public tender.
- 6 Re-model building design to incorporate outdoor transition area to be utilised by the Recreational / Education Activity and to provide a connection to existing open space.
- 7 Relocate existing kayak storage to allow for the above transition area and to rationalise use of open space area and rationalise boat storage area
- 8 Maintain all existing landscape features including heritage items, park furniture, and planting. Augment seating to the area for comfort. Investigate siting for additional shade tree planting.
- 9 Existing car and trailer flow and parking to remain.
- 10 Improve accessibility and create a 'meeting' area along the foreshore and connect the foreshore open space park with the beach.
- 11 Widen the existing footpath and remove overgrown vegetation to improve pedestrian safety and establish clear access connections to and from adjoining land.
- 12 Provide general improvements to the area including relocation of existing swings, additional seating, siting of shade tree planting, and improved connection to beachfront.
- 13 Existing pedestrian ramp access connection to open space to remain.
- 14 Investigate feasibility of existing electrical substation relocation.
- 15 Existing kiosk to remain.
- 16 Relocate path to remove access through the kiosk and enable a clear uninterrupted pedestrian connection within the open spaces.
- 17 Re-design the existing landscape to facilitate improved open space use including improved open space connections, additional seating, and improved useable open space.
- 18 Improve recreational comfort and amenity by adding seating and establishing clear vistas of the harbour.
- 19 Reduce parking hours from 8 hrs to 4 hrs.
- 20 Proposed public amenities.
- 21 Existing carpark to remain.
- 22 Existing landscape character including access, open space recreation use and tree planting to remain, and subject to general maintenance.
- 23 Additional carparking: limited by topography, with increase of 7 spaces only, providing 13 x 90degree spaces (6 existing parallel spaces removed).
- 24 Relocate path connection to Little Manly Point.

RMS Engage with RMS on limiting powered watercraft in shore swimming area.



- 1 Provide selected road pavement surface to slow vehicle movements, create driver awareness and highlight pedestrian zone.
 - 2 Investigate potential for road chicane along Stuart Street to reduce traffic speed.
 - 3 Improve kerb ramp to conform to current standards, and relocate existing telstra phone booth to facilitate widening of the existing path.
 - 4 Review design potential to locate a connected footpath from Stuart St and through number 34 Stuart Street property, to the existing open space to reduce pedestrian conflicts with vehicular and boat trailer movements within Craig Avenue.
 - 5 Investigate community use potential for number 34 Stuart Street, based on economic viability and community benefits. Use to be restricted to Recreational Activity, and selection of the activity shall be subject to public tender.
 - 6 Re-model building design to incorporate outdoor transition area to be utilised by the Recreational Activity and to provide a connection to existing open space.
 - 7 Relocate existing kayak storage to allow for the above transition area and to rationalise use of open space area and rationalise boat storage area
 - 8 Maintain all existing landscape features including heritage items, park furniture, and planting. Augment seating to the area for comfort. Investigate siting for additional shade tree planting.
 - 9 Existing car and trailer flow and parking to remain.
 - 10 Improve accessibility and create a 'meeting' area along the foreshore and connect the foreshore open space park with the beach.
 - 11 Widen the existing footpath and remove overgrown vegetation to improve pedestrian safety and establish clear access connections to and from adjoining land.
 - 12 Provide general improvements to the area including relocation of existing swings, additional seating, siting of shade tree planting, and improved connection to beachfront.
 - 13 Existing pedestrian ramp access connection to open space to remain.
 - 14 Investigate feasibility of existing electrical substation relocation.
 - 15 Existing kiosk to remain.
 - 16 Relocate path to remove access through the kiosk and enable a clear uninterrupted pedestrian connection within the open spaces.
 - 17 Re-design the existing landscape to facilitate improved open space use including improved open space connections, additional seating, and improved useable open space.
 - 19 Reduce parking hours from 8 hrs to 4 hrs.
 - 23 Additional carparking: is limited by topography with increase of parking only being possible in 3 x large open spaces (6 existing parallel spaces removed).
 - 24 Relocate path connection to Little Manly Point.
- RMS** Engage with RMS on limiting powered watercraft in shore swimming area.

Master Plan at Little Manly Beach - detail area



- 18** Improve recreational comfort by adding seating and establishing clear vistas of the harbour.
 - 19** Reduce parking hours from 8 hrs to 4 hrs.
 - 20** Proposed public amenities.
 - 21** Existing carpark to remain.
 - 22** Existing landscape character including access, open space and tree planting to remain, and subject to general maintenance.
 - 23** Review of additional carparking is limited by topography with increase of 7 spaces only, providing 13 x 90degree spaces (6 existing parallel spaces removed).
 - 24** Relocate path connection to Little Manly Point.
 - 26** Establish a share path (bicycle and pedestrian) connection: Stuart Street to end of Little Manly 'Point', including bike storage area at 'Point'
 - 27** 'former Gasworks' landscape setting & historic items to be preserved and maintained, with upgrade to landscape setting as required, as well the recognition of aboriginal history through interpretive stories.
 - 28** Investigate upgrade of existing playground.
 - 29** Existing foreshore landscape setting and path network to remain and upgraded as required, including pavements, walling, and park furniture.
 - 30** Upgrade open space setting and investigate opportunities to improve the recreational amenity through provision of open space lawn, seating and shade tree planting
 - 31** Upgrade existing 'Point' to improve recreational amenity and incorporate heritage interpretation and landscape setting, with sandstone pavements, sandstone wall setting, and viewing seats.
- notes
27-31
Criteria for designing and/or maintaining within the former Gasworks site: support heritage conservation and cultural identity through use of heritage conservation materials such as formed concrete, bitumen, timber, iron, terracotta and sandstone.

ITEM 13.4	PUBLIC EXHIBITION - DRAFT NAMING OUR RESERVES, FACILITIES AND ROADS POLICY
REPORTING MANAGER	EXECUTIVE MANAGER PARKS AND RECREATION
TRIM FILE REF	2019/299046
ATTACHMENTS	1 ↓ Draft Naming our Reserves, Roads and Facilities Policy

SUMMARY

PURPOSE

To seek Council's endorsement to publicly exhibit the draft Naming Our Reserves, Facilities and Roads Policy.

EXECUTIVE SUMMARY

Council resolved in December 2018:

'Council develop a Policy in relation to the naming of parks, reserves (including the facilities within these) and buildings and bring this back to Council for review.'

