



northern
beaches
council

AGENDA

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

Tuesday 27 June 2023

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

A handwritten signature in black ink, appearing to read 'Louise Kerr'.

Louise Kerr
Interim Chief Executive Officer

OUR VISION

Delivering the highest quality service valued and trusted by our community

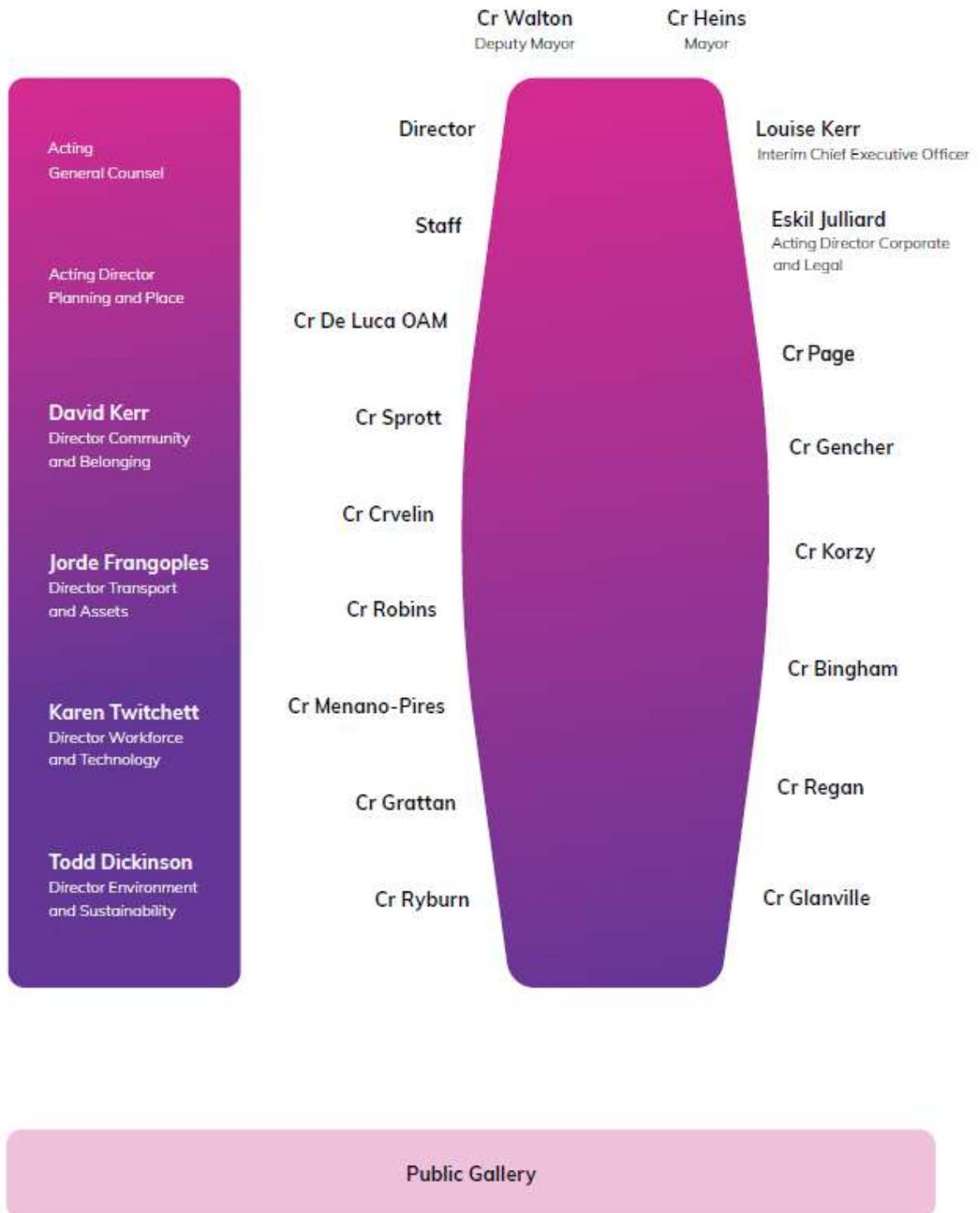
OUR VALUES

Trust Teamwork Respect Integrity Service Leadership

OUR OBLIGATIONS

I swear/solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of the Northern Beaches and the Northern Beaches Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgement.

Council Chambers Seating Plan



**Agenda for an Ordinary Meeting of Council
to be held on Tuesday 27 June 2023
at the Civic Centre, Dee Why
Commencing at 6:00pm**

1.0	ACKNOWLEDGEMENT OF COUNTRY	
2.0	APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE AND REMOTE ATTENDANCE	
3.0	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	
3.1	Minutes of Ordinary Council Meeting held 23 May 2023.....	4
3.2	Minutes of Extraordinary Council Meeting held 6 June 2023	4
4.0	DISCLOSURES OF INTEREST	
5.0	PUBLIC FORUM AND PUBLIC ADDRESS	
6.0	ITEMS RESOLVED BY EXCEPTION	
7.0	MAYORAL MINUTES	9
7.1	Mayoral Minute No 6/2023 - Recognition of Achievements at the 2023 NSW Local Government Excellence Awards	9
8.0	CHIEF EXECUTIVE OFFICER'S DIVISION REPORTS	11
8.1	Oath or Affirmation of Office	11
8.2	Northern Beaches Council Discretionary Fund Quarterly Report.....	13
9.0	CORPORATE AND LEGAL DIVISION REPORTS	17
9.1	Outcome of Public Exhibition - Draft Delivery Program 2023-2027, Operational Plan 2023/24 and Long-Term Financial Plan 2023-2033.....	17
9.2	Voting delegates for Local Government NSW Annual Conference 2023	42
9.3	Internal Audit Charter	44
9.4	Response to Notice of Motion No 5/2023 - Australia Day Citizenship Ceremonies - Newport Beach	55
9.5	Monthly Investment Report - May 2023	63
9.6	Revocation of Various Policies	75
9.7	Power of Attorney Arrangements for Chief Executive Officer.....	79

10.0	COMMUNITY AND BELONGING DIVISION REPORTS.....	84
10.1	Public Exhibition of the Draft Library Strategic Plan 2023-2028	84
10.2	Response to Notice of Motion No 6/2023 - Brewarrina Sister City Youth Program	93
10.3	Response to Notice of Motion No 44/2022 - Arts & Culture Events Action Plan and Fundraising Strategy	102
10.4	Community Safety Advisory Committee - Confirmed Minutes of 16 February 2023 and Committee Member Updates.	113
10.5	Response to Council resolution 94/23 - Social Services Needs Assessment and Priorities for Grants Program	132
10.6	Public Exhibition of Community Services Award Policy	142
11.0	ENVIRONMENT AND SUSTAINABILITY DIVISION REPORTS	147
11.1	Confirmed minutes of the Environment Strategic Reference Group Meeting - June 2022 and April 2023.....	147
12.0	PLANNING AND PLACE DIVISION REPORTS	149
12.1	Variations to Development Standards Under Clause 4.6 of Local Environmental Plans	149
12.2	Outcome of the Public Exhibition of Planning Agreement for 321-331 Condamine Street Manly Vale	162
13.0	TRANSPORT AND ASSETS DIVISION REPORTS.....	169
13.1	Review of The Strand Streets as Shared Spaces Project.....	169
13.2	Public Exhibition of the Proposal to Name the Viewing Deck on Curl Curl Lagoon at John Fisher Park the Ray Cox Viewing Deck.....	181
13.3	Dedication of 12 Brands Lane and 2 Lorikeet Grove Warriewood to Council.....	187
14.0	WORKFORCE AND TECHNOLOGY DIVISION REPORTS	
	Nil	
15.0	NOTICES OF MOTION	192
15.1	Notice of Motion No 16/2023 - Proposal to Declare Bongin Bongin Bay a 'No Take' Aquatic Reserve	192
15.2	Notice of Motion No 17/2023 - Proposal for Public Art on Marine Parade, Manly	194
15.3	Notice of Motion No 18/2023 - Traffic Calming Measures Oxford Falls.....	195
15.4	Notice of Motion No 19/2023 - Promoting Community Discussion on "The Voice"	196

15.5	Notice of Motion No 21/2023 - Proposed Amendments to NSW Local Government Act - Disqualification from Office if Elected to State or Federal Parliament.....	198
15.6	Notice of Motion No 20/2023 - Housing Affordability on the Northern Beaches	200
16.0	QUESTIONS WITH NOTICE	
	Nil	
17.0	RESPONSES TO QUESTIONS WITH NOTICE.....	205
17.1	Response to Question With Notice No 9/2023 - Weeds	205
18.0	MATTERS PROPOSED TO TAKE PLACE IN CLOSED SESSION	207
18.1	RFT 2022/205 - For Lease Cafe and/or Restaurant at Avalon Beach Surf Life Saving Club	
18.2	RFT 2023/001 - Design and Construction Services for the Warriewood Valley Community Centre	
18.3	RFT 2023/063 - Synthetic Sportsfield Maintenance	
18.4	RFT 2022/241 - Bayview Seawall and Path Renewal Works	
18.5	RFQ 2023/024 and 2023/025 Enterprise Resource Planning (ERP) Platform Licence and Project Implementation	
19.0	REPORT OF RESOLUTIONS PASSED IN CLOSED SESSION	

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 AND REMOTE ATTENDANCE

In accordance with Part 6 of the Code of Meeting Practice, Council will consider apologies, requests for leave of absence, and requests to attend meetings remotely via audio-visual link.

3.0 CONFIRMATION OF MINUTES

3.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 23 MAY 2023

RECOMMENDATION

That the minutes of the Ordinary Council Meeting held 23 May 2023, copies of which were previously circulated, be confirmed as a true and correct record of the proceedings of that meeting.

3.2 MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD 6 JUNE 2023

RECOMMENDATION

That the minutes of the Extraordinary Council Meeting held 6 June 2023, 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.

A Councillor who has a **pecuniary interest** in any matter with which Council is concerned, and who is present at a meeting of Council at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.

The Councillor must not be present at, or in sight of, the meeting:

- a. at any time during which the matter is being considered or discussed, or
- b. at any time during which Council is voting on any question in relation to the matter.

A Councillor who has a **significant non-pecuniary** conflict of interest in a matter under consideration at a Council meeting, must manage the conflict of interest as if they had a pecuniary interest in the matter.

A Councillor who determines that they have a non-pecuniary conflict of interest in a matter that is **not significant** and does not require further action, when disclosing the interest must also explain why the conflict is not significant and does not require further action in the circumstances.

As required by Council's Code of Conduct and the Information and Privacy Commission's Information Access Guideline 1, returns made by designated persons are routinely tabled at Council meetings and published on Council's website.

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 6/2023 - RECOGNITION OF ACHIEVEMENTS AT THE 2023 NSW LOCAL GOVERNMENT EXCELLENCE AWARDS
TRIM FILE REF	2023/365748
ATTACHMENTS	NIL

BACKGROUND

I was delighted to attend this year's NSW Local Government Excellence Awards at which we were successful in winning one category and being highly commended in two other categories. I'm sure you will agree, these awards are important in recognising the hard work of our staff in delivering great services and facilities to our community.

The NSW Local Government Excellence Awards celebrate outstanding achievements as well as promoting innovation and continuous improvement within NSW Local Government. They acknowledge the exceptional achievements in local government across the State and the awards focus on 12 areas of the industry including leadership, environment, community, operational performance, partnerships and more.

Council's *Withstand.Adapt.Thrive*. Resilience Strategy won the Innovative Leadership Award category for Innovative Leadership (population over 150,000). This is our first Resilience Strategy, and it will guide, support and prepare our community to face challenges that may impact our lives in the future. Overall, it will create better community connections, strengthen our economy, and enhance the work we undertake to protect our environment. Councillors may recall this strategy came together last year after extensive community engagement with over 1,300 people.

We were Highly Commended in two other categories for the *Mona Vale Surf Life Saving Club and amenities facilities* in the Asset and Infrastructure – Projects over \$1.5 million category (population over 150,000) and for *Forestville Library 24/7* in the Special Project Initiative (population over 150,000).

The Mona Vale Surf Life Saving Club is a wonderful new community asset that came to fruition after more than 10 years of consultation and planning and now well and truly utilised and an extremely popular venue for the community.

It was great to also see the Forestville Library 24/7 initiative recognised. I think it is important to remember that we are one of the first Councils in Australia to open its library doors day or night and we are offering our community a modern, flexible library that meets their needs at any time.

In addition to these awards, I also want to congratulate our Council staff team who competed in the Australasian Management Challenge this year. This is offered by Local Government Professionals Australia each year and provides our staff with the opportunity to develop new insights into management and leadership excellence. Our staff who compete in these challenges come from a range of different business areas and it is a big commitment on top of their usual workloads. Congratulations to all staff who competed this year.

I ask Councillors to join me in congratulating our staff who were responsible for these successful projects and thank them for their dedication to working with the community to achieve great outcomes for our community. Congratulations also to the staff who participated in this year's Australian Management Challenge.

MOTION

That Council:

1. Formally acknowledge the outstanding achievements at the 2023 NSW Local Government Excellence Awards for the *Withstand. Adapt. Thrive* Resilience Strategy, the Mona Vale Surf Life Saving Club project, and the Forestville Library 24/7 initiative.
2. Acknowledge the efforts of our staff who competed in this year's Australasian Management Challenge.
3. Acknowledge the efforts of all the staff who were responsible for delivering these award-winning projects and initiatives for the community.



Sue Heins
MAYOR

8.0 CHIEF EXECUTIVE OFFICER'S DIVISION REPORTS

ITEM 8.1	OATH OR AFFIRMATION OF OFFICE
REPORTING MANAGER	EXECUTIVE MANAGER GOVERNANCE & RISK
TRIM FILE REF	2023/339814
ATTACHMENTS	NIL

BRIEF REPORT

PURPOSE

To report an oath or affirmation of office by Council's new councillor (position filled by countback election following Cr Amon's resignation in May 2023) in accordance with 233A of the *Local Government Act 1993*.

REPORT

Section 233A of the *Local Government Act 1993* provides that:

- (1) *A councillor must take an oath of office or make an affirmation of office at or before the first meeting of the council after the councillor is elected.*
- (2) *The oath or affirmation may be taken or made before the general manager of the council, an Australian legal practitioner or a justice of the peace and is to be in the following form*

Oath I [name of councillor] swear that I will undertake the duties of the office of councillor in the best interests of the people of [name of council area] and the [name of council] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the [Local Government Act 1993](#) or any other Act to the best of my ability and judgment.

Affirmation I [name of councillor] solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of [name of council area] and the [name of council] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the [Local Government Act 1993](#) or any other Act to the best of my ability and judgment.

- (3) *A councillor who fails, without a reasonable excuse, to take the oath of office or make an affirmation of office in accordance with this section is not entitled to attend a meeting as a councillor (other than the first meeting of the council after the councillor is elected to the office or a meeting at which the councillor takes the oath or makes the affirmation) until the councillor has taken the oath or made the affirmation.*
- (4) *Any absence of a councillor from an ordinary meeting of the council that the councillor is not entitled to attend because of this section is taken to be an absence without prior leave of the council.*
- (5) *Failure to take an oath of office or make an affirmation of office does not affect the validity of anything done by a councillor in the exercise of the councillor's functions.*
- (6) *The general manager must ensure that a record is to be kept of the taking of an oath or the making of an affirmation (whether in the minutes of the council meeting or otherwise).*

Any oath or affirmation of office that has been taken prior to the Council meeting will be advised by the Interim Chief Executive Officer (CEO) at the meeting and noted in the minutes.

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 considerations relating to taking an oath or affirmation of office.

ENVIRONMENTAL CONSIDERATIONS

There are no environmental considerations relating to taking an oath or affirmation of office.

SOCIAL CONSIDERATIONS

There are no social considerations relating to taking an oath or affirmation of office.

GOVERNANCE AND RISK CONSIDERATIONS

The taking of an oath or affirmation of office ensures the Council and councillors are complying with legislative obligations.

RECOMMENDATION OF INTERIM CHIEF EXECUTIVE OFFICER

That Council note the taking of an oath or affirmation of office by Councillor Karina Page.

ITEM 8.2	NORTHERN BEACHES COUNCIL DISCRETIONARY FUND QUARTERLY REPORT
REPORTING MANAGER	INTERIM CHIEF EXECUTIVE OFFICER
TRIM FILE REF	2023/157300
ATTACHMENTS	NIL

SUMMARY

PURPOSE

To provide a report on the recipients and projects that 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 benefit the local community or provide assistance to local residents.

Payments made for the period 22 March 2023 to 20 June 2023 totaling \$9,809.00 are listed below.

Recipient	Description	Allocation
Dancexcel Performance Studios	Financial assistance towards development - overseas tour to the USA in April 2023 for local dance students.	\$1,000.00
RSL LifeCare Ltd, Narrabeen - War Veterans Art Exhibition Charity Event	Financial assistance towards their fundraising efforts to support the Montgomery Committee which assists residents at the Narrabeen Village.	\$339.00
Streetworks Australia Ltd Annual Charity Golf Day	Donation to Streetworks for two team sponsorships for the event.	\$720.00
Northern Beaches Art Society Inc.	Contribution to prizes (1 st prize) for the 2023 Northern Beaches Art Society Exhibition held between 14 and 25 June 2023 at the Creative Space, Curl Curl.	\$500.00
Wakehurst Rugby Club Ltd	Donation towards repairs to the Club following theft and vandalism in the Clubhouse.	\$1,000.00
Local Resident *	Financial assistance for local resident to represent Australia in the Asia Pacific Cup National Under 16 team for Canoe Sprint Championships.	\$500.00
Zonta Club of Northern Beaches Inc.	Financial assistance towards the Zonta Club's International Womens' Day Breakfast held on 1 March 2023.	\$750.00

Local Residents x 2 *	Financial assistance towards participation and fundraising in the annual Rotary Fun Run and Walk.	\$500.00
Australian Tibetan Community Association	Financial assistance for 4 local residents to participate in the Australian Football Team competing in the GCM Gold Cup in June 2023 in India.	\$1,000.00
Local Resident *	Financial assistance to attend the Federation of International Gymnastics Parkour World Cup in France – May 2023 as the Gymnastics Australia Inaugural Australian National Parkour Coach.	\$500.00
The Village Chef – NSW Meals on Wheels Assoc.	Financial assistance towards thank-you event for the volunteers who serve the former Pittwater and Warringah areas.	\$500.00
Local Residents x 5 *	Financial assistance for 5 local residents of the Pittwater Dragon Boat Racing Club to represent Australia in the Auroras teams competition in Thailand in August 2023.	\$2,500.00 (\$500 each resident)

* individual recipients' details are not included in this report for privacy reasons. All residents in receipt of funds are verified as residents of the Northern Beaches.

The next Northern Beaches Council Discretionary Fund quarterly report will be provided at the Ordinary Council meeting on 26 September 2023.

RECOMMENDATION OF INTERIM CHIEF EXECUTIVE OFFICER

That Council note payments totalling \$9,809.00 have been allocated from the Northern Beaches Council Discretionary Fund for the period 22 March 2023 to 20 June 2023.

REPORT

BACKGROUND

The Northern Beaches Council Discretionary Fund Policy 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.

The Northern Beaches Council Discretionary Fund Policy requires recipient and project details to 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.

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 STRATEGY

This report relates to the Community Strategic Plan Outcome of:

- Community and Belonging - Goal 7: Our diverse community is supported to participate in their chosen cultural life.
- Community and Belonging - Goal 8: Our community feels safe and supported.
- Participation and Partnership - Goal 22: Our Council builds and maintains strong partnerships and advocates effectively on behalf of the community.

FINANCIAL CONSIDERATIONS

The funds allocated are provided within the existing annual budget of \$30,000 for the Northern Beaches Discretionary Fund. Total expenditure of \$3,084.00 is remaining. 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 27 September 2022.

The next Quarterly Report will be provided at the Ordinary Council meeting on 26 September 2023.

9.0 CORPORATE AND LEGAL DIVISION REPORTS

ITEM 9.1	OUTCOME OF PUBLIC EXHIBITION - DRAFT DELIVERY PROGRAM 2023-2027, OPERATIONAL PLAN 2023/24 AND LONG-TERM FINANCIAL PLAN 2023-2033
REPORTING MANAGER	EXECUTIVE MANAGER FINANCIAL PLANNING & SYSTEMS AND EXECUTIVE MANAGER STRATEGY & PERFORMANCE
TRIM FILE REF	2023/227308
ATTACHMENTS	1 ⇒Community and Stakeholder Engagement Report (Included In Attachments Booklet) 2 ⇒Proposed Changes to the Documents Since Exhibition (Included In Attachments Booklet) 3 ⇒Revised Delivery Program 2023-2027 and Operational Plan 2023/24 (Included In Attachments Booklet) 4 ⇒Revised Fees and Charges 2023/24 (Included In Attachments Booklet) 5 ⇒Revised Long-Term Financial Plan 2023-2033 (Included In Attachments Booklet)

SUMMARY

PURPOSE

To consider submissions received during the public exhibition of the Draft Long-Term Financial Plan 2023-2033, Draft Delivery Program 2023-2027 and Operational Plan 2023/24 (including the Budget and Fees and Charges) and seek Council's adoption of these documents along with any revisions. Council's approval to refinance two existing loans along with an internal loan is also sought.

EXECUTIVE SUMMARY

Council at its meeting on 18 April 2023 resolved to exhibit the Draft Delivery Program 2023-2027, Operational Plan 2023/24 (including Fees and Charges 2023/24) and Draft Long-Term Financial Plan 2023-2033.

A total of 104 individuals and groups made submissions, raising some 184 issues. The response to these issues is 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 prior to adopting the documents. The Delivery Program 2023-2027, Operational Plan 2023/24 and Long-Term Financial Plan 2023-2033 have been revised to reflect changes outlined in this report.

The 2023/24 budget projects total expenditure of \$507 million, including a capital works program of \$102 million. A further \$4 million in loan repayments will also be made during the year, reducing the loans balance to \$9 million by 30 June 2024.

The operating result has decreased from the \$3.3 million surplus exhibited in the draft budget to a surplus of \$0.4 million, primarily due a \$3.1 million increase in the Emergency Services Levy (ESL). While the increase in the ESL reduced the forecast operating result, the impact of the increase has been offset through reductions in the capital expenditure program to retain a balanced budget position. Despite this reduction, the overall capital expenditure program has

increased from \$93 million to \$102 million primarily due to budget rollovers approved in the March quarterly budget review and projects funded by new grants.

Highlights of the \$102 million capital works program include:

- \$14.5 million resurfacing 6.6km of roads and improving other road assets
- \$13.4 million on community facilities including Warriewood Valley community centre
- \$9.2 million on footpaths, shared paths and cycleways
- \$8.4 million on stormwater to reduce flooding and pollution
- \$7.4 million improving reserves and parks at Balgowlah, Dee Why, Frenchs Forest, Manly, Narrabeena, Seaforth and Warriewood

An internal loan of \$4.6 million from the Mona Vale Cemetery Internal Cash Reserve is proposed to part fund the Enterprise Resource Planning system replacement. The anticipated drawdown is \$2.2 million in 2023/24 and \$2.4 million in 2024/25. The loan will be repaid to the Reserve over six years with the equivalent interest the funds would have earned over the same period.

Refinancing of two existing loans which have an initial 10-year term will be undertaken over the next 2 years. The residual at maturity of the initial term was based on repayments over a term of 20 years. The refinancing of these loans is consistent with the loan documentation and planning undertaken at their initiation.

Following significant weather events along with the COVID-19 pandemic in recent years, restoration of working capital funds is a priority over the 4 years of the Delivery Program. Working capital provides funding to respond to unexpected events, invest in new opportunities, and ensure a financially sustainable position into the future.

While the 2023/24 budget is balanced and financial performance benchmarks met, the impact of high inflation, the \$3.1 million increase in the Emergency Services Levy and constraints on rates income may challenge our ability to continue to sustain the same level of service to our community in future years. The Long-Term Financial Plan illustrates an alternative scenario to strengthen our position in the future. Should Council choose to explore this option, further engagement would be undertaken with the community to develop this option.

RECOMMENDATION OF ACTING DIRECTOR CORPORATE AND LEGAL

That Council:

1. Note the Community and Stakeholder Engagement Report at Attachment 1.
 2. Note the changes to the documents following exhibition at Attachment 2.
 3. Adopt the revised Delivery Program 2023-2027 and Operational Plan 2023/24 at Attachment 3.
 4. Adopt the revised Fees and Charges 2023/24 applying from 1 July 2023 to 30 June 2024 at Attachment 4 as the fixed fees in accordance with Part 10 of Chapter 15 of the *Local Government Act 1993* (the Act).
 5. Adopt the revised Long-Term Financial Plan 2023-2033 at Attachment 5.
 6. Make the following rates and charges:
 - A. In accordance with sections 494 and 495 of the Act, Ordinary and Special Rates are made as shown in Table 4 in the report for this Item.
 - B. In accordance with section 496 of the Act, Domestic Waste Management Charges are made as shown in Table 5 in the report for this Item.
 - C. In accordance with section 496A of the Act, Stormwater Management Service Charges are made as shown in Table 6 in the report for this Item.
 - D. In accordance with section 67 of the Act, set the fee for works on private land carried out by Council to be charged at the appropriate commercial rate (being 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.
 7. Adopt an interest rate of 9% on overdue rates and charges, in accordance with section 566(3) of the Act.
 8. Authorise an internal cash allocation from the 'Mona Vale Cemetery Reserve' of \$4,600,000 towards funding the Enterprise Resource Planning (ERP) Replacement Project. These funds are to be returned to the 'Mona Vale Cemetery Reserve' from general revenue inclusive of the interest the reserve would have otherwise earned on these funds by 30 June 2029.
 9. Authorise the Chief Executive Officer to negotiate and accept loan/s for a period of 10 years from the lending market, and that the Seal of the Council be affixed to all relevant documents, in order to refinance the following loans:
 - A. \$2,500,000 (Westpac Bank – Former Manly Loan 47)
 - B. \$2,400,000 (Commonwealth Bank of Australia – Former Manly Loan 48)
-

REPORT

BACKGROUND

At its meeting on 18 April 2023, Council considered the draft Delivery Program 2023-2027, Operational Plan 2023/24 (including the Fees and Charges 2023/24) and revised Long-Term Financial Plan 2023-2027 and resolved, in part, that:

1. *In accordance with essential elements 3.10, 4.10 and 4.25 of the Integrated Planning and Reporting, Guidelines for Local Government in NSW 2021, the following draft documents be exhibited for a minimum of 28 days:*
 - A. *Delivery Program 2023-2027 and Operational Plan 2023/24 (including Fees and Charges 2023/24)*
 - B. *Long-Term Financial Plan 2023-2033*
2. *The outcomes of the public exhibition be reported back to Council.*
3. *Council delegate authority to the Chief Executive Officer to do all things necessary to give effect to this resolution.*

The documents were placed on exhibition and an application made to IPART. This report outlines the exhibition, the community response, and provides further detail and explanation including recommended changes.

CONSULTATION

The exhibition was open for 31 days from 21 April to 21 May 2023. A dedicated page on Council's YourSay community engagement platform hosted the exhibition.

The exhibition was widely promoted via:

- Six community pop up/information sessions, distributing 988 QR coded information cards.
- Six editorials (Council, Inside Local Government, Manly Observer, Northside Living, Peninsula Living, Pittwater Life).
- Four electronic direct mails (EDMs) with 96,553 opens.
- 13 facebook posts with 11,885 clicks.
- Two videos covering the budget and capital works program with 315 views.
- One online community information session attended by four community members.
- Two resident association meetings (Manly Ward Executive, Pittwater Community Alliance)
- Over 9,992 visits to the online engagement page spending on average 40s on the site.

In addition, material was available online making it easier for the community to see what was happening in their local area via 12 local snapshots covering the Northern Beaches. Fact sheets were also provided on footpaths and road re-sheeting programs, environmental programs, recreation programs and your dollars at work.

Consideration of submissions, themes and issues raised

Submissions

A total of 104 individuals and groups made submissions, comprised of:

- 66 online submissions using YourSay Northern Beaches engagement platform.
- 38 emails/letters direct to Council.

As a result of Council's expanded engagement there was a 50% increase in submissions from prior year.

A breakdown of the 104 submissions as to how they relate to each document is outlined below (*noting that some respondents provided comments on more than one document*):

Document	Number of Issues raised on each document
Delivery Program 2023-2027 and Operational Plan 2023/24	168
Fees and Charges 2023/24	13
Long-Term Financial Plan 2023-2033	3

Themes

The Community and Stakeholder Engagement Report at Attachment 1 outlines the engagement, submissions, and responses from Council staff. A summary of the key themes and number of issues raised in each theme is outlined below:

Themes	Number of issues raised
Transport and civil infrastructure	65
Parks and Recreation	40
Sustainability	14
Fees and charges	13
Finance	11
Environment	10
Property	8
Community and Belonging	6
Strategy, Place Planning and Economic Development	5
Draft Delivery Program	5
Environmental Compliance	4
Community and Engagement	2
Library	1

Issues

Of the 104 submissions made, the issues receiving the most attention (five or more submissions) are outlined below.

Issues	Number of submissions on each issue
Active Travel - Total Footpath comments/requests	20
Active Travel - Total New Footpath requests	13
Active travel - Bike and shared paths - Various comments/requests	13
Requests for Road Repairs	9
Freshwater High sportsground lighting - comments opposing	7
Childcare (including Family Day Care) Fee increase - oppose	6
Manly Town Centre Special Rate - Oppose Allocation of Spend	5
Tree management - comments regarding planting and protection	5

Amendments and additions

Delivery Program 2023-2027 and Operational Plan 2023/24

A total of 168 issues were received on the Delivery Program itself. Detailed responses to the issues raised in the submissions are at Attachment 1.

The submissions were seeking additional/priority funding of specific projects in 2023/24 - footpaths, bike and shared paths, road improvements, traffic issues, parks and playground improvements. Some of the items are programmed for 2023/24 and many others are in planning to be delivered over the next four years. As such major changes to the program are not recommended.

Community concern has also been expressed about the sportsground lighting at Freshwater High School. Community engagement on the proposed lights will take place in the second half of 2023 which will help inform the decision on whether a Development Application is lodged.

Attachment 2 outlines changes proposed to the Delivery Program 2023-2027 and Operational Plan 2023/24 to reflect revisions to the budget outlined in this report. The revised Delivery Program 2023-2027 and Operational Plan 2023/24 is at Attachment 3.

Fees and Charges 2023/24

13 issues were raised on the proposed Fees and Charges 2023/24. Six issues were received opposing increases to childcare and family daycare fees. The proposed fee increase for childcare is consistent with the direction in the Children Services Strategy that the service be cost neutral (the service is fully funded by users rather than general revenue).

Three issues were received opposing increases to community centre fees. Benchmarking has identified that Council's Community centre fees are lower than fees charged for other venues, as Council aims to keep fees as affordable as possible. All hire fees contribute to the operational costs of managing the centres and are increased slightly each year to keep up with these rising costs.

Attachment 2 outlines changes proposed to the Fees and Charges 2023/24. The revised Fees and Charges 2023/24 is at Attachment 4.

Long-Term Financial Plan 2023-2033

Three issues were received on the Long-Term Financial Plan (LTFP). One submission suggested the plan include an Executive Summary, which has been incorporated into the revised document. Another submission sought more information on loans taken out for car parks. The loan for the Bungan Lane, Mona Vale car park was fully repaid in 2022/23, while the Church Point car park loan will be repaid by the end of the 2025/26 financial year.

One submission disagreed with the budget principles, sought more information on the asset expenditure gap and expressed a view that Council should offset inflation pressures by reducing or eliminating unnecessary services. The LTFP is part of the 10 year Resourcing Strategy, along with the [Asset Management Plan, which is available on Council's website](#). The plan is required to present at least two scenarios. The alternative model in the LTFP explores an increase in rates from 2025/26 (year 2) to provide more funding for asset renewal and maintenance based on the preferred level identified in the Asset Management Plan. This is an alternative model and not the basis of the Delivery Program. Should the need arise, Council would engage the community in further developing this option.

Council undertakes service reviews each year to ensure we are continuously improving and delivering the services our community expects. We also work across the organisation to provide efficiency improvements and reduce operating costs, and the budget for 2023/24 includes further efficiency savings which have assisted us in balancing our budget with a rate increase of only 3.7% while inflation is currently almost double this. Only one submission was received opposing the rate increase of 3.7%.

Attachment 2 outlines changes proposed to the Long-Term Financial Plan. The revised LTFP 2023-2033 is at Attachment 5.

Proposed changes to the Budget 2023/24

The 2023/24 Budget remains balanced, however the operating result has changed due to rollovers from the 2022/23 budget approved through the March Quarterly Budget Review, adjustments in response to the increase in the Emergency Services Levy along with new information available since the draft documents were placed on exhibition.

The following table summarises the movement from the draft to the revised 2023/24 Budget.

Table 1: Movement in the draft 2023/24 budget - Income Statement and Capital Expenditure

	2023/24 Draft Budget April 2023 \$'mil	2023/24 Revised Budget June 2023 \$'mil	Change Incr / (Decr) \$'mil
Income from continuing operations			
Rates and annual charges	246.5	246.5	-
User charges and fees	96.9	96.8	(0.1)
Other revenues	20.8	20.8	-
Grants and contributions - operating purposes	29.6	27.5	(2.1)
Grants and contributions - capital purposes	26.2	32.3	6.1
Interest and investment revenue	6.5	6.7	0.2
Other income	6.4	6.4	-
Net gain from the disposal of assets	0.4	0.4	-
Total income from continuing operations	433.2	437.4	4.2
Expenses from continuing operations			
Employee benefits and on-costs	157.0	157.1	0.1
Materials and services	173.8	173.3	(0.5)
Borrowing costs	2.6	2.6	-
Depreciation and amortisation	49.6	49.6	-
Other expenses	20.8	22.1	1.3
Total expenses from continuing operations	403.8	404.7	0.9
Operating result - Surplus / (Deficit)	29.4	32.7	3.3
Operating result - Surplus / (Deficit) before Capital Grants and Contributions	3.2	0.4	(2.8)
Capital expenditure	92.6	102.1	9.5

Operating Budget 2023/24 - changes

There has been a reduction in the operating surplus (excluding capital grants and contributions) from \$3.3 million exhibited in the draft budget to \$0.4 million, as outlined below in Table 2.

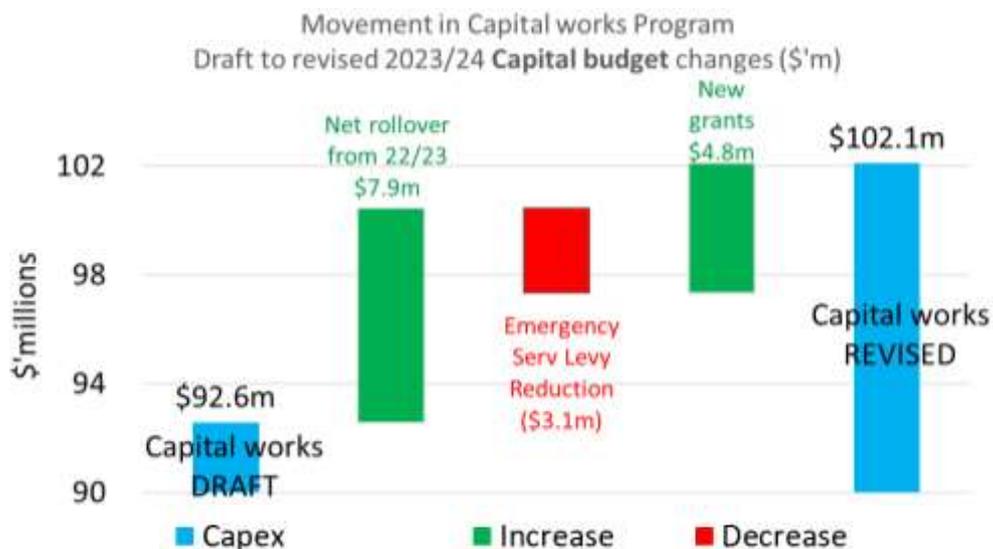
Table 2: Summary of proposed movement in operating budget result (excluding capital grants and contributions)

	Net \$'mil	Income \$'mil	Expenditure \$'mil
Draft operating result before capital grants and contributions	3.226	407.015	(403.790)
Emergency services levy contribution ¹	(3.108)	(1.857)	(1.251)
Regional and Local Road Repair Program	-	(1.269)	1.269
Active Transport Pipeline Corridor	-	0.932	(0.932)
Interest and Investment Income (restricted)	0.231	0.231	-
Freshwater High School Sportsfield – partly rephased into 24/25 (dev contri funded)	0.350	-	0.350
Grant funded projects rolled from 22/23 to 23/24	(0.201)	0.031	(0.232)
Minor amendments	(0.091)	0.013	(0.104)
Changes to budget	(2.820)	(1.921)	(0.899)
Revised operating result before capital grants and contributions	0.406	405.095	(404.689)

1. *NSW Emergency Services Levy Contribution:* In May 2023, Council received notification of a \$1.5 million (19.5%) increase in the annual Emergency Services Levy (ESL) for the 2023/24 financial year and the removal of the levy subsidy (\$1.6m was received for the 2022/23 year). This levy comprises the funding contributions of Council to Fire and Rescue NSW, the Rural Fire Service and State Emergency Service. In 2022/23 the net cost of the ESL was \$6.2 million and in 2023/24 the levy will increase to \$9.3 million – this is \$3.1 million more than Council’s exhibited 2023/24 draft budget. The revised budget has been adjusted to reflect this increase (with a corresponding reduction in capital expenditure to fund the increase).

Capital Expenditure Budget 2023/24 - changes

The 2023/24 capital expenditure program has increased from \$92.6 million to \$102.1 million due to budget rollovers approved in the March quarterly budget review (\$7.9m) and new grants (\$4.8m), partially offset by the \$3.1m reduction in the program to fund the increase in the ESL.



Please refer to Table 3 for proposed changes to the capital works program.

Table 3. Proposed changes – Capital Works Program – Increases / (Decreases)

Project		Budget 2023/24 \$'mil	Forecast 2024/25 \$'mil	Forecast 2025/26 \$'mil	Forecast 2026/27 \$'mil
Reduction to fund increase in Emergency Services Levy:					
CR05082	Library Books - Replacement	(0.100)	(0.100)	(0.100)	(0.100)
CR05011	Footpath renewal works	(0.189)	(0.297)	(0.304)	(0.312)
CR05012	Kerb and gutter renewal works	(0.187)	(0.191)	(0.196)	(0.201)
CR05014	Road resheeting program	(0.802)	(0.822)	(0.843)	(0.864)
CR05000	Sportsfield renewal program	(0.060)	(0.100)	(0.100)	(0.100)
CR05001	Reserves renewal program	(0.065)	(0.150)	-	-
CR05002	Foreshores renewal program	(0.519)	(0.200)	(0.500)	(0.500)
CR05004	Playground renewal program	(0.008)	(0.150)	-	-
CR05007	Planned stormwater renewal works	(0.570)	(0.584)	(0.599)	(0.614)
CR05015	Public amenities works program	(0.307)	(0.315)	(0.323)	(0.331)
CR05045	Beach buildings works program	(0.100)	(0.076)	(0.100)	(0.125)
CR05120	Sydney Lakeside Holiday Park, North Narrabeen renewal works	(0.100)	(0.100)	(0.100)	(0.100)
CR05122	Pittwater Golf Driving Range, Warriewood renewal works	(0.100)	(0.100)	(0.100)	(0.100)
TOTAL reduction to fund increase in Emergency Services Levy		(3.108)	(3.185)	(3.265)	(3.347)

Project		Budget 2023/24 \$'mil	Forecast 2024/25 \$'mil	Forecast 2025/26 \$'mil	Forecast 2026/27 \$'mil
Projects re-phased: primarily due to rollovers from 2022/23 as approved by Council May 2023 (and not already incorporated in the 2023/24 budget):					
CR05068	IT infrastructure - replacements	0.315	-	-	-
CN01121	Coast walk - art trail	0.267	-	-	-
CN01010	New footpaths	0.944	-	-	-
CN01011	New traffic facilities	0.190	-	-	-

	Project	Budget 2023/24 \$'mil	Forecast 2024/25 \$'mil	Forecast 2025/26 \$'mil	Forecast 2026/27 \$'mil
CN01020	Warriewood Valley – traffic and transport infrastructure	0.100	-	-	-
CN01198	Safer schools infrastructure	0.415	-	-	-
CN01221	Queenscliff Headland access ramp	0.280	-	-	-
CR05013	Retaining wall renewal works	0.700	-	-	-
CR05070	Major plant renewal	0.658	-	-	-
CR05075	Bridge renewal works	0.300	-	-	-
CR05081	Wharves works program	0.900	-	-	-
CN01053	Sports club capital assistance program	0.060	-	-	-
CN01116	Freshwater Beach masterplan implementation	0.077	-	-	-
CN01146	Commercial centre upgrade program	0.442	-	-	-
CN01147	McKillop Park, Freshwater boardwalk	(0.664)	0.700	-	-
CN01197	Manly Dam boardwalk	0.166	-	-	-
CN01199	Frenchs Forest Precinct park upgrades	0.169	-	-	-
CN01203	Griffith Park Playground Upgrade	0.111	-	-	-
CN01206	Dee Why Beach (Michaela Howie) Playground Upgrade	0.208	-	-	-
CN01207	Little Manly Beach Masterplan Implementation	0.115	-	-	-
CN01209	Ivanhoe Park Masterplan Implementation	0.147	-	-	-
CN01211	Fern Creek Bridge and Shared Paths	0.590	-	-	-
CN01214	Lynne Czinner Park, Warriewood new park	(0.567)	0.750	-	-
CR05002	Foreshores renewal program	0.380	-	-	-
CR05003	Recreational trails renewal program	0.190	-	-	-
CR05005	Rockpool renewal program	(0.055)	0.150	-	-
CR05054	Dinghy storage	0.020	-	-	-
CR05134	Commercial centre renewal	0.116	-	-	-
CR05156	Bayview Seawall and Path	0.543	-	-	-

Project		Budget 2023/24 \$'mil	Forecast 2024/25 \$'mil	Forecast 2025/26 \$'mil	Forecast 2026/27 \$'mil
CN01007	Collaroy-Narrabeen coastal protection works	1.322	-	-	-
CN01096	Mona Vale Library - Upgrades and New Works	0.228	-	-	-
CN01109	Terrey Hills Emergency Services Headquarters	0.139	-	-	-
CN01180	Little Manly Point Amenity	0.400	-	-	-
CR05085	Mona Vale Cemetery works program	0.150	-	-	-
CN01031	Connecting Communities - footpaths programs	0.348	-	-	-
CN01032	Connecting Communities - cycleways program	(2.094)	2.500	-	-
CN01068	Warriewood Valley Community Centre	0.258	-	-	-
TOTAL projects rephased		7.868	4.100	-	-

Project		Budget 2023/24 \$'mil	Forecast 2024/25 \$'mil	Forecast 2025/26 \$'mil	Forecast 2026/26 \$'mil
New grants:					
CN01010	New footpaths	1.720	-	-	-
CN01242	Accessible Parking Infrastructure	0.359	-	-	-
CN01244	Pedestrian and cyclist bridge Pittwater Road, Queenscliff	1.161	2.000	-	-
CN01243	Manly Dam Memorial Shelter and Accessibility Works	0.327	-	-	-
CR05000	Sportsfield renewal program	0.100	-	-	-
CN01142	Manly Life Saving Club	1.100	1.900	3.000	-
TOTAL new grants		4.767	3.900	3.000	-

Capital expenditure summary		2023/24 \$'mil	2024/25 \$'mil	2025/26 \$'mil	2026/27 \$'mil
	Draft budget	92.570	66.385	69.308	65.892
	Above changes	9.528	4.815	(0.265)	(3.347)
	Revised budget	102.098*	71.200	69.043	62.546

* Capital expenditure in 2023/24 includes the large-scale project Warriewood Valley Community Centre (\$10.6m) along with a number of large grant funded projects, therefore elevating the 2023/24 annual capital expenditure in comparison to outer years.