The draft Naming Our Reserves, Facilities and Roads and Facilities Policy has been developed to provide a consistent and transparent approach to naming our places and managing naming requests from the community. It proposes to use the Geographic Names Board (GNB) Policy and guidelines to guide the assessment of applications from the community to name a reserve, road or facility under Council's care control or management. The naming of a facility does not require GNB approval. However, the same principles are to apply excluding the requirement to be deceased.

Once adopted this Policy will replace the relevant policies of the three former councils thus supporting a single approach to the naming of reserves, facilities and roads.

RECOMMENDATION OF DIRECTOR TRANSPORT AND ASSETS

That:

- A. Council place the draft Naming our Reserves, Facilities and Road Policy on public exhibition for a period of at least 28 days inviting submissions.
 - B. Report back to Council following the closing of the public exhibition period.
-

REPORT

BACKGROUND

Place names are landmarks of the history, culture and identity of an area and the communities within. They are also significant in helping us find where we are and where we want to be; they are particularly important for emergency services.

Given our rich cultural heritage, strong community involvement and beautiful geographical setting the naming of our places is important and is of interest to the Northern Beaches Community.

Council receives a number of requests each year for the naming of our reserves, facilities, and public roads. In November 2018, Council resolved to rename the Palm Beach Rock Pool after 'Johnny Carter' and in December 2018 Dee Why Rock Pool was renamed 'The Isa Wye MBE OAM Pool'. In addition, Council resolved to acknowledge the late Dr. Mary Newlinds OAM by proposing the naming of a reserve in Duffy Forest in her honour.

It was then resolved in December 2018 that:

- Council develop a Policy in relation to the naming of parks, reserves (including the facilities within these) and buildings and bring this back to Council for review.

The naming of reserves and public roads is governed by State legislation and Council must adhere to the procedures defined under the Geographical Names Board (GNB) of NSW Policy for the naming reserves and public roads.

The GNB Policy recognises:

- The importance of unambiguous and official place names.
- Place names reflect the relationship between people and place.
- Create a link that forms the basis for communication, location and addressing.
- Clear and unambiguous names are essential for emergency services, postal and service delivery as well as professional and personal navigation.

It is proposed that the naming of facilities within a reserve, such as a pavilion, grandstand, garden or building will be initially assessed in accordance with the GNB Guidelines, excluding the requirement to be deceased.

The proposed Naming of our Reserves, Facilities and Roads Policy will harmonise the policies of the three former Councils (namely Warringah Memorials, Plaques and Naming of Assets Policy and Pittwater's Naming of Streets and Pathways) to a consistent, transparent and single approach for naming across the northern beaches.

The draft Policy consolidates the previous Council policies and provides a set of guidelines and criteria to ensure that requests for naming Council owned and managed reserves, facilities and roads are processed consistently.

The draft Policy proposes that all requests to name or rename a council owned and managed reserve, facility and road will be assessed using the Geographical Names Board (GNB) Place Naming Policy. The principles listed within the draft Naming our Reserves, Facilities and Roads Policy provides further guidance as to the preferred name types for specific venues and Council's management once a new name is approved.

Once the draft Policy is adopted by Council, requests for naming or renaming a reserve, facility or road will be assessed by staff and if the request aligns with the Policy, it will be presented to Council for consideration. Requests relating to reserves and roads will be subject to public exhibition and the outcomes of the exhibition will be presented to Council for determination. If endorsed the application will be forwarded to the GNB for consideration and the result reported back to Council to formalise the new name and notify the Community.

Requests for naming of facilities can be endorsed by Council in the first presentation to Council and do not require formal approval of the GNB. Council would notify the GNB of any adoption of a new name for a facility to ensure that the name is recorded in the digital Topographic Database and the name shown on maps where appropriate.

Any application that is not aligned with this Policy will not be progressed to Council for consideration. The applicant will be notified in this case.

CONSULTATION

In February 2019, staff facilitated a workshop with the Places for People SRG meeting. The session discussed what the naming policy might include. There was a robust discussion on the naming of places after people.

At the May 2019 Places for People meeting staff presented the draft Naming Our Reserves, Facilities and Roads Policy principles.

The consultation process for the exhibition period will include:

- Information on the 'Your Say' project web page including online submission form.
- Copies of the draft Policy will be available in all customer service and library locations.

TIMING

The draft Policy is to be exhibited for at least 28 days.

LINK TO COUNCIL STRATEGY

This report relates to the Community Strategic Plan Outcome of Good Governance Goal 19 - Our Council is transparent and trusted to make decisions that reflect the values of the community.

FINANCIAL CONSIDERATIONS

Resourcing the processing of requests and the costs related to any community consultation and resultant signage can be met within the operational budget.

SOCIAL CONSIDERATIONS

Discussing a contribution that an individual has made to a community is an emotive and sensitive topic. Using the GNB guidelines and criteria for naming after individuals aims to provide objective criteria for both the Council and the community.

ENVIRONMENTAL CONSIDERATIONS

There are no environmental considerations.

GOVERNANCE AND RISK CONSIDERATIONS

It should be noted that this Policy does not cover memorials or plaques. These will be considered under a separate Policy which will be presented to Council in the near future. The harmonisation of existing policies ensures a robust and transparent framework to guide decision-making.

Policy

Naming our Reserves, Facilities and Roads

Policy Statement

Northern Beaches Council aims to provide a consistent and transparent process for naming Council owned and managed reserves, facilities and roads.

This policy endorses Council's adherence to the Geographical Names Board (GNB) Place Naming Policy and process for the naming of reserves, facilities and roads.

It aims to provide further guidance and criteria to apply the GNB Place Naming Policy when for assessing and approving naming requests from the community.

Principles

1. Council will adhere to all relevant legislative and statutory requirements relating to the naming of reserves, roads and facilities.
2. Council will consider honouring individuals in the naming of reserves and roads if they have:
 - Been deceased for at least a year.
 - Made a highly significant contribution to the specific area or community. This will be measured against the GNB policy and includes the following:
 - a. *“Two or more terms of office on local government council.*
 - b. *Twenty or more years association with a local community group or service club.*
 - c. *Twenty or more years of association and service with a local or state government or organisation.*
 - d. *Action by an individual to protect, restore, enhance or maintain an area that produces substantial long-term improvements for the community.”*
3. The management and assessment of requests for the naming of facilities on Council owned and managed land including, but not limited to buildings, gardens, pools and grandstands will also be initially assessed according to the GNB Place Naming Policy and process (excluding the requirement for the individual to be deceased).
4. Those requests to name or rename reserves, facilities or roads that meet the GNB criteria or align to this Policy will be presented to Council for endorsement.
5. Council will invite community comment on requests (subject to initial Council endorsement) for naming or renaming of Council owned and managed reserves and roads. Public exhibition will comply with Council's Community Engagement Framework.
6. When naming sportsgrounds and major venues visited by many people from beyond Council's boundaries, preference will be given to locality or geographical names to assist in travelling to, addressing and locating the area e.g. Seaforth Oval or Careel Bay Playing Fields. Facilities including buildings and sporting infrastructure on these land areas will also be named according to the location and the purpose or function of the facility e.g. Cromer Community Centre.
7. When naming parks and natural areas, preference will be given to the use of historical names, Aboriginal words (e.g. Goombooya Reserve) and the names of indigenous species of plants, birds and animals (e.g. Angophora Reserve, Cabbage Tree Bay).