Overview of the Revised Budget 2023/24

The Council's revised budget for 2023/24 projects total expenditure of \$507 million, including a capital works program of \$102 million. The \$102 million capital works program includes investing \$44 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 \$58 million is for delivering high priority new assets to the community including footpaths, cycleways, playgrounds, sportsfield improvements and upgrades to facilities.

The budget forecasts an Operating Surplus before Capital Grants and Contributions of \$0.4 million along with a further \$4 million in loans repaid. Despite high inflation and a \$3.1 million increase in the ESL, the 2023/24 budget is balanced and financial ratios met. However, there may be challenges in maintaining this position in future years. The impact of inflation on costs will need to be closely monitored throughout the financial year. If the impacts threaten Council's ability to deliver services, we will report back to Council to identify strategies to mitigate any issues.

The Delivery Program is focused on rebuilding working capital funds following the impact of significant events in recent years including storms and the COVID-19 pandemic. Strengthening of working capital provides greater capacity to Council to respond to unexpected events and future opportunities into the future.

Financial position and performance

The 2023/24 forecast operating surplus of \$0.4 million (excluding capital grants and contributions) provides an Operating Performance Ratio of 0.02%. This is above the industry benchmark of 0%, but has been weakened by the \$3.1 million increase in the ESL and a \$6.6 million investment in the implementation of new software. The software project is funded and would have previously been considered a capital expenditure project. However, under changes in accounting practices, this project is now classified as an operating expense. The Operating Performance Ratio would be 1.65% excluding this project.

Liquidity remains within the industry benchmark (>1.50x) with an Unrestricted Current Ratio 2.2x, meaning for every \$1.00 in current liabilities there is \$2.20 in current assets. Rebuilding working capital following the significant events of recent years provides a strengthening of this ratio over the four years of the Delivery Program, growing to 2.4x by 2026/27.

While the Building and Infrastructure Renewals Ratio meets the benchmark in 2023/24, in future years depreciation outpaces the investment in the renewal of assets.

Net cashflow will be a negative \$42 million in 2023/24, primarily due to the large capital investment in 2023/24, funded through Kimbriki's working capital, grants and development contributions received in the past. Net cashflow will return to a positive position from 2026/27.

Financial performance and position snapshot

	Result 2021/22 \$ 'mil	Forecast 2022/23 \$ 'mil	Budget 2023/24 \$ 'mil	Projected 2024/25 \$ 'mil	Projected 2025/26 \$ 'mil	Projected 2026/27 \$ 'mil
Operating budget						
Income	408	421	437	426	431	439
Operating expenses	(346)	(379)	(405)	(413)	(421)	(426)
Operating result	62	42	33	13	10	13
Less grants and contributions for capital projects	(44)	(33)	(32)	(18)	(11)	(11)
Operating result - excl capital income	18	9	0.4	(5)	(1)	3
Capital expenditure						
New works	(44)	(45)	(58)	(31)	(20)	(9)
Renewal works	(33)	(46)	(44)	(40)	(49)	(53)
Total capital expenditure	(77)	(91)	(102)	(71)	(69)	(63)
Loan repayments	(5)	(5)	(3)	(2)	(2)	(1)
Cash and investments						
Externally restricted	41	48	34	31	29	35
Internally restricted	80	84	63	62	64	68
Unrestricted	37	27	21	20	18	20
Total cash and investments	158	160	118	113	111	123
Cashflows						
Net cash from operating activities	90	96	72	73	74	78
Net cash from investing activities*	(73)	(89)	(109)	(75)	(72)	(65)
Net cash from financing activities	(6)	(6)	(5)	(3)	(3)	(2)
Net increase / (decrease) in cash	11	2	(42)	(5)	(2)	12
* Exclude purchase and sale of investments						
Financial position						
Assets	5,245	5,602	5,723	5,823	5,926	6,035
Liabilities	(199)	(177)	(156)	(154)	(154)	(156)
Net Assets	5,047	5,425	5,568	5,669	5,771	5,879

Performance measures

	OLG Benchmark	Result 2021/22	Forecast 2022/23	Budget 2023/24	Projected 2024/25	Projected 2025/26	Projected 2026/27
Budget Performance							
Operating Performance Ratio	>0%	4.5%	2.0%	0.02%	-1.3%	-0.3%	0.6%
<i>measures the extent to which a council has succeeded in containing operating expenditure within operating revenue</i>		✓	✓	✓	✗	✗	✓
Own Source Operating Revenue Ratio	>60%	82.5%	85.4%	86.3%	91.7%	93.1%	93.6%
<i>measures fiscal flexibility. It is the degree of reliance on external funding sources</i>		✓	✓	✓	✓	✓	✓
Operational Liquidity							
Unrestricted Current Ratio	>1.5x	1.9x	2.0x	2.2x	2.3x	2.3x	2.4x
<i>represents a council's ability to meet short-term obligations as they fall due.</i>		✓	✓	✓	✓	✓	✓
Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage	< 5%	3.6%	3.6%	3.4%	3.4%	3.4%	3.4%
<i>expressed as a percentage of total rates and charges available for collection in the financial year</i>		✓	✓	✓	✓	✓	✓
Cash Expense Cover Ratio	> 3 mths	5.6mths	5.5mths	3.8mths	3.6mths	3.5mths	3.8mths
<i>liquidity ratio indicates the number of months a council can continue paying for its immediate expenses without additional cash inflow</i>		✓	✓	✓	✓	✓	✓
Liability and Debt Management							
Debt Service Cover Ratio	>2.00x	7.3x	8.0x	9.1x	10.8x	13.1x	19.5x
<i>measures the availability of operating cash to service loan repayments.</i>		✓	✓	✓	✓	✓	✓
Asset Management							
Building and Infrastructure Renewals Ratio	>100%	112.7%	117.9%	108.9%	91.2%	95.0%	98.3%
<i>assesses the rate at which these assets are being renewed against the rate at which they are depreciating</i>		✓	✓	✓	✗	✗	✗
Infrastructure Backlog Ratio	<2%	1.53%	1.33%	1.26%	1.22%	1.19%	1.16%
<i>shows what proportion the infrastructure backlog is against the total net carrying amount of a council's infrastructure</i>		✓	✓	✓	✓	✓	✓
Asset Maintenance Ratio	>100%	100.6%	100.5%	100.5%	100.5%	100.5%	100.5%
<i>compares actual versus required annual asset maintenance. A ratio of above 100% indicates that the council is investing enough funds that year to halt the infrastructure backlog from growing.</i>		✓	✓	✓	✓	✓	✓
Cost to bring assets to agreed service level		1.26%	1.10%	1.05%	1.02%	0.99%	0.97%
<i>shows what proportion the infrastructure backlog is against the total gross replacement cost of a council's infrastructure</i>		✓	✓	✓	✓	✓	✓

Sensitivity Scenario Analysis

The following table demonstrates the impact that an unexpected significant event could have on the financial performance and position of Council, if no adjustment was made to fund the event. Given the low operating surplus forecast in 2023/24, a shock such as a \$5 million storm event, inflation on contracts at 10%, a \$10 million unfavourable income shock or a higher Award increase would all result in an operating deficit. Key performance and liquidity ratios would be weaker, with the Operating Performance Ratio falling below the industry benchmark.

	Result 2021/22	Forecast 2022/23	Budget 2023/24	Projected 2024/25	Projected 2025/26	Projected 2026/27
	\$ 'mil	\$ 'mil	\$ 'mil	\$ 'mil	\$ 'mil	\$ 'mil
Budget						
Operating result (excluding capital grants and contributions)	18	9	0	(5)	(1)	3
Operating Performance Ratio	4.53%	1.96%	0.02%	-1.31%	-0.31%	0.58%
Unrestricted Current Ratio	1.90x	2.01x	2.24x	2.28x	2.28x	2.35x
Unrestricted Cash	37	27	21	20	18	20
Scenario 1 - Inflation on operating contracts at 10%, with no matching income in 23/24						
Operating result (excluding capital grants and contributions)	18	9	(7)	(5)	(1)	3
Operating Performance Ratio	4.53%	1.96%	-1.70%	-1.31%	-0.31%	0.58%
Unrestricted Current Ratio	1.90x	2.01x	2.10x	2.13x	2.14x	2.21x
Unrestricted Cash	37	27	14	13	11	13
Scenario 2 - A significant storm - \$5 million in expenses						
Operating result (excluding capital grants and contributions)	18	9	(5)	(5)	(1)	3
Operating Performance Ratio	4.53%	1.96%	-1.21%	-1.31%	-0.31%	0.58%
Unrestricted Current Ratio	1.90x	2.01x	2.14x	2.18x	2.18x	2.25x
Unrestricted Cash	37	27	16	15	13	15
Scenario 3 - A \$10 million unfavourable income shock						
Operating result (excluding capital grants and contributions)	18	9	(10)	(5)	(1)	3
Operating Performance Ratio	4.53%	1.96%	-2.51%	-1.31%	-0.31%	0.58%
Unrestricted Current Ratio	1.90x	2.01x	2.04x	2.07x	2.07x	2.15x
Unrestricted Cash	37	27	11	10	8	10
Scenario 4 - LG State Award provides for a 4.5% increase in salary system rates of pay in 23/24						
Operating result (excluding capital grants and contributions)	18	9	(1)	(5)	(1)	3
Operating Performance Ratio	4.53%	1.96%	-0.26%	-1.31%	-0.31%	0.58%
Unrestricted Current Ratio	1.90x	2.01x	2.21x	2.25x	2.26x	2.33x
Unrestricted Cash	37	27	20	19	17	19

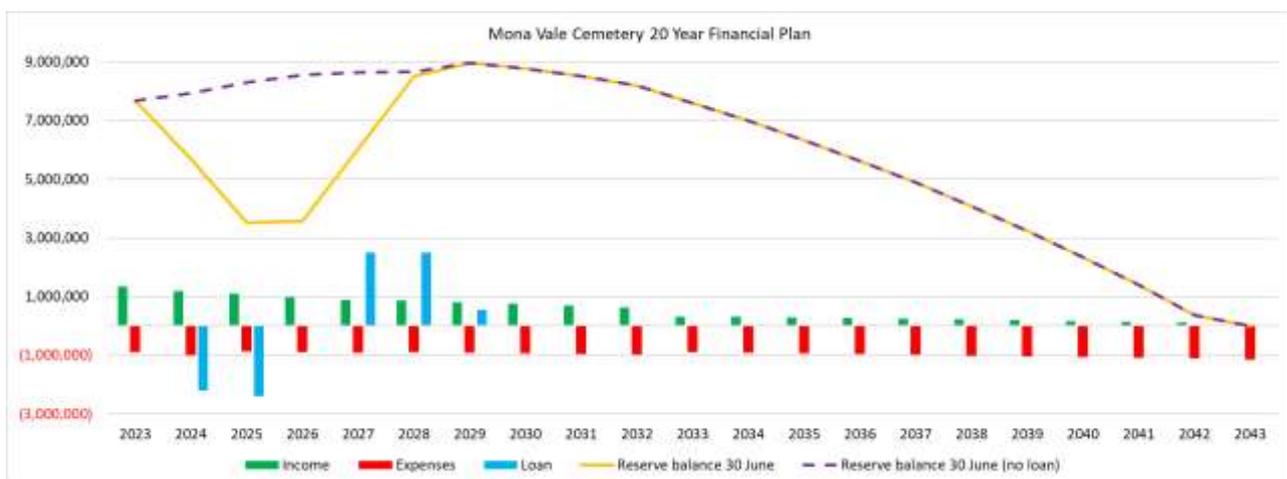
The Long-Term Financial Plan (Attachment 5) also includes a Sensitivity Analysis to further test the impact of inherent economic risks.

INTERNAL LOAN FROM INTERNALLY RESTRICTED RESERVE

In 2002 the former Pittwater Council established a cash reserve for Mona Vale Cemetery to fund long-term maintenance of the cemetery, especially once new burial sites have been exhausted. Surplus funds from the operation of the cemetery are reserved and interest is earned on the balance each year. The balance of the reserve on 30 June 2022 was \$7.2 million.

As part of the 2023/24 budget, an internal loan of \$4.6 million from the Mona Vale Cemetery Reserve is recommended to part fund the replacement of Council's core software system. As a more cost-effective solution than an external loan, this saves ratepayers money while still returning the same level of funding back to the cemetery reserve well before it is required. The anticipated drawdown is \$2.2 million in 2023/24 and \$2.4 million in 2024/25. The loan will be repaid to the Reserve over six years with the equivalent interest the funds would have earned over the same period.

The following graph summarises Mona Vale Cemetery's projected income (green bar) and expenditure (red bar) over the next 20 years. The blue bar indicates the drawdown and return of the loan with interest. The yellow line is the balance of the cash held in the reserve at 30 June in each financial year. This indicates the reserve balance remains over \$3 million during the loan period and returns to same position once the loan is repaid. The dashed purple line shows what the balance of the cash reserve would have been at 30 June without the loan.



REFINANCING OF EXISTING LOANS

No new borrowings are proposed in the 2023/24 financial year, however refinancing of 2 existing loans which have an initial 10-year term is proposed to be undertaken over the next 2 years. The residual at maturity of the initial term for the two existing loans was based on repayments over a term of 20 years. The refinancing of these loans is consistent with the loan documentation and planning undertaken at their initiation by the former Manly Council.

Loan number	Opening principal	Refinance amount	Current term	Purpose of loan
Westpac 47	\$5,000,000	\$2,500,000	Commenced July 2014 To expire June 2024	To assist with the construction of the Manly Oval Detention Tank (2014/15 financial year)
CBA 48	\$4,000,000	\$2,400,000	Commenced June 2015 To expire June 2025	Public domain capital improvements (2015/16 financial year)

Once the refinancing of the two (2) existing loans has been approved by Council and prior to the end of their initial terms, an 'Expression of Interest' (EOI) process will be conducted whereby authorised financial institutions licensed by the Australian Prudential Regulatory Authority (APRA) to carry on banking business (Authorised Deposit Taking Institutions or NSW Treasury Corporation) will be invited to submit written quotations on the refinancing requirements. As prescribed in the Local Government Borrowing Order "A Council shall not borrow from any source

outside the Commonwealth of Australia nor in any currency other than Australian Currency". A minimum of three (3) institutions will be invited to provide submissions.

Appropriate and acceptable documentation must be provided to Council by any prospective lender during the EOI process.

Written quotations will be required to include the:

1. Interest rate.
2. Term of the loan.
3. Proposed repayment intervals (quarterly or semi-annual).
4. The amount of the repayment instalments.
5. The calculation process for any loan break costs.
6. Any applicable fees.

NSW TCorp has responsibility for collating and reporting to NSW Treasury the aggregate borrowings of councils in its annual proposed borrowing return. Council is required to complete and return a Proposed Borrowing Return to TCorp annually regardless of whether it has any new borrowings. The Return must include total estimates of borrowings for the next three years. A council's proposed borrowing amount must be contained in its Operational Plan. Council's Chief Executive Officer is also required to advise the Secretary, Local Government, of amounts borrowed within 7 days after a council borrows money under a loan contract are taken out in accordance with clause 230 of the Local Government (General) Regulation 2021.

The intent of the recommendation is to support the Council's statutory requirements and minimise the cost of borrowings.

Revenue Policy

IPART rate peg increase

The total income that can be raised from levying rates on property is capped by the NSW Government, based on a 'rate peg' determination by the Independent Pricing and Regulatory Tribunal (IPART). IPART has determined that income from rates in may increase by a maximum of 3.7% in 2023/24.

The 2023/24 Budget is based on the IPART approved rate increase of 3.7%, which raises approximately \$6.7 million in additional income in the 2023/24 financial year. This supports Council in funding increases in costs due to inflation.

The average residential rate is proposed to increase by \$58 for the year under the 3.7% rate peg as illustrated in the following table:

Average residential rates

Average residential rate	Rates with 3.7% rate peg	
	Additional Rates	Total Rates
Per annum	\$58	\$1,619
Per quarterly instalment	\$14	\$405

Rating Structure 2023/24

The rating structure will be based entirely upon property valuations (ad valorem) but with minimum rates applying where appropriate. Rates for 2023/24 will be assessed on land values as at 1 July 2022 and are forecast to raise \$188.2 million before rebates and adjustments.

It is recommended that Council adopts the maximum rate increase of 3.7% approved by IPART and in accordance with Sections 494 and 495 of the *Local Government Act 1993*, makes the following Ordinary and Special Rates for 2023/24:

Table 4: Ordinary and Special Rates 2023/24

Rate	Ad valorem rate*	Minimum Rate \$	Income \$'000
Residential	0.099107	1,048.41	155,555
Business	0.336316	1,365.07	25,572
Business - Manly CBD	0.536219	1,365.07	4,141
Business - Warriewood Square	0.548792	-	132
Business - Warringah Mall	1.032715	-	929
Business - Strata Storage Units	0.336316	652.44	378
Farmland	0.038299	1,009.37	16
Special - Manly Business Centre Improvement	0.184323	-	1,370
Special - Balgowlah Business Centre Improvement	0.100292	-	92
Total rates income - \$'000			188,185

* Ad valorem rate – cents in the dollar, charged for every \$1 of land value

Further details on the special rates as well as properties covered by business sub-categories and special rates are shown in Attachment 3 (Delivery Program) to this report.

Domestic Waste Management Charges

Domestic Waste Management Charges for 2023/24 reflect the forecast cost of the Northern Beaches Council service. The standard domestic waste charge is proposed to be \$555 in 2023/24, a \$50 increase on the 2022/23 charge. The increase is attributed to inflation on disposal and collection contracts, increased waste disposal costs due to a higher EPA Waste Levy and investment in waste service improvements.

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 2023/24:

Table 5: Domestic Waste Management Services 2023/24

Description	Number	Charge	Income \$'000
Domestic waste management service (includes 80L red, 140L blue, 140L yellow and 2x240L green lid services and 2 booked clean ups per year)	98,046	\$555.00	54,416
Availability charge	1,320	\$113.00	149

Description	Number	Charge	Income \$'000
Additional 80L red lid rubbish service	11,587	\$309.00	3,580
First additional 140L blue lid recycling service	3,450	\$34.00	117
Subsequent additional 140L blue lid recycling service	151	\$116.00	18
First additional 140L yellow lid recycling service	3,450	\$34.00	117
Subsequent additional 140L yellow lid recycling service	152	\$116.00	18
Third or fourth green vegetation lid service	3,451	\$34.00	117
Wheelie bin extension handle / tow hitch	-	\$40.00	-
Clean up excessive or incorrectly presented waste	-	\$211.70 per hour + cost recovery on landfill disposal charges	-
Clean up contaminated or excessive booked bulky goods collection in excess of the permitted 3 cubic metres	-	\$81.40 per excess cubic metre	-
Empty contaminated bin	-	\$33.50 per bin	-
Total domestic waste charge income \$'000			58,532
Cost of domestic waste service \$'000			(57,436)
Allocation to reserve \$'000			1,096

Stormwater Management Services Charges

The Stormwater Management Services Charge is levied to all eligible residential and business ratepayers to fund a program of stormwater improvement projects and is forecast to raise \$2.2 million in 2023/24. No changes to the charge are proposed.

In accordance with Section 496A of the *Local Government Act 1993*, it is recommended that Council makes and levies the following Stormwater Management Services Charges for 2023/24:

Table 6: Stormwater Management Services Charges 2023/24

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

Interest Charges on Overdue Rates and Charges

The Minister for Local Government has determined the maximum rate of interest payable on overdue rates and charges is 9% per annum for the period 1 July 2023 to 30 June 2024 (inclusive).

The methodology used to calculate the interest rate is consistent with the Supreme Court methodology utilised to provide a nationally harmonised provision for the awarding of post-judgement interest (the Reserve Bank cash rate plus 6%), rounded to the nearest half per cent of the maximum interest rate for the previous year. The cash rate used for the purposes of the maximum interest rate for local government is based on the cash rate as at 6 December 2022.

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.

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 2023 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.

Overview of the Revised Long-Term Financial Plan 2023-2033

The Long-Term Financial Plan (LTFP) has been revised to reflect the changes to the budget. The LTFP provides two scenario models.

Scenario 1 ‘Delivery Program Model’

Scenario 1, the Delivery Program Model, is the primary model and is the basis upon which the Delivery Program and budget is prepared. It assumes that rates income will increase by the rate peg each year.

This scenario maintains a balanced position and responsible cash management. However, the ongoing renewal of infrastructure assets falls below depreciation levels from 2024/25 due to the \$3.1 million reduction in the program to offset the increase in the Emergency Services Levy. The existing unfunded items within the Asset Management Plan will also not be funded and the lag between the rate peg and inflation levels is not addressed. The Building and Infrastructure Asset Renewals Ratio benchmark is not met from 2024/25.

The Operating Performance Ratio benchmark is also not met in 3 of the 10 financial years due to operating deficits:

- 2024/25 deficit of \$5.1 million - primarily due to the election (\$1.9m) and implementation of new software (\$9m) in that year. These projects are funded, but the deficit will result in Council not meeting the Operating Performance Ratio benchmark in that year.
- 2025/26 deficit of \$1.1 million – this is the final year of the new software project (\$3.8m)
- 2032/33 deficit of \$0.2 million – due to the election (\$2.1m)

All other performance measures remain within the industry benchmark, however the results are weaker especially regarding asset management and operating performance.

Scenario 2 'Alternative Model'

Scenario 2, the Alternative Model, explores the revenue implications of addressing the current gap between preferred and actual asset renewal and maintenance outlined in Council's Asset Management Plan. It is illustrative only of the impact on rates income if Council was to increase its asset maintenance and asset renewal service levels without reducing service levels elsewhere. Should the need arise, Council would engage the community to further develop this option.

In this scenario rates income increases are also based on the rate peg in each year with the exception of an additional increase of 7.7% in 2024/25 (year 2). This results in \$14 million more income in that year (which is retained in future years). The increase has changed from the 6% proposed in the draft LTFP in April 2023. This recovers the additional \$3.1 million lost from the program due to the increase in the ESL and returns this to the asset renewal program.

The additional income would result in an increase in investment in infrastructure assets due to the \$140 million increase in income over the remaining 9 years of the plan. This produces a stronger operating result and asset management ratios, with all performance measures met in each year along with operating surpluses.

The following table compares key performance measures for the 2 scenarios.

Performance measures – Long Term Financial Plan Scenarios Comparison

Budget Performance														
Operating Performance Ratio														
<i>measures the extent to which a council has succeeded in containing operating expenditure within operating revenue.</i>														
OLG	Result	Result	Forecast	→	Budget	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Benchmark	2020/21	2021/22	2022/23	Model	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
> 0%	(7.3%)	4.5%	2.0%	1 - Delivery Program	0.02%	(1.3%)	(0.3%)	0.6%	0.5%	0.2%	0.3%	0.5%	0.4%	(0.1%)
				2 - Alternative	0.02%	1.1%	2.1%	2.9%	2.9%	2.6%	2.8%	2.8%	2.7%	2.3%
Operational Liquidity														
Unrestricted Current Ratio														
<i>represents a council's ability to meet short-term obligations as they fall due.</i>														
OLG	Result	Result	Forecast	→	Budget	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Benchmark	2020/21	2021/22	2022/23	Model	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
> 1.5x	1.69x	1.90x	2.01x	1 - Delivery Program	2.24x	2.28x	2.28x	2.35x	2.14x	2.43x	2.56x	2.41x	2.42x	2.61x
				2 - Alternative	2.24x	2.29x	2.30x	2.38x	2.22x	2.59x	2.78x	2.63x	2.66x	2.93x
Asset Management														
Building and Infrastructure Renewals Ratio														
<i>assesses the rate at which these assets are being renewed against the rate at which they are depreciating.</i>														
OLG	Result	Result	Forecast	→	Budget	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Benchmark	2020/21	2021/22	2022/23	Model	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
> 100%	117.2%	112.7%	117.9%	1 - Delivery Program	108.9%	91.2%	95.0%	98.3%	98.0%	99.1%	98.2%	95.8%	96.4%	94.8%
				2 - Alternative	108.9%	116.8%	119.8%	122.0%	115.2%	115.5%	114.4%	116.1%	116.4%	110.5%

Infrastructure Backlog Ratio

ratio shows what proportion the infrastructure backlog is against the total net carrying amount of a council's infrastructure.

OLG	Result	Result	Forecast	→	Budget	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Benchmark	2020/21	2021/22	2022/23	Model	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
< 2%	1.50%	1.53%	1.33%	1 - Delivery Program	1.26%	1.22%	1.19%	1.16%	1.12%	1.09%	1.06%	1.04%	1.01%	0.99%
				2 - Alternative	1.26%	1.21%	1.16%	1.12%	1.08%	1.04%	1.00%	0.97%	0.94%	0.91%

Asset Maintenance Ratio

ratio compares actual versus required annual asset maintenance.

OLG	Result	Result	Forecast	→	Budget	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Benchmark	2020/21	2021/22	2022/23	Model	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
> 100%	106.5%	100.6%	100.5%	1 - Delivery Program	100.5%	100.5%	100.5%	100.5%	100.5%	100.5%	100.5%	100.5%	100.5%	100.5%
				2 - Alternative	100.5%	106.9%	106.9%	107.0%	107.6%	107.7%	108.0%	108.3%	108.4%	108.6%

Adoption of Revised Documents

Revisions have been made to the Integrated Planning and Reporting (IP&R) documents placed on exhibition in accordance with the changes at Attachment 2. It is recommended that Council adopt the revised:

- Delivery Program 2023-2027 and Operational Plan 2023/24 at Attachment 3
- Fees and Charges 2023/24 at Attachment 4
- Long-Term Financial Plan 2023-2033 at Attachment 5

TIMING

In accordance with the *Local Government Act 1993* Council needs to adopt the Operational Plan 2023/24 and Fees and Charges 2023/24 by 30 June 2023. The Delivery Program 2023-2027 has been updated as a rolling 4-year plan, along with the update to the Long-Term Financial Plan as a rolling 10-year plan.

See sections 404(2), 405, 610F(2), 610B(1) and 406(1).

LINK TO 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.
- Good Governance - Goal 20: Our Council is proactive, and efficiently and effectively responds to, and delivers on, the evolving needs of the community.
- Participation and Partnership - Goal 21: Our community is actively engaged in decision making processes.
- Participation and Partnership - 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 2023-2027 and Operational Plan 2023/24 proposed over the next 12 months will contribute to the advancement of all outcomes and goals in the Community Strategic Plan 2040.

FINANCIAL CONSIDERATIONS

2023/24 Budget and Delivery Program

The budget for 2023/24 projects total expenditure of \$507 million, including a capital works program of \$102 million.

The budget includes \$44 million in asset renewal expenditure to improve the overall condition of our assets and a further \$58 million in delivering high priority new assets to the community. The budget projects an Operating Surplus before Capital Grants and Contributions of \$0.4 million, a further \$4 million in loans repaid along with a balanced budget position.

The budget is based on the IPART approved 3.7% increase in general (rates) income.

Uncertainty about the inflation outlook and the \$3.1 million increase in the Emergency Services Levy have challenged the preparation of this budget. The impact of inflation on costs is being closely monitored. If the impacts threaten Council's ability to deliver services, we will report back to Council to identify strategies to mitigate any issues. The unexpected increase in the Emergency Services Levy has been offset by a reduction in the capital expenditure program.

Restoration of working capital funds is a priority over the four years of the Delivery Program along with continuing to repay loans taken out by the former Councils. Strengthening of working capital will ensure Council maintains sufficient funding for unexpected events and future opportunities.

Council is anticipated to achieve the Office of Local Government's financial and asset performance benchmarks in 2023/24, however in the following three years of Delivery Program the operating performance and asset renewal ratios are weaker due to the ongoing impact of the \$3.1 million increase in the Emergency Services Levy. The 2024/25 and 2025/26 financial years are also impacted by expenditure on the replacement of Council's core software system and an election.

Long-Term Financial Plan 2023-2033

The Long-Term Financial Plan provides two 10-year financial models.

Scenario 1, the Delivery Program Model, is the primary model and is the basis upon which the Delivery Program and budget is prepared. It assumes that rates income will increase by the rate peg each year. In this scenario results are weaker especially regarding asset renewal and maintenance and operating performance. This position has been further weakened since the draft LTFP was prepared in April 2023 due to the \$3.1 million increase in the ESL.

Scenario 2, the Alternative Model, explores the revenue implications of addressing the current gap between preferred and actual asset renewal and maintenance outlined in Council's Asset Management Plan, including the \$3.1m reduction in the program due to the increase in the ESL. In this scenario a rates increase of 7.7% (in addition to the rate peg) is applied to the 2024/25 financial year (year 2). This results in an increase in investment in infrastructure assets due to the \$140 million increase in income over the remaining 9 years of the plan (\$14 million in the 2024/25 year). Financial and asset performance ratios are also met in all 10 years.

Scenario 2 is illustrative only and would involve further engagement with the community to develop this scenario should Council wish to explore this option further.

SOCIAL CONSIDERATIONS

The Deliver Program and Operational Plan includes initiatives aimed at continuing to build resilience within a connected, safe and diverse community.

ENVIRONMENTAL CONSIDERATIONS

Protecting the environment and ensuring that we can live sustainably on the Northern Beaches are key community aspirations captured in the outcomes and goals of the Community Strategic Plan. The Delivery Program, Operational Plan and Budget feature programs and activities that protect the environment and support the community to live sustainably.

GOVERNANCE AND RISK CONSIDERATIONS

The review and updating of the Delivery Program, Operational Plan and Long-Term Financial Plan are integral to good governance at Council. These documents have been prepared in accordance with Sections 403-405, 406, 610B, 610F and of the *Local Government Act 1993* and the Office of Local Government's Integrated Planning and Reporting Guidelines for local government in NSW (2021) and Integrated Planning and Reporting Handbook for Local Government in NSW (2021).

ITEM 9.2	VOTING DELEGATES FOR LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2023
REPORTING MANAGER	EXECUTIVE MANAGER GOVERNANCE & RISK
TRIM FILE REF	2023/009648
ATTACHMENTS	NIL

BRIEF REPORT

PURPOSE

To determine the councillor voting delegates to attend the Local Government NSW (LGNSW) Annual Conference to be held Sunday 12 to Tuesday 14 November 2023.

REPORT

LGNSW is a member-based industry body for the local government sector. The [LGNSW Annual Conference](#) will be held from Sunday 12 to Tuesday 14 November 2023 in person at the Rosehill Gardens Racecourse.

This conference is the main policy making event for the local government sector and an opportunity for councillors to share ideas and debate current issues. Motions discussed at the conference inform the LGNSW [policy platform and advocacy agenda](#).

Councillors wishing to place motions on the agenda for the annual conference will first require those motions to be supported by Council resolution (via a Notice of Motion) prior to being lodged for consideration at the conference. Motions are due to LGNSW no later than 14 October 2023. Accordingly, Councillors should bring a Notice of Motion to Council by the September Council meeting.

Motions need to be relevant for the entire sector generally.

Voting delegates

Northern Beaches Council is entitled to send up to 10 delegates who can vote on policy motions. Council is required to confirm and register its nominated voting delegates.

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

Budget is available for councillor attendance at conferences in accordance with the Councillor Expenses and Facilities Policy.

ENVIRONMENTAL CONSIDERATIONS

There are no significant environmental considerations relating to this report.

SOCIAL CONSIDERATIONS

There is benefit in councillors interacting with other metropolitan, regional and rural councils to share knowledge of trends and ideas across the sector.

GOVERNANCE AND RISK CONSIDERATIONS

Councils have an opportunity to submit motions to the LGNSW Special Conference to further the strategic capacity and policy position of local government. Participating in strategic forums such as this is in line with Council's strategic direction to be a leader in the sector.

RECOMMENDATION OF ACTING DIRECTOR CORPORATE AND LEGAL

That Council:

1. Note it may nominate up to 10 voting delegates to attend the Local Government NSW Annual Conference to be held from Sunday 12 to Tuesday 14 November 2023.
 2. Nominate councillors to attend as voting delegates:
-

ITEM 9.3	INTERNAL AUDIT CHARTER
REPORTING MANAGER	EXECUTIVE MANAGER INTERNAL AUDIT & COMPLAINTS RESOLUTION
TRIM FILE REF	2023/232814
ATTACHMENTS	1 Internal Audit Charter

BRIEF REPORT

PURPOSE

To provide the new Internal Audit Charter (based on the Office of Local Government (OLG) Departmental Chief Executive's Draft Guidelines for risk management and internal audit for local government in NSW (Appendix 5 Model Internal Audit Charter)) to Council for approval.

REPORT

Council's current Internal Audit Charter was endorsed by Council's Audit Risk and Improvement Committee (ARIC) in September 2020. The new Internal Audit Charter (attached) is based on the OLG Departmental Chief Executive's Draft Guidelines for risk management and internal audit for local government in NSW (Appendix 5 Model Internal Audit Charter) and was endorsed in March 2023 by ARIC. The Model Internal Audit Charter guidelines require that the Internal Audit Charter is approved by Council.

The Internal Audit charter details the role of Internal Audit (such as developing and maintaining a culture of accountability and integrity, and providing independent advice to Council), their authority, scope and how audit activities are performed.

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 in relation to this report.

ENVIRONMENTAL CONSIDERATIONS

There are no environmental impacts in relation to this report.

SOCIAL CONSIDERATIONS

There are no social impacts in relation to this report.

GOVERNANCE AND RISK CONSIDERATIONS

Adopting an Internal Audit Charter which is consistent with the Office of Local Government's Model Charter will ensure Council is compliant with the NSW Government's proposed Guidelines for Risk Management and Internal Audit when the proposed amendments being made to the Local Government (General Regulation 2021) come into effect. The latest advice from OLG at time of writing is that "Regulation amendments will be made in early 2023. Councils and joint organisations will be required to comply with these requirements from 1 July 2024".

RECOMMENDATION OF ACTING DIRECTOR CORPORATE AND LEGAL

That Council adopt the Internal Audit Charter.

Internal Audit Charter

Internal Audit Charter

Table of Contents

1.	Purpose of internal audit	3
2.	Independence	3
3.	Authority	4
4.	Role	4
5.	Scope	5
6.	Head of internal audit function	6
7.	Internal audit team	6
8.	Performing internal audit activities	7
9.	Conduct	7
10.	Administrative arrangements	8
11.	Document control	9

Internal Audit Charter

Internal Audit Charter

Council has established the internal audit function as a key component of Council's governance and assurance framework, in compliance with the OLG Departmental Chief Executive's Draft *Guidelines for risk management and internal audit for local government in NSW*. This charter provides the framework for the conduct of the internal audit function in Council and has been approved by the elected Council taking into account the advice of Council's Audit, Risk and Improvement Committee.

1. Purpose of internal audit

Internal audit is an independent, objective assurance and consulting activity designed to add value and improve Council's operations. It helps Council accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and Council processes¹.

Internal audit provides an independent and objective review and advisory service to provide advice to the elected Council, Chief Executive Officer (CEO) and Audit, Risk and Improvement Committee about Council's governance processes, risk management and control frameworks and its external accountability obligations. It also assists Council to improve its business performance.

2. Independence

Council's internal audit function is to be independent of Council so it can provide an unbiased assessment of Council's operations and risk and control activities.

The internal audit function reports functionally to Council's Audit, Risk and Improvement Committee on the results of completed audits, and for strategic direction and accountability purposes, and reports administratively to the CEO to facilitate day-to-day operations. The CEO may formally delegate certain administrative responsibilities to the Director, Corporate & Legal. Internal audit activities are not subject to direction by Council and Council's management has no role in the exercise of Council's internal audit activities.

The Audit, Risk and Improvement Committee is responsible for communicating any internal audit issues or information to the elected Council. Should the elected Council require additional information, a request for the information may be made to the chair by resolution. The chair is only required to provide the information requested by the elected Council where the chair is satisfied that it is reasonably necessary for the elected Council to receive the information for the purposes of performing its functions under the Local Government Act. Individual councillors/board members are not entitled to request or receive information from the committee.

The CEO must consult with the chair of Council's Audit, Risk and Improvement Committee before appointing or making decisions affecting the employment of the head of the internal audit function (Executive Manager Internal Audit and Complaints Resolution (EM IA&CR)). If

¹ As defined by the International Standards for the Professional Practice of Internal Auditing (2017)

Internal Audit Charter

the head of internal audit function is dismissed, the CEO must report the reasons for their dismissal to the governing body.

Where the chair of Council's Audit, Risk and Improvement Committee has any concerns about the treatment of the head of internal audit function, or any action taken that may compromise their ability to undertake their functions independently, they can report their concerns to the governing body.

The head of internal audit function (EM IA&CR) is to confirm at least annually to the Audit, Risk and Improvement Committee the independence of internal audit activities from Council.

3. Authority

Council authorises the internal audit function to have full, free and unrestricted access to all functions, premises, assets, personnel, records, digital and other documentation and information that the head of internal audit function considers necessary for the internal audit function to undertake its responsibilities.

All records, documentation and information accessed while undertaking internal audit activities are to be used solely for the conduct of those activities. The head of the internal audit function (EM IA&CR) and individual internal audit staff are responsible and accountable for maintaining the confidentiality of the information they receive when undertaking their work.

All internal audit documentation is to remain the property of Council, including where internal audit services are performed by an external third-party provider.

Information and documents pertaining to the internal audit function are not to be made publicly available. The internal audit function may only release Council's information to external parties that are assisting the internal audit function to undertake its responsibilities with the approval of the CEO, except where it is being provided to an external investigative or oversight agency for the purpose of informing that agency of a matter that may warrant its attention.

4. Role

The internal audit function is to support Council's Audit, Risk and Improvement Committee to review and provide independent advice to Council in accordance with section 428A of the *Local Government Act 1993*. This includes conducting internal audits of Council and monitoring the implementation of corrective actions.

The internal audit function is to also play an active role in:

- developing and maintaining a culture of accountability and integrity
- facilitating the integration of risk management into day-to-day business activities and processes, and
- promoting a culture of high ethical standards.

The internal audit function has no direct authority or responsibility for the activities it reviews. The internal audit function has no responsibility for developing or implementing procedures or systems and does not prepare records or engage in Council functions or activities (except in carrying out its own functions).

Internal Audit Charter

The Head of the audit function also manages the operations of the complaint resolution function. Any audit activities carried out on the complaint resolution function, will be carried out by a third-party auditor.

5. Scope

The scope of services provided by Internal Audit encompasses:

- The examination and evaluation of the adequacy and effectiveness of systems of internal control, risk management, compliance, governance, improvement and the status of ethical behaviour, fraud and corruption and financial management.
- Ascertaining conformity with the goals and objectives of the Northern Beaches Council.
- Assessment of the economic and efficient use of Council's resources.
- The examination of compliance with policies, procedures, plans and legislation.
- Assessment of the reliability and integrity of information.
- Assessment of the safeguarding of assets.
- Any special investigations as directed by the Audit, Risk and Improvement Committee.
- All activities of Northern Beaches Council, whether financial or non-financial, manual or computerised.

- **Assurance services** – an objective examination of evidence for the purpose of providing an independent assessment on governance, risk management, and control processes for the organisation. Examples may include financial, performance, compliance, system security, and due diligence engagements, where Internal Audit reviews the adequacy and efficiency of the control systems and provides assurance that the controls are working and the risks are effectively managed.

- **Consulting services** – advisory and related client service activities, the nature and scope of which are agreed with the client, are intended to add value and improve an organisation's governance, risk management, and control processes without Internal Audit assuming management responsibility. Examples include counsel, advice, facilitation, and training, where Internal Audit advises management in the development of control systems to mitigate risks.

- **Probity audits** – for example, on the determination process of relevant Development Applications.

- **Audit support activities** – namely:
 - Assisting the Audit, Risk and Improvement Committee to discharge its responsibilities
 - Monitoring the implementation of agreed recommendations
 - Disseminating across the entity better practice and lessons learnt arising from audit activities.

Internal Audit Charter

6. Head of internal audit functionIn-house internal audit function

Council's internal audit function is to be led by a member of Council's staff with sufficient skills, knowledge and experience to ensure it fulfils its role and responsibilities to Council and the Audit, Risk and Improvement Committee. The head of internal audit function (EM IA&CR) must be independent, impartial, unbiased and objective when performing their work and free from any conflicts of interest.

Responsibilities of the head of internal audit function include:

- managing the day-to-day activities of the internal audit function
- managing Council's internal audit budget
- supporting the operation of Council's audit, risk and improvement committee
- approving internal audit project plans, conducting or supervising audits and assessments and providing independent advice to the audit, risk and improvement committee
- monitoring Council's implementation of corrective actions that arise from the findings of audits
- implementing the audit, risk and improvement committee's annual work plan and four-year strategic work plan
- ensuring Council's internal audit activities comply with the Guidelines for risk management and internal audit for local government in NSW, and
- contract management and oversight of supplementary external providers (where appropriate).

7. Internal audit team

A co-sourced delivery model is in operation at Northern Beaches Council. Internal Audit is managed by the Executive Manager, Internal Audit & Complaints Resolution, utilising Internal Audit contract services and in-house internal audit staff. The model capitalises on the combination of internal knowledge and understanding of the organisation and external subject matter expertise. It maximises the efficiency and effectiveness of Internal Audit – offering objective recommendations, strategic advice, assurance and a range of experience and skills that positively impact on the way the organisation delivers success and its ability to provide a progressive and responsive service.

Members of the internal audit function are responsible to the head of internal audit function (EM IA&CR). Individuals that perform internal audit activities for Council must have:

- an appropriate level of understanding of culture, systems and processes
- the skills, knowledge and experience necessary to conduct internal audit activities in the Council
- effective interpersonal and communication skills to ensure they can engage with Council staff effectively and collaboratively, and
- honesty, integrity and diligence.

The head of the internal audit function must ensure that external contractors:

- do not conduct any audits on specific Council operations or areas that they have worked on within the last two years

Internal Audit Charter

- are not the same provider conducting the Council's external audit
- are not the auditor of any contractors of the Council that may be subject to the internal audit, and
- can meet the Council's obligations under the *Guidelines for risk management and internal audit for local government in NSW*.

The head of internal audit function (EM IA&CR) must consult with the Audit, Risk and Improvement Committee and CEO regarding the appropriateness of the skills, knowledge and experience of any external provider before they are engaged by the Council.

8. Performing internal audit activities

The work of the internal audit function is to be thoroughly planned and executed. Council's Audit, Risk and Improvement Committee must develop a strategic work plan every four years to ensure that the matters listed in the Scope section are reviewed by the committee and considered by the internal audit function when developing their risk-based program of internal audits. The strategic work plan must be reviewed at least annually to ensure it remains appropriate.

The committee must also develop an annual work plan to guide the work of the internal audit function over the forward year.

All internal audit activities are to be performed in a manner that is consistent with relevant professional standards including the International Standards for the Professional Practice of Internal Auditing issued by the Institute of Internal Auditors and Australian risk management standard ISO31000.

The head of internal audit function (EM IA&CR) is to provide the findings and recommendations of internal audits to the Audit, Risk and Improvement Committee at the end of each audit. Each report is to include a response from the relevant senior manager.

The head of internal audit function is to establish an ongoing monitoring system to follow up Council's progress in implementing corrective actions.

The CEO, in consultation with the Audit, Risk and Improvement Committee, is to develop and maintain policies and procedures to guide the operation of Council's internal audit function.

The head of internal audit function is to ensure that the Audit, Risk and Improvement Committee is advised at each of the committee's meetings of the internal audit activities completed during that quarter, progress in implementing the annual work plan and progress made implementing corrective actions.

9. Conduct

Internal audit personnel must comply with Council's Code of Conduct. Complaints about breaches of Council's Code of Conduct by internal audit personnel are to be dealt with in accordance with the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*. The CEO must consult with Council's Audit, Risk and Improvement Committee before any disciplinary action is taken against the head of internal audit function (EM IA&CR) in response to a breach of Council's code of conduct.

Internal Audit Charter

Internal auditors must also comply with the Code of Ethics for the Professional Practice of Internal Auditing issued by the Institute of Internal Auditors.

10. Administrative arrangements**Audit, risk and improvement committee meetings**

The head of internal audit function:

- will attend Audit, Risk and Improvement Committee meetings as an independent non-voting observer
- can be excluded from meetings by the committee at any time
- must meet separately with the Audit, Risk and Improvement committee at least once per year
- can meet with the chair of the Audit, Risk and Improvement Committee at any time, as necessary, between committee meetings.

External audit

Internal and external audit activities will be coordinated to help ensure the adequacy of overall audit coverage and to minimise duplication of effort.

Periodic meetings and contact between internal and external audit shall be held to discuss matters of mutual interest and to facilitate coordination.

External audit will have full and free access to all internal audit plans, working papers and reports.

Dispute resolution

The internal audit function should maintain an effective working relationship with Council and the Audit, Risk and Improvement Committee and seek to resolve any differences they may have in an amicable and professional way by discussion and negotiation.

In the event of a disagreement between the internal audit function and Council, the dispute is to be resolved by the CEO and/or the Audit, Risk and Improvement committee. Disputes between the internal audit function and the Audit, Risk and Improvement Committee are to be resolved by the elected Council.

Unresolved disputes regarding compliance with statutory or other requirements are to be referred to the Office of Local Government CEO writing.

Review arrangements

The Council's Audit, Risk and Improvement Committee must review the performance of the internal audit function each year and report its findings to the elected Council. A strategic review of the performance of the internal audit function must be conducted each council term that considers the views of an external party with a strong knowledge of internal audit and reported to the elected Council.

This charter is to be reviewed annually by the committee and once each council term by the elected Council. Any substantive changes are to be approved by the governing body.

Internal Audit Charter

11. Document control

Version	Date	Approved By	Summary of Changes	Author
1.0	5 October 2016	Noted by Audit, Risk and Improvement Committee	New Draft Internal Audit Charter	Internal Auditor
2.0	13 February 2018	Audit, Risk and Improvement Committee	Revised Charter aligned to transformed model for Internal Audit	Executive Manager, Internal Audit & Complaints Resolution
3.0	15 July 2020	Audit Risk & Improvement Committee (Sep 2020)	Revised Charter re approval of extensions of time to implement audit recommendations. Update to reflect appointments of the Executive Manager, Internal Audit & Complaints Resolution and Internal Auditor	Executive Manager, Internal Audit & Complaints Resolution
4.0	15 February 2023	Audit Risk & Improvement Committee (Mar 2023)	New charter to align to new Draft LG Risk Management and Internal Audit Guidelines – Model Internal audit charter.	Executive Manager, Internal Audit & Complaints Resolution

ITEM 9.4	RESPONSE TO NOTICE OF MOTION NO 5/2023 - AUSTRALIA DAY CITIZENSHIP CEREMONIES - NEWPORT BEACH
REPORTING MANAGER	EXECUTIVE MANAGER COMMUNITY ENGAGEMENT & COMMUNICATIONS
TRIM FILE REF	2023/332324
ATTACHMENTS	1 ⇒ Australian Citizenship Ceremonies Code (Included In Attachments Booklet) 2 ⇒ Minister for Immigration - Media Release (Included In Attachments Booklet)

SUMMARY

PURPOSE

To respond to a resolution in respect of a Notice of Motion dealt with at Council's May 2023 meeting that requires the preparation of a proposal for trialling a citizenship ceremony in Newport on Australia Day in 2024

EXECUTIVE SUMMARY

Newport Beach, like Dee Why Beach and Manly Corso hosted small outdoor citizenship ceremonies as part the Australia Day events prior to 2016. Event evaluation reports indicate there were significant logistical issues, including wet/ hot weather contingencies, parking shortages, high staffing ratios and inflated costs due to the need for infrastructure like marquees and the impact of the public holiday.

Council currently hosts twelve large ceremonies each year at Glen Street Theatre with an average of 136 conferees becoming citizens every month (aim is to have 150 conferees per month this varies with availability and illness). In addition, there are an estimated 120 family and friends in attendance with the average total monthly attendance at each ceremony being approximately 250 people.

The ceremonies aim to host the maximum number of conferees as the average wait time to attend a ceremony is currently six months. There are over 800 people on the waitlist at any given time. A reduction in the number or size of ceremonies held annually would lead to an increase in the average wait time for conferees to become citizens. It is therefore important that Council continue to host the maximum number of conferees at every ceremony.

The proposal to host a citizenship ceremony on Australia Day 2024 at Newport Beach provides the following options for consideration:

1. **Australia Day Newport ceremony only.** Plan to host all 270 conferees and attendees. This involves major changes to the community event site layout with a large marquee, infrastructure, sound, and additional staffing. Estimated to cost \$27,300.
2. **Australia Day Newport and Glen Street Theatre ceremonies.** Plan to host either only Pittwater Ward conferees (approximately 13) or a small number of conferees from across the beaches at Newport, with all other conferees from across the beaches to attend Glen Street Theatre (as per advice from Department of Affairs). This involves significant changes to the community event site layout with a substantial marquee, infrastructure, sound, and additional staffing for both venues. Estimated to cost \$17,100.

3. **Newport ceremony only (3 days before/ after Australia Day).** Plan to host all 270 conferees and attendees at Newport on a day three days prior or three days after Australia Day 2024 (not a public holiday). Estimated to cost: \$23,250.
4. **Glen Street Theatre ceremony only (not a public holiday).** Plan to host all 270 conferees and attendees from across Northern Beaches. Estimated to cost: \$3,000.
5. **Australia Day ceremony at Glen Street Theatre ceremony only (current format).** Currently the budget allocation proposed for the Australia Day citizenship ceremony at Glen Street theatre in 2024 is \$6,150.

RECOMMENDATION OF ACTING DIRECTOR CORPORATE AND LEGAL

That Council note the report.

REPORT

BACKGROUND

This report is in response to Council's resolution in respect of Notice of Motion No 12/2023 at the Council meeting held on 23 May 2023 at which it was resolved (140/23) that:

1. *Council officers prepare a proposal for trialing a citizenship ceremony in Newport on Australia Day in 2024.*
2. *The proposal be brought to Council's June 2023 meeting for further consideration.*

Context

Council is proud to host twelve ceremonies each year at Glen Street Theatre with an average of 136 conferees becoming citizens every month. Each conferee can bring a guest or more if requested so each ceremony hosts approximately 120 family and friends. The average total monthly attendance is approximately 250 people at each ceremony.

Glen Street Theatre is the current venue and has a seating capacity of four hundred. It provides amenities for refreshments, facilities, air conditioning and seating in the foyer for the conferees to wait in as there is a detailed registration process they must go through prior to the event. All conferees are asked to attend one hour prior to the ceremony to allow the registration process to take place.

The ceremonies aim to host the maximum number of conferees as the average wait time to attend a ceremony is currently six months, with over 800 people on our waitlist at any given time. On average 180 new conferees are added to the waitlist each month. A conferee must attend a ceremony within 12 months of approval by the Department of Home Affairs. A reduction in the number of ceremonies held annually, or a number of conferees involved, would lead to an increase in the average wait time.

A Citizenship ceremony is the final legal step in the acquisition of Australian Citizenship. At the ceremony, conferees (person who has made an application for Australian citizenship which has been approved and whose details have been provided by the Department of Home Affairs to an organiser for attendance at a ceremony) make the pledge of commitment that they share Australia's democratic beliefs and respect the rights and liberties of the people of Australia.

Citizenship ceremonies run according to the Australian Citizenship Ceremonies Code (Attachment 1) that sets out the requirements for conducting citizenship ceremonies in line with the *Australian Citizenship Act 2007*.

Prior to amalgamation, the former Pittwater and Warringah councils hosted outdoor citizenship ceremonies on Australia Day on occasions at Bert Payne Park, Newport Beach, and Ted Jackson Reserve, Dee Why and in the Corso at Manly.

Newport ceremonies hosted an average of forty conferees and twenty-five were invited to the Dee Why ceremony. The reduced number at Dee Why was due to the complex planning of transporting conferees and their family from the reserved parking at Dee Why library to the event site, restricted space due to crowds and the processing times on site.

Event evaluation reports indicate there were significant logistical issues, including wet/hot weather contingencies, parking shortages, high staffing ratios required and inflated costs due to the public holiday. Feedback from conferees to staff indicated it was not the experience they had hoped, citing long waits in the heat, and overcrowding in the Newport Surf Club in wet weather.

Newport Beach Australia Day

The Northern Beaches Zonta Club currently hosts an annual Australia Day Breakfast at Bert Payne Park at Newport on January 26 with financial support from Council's event grants program. Previously it was organised and funded by Council in conjunction with local community groups. The event attracts approximately 2,000 attendees. The event includes BBQ, drinks, face painting, family activities, emergency services vehicle display and carnival rides.

Issues for consideration

1. Number of conferees from Pittwater Ward

The analysis of the number of conferees at each monthly ceremony by Ward shows that over the past year an average of 9% (13) of these citizens who attended Council's ceremonies resided in the Pittwater Ward. The annual breakdown of conferees at each monthly ceremony by Ward is as follows:

Curl Curl Ward	37%
Manly Ward	29%
Narrabeen Ward	15%
Frenchs Forest Ward	13%
Pittwater Ward	9%

The risk with separating conferees by Ward is it will reinforce notions of separatism and is not consistent with the one Northern Beaches approach that Council has been championing since 2016.

2. Wet weather contingency

Due to the unpredictability of the weather and the risk of rain, storm, and impact of summer heat on people attending, additional infrastructure including marquees, seating, staging, sound and parking will be required. Citizenship certificates are only issued once by the Department of Home Affairs and there are multiple documents with sensitivity that need to be protected on the day.

The experience of ceremonies at Newport has shown that the nearby facilities such as the Newport Surf Club or Community Centre do not have adequate capacity to host the ceremonies. Thus, a large marquee and infrastructure will need to be temporarily installed, that will impact the provision of other family activities at the community event site and come at a cost to Council.

3. Parking

Parking at Newport Beach on Australia Day is usually at capacity in fine weather. This could impact on conferees and family and friends wishing to attend. Resources, staffing and signage would need to be deployed the day prior to reserve parking for ceremony attendees.

4. Event site layout

Currently the community BBQ event footprint uses all available space at Bert Payne Park and activities would need to be reduced/ moved to accommodate a ceremony, this may impact the provision of family activities, stalls and carnival rides. As the ceremony will only run for approximately one hour, this will also leave a large empty space after the ceremony.

There is an option that if the ceremony was held prior to or after Australia Day, then the community event may be able to utilise the large marquee on Australia Day however it would still be an additional cost to Council.

5. Advice from Department of Home Affairs

The Department has advised that pending approval by the National Office, Council can hold a ceremony for Pittwater Ward conferees provided another ceremony is held on the same day for conferees not residing in the Pittwater Ward. This is to ensure the waitlist is not compromised and conferees are still invited to a ceremony by date of approval.

Email advice received from the Department of Home Affairs (June 2023) states:

“However, in order to ensure fairness and that conferees are not being disadvantaged or placed ahead of others, Northern Beaches Council would be required to conduct more than one ceremony on a set day to ensure all conferees in the list provided, are given the opportunity to attend a ceremony on the same day. We are unable to hold back conferees to attend a specific ceremony as this would delay conferees acquiring citizenship and would disadvantage them based on where they are residing.”

6. Nomination of presiding officers

It is a requirement under the *Australian Citizenship Act (2007)* that a citizenship ceremony is attended by an authorised presiding officer. The availability of an authorised presiding officer must be considered when planning citizenship ceremonies, particularly if two ceremonies are held on one day.

The role of the presiding officer is usually filled by the Mayor, however, if required it may be filled by one of the following: Governor-General of the Commonwealth of Australia, a person who is Governor of a State, a Member of the House of Representatives, a Member of the Senate, Deputy Mayor, Chief Executive Officer (GM) of Northern Beaches Council. They are required to be an Australian citizen.

Changes to the timing of ceremonies on / around Australia Day

According to Federal Government advice, there is a strong expectation that councils conduct citizenship ceremonies 26 January (Australia Day).

However, changes announced in a statement from The Hon Andrew Giles MP Minister for Immigration, Citizenship and Multicultural Affairs published on 16 December 2022 (Attachment 2), contemplate councils can host Australian citizenship ceremonies on Australia Day, or on the three days before and after. That is, from 23 to 29 January.

This change came about due to several councils indicating they will move to no longer hold a citizenship ceremony on Australia Day due to the high operational costs of hosting ceremonies on a public holiday, and the desire to hold ceremonies as part of a broader events program of Australia Day activities.

Thus, Council can consider holding the Australia Day ceremony on the three days before or after Australia Day, from 23 to 29 January.

Proposal – Citizenship ceremony at Newport Beach

There are several options to consider, most of which will require additional funding or a reallocation of funding under the Events operational budget 2023/24, this includes:

Option one: Australia Day Newport ceremony only.

- Newport to host all Northern Beaches conferees only (approximately 150 plus family and friends. Total: 270).

- Major changes to site layout.
- Large additional marquee, infrastructure, sound and parking.
- Additional staffing.
- Estimated cost: \$27,300.

Option two: Australia Day Newport and Glen Street Theatre ceremonies.

- Newport to host Pittwater Ward conferees only invite 13 conferees (average) plus family and friends). Total: 25
- Plus, Glen Street Theatre ceremony (invite 137 conferees and approximately 108 family and friends). Total: 245.
- Significant changes to site layout.
- Additional marquee, infrastructure, sound and parking.
- Additional staffing.
- Estimated cost: \$17,100.

Option three: Newport ceremony only (3 days before or after Australia Day).

- Newport to host all Northern Beaches conferees (approximately 150 plus family and friends. Total: 270 on a day three days prior or three days after Australia Day 2024 on a weekday (not a public holiday).
- Changes to site layout.
- Large additional marquee, sound, infrastructure and parking.
- Additional staffing.
- Estimated cost: \$23,250.

Option four: Glen Street Theatre ceremony only (3 days before/ after Australia Day).

- Glen Street Theatre ceremony only (invite 150 conferees and approximately 120 family and friends). Total: 270.
- Held on a day three days prior or three days after Australia Day 2024 on a weekday (not a public holiday).
- Estimated cost: \$3,000.

Option five: Australia Day Glen Street Theatre ceremony only (current format).

- Glen Street Theatre ceremony only (invite 150 conferees and approximately 120 family and friends). Total: 270.
- Estimated cost (within proposed budget): \$6,150.

CONSULTATION

Council staff involved in the delivery of ceremonies in the former Manly, Warringah and Pittwater councils have been consulted regarding the evaluation of the previous outdoor events.

Suppliers have been contacted to provide costs and availability for an outdoor ceremony on Australia Day 2024.

Discussions have taken place with Council's Open Spaces team to ascertain the availability of Bert Payne Park, Newport. It is expected to be booked by The Zonta Club for their Australia Day BBQ.

TIMING

There is adequate time available should a decision be made at the June meeting to deliver any of the options detailed in January 2024.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcome of:

- Community and belonging - Goal 9 Our community is inclusive and connected

This further relates to the Northern Beaches Events Strategy 2018 – 2023 Strategic Direction for Events:

1. Promote a shared identity across the Northern Beaches.
2. Connect people with each other and to places.
3. Activate and make our diverse places vibrant, safe, inclusive and accessible.
4. Demonstrate best practice in risk management and public safety standards.
5. Showcase what makes the Northern Beaches a great place to live and play.

FINANCIAL CONSIDERATIONS

An annual budget of \$38,200 has been proposed in the 2023/24 operational budget under the Event Delivery Program for the delivery of twelve ceremonies, including one on Australia Day.

A proposed outdoor ceremony will require higher levels of production and planning, including a risk assessment, staffing, traffic management and onsite registration. Additional costs that have been calculated include:

- Staging and AV.
- Marquee.
- Infrastructure, including seating and tables.
- Resident notification letter distribution.
- First Aid.
- Security (asset protection).

The estimated cost allocation per option is as follows:

Options	Location & format	Capacity for conferees plus guests	Cost
1.	Australia Day Newport ceremony only	150 conferees 120 guests	\$27,300
2.	Australia Day Newport and Glen Street Theatre ceremonies	150 conferees 120 guests (split over two sites)	\$17,100
3.	Newport ceremony only (3 days before/ after Australia Day)	150 conferees 120 guests	\$23,250
4.	Glen Street Theatre ceremony only (3 days before/ after Australia Day)	150 conferees 120 guests	\$3,000 (within current budget)

Options	Location & format	Capacity for conferees plus guests	Cost
5.	Australia Day Glen Street Theatre ceremony only (current format)	150 conferees 120 guests	\$6,150 (within current budget)

SOCIAL CONSIDERATIONS

The notion of Australia Day celebrations has become an issue many communities are debating.

Historically, the traditional Australia Day BBQs at Newport have attracted strong local crowds and community groups like Zonta, the Rural Fire Brigade and others continue to deliver the event with the support of Council.

An outdoor ceremony at Bert Payne will impact on the event site layout and have an impact on residents via increased local traffic and noise. Council would notify residents of the event and impending impacts to the local area, including set up the day before the event.

ENVIRONMENTAL CONSIDERATIONS

Consideration of noise restrictions on residential areas will need to be factored in if planning an outdoor ceremony. Any necessary approvals for an outdoor ceremony will need to be obtained.

The events will also comply with Council's Policy on Waste Minimisation for Functions and Events.

GOVERNANCE AND RISK CONSIDERATIONS

Risks

Health and safety

A detailed risk assessment for an outdoor citizenship ceremony would be completed ahead of the event with special consideration and control measures developed to minimise the risks of adverse weather and risk to the health of attendees with the potential for heat stroke and the like.

Event site layout

The Zonta Club of Northern Beaches receive a Grant, through Council's Event Grants & Sponsorship Program to support the delivery of their Australia Day Breakfast at Newport Beach. Hosting a citizenship ceremony at the same location and time will impact the proposed community activities.

Reduced number of conferees at a ceremony

There is a risk if Council reduces the number of conferees invited to a ceremony, this will impact the waiting list time and increase the number of people waiting to be invited to a ceremony. Currently Council has an average of 180 new conferees being added to the waitlist each month. A conferee must attend a ceremony within 12 months of approval by the Department. When a Council waitlist is at risk, the Department will host additional ceremonies in their Sydney City or Parramatta offices.

There are no known governance issues at this time.

ITEM 9.5	MONTHLY INVESTMENT REPORT - MAY 2023
REPORTING MANAGER	CHIEF FINANCIAL OFFICER
TRIM FILE REF	2023/271723
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 section 212 of the Local Government (General) Regulation 2021, 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 \$188,995,234 comprising:

- Trading Accounts \$1,178,149
- Investments \$187,817,085

The portfolio achieved a return of 0.376% for the month of May which was 0.086% above the benchmark AusBond Bank Bill Index return of 0.29%. For the past 12 months the portfolio achieved a return of 3.239% which was 0.599% above the benchmark AusBond Bank Bill Index return of 2.64%.

The weighted average interest rate of the portfolio is 4.42% compared to 4.27% for the prior month. For the past 12 months the weighted average interest rate of the portfolio was 3.38% compared to the average Ausbond Bank Bill movement of 0.22% and the average Reserve Bank of Australia Cash Rate of 2.70%.

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*, section 212 of the Local Government (General) Regulation 2021 and existing Investment Policies.

RECOMMENDATION OF ACTING DIRECTOR CORPORATE AND LEGAL

That Council note the Investment Report as at 31 May 2023, including the certification by the Responsible Accounting Officer.

REPORT

BACKGROUND

In accordance with section 212 of the Local Government (General) Regulation 2021, 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.

LINK TO 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 2022 to date was \$6,042,782 compared to budgeted income of \$556,800, a positive variance of \$5,485,982.

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

A revised Investment Policy was adopted by Council at its meeting on 26 July 2022. The Policy is reviewed annually by the Audit, Risk and Improvement Committee. It was reviewed by the Committee at their meeting in December 2022, and no changes to the Policy were proposed, with the next review by the Committee due by December 2023.

Council's Investment Strategy was reviewed in November 2022 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".

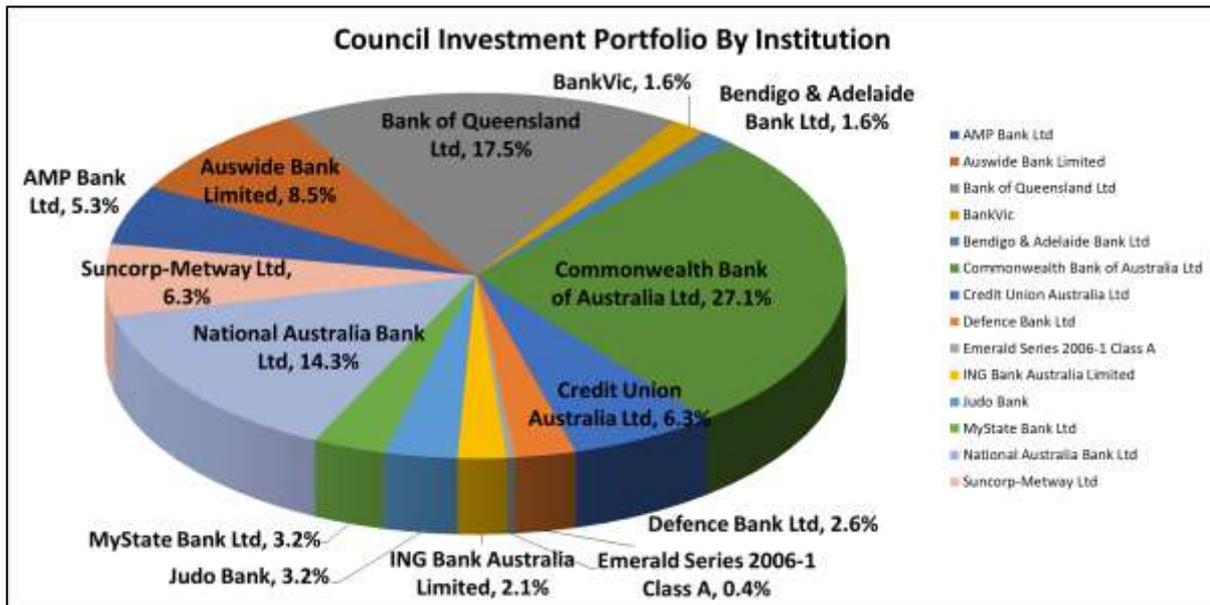
Investment Balances

INVESTMENT BALANCES					
As at 31-May-2023					
INSTITUTION	RATING	AMOUNT \$	DATE INVESTED	MATURITY DATE	INTEREST RATE
Trading Accounts					
Commonwealth Bank of Australia Ltd	A1+	147,388			3.90%
National Australia Bank Ltd	A1+	10,050			3.85%
		<u>157,438</u>			
At Call Accounts					
Commonwealth Bank of Australia Ltd	A1+	3,415,773		At Call	3.95%
		<u>3,415,773</u>			
Mortgage Backed Securities					
Emerald Series 2006-1 Class A	A*	678,495	17-Jul-06	21-Aug-51	4.3667%
		<u>678,495</u>			
Term Deposits					
Commonwealth Bank of Australia Ltd	A1+	3,000,000	01-Sep-22	06-Jun-23	3.91%
Suncorp-Metway Ltd	A1	2,000,000	03-Nov-22	08-Jun-23	4.28%
Suncorp-Metway Ltd	A1	2,000,000	03-Nov-22	13-Jun-23	4.28%
MyState Bank Ltd	A2	2,000,000	09-Sep-22	14-Jun-23	3.90%
Suncorp-Metway Ltd	A1	2,000,000	22-Nov-22	15-Jun-23	4.22%
MyState Bank Ltd	A2	3,000,000	09-Sep-22	20-Jun-23	3.90%
National Australia Bank Ltd	A1+	2,000,000	15-Nov-22	22-Jun-23	4.12%
National Australia Bank Ltd	A1+	2,000,000	15-Nov-22	27-Jun-23	4.12%
National Australia Bank Ltd	A1+	2,000,000	15-Nov-22	29-Jun-23	4.13%
AMP Bank Ltd	A2	3,500,000	25-Aug-22	04-Jul-23	4.10%
Auswide Bank Limited	A2	2,000,000	07-Dec-22	06-Jul-23	4.40%
MyState Bank Ltd	A2	1,000,000	29-Sep-22	06-Jul-23	4.35%
Suncorp-Metway Ltd	A1	2,000,000	17-Nov-22	11-Jul-23	4.21%
Suncorp-Metway Ltd	A1	2,000,000	17-Nov-22	13-Jul-23	4.21%
Commonwealth Bank of Australia Ltd	A1+	3,000,000	01-Sep-22	18-Jul-23	4.02%
Suncorp-Metway Ltd	A1	2,000,000	22-Nov-22	20-Jul-23	4.24%
Auswide Bank Limited	A2	3,000,000	30-Nov-22	25-Jul-23	4.40%
Auswide Bank Limited	A2	2,000,000	30-Nov-22	27-Jul-23	4.40%
Bank of Queensland Ltd	A2	3,000,000	30-Aug-22	01-Aug-23	4.05%
Bank of Queensland Ltd	A2	2,000,000	01-Sep-22	03-Aug-23	4.05%
Auswide Bank Limited	A2	2,000,000	30-Nov-22	08-Aug-23	4.40%
Auswide Bank Limited	A2	2,000,000	30-Nov-22	10-Aug-23	4.40%
Auswide Bank Limited	A2	3,000,000	30-Nov-22	15-Aug-23	4.40%
Auswide Bank Limited	A2	2,000,000	07-Dec-22	17-Aug-23	4.40%
Bank of Queensland Ltd	A2	2,000,000	25-Jan-23	22-Aug-23	4.25%
Bank of Queensland Ltd	A2	2,000,000	25-Jan-23	24-Aug-23	4.25%
Bank of Queensland Ltd	A2	3,000,000	25-Jan-23	29-Aug-23	4.25%
Bank of Queensland Ltd	A2	2,000,000	25-Jan-23	05-Sep-23	4.25%
Bank of Queensland Ltd	A2	2,000,000	16-Feb-23	07-Sep-23	4.55%
Bank of Queensland Ltd	A2	3,000,000	16-Feb-23	12-Sep-23	4.55%
Bank of Queensland Ltd	A2	2,000,000	16-Feb-23	14-Sep-23	4.55%
Bank of Queensland Ltd	A2	2,000,000	16-Feb-23	19-Sep-23	4.55%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	21-Sep-22	21-Sep-23	4.32%
Bank of Queensland Ltd	A2	3,000,000	16-Feb-23	26-Sep-23	4.55%
Bank of Queensland Ltd	A2	2,000,000	16-Feb-23	28-Sep-23	4.55%
National Australia Bank Ltd	A1+	2,000,000	23-Feb-23	03-Oct-23	4.59%
National Australia Bank Ltd	A1+	2,000,000	23-Feb-23	05-Oct-23	4.60%
National Australia Bank Ltd	A1+	3,000,000	23-Feb-23	10-Oct-23	4.61%
National Australia Bank Ltd	A1+	2,000,000	28-Feb-23	12-Oct-23	4.67%

INVESTMENT BALANCES					
As at 31-May-2023					
INSTITUTION	RATING	AMOUNT \$	DATE INVESTED	MATURITY DATE	INTEREST RATE
Term Deposits (continued)					
National Australia Bank Ltd	A1+	2,000,000	16-Feb-23	17-Oct-23	4.60%
National Australia Bank Ltd	A1+	2,000,000	28-Feb-23	19-Oct-23	4.68%
AMP Bank Ltd	A2	900,000	25-Oct-22	24-Oct-23	4.85%
AMP Bank Ltd	A2	1,100,000	25-Oct-22	24-Oct-23	4.85%
Bank of Queensland Ltd	A2	1,000,000	23-Mar-23	24-Oct-23	4.60%
National Australia Bank Ltd	A1+	2,000,000	23-Feb-23	26-Oct-23	4.65%
National Australia Bank Ltd	A1+	2,000,000	28-Feb-23	31-Oct-23	4.71%
National Australia Bank Ltd	A1+	2,000,000	01-Mar-23	02-Nov-23	4.72%
Bank of Queensland Ltd	A2	3,000,000	06-Apr-23	07-Nov-23	4.80%
AMP Bank Ltd	A2	2,500,000	20-Apr-23	09-Nov-23	4.95%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	27-Apr-23	14-Nov-23	4.50%
Judo Bank	A3	2,000,000	04-May-23	16-Nov-23	4.90%
Bank of Queensland Ltd	A2	1,000,000	23-Mar-23	21-Nov-23	4.60%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	22-Dec-22	21-Nov-23	4.52%
Judo Bank	A3	2,000,000	09-May-23	23-Nov-23	4.90%
Judo Bank	A3	2,000,000	09-May-23	28-Nov-23	4.90%
ING Bank Australia Limited	A1	4,000,000	31-Jan-23	05-Dec-23	4.57%
Bendigo & Adelaide Bank Ltd	A2	1,000,000	27-Apr-23	07-Dec-23	4.50%
Credit Union Australia Ltd	A2	3,000,000	16-May-23	12-Dec-23	4.83%
Credit Union Australia Ltd	A2	3,000,000	16-May-23	14-Dec-23	4.83%
BankVic	A2	3,000,000	16-Mar-23	19-Dec-23	4.80%
Defence Bank Ltd	A2	2,000,000	23-May-23	21-Dec-23	4.90%
Defence Bank Ltd	A2	3,000,000	23-May-23	02-Jan-24	4.90%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	31-May-23	04-Jan-24	5.00%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	31-May-23	09-Jan-24	5.02%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	31-May-23	11-Jan-24	5.02%
Commonwealth Bank of Australia Ltd	A1+	3,000,000	31-May-23	16-Jan-24	5.02%
Credit Union Australia Ltd	A2	3,000,000	31-Jan-23	30-Jan-24	4.65%
Commonwealth Bank of Australia Ltd	A1+	3,000,000	28-Feb-23	27-Feb-24	5.02%
National Australia Bank Ltd	A1+	2,000,000	01-Mar-23	29-Feb-24	5.00%
AMP Bank Ltd	A2	2,000,000	28-Mar-23	05-Mar-24	4.90%
Credit Union Australia Ltd	A2	3,000,000	23-May-23	21-May-24	5.11%
		159,000,000			
Kimbriki Environmental Enterprises Pty Ltd					
Trading Accounts					
Commonwealth Bank of Australia Ltd	A1+	1,020,711			3.80%
		1,020,711			
At Call Accounts					
Commonwealth Bank of Australia Ltd	A1+	661,003	At Call		3.90%
Commonwealth Bank of Australia Ltd	A1+	1,438,433	At Call		3.90%
		2,099,435			
Term Deposits					
Commonwealth Bank of Australia Ltd	A1+	1,000,000	15-Dec-22	01-Jun-23	4.17%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	09-Jan-23	07-Jul-23	4.37%
Commonwealth Bank of Australia Ltd	A1+	1,500,000	01-Feb-23	01-Aug-23	4.37%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	06-Feb-23	01-Aug-23	4.38%
Commonwealth Bank of Australia Ltd	A1+	13,893,187	28-Aug-22	28-Aug-23	4.12%
Commonwealth Bank of Australia Ltd	A1+	730,194	09-Jan-23	28-Aug-23	4.43%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	14-Apr-23	04-Sep-23	4.28%
Commonwealth Bank of Australia Ltd	A1+	1,500,000	04-May-23	03-Oct-23	4.51%
		22,623,382			
Total Cash and Investments		188,995,234			

*Rating is based on a private rating advised by the issuer to Council's Investment Advisors.

Portfolio Analysis



Institutional Credit Framework – Compliance with Investment Policy Requirements

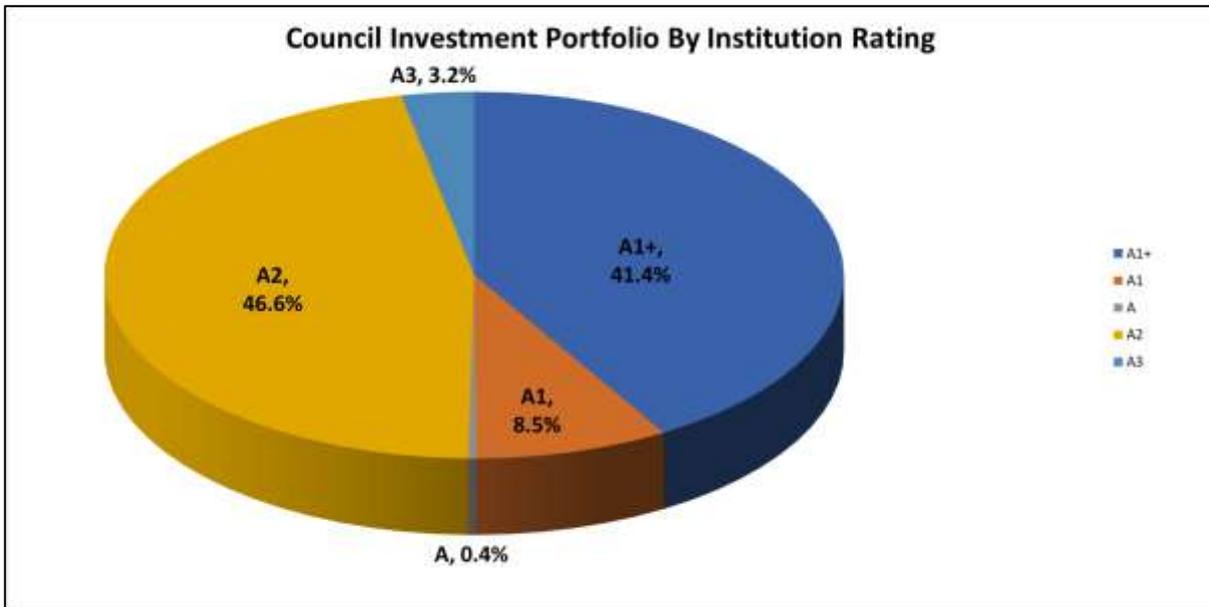
Clause 4.2.2 of Council's Investment Policy requires that the exposure to an individual institution be restricted by their credit rating so that single entity exposure is limited, as detailed in the table below:

S&P Long Term Rating*	S&P Short Term Rating*	Maximum %	Portfolio Complies with Policy?
AAA (incl. government guaranteed deposits)	A-1+	50%	Yes
AA+			
AA			
AA-			
A+	A-1	40%	Yes
A			
A-			
BBB+	A-2	30%	Yes
BBB			
BBB-	A-3	10%	Yes
Unrated**TCorp Funds	Unrated**	5%	Yes (\$Nil)
Unrated***ADIs	Unrated***	\$250,000	Yes (\$Nil)

* Or Moody's / Fitch equivalents

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

*** Unrated ADIs Category is restricted to those ADIs that are under the Australian government guarantee scheme and limited to maximum \$250,000 per unrated ADI.



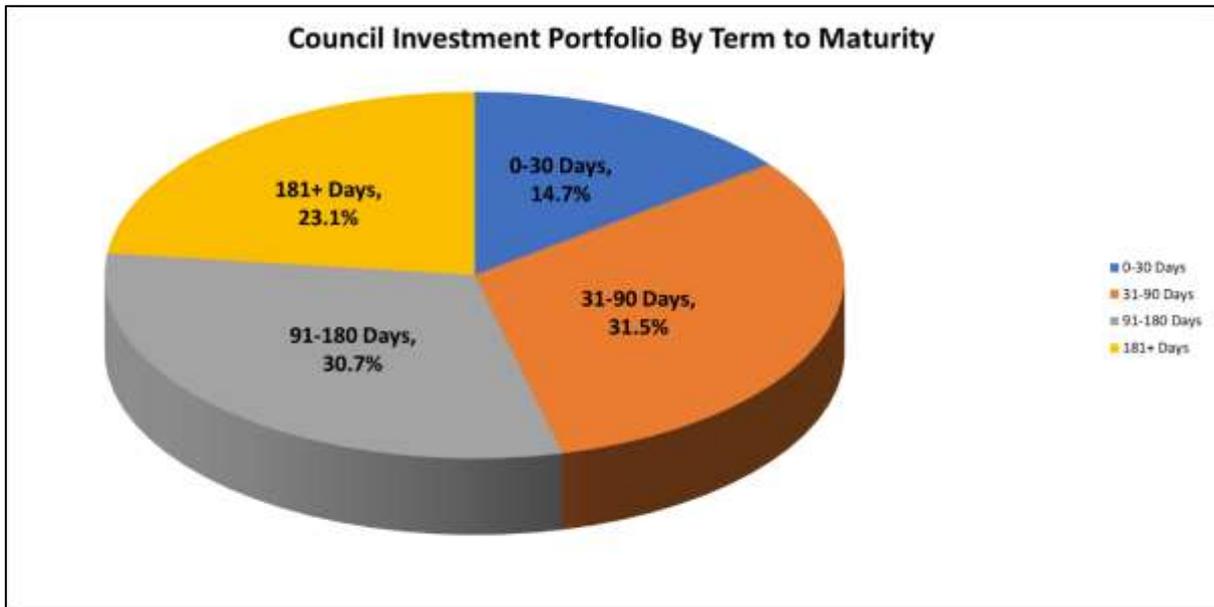
Overall Portfolio Credit Framework – Compliance with Investment Policy Requirements

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**	5%	Yes (\$Nil)

* Or Moody’s / Fitch equivalents

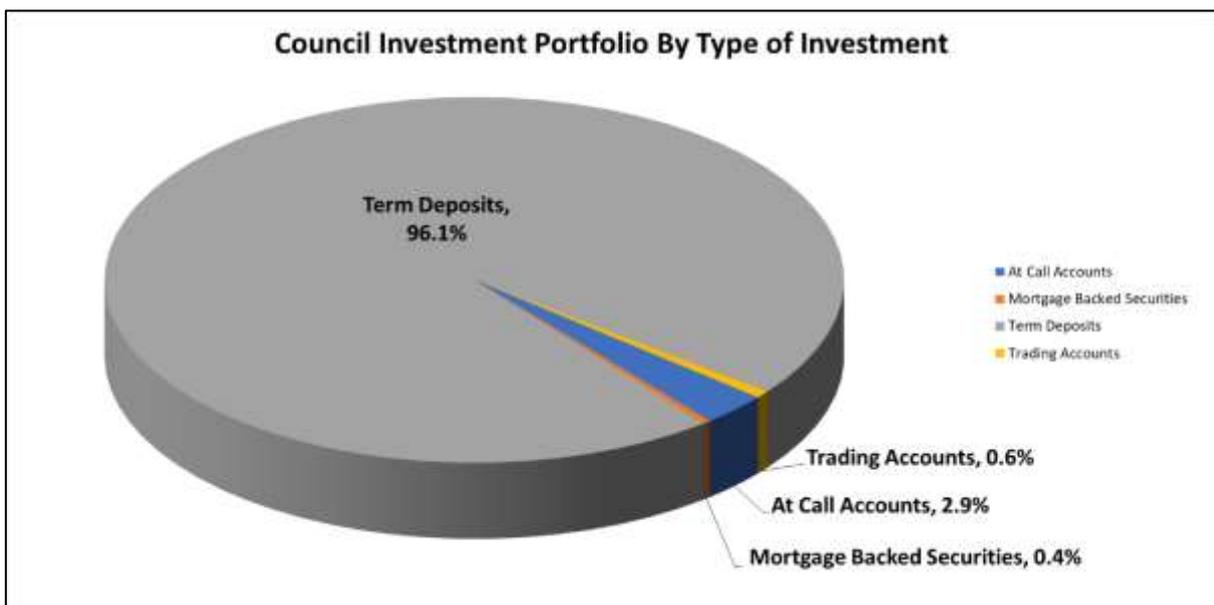
** Unrated Category is restricted to eligible managed funds such as the NSW Treasury Corporation Hour Glass Facilities and ADIs covered by the government guarantee scheme.



Term to Maturity Framework – Compliance with Investment Policy Requirements

Clause 4.2.4 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

a) Portfolio Return vs Benchmark

	Investment Portfolio Return *	Benchmark: AusBond Bank Bill Index
1 month	0.376%	0.29%
3 Months	1.076%	0.89%
FYTD	3.142%	2.58%
12 Months	3.239%	2.64%

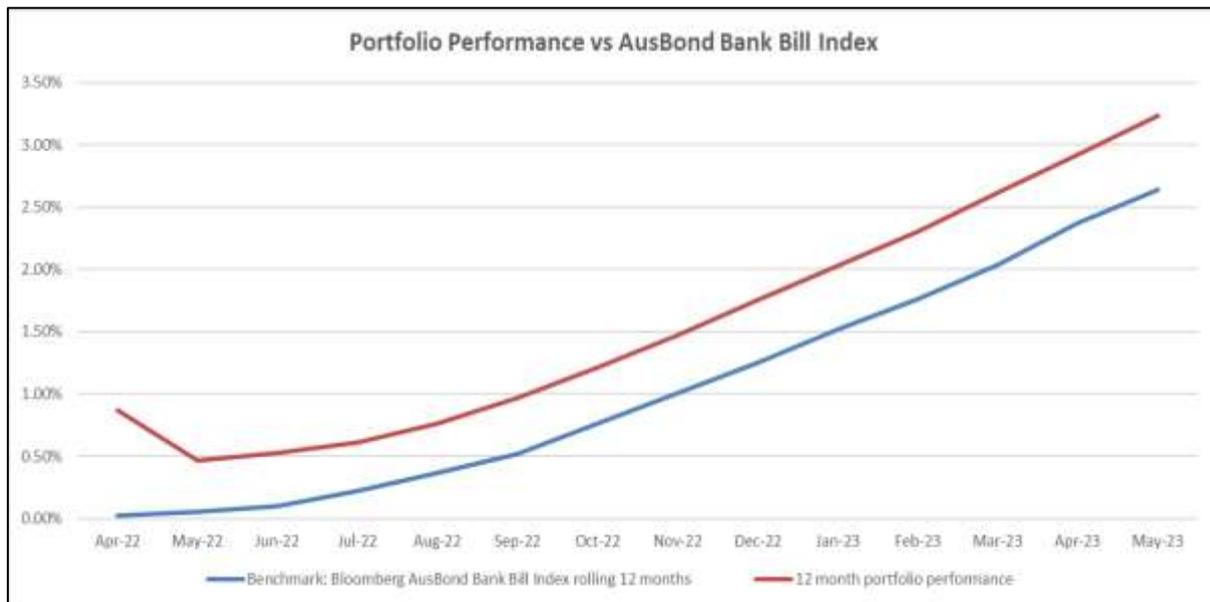
* Excludes trading account balances

Council's Investment Advisors have stated this form of portfolio reporting conforms to global investment performance standards and that these standards say that periods below 12 months should not be annualised.

The above table shows a comparison of Council's investment portfolio return to the benchmark. Council's Investment Advisor, Laminar Capital, has created an accumulation index for the portfolio which increases each month by the portfolio internal rate of return to enable meaningful comparison to the benchmark AusBond Bank Bill index, which is an accumulation index.

The Bloomberg AusBond Bank Bill Index is engineered to measure the Australian money market by representing a passively managed short term money market portfolio. This index is comprised of 13 synthetic instruments defined by rates interpolated from the RBA 24-hour cash rate, 1M BBSW, and 3M BBSW.