8. Aligned with the GNB Place Naming Policy, Council discourages the changing of long-term names as it can lead to address and location confusion, especially for electronic navigation (critical for emergency services). Council will only consider changes in well-established names in exceptional circumstances.
9. Council will provide the relevant signage (as per Council design guidelines) for any locations where a new name or name change has been approved.
10. Council is committed to communicating and informing the community of all approved changes to names. This may include additional signage and community notifications.
11. If a 'named' facility is disposed of and is not being replaced the 'name' of that facility will be retired.

Scope and Application

This Policy covers the naming of reserves, facilities and roads on land owned and managed by Council. The facilities on such land that can be named include, but are not limited to the buildings, gardens, pools, grandstands, pavilions and sporting infrastructure.

The naming of reserves and roads is governed by State legislation and Council must adhere to the process as defined under the GNB Policy, however the naming of facilities does not require formal GNB approval. Council may approve a name for a Council owned facility that does not meet the GNB criteria by resolution.

This Policy does not cover the naming of land or facilities for purposes of sponsorship, advertising or revenue raising.

All requests by the community to name or rename a reserve, facility or road will require the completion of an application form.

References and related documents

- *Local Government Act 1993*
- *Geographical Names Act 1966*
- *Geographical Names Board of NSW Policy, Place Naming (2018)*
- *Roads Act 1993 - Sect 162 Naming of public roads*

Definitions

Reserves: *In this Policy reserves include parks, sportsgrounds, road verges and other open spaces that are reserved for public use and managed by Council.*

Facilities: *In this Policy the facilities include any Council owned infrastructure on Council managed land that has been reserved for use by the public. This may include but is not limited to buildings, gardens, pools, grandstands, pavilions, sporting fields and sporting infrastructure such as cricket nets.*

Responsible Officer

Executive Manager – *Parks and Recreation*

Review Date

Four years from date of adoption.

Revision History

Revision	Date	Change	HPE CM Ref
1			
2			
3			

ITEM 13.5	PROPOSED ROAD RESERVE CLOSURE AND SALE OF LAND ADJACENT TO 250 WHALE BEACH ROAD, WHALE BEACH
REPORTING MANAGER	EXECUTIVE MANAGER PROPERTY
TRIM FILE REF	2019/260938
ATTACHMENTS	1 ↓ Area of Proposed Road Reserve Closure and Sale of Land Adjacent to 250 Whale Beach Road, Whale Beach

SUMMARY

PURPOSE

To consider a proposal to close and sell a portion of road reserve in Whale Beach Road, Whale Beach adjoining 250 Whale Beach Road, Whale Beach.

EXECUTIVE SUMMARY

The subject road reserve has an area of approximately 44.5sqm. The location of the subject land is shown in Attachment 1 of this report – Area of Proposed Road Reserve Closure and Sale of Land adjacent to 250 Whale Beach Road, Whale Beach.

The owner of 250 Whale Beach Road, Whale Beach has applied to Council to formally close and purchase this section of road reserve in accordance with Council's Property Management Policy No.200, Road Reserve and Streetscape Management Policy No.193 and Section 14 of Council's Streetscape Management Guideline.

As a result of Council officers' reviews, statutory notifications and community consultation feedback received, it is recommended that the subject land is surplus to Council's requirements and is appropriate to be sold. The proposal will provide financial resources to assist with ongoing road works and will provide financial assistance for high priority road asset improvements.

RECOMMENDATION OF DIRECTOR TRANSPORT AND ASSETS

That Council authorises:

- A. Closure under the provisions of the Roads Act 1993 for the road identified in this report being part Whale Beach Road, Whale Beach adjacent to 250 Whale Beach Road, Whale Beach (Lot 213 DP 15376).
 - B. Disposal of the subject land in accordance with Council's Property Management Policy No.200, Road Reserve and Streetscape Management Policy No.193 and section 14 of Council's Streetscape Management Guideline subject to the land being consolidated with the adjoining land at 250 Whale Beach Road, Whale Beach (Lot 213 DP 15376).
 - C. Delegation of authority to the Chief Executive Officer to execute the necessary documentation in order to give effect to this resolution.
 - D. All costs associated with the proposal referred to in this resolution, including but not limited to, Council's legal costs and GST if applicable, be funded by the applicant.
-

REPORT

BACKGROUND

The owner of 250 Whale Beach Road, Whale Beach applied to Council to formally close and purchase a section of road reserve adjoining the frontage of 250 Whale Beach Road in accordance with the following:

- Council's Road Reserve and Streetscape Management Policy No.193
- Streetscape Management Guidelines
- Property Management Policy No.200
- *Roads Act 1993.*

The subject land is approximately 44.5 metres squared. The location of the subject land is shown in Attachment 1 of this report. The purpose of the proposed road reserve land purchase is to incorporate the road reserve land with their adjoining property and to formalise car parking and pedestrian access to the property.

The zoning of the subject land is E4 Environmental Living, which is consistent with the adjoining land zoning in accordance with Pittwater Local Environment Plan 2014.

As the subject land is not a marketable parcel, Council is able to consider the sale of this land to an adjoining owner in accordance with its Policy. Additionally, a requirement of the Policy is that the road reserve that is closed and sold must be consolidated with the adjoining land owned by the purchaser.

Council has previously supported formal closure and sale of the road reserve to adjoining property owners at No. 248, 256, 270, 304, 318, 320, 336, 367 and 293 Whale Beach Road, Whale Beach.

CONSULTATION

Council has undertaken the required statutory notification of the road reserve closure proposal in accordance with the Roads Act 1993. This included a notice in the Manly Daily, Council's webpage, letters to adjoining/nearby property owners and service authorities.