The portfolio achieved a return of 0.376% for the month of May which was 0.086% above the benchmark AusBond Bank Bill Index return of 0.29%. For the past 12 months the portfolio achieved a return of 3.239% which was 0.599% above the benchmark AusBond Bank Bill Index return of 2.64%.



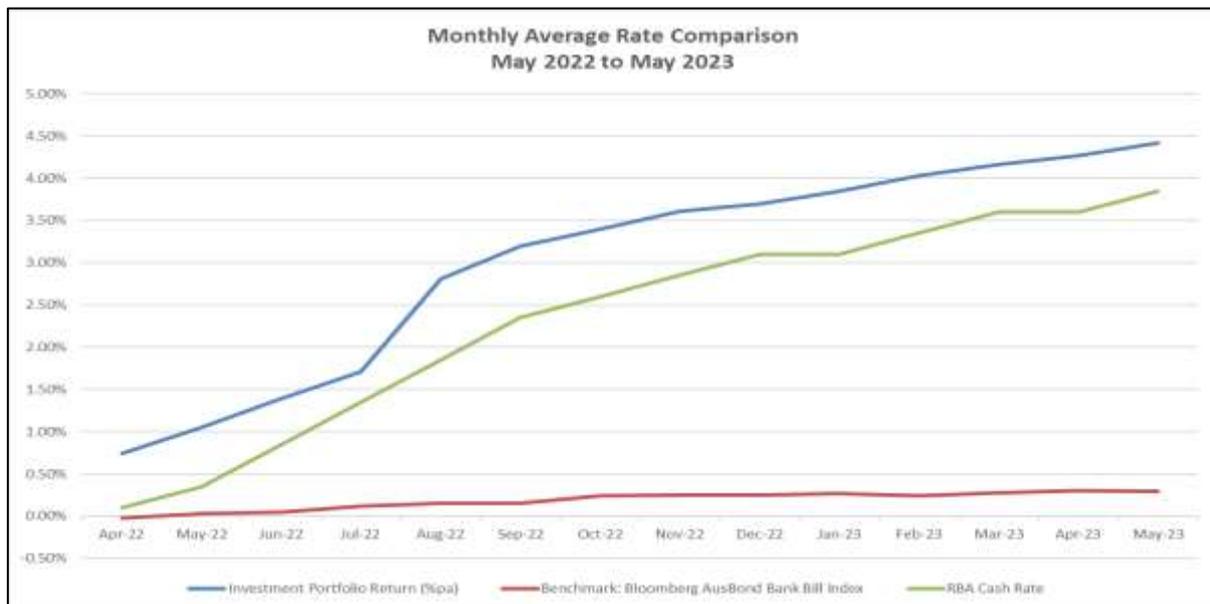
b) Portfolio Interest Rate vs Benchmarks

	Weighted Average Portfolio Interest Rate (%pa) *	Average Benchmark: AusBond Bank Bill Index	Average RBA Cash Rate
1 month	4.42%	0.29%	3.85%
3 Months	4.28%	0.29%	3.68%
6 Months	4.07%	0.27%	3.43%
FYTD	3.56%	0.23%	2.87%
12 Months	3.38%	0.22%	2.70%

* Excludes trading account balances

The above table shows the weighted average interest rate of the portfolio as at month end. This is an average of all the interest rates that each term deposit is earning. It is the current earning rate of the portfolio and this information is useful as it shows how the earning rate is changing each month in line with changes in market interest rates. Each time a term deposit matures during the month it is being reinvested at current interest rates. To facilitate meaningful comparison, the weighted average interest rate of the portfolio is compared to the average AusBond Bank Bill Index and average RBA Cash Rate for the same period.

The weighted average interest rate of the portfolio is 4.42% compared to 4.27% for the prior month. For the past 12 months the weighted average interest rate of the portfolio was 3.38% compared to the average Ausbond Bank Bill movement of 0.22% and the average Reserve bank of Australia Cash Rate of 2.70%.

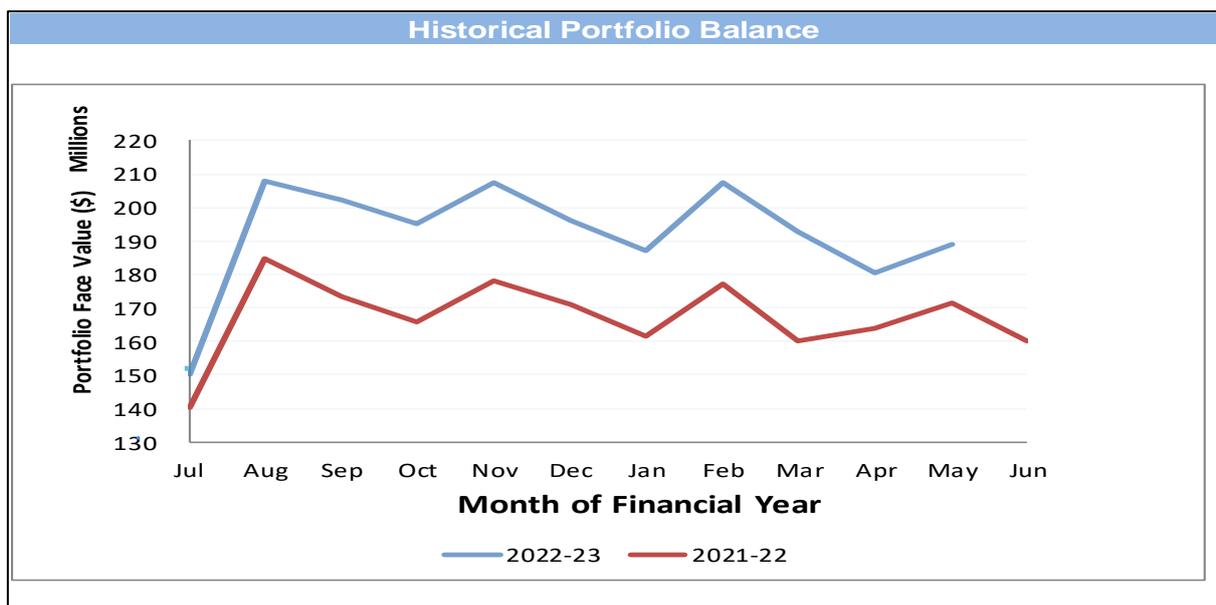


Monthly Investment Income* vs Budget

	May 2023 \$	Year to Date \$
Investment Income	682,621	6,022,349
Adjustment for Fair Value	4,687	20,433
Total Investment Income	687,308	6,042,782
Budgeted Income	47,600	556,800

*Includes all cash and investment holdings

Historical Portfolio Balance		
	2022-23	2021-22
Jul	150,084,380	140,264,007
Aug	207,972,249	184,686,438
Sep	202,385,068	173,325,287
Oct	195,360,642	166,006,688
Nov	207,563,253	178,085,861
Dec	196,306,324	170,911,655
Jan	187,257,340	161,545,259
Feb	207,336,465	176,973,362
Mar	192,847,150	160,133,548
Apr	180,536,376	163,852,294
May	188,995,234	171,636,374
Jun		160,160,643
Average Portfolio Balance	192,422,225	167,298,451



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

Restricted cash, cash equivalents and investments

The breakdown of restrictions is not available for the current month within the timeframe for the completion of the Monthly Investment Report. Accordingly, the total cash and investments and restrictions related thereto are presented for the previous month.

At the end of April 2023 total cash & investments were \$180,536,376 and were made up of the following reserve allocations.

Allocation of Funds	Amount (\$)	Percentage
Externally Restricted	53,597,750	29.69%
Internally Restricted	88,220,370	48.87%
Total Restricted	141,818,120	78.55%
Unrestricted	38,718,256	21.45%
Total	180,536,376	100.00%

ECONOMIC NOTES

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

In May, economic indicators point to moderating global economic growth and slow, bordering stalling, progress containing high inflation. Central banks remained focused on bringing inflation down with some, including the US Federal Reserve, the European Central Bank, and the RBA, hiking official interest rates further in the face of signs of slowing demand. Government bonds that rallied strongly in Q1 on hopes of central banks moving quickly to lower official interest rates later this year, gave up some gains in April and May amid growing concern that central banks may need to lift official interest rates higher and then keep them high for longer.

In the US, most economic reports released in May show signs that the pace of economic growth is slowing, but not yet to the point of recession. At times during the month, the risk of recession rose from an added credit crunch developing in the wake of recent regional bank failures and political turmoil dealing with the approach of the \$US 30 trillion government debt ceiling and consequent shutdown of government payments if the ceiling is not raised. Towards month-end, the banking problems appear to be stabilising and President Biden and Republican House Speaker McCarthy reached an in-principal deal on the debt ceiling providing hope that recession risk from the banking and debt-ceiling issues is becoming less pronounced.

In China, economic releases in May show continuing recovery, but led by retail spending this time rather than fixed investment spending and industrial production the drivers of growth in the past. In April, fixed asset investment spending rose 4.7% y-o-y, decelerating from 5.1% in March. Industrial production accelerated to 5.6% y-o-y in April from 3.9% in March, but the strongest lift in activity came in retail sales, up 18.4% y-o-y in April from 10.6% y-o-y in March. After the policy reversals away from restrictions since late last year, China is likely to provide a growth engine for an otherwise slowing global economy in 2023. By the standards of growth recoveries in China over the past two decades, the lift in China's economic growth rate will be modest – perhaps 4.5% in 2023 as opposed to growth nearer 10% in the first year of earlier recoveries.

In Europe, GDP growth slowed in Q1 2023 to 0.1% q-o-q, 1.3% y-o-y with the biggest economy, Germany, already in the early stages of recession. Anomalies remain between weak goods production and still strong services. Also, the labour market remains very tight with the EU unemployment rate down at a quarter century low point of 6.5% in March. European inflation remains high and sticky with the preliminary May CPI up 7.0% y-o-y. Inflation is especially problematic in the United Kingdom where CPI inflation stands at 8.7% y-o-y. Both the European Central Bank and the Bank of England remain most strident in their warnings about the need to reduce inflation, even in the face of the risk of recession. At their respective May monetary policy meetings, the European Central Bank hiked its deposit rate 25bps to 3.25% while the Bank of England lifted its Base Rate by 25bps to 4.50%. The only concession to a deteriorating economic growth outlook is that both central banks are moving official rates up in steps of 25bps rather than 50bps. Sticky and high European and British inflation mean that both central banks are likely to hike rates at least once more over coming months.

In Australia, when the RBA surprised many by hiking the cash rate by 25bps to 3.85% at its early-May policy meeting it was a line-ball decision. Although inflation was falling down to 7.0% y-o-y in Q1 and on the monthly CPI report down to 6.3% in March it remained too high. Signs of weakening consumer spending provided hope that inflation would continue to fall, but that hope was offset by early signs of revival in housing demand pushing up prices and rebounding wage growth against a backdrop of three years of no productivity growth that could prevent inflation returning to 2-3% target. After the May rate hike decision, the RBA received the Q1 wage price index release showing wages up 0.8% q-o-q, 3.7% y-o-y. Given poor productivity, that was too high for comfort. Also, big wage rise decisions over recent months, particularly in the public sector and championed by government, are likely to push the wage price index well above 4% y-o-y later this year. Looking ahead to the June RBA meeting, the Reserve Bank could justify another 25bps rate hike on the basis of risks of too high wage growth at a time of weak productivity growth.

ITEM 9.6	REVOCAION OF VARIOUS POLICIES
REPORTING MANAGER	EXECUTIVE MANAGER GOVERNANCE & RISK ENVIRONMENTAL COMPLIANCE
TRIM FILE REF	2022/227711
ATTACHMENTS	<ol style="list-style-type: none"> 1 ⇒ Companion Animal Population (former Pittwater Council) (Included In Attachments Booklet) 2 ⇒ Horses on Private Premises Policy (former Pittwater Council) (Included In Attachments Booklet) 3 ⇒ Draft Keeping of Animals Policy (Northern Beaches Council) (Included In Attachments Booklet) 4 ⇒ Privacy Policy (Included In Attachments Booklet)

BRIEF REPORT

PURPOSE

To seek Council approval to revoke two policies of the former Pittwater Council, one Northern Beaches Council policy and advise Council of the outcomes of the public exhibition of the draft Keeping of Animals Policy.

REPORT

Council has been progressively harmonising its policy environment. The Local Government (Council Amalgamations) Proclamation 2016 operates so 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.

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



This report proposes to revoke two policies of the former Councils which have been identified as no longer required (refer to attached policies). The policies and rationale for revoking them is provided in the table below.

Policy	Reason for revoking
Companion Animal Population Policy (former Pittwater Council) (Attachment 1)	This policy has been identified as no longer being required as the management of the subject matter covered by the policy is now addressed by the existing statutory provisions of the <i>Companion Animals Act 1998</i> .
Horses on Private Property Policy (former Pittwater Council) (Attachment 2)	This policy is no longer current as the content of the former policy is largely based on the now superseded Pittwater Local Environmental Plan 1993. Further, the policy has been identified as no longer being required as the management of the subject matter covered by the policy is addressed by the existing statutory provisions the <i>Local Government Act 1993</i> and the <i>Local Government (General) Regulation 2021</i> .
Privacy Policy (Attachment 4)	This policy is no longer required. Its existence is a legacy of the former Warringah Council. The <i>Privacy & Personal Information Protection Act 1998</i> requires Council to have a Privacy Management Plan which is operating in place (to be updated by 11/23) and to institute a Data Breach Policy (currently in development and to be finalised by 11/23). Council staff undertake annual privacy training to ensure privacy obligations are effectively managed.

Outcomes of the public exhibition of the Draft Keeping of Animals Policy (Northern Beaches Council)

At the Council meeting held on 22 October 2019, Council resolved:

That Council:

- A. *Place the draft Keeping of Animals Policy on public exhibition for a minimum of 28 days.*
- B. *Notes the need to address management of domestic cats given their impact on native wildlife and will strengthen the draft policy to reflect the need for continued public education and enhanced legislation.*
- C. *The outcomes of the public exhibition be reported to Council.*

The public exhibition of the draft Keeping of Animals Policy (Attachment 3) commenced on 25 October 2019 and closed on 8 December 2019. In response, Council received over 1,200 submissions which overwhelmingly did not support the draft Keeping of Animals Policy. A community response was received predominantly around the management of horses on beaches and in the public domain.

The management of animals on beaches and within public domain is dealt with under the relevant plan of management applicable to the public land. The unleashed dog exercise areas are currently authorised by the former Council policies:

- Dogs - Urban Management Policy (former Manly Council)
- Dog Control Policy (former Pittwater Council)
- Animal Management Policy (former Warringah Council)

The above policies will not be considered for revocation until such time as the policy development and position for the dogs off leash policy is prepared by the Parks and Recreation team.

There are sufficient legislative provisions available to Council under the *Local Government Act 1993*, *Local Government (General) Regulation 2021* and *Protection of the Environment Operations Act 1997* to effectively control concerns connected with the keeping of animals, such as the

management of noise, dust, odours, effluent and vermin control. Dogs and cats are effectively controlled under the *Companion Animals Act 1998*.

Council continues to partner with the RSPCA in the Keeping Cats Safe at Home program. The program aims to promote responsible animal ownership, improve access to desexing activities, microchipping and registration to provide cats a safe and happy home life. The program also focuses on behaviour change for animal owners to reduce detrimental impacts to wildlife caused by domestic cats. Feedback from participating councils confirmed that a high visibility education program reduced the number of strays and improved desexing numbers. Council staff will engage with the RSPCA to propose a similar education program for the Northern Beaches.

Given the above, the draft Policy has been identified as no longer being required to progress as the subject matter of the proposed policy is addressed by the existing statutory provisions of the *Local Government Act 1993*, *Local Government (General) Regulation 2021*, *Protection of the Environment Operations Act 1997* and *Companion Animals Act 1998*.

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

The recommendations of this report pose no financial impact on Council.

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 or relevant legislation.

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 enterprise risk and opportunity management framework and in accordance with the policy framework.

RECOMMENDATION OF ACTING DIRECTOR CORPORATE AND LEGAL

That Council:

1. Revoke the following policies:
 - A. Companion Animal Population Policy (former Pittwater Council)
 - B. Horses on Private Property Policy (former Pittwater Council)
 - C. Privacy Policy (Northern Beaches Council)
2. Note the outcome of the public exhibition of the draft Keeping of Animals Policy and determine not to adopt the policy.

ITEM 9.7	POWER OF ATTORNEY ARRANGEMENTS FOR CHIEF EXECUTIVE OFFICER
REPORTING MANAGER	EXECUTIVE MANAGER GOVERNANCE & RISK
TRIM FILE REF	2023/164288
ATTACHMENTS	1 ↓Revocation of Power of Attorney - Louise Kerr 2 ↓Power of Attorney - Scott Phillips

BRIEF REPORT

PURPOSE

To revoke the Power of Attorney to Ms Louise Kerr, Interim Chief Executive Officer and seek a Power of Attorney for the incoming Chief Executive Officer, Mr Scott Phillips.

REPORT

On 28 March 2023, Council granted a Power of Attorney to the Interim Chief Executive Officer, Ms Louise Kerr - Power of Attorney (Book 4811 No 445, registered 3 May 2023).

Council subsequently has appointed Mr Scott Phillips as Council's new Chief Executive Officer (CEO) who will be joining Council from 24 July 2023.

A Power of Attorney for Mr Scott Phillips, Chief Executive Officer is sought for the purposes of giving effect to resolutions or functions of the Council where the use of the Power of Attorney is resolved or 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

The recommendations of this report pose no financial impact on Council.

ENVIRONMENTAL CONSIDERATIONS

The recommendations of this report pose no environmental impact on Council.

SOCIAL CONSIDERATIONS

The recommendations of this report pose no social impact on Council.

GOVERNANCE AND RISK CONSIDERATIONS

The recommendations of this report maintain consistent governance arrangements and ensure a Power of Attorney is in place for the commencement of Mr Phillips in the position of Chief Executive Officer.

RECOMMENDATION OF ACTING DIRECTOR CORPORATE AND LEGAL

That Council:

1. Revoke the Power of Attorney Book 4811 No 445, registered on 3 May 2023 effective from 23 July 2023.
 2. Affix the Common Seal of Council to the Revocation of Power of Attorney (Attachment 1).
 3. Grant Power of Attorney to Mr Scott Phillips, Chief Executive Officer effective on and from 24 July 2023 to execute documents, dealings and instruments relating to the matters detailed in the draft instrument provided at Attachment 2 to this report.
 4. Affix the Common Seal of Council to the Power of Attorney.
 5. Attend to the registration of the Revocation of Power of Attorney Book 4811 No 445 and the new Power of Attorney to Mr Scott Phillips.
-

REVOCATION OF POWER OF ATTORNEY

NORTHERN BEACHES COUNCIL of 725 Pittwater Road, Dee Why hereby revoke the Power of Attorney dated 29 March 2023 and registered on 3 May 2023 Book 4811 No 445 appointing Louise Kerr, Interim Chief Executive Officer, of 725 Pittwater Road, Dee Why.

IN WITNESS WHEREOF the Council has hereunto set its Seal.

The Common Seal of NORTHERN
BEACHES COUNCIL

Was hereunto affixed on the _____
day of _____ 2023

Sue Heins
Mayor
725 Pittwater Road Dee Why NSW 2099

pursuant to the resolution of Council
made on the _____ day of
_____ 2023 in the presence
of:

Scott Phillips
Chief Executive Officer
725 Pittwater Road, Dee Why NSW
2099

GENERAL POWER OF ATTORNEY

1. Appointment of attorney by the principal

This Power of Attorney is made on _____ by Northern Beaches Council ('the Council') of 725 Pittwater Road Dee Why NSW as principal.

The Council hereby appoints Scott Phillips Chief Executive Officer of 725 Pittwater Road Dee Why NSW to be its Attorney.

2. Powers

The Council's attorney may exercise the authority conferred by Part 2 of the *Powers of Attorney Act 2003* to do anything on the Council's behalf it may lawfully authorise an attorney to do, subject to the limitations set out in Clause 3.

3. Conditions and limitations

The Council places the following conditions and/or limitations on the authority of its attorney:

This Power of Attorney is limited to the execution of documents, which give effect to:

- (a) Resolutions of the Council where resolutions are required for the exercise of a function; or
- (b) Functions, which have been delegated to the Attorney.

This Power of Attorney does not operate as a delegation of any function of the Council for the purposes of Section 377 of the Local Government Act 1993.

4. Commencement

This power of attorney operates:

On and from 24 July 2023

5. Your signature to make the appointment

IN WITNESS WHEREOF the Council has hereunto set its Seal on the date abovementioned.

The Common Seal of NORTHERN BEACHES COUNCIL

Was hereunto affixed on the Sue Heins
_____ day of _____ Mayor
2023 725 Pittwater Road, Dee Why NSW
2099

Pursuant to the resolution of Council Scott Phillips
made on the _____ day of Chief Executive Officer
_____ 2023 in the presence of: 725 Pittwater Road, Dee Why NSW
2099

6. Attorney responsibilities

The Council's attorney must do the following:

- (a) Keep the Principal's money and property separate from the attorney's money and property;
- (b) Keep reasonable accounts and records of the Principal's money and property;
- (c) Not benefit from being an attorney, unless expressly authorised by the Principal;
- (d) Always act in the Principal's best interests;
- (e) Always act honestly in all matters concerning the Principal's legal and financial affairs.

Failure to do so may incur civil and/or criminal penalties.

NSW LAND REGISTRY SERVICES OFFICE USE ONLY

10.0 COMMUNITY AND BELONGING DIVISION REPORTS

ITEM 10.1	PUBLIC EXHIBITION OF THE DRAFT LIBRARY STRATEGIC PLAN 2023-2028
REPORTING MANAGER	EXECUTIVE MANAGER LIBRARY SERVICES
TRIM FILE REF	2023/219857
ATTACHMENTS	1 ⇒ Stage 1 - Community Engagement Report - Library Strategy (Included In Attachments Booklet) 2 ⇒ Draft Library Strategic Plan 2023-2028 (Included In Attachments Booklet)

SUMMARY

PURPOSE

To see Council endorsement to publicly exhibit the draft Library Strategic Plan 2023-2028.

EXECUTIVE SUMMARY

Council has developed the draft Library Strategic Plan 2023-2028, setting the vision for the future of public library services on the Northern Beaches and providing clear directions for the development and delivery of community-focused services that meet the diverse needs of the people who live and work on the Northern Beaches.

Northern Beaches Council operates one of the largest, well-used and respected public library services in NSW. The library network has six physical branches across the Northern Beaches – Manly, Warringah Mall (Brookvale), Dee Why, Forestville, Glen Street (Belrose) and Mona Vale. It offers outreach services in community locations and an extensive range of collections and services.

The development of the draft Library Strategic Plan 2023-2028 has been informed by research and consultation over a two-year period with the Northern Beaches community, external stakeholders, and Council staff. The consultation engaged library users and non-users, key stakeholders and community partners, allied Council business units and the library team. More than 4,000 individual responses were received and reviewed throughout the engagement period.

Through the detailed comments some key themes emerged.

1. The Northern Beaches community highly value their libraries for the services they provide. They love the collections, the programs, the spaces, the interactions and the experiences they have when they are at the library.
2. Library users are proud of their libraries. They think Northern Beaches Libraries provide an excellent service that connects with them and makes them feel part of a unique community.
3. Innovation is the key to the library's success. The community admire the fact that the libraries are continually striving to explore new ways of expanding access and delivering community focused services, even in difficult times.

These broad themes have guided the framing of the library's future strategic directions alongside research into contemporary library service provision.

In response the draft Library Strategic Plan 2023-2028 outlines a targeted focus on four strategic directions.

1. Experience – Explore and Engage

Northern Beaches Libraries plays a vital role in enriching people's lives through our collections, literacy and lifelong learning programs, welcoming spaces and access to information, technology, leisure opportunities and cultural engagement. There is something for everyone at the library, and our team will strive to ensure that every library user, whatever they are seeking, can find what they are looking for and maybe more.

2. Connection – Belonging and Pride

People who live and work in the Northern Beaches are proud of their home, their community, their casual lifestyle and the unique natural environment. Northern Beaches Libraries are safe, inclusive and connected and contribute to this sense of belonging by being accessible to all, showcasing the area's unique character and history, and by being a place where people come together to tell and create their own stories.

3. Together – Partnerships and Collaboration

Northern Beaches Libraries understand that meeting the diverse spectrum of the community's reading, learning and information needs cannot be met by working in isolation. It requires a strategically aligned and coordinated approach to working with different organisations in the Northern Beaches and community members themselves.

4. Leadership – Excellence and Innovation

Northern Beaches Libraries has proven itself to be a leader in exploration of contemporary library service models. We will continue to invest in our people and innovation to ensure that the Northern Beaches community has convenient and efficient access to high quality public library services that are valued by our community and peers.

Council will evaluate the progress of key priority actions through detailed reporting and monitoring of key performance indicators alongside Council's standard monthly and annual reporting processes.

The *Australian Public Library Alliance – Australian Library & Information Association (APLA-ALIA)* Standards and Guidelines and Outcomes for Australian Public Libraries form the basis of library performance standards and aspirations for performance. These standards and guidelines set expectations for the provision of community-based public library services. In addition to evaluating the progress of key priority actions, Council will assess library performance against these standards and guidelines on an annual basis.

RECOMMENDATION OF ACTING DIRECTOR COMMUNITY AND BELONGING

That:

1. Council place the draft Library Strategic Plan 2023-2028 on public exhibition for a minimum of 28 days.
 2. The outcomes of the public exhibition of the draft Library Strategic Plan 2023-2028 be reported to Council.
-

REPORT

BACKGROUND

Identified as an operational project action item in the Council Delivery Program 2023-2027, the draft Library Strategic Plan 2023-2028, sets a vision for the future of public library services on the Northern Beaches and provides clear directions for the development and delivery of community-focused services that meet the diverse needs of the people who live and work on the Northern Beaches.

Northern Beaches Council operates one of the largest, well-used and respected public library services in NSW. The library network has six physical branches across the Northern Beaches – Manly, Warringah Mall (Brookvale), Dee Why, Forestville, Glen Street (Belrose) and Mona Vale. It offers outreach services in community locations and an extensive range of collections and services.

In 2021-22 more than 63,000 members of the community actively used the library service, with more than 474,000 visits, 1.11 million loans of physical and digital collection items and 11,000 attendances to library learning, cultural and social engagement programs.

As evidenced by the continued and ongoing use, Northern Beaches Libraries continues to be one of the community's most valued civic institutions with high levels of customer satisfaction. More than just a place for books, our libraries support learning, creativity, social and digital inclusion, community wellbeing and resilience.

Northern Beaches Libraries operate in a complex, dynamic and challenging environment where the services offered and the capacity to deliver those services professionally and efficiently is influenced by a range of social, economic, environmental, technological and political factors.

In response to changing community needs, economic stress, social trends and technological advancements Northern Beaches Libraries must evolve and adapt on a continuous basis to ensure we continue to reflect our community, support social inclusion, resilience and community wellbeing.

The draft Library Strategic Plan outlines a targeted focus on four strategic directions. Three goals have been identified under each strategic action. Priority actions have been listed against each goal and will be progressively implemented and embedded in everyday library operations over the life of the Strategic Plan.

Direction 1- Experience. Explore and Engage

Northern Beaches Libraries play a vital role in enriching people's lives through our collections, literacy and lifelong learning programs, welcoming spaces and access to information, technology, leisure opportunities and cultural engagement. There is something for everyone at the library, and our team will strive to ensure that every library user, whatever they are seeking, can find what they are looking for – and maybe more.

- **Community Centred Collections.** The delivery of contemporary library collections and content that is shaped by and reflective of our diverse community will be achieved through the improvement of curation, selection and purchasing workflows including a review of collection layout for an improved user experience.
- **Dynamic Programming.** The delivery of programs, events and exhibitions that engage, inform and inspire our community will be increased and targeted to support our commitment to inclusive and diverse programming.
- **Exceptional Service.** Supporting the Northern Beaches community with library experiences that are both personal and productive, driving library use and creating a sense of pride and belonging will be achieved through several mediums including the development of a library

customer service charter, increasing access to emerging technologies and reviewing fees and workflow improvements.

Direction 2 – Connection. Belonging and Pride

People who live and work in the Northern Beaches are proud of their home, their community, their casual lifestyle and the unique natural environment. Northern Beaches Libraries are safe, diverse, inclusive and connected, and contribute to this sense of belonging by being accessible to all, showcasing the area's unique character and history, and being a place where people come together to tell and create their own stories.

- **Access and Inclusion.** The creation and delivery of safe, inclusive library places and experiences that enhance service access for all people will be achieved through the development of a Library Access and Inclusion Plan and a review and re-design of services, branch layouts and workflows to remove or reduce barriers to access.
- **Local Stories.** The documentation, preservation and celebration of the Northern Beaches unique local history, Aboriginal heritage and living cultures will be delivered through a focussed and strategic approach to the digitisation program and exploring new ways to capture, conserve, exhibit and share local stories.
- **Pride in Place.** Creating welcoming and vibrant library places and experiences that engender a sense of belonging and pride will be achieved through the exploration of opportunities to showcase our Northern Beaches history, culture and vibrant lifestyles.

Direction 3 – Together. Partnerships and Collaboration

Northern Beaches Libraries understand that meeting the diverse spectrum of the community's reading, learning and information needs cannot be met by working in isolation. It requires a strategically aligned and coordinated approach to working with different organisations in the Northern Beaches and community members themselves.

- **Community and Volunteers.** Improving opportunities for the Northern Beaches community to learn about, contribute and support library services will be achieved through a review of our marketing approach and the creation of new opportunities for volunteering.
- **Community Organisations.** We will seek out and foster community-based partnerships with organisations that leverage our resources, build community capacity and celebrate our local culture and heritage.
- **Council Partners.** By working collaboratively with other Council business units community outcomes can be improved and maximise the return on Council investment in the Northern Beaches community.

Direction 4 – Leadership. Excellence and Innovation

Northern Beaches Libraries has proven itself to be a leader in exploration of contemporary library service models. We will continue to invest in our people and innovation to ensure that the Northern Beaches community has convenient and efficient access to high quality public library services that are valued by the community and admired our peers.

- **Service Transformation.** As a leader in the delivery of flexible and innovative service models for improved community access and satisfaction, we will continue to drive the expansion of 24/7 service where feasible and explore opportunities to deliver and trial innovative digital technologies.
- **Culture and Capability.** Developing, nurturing and growing a library workforce and culture that is professional, high-performing and future ready is critical to the success of the

Strategic Plan and will be achieved through the development of a Workforce Development Plan and strategic alignment of workforce tasks with strategic outcomes.

- Industry Leadership. Integral to a high performing workplace and culture, we will monitor industry trends, maintain strong connections with national and NSW industry bodies to inform strategic planning and service innovation.

Council will evaluate the progress of key priority actions through detailed reporting and monitoring of key performance indicators alongside Council's standard monthly and annual reporting processes.

The *Australian Public Library Alliance – Australian Library & Information Association (APLA-ALIA)* Standards and Guidelines and Outcomes for Australian Public Libraries form the basis of library performance standards and aspirations for performance. These standards and guidelines set expectations for the provision of community-based public library services. In addition to evaluating the progress of key priority actions, Council will assess library performance against these standards and guidelines on an annual basis.

CONSULTATION

The development of the draft Library Strategic Plan 2023-2028 has been informed by research and consultation over a two-year period with the Northern Beaches community, external stakeholders, and Council staff. The consultation engaged library users and non-users, key stakeholders and community partners, allied Council business units and the library team.

Community and stakeholder engagement aimed to:

- Build community and stakeholder awareness of participation activities.
- Provide accessible information so community and stakeholders can participate in a meaningful way.
- Identify community and stakeholder concerns, local knowledge and values.

Consultation activities included:

- Your Say project page outlining project objectives and timelines, promoting engagement opportunities and seeking feedback from library users and non-users.
- Library user survey conducted in March 2021 seeking feedback from library users.
- Review of library customer feedback, an ongoing library evaluation approach between 2021-2022.
- Review of feedback from specific programs and events targeting identified cohorts including youth and children.
- External and internal stakeholder engagement sessions undertaken in 2022 with an external consultant.
- Council's Strategic Reference Groups were involved in three workshops during the development of the Strategy.

More than 4,000 individual responses were received and reviewed throughout the engagement period. An overview of the engagement can be found in *Attachment 1: Stage 1 Community Engagement Report - Library Strategy*

Feedback from library users has highlighted the many things that Northern Beaches residents love about their libraries. These include:

- **extensive collections** – both the physical collections and increasing e-book collection, and especially the children’s collection
- **a widely distributed network** – with library branches spread across the Northern Beaches.
- **light and colour** – especially at Forestville and Glen Street, with most branches offering a range of different casual, work and activity spaces.
- **welcoming helpful library staff** – whose personal approach to library users helps to create a sense of connection and belonging.
- **a Northern Beaches feeling** – with the use of artwork and artefacts creating a sense of place and ownership of library spaces.

There were also many suggestions for improvement. Particularly, library users wanted:

- **expanded and more responsive collections** – with faster purchasing of new books, greater rotation of stock between branches, more e-books and e-audiobooks.
- **fewer fees** – to encourage more active and sustained library use.
- **more diverse programming** – with greater variety of content for users of all ages and interests and more convenient program times
- **extended opening hours** – notably in evenings and on weekends, especially for people who cannot access the library during standard working hours.
- **more flexible spaces** – including quiet spaces, dedicated study and remote working spaces, group meeting rooms, and spaces for entertainment and community activities.
- **greater promotion** of what’s available and what’s on at the library
- **more attractive, appealing and accessible buildings** – especially in comparison with other libraries in Sydney.

For current non-users of library services, issues of access (both locational and timing) and awareness (of what services are available in a contemporary public library) were most relevant in planning for increased service reach.

Through the detailed comments, several key themes emerged.

1. The Northern Beaches community highly value their libraries for the services they provide. They love the collections, the programs, the spaces, the interactions and the experiences they have when they are at the library.
2. Library users are proud of their libraries. They believe Northern Beaches Libraries provide an excellent service that connects them with and makes them feel part of a unique community.
3. Innovation is key to the library’s success. The community admires the fact that the libraries are continually striving to explore new ways of expanding access and delivering community-focused services, even during difficult times.

These broad themes have guided the framing of the library’s future strategic directions alongside extensive research into contemporary and future library service trends.

External Stakeholders

Throughout 2022, regular engagement with local community, education and cultural organisations and industry partners strengthened our commitment to community and cross-sector partnerships. By working together, we can:

- better understand the needs and demands of our unique community.

- expand service reach.
- realise efficiencies in service delivery and achieve mutual benefits.
- maintain connections with our community that inform and facilitate service planning.

Internal Perspectives

Internal consultation with Council stakeholders and library staff reinforced the perception of Northern Beaches Libraries as valuable community assets with broad community appeal and accessible locations. In addition to highlighting opportunities for stronger collaboration and integration in planning, programming and service delivery, stakeholders saw potential improvements through:

- more flexible service models, especially through use of digital technology and outreach services.
- more flexible library spaces that respond to the needs of different user groups.
- targeted support for priority population cohorts (families, youth, older people, researchers, people experiencing homelessness).
- more innovative programming that supports literacy and lifelong learning, intergenerational activities, digital literacy and creative pursuits.
- increased volunteering opportunities.

These aspirations are also reflected in the library's future strategic directions.

COMMUNITY ENGAGEMENT

It is proposed to publicly exhibit the draft Library Strategic Plan 2023-2028, Plan on a Page, Easy-to-Read version of the draft Strategy, and the Community Engagement Report in July - August 2023. Public exhibition is proposed to be undertaken for a minimum of 28 days.

When the consultation commences, the community will be invited to participate in a review of the Strategic Plan through the following methods (as a minimum):

- Information on the Your Say page, including an online submission for community feedback.
- Council and Library weekly and monthly e-Newsletters, social media including KALOF and the Wave Disability Newsletters.
- Onsite and digital signage on Council and library websites, library app and catalogue.
- Pop up roadshows onsite at library branches, events and outreach activities, including targeted cohorts including youth and children.
- Direct engagement with relevant stakeholders.

The Youth Advisory Group will be engaged on 26 June 2023, and feedback will be considered as a submission to the draft Strategy.

Following the completion of the exhibition period the community's comments will be considered and amendments made where appropriate.

TIMING

Following the 28-day public exhibition period all submissions received will be reviewed and any necessary changes will be made to the draft Library Strategic Plan 2023-2028.

The submissions and final Library Strategic Plan will be reported back to Council for adoption.

LINK TO STRATEGY

This Library Strategic Plan is framed by, complements, and will directly contribute to achievement of the Council's *Community Strategic Plan 2040* and its *Better Together, Social Sustainability Strategy 2040*.

This report relates to the Community Strategic Plan Outcome of:

- Community and belonging - Goal 7 Our diverse community is supported to participate in their chosen cultural life
- Community and belonging - Goal 8 Our community feels safe and supported
- Community and belonging - Goal 9 Our community is inclusive and connected
- Good governance - Goal 20 Our Council is proactive, and efficiently and effectively responds to, and delivers on, the evolving needs of the community

This Library Strategic Plan also has an important role to play in supporting achievement of several aligned Council strategies, notable the Northern Beaches Resilience Strategy, Children's Services Strategy, Arts and Creativity Strategy, Youth Voice Action Plan, Disability Inclusion Action Plan and Community Centre's Strategy.

FINANCIAL CONSIDERATIONS

Operational actions will be undertaken within the annual allocation of funds through the budget and operational plan approval. Delivery of future actions are subject to normal budget processes. Any required additional funding will be determined on a cases-by-case basis and provided within the business case for the project.

Where additional funding may be required, grant funding opportunities through the State Library New South Wales Public Library Infrastructure Grants may be investigated to assist in the implementation of proposed projects.

SOCIAL CONSIDERATIONS

The draft Library Strategic Plan has a strong synergy with and has been developed to complement the *Better Together Social Sustainability Strategy 2040*.

The *Better Together Social Sustainability Strategy 2040* is centred around creating inclusive and resilient communities that have the required skills, services, people and infrastructure to respond to and recover from social, political, environmental and economic change. The draft Library Strategy's three key directions, a safe, inclusive and connected community explicitly focus on the Plan's Community and Belonging outcomes.

The implementation of the draft Library Strategic Plan will continue Council's efforts to support and develop a safe, inclusive and connected community through the provision of innovative and contemporary library services, programs and spaces.

ENVIRONMENTAL CONSIDERATIONS

The draft Library Strategic Plan 2023-2028 has minimal environmental considerations.

Any implementation of actions that require consideration of environmental perspectives will be considered in line with the underpinning community values of the *Community Strategic Plan 2040*.

GOVERNANCE AND RISK CONSIDERATIONS

The draft Library Strategic Plan 2023-2028 sets out a clear path for the future of public library services on the Northern Beaches and provides clear directions for development and delivery of community-focused services that meet the diverse needs of the people who live and work on the Northern Beaches.

This plan will provide clear alignment and direction for Council teams who contribute resources, time and staff support in the delivery of innovative, contemporary and community-focused library services.

ITEM 10.2	RESPONSE TO NOTICE OF MOTION NO 6/2023 - BREWARRINA SISTER CITY YOUTH PROGRAM
REPORTING MANAGER	ACTING EXECUTIVE MANAGER COMMUNITY, ARTS & CULTURE
TRIM FILE REF	2023/236934
ATTACHMENTS	NIL

SUMMARY

PURPOSE

To respond to Notice of Motion 6/2023 regarding future options for the Sister City relationship between Northern Beaches Council and Brewarrina Shire Council, including its youth exchange program.

EXECUTIVE SUMMARY

At the Council meeting on 28 March 2023, the Notice of Motion No 6/2023 resolved:

That Council:

1. *Investigate future options of supporting our Sister City relationship with Brewarrina in supporting youth from both Brewarrina and the Northern Beaches LGA.*
2. *Staff prepare a report to come back within 3 months outlining future possible options to continue this support, including the financial cost for consideration in the 2023/24 Budget.*

The Sister City relationship between former Warringah Council and Brewarrina Shire Council was established by a signed Sister City Agreement on 24 July 2000. Since that time, the Sister City relationship has included staff exchanges, cultural exchanges, sports exchanges, youth exchanges and various special projects.

This report identifies several future options to support the Sister City relationship. Staff have consulted with the General Manager and Economic Development Manager of Brewarrina Shire Council, who support strengthening the Sister City relationship with a current priority to work towards staff exchanges to build the capacity of their staff.

Other options are also explored regarding the youth exchange program to extend the reach and impact to more young people across the Northern Beaches and Brewarrina Shire. One of these is through the establishment of sister school relationships, recognising that school to school relationships is the most effective and efficient way to develop and maintain youth exchange programs.

The 2023/24 Operational Budget for the Brewarrina Youth Exchange is \$10,700, plus staff resources. Additional financial and staff resources are required to pursue other options presented in this report.

This report relates to the Community Strategic Plan Outcomes of:

- Partnership and participation - Goal 22 Our Council builds and maintains strong partnerships and advocates effectively on behalf of the community
- Community and belonging - Goal 9 Our community is inclusive and connected

RECOMMENDATION OF ACTING DIRECTOR COMMUNITY AND BELONGING

That Council:

1. Note the funding of \$10,700 allocated to the Brewarrina Youth Exchange in the 2023/24 operational budget.
 2. Note the content and cost implications of other options presented in this report.
-

REPORT

BACKGROUND

Sister City relationships concern an agreement between two cities or councils, where each city or council agrees to promote mutual understanding, friendship and professional conduct for the benefit of both communities and the promotion of local government.

Sister cities are an agreement between towns or cities in geographically and politically distinct areas to promote cultural and commercial ties. The goal is to help develop enduring networks of communication between the cities of the world to learn from one another, strengthen and upskill one another, cut across boundaries of difference and at an international scale to reduce the likelihood of polarisation and conflict among nations.

The Sister City relationship between former Warringah Council and Brewarrina Shire Council was established by a jointly signed Sister City Agreement on 24 July 2000. The Agreement sought *'to not only establish long lasting friendship, but also lead to the promotion of goodwill and amity for city-rural relations'* and to *'promote exchanges in areas such as culture, economics, education, sport and management with the goal of deepening understanding and working together to bring about mutual happiness and prosperity.'*

At the Council meeting on 28 March 2023, the Notice of Motion No 6/2023 resolved:

That Council:

- 1. Investigate future options of supporting our Sister City relationship with Brewarrina in supporting youth from both Brewarrina and the Northern Beaches LGA.*
- 2. Staff prepare a report to come back within 3 months outlining future possible options to continue this support, including the financial cost for consideration in the 2023/24 Budget.*

Brewarrina, 800km from Sydney, is of great significance to the Aboriginal people of the region, as the town was one of the great inter-tribal meeting places of eastern Australia. It is also known for the Brewarrina Aboriginal Fish Traps on the Barwon River at Brewarrina which are NSW and National heritage listed. These fish traps are one of the oldest human constructions in the world.

Since 2000 the Sister City relationship has included:

- Staff exchanges, such as staff assistance during floods in Brewarrina in 2010.
- Cultural exchanges, including Northern Beaches artists visiting and holding art classes.
- Sports exchanges, where staff accompanied sports teams to Brewarrina, including local sports clubs and schools.
- Provision of administrative support for upgrading of systems at Brewarrina.
- Youth exchanges, with up to six young people aged 12-17 years participate in a week-long cultural immersion experience. The program is free for those participating and the groups are accompanied by a male and female Council employee.
- Various special projects such as an award-winning project 'Connexions in Time' culminated in a travelling exhibition of photographs by young people of Warringah and Brewarrina, illustrating the differences and similarities of lifestyles and issues in both communities. Other projects include Red Earth Blue Sea Seniors Week Video in 2015, Northern Beaches contribution of \$2,000 towards scholarships in Brewarrina in 2018 and attendance of Northern Beaches dignitaries at events in Brewarrina in 2011 and 2013.

The program has won the 'Assistance to a Sister City' and 'Sports Project' categories in 2003 and the 'Best Publicity by Print Media' in 2008 at the annual Australian Sister Cities Association Conference.

Separate to Council's relationship with Brewarrina Shire Council, other community organisations have their own established programs, the most well-known being "Bush to Beach" where annually, up to 40 young Aboriginal children from Brewarrina and surrounds are provided an opportunity to experience the Northern Beaches. This program has been developed, funded and hosted by South Narrabeen Surf Lifesaving Club. The Bush to Beach program also creates strong connections between the Northern Beaches and Brewarrina.

Youth Exchange Program

The only current activity in the Brewarrina Sister City program is the Youth Exchange Program, which consists of up to six young people from the Northern Beaches spending a week in Brewarrina and a reciprocal visit by six Brewarrina young people for a week at the Northern Beaches. Over the years, youth exchange activities have also included sports exchanges, surf challenges photography workshops and donation campaigns for books and sporting equipment (Books4Bre and Boots4Bre).

Previous activities for Northern Beaches student travelling to Brewarrina have included:

- Visits to rock paintings at Gundabooka National Park
- Learning about the Brewarrina Aboriginal fish traps
- Tour of local radio station in Brewarrina
- Mural painting
- Visit to Lightening Ridge Art Gallery

Previous activities for Brewarrina students travelling to the Northern Beaches have included:

- Visits to Circular Quay, the Opera House and Paddy's Markets
- Lunch in China Town
- A walk across the Harbour Bridge
- Meeting Manly Sea Eagles players
- Meeting 'Home and Away' actors at Palm Beach
- Twilight Sailing in Pittwater
- Shopping at Warringah Mall
- Learn to Surf lessons and a beach safety day at Dee Why Beach with Council Lifeguards
- North Fort Tour
- Visits to Manly Dam and Brookvale TAFE

There are many benefits to the exchange program. Some of the main benefits relate to personal growth and development, increased understanding of Aboriginal culture, cultivation of new friendships and an increased sense of belonging. It is difficult to fully quantify the benefits of these exchanges, however, it is recognised that they can be life changing experiences for the individuals participating.

For young people from the Northern Beaches, the benefits focus on a deeper understanding and respect for Aboriginal culture and heritage, an appreciation for the challenges facing regional and rural communities, and the many privileges of life on the Northern Beaches.

The primary benefits for young people from Brewarrina include developing their understanding of life in metropolitan areas and opening up various possibilities and pathways to positively impact

their educational and employment futures. In recent years, the Brewarrina group has comprised of young people who have gone on to Year 11 at Brewarrina Central School and serves as an incentive for them to continue with their education. The youth exchange provides opportunities for young people to share aspects of their lives and culture with others from outside their region and receives positive media coverage.

Council's Strategic Direction: Youth Voice Action Plan

The Youth Voice Action Plan 2028 – Shaping the Beaches' Future (the Plan) was adopted in April 2023 and outlines five years of actions for youth development and capacity building that will support and engage young people to participate in community life. The Plan sets the direction and prioritises action for youth development over the next five years on the Northern Beaches to drive positive change for young people.

The four directions represent areas of importance to young people and will deliver the support and resources young people have identified.

Direction 1: Connection and resilience

Objective: Developing emotional resilience and shared values.

Direction 2: Belonging and safety

Objective: Strengthening belonging by helping young people feel safe and included.

Direction 3: Building skills and knowledge

Objective: Building skills and knowledge that young people need to transition into adulthood.

Direction 4: For youth, by youth

Objective: Supporting our next generation of decision makers, innovators, and caretakers.

Whilst there are no actions making specific reference to youth exchange programs, it is recognised that this program builds resilience and various skills and knowledge as a result of the exchange. Action 2.3 of the Plan states:

'Engage First Nations young people to contribute to developing programs to increase understanding of Aboriginal culture and heritage including local history and story-telling.'

The youth exchange program is one way to increase understanding of Aboriginal culture and heritage and is an important outcome of the program for young people from the Northern Beaches. However, it does not directly align with Action 2.3 of the Plan.

Options

The General Manager and Economic Development Manager from Brewarrina Shire Council have been consulted regarding priorities for the Sister City relationship. They have indicated support for the current youth exchange program but are unable to confirm when it can proceed due to workforce challenges. Council staff will continue to liaise with their relevant counterparts to determine the next suitable time for the youth exchange.

The main priority outlined by Brewarrina Shire Council is the revitalisation of staff exchanges as part of the Sister City relationship.

In response to the Council resolution, other options are detailed below, noting that further discussions with Brewarrina Shire Council are required to confirm level of support and capacity towards these, should Council wish to pursue any of the options.

Option 1. Continue the youth exchange program in its current form

As detailed above, Brewarrina Shire Council has confirmed support for this program in principle. Whilst the benefits of the program can be numerous for the individuals, they are experienced by a small number of participants, especially when considering the amount of staff time spent in the planning and implementation of the program. The draft Operational budget 2023/24 allocates \$10,700 to this program, in addition to 50 days of staff time.

The program in its current form provides great benefit for those fortunate enough to be able to participate and has been an ongoing initiative for many years between the two Councils.

Option 2. Broaden the scope of the Sister City relationship

The General Manager and Economic Development Manager from Brewarrina Shire Council have identified staff exchanges as the principal way to best broaden the scope of the Sister City relationship. A staff exchange would help build the capacity of their staff in key areas of need including economic development, tourism, place planning, facilities management and youth and community services.

Other support could also be provided by Council in areas of high social need for the Brewarrina region, such as suicide prevention. In accordance with a previous resolution of Council, approaches have been made regarding suicide prevention with Brewarrina Shire Council, community leaders and elders.

Additional budget related to travel and accommodation costs would need to be allocated, alongside consideration of existing workloads and capacity of Council.

Option 3. Incorporating Youth Advisory Group into youth exchange program

Following agreement by Brewarrina Shire Council, the current youth exchange program could be expanded to include the involvement of Council's Youth Advisory Group. This could be particularly useful if Brewarrina would like to develop or expand a youth advisory group as part of their program.

It is anticipated that this could expand to include up to twenty (20) young people, requiring an additional program budget of \$30,000 and 70 days of staff time for effective planning and implementation over several months.

This development could contribute to building a 'for youth, by youth' element to the planning of the exchange program, aligning with one of the strategic directions of the Youth Voice Action Plan.

As with the Youth Exchange option, a program with 20 young people from the Youth Advisory Group may provide limited benefit to a broader cohort of young people across the Northern Beaches.

Option 4. Create a scholarship program

As in past years, a scholarship program could support young people from Brewarrina to meet their educational and employment goals. Whilst this may have some excellent outcomes for young people from Brewarrina, it lacks the relational connections that are made through an exchange program.

This would require support and direction from Brewarrina Shire Council to determine whether this is a relevant and suitable program to consider.

Option 5. Facilitating sister school relationships

Council could expand the youth exchange program by shifting Council's role from hosting one Council led youth exchange program, to that as a facilitator and enabler that would promote, support and equip local high schools on the Northern Beaches to establish various school to

school youth exchange programs between regional and remote school communities, including Brewarrina Central School.

This option would change the focus from managing one youth exchange program to building the capacities of local schools interested in developing their own sister school relationships. School to school relationships are well suited to youth exchange programs and can be an effective and efficient mechanism to develop and maintain. This also includes the ability for schools to facilitate online aspects to the relationships, particularly if tailored to a specific subject in the curriculum. Over time, this would extend the benefit to a far greater amount of young people.

The Victorian Department of Education and Early Childhood Development produced a report in 2012 on the benefits, impacts and success factors for successful sister school relationships. This report found that sister school programs have a significant positive effect on the awareness, attitudes and response of students across both primary and secondary schools. It also found that these benefits are of greatest significance during the third year especially, once relationships had been well established and embedded within the school.

Benefits of Sister School Relationships include:

- Intercultural understanding, awareness and perspective within the school community
- Opportunities to better understand one's own culture/country
- Personal development of the student e.g. leadership, maturity, independence
- Improved ability of students to adjust to different situations

It is recognised that other schools across the Northern Beaches may already have existing sister school relationships. For example, Barrenjoey High School has a relationship with Goodooga Central School, located just 100km north of Brewarrina. This has been facilitated by Connecting Communities Australia and their Schools Walking Together Program, which develops genuine partnerships focused on building long term and sustainable connections between First Nations children of Western NSW and children from Metropolitan Sydney.

Facilitating and promoting sister school relationships does not require the cessation of the current youth exchange program. This option would have no impact on the financial resources required, however, would require significant staff time to facilitate and broker these relationships, both with schools across the Northern Beaches and various schools in regional and remote NSW.

The process to facilitate and promote sister school relationships would progress over time involving initial scoping with local primary and high schools to identify which schools have existing sister school relationships and to determine the levels of interest of schools in establishing new sister school relationships.

There may be a risk with this option that the priorities of schools' change, as a result of natural disasters or significant events. Schools may make decisions to provide opportunity and assistance to other areas in difficult times, at the expense of a sister school relationship with Brewarrina.

Upcoming 2023 National Conference

Sister Cities Australia, an umbrella organisation supporting and promoting Sister City relationships, in Partnership with Wyndham City are hosting the 2023 National Conference title '*Sister Cities - Linking the World Together*' to be held in Werribee, Victoria from Wednesday 11 October to Friday 13 October 2023. The Conference is the first face-to-face event since 2020 and includes speakers and international representatives.

The Conference will cover topics such as Economic Development of Sister Cities, their Impact on International Relations, the Role of the Consular Corps, Cultural Assets of Sister City

Relationships, Youth Participation, and several Case Studies looking at specific relationships, how they coped during Covid, and the Future of Sister City Relationships.

Attending this conference could be a constructive way for Council to engage with recent research regarding Sister City relationships, both domestic and international, including how to review existing relationships and identify the best options going forward.

The cost of the conference is \$600 for non-members with more information to be released including the full Conference Agenda in coming weeks.

CONSULTATION

Staff have consulted with the General Manager and Economic Development Manager of Brewarrina Shire Council, who support strengthening the Sister City relationship. Whilst this includes the youth exchange program, they particularly highlighted the value in staff exchanges to build the capacity of their staff, especially alongside various workforce challenges.

Further consultation is required to ensure any options explored align with the current priorities and capacity of Brewarrina Shire Council.

TIMING

The Brewarrina Sister Cities Youth Exchange Program is run over the period of 5 to 7 days at each location, at total of 10 to 14 days per annum. It is anticipated that young people from Brewarrina may visit the Northern Beaches in October 2023, if able to be resourced by Brewarrina Shire Council.

Expansion of the youth exchange program to include the Youth Advisory Group could commence in 2024, subject to resources being available.

Staff exchanges could occur at any time throughout the year, subject to discussions with Brewarrina Shire Council.

The development of sister school relationships would progress over time, determined by the readiness and capacity of local schools and their partner schools.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcomes of:

- Partnership and participation - Goal 22 Our Council builds and maintains strong partnerships and advocates effectively on behalf of the community
- Community and belonging - Goal 9 Our community is inclusive and connected

This report relates to the Better Together Strategic Plan Outcomes of:

- Value of all people is recognised, respected and embraced
- Celebrating First Nations people.

This report relates to the Youth Voice Strategic Plan direction of:

- Strengthening belonging by helping young people feel safe and included.

FINANCIAL CONSIDERATIONS

The 2023/24 draft Operational Budget includes \$10,700 towards the Brewarrina youth exchange program, in addition to 50 days of staff time.

Additional resources are required to pursue other options presented in this report. For example, a budget of \$30,000 would be required to expand the youth exchange program to twenty (20) young people, plus 70 days in staff time.

It is anticipated that a budget of \$15,000 for travel and accommodation costs, would enable up to 10 Council staff to participate in an exchange program. The cost of backfilling roles whilst an exchange takes place have not been included in this estimate.

Facilitating and promoting sister school relationships would require no additional program funding but will impact on staff resources, leading to a reduction in other projects and activities by the Community Development Team while this is being established.

Attendance to the upcoming 2023 National Conference run by Sister Cities Australia is \$600 exclusive of travel and accommodation costs.

SOCIAL CONSIDERATIONS

Sister City Relationships can have long lasting meaningful impacts on the cities or regions in a relationship. They can provide cultural, economic and educational interchange between communities and encourage friendship, cooperation and understanding.

The Youth Exchange Program seeks to build strong connections between young people of the Northern Beaches and the Brewarrina Shire Council area. Young people from the Northern Beaches benefit from an increased knowledge and respect for Aboriginal culture, increased sense of belonging and connectedness and improved interpersonal skills, self-confidence, resilience and independence. In turn, young people from Brewarrina could benefit from increased self-confidence, resilience, improved interpersonal skills, and exploring possibilities for educational and employment pathways.

ENVIRONMENTAL CONSIDERATIONS

There are no environmental considerations.

GOVERNANCE AND RISK CONSIDERATIONS

When delivering exchange programs, any risks will be addressed through relevant risk assessments and planning.

Agreement and commitment of Brewarrina Shire Council is critical to the success of the implementation of any of the options outlined this report.

ITEM 10.3	RESPONSE TO NOTICE OF MOTION NO 44/2022 - ARTS & CULTURE EVENTS ACTION PLAN AND FUNDRAISING STRATEGY
REPORTING MANAGER	ACTING EXECUTIVE MANAGER COMMUNITY, ARTS & CULTURE
TRIM FILE REF	2023/244129
ATTACHMENTS	1 ⇒ Draft Manly Art Gallery & Museum Fundraising Strategy 2024-2030 (Included In Attachments Booklet) 2 ⇒ Community and Stakeholder Engagement Report: Manly Art Gallery & Museum Fundraising Strategy & Arts and Culture Events Action Plan (Included In Attachments Booklet)

SUMMARY

PURPOSE

To provide a response to Council on Notice of Motion No 44/2022 regarding a fundraising strategy and investigation into Council's participation in major arts and culture events across the Sydney region.

EXECUTIVE SUMMARY

In response to Council resolution in relation to Notice of Motion No 44/2022 at the 22 November 2022 meeting, this report presents a draft fundraising strategy for the future growth of Manly Art Gallery & Museum (MAG&M), including public art, and arts and culture actions to integrate Council and the Northern Beaches arts and cultural programs into major Sydney events.

As Council's major cultural institution and due to the establishment of the Manly Art Gallery and Museum Gift Fund and associated restricted cash reserve, the fundraising plan has been developed under the banner of MAG&M.

As the oldest metropolitan purpose-built regional gallery in NSW, MAG&M is a treasured cultural icon that has been a vital part of Sydney's cultural life on the Northern Beaches for 100 years. Today, MAG&M forms the heart of a network of creatives and activity across the Northern Beaches region. A proudly public gallery and museum, MAG&M's nationally significant collection currently contains over 5,000 objects including paintings, ceramics, works on paper, photographs, museum objects, documents, and public art. 2024 marks 100 years of collecting at MAG&M, while 2030 marks 100 years of the gallery in its current location on West Esplanade. The draft Manly Art Gallery & Museum Fundraising Strategy 2024-2030 (draft Fundraising Strategy) seeks to maximise its story of community, collecting and custodianship by Council, while maximising its Deductible Gift Recipient status to successfully fundraise (Attachment 1).

The local creative community, during community consultation for the development of Culture Map Live, advised that its core needs included: greater cultural connection; purpose-designed, multifaceted, and affordable creative spaces and places; cohesive engagement; and greater cultural vibrancy, including more integration with the Greater Sydney creative arts scene and programming.

Engagement with 10 local and Sydney-wide cultural organisations indicates strong support for MAG&M and its activities including public art, the development of a fundraising strategy, and strategic participation in Sydney-wide events that meet the needs of the Northern Beaches community (Attachment 2 – Community and Stakeholder Engagement Report).

This item supports the Community Strategic Plan outcomes of Environmental Sustainability, Community and Belonging and Partnership and participation.

The implementation of the Fundraising Strategy has financial implications as only some of the actions can be implemented within current budget allocations. Major fundraising campaigns require additional staff resources that are required for the 2024/25 budget to fully implement the Strategy.

The inclusion of Council activities in major events across Sydney also has a financial implication, with no funding allocated to these actions in the draft 2023/24 Operational Budget.

RECOMMENDATION OF ACTING DIRECTOR COMMUNITY AND BELONGING

That Council:

1. Note the draft Manly Art Gallery & Museum Fundraising Strategy 2024-2030.
 2. Consider the allocation of funding in the 2024/25 Operational Budget to fully implement the draft Manly Art Gallery & Museum Fundraising Strategy 2024-2030.
 3. Note the proposed arts and cultural actions to be implemented as part of Connected Through Creativity: Arts and Creativity Strategy Action Plan 2023-2026.
 4. Receive a report following the exploration of participation in Vivid, Sydney Film Festival and Sydney Festival in 2024.
-

REPORT

BACKGROUND

On 23 February 2021, Council resolved (027/21):

That Council:

1. *Note the research undertaken regarding the steps and commitment required to successfully fundraise.*
2. *Support the development of a detailed fundraising plan for the long-term funding of public art on the Coast Walk.*
3. *Establish an internally restricted cash reserve named Manly Art Gallery and Museum Gift Fund for the purpose of managing cash contributions through Manly Art Gallery and Museum's existing Deductible Gift Recipient Status for expenditure on the development, housing, display, administration, management and maintenance of its collection and associated matters.*
4. *Rename the existing internally restricted cash reserve 'Manly Art Gallery' to 'Manly Art Gallery Bequest Fund' to differentiate the gift fund from the funds received through a bequest to Council from Theodore Batten to fund youth art award programs and artwork acquisitions.*
5. *Place the amended Cultural Collections Management and Gifts Policy on public exhibition for 28 days to include public art in the Manly Art Gallery and Museum collection.*

Research and planning for the long-term fundraising strategy commenced; the Manly Art Gallery and Museum Gift Fund was established; the restricted cash reserve was renamed 'Manly Art Gallery Bequest Fund'; and the Cultural Collections Management and Gifts Policy was placed on public exhibition and readopted by Council at its June 2021 Meeting.

At the 22 November 2022 Meeting (Notice of Motion No 44/2022), it was resolved (382/22):

That:

1. *Within the next six months, Council staff prepare a long term and ongoing draft fundraising strategy to raise funds that contribute to the development of public art programs including for the Northern Beaches Coast Walk Art Trail, the future growth of the Manly Art Gallery & Museum, including its upcoming centenary celebrations and for other arts and cultural programs across the Northern Beaches LGA.*
2. *The draft fundraising strategy consider / include the appointment of an experienced and professional dedicated development expert to develop programs, build relationships and attract targeted financial resources.*
3. *Within the next six months, Council staff prepare an action plan to integrate Council and the Northern Beaches arts and cultural programs into major event circuits including: the Sydney Film Festival, Sydney Writer's Festival, Festival of Sydney, VIVID, Heritage Week, NAIDOC Week, Byron Bay Blue's Fest and other identified major events.*
4. *The above documents be prepared in consultation with relevant Northern Beaches arts and cultural organisations including the Barrenjoey Alliance for Arts and Culture and the Manly Art Gallery and Museum Society, local historical associations, and other identified organisations.*

Fundraising Strategy

As Council's major cultural institution and due to the establishment of the Manly Art Gallery and Museum Gift Fund and associated restricted cash reserve, the Fundraising Strategy has been developed under the banner of Manly Art Gallery & Museum (MAG&M). In developing the draft Fundraising Strategy 2024-2030 (Attachment 1), research has been undertaken to understand the current fundraising landscape including a review of relevant reports and resources, meetings with representatives from the Australian Museum, Sydney Theatre Company, and Creative Partnerships Australia.

There are 3 main external sources of funding available to support the activities of MAG&M including public art, its upcoming centenary, and arts and cultural programs, in addition to Council funding from rates or levies, namely:

- Government – such as grants and in-kind support.
- Business partnerships – such as sponsorships.
- Philanthropy – donations from private individuals and businesses.

Current Arts and Culture Funding Landscape

The 2019 report *Public Expenditure on Artistic, Cultural and Creative Activity in Australia* notes that there should be better recognition of the essential role that local government provides in supporting arts and culture. The report reveals that over the last decade, local government has increased expenditure by 11.0 percent per capita, compared to 3.9 percent per capita for state governments and a federal government decrease of 18.9 percent per capita. The capacity for local government to provide for arts and culture has traditionally been limited to self-funding, income-generating activities, grants from other levels of government, and business partnerships.

Creative Partnerships Australia research, presented in *Giving Attitude: Private Sector Support Survey 2020 Research Report* showed that in 2019, private sector support for arts and culture was \$540 million down from \$608 million in 2017 in Australia, representing an 11% decline. This includes all cash and in-kind support provided through donations, sponsorships, bequests, fundraising, and volunteering. There was a rise in cash contributions to the sector from donations and sponsorships, with an increase of \$26 million between surveys. Cash support remains a significant contributor to the sector in addition to government support and earned income.

The Report showed that the sector remains reliant on private and government support for over 50% of all funding. The estimated share of private sector support of overall revenue dropped from 25% to 23% while government support increased from 27% to 33% in this reporting period. Nevertheless, arts and cultural organisations do anticipate private sector support to rebound within five years.

The most effective strategies to raise private sector support include personal approaches and direct engagement with individuals and businesses for donations and sponsorships. Directly approaching individuals for donations remains the most common fundraising activity (77%). Organisational size had the most influence on private-sector support in terms of fundraising skills, knowledge, resources, and confidence in raising private-sector support. With a greater capacity to resource fundraising activities, larger organisations raised more funds and saw a greater return on investment than smaller organisations.

The report notes that there is a growing understanding of the importance of private sector fundraising and the need for expertise in this area, including:

- internal fundraising strategy with goals and outlines a compelling proposition for support
- improved profile-raising activities

- having dedicated and experienced staff to seek and maintain fundraising relationships
- support and engagement from the organisations' boards.

Arts and cultural organisations are spending more to raise funds with the return on investment for every \$1 spent only \$2.72, compared to Giving Attitude 2018 the return on investment was \$3.50 for each dollar spent. The increase in expenses is related to salaries, marketing, consultancies, and event expenses.

The Report also notes that successful fundraising campaigns comprise the following features:

- Commitment to building long-term relationships with a community of donors and sponsors
- Direct approaches to individuals
- Board engagement
- Dedicated staff with requisite skills manage the relationships.

Current Fundraising

MAG&M operates through the support and generosity of many partners and friends, including:

- Northern Beaches Council: operating costs
- Bequests: eg Theo Batten Bequest, programs, and acquisitions
- Friends of MAG&M: acquisitions and youth programs
- Volunteers: front of house, exhibitions, and collections support
- Corporate partners: program support
- Artists: donations and programs
- Community members: donations
- Government partners: exhibition and project grants
- Industry partners: exhibition and project support.

Fundraising Challenges and Opportunities

There are several challenges for Council to consider as part of fundraising:

- The current economic climate affects the giving capacity of businesses and private individuals.
- Competition and donor fatigue.
- Organisational preparedness: to effectively attract and manage donors, operational resources are required. Investigation is underway to identify these resources so that a range of fundraising and sponsorship campaigns could be implemented to support several activities of Council, such as community events, public art, community education, and competitions/prizes.
- Timing commitment: a fundraising plan should be considered an ongoing and long-term initiative.
- Perception of Council: as a government agency, Council may likely be perceived as not requiring private support.

In developing the draft Fundraising Strategy key opportunities have been considered, including the following:

- Presenting a strong case for support for MAG&M, as it heads towards its centenary in 2030 to provide a legacy for current and future generations.
- Maximising MAG&M's Deductible Gift Recipient Status to attract donations for MAG&M, its collection that includes public art and cultural programming.
- Developing a strong brand and profile for MAG&M as a treasured cultural icon that has been a vital part of Sydney's cultural life on the Northern Beaches for 100 years.
- Promoting MAG&M and its collections as a community asset with Council as custodian, acting on behalf of its community.
- Engaging with individuals interested in contributing to a cultural legacy for local communities and all Australians.
- Developing a plan with a range of fundraising mechanisms, including major campaigns, growing a giving culture, and making donating easy.
- Creating a whole-of-organisation approach including Councillors, senior leaders, and staff to ensure success over a long period.

Arts and Culture Action Plan

Council has several relationships with major events in Sydney and currently participates in NAIDOC Week, Gaimariagal Festival, Sydney Craft Week, and one-off events such as Sydney WorldPride. It has also participated in Sydney Festival, most recently in 2021 through the Destination Sydney exhibition at MAG&M. In 2023, Council will again participate in the Gaimariagal Festival, NAIDOC Week, and Sydney Craft Week.

In terms of the expressed needs of the local creative community, during community consultation for the development of Culture Map Live, 632 members of the local community provided input on arts and culture on the Northern Beaches via a survey on Council's Your Say online platform, and directly through phone conferences and virtual meetings. The core needs that emerged during this engagement were:

- Greater cultural connection with like-minded creatives, through collaboration and mentoring opportunities, to enhance networks and creative practices
- Purpose-designed, multifaceted, and affordable creative spaces and places
- A cohesive engagement strategy to increase the visibility of Council's creative resources, programming, and creative opportunities
- Greater cultural vibrancy, including more integration with the Greater Sydney creative arts scene and programming.

The outcomes of this consultation included some innovative and creative suggestions from community members for addressing the above needs. These included:

- Connections between local businesses and the arts
- Networking opportunities for artists and creatives
- Creative hubs that bring many different disciplines together in the same space
- More live music venues, rehearsal, and performance spaces
- More outreach to Greater Sydney
- Educational pathways for local young people into the arts
- Better representation and programming of Aboriginal art and culture
- Better representation and programming for multicultural artists and audiences

- Affordable, multidisciplinary creative spaces.

This feedback is being addressed through the implementation of Connected Through Creativity 2029: Northern Beaches Arts and Creativity Strategy that includes the following 3 key outcomes supported by 9 strategies:

Outcome 1 – Inspiring Places and Spaces

- Infuse public places with creativity
- Make room for creative expression
- Celebrate cultural heritage.

Outcome 2 – Innovative and Creative Industries

- Enable creative sector vitality
- Collaborate to innovate
- Grow thriving arts hubs.

Outcome 3 - Engaged Community

- Share local stories
- Listen to and support Aboriginal communities
- Make creativity inclusive.

The Northern Beaches Arts and Creativity Strategy is currently being implemented through the Northern Beaches Arts and Creativity Strategy: Connected Through Creativity 2029 Action Plan 2023-2026.

The Coast Walk Public Art Strategic Plan includes actions for both permanent and temporary art installations and programming in Section 4.2 Recommended Artistic Approaches, although to date only permanent public artworks have been commissioned. There is an opportunity to explore the development of cultural programs and art-based activities which may include activation and ephemeral art installations, talks, tours, festivals, events, and temporary exhibitions.

There is sufficient scope within these documents to incorporate arts and cultural projects and partnerships with Sydney-wide events.

The organisers of key Sydney-wide events interviewed in the development of this report indicated that they are interested in working with MAG&M and Council and maintaining a working relationship going forward. They did advise that most Councils they partner with provide cash and value-in-kind support with the value dependent of the type of event/program. For example, Sydney Festival suggested that a cash investment of \$20,000 to \$30,000 for 2024 could deliver an event at Freshwater. There was also discussion of a ticketed event at MAG&M as part of the Lost in Palm Springs exhibition, with in-kind support. The Biennale of Sydney also expressed interest to work with MAG&M in 2026.

In 2017, Council investigated the opportunity to host an activation as part of Vivid Festival 2018. It was agreed not proceed due to the high cost of participation. Staff received advice from both Destination NSW and a previous local government participant about the significant costs that would need to be incurred to present Vivid in a precinct such as Manly to a standard acceptable to Destination NSW. Recent contact with Vivid organisers have identified that an expressions of interest for Vivid 2024 would be considered.

Based on the consultation, the actions below will be included within the Northern Beaches Arts and Creativity Strategy: Connected Through Creativity 2029 Action Plan 2023-2026:

Action	Strategic Alignment	Timeframe	Responsible Team
1. Engage with Sydney Festival organisers regarding participation in 2024 Festival program with an event for the Lost in Palm Springs exhibition at MAG&M	Northern Beaches Arts and Creativity Strategy: Connected Through Creativity 2029 Action Plan 2023-2026 - Actions 1.3.2; 1.3.5; 2.1.9, 2.2.10; 2.3.8; 3.3.10	2023-2024<	Community, Arts & Culture
2. Engage with Sydney Festival organisers regarding participation in 2024 Festival program with an event at Freshwater or similar area	Northern Beaches Arts and Creativity Strategy: Connected Through Creativity 2029 Action Plan 2023-2026 - Actions 1.1.6; 1.1.8; 2.2.10; 2.3.1; 2.3.8; 3.3.10	2023/2024<	Community Engagement & Communications
3. Engage with Sydney Writers Festival regarding participation in 2024 and beyond	Northern Beaches Arts and Creativity Strategy: Connected Through Creativity 2029 Action Plan 2023-2026 - Actions 1.1.6; 1.1.8; 2.1.9; 2.2.10; 2.3.8; 3.3.10	2024<	Library Services
4. Maintain participation in Gaimariagal Festival, Sydney Craft Week and NAIDOC Week	Connected Through Creativity 2029 Action Plan 2023-2026 / Actions 1.3.2; 1.3.5; 2.1.9, 2.2.10; 2.3.8; 3.3.10	2023<	Community, Arts & Culture
5. Submit an Expression of Interest for Vivid 2024	Northern Beaches Arts and Creativity Strategy: Connected Through Creativity 2029 Action Plan 2023-2026 - Actions 1.3.2; 1.3.5; 2.1.9, 2.2.10; 2.3.8; 3.3.10	2023/24	Community Engagement & Communications
6. Engage with Sydney Film Festival organisers to explore hosting a satellite venue for 2024	Northern Beaches Arts and Creativity Strategy: Connected Through Creativity 2029 Action Plan 2023-2026 - Actions 1.3.2; 1.3.5; 2.1.9, 2.2.10; 2.3.8; 3.3.10	2023/24	Community Engagement & Communications
7. Engage with Biennale of Sydney regarding participation in the 2026 event	Northern Beaches Arts and Creativity Strategy: Connected Through Creativity 2029 Action Plan 2023-2026 - Actions 1.3.2; 1.3.5; 2.1.9, 2.2.10; 2.3.8; 3.3.10	2025<	Community, Arts & Culture
8. Monitor opportunities to participate in large Sydney-wide festivals and events	Northern Beaches Arts and Creativity Strategy: Connected Through Creativity 2029 Action Plan 2023-2026 - Actions 1.1.6; 1.1.8; 2.1.9; 2.2.10; 2.3.8; 3.3.10	2023<	Community Engagement & Communications

Action	Strategic Alignment	Timeframe	Responsible Team
9. Monitor opportunities to participate in Sydney-wide arts events and programs	Northern Beaches Arts and Creativity Strategy: Connected Through Creativity 2029 Action Plan 2023-2026 - Actions 1.3.2; 1.3.5; 2.1.9, 2.2.10; 2.3.8; 3.3.10	2023<	Community, Arts & Culture

CONSULTATION

Community and stakeholder engagement was conducted between February and June 2023 and consisted of a series of online meetings and interviews that provided opportunities for the community and stakeholders to contribute.

The following organisations were engaged in the development of this report:

- Barrenjoey Alliance for Arts and Culture (BAAC)
- Brookvale Arts District
- Friends of MAG&M Committee
- Pittwater Artist Trail
- Manly Warringah & Pittwater Historical Society
- Sydney Festival
- Sydney Biennale
- Sydney Writers Festival
- Vivid Festival
- Sydney Film Festival.

The Community Engagement report (Attachment 2) details key themes raised in the feedback, including:

- Fundraising methods
- Partnerships
- Strategic collaborations
- Sustainable outcomes
- Connections to Greater Sydney
- Donations, gifts, and bequests.

The organisation representatives interviewed indicated strong support for MAG&M and its activities, the development of a fundraising strategy, and strategic participation in Sydney-wide events that meet the needs of the Northern Beaches community.

Specialist fundraising advice was also received from Australian Museum, Creative Partnership Australia, and Sydney Theatre Company.

TIMING

The draft Fundraising Strategy would commence in 2024 and end in 2030, with actions implemented as resources allow.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcome of:

- Environmental sustainability - Goal 6 Our Council is recognised as a leader in environmental sustainability
- Community and belonging - Goal 7 Our diverse community is supported to participate in their chosen cultural life
- Partnership and participation - Goal 22 Our Council builds and maintains strong partnerships and advocates effectively on behalf of the community

FINANCIAL CONSIDERATIONS

Some actions included in the draft Fundraising Strategy can be undertaken within Council's current operational budget. Delivery of future actions would be subject to normal budget processes. Any required additional funding will be determined on a case-by-case basis within the project business case.

The Coast Walk Public Art program has been funded by the allocation of \$2 million from the Merger Savings Fund, as per the Council resolution of 27 June 2017, and a \$200,000 grant from Clubs Community NSW Infrastructure Fund for the Aboriginal Art and Storytelling Project. No funding has been allocated for temporary art installations and arts and cultural programming as part of the Coast Walk. Council will continue to seek funding from state and federal grant funding bodies to progress the implementation of this Strategy.

The draft Fundraising Strategy has been developed to minimise costs to Council, with several actions achievable within current Operational budgets, including broad marketing initiatives such as the promotion of MAG&M and its programs and collections. Other initiatives, such as specific fundraising campaigns, establishing and managing a MAG&M Giving Group, and building and maintaining donor relationships, will require additional funding for specialist staff support and programs.

It is not uncommon for Councils to employ specialist fundraising staff to support their galleries. Research has identified a gallery similar to MAG&M have fully funded positions for this purpose.

It is anticipated that the draft Fundraising Strategy will commence implementation in July 2024, with budget requests to be considered by Council for the 2024/2025 Financial Year to fully implement all the actions. A draft implementation budget for the Strategy is as follows:

Financial Year	24/25	25/26	26/27	27/28	28/29	20/30
TOTALS	\$144,934	\$93,802	\$93,802	\$93,802	\$103,802	\$108,802

Fundraising targets will be set for each campaign during the campaign development phase and require fundraising skills to ensure accuracy and success. Targets will be influenced by the general fundraising climate at the time of implementation.

To participate in the large Sydney events, Council would be required to allocate resources including cash and in-kind value. In-kind value may include staffing, venue hire, marketing, operational logistics including traffic management, waste services, and security depending on the type of activation. To participate in the Sydney Festival 2024, organisers have indicated that Council would need to allocate approximately \$20,000 cash plus value-in-kind.

SOCIAL CONSIDERATIONS

The implementation of the draft Fundraising Strategy will enable partnerships and donations to support the implementation of the following adopted strategies and plans:

- Connected Through Creativity 2029: Northern Beaches Arts and Creativity Strategy
- Coast Walk Public Art Strategic Plan
- Manly Art Gallery & Museum Business Plan.

Successful fundraising will support the ongoing development of MAG&M, the management of the community's art collections, and grow its community of supporters to build its enduring cultural legacy for future generations.

By engaging visitors in uniquely Australian stories through the presentation of innovative exhibitions and programs in contemporary spaces, MAG&M will remain a cultural institution treasured locally, nationally, and internationally.

It must be noted that these benefits may not be fully realised without the required financial allocation, as listed above.

ENVIRONMENTAL CONSIDERATIONS

The implementation of the draft Fundraising Strategy poses no significant environmental risks.

GOVERNANCE AND RISK CONSIDERATIONS

The draft Fundraising Strategy 2024-2030 is an operational Council strategy that will be updated as required during its implementation to meet the needs of MAG&M, Council, and the fundraising landscape.

MAG&M's existing Deductible Gift Recipient rules permit expenditure on the development, housing, display, administration, management and maintenance of its collection and associated matters. Public art is part of MAG&M's collection. Working through the frame of MAG&M's Deductible Gift Recipient status will enable the best chance of success for fundraising and appeal to potential donors. Cash donations will be managed through the Manly Art Gallery and Museum Gift Fund, with specific projects established.

Fundraising is a challenging undertaking, even for experienced organisations. Council will need to consider the risk that it may not see returns on investment as expected due to dependent factors described earlier in this report, such as the economic climate, availability of skilled staff and sufficient resources.

ITEM 10.4	COMMUNITY SAFETY ADVISORY COMMITTEE - CONFIRMED MINUTES OF 16 FEBRUARY 2023 AND COMMITTEE MEMBER UPDATES.
REPORTING MANAGER	ACTING EXECUTIVE MANAGER COMMUNITY, ARTS & CULTURE
TRIM FILE REF	2023/330741
ATTACHMENTS	1 ↓Minutes - Community Safety Advisory Committee - 20230216 - Confirmed 2 ↓Terms of Reference - Community Safety Advisory Committee

BRIEF REPORT

PURPOSE

To report the Minutes of the Community Safety Advisory Committee meeting held on 16 February 2023 and request a Councillor nomination to the Committee.

REPORT

The Community Safety Advisory Committee is a committee of Council, established to provide guidance to Council on community safety issues impacting the Northern Beaches.

The meeting held on 16 February 2023 included discussion on the following items:

- Police Report
- Environmental Compliance Report
- Manly Place Plan
- Pilot Project – 24 Hour Access to Library Services
- Northern Beaches Suicide Prevention Working Group update
- Community Safety Coordinator Update on Police Council Operational Meetings, Youth Outreach meetings, and progress against Community Safety Plan actions.
- Homeless Persons Street Count
- Jump Rock antisocial behaviour
- MoWaNa Safe Space
- eBikes and eScooters.

The minutes of the Community Safety Advisory Committee meeting of 16 February 2023 (Attachment 1) were confirmed by the Committee at the meeting of 18 May 2023.

Committee membership

Following Councillor Regan's resignation as Mayor, he formally resigned from his position on the Community Safety Advisory Committee and he will continue as a committee member in his role as State Member for Wakehurst.

The Committee Terms of Reference (Attachment 2) state that:

- 4 b) The Mayor and 4 Councillors (up to 1 per Ward) will be appointed.
- 5 a) All Councillors are eligible to nominate for membership on the Committee. Appointments will be determined and endorsed by Council.
- 10 c) The Mayor is the Chair of the Committee or their nominated representative.

Accordingly, as prescribed in the Committee Terms of Reference, the Mayor or her delegate will now be Chair of the Community Safety Advisory Committee. It is also appropriate that nominations now be sought from Councillors to represent Frenchs Forest Ward on the Committee, and that Council determine and endorse a representative.

LINK TO COUNCIL STRATEGY

This report relates to the Community Strategic Plan Outcome of:

Community and Belonging - Goal 8 Our community feels safe and supported

FINANCIAL CONSIDERATIONS

The Minutes of the Community Safety Advisory Committee pose no financial impact on Council.

ENVIRONMENTAL CONSIDERATIONS

The Minutes of the Community Safety Advisory Committee do not present matters that will create adverse environmental impacts.

SOCIAL CONSIDERATIONS

The Committee provides valuable advice relating to social and community-based outcomes. It includes involvement and engagement with a broad range of stakeholders.

GOVERNANCE AND RISK CONSIDERATIONS

The Committee is conducted according to Council's governance framework and adopted Terms of Reference.

RECOMMENDATION OF ACTING DIRECTOR COMMUNITY AND BELONGING

That Council:

1. Note the Minutes of the Community Safety Advisory Committee meeting held on 16 February 2023.
 2. Determine and endorse a Councillor as a Committee representative for Frenchs Forest Ward.
-



MINUTES

COMMUNITY SAFETY ADVISORY COMMITTEE

held in Manly Town Hall on

THURSDAY 16 FEBRUARY 2023

**Minutes of the Community Safety Advisory Committee
held on Thursday 16 February 2023 in Manly Town Hall commencing
at 9:00am**

ATTENDANCE:

Committee Members

Cr Sue Heins	Curl Curl Ward - Deputy Mayor – Acting Chair
Cr Candy Bingham	Manly Ward
Cr Ruth Robins	Narrabeen Ward
Cr Michael Gencher	Pittwater Ward
Supt Patrick Sharkey	Northern Beaches Police Area Command
Aileen Ogilvie	Northern Beaches Community Drug Action Team
Narelle Hand	Northern Beaches Domestic Violence Interagency
Rob Stanley-Jones	Northern Beaches Liquor Accord
Antoin Cullen	Northern Beaches Mental Health Interagency
Sam King	Northern Beaches Youth Interagency
Melissa Palermo	Northern Sydney Local Health District
Melinda Daley	Northern Sydney Primary Health Network
Lucy Band	Community Representative – Manly Ward
Wendy Finianos	Community Representative – Curl Curl Ward
Libby Paulsen	Community Representative – Frenchs Forest Ward
Mary Brearton	Community Representative – Narrabeen Ward

Council Officer Contacts

Kylie Walshe	Executive Manager Community, Arts and Culture
Darren Greenow	Manager Regulatory Support
Will Wrathall	Manager, Youth and Community Development
Kath Young	Community Safety Coordinator
Helen Askew	Program Support Officer, Youth and Community Development

Guests

Adele Heasman	Representing The Hon James Griffin MP
Andrew Johnston	Representing The Hon Rob Stokes MP
Maeva Masterson	Executive Manager Library Services
Liza Cordoba	Manager Strategic and Place Planning

1.0 ACKNOWLEDGEMENT OF COUNTRY

The Chair acknowledged the traditional custodians of the land on which the meeting gathered, and paid respect to Elders past and present.

2.0 APOLOGIES

Apologies were received from:

Cr Michael Regan	Mayor - Frenchs Forest Ward
Kevin Kingsbeer	Northern Sydney Housing and Homelessness Interagency
Lynelle Hales	Northern Sydney Primary Health Network
Sue Johansson	Community Representative – Pittwater Ward
Azmeena Kelly	Executive Manager Environmental Compliance
Michele Bell	Northern Sydney Community Network

3.0 DISCLOSURES OF INTEREST

There were no disclosures of pecuniary or non-pecuniary conflicts of interest.

4.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

4.1 MINUTES OF COMMUNITY SAFETY ADVISORY COMMITTEE MEETING HELD 24 NOVEMBER 2022

RECOMMENDATION

That the minutes of the Community Safety Advisory Committee meeting held 24 November 2022, copies of which were previously circulated to all members, are hereby confirmed as a true and correct record of the proceedings of that meeting.

5.0 ACTIONS UPDATE

5.1 ACTIONS UPDATE

The following information was received and noted by the Committee.

MEETING OF 24 NOVEMBER 2022

ITEM NO.	ACTION	RESPONSIBLE OFFICER	PROGRESS
6.1	Council staff to report on the progress and actions of the Northern Beaches Suicide Prevention Working Group as a standing Agenda item for the Committee.	Will Wrathall	Completed.
6.3	Investigate and report back to the Committee, the opportunity to update Council signage and website to include vaping and e-cigarettes information.	Kath Young	Completed. Advice from Ministry of Health (MOH) is that in locations where 'no smoking' signage is mandatory under the Smoke Free Environment Act 2000, Council must retain existing signs as legislated requirements. MOH is considering this issue and is currently working through an approach. Council's Alcohol and other drugs webpage has been updated with e-cigarettes and vaping advice and includes a NSW Health website link for more information.
6.5	Invite a representative of the Northern Sydney Community Network (from beach to bush) to join the Community Safety Advisory Committee.	Kath Young	Completed
7.1	Share with the Committee clear messaging about the MoWaNa Safe Space.	Sue Johansson	Completed
7.2	Change future Committee meeting start times to 9am.	Kath Young	Completed
7.3	Invite local Federal and State Members of Parliament to attend as visitors to the 16 February 2023 Community Safety Advisory	Kath Young	Completed

Committee Meeting.