The public notification period was for 28 days and Council is required to consider and address all submissions received from neighbouring owners and various authorities. The public notice period commenced on 30 March 2019 and concluded on 28 April 2019.

Submissions received

i. **Authorities:**

Eighteen authorities were consulted and there were no objections to the proposed road reserve closure.

ii. **Adjoining residents/Northern Beaches Community**

Thirteen adjoining residents were consulted and there was one submission received. The submission did not object to the proposal.

Two submissions were received from the community, both submissions were a general objection to road reserve closure and sale and not an objection based on direct impact on the existing access to the adjoining private properties.

Road Assessment

Council's Transport and Civil Infrastructure Assets Group has inspected and assessed that the subject area of the road reserve will not be required for future public use and has no objections to the road reserve closure and proposed sale.

Council's Transport and Civil Infrastructure Assets Group and Property Group have reviewed submissions received and believe the issues raised do not impact on the proposed road reserve closure. Therefore, it is recommended that the subject land is surplus to Council's future requirements and may be closed and sold to the adjoining owner.

The purchaser is required to consolidate the closed road reserve land with the adjacent land currently owned by the applicant within 12 months from the purchase of the subject land. The terms of the restrictions will form part of the Contract for Sale of Land.

TIMING

The road reserve closure and sale of land is expected to be completed within the next six months.

LINK TO COUNCIL STRATEGY

This report relates to the Community Strategic Plan Goal Strategy Goal 19(c) - Ensure the long-term financial sustainability of Council through strategic management of assets.

FINANCIAL CONSIDERATIONS

Proposed Sale of Land

Following Council's resolution, Council will proceed with the independent qualified valuation advice for the subject land in accordance with its Policy and proceed to sell the subject land at a price in accordance with the valuation advice and the Policy. The valuation will take into consideration the adjusted current market value as a whole site as a consequence of the addition of the subject road reserve area, any benefit it provides and any easement imposed by various authorities.

Resources Implications

Section 43(3) of the *Roads Act 1993* states that, "Money received by a council from the proceeds of the sale of land is not be used for Council except for acquiring land for public roads or for carrying out road work on public roads." Such road works may vary including pavement strengthening, retaining structures, footpaths or streetscape improvements.

The sales proceeds will provide funds for continued maintenance and improvement of road infrastructure and footpaths in the local area.

SOCIAL CONSIDERATIONS

The sale of non-core road reserve land assets provides funding for higher priority road outcomes, in particular for footpath construction. This helps to accelerate the provision of additional high priority pedestrian linkages to connect communities and improve safety and amenity.

ENVIRONMENTAL CONSIDERATIONS

Due to steep terrain at this locality Whale Beach Road has little to no opportunity for on street and off-street parking within the existing site boundaries. The formalisation of tenure and use of the road reserve land by way of sale, is seen as a reasonable outcome at this location.

GOVERNANCE AND RISK CONSIDERATIONS

It is Council policy to require that any relatively small parcel of land that is sold to an adjoining owner be consolidated with the larger site within 12 months from the settlement date. This will apply to the subject land.

Proposed Road Reserve Closure Plan

Land adjoining
250 Whale Beach Road, Whale Beach NSW 2107



Legend

- Proposed Road Reserve Closure Area
- Land Parcel Boundary



northern
beaches
council

Scale (A4) - 1:300
GDA 94 MGA Zone 56



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Date Printed: 26/03/2019
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Document Path: G:\GIS\ArcMapDoca\Property\RoadClosure_250WhaleBeachRd.mxd

ITEM 13.6	OPEN DAY FOR WARRINGAH AQUATIC CENTRE ON 19 OCTOBER 2019
REPORTING MANAGER	EXECUTIVE MANAGER RECREATION BUSINESS
TRIM FILE REF	2019/339820
ATTACHMENTS	NIL

BRIEF REPORT

PURPOSE

To hold a free family fun day for Warringah Aquatic Centre on Saturday 19 October 2019 from 12:30pm to 6:00pm to promote the Centre's facilities and activities to kick start the summer season.

REPORT

Warringah Aquatic Centre holds an annual free family fun day to highlight its services and activities. This day is targeted at families and marketed as a 'come and try' day with the hope that families will enjoy the day and potentially use the facility throughout the summer.

The Warringah Aquatic Centre's splash pad, diving boards and pool inflatable is unique in the Northern Beaches Local Government Area. To promote the facility as a family friendly and fun destination, it is proposed that an afternoon of free entry would provide the opportunity for Council to show case the facility as a fun summer option as well as promoting the Warringah Aquatic Centre's other programs and activities just as the summer season commences.

CONSULTATION

Promotion of the day will be undertaken as the day approaches.

TIMING

The event will be held on Saturday 19 October 2019 from 12.30pm to 6pm. The timing is seen as critical in promoting the facility as a fun day option as the weather starts to warm up for the summer season.

LINK TO COUNCIL STRATEGY

This report relates to the Community Strategic Plan Outcome of Places for People Goal 9 – Our community is healthy, active and enjoys a broad range of creative, sporting and recreational opportunities.

FINANCIAL CONSIDERATIONS

The waiving of the entry fees for the Open Day is estimated to have a financial impact of less than \$2,000 based on the previous year's equivalent Saturday revenue. This expectation is that this reduction in income will be offset by an increase in future visitations from new users of the Warringah Aquatic Centre and that there will be a net positive financial outcome to Council.

SOCIAL CONSIDERATIONS

Swimming and physical activity plays a vital part in the physical well-being of the Northern Beaches Community and also can be a social hub for the community. Facilitating a family fun day will encourage ongoing physical activity and interaction with the facility over an extended period rather than pursuing more isolated sedentary pursuits.

ENVIRONMENTAL CONSIDERATIONS

There are no environmental considerations.

GOVERNANCE AND RISK CONSIDERATIONS

A risk is associated with any users of the facility and this risk is mitigated by having appropriately qualified staff in attendance.

RECOMMENDATION OF DIRECTOR TRANSPORT AND ASSETS

That Council hold an Open day for Warringah Aquatic Centre on Saturday 19 October 2019 from 12:30pm to 6:00pm to promote the Splash pad, the new pool inflatable and other activities for the community to use.

ITEM 13.7	COOLER ROADS INITIATIVE - RESPONSE TO NOTICE OF MOTION NO 06/2019
REPORTING MANAGER	EXECUTIVE MANAGER TRANSPORT AND CIVIL INFRASTRUCTURE
TRIM FILE REF	2019/272815
ATTACHMENTS	NIL

SUMMARY

PURPOSE

To update Council on opportunities for environmental improvements as part of Council's road works programs in response to Council's adoption of Notice of Motion No. 06/2019.

EXECUTIVE SUMMARY

Council adopted a Notice of Motion No. 06/2019 – Cooler Roads Initiative at its meeting 26 February 2019, the details of which are outlined in the report.

The Notice of Motion related to investigating options to reduce the heat generated by traditional black asphalt roads and ways in which Council can help to divert plastics from landfill by incorporating into road surfaces such as Plastiphalt.

Council staff are continuing to monitor new products and identify opportunities and strategies to address climate change impacts.

A further report will be submitted to Council once the Plastiphalt trials are complete.

RECOMMENDATION OF DIRECTOR TRANSPORT AND ASSETS

That:

- A. Council note that investigations into cooler roads are ongoing and that staff continue to monitor strategic opportunities to address climate change.
 - B. A further report be provided to Council once the results of the Plastiphalt trials are known.
-

REPORT

BACKGROUND

Council adopted a Notice of Motion No. 06/2019 – Cooler Roads Initiative at its meeting 26 February 2019.

The Notice of Motion included the following resolutions:

That:

- A. *Council review ways in which Council can reduce the heat generated by traditional black asphalt roads, including studying the outcomes of trials already undertaken by Councils such as the City of Sydney, Canada Bay and Penrith.*
- B. *Council investigate the possibility of trialing a ‘cooler roads’ program in a yet-to-be specified area.*
- C. *Council investigate ways in which Council can help to divert plastics from landfill by incorporating into road surfaces such as Plastiphalt, including the outcomes of trials undertaken by other Councils including Sutherland Shire in Sydney and Craigieburn, VIC.*
- D. *Council investigate the possibility of trialing a ‘Plastiphalt’ (or similar) road in a yet to be specified area.*
- E. *Bring back a report within three months outlining findings and recommendations on both initiatives.*

DISCUSSIONCooler Roads

Council staff are investigating the concept of reducing the heat island effect associated with asphalt roads.

Some Council’s that have trailed rebuilding roads using “white” roads (a mix of asphalt and cement slurry) have done so as a trial to improve the amenity of shopping and dining precincts. In 2016, Canada Bay Council trialled white asphalt in Victoria Avenue, Concord, in response to improving the amenity of the local shopping precinct.

White asphalt consists of a single sized aggregate held together with a bitumen binder and rubberised cement vibrated and screeded to fill the voids between the single sized aggregate.

In results published by Canada Bay Council, it is suggested the “white” asphalt cooled the pavement surface temperature by 8°C with a corresponding ambient temperature reduction of 2°C.

Whilst white asphalt cooled the pavement surface by 8°C, it was found that normal concrete pavements were 15°C cooler. The black colour of the bitumen in the white asphalt, even though below the surface, retains heat which is the reason why white asphalt is not as cool as a concrete pavement. Thus concrete roads are more effective in contributing to cooling urban environments.

Due to the high cost of this pavement design treatment, Canada Bay Council has not undertaken further works of this nature.

The capital cost of constructing concrete road pavements is considerably greater than an asphalt road and the impact on traffic is significant as a result of longer construction times. The carbon footprint of the construction of concrete roads is also considerably higher, given the greater volume of material required, transport and construction costs.

The use of white asphalt may reduce ambient air temperatures marginally in inner city areas, although maintaining an extensive tree cover across the northern beaches may have greater impact through shading and be a more cost effective proposition. Other contributing factors to urban heat, such as building material selection, should also be considered.

The trials conducted by City of Sydney in Chippendale included the use of thermal imaging in 2009 to show roads were considerably warmer than the surrounding environment. A study by Street Coolers Pty Ltd ("Phase Two Milestone Report 2016) found that a 25% reflectivity increase from lighter coloured roads reduced road temperatures by up to 10°C, shade trees can reduce surface temperatures by up to 19°C.

Consideration may need to be given to resourcing the development of a broad strategic plan for reducing urban heat, similar to strategies developed by others, namely WSROC 'Turn Down the Heat Strategy and Action Plan', Penrith's 'Cooling the City Strategy', and Parramatta's 'Environmental Sustainability Strategy' & 'Cool Parramatta Initiative'.

Whilst there may be some merit to reducing the heat island effect, a more detailed scientific investigation and analysis of costs and benefits of using alternative products and strategies would need to be undertaken. In the interim, it is recommended that Council will continue to incorporate environmental sustainability initiatives into new strategies and policies as they are developed and look to identifying new initiatives.

Plastiphalt

Sutherland Council commenced a product trial in August 2018 to support an innovative recycled asphalt product that recycles soft plastic and glass for road construction to create a sustainable, cost effective solution that has improved performance characteristics. The product is commonly called Plastiphalt.

It is also understood Central Coast Council has commenced a trail of Plastiphalt.

Given this product is already being trialled by two Council's, it is recommended that we await the results of the trials to establish the suitability of Plastiphalt on roads within the Northern Beaches road network.

Once we receive the results of these trials we will provide Council with a further report of the findings.

CONSULTATION

The need for consultation within Council or with the broader community will be assessed in the future.

TIMING

It is likely that the trials at Sutherland Council will be completed in September 2019. A further report will be submitted to Council once they have reached an outcome.

LINK TO COUNCIL STRATEGY

This report relates to the Community Strategic Plan Outcomes:

- Environment Sustainability - Goal 5 - Our built environment is developed in line with best practice sustainability principles.
- Transport, Infrastructure and Connectivity - Goal 16 - Our integrated transport networks meet the needs of our community.

FINANCIAL CONSIDERATIONS

There may be additional costs incurred by Council should these treatments be used for asset renewal, impacting other services or reducing Council's asset renewal ratios. Further analysis will be required to establish the financial impacts of the treatments.

SOCIAL CONSIDERATIONS

The potential reuse of a waste product is a positive outcome for the community by increasing our waste diversion.

ENVIRONMENTAL CONSIDERATIONS

The environmental considerations emanating from the initiatives outlined in this report will need to be further assessed once more detailed information becomes available. The benefits of reusing waste products in road surfacing materials will need to be weighed against any identified risks associated with micro-plastics entering the environment.

The potential success of the trial could have positive impacts in the reuse of waste materials.

GOVERNANCE AND RISK CONSIDERATIONS

As the trials are being conducted by another Council there is no risk to the Northern Beaches Council.