7.4	Review the Community Safety Advisory Committee Terms of Reference to reintroduce inclusion of local Federal and State Members of Parliament as members of the Committee and submit a report for Council's consideration.	Kath Young	Report drafted for 28 March 2023 Council meeting, for Council's determination.
-----	--	------------	--

6.0 AGENDA ITEMS

6.1 POLICE REPORT - SUPERINTENDENT PATRICK SHARKEY

Superintendent Patrick Sharkey provided an update on Northern Beaches Police Area Command matters and requested the Committee hold in confidence policing matters discussed during the meeting.

New Year's Eve and Australia Day were significant Police operations. Overall, New Year's Eve was a successful night with lower attendance than previous years and a low number of incidents. Australia Day event attendance numbers were also down compared to previous years.

The [NSW Bureau of Crime Statistics and Research \(BOCSAR\)](#) quarterly data was discussed, and crime trends were noted as similar to last meeting's report. Generally, statistics are below pre-pandemic data.

Committee members were asked to share with their networks the following key community awareness messaging. Community members are encouraged to:

- Lock cars and houses and secure keys
- Report crime to Police at the time of the incident
- Support Police by providing statements and cooperating with investigations.

DISCUSSION

The Committee thanked Police and Council Rangers for their commitment to safety at East Esplanade over summer. Superintendent Sharkey thanked Council's outgoing CEO Ray Brownlee for his excellent level of support and work in operations coordination on the Northern Beaches.

Hotspot break and enter locations were discussed. Generally, Police have identified these crimes as opportunistic and related to unlocked cars and doors.

6.2 ENVIRONMENTAL COMPLIANCE REPORT

Representing the Executive Manager Compliance, the Manager Regulatory Support provided an overview and presentation on compliance and regulatory statistics in relation to:

- Companion animal management
 - From November 2022 to January 2023 proactive management of dogs in public spaces was undertaken with members of the public at specific off-leash dog areas. Education and advice was provided and enforcement actioned where serious breaches or non-compliance were observed. Council's [Dogs and cats](#) webpage has been updated to provide additional helpful information for owners of companion animals.

- Proactive actions
 - [Public Space \(Unattended Property\) Act 2021](#) was enacted in November 2022. Council's Customer Service help pages have been updated to reflect the changes relating to dumped trolleys and vehicle parking. Council is also engaging with retailers in regard to trolley management, compliance and ownership responsibilities under the Act.
 - Council is currently undertaking an education campaign in relation to real estate signs reiterating planning requirements for exempt signage. [Advertising signs on private property](#)
 - Ranger Patrols of schools zones were undertaken at the end of 2022 and will continue this year.
 - The arbovirus surveillance program is continuing, reaching its halfway point. Low mosquito numbers have been recorded with no arbovirus detections found.
- Alcohol Prohibited Areas - Manly
 - As anticipated, an increase of actions were undertaken in December 2022. Police and Rangers remain active in Manly night patrols.
 - It was heartening to hear success of the positive working relationship between Rangers and Police in their patrols of East Esplanade.

DISCUSSION

Owners and their dogs were further discussed, in particular issues involving:

- Signage in open spaces to indicate leashed dog areas assists compliance
- The number of Rangers involved in managing dog activities
- The requirement that dogs be leashed unless they are in an off-lead area
- Dogs (leashed or unleashed) are not permitted in a variety of areas, including within 10 metres of playground equipment
- It was requested that Council consider delivering an education program for dog owners in light of the large increase in dog registrations during the pandemic.

ITEM NO.	ACTION	RESPONSIBLE OFFICER	DUE DATE
6.2	<p>Council staff to report back to next Community Safety Advisory Committee on the:</p> <ul style="list-style-type: none"> • number of staff dedicated to dog management • delivery of dog ownership education 	Azmeena Kelly	18 May 2023 Committee Meeting

6.3 MANLY PLACE PLAN

The Manager Strategic and Place Planning provided an update on the Manly Place Plan in relation to community safety.

The Manly Place Plan relates to the following Community Safety Plan actions:

Priority Area 1: Safe Open Spaces

Action: Consult with the NSW 24 Hour Economy Commissioner to develop night time economy strategies to activate vibrant, inclusive and safe open spaces.

Priority Area 7: Safe Visitors

Action: Ensure that night activation strategies and events that attract tourism are conducted safely.

The plan's objective is to work with local community to provide a sustainable plan for the next 10 to 15 years. This plan links to Council's [Destination Northern Beaches](#) and [Community Safety Plan](#).

A place plan aims to create enjoyable, vibrant, safe, inclusive, and sustainable places for people.

The working group's draft vision for Manly is:

"Manly is a thriving and welcoming coastal town, uniquely positioned between a world class beach and harbour, with a vibrant local economy, attractive and functional public spaces and rich Aboriginal and European Heritage. A place of stunning natural beauty to live, work, play and holiday!"

Council is working on the development of:

- draft Manly Place Plan
- Night time economy (or 24/7) strategy for Manly.

Consultation is being undertaken to ensure that the draft Manly Place Plan considers impacts on alcohol-related violence, antisocial behaviour and competing land uses (including noise).

Next steps:

- Finalise draft Manly Place Plan
- Present the draft Plan to Council and seek to place on exhibition early 2023
- Exhibition period (minimum 6 weeks) at which time the community and Committee members can provide comment.

DISCUSSION

Superintendent Sharkey reminded the Committee of the connection between increased crime and increased place activation. The Plan needs to consider community safety. Additionally, the correlation between late night alcohol related activities and domestic violence was recognised.

The notion of a twilight economy was also discussed.

The Committee was encouraged to consider community safety related impacts of the draft Manly Place Plan and contribute feedback when the draft Plan is placed on public exhibition.

6.4 PILOT PROJECT - 24 HOUR ACCESS TO LIBRARY SERVICES

The Executive Manager Library Services briefed the Committee on the outcomes of the 24 hour access to Library Services Pilot Project which was trialled at Forestville Library from 29 August to 30 November 2022.

The 24/7 library trial relates to the Community Safety Plan under the following action:

Priority Area 2: Safe Neighbourhoods

Action: Ensure Community Facilities Are Accessible, Flexible And Functional Shared Spaces For The Community.

This trial provided registered and trained library members over the age of 16 with access to the unstaffed library outside of usual opening hours. During the trial period, demand was considerably higher than anticipated with 95% of trial participants reported feeling safe or very safe using the library during unstaffed hours. Forestville 24/7 will be officially launched in March 2023.

Council may consider extension of the service to other libraries pending analysis of site specific information and consultation.

The Committee was encouraged to provide real or perceived community safety issues, scoping and potential implementation of further 24/7 library locations via email to the Community Safety

Coordinator.

DISCUSSION

Potential future locations of 24/7 libraries were discussed.

Northern Beaches Domestic Violence Network identified that 24/7 libraries may provide an opportunity for working together.

6.5 NORTHERN BEACHES SUICIDE PREVENTION WORKING GROUP UPDATE - MANAGER COMMUNITY DEVELOPMENT

The Manager Community Development updated the Committee on the progress and actions of the Northern Beaches Suicide Prevention Working Group.

This group meets twice per year alongside more regular regional Northern Sydney meetings and is focussed on keeping the community safe and addressing community concern.

A subgroup has been formed with a focus on proactive action to engage with older males as a primary target population.

A regional service directory called [Headstart](#) was launched by Bright Agency in October 2022 which provides online information to the community on available support services.

It was noted that the AR Bluett Award recognised the work that Council has progressed in this area and acknowledgement was given to members of past Committees that developed the protocols.

DISCUSSION

Continuing community education and messaging regarding those at risk and services available was discussed.

Sydney North Primary Health Network advised they have received additional funding for further work in this area.

It was noted that it is challenging for youth services to keep pace with protocols in responding to suicide related incidents with rapid communication of information through the community via social media.

6.6 COMMUNITY SAFETY COORDINATOR UPDATE

The Community Safety Coordinator addressed items previously circulated in the Agenda.

In addition to the Police Council Operational meeting outlined in the Agenda, a further meeting was held on 9 February 2023. Issues discussed included:

- Calendar of events for Sydney WorldPride 2023 from 17 February to 5 March 2023
- Decreased antisocial behaviour at Walter Gors Park, Dee Why, Village Park, Mona Vale and Flying Fox Park, Mona Vale.

Progress advice was provided to the Committee against a number of Community Safety Plan

Page 8 of 10

actions, including:

- Youth Outreach - quarterly meetings are being held with Police, PCYC, Council and outreach services to identify locations where vulnerable young people are gathering and to ensure a collaborative response is in place.
- Expressions of interests have been invited from community members to be part of a LGBTQIA+ Working Group to identify strategies that promote a safe, inclusive and welcoming environment for LGBTQIA+ community. Applications close 28 February 2023.
- The draft Youth Voice – Shaping the Beaches’ Future Action Plan is currently on public exhibition. [Youth Voice - your say](#) submissions close 28 February 2023.

7.0 GENERAL BUSINESS

7.1 Housing and Homelessness

The 2023 annual [Homeless Persons Street Count](#) will be held on Monday 20 February 2023.

Coordinated by Bridge Housing and Northern Beaches Council, with support from Department of Communities & Justice and local homelessness services, the Street Count provides data about the number of people currently experiencing street homelessness across the Northern Beaches.

7.2 Jump Rock antisocial behaviour

Local residents have reported an increase in antisocial behaviour at this location. Committee members were reminded that residents should contact Police at the time of the incident via Dee Why (02 9971 3399) or Manly (02 9976 8099) Police Stations. Emergency matters should be reported to Triple Zero (000)

7.3 [MoWaNa Safe Space](#)

MoWaNa is a peer led community-based service to support people who are experiencing emotional or suicidal distress. This service operates with the guidance and support of Roses in the Ocean.

The Safe Space is a ‘drop in’ style place that offers a non-clinical alternative to acute, clinical services such as emergency departments.

The service will commence on Friday 18 February 2023 at The Mind Café, Narrabeen and will initially be open for community drop-ins on Friday and Saturday nights (5.00 - 9.00pm). A grand opening is scheduled for Saturday 18 March 2023.

7.4 eBikes and eScooters

Local residents have reported concerns regarding eBikes and eScooters in pedestrian areas and streets. E-bikes are legal to ride in public in NSW if they comply with [certain conditions](#). It is illegal to ride an e-scooters on roads, footpaths, shared paths and cycleways in NSW.

Police conducted a social media education campaign on road rules relating to e-bikes and motorised devices in late 2022 and the campaign will be revisited in response to community concerns.

Transport for NSW is conducting a trial of e-scooter shared schemes in selected metropolitan and regional areas (not including the Northern Beaches) in response to the

growing popularity of these devices.

- 7.5 Wendy Finianos' advised the Committee of her annual charity fundraiser and encouraged Committee members to consider and share with her appropriate recipient groups.

SUMMARY OF ACTIONS

ITEM NO.	ACTION	RESPONSIBLE OFFICER	DUE DATE
6.2	<p>Council staff to report back to next Community Safety Advisory Committee on the:</p> <ul style="list-style-type: none">• number of staff dedicated to dog management• delivery of dog ownership education.	Azmeena Kelly	18 May 2023 Committee Meeting

Presentations from today's meeting will be circulated with the Draft Minutes.

The meeting concluded at 11.09am

This is the final page of the minutes comprising 10 pages numbered 1 to 10 of the Community Safety Advisory Committee meeting held on Thursday 16 February 2023 and confirmed on Thursday 18 May 2023



Community Safety Advisory Committee

Terms of Reference

1 NAME

Community Safety Advisory Committee

2 PURPOSE AND OBJECTIVES

The purpose of the Community Safety Advisory Committee (the Committee) is to provide guidance to Council on community safety issues impacting the Northern Beaches.

The Committee will have the following objectives:

- Monitor crime trends.
- Advise Council on emerging crime prevention and community safety issues impacting the Northern Beaches.
- Monitor implementation of the Community Safety Plan.
- Inform the future development of the Community Safety Plan.
- Provide guidance to Council, as required, on issues relating to the development of Council strategies and services aimed at enhancing and improving community safety.

The role of this Committee is purely advisory and may not commit Council resources. The Committee is to work within the framework of the Community Strategic Plan and does not deal with operational matters. It should be noted that employees of the Council are not subject to the direction of the Committee or any of its members.

3 COMMITTEE CHARTER

The Community Safety Advisory Committee operates according to these Terms of Reference and their relevant Charter. Terms of Reference and Charters are adopted by resolution of Council and may also be amended by Council from time to time. The scope of the Committee is detailed in the respective Charter (refer Attachment 1).

4 MEMBERSHIP

- a) Membership of the Committee is comprised of up to 26 representatives of a range of stakeholder groups relevant to community safety and the delivery of the Community Safety Plan.
- b) The Mayor and 4 Councillors (up to 1 per Ward) will be appointed.
- c) In addition to Councillors, membership of the Committee is comprised of up to 21 representatives of a range of stakeholder groups relevant to community safety. The membership composition is detailed in the Charter (refer Attachment 1).
- d) All members of this Committee have an obligation to:
 - Attend all meetings scheduled for the Committee.
 - Objectively consider and actively participate in group deliberations.
 - Review relevant documents and provide feedback to the Committee where necessary, including occasional out-of-session consideration of time-bound matters that may fall outside the meeting schedule.
 - Endeavour to convey the views of the broader community, network or peak agency they are representing.
 - Maintain and respect the confidential nature of the meeting and other members.

5 ELIGIBILITY

- a) All Councillors are eligible to nominate for membership on the Committee. Appointments will be determined and endorsed by Council.
- b) Council will invite representation from the stakeholder groups outlined in the Charter.
- c) Representatives of networks /peak agencies must possess such skills, expertise, experience or special affiliation to be able to contribute to the Committee purpose and objectives.
- d) The selection of members will be undertaken in accordance with Council's Policy for Community Committee Framework and Appointment of Community and Stakeholder Representatives.
- e) A person appointed to the Committee shall continue as a member of the Committee for the period outlined in Term of Office.
- f) Should a representative vacancy occur during the terms of appointment, a new representative will be sought from the stakeholder group.
- g) Membership will be reviewed annually and if necessary, adjusted in accordance with the recommendation from the Committee.

6 TERM OF OFFICE

To assist with maintaining effectiveness and the continuity of knowledge within the Committee the terms of Councillors and other Committee members have been staggered. The aim is for established members to provide assistance to incoming Councillors after the council election and 12 months later, reciprocally from Councillors to incoming community members.

- a) The term for Councillors on the Committee is two (2) years or 12 months following the election of new Council.
- b) The term for other members on the Committee is four (4) years commencing within 12 months after the election of Council.
- c) All Councillor memberships will cease during the election caretaker period. New Councillors should be appointed to the Committee at the earliest opportunity following the election.
- d) The terms above are subject to the conclusion of the Committee, when all memberships cease.

7 SUPPORT PROVIDED

- a) Council will provide necessary resources to the Committee. This will include the venue and administrative support such as facilitating and running the meeting, preparation and distribution of the notice of meeting, agenda and the recording of the minutes.
- b) The Community, Arts & Culture Business Unit is responsible for managing the Committee and will be the main point of contact for members on Committee related matters.
- c) Council staff in the areas of Community Development and Environmental Compliance will be available to provide guidance and assistance where appropriate. The role of these representatives is to provide guidance on:
 - Status of current issues
 - Broad policy objectives
 - Local Government regulations and relevant legislation.

8 TIMETABLE FOR MEETINGS

- a) The Committee is to meet quarterly (four (4) times) throughout the year.
- b) A meeting will be limited to a maximum of two (2) hours duration unless the group resolves to extend the meeting to a particular time or until the completion of business.
- c) The schedule of meeting dates and venues will be provided to the members in advance and an agenda will be provided at least 7 days prior to meeting.

9 ATTENDANCE AT MEETINGS

- a) All members are expected to attend the meetings, or otherwise tender their apologies to either the Chair or lead Council Officer.
- b) If unable to attend, members may delegate their position to another member of their organisation, in consultation with the Chair or Lead Council Officer.
- c) No member should be absent for more than two (2) consecutive meetings without first seeking, and being granted, leave by the Chair. Without being granted such leave in these circumstances, the person's membership will be re-evaluated.
- d) While other Councillors may attend Committee meetings as observers, the meetings will not be open to other members of the public.
- e) On the invitation of the Chair or lead Council Officer, individuals or organisational representatives may be invited to attend a meeting in a one off guest capacity for the purposes of giving presentations or providing specific advice or expertise.

10 MEETING PRACTICES AND PROCEDURES

- a) The Council will ensure that each meeting is properly recorded with the use of minutes, which will be reported to Council.
- b) The quorum for each meeting will be one half plus the Mayor or another Councillor. If a quorum is not present within 30 minutes within the commencement time of the meeting, it will become an informal meeting with no recommendations or decisions made.
- c) The Mayor is the Chair of the Committee or their nominated representative.
- d) The Chair directs the progress of the Committee meeting. Subject to any determination by the Chair, each item is to be dealt with in the order in which it appears on the agenda.
- e) The Chair role is to facilitate the conduct of the meetings and ensure the Committee focuses on its primary purpose and objectives.
- f) This Committee is advisory in purpose and should have the intention of reaching consensus when endorsing items and recommendations. It has no authority to make decisions on behalf of Council.
- g) It will be at the discretion of the Chair when a matter is to be put to the vote. In such circumstances voting is to be by way of a show of hands. For a vote to be carried the matter must be supported by a majority of members present, with the Chair having a casting vote in the event the vote is tied (or Deputy in the absence of the Chair).

11 CODE OF CONDUCT

- a) All members of the Committee are required to observe Council's Code of Conduct and any other policy or requirement applicable to the proper functioning of the Committee.
- b) Members shall act in a professional and responsible manner with the information they obtain.

- c) Members must respect each other (often despite differences) and work together to create an open and trusting atmosphere. The group requires openness and honesty in order to function well and members should feel free to express their opinions and views without fear of recrimination.
- d) A breach of the Terms of Reference may lead to the member being removed from the Committee by the Chair.
- e) Members of the Committee do not have the authority to act or speak on behalf of Council including representations to the media on Council or the Committee's behalf. In accordance with Council's Media Policy, the Mayor is the only person permitted to speak to the media on behalf of the Council and the Committee.
- f) Conflicts of Interest: Council recognises that community representatives join such groups and Committees because of special interests they may have, and Council welcomes their expertise. Nevertheless, it is important that Council understands the basis of advice it receives from the groups, so members will be requested to declare any organisation they may represent. Disclosures of Conflicts of Interest, particularly pecuniary interests need to be made by members of the group and recorded in the minutes in accordance with section 442 and 443 Local Government Act 1993.
- g) Confidentiality and Privacy: Members may have contact with confidential or personal information retained by Council or other agencies. If so, members are required to maintain the security of any confidential or personal information and not access, unless the member is authorised to do so.

12 COUNCIL VALUES

All members of the Committee and all meeting attendees are expected to observe Northern Beaches Council Values outlined below:

- Trust: because being open brings out our best
- Teamwork: because working together delivers
- Respect: because valuing everyone is how we make a difference
- Integrity: because we are proud of doing what we say
- Service: because we care as custodians for the community
- Leadership: because everyone has a leading role

13 NEXT REVIEW DATE

- a) This Terms of Reference will be reviewed prior to the establishment of a new Committee.
- b) Amendments to this Terms of Reference may only be determined by Council.

ATTACHMENT 1

CHARTER: Community Safety Advisory Committee

<p>Established: March 2022</p>	<p>Function: To provide guidance to Council on community safety issues impacting the Northern Beaches.</p>
<p>Stakeholder Representative Term</p> <ul style="list-style-type: none"> • Councillors: Appointment for 2 years or until election caretaker period. • Stakeholder Representatives: Appointment for 4 years including one year following council election. 	
<p>Quorum and Voting</p> <ul style="list-style-type: none"> • The quorum for each meeting will be one half. • If a quorum is not present within 30 minutes within the commencement time of the meeting, the meeting shall become an informal meeting with no recommendations or decisions made. • The Committee should have the intention of reaching consensus when endorsing items and recommendations. 	<p>Composition/Membership</p> <p>The Committee comprises of up to 26 members representing a range of stakeholder groups relevant to the Community Safety Plan.</p> <p>The Chair is the Mayor or their nominated delegate on this group and Deputy Chair as elected by the Mayor.</p> <p>The following Council members will be appointed:</p> <ul style="list-style-type: none"> • Mayor (Chair) and 4 appointed Councillors (up to 1 per Ward) <p>In addition to Councillors, the group is to consist of up to 21 members as follows:</p> <ul style="list-style-type: none"> • Northern Beaches Police Local Area Commander or a delegate • Domestic Violence Interagency Chair • Mental Health Interagency Chair • Youth Interagency Chair • Northern Beaches Liquor Accord Chair • Housing and Homelessness Interagency Chair • Primary Health Network representative • Local Health District Network representative • Community Drug Action Team (CDAT) Chair • Seniors sector representative • 4 local State Members of Parliament or delegate • 2 local Federal Members of Parliament or delegate. • 5 Community members representing a broad range of strategic views on community safety across the Northern Beaches (up to 1 member per ward).
<p>Reporting Procedures</p> <p>Minutes of meetings to be reported to Council.</p>	
<p>Meetings:</p> <ul style="list-style-type: none"> • The Committee are to meet quarterly (four (4) times) throughout the year. • The schedule of meeting dates will be distributed at the formation of the Committee. • Agenda items, time and venue will be provided to the members in an agenda at least 7 days prior to the meeting. 	
<p>Ex Officio Advisors:</p> <ul style="list-style-type: none"> • Lead Council Officer: Community Safety Coordinator, Executive Manager Community, Arts and Culture, Manager Youth and Community Development • Business Unit: Community, Arts and Culture • Additional Council Officers: Executive Manager Environmental Compliance, Manager Rangers • Business Unit: Environmental Compliance • Council Executive: Chief Executive Officer, Director Community and Belonging 	

Revision History

Revision	Date	Status	TRIM Ref
1	8/5/2018	Terms of Reference (TOR) and Charter	2018/281599
2	23/3/2021	076/21 RESOLVED Notice of Motion 20/2021 – Community Safety Committee Membership	2021/196893
3	22/03/2022	065/22 RESOLVED Revision of Terms of Reference and Charter following election of Council	2022/089392
4	27/09/2022	288/22 RESOLVED Revision of Terms of Reference to include seniors sector representative	2022/526897
5	18/04/2023	106/23 RESOLVED Revision of Terms of Reference to include local State and Federal Members of Parliament	2023/822717

ITEM 10.5	RESPONSE TO COUNCIL RESOLUTION 94/23 - SOCIAL SERVICES NEEDS ASSESSMENT AND PRIORITIES FOR GRANTS PROGRAM
REPORTING MANAGER	ACTING EXECUTIVE MANAGER COMMUNITY, ARTS & CULTURE
TRIM FILE REF	2023/340241
ATTACHMENTS	NIL

SUMMARY

PURPOSE

To provide a response to Parts 7 and 9 of Council Resolution 094/23 regarding the alignment of priorities identified in the Better Together Social Sustainability Strategy to grant funding and the cost and process to undertake a full needs assessment for social services on the Northern Beaches.

EXECUTIVE SUMMARY

At the Council meeting of 18 April 2023, Council resolved, in part, the following:

That Council:

7. *Prepare a report, within the next six months, setting out the criteria for the grants program aligning priorities for funding with Council's adopted direction in the Better Together Social Sustainability Strategy identifying the social areas of needs....*
9. *Council receive a report on costs and recommendations for the process of implementing items A to D at the June 2023 Council meeting:*
 - A. *Carry out a full needs assessment for social services on the Northern Beaches, including for youth mental health, shelter accommodation for women and children escaping domestic violence, and affordable housing in general.*
 - B. *Assess the outcomes of Northern Beaches Women's Shelter, the Avalon Youth Hub and Community Northern Beaches in meeting those needs and achieving KPIs.*
 - C. *Carry out a gap analysis to identify what other social services are needed.*
 - D. *Draft a new social services grants program, informed by this research, that caters for the areas of greatest need within the community.*

This report will provide detail on how the social services grants program aligns to the Better Together Social Sustainability Strategy. It also outlines the cost, process, opportunities and risks associated with the implementation of Items 9A to 9D, the carrying out a full needs assessment for social services.

There are a number of opportunities for Council through the development of a full needs assessment and gap analysis of social services, such as taking on a leadership role that could provide Council with the ability to better advocate to funding bodies on behalf of the community. It could also assist in the targeted allocation of Council resources to the social services sector using an evidence-based approach.

With these opportunities come significant risks, including the financial and resourcing requirements for the project and raised community expectations. The outcome of the project could result in compelling cases for more funding and a redirection of Council priorities to meet expectations

created. Other considerations are the role of Council in the social services sector and ability to effectively undertake a full needs assessment and gap analysis given the complexity of the task.

There is no identified funding source in the draft 2023/24 Operational Budget or Long-Term Financial Plan for a full needs assessment of social services. It will require considerable stakeholder engagement and up to two years to undertake, over \$200,000 in consultancy fees and the employment of a specialist staff resource to manage the project for a minimum of two years.

Council has an adopted position in relation to support for the social service sector, detailed in the Social Sustainability Policy and the Better Together Social Sustainability Strategy, both adopted 24 August 2021. These documents recognise that community and social services are generally funded and within the remit of the NSW Department of Communities and Justice and the Federal Department of Social Services.

The project is linked to the Community Strategic Plan: Community and belonging - Goal 8 Our community feels safe and supported.

RECOMMENDATION OF ACTING DIRECTOR COMMUNITY AND BELONGING

That Council:

1. Note the information provided on the alignment of the social services grants program to Strategic Outcomes in the Better Together Social Sustainability Strategy 2040.
 2. Not proceed with a full needs assessment of the social services on the Northern Beaches.
 3. Continue to monitor social service needs and gaps on the Northern Beaches through:
 - A. The 5-year review of the Better Together Social Sustainability Strategy in 2025/26
 - B. Ongoing engagement with the social services sector
 - C. Coordination of the Better Together Leadership Group.
-

REPORT

BACKGROUND

At the Council meeting of 18 April 2023, Council adopted the following resolutions.

Resolution 091/23:

That Council:

1. *Continue financial assistance to Community Northern Beaches at the existing rate for a further 3 years.*

Resolution 092/23:

That Council:

2. *Continue financial assistance to Northern Beaches Women's Shelter at the existing rate for a further 3 years.*

Resolution 093/23:

That Council:

3. *Continue financial assistance to Avalon Youth Hub at the existing rate for a further 3 years.*

Resolution 094/23:

That Council:

4. *Delegate authority to the Chief Executive Officer as required to implement the decision of Council including any provision of financial assistance under Section 356 of the Local Government Act, 1993.*
5. *Note the proposed change to the annual Community Development Grants Program to include a Small Grants Program within the existing operational budget.*
6. *Present to Council in a briefing the information submitted by the Northern Beaches Women's Shelter; Community Northern Beaches and the Avalon Youth Hub on how funding provided by Council has been allocated, and their performance against agreed KPIs and give each organisation the opportunity to provide a Special Briefing to Councillors, to brief the councillors on their work and impact on the Northern Beaches*
7. *Prepare a report, within the next six months, setting out the criteria for the grants program aligning priorities for funding with Council's adopted direction in the Better Together Social Sustainability Strategy identifying the social areas of need.*
8. *Write to the relevant State Government Ministers and Shadow Ministers outlining Council's support for on-going core funding from the State Government for local Community Services Centres.*
9. *Council receive a report on costs and recommendations for the process of implementing items A to D at the June 2023 Council meeting:*
 - A. *Carry out a full needs assessment for social services on the Northern Beaches, including for youth mental health, shelter accommodation for women and children escaping domestic violence, and affordable housing in general.*
 - B. *Assess the outcomes of Northern Beaches Women's Shelter, the Avalon Youth Hub and Community Northern Beaches in meeting those needs and achieving KPIs.*
 - C. *Carry out a gap analysis to identify what other social services are needed.*

- D. *Draft a new social services grants program, informed by this research, that caters for the areas of greatest need within the community.*

This report is in response to items 7 and 9 above.

Item 7 - Alignment with Better Together Social Sustainability Strategy 2040

Item 7 of Council resolution 094/23 has requested information regarding how funding criteria for the grants program aligns with Council's adopted direction in the Better Together Social Sustainability Strategy 2040 (Better Together).

Better Together aims to collaborate with the broader community as we all work together to ensure our community is stronger, more resilient, equitable and socially sustainable today and tomorrow. It uses a whole of community, strengths-based approach that establishes a cycle of social sustainability and inclusiveness where the Northern Beaches' key challenges are identified and addressed in an integrated way, ensuring we are better together.

Strategic Directions and Outcomes were developed in consultation with social services and the community using a co-design approach. These guide Council's teams to facilitate and support the capacity of the social service sector through a community development role, the identification of funding priorities for the Community Development Grants Program and the allocation of staff and program resources by Council.

The following table highlights the Strategic Directions and Outcomes of Better Together which guide how Council supports social services and community development activities:

Strategic Direction	Strategic Outcomes
Safe	Safe places - <i>Our community is safe in public, at home and online</i>
	Safe people - <i>Our community has access to people, organisations and information that can help when they need assistance</i>
Inclusive	Celebrating First Nations people - <i>First Nations people and Indigenous heritage are included in all decision making</i>
	A resilient and adaptive social services sector <i>We have an active, resilient and engaged social services sector</i>
	Value of all people is recognised, respected and embraced <i>Everyone in the community feels welcome</i>
	Ensuring equity and inclusion - <i>The whole community has access to inclusive growth and opportunities</i>
Connected	Strong volunteering culture - <i>We have a thriving volunteering culture</i>
	Services, programs and facilities are affordable and accessible to all - <i>Our community has access to the services, programs and facilities they need</i>
	Broad range of supportive community and social networks that reflects the diversity of the Northern Beaches - <i>Community networks reflect the diverse interests of people living on the Northern Beaches</i>
	Sense of belonging to life on the Northern Beaches <i>Everyone who participates in community life feels like they belong</i>

Allocation of financial assistance by Council to social services aligns closely with the outcomes of Better Together, including the Funding Agreements between Council and Community Northern

Beaches, Northern Beaches Women’s Shelter and the Avalon Youth Hub. All three of these organisations are closely aligned to the Outcomes of:

- Our community has access to people, organisations and information that can help when they need assistance.
- A resilient and adaptive social services sector.
- Services, programs and facilities are affordable and accessible to all.

They are also aligned to the following Actions from Better Together:

- Continue to use advocacy to improve access to key referral services including mental health and domestic and family violence services.
- Work collaboratively with local social services to focus community capacity building efforts in the domestic and family violence and mental health sectors to address core community needs in this area.
- Identify and collaborate on initiatives that reduce/subsidise service and program costs to ensure access for all.

The organisations also address several of the social sustainability challenges outlined in Better Together, such as:

- Social services funding
- Access to services and support
- Mental health and social isolation
- Housing affordability and suitability
- Access to information
- Pockets of disadvantage

The 3-year Funding Agreements with these organisations will commence on 1 July 2023 and have been developed in consultation with each of the services. They include outcome measures and targets that will demonstrate how the funding has contributed to addressing the social sustainability challenges on the Northern Beaches, listed above.

Community Development Grants Program 2023/24

In relation to the Community Development Grants Program, Better Together Outcomes are used to set criteria for funding. The funding priorities and outcomes for 2023/24 are detailed below, which align directly with Strategic Outcomes in Better Together.

Funding Priorities	Outcomes
Deliver programs and activities that support: <ul style="list-style-type: none"> • First Nations people • Older people 60+ • People with disability • People with dementia and their carers. 	<ul style="list-style-type: none"> • Everyone who participates in community life feels like they belong • Our community has access to the services, programs and facilities they need • Celebrating First Nations people.
Deliver programs that support mental health, build resilience and strengthen individual and collective wellbeing.	<ul style="list-style-type: none"> • Everyone who participates in community life feels like they belong

Funding Priorities	Outcomes
	<ul style="list-style-type: none"> • Our community has access to the services, programs and facilities they need.

Item 9 - Full Needs Assessment of Social Services:

The social services sector is wide and varied, ranging from mental health, children and family services, welfare services to social housing providers and homelessness.

A definition provided by the Federal Department of Social Services is:

Social services are organisations that provide services that improve the wellbeing of individuals, families, and community.

A full needs assessment of social services would assess community demand against current supply of social services, identifying gaps in service provision. It would also determine how to address the gaps between a community's current and desired state.

To address items 9A and 9C from the Council resolution, the following is an indicative process to be undertaken:

1. Scope - Determine purpose of the needs assessment and how it would be used - develop objectives and identify outcomes desired by Council.
2. Plan – identify what social service sectors to include in the needs assessment, what data is required and how it would be collected and analysed.
3. Resource – determine how to resource the project by staff and consultants and any potential outcomes.
4. Data gathering to identify supply – what is currently available to the community.
5. Data gathering to identify demand – the desired state of the community.
6. Analyse data and prioritise findings / gaps.
7. Develop strategies and actions to address findings / gaps.
8. Evaluating and monitoring progress on a regular basis.

An initial high-level scoping has been undertaken and it is considered that the following data is required, as a minimum, to provide meaningful results:

Demand data:	Supply data:
<ul style="list-style-type: none"> • Census data • Regional health data • Primary research with the community: <ul style="list-style-type: none"> • service users • priority population groups • broad community • Data and evidence used to determine programs and funding priorities by State and Federal Government Departments. 	<ul style="list-style-type: none"> • Survey and meetings with social service organisations (40 – 60 in the region) • Funding programs and funds allocated by the State Government to Northern Beaches services by the Department of Communities & Justice, NSW Health and other relevant State Departments. • Funding programs and funds allocated by the Federal Government to Northern Beaches services through the Department of Social Services and other relevant agencies.

Once the needs assessment and gap analysis has been completed, items 9B and 9D can be undertaken. This includes an assessment of the outcomes of Northern Beaches Women's Shelter, the Avalon Youth Hub and Community Northern Beaches in meeting identified needs and the drafting of a new grants program to address any need and gap identified in the research.

Opportunities, Risks and Considerations:

There are a number of opportunities for Council through the development of a full needs assessment and gap analysis of social services, including:

- Leadership and innovation, with Council taking a lead in this area.
- Provide Council with the ability to better advocate to funding bodies on behalf of the community in areas of high need using an evidence-based approach.
- Enables more targeted allocation of Council resources to the social services sector. Grants programs can be developed to provide funding to the area with the highest need or gap.

These opportunities also come with significant risks, particularly if the intent of the research is not communicated clearly to the social services sector, stakeholders such as funding bodies, and the community.

Clear direction from Council on the rationale of this project would be determined in the first stage of the project. At that point consideration should be given to whether the project would:

- Provide a mechanism to fund social service providers using the existing budget available of \$261,085 per annum (2023/24 FY).
- Provide a mechanism to allocate additional Council funds should the gaps be significant and in a range of sectors.
- Identify the methods that Council could use to further support the social services sector, in addition to the current remit as outlined in the Social Sustainability Policy.

There are a number of project risks, including:

- Due to the current lack of available data, this project requires significant primary research and data gathering. Accurate data is essential and requires commitment from service providers, State and Federal Government Departments and current clients to disclose data. Data sharing agreements would need to be negotiated.
- Data is collected differently by every organisation, government department and program which will pose a significant challenge for data analysis and data quality.
- The data would need to be refreshed on a regular basis as community need and available funding to social services changes over time. Data collection and analysis will be required every 5 years, at a minimum, to keep the information current and useful.
- Community expectations may be raised that Council will change priorities to direct more resources to social services and that any gaps identified will be addressed with additional Council funding.

Clear consideration and direction from Council on the project intent would be required to manage community expectations and ensure that the project meets desired Council objectives.

Council's adopted approach:

Council has an adopted position in relation to support for the social service sector, detailed in the Social Sustainability Policy, adopted 24 August 2021. The Policy Statement is:

Northern Beaches Council acts principally as a facilitator and enabler of social sustainability in order to build the capacity and resilience of the community to achieve individual and collective wellbeing. Community development activities are carried out in collaboration with individuals and service providers, including community groups, charitable organisations, government and nongovernment agencies and neighbouring Councils.

Council provides leadership and advocacy, promotes safe, inclusive and connected communities, supports community capacity building, provides referral and information services and essential infrastructure, including social infrastructure. 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 priority service.

The Policy also includes the following:

1. *Community capacity building*

Council builds the capacity of the community and helps the community to determine and achieve its own outcomes, through partnerships and support with community, not-for-profit and charitable organisations. Council supports the building of connections, encourages collaboration and facilitates knowledge sharing across the social sector and other levels of government to enable program and service delivery that achieves collective outcomes. Community grants are provided to organisations delivering programs that build capacity in the community to address current issues.

6. *Delivering programs and services*

Council partners with community organisations to deliver support services that respond to the changing needs of our community. Consideration will be given to the direct provision of community services that are responsive to community outcomes where there is a gap, and work to access a provider to deliver this service to the community.

The Policy also identifies that community services are generally funded and within the remit of the NSW Department of Communities and Justice and the Federal Department of Social Services.

As detailed in the section above in this report, Council has an adopted Social Sustainability Strategy (Better Together). The development of the Social Sustainability Policy and Better Together did not include a full needs assessment as it identifies Council primarily as a collaborator, supporter and enabler to improve the capacity of the social services sector to improve services for the whole community, not a commissioner or provider of social services.

Better Together is implemented in collaboration with internal and external stakeholders, through the Better Together Leadership Group, in operation since November 2021. The Leadership Group includes representation from Council, government entities, local community service organisations and community members. It works collaboratively to enable delivery of the actions identified in the plan and is fundamental to achieving the aspirational targets identified for each strategic direction.

Adopted in August 2021, the Better Together Social Sustainability Strategy will be reviewed every 5 years, with the first review due to commence in 2025. As an alternative to a full needs assessment, the review will include engagement and co-design with the community and social services sector and a high-level needs analysis, similar to that undertaken for the initial Better Together.

This review will be undertaken in advance of 30 June 2026, which is when the 3-year funding agreements with Community Northern Beaches, Northern Beaches Women's Shelter and the Avalon Youth Hub will cease. It will provide Council with a mechanism to review the funding and to determine funding and support from Council to the social services sector and priorities for the Community Development Grants Program from 2026 to 2031.

CONSULTATION

This report has been drafted without external engagement.

The implementation of a project to conduct a full needs assessment for social services would require significant engagement with the following stakeholders:

- Local social service providers (40 - 60 organisations)
- Customers of local service providers
- State and Federal Government Departments
- Community members.

The level of engagement would be determined during the project brief development and documented in the detailed Community Engagement Plan for the project.

The review of the Social Sustainability Strategy 2040 will include engagement with local social services, the general community and government stakeholders to ensure that social needs are identified and the Strategy amended to remain relevant to the Northern Beaches community. It will provide Council with a mechanism to determine funding and support from Council to the social services sector and priorities for the Community Development Grants Program from 2026 to 2031.

TIMING

The implementation of 9A to 9D of the Council resolution could be completed by the end of 2025 if the project commences in mid-2023, subject to resourcing and budget.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcome of:

- Community and belonging - Goal 8 Our community feels safe and supported

FINANCIAL CONSIDERATIONS

A full needs assessment of social services has no identified budget in the draft 2023/24 Operational Budget or the Long-Term Financial Plan. It will require over \$200,000 in consultancy fees and the employment of a specialist staff resource to manage the project for a minimum of two years, at an estimated cost of \$120,000 per annum. The outcome of the project could also result in cases for more funding and a redirection of priorities to meet expectations created.

SOCIAL CONSIDERATIONS

Council support for the social services sector has significant positive impact on the provision of social services to the Northern Beaches community. While it is difficult to quantify the precise social and economic value of Council's support, by resourcing and supporting services and organisations it enables them to achieve community outcomes that far exceeds Council's capacity to achieve these outcomes alone.

A full needs assessment of social services could provide valuable information and data for the social services sector, enabling resources from Federal, State, Local and non-government agencies to be delivered in areas of most need, which could strengthen the sector and services available to the Northern Beaches community. Collaboration and buy-in from State and Federal Governments would be critical to this project.

ENVIRONMENTAL CONSIDERATIONS

Should Council determine to progress a full needs assessment of social services, the appropriate environmental considerations will be included in any Request for Quotation or Tendering documentation.

GOVERNANCE AND RISK CONSIDERATIONS

The project of undertaking a social services needs assessment would be managed in accordance with Council's project management and procurement policies and guidelines.

This project may have significant community and reputational risks to Council. Community expectations may be raised that Council will change priorities to direct more resources to social services. The adopted Social Sustainability Policy states that Council will only provide direct services if there is a gap in services in the community and the development of a needs assessment may see Council taking on more of a commissioner and service provision role, depending on the outcome of the needs assessment.

ITEM 10.6	PUBLIC EXHIBITION OF COMMUNITY SERVICES AWARD POLICY
REPORTING MANAGER	ACTING EXECUTIVE MANAGER COMMUNITY, ARTS & CULTURE
TRIM FILE REF	2023/341519
ATTACHMENTS	1 Draft Community Service Awards Policy

SUMMARY

PURPOSE

Seeking Council endorsement to place the draft Community Service Awards Policy on public exhibition for 28 days.

EXECUTIVE SUMMARY

The Community Services Award Policy (the Policy) provides the framework for Council to recognise the outstanding contributions of people making a difference in the community. The current policy was adopted at the Ordinary Council Meeting of 26 November 2019. The Policy requires review by 30 June 2023.

This report outlines a proposed amendment to the existing policy and is seeking Council approval to place the draft Community Service Awards Policy on public exhibition for 28 days to capture feedback on the proposed amendment and whether any further changes are required.

The funding of the Community Services Awards program is available within the draft Operational Budget 2023/24.

This report relates to the Community Strategic Plan Outcome of: Community and Belonging - Goal 9: Our community is inclusive and connected.

RECOMMENDATION OF ACTING DIRECTOR COMMUNITY AND BELONGING

That:

1. Council place the draft Community Services Award Policy on public exhibition for a minimum of 28 days.
 2. The outcome of the public exhibition of the draft Community Services Award Policy be reported to Council.
-

REPORT

BACKGROUND

Council adopted the Community Services Award Policy (the Policy) at the Ordinary Council meeting of 26 November 2019. The Policy provides the framework for the annual delivery of the Australia Day Citizen of the Year and Outstanding Community Service Awards.

Principles in the Policy provide direction on:

- The type and number of awards
- The composition of the judging panel
- Recognising individuals for their contributions along with organisations they volunteer or work for
- Timing of the award presentation at or around the Northern Beaches Australia Day Celebrations on 26 January each year
- Involvement of Mayor and Councillors.

Under the current Policy the following awards are available annually:

Australia Day Awards
Citizen of the Year
Senior Citizen of the Year (65 years or older)
Young Citizen of the Year (under 25 years)
Sportsperson of the Year
Community Event of the Year
Outstanding Community Service Awards
Up to 15 awards will be presented annually

Since the adoption of the Policy, Council has delivered the Australia Day Award program 4 times, recognising the meaningful and positive contributions of 77 individual volunteers and two groups on the Northern Beaches.

A set of guidelines and eligibility criteria has been established for each award category and this is reviewed annually within the Policy principles. The independent community members involved in judging use the guidelines and criteria to select the award recipients from the many worthy nominations received each year.

PROPOSED AMENDMENT

One amendment, the inclusion of a new award category Community Group of the Year, is proposed in the draft Policy that will enhance Council’s recognition of outstanding community groups working to improve the Northern Beaches.

Many people are contributing as a member of a broader group of committed community members and the addition of this category would allow for better recognition of collective efforts to improve the lives of people on the Northern Beaches.

Additionally, two operational changes will be made to the Operational Guidelines to allow non-Australian Citizens to win the Outstanding Community Service Awards. A step in the process for

selecting the judging panel will also be amended to invite the current Citizen of the Year to participate on the judging panel as one of the five community members selecting the next year's award winners, if they so choose.