14.0 WORKFORCE AND TECHNOLOGY DIVISION REPORTS

ITEM 14.1	OUTCOME OF PUBLIC EXHIBITION - DRAFT COMMUNITY GRANTS AND PARTNERSHIPS POLICY
REPORTING MANAGER	EXECUTIVE MANAGER STRATEGY AND PERFORMANCE
TRIM FILE REF	2019/264754
ATTACHMENTS	1 ↓ Draft Community Grants and Partnerships Policy

SUMMARY

PURPOSE

To report on submissions received as part of the exhibition and seek the adoption of the Community Grants and Partnerships Policy.

EXECUTIVE SUMMARY

Council exhibited a draft Community Grants and Partnerships Policy to guide the management of Council grants and sponsorship requests and further the achievement of the outcomes and vision of Northern Beaches Community Strategic Plan - SHAPE 2028.

During the public exhibition period, Council received two submissions relating to the principles in the policy and eligibility of groups for grant programs. These submissions are addressed in detail in the report. The report recommends the adoption of the Policy as exhibited and the rescission of three existing policies dealing with community grants.

RECOMMENDATION OF DIRECTOR WORKFORCE AND TECHNOLOGY

That Council:

- A. Note the submissions received on the draft Community Grants and Partnerships Policy.
 - B. Adopt the Community Grants and Partnerships Policy.
 - C. Rescind the following policies:
 - a. Grants and Sponsorship Policy – PL 011 (former Warringah).
 - b. Direct Financial Assistance – Community Service Organisations Policy – No 45 (former Pittwater).
 - c. Community and Cultural Grants Policy – C71 (former Manly).
-

REPORT

BACKGROUND

Council at its meeting on 27 November 2018, considered a report on Community Grants and Partnerships and resolved to develop a Community Grants and Partnership Policy.

The draft Community Grants and Partnership Policy was consider at the Council meeting on 26 March 2019 and for exhibition.

The draft Policy provides a framework to guide management of Council’s community grants program. It contains principles that set the scene for an equitable, open and orderly process for providing assistance to the community. It also provides for greater recognition of the contribution Council makes to supporting organisations that contribute to social, cultural, environmental and economic life of the Northern Beaches.

CONSULTATION

Exhibition

The draft Policy was exhibited on Council’s ‘Have Your Say’ webpage between 28 March and 5 May 2019.

In this period, there were 69 document downloads of the draft Community Grants and Partnerships Policy. Council received one online submission and one written submission.

Assessment of Submissions

The issues raised in the submissions are summarised below and include an assessment by staff.

Submission summary	Assessment of issue
<p>Raising concerns about Principle e) Good Governance.</p> <p>Believes that 'Good governance' refers to how the grant project is governed and that the principle goes beyond this and deals with reportage.</p> <p>Further recipients of grant projects must also observe appropriate processes of community consultation, financial transparency and responsible and safe management practices.</p> <p>Suggests that the principle be amended plus an additional principle be included:</p> <p><i>e) "Good governance: We commit to decision making in the public interest, and effective and efficient grant management processes. "</i></p>	<p>The six principles in the Policy set the scene for how Council will approach grants and partnerships. They reflect how Council will manage and deal with groups and organisations seeking support via grants and partnerships. These principles will also drive individual programs including guidelines.</p> <p>The writer raises important points about expected behaviour of recipients who apply for support via grants and partnership in terms of how they manage the funds and act. These expectations are not addressed in the policy. Instead they are covered in detail in the Guidelines, which are tailored for each program. It is not necessary for this to be contained in the Policy.</p> <p>One of the key concerns raised by Council's Strategic Reference Groups when the policy was under development was that Council should be flexible and not have a one size fits all approach to administering the programs. The process needs to be scaled to reflect the benefit Council is providing. This is captured in the Good Governance principle and is also further detailed in the section on Administration of the Programs by authorising Council's Strategic Reference Group to annually review programs. The principle (e) reads as follows:</p>

Submission summary	Assessment of issue
<p><i>"g) Appropriate reportage: The application and acquittal requirements will be proportionate to the size of the grant awarded and the expected outcomes of the grant program."</i></p>	<p><i>"Good governance: We commit to decision making in the public interest, and effective and efficient grant management processes. The application and acquittal requirements will be proportionate to the size of the grant awarded and the expected outcomes of the grant program. We will ensure there are systems and opportunities to support applicants and provide feedback."</i></p> <p>For this reason changes to the policy is not supported</p>
<p>Concern over eligibility for groups to apply for funding if the facility that they lease belongs to the Crown.</p>	<p>The Policy provides an overarching framework as well as principles for the operation of Council's grant programs. It is silent on the eligibility requirements for individual grant programs.</p> <p>Instead the policy authorises guidelines be established for each grant program detailing the governance framework. The guidelines cover eligible organisations and activities amongst other items.</p> <p>For this reason, changes to the policy is not supported.</p> <p>The writer is referring to the Guidelines for the Sports and Recreation Infrastructure Grant Program. Limited funding is available each year (\$100,000). This program supports improvements on Council owned or managed venues. Groups leasing land and facilities from the Crown are currently ineligible.</p> <p>The development of facilities on Crown land managed by the Crown are a lower priority for Council compared with Council assets on Crown land. The Council (and the Crown) have responsibility for their own assets. The NSW Government provides funding under its Crown Reserve Improvement Fund for repairs and maintenance projects, new recreational infrastructure etc to support improvements on Crown land. Tenants may, with the support of the Crown Reserve Trust owner be eligible to apply for funding under this program.</p> <p>Finally, the policy recognises the importance of annually reviewing the outcomes of each program and refining the Guidelines. The relevant Strategic Reference Group will conduct the review.</p>

Accordingly, amendments to the draft Policy are not supported, and the Community Grants and Partnerships Policy as exhibited at Attachment 1 is recommended for adoption.

At present, the following Council policies deal with grants to the community:

- Grants and Sponsorship Policy – PL 011 (former Warringah)
- Direct Financial Assistance – Community Service Organisations Policy – No 45 (former Pittwater)
- Community and Cultural Grants Policy – C71 (former Manly)

The adoption of the Community Grants and Partnerships Policy consolidates Council's positions on community grants and now allows for the rescission of these three policies.

TIMING

The Policy will take effect once adopted, and is scheduled to be reviewed in May 2023.

LINK TO COUNCIL STRATEGY

This report relates to Council's community grants programs and specifically aligns with the following Community Strategic Plan Outcomes and Goals:

Places for People - Goal 8 Our neighbourhoods inspire social interaction, inclusion and support health and wellbeing.

Places for People - Goal 9 Our community is healthy, active and enjoys a broad range of creative, sporting and recreational opportunities.

Good Governance - Goal 19 Our Council is transparent and trusted to make decisions that reflect the values of the community.

Partnership and Participation - Goal 22 Our Council builds and maintains strong partnerships and advocates effectively on behalf of the community.

FINANCIAL CONSIDERATIONS

The Policy provides the framework for the management of grant programs in 2019/20 and beyond. Council via the annual Operational Plan establishes the programs that will be available each year and the level of grant funding.

The draft Operational Plan 2019/20 includes support for the following grant programs:

- Community, Arts and Culture
- Events
- Sports and Recreation Infrastructure
- Local Heritage Fund
- Eco-Schools
- Collaroy-Narrabeen Beach Coastal Protection Works.

The draft Operational Plan 2019/20 will be adopted at the Council meeting on 25 May 2019.

SOCIAL CONSIDERATIONS

The principles in the draft Policy provide the framework for ensuring that decisions are merit based, transparent and take account of inclusion and equity.

ENVIRONMENTAL CONSIDERATIONS

There are no environmental consequences for adopting this Policy.

GOVERNANCE AND RISK CONSIDERATIONS

This Policy provides a framework for distribution of funds under the *Local Government Act 1993*, sections 356 and 377, specifically as they apply to fair and transparent distribution of financial assistance that helps Council to exercise its functions.

Council Policy

Community Grants and Partnerships

Policy Statement

Northern Beaches Council recognises and respects the vital contribution of community and business in developing and delivering projects and programs that contribute to a vibrant and sustainable community.

The Policy provides an overarching framework for Council to partner with community and business providing financial support to deliver projects and programs that build the social, cultural, environmental and economic life of the Northern Beaches and further the achievement of the outcomes and vision of Northern Beaches Community Strategic Plan - SHAPE 2028.

Principles

The following principles guide Council's grants and partnership programs:

- a) **Priority:** We will ensure outcomes of grant programs are aligned with Northern Beaches' Community Strategic Plan SHAPE 2028 as well as other key Council social, economic, environmental strategies and plans. Funding is allocated to priority areas to meet identified community needs
- b) **Partnerships:** We build and maintain constructive relationships based on mutual respect and transparency. We value the resources and skills that community groups and others bring to the grant partnership. Programs are responsive and may adapt to changing community needs and circumstances over time.
- c) **Inclusion and Equity:** We support inclusion and equity in our community. Applications are encouraged from people of all abilities, ethnicity, cultures, ages and sexual orientations.
- d) **Value for money:** We seek the best mix of projects to meet the needs of the community and business and maximise outcomes for the local government area. We support projects that represent good value for the level of cash or value-in-kind support requested.
- e) **Good governance:** We commit to decision making in the public interest, and effective and efficient grant management processes. The application and acquittal requirements will be proportionate to the size of the grant awarded and the expected outcomes of the grant program. We will ensure there are systems and opportunities to support applicants and provide feedback
- f) **Transparency:** We will ensure that grant processes are transparent and fair. Applications are assessed objectively against the assessment criteria listed in the Guidelines. All conflicts of interests are addressed and declared as part of this process.

Scope and application

This Policy provides a framework for distribution of funds under The Local Government Act 1993, s356.

The Local Government Act 1993, s356, states:

- (1) *A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.*
- (2) *A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.*



- (3) *However, public notice is not required if:*
- (a) *the financial assistance is part of a specific program, and*
 - (b) *the program's details have been included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and*
 - (c) *the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and*
 - (d) *the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.*
- (4) *Public notice is also not required if the financial assistance is part of a program of graffiti removal work.*

S377 of the Act states:

- (1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council, other than the following:
- (q) A decision under section 356 to contribute money or otherwise grant financial assistance to persons.
- (1A) Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if:
- (a) the financial assistance is part of a specified program, and
 - (b) the program is included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and
 - (c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
 - (d) the program applies uniformly to all persons within the council's area or to a significant proportion of all the persons within the council's area.

This Policy applies to any organisation or community group applying for funding from Northern Beaches Council.

It does not apply to the following programs or activities:

- Club Grants, which is partially administered by Council on behalf of local service clubs and Clubs NSW.
- Funded under the Northern Beaches Council Discretionary Fund Policy which provides the opportunity for the Mayor and Councillors, to respond to requests for financial assistance from individuals and community organisations
- Financial support under the draft Community Development and Services Policy
- Financial support provided to Avalon, Balgowlah Seaforth, Harbord, Narrabeen (Booklovers Inc) and Terrey Hills Community Library for books for their collections and minor operational expenses
- Funding approved by Council in a separate arrangement.

Financial assistance under the Grants and Partnerships Policy is by way of a grant or sponsorship. A grant is financial or in-kind support provided to eligible organisations through formal programs for a defined purpose and outcome within a specific time frame in accordance with the Grant Guidelines.



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

Value in-kind support is an arrangement whereby the Council foregoes revenue (either in full, or a percentage) on things that would normally incur a fee. This may include park hire, venue hire, parking, waste removal and other Council services.

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

Administration of Programs

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

From time to time Council will establish programs in the Operational Plan to support the delivery of this Policy. The governance framework for each program will be documented in program guidelines. These guidelines will be publicly available and contain details on:

- Objectives of the program
- Priority areas for funding
- Assessment criteria
- Eligible organisations and activities
- Assessment process

The outcomes of each program and the guidelines will be reviewed annually by Strategic Reference Groups. This will allow for refinement of the program guidelines ahead of the next round of grants.

References and related documents

- NSW Local Government Act 1993 s356 and s377
- Northern Beaches Council Discretionary Fund Policy
- Draft Community Development and Services Policy

Definitions

Grant Financial or value in-kind support provided through formal programs for a defined purpose and outcome within a specific time frame in accordance with the Grant Guidelines.

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

Value in-kind support

An arrangement where Council foregoes revenue in full, or a percentage on items which are subject to a fee in Council's Fees and Charges. This may include park hire, venue hire, garbage bins and Council services.