CONSULTATION

The draft policy will be placed on public exhibition for a minimum of 28 days.

The consultation process for the exhibition period will involve:

- Information on the 'Your Say' project web page, including online submission form.
- Distribution to former members of the judging panel for feedback.
- Distribution to winners of the Awards since the adoption of the Policy in 2019, for feedback.

TIMING

All feedback received during the public exhibition period will be considered, after which the final policy will be reported back to Council for consideration before its adoption.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcome of:

- Community and Belonging - Goal 9 Our community is inclusive and connected

FINANCIAL CONSIDERATIONS

Funding to deliver the annual awards program is included in the draft Operational Budget 2023/24 and the Long-Term Financial Plan.

SOCIAL CONSIDERATIONS

The implementation of this Policy makes a positive contribution to achieving the community's aspirations for an inclusive and connected community. By recognising and celebrating the outstanding volunteers in our community, Council is demonstrating the vitally important role of volunteering in delivering programs, services, events, and activities that build social connections and allow people to participate in community life. Showcasing these incredible members of our community motivates and inspires others to volunteer, which will further improve inclusion and connection on the Northern Beaches.

ENVIRONMENTAL CONSIDERATIONS

The recommendations of this report pose no environmental impact on Council. In recent years, winners of the Australia Day Citizen of the Year Awards have received a trophy made of reclaimed timber and the winners of the Outstanding Community Service Awards have received a native plant seedling.

GOVERNANCE AND RISK CONSIDERATIONS

The Community Service Awards Policy provides an effective governance framework for Council to follow when delivering the annual Australia Day Citizen of the Year and Outstanding Community Service Awards.



Council Policy

Draft Community Service Awards

Policy Statement

Council recognises that the community is enhanced through the endeavours of its residents and volunteers who work to improve the lives of others and make the Northern Beaches a better place to live. Council's Community Service Awards recognise the outstanding contributions by publicly acknowledging and thanking them in a spirit of community pride.

Principles

1. That Council recognises the outstanding contribution of Northern Beaches' volunteers throughout the year where appropriate.
2. That this program include:
 - Australia Day Citizen of the Year Awards (~~65~~)
 - Outstanding Community Service Awards (15)
3. That the Australia Day Citizen of the Year awards program focus on the contribution of individual volunteers but also highlight the contribution of the organisations for which they work.
4. That the Outstanding Community Service Awards focus on recognising Northern Beaches residents who have made a significant contribution to the Northern Beaches and its community. One Outstanding Community Service Award can be awarded to a non-resident who has made a significant contribution to the Northern Beaches Community.
5. That a Panel comprising five community members be convened to judge the nominations received. In addition, two staff members will serve as facilitators on the panel – they will not vote.
6. The Mayor and Councillors are unable to submit a nomination/s for the awards.
7. That the Judging Panel be provided with all necessary information to assist them with their deliberations including information relating to any other awards those nominees may have received.

Table 1: Annual awards and number of persons eligible per year

Australia Day Awards
Citizen of the Year
Senior Citizen of the Year (65 years or older)
Young Citizen of the Year (under 25 years)
Sportsperson of the Year
Community Event of the Year
<u>Community Group of the Year</u>
Outstanding Community Service Awards

Up to 15 awards will be presented annually

The guidelines and eligibility criteria for each category will be reviewed annually and promoted via Council's communication channels. Detailed award guidelines and eligibility criteria are available on Council's website.

All nominees must be residents of, or events held within, the Northern Beaches Local Government Area, with the exception of the Outstanding Community Service awards whereby one non-resident may be awarded.

Recipients are objectively selected by the Judging Panel on merit and against the Award criteria. The panel is made up of five community members. Two staff members will serve as facilitators on the panel, but will not vote. A member of the panel is to declare an interest and stand aside from the Panel should they be related to a nominee, or consider that for any reason a conflict of interest may arise.

The Australia Day Awards are announced and presented at or around the timing of the Northern Beaches Australia Day celebrations on 26 January each year.

Scope and application

This policy applies to all employees, agents, officers, councillors and committee members of Northern Beaches Council.

References and related documents

- Local Government Act 1993
- Northern Beaches Council Australia Day Awards Nomination Guidelines and Criteria (these are reviewed and updated annually)

Definitions

Event: An activity or thing that happens or takes place as a singular occurrence though that may be over more than one day

Responsible Officer

Executive Manager Community, Arts & Culture

Review Date

30 June 202~~7~~³

Revision History

Revision	Date	Status	TRIM Ref
1	26 June 2019	First draft Australia Day Awards policy	2019/281707
2	26 November 2019	Community Service Awards Policy referred to Council for adoption.	2019/624057
3	11 September 2020	Community Service Awards Policy amended according to Ordinary Council meeting 26 November 2019	2019/624057
<u>4</u>	<u>14 June 2023</u>	<u>Draft Community Service Awards Policy – minor amendments from internal review prior to public exhibition</u>	<u>2023/374705</u>

11.0 ENVIRONMENT AND SUSTAINABILITY DIVISION REPORTS

ITEM 11.1	CONFIRMED MINUTES OF THE ENVIRONMENT STRATEGIC REFERENCE GROUP MEETING - JUNE 2022 AND APRIL 2023
REPORTING MANAGER	EXECUTIVE MANAGER ENVIRONMENT & CLIMATE CHANGE
TRIM FILE REF	2023/344506
ATTACHMENTS	1 ⇒ Minutes - Environment Strategic Reference Group - 27 April 2023 (Included In Attachments Booklet) 2 ⇒ Minutes - Environment Strategic Reference Group - 2 June 2022 (Included In Attachments Booklet)

BRIEF REPORT

PURPOSE

To report the minutes of the first meeting of the new Environment Strategic Reference Group (SRG), held in April 2023 and the last minutes of the previous Environment SRG, held in June 2022.

REPORT

The Environment SRG is aligned to the Community Strategic Plan (CSP) outcome areas. It meets quarterly to consider and to be advised on projects aligned to the respective CSP goals and strategies. The SRG contributes advice and feedback to Council in relation to issues and initiatives outlined within its charter.

Council resolved its committee framework in February 2022 (021/22) and in July 2022 resolved (220/22) to conclude all SRGs except the Environment SRG and to conduct a process to renew the membership of this SRG. Minutes of the first meeting of the newly-constituted SRG, held on 27 April 2023 are provided at Attachment 1. Minutes of the last meeting of the previous Environment SRG, held on 2 June 2022, are also provided at Attachment 2.

LINK TO COUNCIL STRATEGY

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

FINANCIAL CONSIDERATIONS

The recommendations of this report pose no financial impact on Council.

ENVIRONMENTAL CONSIDERATIONS

The Environment SRG contributes advice regarding Council's management of the environment and natural hazards.

SOCIAL CONSIDERATIONS

The Environment SRG is positioned to ensure involvement and engagement with a broad range of stakeholders, community groups, associations and the wider community.

GOVERNANCE AND RISK CONSIDERATIONS

The Environment SRG is conducted within Council's governance and committee framework. SRG minutes are reported to Council in accordance with its Charter.

RECOMMENDATION OF DIRECTOR ENVIRONMENT AND SUSTAINABILITY

That Council note the minutes of the Environment Strategic Reference Group meetings held on 27 April 2023 and 2 June 2022.

12.0 PLANNING AND PLACE DIVISION REPORTS

ITEM 12.1	VARIATIONS TO DEVELOPMENT STANDARDS UNDER CLAUSE 4.6 OF LOCAL ENVIRONMENTAL PLANS
REPORTING MANAGER	ACTING EXECUTIVE MANAGER DEVELOPMENT ASSESSMENT
TRIM FILE REF	2023/247993
ATTACHMENTS	1 ↓ Clause 4.6 - Quarter 1 2023 - Variations to Development Standards

SUMMARY

PURPOSE

To report to Council the variations to development standards granted under Clause 4.6 of the *Manly Local Environmental Plan* (MLEP 2013), *Pittwater Local Environmental Plan* (PLEP 2014) and *Warringah Local Environmental Plan* (WLEP 2011) and State Environmental Planning Policies, as required by the NSW Department of Planning and Environment.

EXECUTIVE SUMMARY

During the period 1 January 2023 to 31 March 2023, the following variations were granted:

- 18 variations under Clause 4.6 of Manly Local Environmental Plan 2013
- 7 variations under Clause 4.6 of Pittwater Local Environmental Plan 2014
- 20 variations under Clause 4.6 of Warringah Local Environmental Plan 2011
- 2 variations under Clause 4.6 of a development standard within SEPP (Housing) 2021

RECOMMENDATION OF ACTING DIRECTOR PLANNING AND PLACE

That Council note the Development Applications approved with variations to development standards during the period 1 January 2023 to 31 March 2023.

REPORT

BACKGROUND

The following tables show all variations to development standards approved during the period 1 January 2023 to 31 March 2023 for each of the LEPs in the Northern Beaches LGA, and whether the determination was made by staff under delegated authority or by a determination panel.

A total of 47 variations under clause 4.6 were approved during the quarter. During the quarter a total of 355 Development Applications were approved – noting that the total number of applications (including Modification and Review Applications) approved in the quarter totalled 489.

Northern Beaches Council has two external panels, the Northern Beaches Local Planning Panel (NBLPP) and the Sydney North Planning Panel (SNPP). The internal determination panel is known as the Development Determination Panel (DDP).

It is noted that Council is currently preparing a new Local Environmental Plan. The development standards for both height and floor space ratio will be reviewed, and the review will consider the extent and circumstances in which the existing development standards have been varied by the use of clause 4.6.

CONSULTATION

Variations to development standards lodged as part of a Development Application are made available to the community for comment on Council's Application Search, during the prescribed exhibition period and are available for viewing at all other times.

TIMING

Not applicable.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcome of:

- Environmental Sustainability: Goal 5 - Our built environment is developed in line with best practice sustainability principles. Strategy (a): "ensure integrated land use planning balances the environmental, social and economic needs of present and future generations".

FINANCIAL CONSIDERATIONS

The costs associated with the assessment of variations are part of the Development Application assessment process.

SOCIAL CONSIDERATIONS

All Development Applications are required to consider social impacts through section 4.15 of the *Environmental Planning and Assessment Act 1979*.

ENVIRONMENTAL CONSIDERATIONS

All Development Applications are required to consider environmental impacts through section 4.15 of the *Environmental Planning and Assessment Act 1979*.

GOVERNANCE AND RISK CONSIDERATIONS

Reporting variations to Council satisfies NSW Department of Planning and Environment requirements and provides transparency in decision making, in addition to publishing this information on Council's website, reduces risk to the organisation.

The following applications had a Clause 4.6 variation request granted during the period of 1 January 2023 to 31 March 2023.

Manly LEP 2013

App No.	Address	Proposal	Category of Development	Development Standard Varied	Allowed	Proposed	Variation	Determined By
DA2022/1625	38 Frenchs Forest Road SEAFORTH NSW 2092	Alterations and additions to shop top housing	Residential - Alterations and additions	4.4 Floor space ratio	1:1 (656m ²)	1:017:1 (667m ²)	1.8%	Staff exercising delegated authority
DA2022/1621	12 Seaforth Crescent SEAFORTH NSW 2092	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	8.9m	4.7%	Staff exercising delegated authority
DA2022/1930	93 Condamine Street BALGOWLAH HEIGHTS NSW 2093	Demolition works and construction of a dwelling house	Residential - Single new detached dwelling	4.4 Floor space ratio	0.45:1 (180.54m ²)	0.49.5:1 (198.8m ²)	9.01%	Staff exercising delegated authority
DA2022/2001	13 Jenner Street SEAFORTH NSW 2092	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	9.34m	9.8%	Staff exercising delegated authority
DA2022/0696	2 Pacific Parade MANLY NSW 2095	Demolition works and construction of two semi-detached dwellings, swimming pools and subdivision of 1 lot into 2	Subdivision only	4.1 Minimum subdivision lot size 4.4 Floor space ratio	2A: 250m ² 2B: 250m ² 2A: 0.6:1 (133.65m ²) 2B: 0.6:1 (133.65m ²)	2A: 222.8m ² 2B: 222.8m ² 2A: 0.638:1 (142.3m ²) 2B: 0.638:1 (142.3m ²)	2A: 10.8% 2B: 10.8% 2A: 9.4% 2B: 9.4%	NBLPP
DA2022/0965	2 / 49 Jackson Street BALGOWLAH NSW 2093	Alterations and additions to a dual occupancy	Residential - Alterations and additions	4.3 Height of buildings	8.5m	9.6m	12.94%	NBLPP
DA2022/1287	424 Sydney Road BALGOWLAH NSW 2093	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	9.7m	14.12%	DDP

DA2022/1646	45 Quinton Road MANLY NSW 2095	Alterations and additions to a semi-detached dwelling	Residential - Alterations and additions	4.4 Floor space ratio	0.6:1 (111.78m ²)	0.69:1 (128.52m ²)	14.98%	DDP
-------------	-----------------------------------	---	---	-----------------------	----------------------------------	-----------------------------------	--------	-----

Manly LEP 2013 - Variations over 20%

App No.	Address	Proposal	Category of Development	Development Standard Varied	Allowed	Proposed	Variation	Determined By
DA2022/1216	69 Ernest Street BALGOWLAH HEIGHTS NSW 2093	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.4 Floor space ratio	0.45:1 (185.58m ²)	0.54:1 (224.2m ²)	20%	DDP
Description: The 4.6 request for the non-compliance with FSR standard arises due to an undersized allotment. Clause 4.1.3.1 of the MDCP enables Council to consider an exception to the Floor Space Ratio under Clause 4.4 of the MLEP where the site area is less than the Minimum Subdivision lot size. The proposal complies with the MDCP 4.1.3.1 requirement.								
DA2022/1838	1 / 9 Eustace Street MANLY NSW 2095	Alterations and Additions to a Residential Flat Building	Residential - Alterations and additions	4.4 Floor space ratio	0.75:1 (523.05m ²)	0.93:1 (651.9m ²)	24.6%	NBLPP
Description: The 4.6 request for the non-compliance with FSR standard arises from a 14.4m ² increase in gross floor area at the ground floor. The existing building is 3 storeys and has an existing floor space ratio of 0.91:1 (637.5m ²) which is above compliance with the LEP requirement of 0.75:1 (523.05m ²). Overall, the proposal does not increase the bulk or scale of the existing building.								
DA2022/1279	60 Heathcliff Crescent BALGOWLAH HEIGHTS NSW 2093	Alterations and additions to a dwelling house including a swimming pool	Residential - Alterations and additions	4.3 Height of buildings	8.5m	10.7m	25.90%	DDP
Description: The 4.6 request for the non-compliance with height standard arises from the sloping nature of the site towards the eastern boundary, as the existing footprint is situated on a slope in excess of the 30%. The existing dwelling does not comply with the 8.5 metre development standard and the extent of the non-compliance is limited to the rear (east) portion of the building with a minor area of the skillion roof and balcony balustrade.								
DA2022/1209	8 Allenby Street CLONTARF NSW 2093	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.4 Floor space ratio	0.4:1 (177.28m ²)	0.516:1 (228.9m ²)	29%	DDP

<p>Description: The 4.6 request for the non-compliance with FSR standard arises from a 21.3m² increase in gross floor area. The existing building has an existing floor space ratio of 0.468:1 (207.6m²) which is above compliance with the LEP requirement of 0.4:1 (177m²). Overall, the proposal does not increase the bulk or scale of the existing building. Furthermore, Clause 4.1.3.1 - Exceptions to FSR for Undersized Lots of the MDCP 2013 stipulates that the 0.4:1 FSR requirement is based off an average site area of 750sqm. The site is an undersized allotment, being 443.2qm in area. When applying a gross floor area of 228.9sqm to an average site area of 750sqm, the proposed FSR would be 0.305:1, which complies with the MDCP.</p>								
DA2023/0053	5 / 122 & 8 / 122 Bower Street MANLY NSW 2095	Alterations and Additions to a unit within a residential flat building	Residential - Alterations and additions	4.3 Height of buildings	8.5m	11.35m	33.53%	NBLPP
<p>Description: The 4.6 request for the non-compliance with height standard arises from the existing breach of the height of building development standard. The proposed internal works to Unit 8, and Unit 5 do not result in any further breaches of the existing height of buildings. It is noted the proposed works are entirely internal, and do not alter the built form or facade of the existing residential flat building.</p>								
DA2021/2661	33 Beatrice Street CLONTARF NSW 2093	Alterations and additions to a dwelling house including a swimming pool	Residential - Alterations and additions	4.3 Height of buildings 4.4 Floor space ratio	8.5m 0.4:1 (278.2m ²)	15m 0.43:1 (299.7m ²)	76.5% 7.7%	DDP
<p>Description: The 4.6 request for the non-compliance with the 8.5m Height of Buildings standard arises from the unique and constraining situation whereby the site slopes significantly down from the street frontage and contains a deep gully for drainage under the existing dwelling creating the large numerical non compliance with the additions.</p> <p>The 4.6 request for the non-compliance with FSR standard arises from variation of 21.5m² floor area which is only 7.7%. Furthermore, MDCP Clause 4.1.3.1 - Exceptions to FSR for Undersized Lots stipulates that the 0.4:1 FSR requirement is based off an average site area of 750sqm. The site is an undersized allotment, being 695.6qm in area. When applying a gross floor area of 299.7sqm to an average site area of 750sqm, the proposed FSR would be 0.399:1, which complies with the MDCP.</p>								
DA2022/1964	31 / 62 North Steyne MANLY NSW 2095	Alterations to apartment.	Residential - Alterations and additions	4.3 Height of buildings	13m	31.7m	143.85%	NBLPP
<p>Description: The 4.6 request for the non-compliance with height standard arises from the existing building in which the works are located being non-compliant with the maximum height of buildings. It is noted the proposed works are entirely internal and do not alter the built form or facade of the existing residential flat building.</p>								
DA2022/2124	81, 1 / 81 - 20 / 81 West Esplanade MANLY NSW 2095	Alterations and additions to a residential flat building - remedial works to existing balconies.	Residential - Other	4.3 Height of buildings	11.0m	34.5m	213.6%	NBLPP

Description: The 4.6 request for the non-compliance with the height of building standard arises due to the remedial waterproofing works to the existing balconies and non-trafficable slab extensions located from ground level to level 10 of the building, which represents a maximum variation of 213.6% to the height of buildings development standard. Specifically, this relates to the level 10 remedial works to the southern balcony. It is noted the breach to the development standard is a technicality, insofar that the overall height of the building does not increase.

Pittwater LEP 2014

App No.	Address	Proposal	Category of Development	Development Standard Varied	Allowed	Proposed	Variation	Determined By
DA2022/2200	221 Hudson Parade CLAREVILLE NSW 2107	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	9.16m	7.8%	Staff exercising delegated authority
DA2022/1767	43 Prince Alfred Parade NEWPORT NSW 2106	Demolition works and construction of a dwelling house	Residential - Single new detached dwelling	4.3 Height of buildings	8.5m	9.6m	12.94%	DDP
DA2022/1368	15 The Chase LOVETT BAY NSW 2105	Alterations and additions to dwelling house, installation of an incline passenger lift, replacement of the on-site wastewater treatment system	Residential - Alterations and additions	7.8 Limited development on foreshore area	Building footprint must not extend further into the foreshore area	Proposed works will extend into the foreshore area by 11.6m these include replacing existing retaining walls, replace existing waste water treatment tank and install an inclinator	Non-numerical development standard	NBLPP

DA2022/1647	16 Yachtsmans Paradise NEWPORT NSW 2106	Construction of a seawall and earthworks	Residential - Alterations and additions	7.8 Limited development on foreshore area	Building footprint must not extend further into the foreshore area	Proposed works will extend into the foreshore area by 13.8m by constructing a seawall which removes a concrete boat ramp.	Non-numerical development standard	NBLPP
-------------	---	--	---	---	--	---	------------------------------------	-------

Pittwater LEP 2014 - Variations over 20%

App No.	Address	Proposal	Category of Development	Development Standard Varied	Allowed	Proposed	Variation	Determined By
DA2023/0076	54 Lane Cove Road INGLESIDE NSW 2101	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	10.86m	27.76%	DDP
<p>Description: The 4.6 request for the non-compliance with height standard arises from the site being partially excavated underneath the existing building for the purposes of an existing cellar. The proposal presents a 27.76% variation for a small section of the building approximately 3.1m² in area. Based on extrapolated natural ground levels the height would only be measured at a maximum of 8.1 metres. The proposed works are situated below the existing maximum height of buildings on the subject site.</p>								
DA2022/0742	78 Chisholm Avenue AVALON BEACH NSW 2107	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	11.65m	37%	DDP
<p>Description: The non-compliance with the height standard arises due to siting of the existing dwelling and significant slope of the site. It is noted that proposal qualifies with the 10 metres height variations permitted on sloping sites, however due to the severity of the slope the height extends beyond the 10 metres permissible variation. The height non-compliance does not contribute to any unreasonable or excessive building bulk and scale or result in adverse amenity impacts to nearby properties with respect to view sharing, visual bulk or solar access.</p>								
DA2022/1755	63 Hillside Road NEWPORT NSW 2106	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	13.1m	54.1%	DDP

Description: The 4.6 request for the non-compliance with height standard arises due to the steep slope of the site, the siting and form of the existing building and from the site being partially excavated underneath the existing building. Based on extrapolated natural ground levels the height would comply with 8.5m limit. The non-compliant height element will not substantially alter the character or appearance of the existing dwelling. When assessed on its merits, it is concluded that the bulk and scale of the proposal will be commensurate with the existing built form of the site and surrounding built environment and that the height breach will not result in unreasonable amenity impacts to adjoining neighbours.

Warringah LEP 2011

App No.	Address	Proposal	Category of Development	Development Standard Varied	Allowed	Proposed	Variation	Determined By
DA2022/1791	9 Alexander Street COLLARROY NSW 2097	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	8.64m	1.6%	Staff exercising delegated authority
DA2022/2225	18 Cavill Street QUEENSCLIFF NSW 2096	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	8.75m	2.9%	Staff exercising delegated authority
DA2022/1945	13 Carolyn Avenue BEACON HILL NSW 2100	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	8.8m	3.5%	Staff exercising delegated authority
DA2022/2215	488 Pittwater Road NORTH MANLY NSW 2100	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	8.88m	4.5%	Staff exercising delegated authority
DA2022/0653	1 Bellevue Parade NORTH CURL CURL NSW 2099	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	9.1m	7.05%	Staff exercising delegated authority
DA2023/0100	13 Adams Street FRENCHS FOREST NSW 2086	Alterations and additions to a dwelling house including a carport	Residential - Alterations and additions	4.3 Height of buildings	8.5m	9.1m	7.05%	Staff exercising delegated authority
DA2022/2168	893 Pittwater Road COLLARROY NSW 2097	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	9.19m	8.1%	Staff exercising delegated authority
DA2022/2072	24 Tasman Street DEE WHY NSW 2099	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	9.245m	8.76%	Staff exercising delegated authority
DA2022/1695	385 Condamine Street ALLAMBIE HEIGHTS NSW 2100	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	9.27m	9%	Staff exercising delegated authority

DA2022/2188	23 Eileen Street NORTH BALGOWLAH NSW 2093	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	9.3m	9.4%	Staff exercising delegated authority
DA2022/2066	209 Headland Road NORTH CURL CURL NSW 2099	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	9.3m	9.4%	Staff exercising delegated authority
DA2022/1597	8 Austin Avenue NORTH CURL CURL NSW 2099	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	9.43m	10.9%	DDP
DA2022/1795	4 Highview Avenue MANLY VALE NSW 2093	Demolition works and construction of a dwelling house	Residential - Single new detached dwelling	4.3 Height of buildings	8.5m	9.5m	11.8%	DDP
DA2023/0028	46 A Keldie Street FORESTVILLE NSW 2087	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	9.627m	12.4%	DDP
DA2022/1898	5 Ronald Avenue FRESHWATER NSW 2096	Alterations and additions to a dwelling house including a swimming pool	Residential - Alterations and additions	4.3 Height of buildings	8.5m	9.85m	15.8%	DDP
DA2022/1466	48 Serpentine Crescent NORTH BALGOWLAH NSW 2093	Demolition works and subdivision of one (1) lot into two (2) lots	Subdivision only	4.1 Minimum subdivision lot size	Lot A: 600m ² Lot B: 600m ²	Lot A: 559m ² Lot B: 500m ²	Lot A - 6.83% Lot B - 16.67%	NBLPP
DA2022/2146	159 Headland Road NORTH CURL CURL NSW 2099	Alterations and additions to a dwelling house	Residential - Alterations and additions	4.3 Height of buildings	8.5m	9.94m	16.9%	DDP
DA2022/0593	3 Ambrym Avenue FRENCHS FOREST NSW 2086	Alterations and additions to a dwelling house including a swimming pool	Residential - Alterations and additions	4.3 Height of buildings	8.5m	10.1m	19%	DDP

Warringah LEP 2011 - Variations over 20%

App No.	Address	Proposal	Category of Development	Development Standard Varied	Allowed	Proposed	Variation	Determined By
DA2022/0717	99 & 101 Old Pittwater Road BROOKVALE NSW 2100	Demolition works and construction of a mixed use development comprising self-storage units and industrial units including lot consolidation	Industrial	4.3 Height of buildings	11m	13.27m	20.63%	NBLPP
<p>Description: The 4.6 request for the non-compliance with Building Height standard arises due to the large floorplate extending over the length of the site which contains a slope (3metre difference over a length of 100m) creating the non compliance at the rear of the proposed industrial building. It is noted the proposal is compliant at its frontage.</p>								
DA2022/1565	11 / 29 - 31 Richmond Avenue DEE WHY NSW 2099	Alterations and Additions to a Residential Flat Building	Residential - Alterations and additions	4.3 Height of buildings	11m	14.34m	30.36%	NBLPP
<p>Description: The written Clause 4.6 objection for the non-compliance with height standard arises from the existing building being non-compliant with the height standard. The proposed works are located below the maximum height of the existing building, despite the breach of the building height standard.</p>								

SEPP (Housing) 2021 - Variations over 20%

App No.	Address	Proposal	Category of Development	Development Standard Varied	Allowed	Proposed	Variation	Determined By
DA2022/1431	633 - 635 Warringah Road FORESTVILLE NSW 2087	Demolition works and construction of seniors housing	Residential - Seniors Living	108(2) Floor Space Ratio 85(1) Private Car Accommodation	0.5:1 (727.55m ²) 4.8m wide (2.4m space + 2.4m shared zone)	0.54:1 (786m ²) 3 x car spaces 3.2m in width (Remaining spaces compliant with standard)	8% 33.3%	NBLPP
<p>Description: The 4.6 request for the non-compliance with the FSR standard under SEPP Housing arises from the development presenting a bulk and scale which is consistent with the area when viewed from the public domain. The increased floor space is consistent with the objectives of the control and much of the bulk arising from the floor space which is not visible from neighbouring properties and Warringah Road. The development is consistent with the remaining primary controls of bulk and scale under SEPP Housing, Warringah Local Environmental Plan 2011 (WLEP) and the Warringah Development Control Plan (WDGP).</p>								

ITEM 12.2	OUTCOME OF THE PUBLIC EXHIBITION OF PLANNING AGREEMENT FOR 321-331 CONDAMINE STREET MANLY VALE
REPORTING MANAGER	ACTING EXECUTIVE MANAGER STRATEGIC & PLACE PLANNING
TRIM FILE REF	2023/305820
ATTACHMENTS	1 ⇒ Planning Agreement (Included In Attachments Booklet) 2 ⇒ Community Engagement Report - Planning Agreement (draft) 321-331 Condamine Street Manly Vale (Included In Attachments Booklet)

PURPOSE

To present the outcome of the public exhibition of the draft Planning Agreement for 321-331 Condamine Street, Manly Vale and to seek Council's endorsement of the Planning Agreement and give delegation to the Interim Chief Executive Officer to execute the necessary documentation.

EXECUTIVE SUMMARY

On 22 December 2021, Manly Vale Developments No. 2 Pty Limited (the 'developer') lodged an Offer to Enter into a Planning Agreement (the 'offer') with Northern Beaches Council for 321-331 Condamine Street, Manly Vale (the 'subject properties'). The offer is to dedicate land 1.4m wide to Council to become part of Somerville Place road reserve, in association with DA2020/0824 for shop top housing development approved by the NSW Land and Environment Court. The offer was updated on 12 August 2022 providing the following details:

1. Dedication of land 53.3m² (1.4m wide x 38.075m long) adjacent to Somerville Place, to Council.
2. The land dedication to be part of the Somerville Place road reserve laneway, with the resulting road reserve increasing to 6 metres in width.
3. The dedication of land will occur by plan of subdivision, and the plan of subdivision registered once building and civil works are complete and prior to issue of any Occupation Certificate.
4. An easement (limited in height) for public access over private land to the benefit of Council.

At its meeting of 28 March 2023, Council considered an assessment of the offer and the draft Planning Agreement and resolved as follows:

That:

1. *Council place the draft Planning Agreement and supporting documentation on public exhibition for a minimum of 28 days.*
2. *The outcomes of the public exhibition of the draft Planning Agreement be reported to Council.*

The draft Planning Agreement and supporting documentation were publicly exhibited in accordance with Council's resolution, Council's adopted Community Participation Plan, and the Environmental Planning and Assessment Regulation 2021. The exhibition period was from 3 April 2023 to 7 May 2023. During the exhibition period, 1,074 people viewed the Have Your Say page on Council's website and one submission was made.

The submission relates to the access arrangements associated with the construction of an approved development. Conditions have been imposed under the consent DA2020/0824 in relation

to access to neighboring sites during construction and this submission does not result in any amendments to the Planning Agreement as exhibited.

The Planning Agreement has public benefit and is recommended for Council support.

RECOMMENDATION OF ACTING DIRECTOR PLANNING AND PLACE

That Council:

1. Note the outcomes of the public exhibition of the draft Planning Agreement.
 2. Agree to enter into the Planning Agreement.
 3. Delegate authority to the Interim Chief Executive Officer to execute all necessary documentation to give effect to this resolution.
 4. Advise the submitter of Council's decision regarding the Planning Agreement.
-

REPORT

BACKGROUND

Planning Agreements are a legal arrangement made between a developer and Council to facilitate land dedication at no cost to Council, cash contribution paid to Council towards a public purpose not in the applicable Contributions Plan, or Material Public Benefit/Works in Kind for public purposes. Planning Agreements are voluntary and initiated by the developer. The current legal and procedural framework for Planning Agreements is set out in Division 7.1 of Part 7 of Environmental Planning and Assessment Act 1979 (the 'Act') and Division 1 of Part 9 of the Environmental Planning and Assessment Regulation 2021.

In June 2022, Council adopted the Planning Agreements Policy (Council Policy), which identifies the legal and procedural obligations to be satisfied by the developer, and details the criteria Council uses to assess the offer. Accompanying this Policy was the Guide for Developers 2022, developed to help guide developers on Council's preferred approach to planning agreements.

Council's assessment of an offer and progression of a Planning Agreement to execution will need to be in accordance with this legislative requirements, Council Policy and the Planning Agreements Practice Note (Department of Planning, Industry and Environment; February 2021).

The Site

The land that is subject to the offer comprises five (5) allotments located on the western side of Condamine Street and is at the north-western corner of the intersection of Condamine Street and Sunshine Street.

The land is regular in shape with a total frontage of 35.66m along Condamine Street, a frontage of 31.09m to Sunshine Street, a frontage of 38.10m to Somerville Place and a depth of 33.53m. This site has a total surveyed area of 1,274.4m².

The site is zoned B2 Local Centre under Warringah Local Environmental Plan 2011.

Currently, the section of Somerville Place immediately abutting the rear of the land is 4.56m wide. Access into these properties is limited to pedestrian access from Condamine Street whilst vehicular access is from the lane by entering Somerville Place from King Street only. See Locality Map - Figure 1.

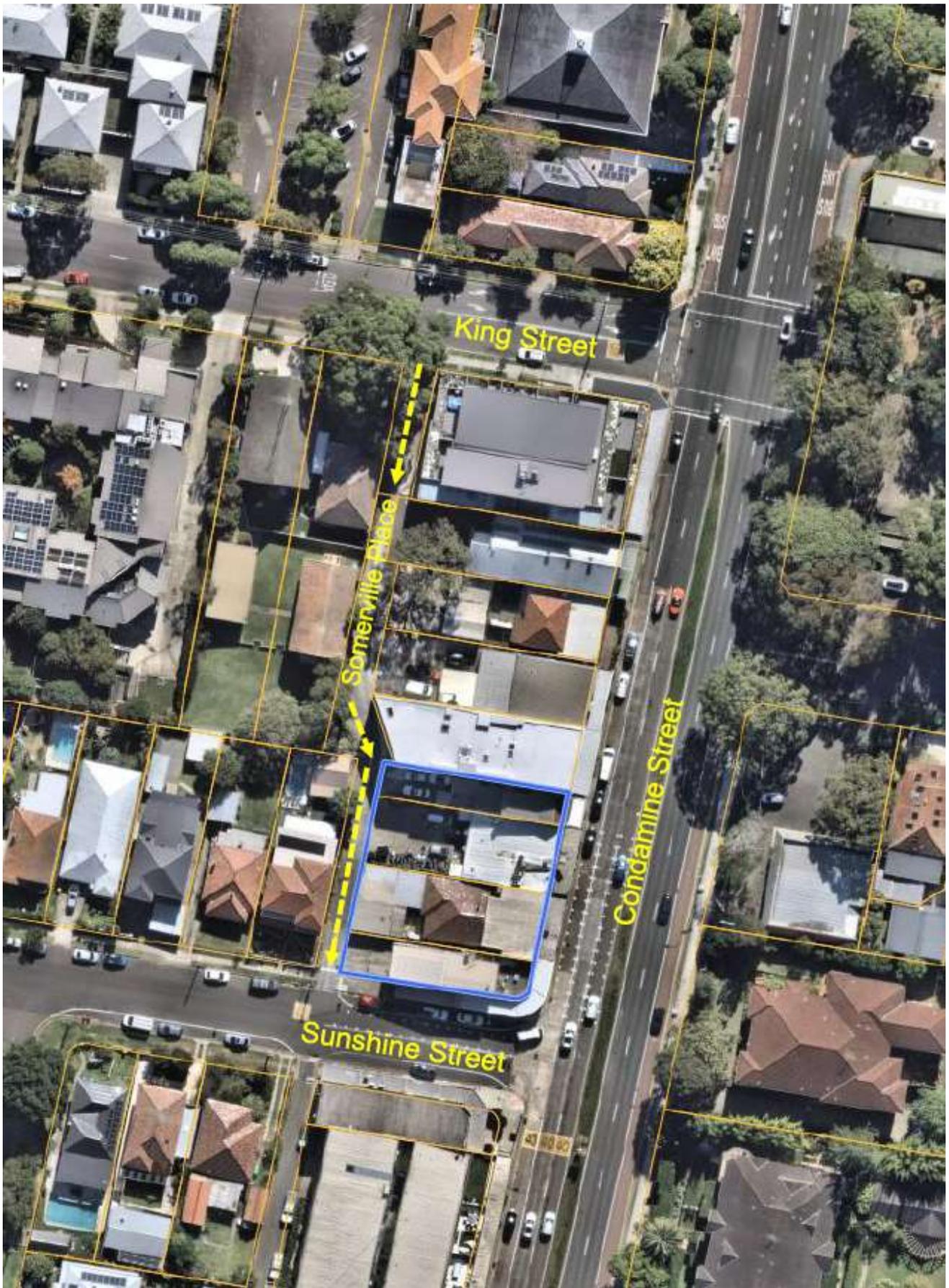


Figure 1 – Locality Map
Vehicular Access into Somerville Place

Somerville Place is a one-way street parallel to Condamine Street. Access into Somerville Place can only be gained via King Street, with vehicles travelling in a southward direction to exit onto Sunshine Street (and turn left to the Condamine Street-Sunshine Street intersection).

The properties at 321 to 341 Condamine Street inclusive have their vehicular access at the rear, from Somerville Place.

Somerville Place currently has a varied width from ranging 3 metres, for example adjacent to 339 Condamine Street, to 6 metres wide at some locations such as at 341-343 Condamine Street, where a Planning Agreement (VPA2021/0005) was executed between Joesandra Pty Ltd, CES Developments Pty Ltd and former Warringah Council on 30 June 2016. A 2.34m wide strip of land was transferred to Council on 17 May 2016 for the public road.

The land dedication proposed as part of this offer will result in the laneway increasing to 6 metres in width adjacent to the subject properties.

The Planning Agreement

The draft Planning Agreement (the draft PA) prepared by Council was reviewed and agreed to by the Developer before it was presented to Council. This same document was exhibited, and it encompasses the following elements:

1. Dedication of land to Council free of charge
2. Easement for public access over private land
3. Timing of the Developer's obligations, including appropriate inspections by Council staff.

The exhibited draft Planning Agreement has public benefit, namely:

- The Somerville Place road reserve adjacent to the site is currently 4.56m wide. Dedication of land and road widening will result in a 6 metre wide reserve that will improve the efficiency of the existing road and will contribute to the future anticipated two-way operation, improving traffic movements. The road will be constructed by the Developer to Council's standards and will help improve the road conditions in that section of Somerville Place.
- An easement will be provided that will allow public access over privately owned property. Currently, there is no footpath along this section of the Somerville Place road reserve. The footpath construction is required by the development consent (DA2020/0824) and will be constructed in accordance with Council adopted standards with appropriate stormwater management. Public access by way of a registered easement over the privately-owned land (that will contain a footpath constructed under the consent) provides a safe pedestrian access to the local road network.

Minor changes have been made to the Planning Agreement (Attachment 1) post exhibition to remove the word "Draft" from the document.

CONSULTATION

The draft Planning Agreement, Explanatory Note and supporting Plan of Subdivision were publicly exhibited from 3 April 2023 to 7 May 2023 in accordance with Council's resolution of 28 March 2023, Council's adopted Community Participation Plan, and the Environmental Planning & Assessment Regulation 2021.

During the exhibition on the 'Your Say page' 33 letters were sent. One submission was received.

A Community and Stakeholder Engagement Report (Attachment 2) has been prepared and is included in this report.

TIMING

Subject to Council support (and the developer's reliance) of the Planning Agreement, the Agreement can be entered into. It is recommended that Council delegate authority to the Interim Chief Executive Officer to execute the Planning Agreement (PA) on Council's behalf.

If the PA is entered into, Deferred Commencement Condition 1 of DA2020/0824 will be satisfied and the consent becomes operational.

The Executed PA requires the Developer to register the PA on the subject land. As this will be on the title of the land, it is legally binding and can only be extinguished with agreement of both parties.

The dedication of land to Council is to occur:

- following the construction of Somerville Place and appropriate inspections/signoff by Council, and
- via the issue of a Subdivision Certificate by Council, and
- prior to the issue of an Occupation Certificate for DA2020/0824.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcome of:

- Places for People - Goal 8: Our neighbourhoods inspire social interaction, inclusion and support health and wellbeing.
- Transport and Infrastructure - Goal 16: Our integrated transport networks meet the needs of our community.
- Good Governance - Goal 19: Our Council is transparent and trusted to make decisions that reflect the values of the community.
- Participation and Partnership - Goal 22: Our Council builds and maintains strong partnerships and advocates effectively on behalf of the community.

FINANCIAL CONSIDERATIONS

All planning agreements must state the relationship to other development contributions including section 7.11 and section 7.12 of the Environmental Planning and Assessment Act 1979. This Planning Agreement does not exclude the application of section 7.12 contributions applicable to this land.

If the Planning Agreement is supported and executed, this facilitates the development consent becoming operational. There is currently a condition on the development consent requiring the developer to pay development contributions imposed under Northern Beaches Section 7.12 Contributions Plan 2022 to be paid to Council.

The land being dedicated to Council through the Planning Agreement was valued at \$491,400 (15 June 2022, land valuation prepared by Ross Sheerin AAPI Valuer submitted to Council).

As part of the Planning Agreement, Council's costs associated with the preparation and execution of this Agreement and any related documents, and registration of same is to borne by the developer.

SOCIAL CONSIDERATIONS

The Planning Agreement facilitates the dedication of 54.6m² of land to Council for the purpose of road widening at Somerville Place. The dedication of land and provision of a footpath on private land adjacent to Somerville Place facilitates a safe and accessible pathway which is a social benefit for future users of this footpath and road.

ENVIRONMENTAL CONSIDERATIONS

The road widening works on the land to be dedicated to Council provides for appropriate management of stormwater and improved efficiency and pavement condition for Somerville Place.

GOVERNANCE AND RISK CONSIDERATIONS

An assessment of the Offer and preparation of the Planning Agreement has occurred in accordance with Council Policy and the Planning Agreements Practice Note (Department of Planning, Industry and Environment, February 2021).

The Planning Agreement has been prepared in accordance with the legislative requirements of Division 7.1 of Part 7 of Environmental Planning and Assessment Act 1979 and Division 1 of Part 9 of the Environmental Planning and Assessment Regulation 2021.

13.0 TRANSPORT AND ASSETS DIVISION REPORTS

ITEM 13.1	REVIEW OF THE STRAND STREETS AS SHARED SPACES PROJECT
REPORTING MANAGER	EXECUTIVE MANAGER TRANSPORT & CIVIL INFRASTRUCTURE
TRIM FILE REF	2023/224187
ATTACHMENTS	1 ⇒The Strand, Dee Why - Human Movement Data and Traffic Study (April 2023) (Included In Attachments Booklet) 2 ⇒The Strand Dee Why - Human Movement Data and Traffic Analysis (February 2022) (Included In Attachments Booklet) 3 ⇒Community Engagement Report - Streets as Shared Spaces - The Strand, Dee Why - Trial Evaluation (Included In Attachments Booklet) 4 ⇒Community Survey Analysis - Streets as Shared Spaces - The Strand, Dee Why (April 2022) (Included In Attachments Booklet)

SUMMARY

PURPOSE

To report back to Council on the Streets as Shared Spaces trial project at The Strand, Dee Why, which includes data and community feedback collected and to recommend Council that the Streets as Shared Spaces infrastructure remain in place.

EXECUTIVE SUMMARY

Council, at its meeting in May 2021, adopted a trial for the implementation of a northbound one-way traffic flow and two way separated cycleway, addition of a boardwalk footway and other measures to enhance the amenity along the beachfront restaurant precinct at The Strand, Dee Why. The trial was funded through the NSW Government's Streets as Shared Spaces grant program during COVID 19.

The trial has operated since the completion of works in August 2021. Council resolved to extend the trial for a further 12 months at the Council meeting held on 26 April 2022 to allow a thorough assessment of the trial in a traditional summer period, not affected by covid or wet weather.

The trial has been assessed against the project outcomes of supporting business, enhancing pedestrian activity and access, and prioritising space for people. Overall, feedback received from both businesses and the community has been positive, however, there were divided opinions regarding the traffic and parking arrangements. The trial has resulted in reduced overall vehicle traffic volumes, improved pedestrian, and improved visitor experiences along The Strand.

Restaurants were able to expand their outdoor dining areas whilst providing additional space on the boardwalk area for pedestrians and areas for consumption of take away meals. Given the feedback regarding the improvements in The Strand, Council should investigate options to progress improvements, including funding, and in consultation with the community consider solutions to address the impacts associated with changes in traffic flow.

The reallocation of traffic routes to the adjoining road corridors, mainly Clyde Road, Oaks Avenue, Pacific Parade and Avon Road was one of the key concerns raised along with the increased traffic

affecting pedestrian safety. The data suggests that whilst there has been an increase in the adjoining streets overall there has been an overall reduction in traffic using the Dee Why Beach residential area with up to 2000 per day of the pre-trial traffic now continuing along Pittwater Road to head south from Dee Why.