Responsible Officer

Executive Manager Strategy and Performance

Review Date

May 2023

Revision History

Revision	Date	Status	TRIM Ref
1	26 Mar 2019	First draft Community Grants and Partnerships policy	2019/096261
2	25 June 2019	Draft to Council for adoption (unchanged following exhibition)	2019/096261

16.0 QUESTIONS WITH NOTICE

ITEM 16.1	QUESTION WITH NOTICE NO 06/2019 - THREE YEAR ANNIVERSARY OF STORM DAMAGING PROPERTIES ON COLLAROY AND NARRABEEN BEACHES
TRIM FILE REF	2019/333741
ATTACHMENTS	NIL

Submitted by: Councillor Vincent De Luca OAM

QUESTION

In view of the three-year anniversary since the storm that severely damaged several properties at Collaroy and Narrabeen beaches:

- A. How many homes that were affected by the storm now have coastal protection works (Sea Walls) completed?
- B. How many homes are still awaiting Development Application consent from Council for coastal protection works?
- C. What coastal protection works have been undertaken by Council to protect public land along the beach and how much has this work costed?
- D. What is the total amount residents/Council can recoup from the state government's fund for coastal protection works?

ITEM 16.2	QUESTION WITH NOTICE NO 07/2019 - NARRABEEN LAGOON WORKS AND PROTECTION OF BLACK SWANS AND OTHER BIRD LIFE
TRIM FILE REF	2019/333904
ATTACHMENTS	NIL

Submitted by: Councillor Vincent De Luca OAM

QUESTION

- A. Can Council staff please review the video at <https://youtu.be/5dBwYwNHirU> of Emeritus Mayor David James OAM, in which he raises numerous concerns as to non-compliance with standards for barges, engineering and threats to bird life in relation to the raised cycle/walk way around Narrabeen Lagoon and respond to those concerns?
- B. What measures are being implemented to ensure there is no turbidity from the works?
- C. What monitoring will Council staff undertake to ensure compliance during the works?
- D. What action has Council taken and will continue to take to protect the Black Swans and other bird life?

ITEM 16.3	QUESTION WITH NOTICE NO 08/2019 - COMPLAINTS MONITORING - NEW GARBAGE COLLECTION CONTRACT
TRIM FILE REF	2019/334065
ATTACHMENTS	NIL

Submitted by: Councillor Vincent De Luca OAM

QUESTION

- A. How many complaints has Council received since the implementation of the new garbage contract and new bins?
- B. How many greater size bins have been requested by residents?
- C. How many additional bins have been requested by residents?
- D. Will old replaced bins be recycled?

17.0 RESPONSES TO QUESTIONS WITH NOTICE

ITEM 17.1	RESPONSE TO QUESTION WITH NOTICE NO 04/2019 - PORTRAITS OF MAYORS FROM FORMER COUNCILS
TRIM FILE REF	2019/317633
ATTACHMENTS	NIL

Submitted by: Councillor Ian White

QUESTION

Could the portraits of the mayors of former Pittwater Council be moved to the wall next to the mayors of the former Warringah Council in the Dee Why Civic Centre?

BACKGROUND

The mayors' portraits for the former Pittwater Council are currently outside the former mayor's office in the Council administration offices at Vuko Place, Warriewood which are not accessible by the public.

RESPONSE

The significance of the mayoral portraits of all former councils is acknowledged as an important vestige of the community's past.

Currently, the mayoral portraits of the former Manly and former Pittwater Councils are not displayed in a publically accessible space. A solution which pays an equitable sign of respect to the history of all three former councils is favoured.

There is limited physical capacity in the Dee Why Civic Centre Council Chamber foyer where the mayoral portraits of the former Warringah Council are currently displayed. In order to pay tribute to the former mayors from each of the former councils equitably, in accommodating a request to move the former Pittwater Council mayoral portraits, it is proposed that a limited and equivalent number of mayoral portraits from each of the former councils be displayed in the Dee Why Civic Centre Council Chamber foyer (for example, the previous 10 terms or mayors of each Council) as a temporary solution.

It is proposed that further design, consultation and community engagement will then be undertaken to finalise the arrangements for the future ongoing fixed display of the mayoral portraits of all former councils to be finalised later this year.

ITEM 17.2	RESPONSE TO QUESTION WITH NOTICE NO 05/2019 - CUSTOMER SERVICE MOBILE APP
TRIM FILE REF	2019/317659
ATTACHMENTS	NIL

Submitted by: Councillor Candy Bingham

QUESTION

To complement the excellent customer service call centre now operating, when is Council planning to release a Customer Service Mobile Phone App such as Snap, Send, Solve, so that maintenance issues can be reported directly to Council from mobile phones?

RESPONSE

Northern Beaches Council is currently in the process of producing a Native iOS and Android app that will allow customers to lodge requests and track their status. It is scheduled for delivery this calendar year.

18.0 MATTERS PROPOSED TO TAKE PLACE IN CLOSED SESSION

RECOMMENDATION

That:

- A. In accordance with the requirements of Section 10A of the *Local Government Act 1993* as addressed below, Council resolve to close the meeting to the public to consider and discuss:
- a. Item 18.1 Update on former Warringah Council Recycling Contracts on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) *Local Government Act 1993*]; and advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege [10A(2)(g) *Local Government Act 1993*].

This report discusses contractual details between external companies and the disclosure of this matter in open meeting would, on balance, be contrary to the public interest in maintaining openness and transparency in council decision-making because the disclosure of this information would prejudice the commercial and legal position of those organisations.
 - b. Item 18.2 RFT 2019/061 - Trade Services Panel 2019 on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) *Local Government Act 1993*].

This report discusses commercial in confidence pricing for trades services and the disclosure of this matter in open meeting would, on balance, be contrary to the public interest in maintaining openness and transparency in council decision-making because the disclosure of this information would prejudice the commercial position of the organisations who supplied it.
 - c. Item 18.3 RFT 2018/265 - Operation of an Animal Pound on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) *Local Government Act 1993*].

This report discusses operation of an animal pound and the disclosure of this matter in open meeting would, on balance, be contrary to the public interest in maintaining openness and transparency in council decision-making because the disclosure of this information would breach contract requirements.
 - d. Item 18.4 RFT 2019/007 - Services for Provision of a Traineeship Program on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) *Local Government Act 1993*].

This report discusses the recommended Tenderer for RFT 2019/007 - Services for the Provision of a Traineeship Program and the disclosure of this matter in open meeting would compromise the commercial information which is of a confidential nature.
- B. The resolutions made by the Council in closed session be made public after the conclusion of the closed session and such resolutions be recorded in the minutes of the Council meeting.
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19.0 REPORT OF RESOLUTIONS PASSED IN CLOSED SESSION

In accordance with Part 15 of the Code of Meeting Practice, resolutions passed during a meeting, or a part of a meeting, that is closed to the public must be made public by the chairperson as soon as practicable. The resolution must be recorded in the publicly available minutes of the meeting.