Pedestrian safety is a key issue with several issues raised regarding the walkability of the overall Dee Why area and the need for additional safe pedestrian crossings at key intersections in the high-density area of Dee Why. Four key locations were considered initially, and proposals approved at the March 2022 meeting of the Northern Beaches Local Traffic Committee. These crossings were installed in June 2022. Additional investigation of other locations raised by the community during the trial are currently underway with options being prepared for the future works program to assist in improving the overall walkability of Dee Why.

Work on the broader improvement to the walkability of the Dee Why area is continuing in partnership with Transport for New South Wales (TfNSW), to assess and refine improvements required to increase the livability of the broader Dee Why area.

Independent assessment of the way people use the space, where they come from and how they move through and around the area was commissioned to verify the impacts / benefits of the trial, along with economic spend data for the dining and entertainment sector to determine how the trial has benefited the area.

RECOMMENDATION OF DIRECTOR TRANSPORT AND ASSETS

That:

1. Council note the ongoing benefit to the overall community and businesses along the Dee Why beachfront of the current arrangements.
 2. Council note the impacts of the changes on the residents in adjoining streets.
 3. Council endorses the Streets as Shared Spaces infrastructure remain in place.
 4. Council seeks grant funding to allow the installation of permanent infrastructure along the extent of The Strand, noting that the project is currently not a funded project and will be part of future consideration with the long-term financial plan.
-

REPORT

BACKGROUND

The Department of Planning and Infrastructure (DPIE) Streets as Shared Spaces program is designed to allow Council to gauge the community's response to changes to the road environment before considering longer term changes or future activations. The program benefits to the community are to encourage physical activity and wellbeing, whilst providing opportunities to improve social distancing in high pedestrian activity areas.

Reclaiming space for pedestrians aligns with Council's strategic vision for a green and connected city and the focus on creating walkable neighbourhoods with accessible local centres and village streets and prioritising space for people on streets to enable easy movement. Council, at its meeting in May 2021, adopted a trial to allow the implementation of a northbound one-way traffic flow and two way separated cycleway, with the addition of a boardwalk footway and other measures to enhance the amenity along the beachfront restaurant precinct at The Strand, Dee Why.

Funding was provided by the DPIE's Streets as Shared Spaces (SaSS) program. The project was the subject of significant community consultation prior to being reported to Council and some further changes were made to the design based on the feedback and resolution of Council.

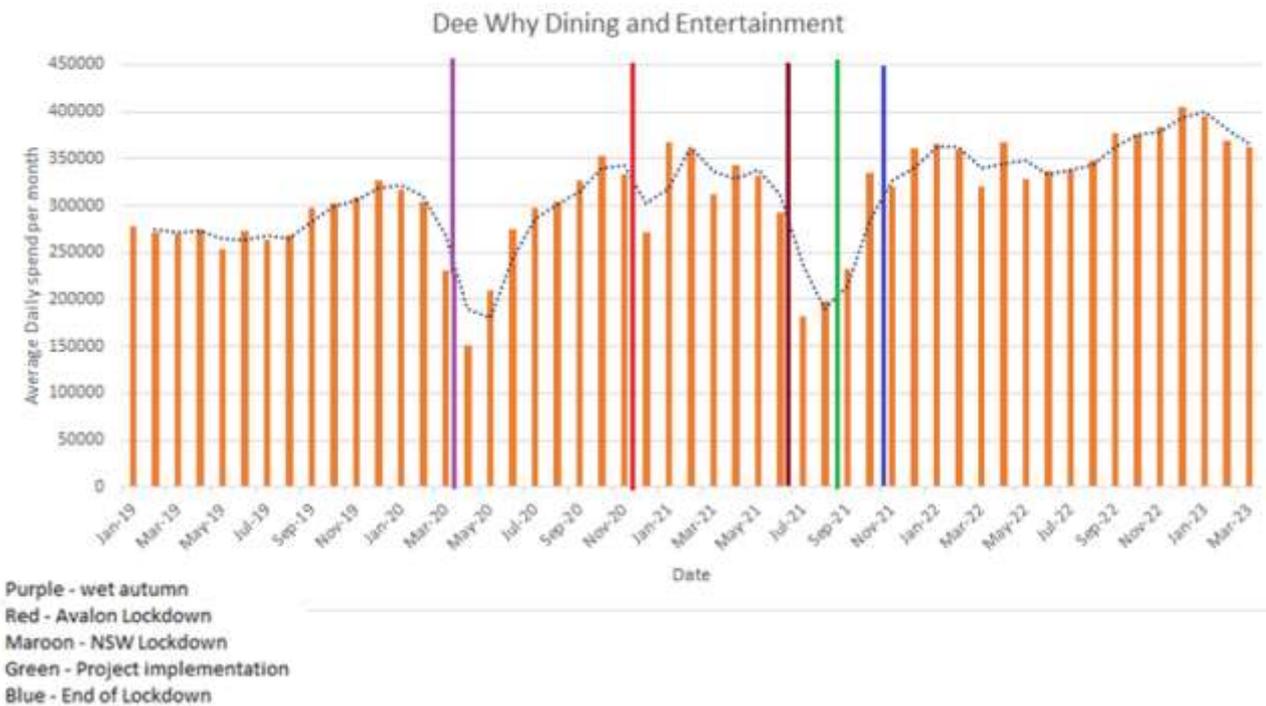
Council resolved to extend the trial for a further 12 months at the meeting held on 26 April 2022, to allow a thorough assessment of the trial in a traditional summer period, not affected by covid or wet weather. Restaurants have been able to further expand their outdoor dining areas whilst providing additional space on the boardwalk area for pedestrians and areas for consumption of take away meals.

In assessing the trial against the project outcomes of supporting business, enhancing pedestrian activity and access, and prioritising space for people, the trial is largely considered to have been successful. Overall, the feedback from both businesses and the community was positive, however, there are some divided opinions regarding the traffic and parking arrangements. The trial resulted in improvement to pedestrian safety and better visitor experiences along the beachfront.

DISCUSSION

In approving the extension of the SaSS trial in The Strand, Council resolved to receive an evaluation of the trial. To complete the evaluation, Council undertook several data collection methods to assess the outcome of the trial and the realisation of the benefits to business, the local community and visitors.

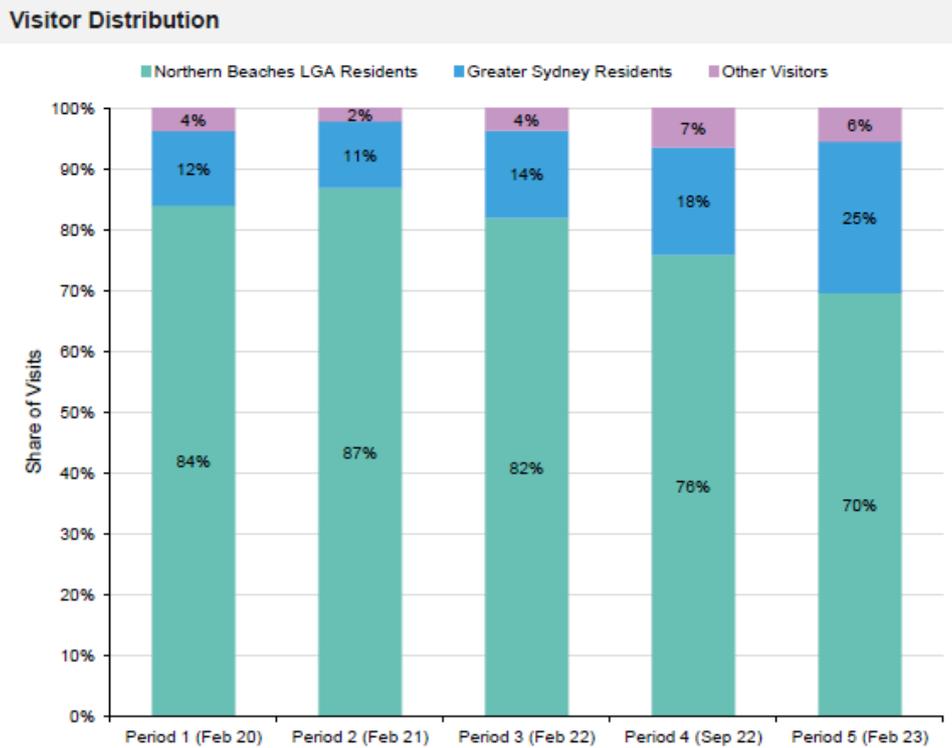
Initially (in 2021) businesses supported the additional space for pedestrians, customers waiting for take-away and outdoor dining but felt changes have not impacted customer behaviour or spend, positively or negatively. Several businesses acknowledged ongoing COVID staff shortages may have impacted their ability to fully utilise the space available. During the extension of the trial period the businesses were able to further utilise the space and with an improved summer period, without restrictions and better weather the spend increased by 12.38% year on year for December and 8% year on year for January.



Economic Spend Data (pre-covid to March 2023)

Human movement data surveys were also undertaken to determine whether the location was acting as a destination for local residents or was attracting people from further afield. This has been used to gauge whether the trial was improving business by attracting visitors from outside of the area. The independent report, *The Strand Dee Why - Human Movement Data and Traffic Analysis Report* (April 2023) (attachment 1) prepared by Urbis provides traffic counts taken during the trial at regular intervals and have been compared against the pre-trial counts to determine the effect on traffic volumes, distribution, and speeds.

For comparison, the previous Human Movement Data (HMD) study (attachment 2) undertaken in January 2022 is provided for reference.



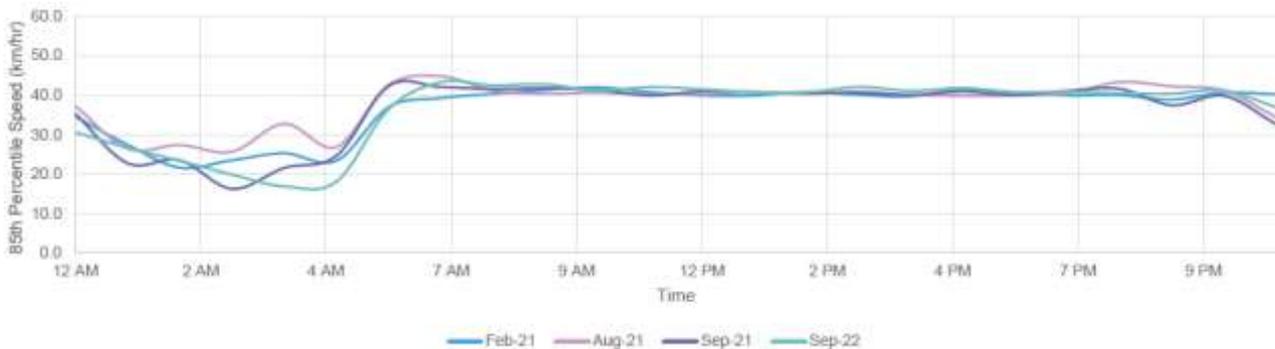
Visitor Distribution 2023 report

The traffic and parking changes that were installed as part of the trial included speed limit changes (reduction to 30kph in The Strand), pedestrian safety measures and parking changes. Traffic speed surveys and counts were conducted to assess speed and volume of traffic. The traffic data from these counters was used in conjunction with the Human Movement Data (HMD) to determine changes in vehicle trip behaviours on the streets of Dee Why before and after the implementation of the one one-way northbound traffic conditions along The Strand in Dee Why.

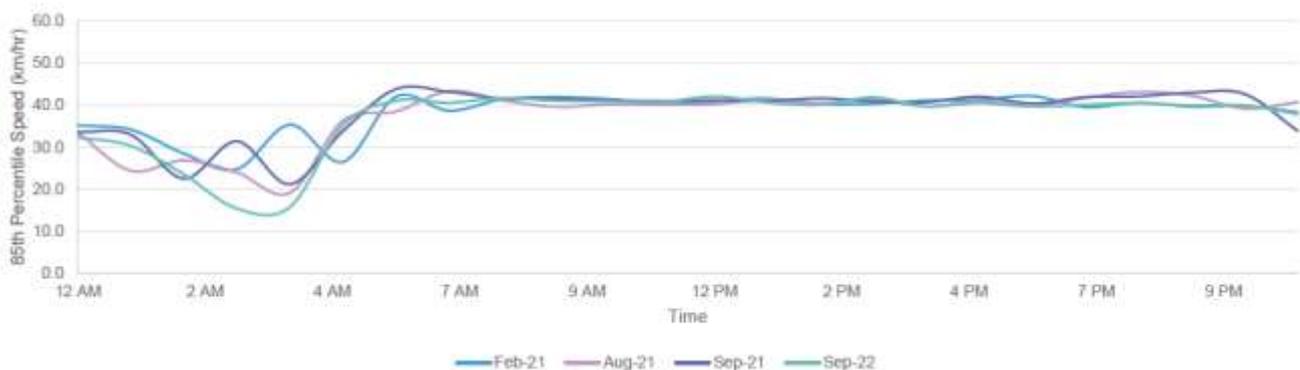
Traffic Counter Locations	Weekly Total Volumes		
	Feb 2021	Sep 2022	Apr 2023
S2 – The Strand (Oaks & Howard)	74,927	28,242	27,112
S1 – The Strand (Howard & Dee Why)		33,582	31,903
D1 – Dee Why Pde (The Strand & Clyde)	63,029	42,060	40,378
D2 – Dee Why Pde (Clyde & Avon)	69,627	39,095	37,140
H2 – Howard Ave (Clyde & Avon)	25,493	19,766	18,975
H1 – Howard Ave (The Strand & Clyde)	23,003	15,649	15,001

A3 – Avon Rd (Oaks & Howard)	59,339	67,820	65,107
A2 – Avon Rd (Howard & Dee Why)	52,217	58,683	56,336
A1 – Avon Rd (Dee Why & Richmond)	14,101	11,907	11,312
C3 – Clyde Rd (Oaks & Howard)	6,840	12,275	12,250
C2 – Clyde Rd (Howard & Dee Why)	4,997	9,676	9,373

It is noted that during the peak season, reallocation of traffic routes to the adjoining road corridors, mainly Clyde Road, Oaks Avenue, Pacific Parade and Avon Road was one of the key concerns raised along with the increased traffic affecting pedestrian safety. However, it was observed that there was no increase to traffic speeds in the precinct, with recorded speeds on all local roads between Avon Road and The Strand continuously noted between 40 and 46 km/h (the posted speed limit of 40km/h). These speeds are also in line with the pre-trial counts undertaken across the precinct where north- south roads have a speed closer to the posted limit and the east-west roads have a higher 85th percentile both pre and post implementation of the trial.



Speed comparison Clyde Road between Dee Why Parade and Howard Avenue



Speed comparison Clyde Road between Howard Avenue and Oaks Avenue

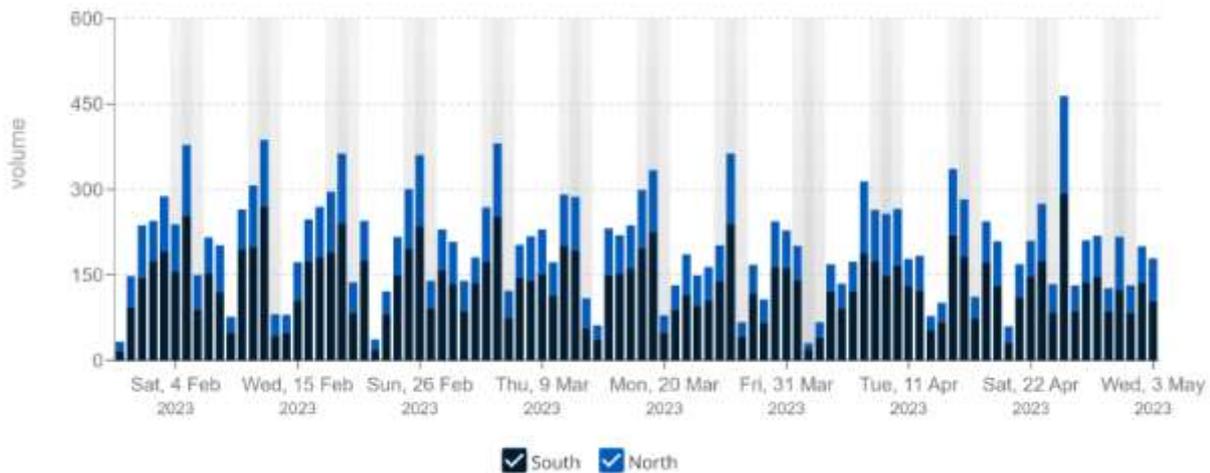
The data indicates that whilst there has been some traffic volume increase in the adjoining streets overall there has been a 5% reduction in traffic using the Dee Why Beach residential area. There

has been significant reduction (25%) in volumes on Howard Avenue and Dee Why Parade, with a slight reduction (2%) in Oaks Avenue as well. Data indicates that with some of the through traffic now continuing along Pittwater Road heading south from Dee Why. This has been quantified using traffic detectors at the Oaks Avenue intersection showing an increase in through traffic southbound on Pittwater Road of almost 2000/day additional trips, with local road counts showing a similar network decrease, with some load also being reallocated to Pacific Parade as drivers continue through to Curl Curl via Griffin Road.

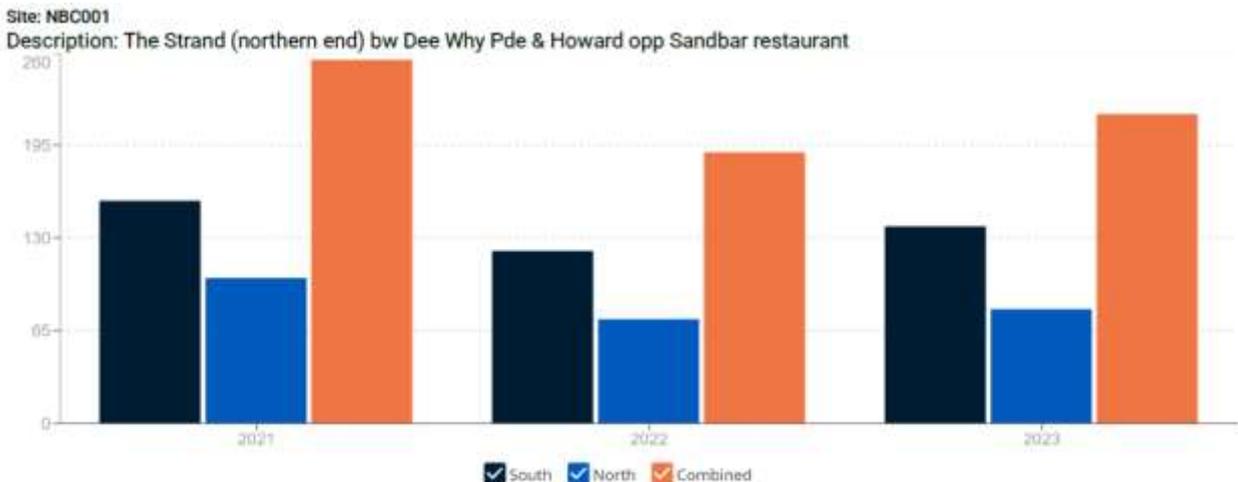
The separated cycleway has been another point of contention where its usage has been questioned with comments around the allocation of road space and whether the cycleway could be returned to vehicles to allow a return of two-way traffic along The Strand. The cycleway data shown below indicates that it is currently being used as an isolated piece of infrastructure and has already provided a benefit to the community.

When reviewed and a comparison drawn between the issues around bikes along the beachfront in Manly versus the Strand there have been a reduction in complaints about inappropriate use of bikes along the beach front in Dee Why with no complaints recorded in 2023 compared with 18 in the 12-month period directly preceding the trial being implemented.

The separated cycleway is part of the overall network being delivered between Manly and Narrabeen as well as Dee Why Town Centre that is a combination of separated cycleways, shared user paths and off-road shared infrastructure.



Daily Usage Counts 2023 to date



Yearly Daily Average Counts

Key Findings – Traffic

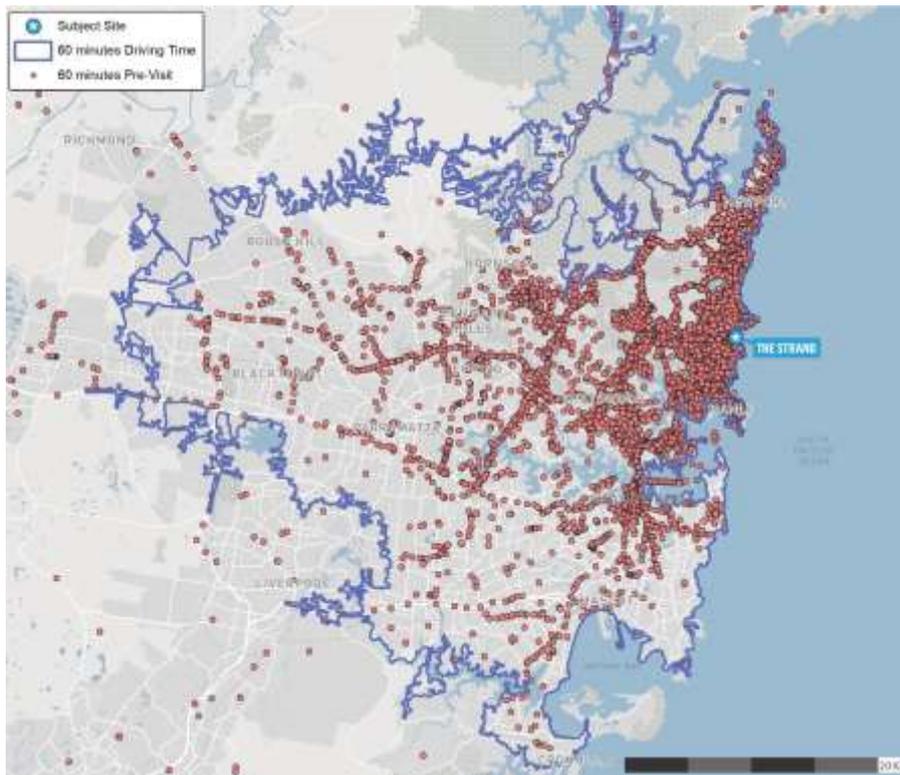
- Vehicle usage along The Strand has dropped with the one-way conversion.
- Higher vehicle volumes have been observed in Clyde Road, Avon Road, Oaks Avenue and Pacific Parade as vehicles diverted away from The Strand.
- Redistribution of through traffic (average 2000 vehicles /day) from the local road network to the Pittwater Road corridor.
- Traffic Speeds have not increased across the precinct, as detailed in the analysis of the traffic speeds provided in Appendix C of the Human Movement Data and Traffic Report.

Key Finding – Pedestrian Movements

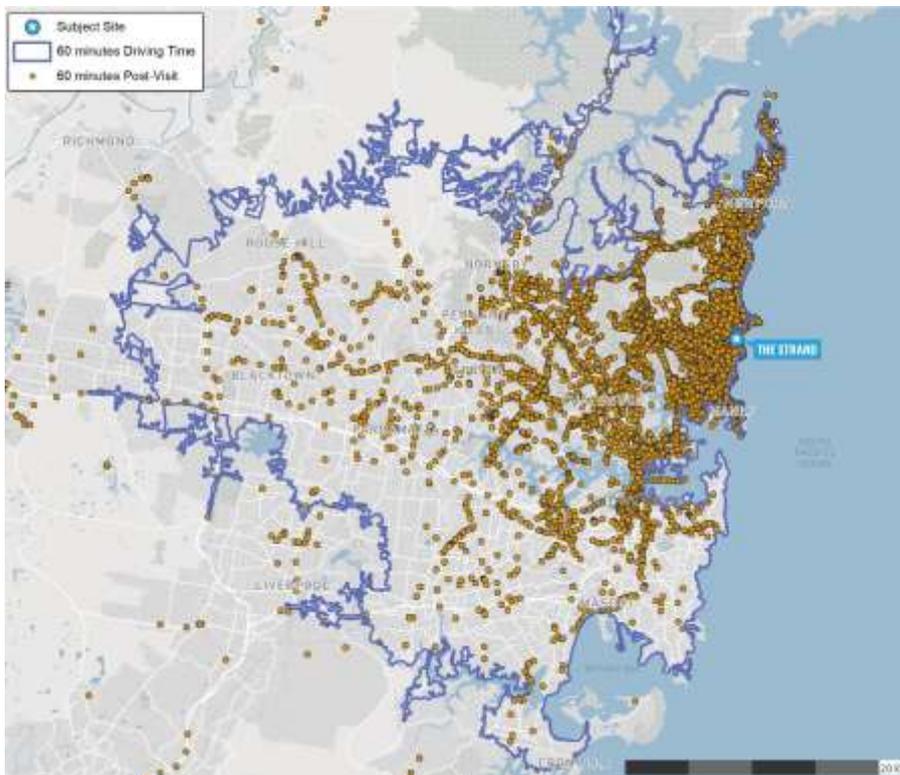
- The proportion of pedestrian visits has increased with the implementation of the one-way conversion on The Strand.
- Additional pedestrian crossings have been provided with additional locations currently being considered for delivery to assist in making the area more walkable.
- There has been an overall increase in pedestrian movement to visit The Strand. Half of the visitors who walked to The Strand live within a six kilometre radius Residents walking to The Strand from the local area found it difficult to cross Pacific Parade and requested a new pedestrian crossing to facilitate this between Cassia Street and Griffin Road.
- Extra crossings on Howard Avenue and Avon Road would also facilitate a safe transport route for visitors.
- Lighting upgrades on existing pedestrian crossings was also requested to ensure crossings were well lit during low level lighting conditions.

Key Findings – Visitation

- The one-way conversion has had a positive impact on the draw of visitors to The Strand. The proportion of people visiting from outside the Northern Beaches Council Local Government Area has increased by 6% from February 2020 to February 2023.
- Most (70%) visitors to The Strand live within the Northern Beaches Local Government Area.
- The one-way conversion has resulted in an increase in pedestrian visitation to The Strand.
- Visitors were observed to be travelling elsewhere in the LGA after their visit to The Strand before heading back to their point of origin (as shown below in the pre visit and post visit 60-minute heat maps). This indicates that visitors to the Strand are potentially access other attractions, shops, or facilities in the broader area.
- Visitors to the Strand have increased their dwell time in the precinct.



Pre-Visit Analysis (60 minutes)



Post Visit Analysis (60 minutes)

CONSULTATION

Ongoing submissions received from the public on the trial range from complaints about the temporary nature of the installation, impact of traffic on the adjoining streets, pedestrian crossing causing delays, and the lack of cyclists using the dedicated cycleway.

Consultation has been undertaken directly with the adjoining businesses. The conversations with the adjoining businesses have been largely positive, with some requests for improvements to the ongoing maintenance of the structures and for further community feedback on the level of finish should the installation be made permanent.

Feedback received has been collated into 8 key themes covering the broad responses provided. A deeper analysis of negative sentiment and those that liked the concept but wanted changes made has been undertaken.

Full details of the comments are provided in the engagement report (attachment 3), however response to the deep dive matters are summarised below.

Issue	Response
The cycleway should be removed it does not connect to the area.	The cycleway provides a link between the existing shared user path near Dee Why SLSC and Pittwater Road in the north and Griffin Road and Curl Curl in the south. There are future sections to be delivered that form part of the broader network to enhance the Active Transport connections throughout the Northern Beaches.
The Strand should be fully closed and pedestrianised	Whilst this happens with major events, the trial was never designed to test this change in the area, with some adjoining properties requiring access and businesses reliant on passing trade questioning what this would mean in real terms.
Remove parking and return two-way traffic.	Some parking is required to allow access for deliveries and customers who are less mobile. Returning the two-way traffic will reduce the safety benefits of the current scheme and detract from the amenity of the area that was a key item in the feedback provided.
Relocate the cycleway into the adjoining reserve area and return two-way traffic.	The reserve area is highly utilised during the peak times and the area provides a valuable outdoor space for the residents of the nearby higher density residential area.

TIMING

The future formalisation of permanent public domain works, and any additional works will be the subject of further design and consultation, and would be subject to grant funding being made available. Additional approval and reporting to the Northern Beaches Council Local Traffic Committee is likely to be required well in advance of any works being undertaken.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcome of:

- Housing, places and spaces - Goal 11 Our local centres are vibrant and healthy, catering for diverse economic and social needs

This project also relates to MOVE – Northern Beaches Transport Strategy

- **Theme 1 - Accessible and Liveable Places**
 - Action 1. Create and enhance “Places for People” that are integrated with public transport, creating vibrant, connected places with wide footpaths, safe cycling options and where the car is not the first option.
- **Theme 2 – Active Travel**
 - Action 1. Prioritise smart, active travel network improvements (through technology, end of trip facilities, and way-finding signage). Expand footpath and shared path networks to improve connectivity and safety, making walking and cycling attractive alternatives to the car.
 - Action 2. Deliver safe, active travel across all modes of transport for school aged children and young people.
 - Action 3. Provide a safe environment, both on and off-road for all users and end of trip facilities to make it a realistic option for commuting.
 - Action 4. Expand cycle network to reduce conflict between road users.

FINANCIAL CONSIDERATIONS

The existing infrastructure installed as part of the Streets as Shared Spaces trial has an asset life of approximately 4-5 years minimum, and is able to remain in place for at least that period of time.

Whilst a works program is yet to be included in a future Capital Works Budget, grant funding from DPIE and TfNSW will be investigated to assist in the implementation of the recommended options.

The overall funding required will need to be determined based on the outcome of the public consultation on the future actions to address the issues raised by the community.

Based on the high-level strategic costing methodology used in developing this type of project and converting the existing temporary infrastructure to a high-quality permanent installation, taking into account the escalating costs of construction and the need to identify the final configuration. Staff have identified the potential budget of between \$2,500,000 and \$3,000,000 dependant on the level of finish and scope proposed.

SOCIAL CONSIDERATIONS

Typically, projects of this nature improve the social connection of the residents as they can utilise the public space - in this case the road reserve, to gather and connect as neighbours. The Strand project has provided an improvement to the local amenity for use by adjoining businesses and residents and provides an improved connection between the Dee Why Parade end of the offroad cycleway through to James Meehan Reserve and the Griffin Road on-road cycleway at Oaks Avenue. Improvements to the Active Transport connections have the potential to further enhance the health and wellbeing of the community by providing opportunities to safely exercise, walk and ride.

ENVIRONMENTAL CONSIDERATIONS

The Strand Project provides an increased area of vegetation through the use of planter boxes as traffic calming devices within the existing pavement space. Formalisation of the infrastructure presents the opportunity to redeploy the existing temporary planters to other locations and will improve the public domain in this location with permanent garden construction.

The overall amenity of the precinct has been improved through the reduction of through traffic, increase in public open space, the ability for the residents to use the wider footpath area for both walking and waiting for take away meals.

If approved on the continuing basis there is the potential for the area to be landscaped and provide additional environmental improvements including the use of vegetated traffic calming and wider footpath garden areas that could potentially accommodate larger trees instead of the existing planters whilst also being sympathetic to the views from both business and residential properties.

Further slowing of traffic and improvements to the precinct will also improve the overall amenity of the Dee Why precinct east of Pittwater Road.

GOVERNANCE AND RISK CONSIDERATIONS

Independent review of the human movement data and the connected vehicle information was undertaken to provide an impartial review of the trial.

If grant funding cannot be sourced to install permanent infrastructure as established by the trial, the removal of the temporary infrastructure after 4-5 years will see Council lose the benefits of the trial. This would also result in a negative impact on the businesses that have leveraged off the trial, in the section of Dee Why that is most affected by seasonal variation.

The allocation from Council capital works budget will need to be considered if no grant funding can be sourced.

ITEM 13.2	PUBLIC EXHIBITION OF THE PROPOSAL TO NAME THE VIEWING DECK ON CURL CURL LAGOON AT JOHN FISHER PARK THE RAY COX VIEWING DECK
REPORTING MANAGER	EXECUTIVE MANAGER PARKS & RECREATION
TRIM FILE REF	2023/283621
ATTACHMENTS	1 ↓Location of the Proposed Ray Cox Viewing Deck, Curl Curl Lagoon, John Fisher Park

PURPOSE

To consider public exhibition of the proposal to name the viewing deck on Curl Curl Lagoon at John Fisher Park the Ray Cox Viewing Deck.

EXECUTIVE SUMMARY

On 18 October 2022 Council considered Mayoral Minute 23/2022 and resolved (resolution 311/22) that Council:

- 1. Acknowledge the enormous contribution made by the late Raymond Cox*
- 2. Send our condolences to the family of the late Raymond Cox and the Friends of Curl Curl Lagoon Committee; and*
- 3. Council work with the family of the late Raymond Cox and the Friends of Curl Curl Lagoon Committee to find a fitting tribute that recognizes his long-standing contribution to our community.*

In response to items 1 and 2 of resolution 311/22 Council sent condolences to the Cox family and the Curl Curl Lagoon Friends Inc. acknowledging the significant contributions Mr. Cox made to the Northern Beaches community.

In response to item 3 of resolution 311/22 Council staff had discussions with the Cox family and the Curl Curl Lagoon Friends about a tribute for Mr. Cox. Following consideration of several options it is proposed to name the viewing deck on Curl Curl Lagoon at John Fisher Park in honour of Mr. Cox (Attachment 1). The Cox family and the Curl Curl Lagoon Friends support this proposal.

Mr. Cox was a passionate advocate and visionary for environmental, community and social justice issues who made significant contributions to the Northern Beaches community over many years. He is remembered for championing local causes, inspiring and mentoring others to get involved and for his generosity. His legacy is reflected in the many people that he inspired who continue to care for our local environment and our Northern Beaches community.

This naming proposal is consistent with Council's Naming Our Reserves, Facilities and Roads Policy and does not require the approval of the Geographical Names Board of NSW. In accordance with this policy the proposal is now required to be publicly exhibited for community feedback.

The Cox family have also requested that a memorial bench seat be installed at the Stirgess Reserve garden at John Fisher Park, in memory of Mr. Cox (Attachment 1). This request does not require public exhibition.

RECOMMENDATION OF DIRECTOR TRANSPORT AND ASSETS

That:

1. Council place the proposal to name the viewing deck on Curl Curl Lagoon at John Fisher Park, the Ray Cox Viewing Deck on public exhibition for a minimum of 28 days.
 2. The outcome of the public exhibition be reported back to Council.
-

REPORT

BACKGROUND

On 18 October 2022 Council considered Mayoral Minute 23/2022 and resolved (resolution 311/22 point 3) that Council:

1. *Acknowledge the enormous contribution made by the late Raymond Cox*
2. *Send our condolences to the family of the late Raymond Cox and the Friends of Curl Curl Lagoon Committee; and*
3. *Council work with the family of the late Raymond Cox and the Friends of Curl Curl Lagoon Committee to find a fitting tribute that recognizes his long-standing contribution to our community.*

In response to items 1 and 2 of resolution 311/22 Council sent condolences to the Cox family and the Curl Curl Lagoon Friends Inc. acknowledging the significant contributions Mr. Cox made to the Northern Beaches community over many years.

In response to item 3 of resolution 311/22 staff have had discussions with the Cox family and the Curl Curl Lagoon Friends about a tribute for Mr. Cox.

Mr. Cox was an advocate and visionary for environmental, community and social justice issues who made significant contributions to the Northern Beaches community over many years and an active member of many local groups including the Curl Curl Lagoon Friends and the Save Manly Dam Catchment Committee.

Mr. Cox was a long standing committee officer and founding life member of the Curl Curl Lagoon Friends and was instrumental in the ongoing rehabilitation of Curl Curl lagoon and the local area including the bushland at Alan Newton Reserve, Stirgess Reserve and Greendale Creek. Mr. Cox was also a member of the Save Manly Dam Catchment Committee and advocated for the heritage listing and ongoing conservation of Manly Dam as a place of tranquility and as a war memorial.

He is remembered for championing local causes, volunteering, inspiring and mentoring others and for his generosity. His legacy is reflected in the many people, that he inspired to get involved, who continue to care for our local environment and our Northern Beaches community.

Following consideration of several options it is recommended that the viewing deck on Curl Curl Lagoon at John Fisher Park be named in honour of Mr. Cox (Attachment 1). The Cox family and the Curl Curl Lagoon Friends support this proposal.

This proposal is consistent with Council's Naming Our Reserves, Facilities and Roads Policy (the policy) which applies to, among other things, naming of facilities on Council land. The viewing deck:

- Is as per the policy, considered to be a facility.
- Is located on Council land.
- Does not have a formal name.

Given that this proposal is for naming a facility it does not require the approval of the Geographical Names Board of NSW (GNB). In accordance with this policy the proposal is now required to be publicly exhibited for community feedback.

The Cox family have also requested that a memorial bench seat be installed at the Stirgess Reserve garden at John Fisher Park, in memory of Mr. Cox (Attachment 1). This garden was developed by Council in partnership with the Curl Curl Lagoon Friends. Mr. Cox. was an advocate

for this garden. Two memorial seats have been installed in this garden – which are dedicated to members of the Curl Curl Lagoon Friends. There is space for additional seats to be located here. This request does not require public exhibition.

CONSULTATION

Should the recommendations within this report be supported the naming proposal would be placed on public exhibition for a minimum of 28 days during which time community feedback would be sought.

The opportunity to provide feedback would be promoted via; a temporary sign on-site at the viewing deck, letters to nearby homes, emails to stakeholder groups and a Council Your Say online project page. Feedback would be collected through an online form, letters and emails.

TIMING

The outcomes of the public exhibition of this naming proposal would be reported to a Council meeting following a review of community feedback received.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcomes of:

- Good Governance - Goal 19: Our Council is transparent and trusted to make decisions that reflect the values of the community.
- Participation and Partnership - Goal 21: Our community is actively engaged in decision making processes.

FINANCIAL CONSIDERATIONS

The cost to publicly exhibit this naming proposal can be met from the draft 2023/2024 Parks and Recreation operational budget.

Should this naming proposal and recommendations within this report be approved by Council permanent signage would be installed at the viewing deck and a memorial bench seat installed at the Stirgess Reserve garden. The signage and seat will cost in the order of \$4,000. There are funds available in the draft 2023/2024 Parks and Recreation operational budget to meet this cost and the cost of a naming ceremony should this be required.

SOCIAL CONSIDERATIONS

This naming proposal is considered a fitting way to recognise the significant contributions made by Mr. Cox to the Northern Beaches community.

ENVIRONMENTAL CONSIDERATIONS

There are no environmental impacts posed by the recommendations within this report.

GOVERNANCE AND RISK CONSIDERATIONS

This naming proposal is consistent with Council's Naming Our Reserves, Facilities and Roads Policy and the GNB policy - Place Naming. Given that the proposal is for naming a facility it does not require the approval of the GNB, nonetheless should Council adopt the naming proposal the GNB would be notified, and the name of the viewing deck added to its mapping database. The implementation of the new name would involve updates to Council's webpage, spatial information

system and new signage on-site. Signage would be developed in consultation with the Cox family and the Curl Curl Lagoon Friends.

Attachment 1: Location of Proposed Ray Cox Viewing Deck, Curl Curl Lagoon and Stirgess Reserve garden, John Fisher Park, North Curl Curl



ITEM 13.3	DEDICATION OF 12 BRANDS LANE AND 2 LORIKEET GROVE WARRIEWOOD TO COUNCIL
REPORTING MANAGER	EXECUTIVE MANAGER PROPERTY
TRIM FILE REF	2023/237636
ATTACHMENTS	NIL

SUMMARY

PURPOSE

To consider the transfer of the properties at 12 Brands Lane (Lot 6014 DP 1072867) and 2 Lorikeet Grove (Lot 5016 DP 1071760) Warriewood to Council.

EXECUTIVE SUMMARY

Council and Frasers have been having conversations regarding the potential transfer of the properties at 12 Brands Lane and 2 Lorikeet Grove Warriewood to Council.

These properties were created in 2005 as part of the Torrens Title subdivision of Sector 2 in the Warriewood Valley Release Area. 12 Brands Lane has a site area of 1,727m² and contains a sub-surface water management basin to support the residential properties immediately north of the property. 2 Lorikeet Grove has a site area of 430m² and contains a bio-retention basin to support the residential properties immediately opposite Lorikeet Grove.

The properties are adjacent to other Council-owned land and form part of the Narrabeen Creek riparian corridor and, in addition to containing the private water management facilities, include a section of a pedestrian footpath and cycleway constructed and maintained by Council.

Council has been engaged in negotiations with the owner of 12 Brands Land and 2 Lorikeet Grove, Frasers Property, to transfer these parcels of land from private into public ownership for a nominal fee as they contain infrastructure that benefits the public and are best managed as a public asset.

RECOMMENDATION OF DIRECTOR TRANSPORT AND ASSETS

That Council:

1. Authorise the transfer of 12 Brands Lane (Lot 6014 DP 1072867) and 2 Lorikeet Grove (Lot 5016 DP 1071760) Warriewood for a nominal amount of \$1 from Frasers Property to Council.
 2. Delegate authority to the Chief Executive Officer to execute the necessary documentation to give effect to this resolution.
-

REPORT

BACKGROUND

12 Brands Lane and 2 Lorikeet Grove, Warriewood (the 'Properties') are owned by Frasers Property Limited ('Frasers') – see location map below.



Figure 1 – Location of 12 Brands Lane and 2 Lorikeet Grove, Warriewood

The Properties were created in 2005 as part of the Torrens Title subdivision of Sector 2 in the Warriewood Valley Release Area (under Development Consents N01034/02 and N0553/02 respectively).

12 Brands Lane has a site area of 1,727m², is vegetated and contains a sub-surface water management basin to support the residential properties immediately north of the property.

2 Lorikeet Grove has a site area of 430m², with frontage to Lorikeet Grove. It contains a bio-retention basin to support the residential properties immediately opposite Lorikeet Grove.

Both the water management facilities on the Properties also receive water from the public roads (Brands Lane/Valley View Circuit and Lorikeet Grove respectively) however, there are no registered easements on either property benefitting Council.

In 2006/07, Council delivered a section of cycleway under the Warriewood Valley Contributions Plan. Part of this cycleway was inadvertently provided on 12 Brands Lane. There is currently no easement for access or maintenance on this privately owned land.

Frasers have provided a boundary survey of 12 Brands Lane which identifies the location of the cycleway on their property. The accuracy of this boundary survey was confirmed by Council's Senior Design & Surveyor.

In 2021, Frasers commenced conversations with staff in Council's Property and Stormwater Operations teams regarding the potential dedication/transfer of the Properties to Council. Frasers have indicated that they wish to transfer the land and all associated infrastructure to Council, free of charge.

In June 2022, at Frasers' request, a pre-lodgement meeting was held with Council for the purpose of lodging an Offer to Enter into a Planning Agreement with Council. The proposal was to facilitate the transfer of the Properties to Council. Three options for any proposed transfer of land, being:

1. Dedication via Voluntary Planning Agreement (VPA);
2. Transfer by agreement between Council and Frasers; or
3. Dedication or transfer as a "public reserve" or "drainage reserve".

An update was provided at a Development Contributions committee meeting in September 2022, at which the resolution was to note the report and for the Executive Manager Property and the Executive Manager Environment and Climate Change to meet Frasers Property to negotiate a transfer.

A memo from the Acting Director Planning and Place about the proposed transfer was tabled at the Strategic Asset Management Panel (the Panel) in October 2022 to provide background to the Panel about the proposed transfer. Following this, in December 2022 a report was tabled to the Panel which provided high level costing assumptions as to the likely future costs of the infrastructure over the estimated service life of the assets.

The item was subsequently listed for a decision at the Panel meeting of 31 January 2023, during which time the Panel considered the likely costs of realigning the footpath/cycleway so it would sit wholly on public land, compared with the costs of long-term maintenance of the assets, along with the obligation on other developers to maintain similar assets.

In circumstances such as this where maintenance relies on multiple individual owners (instead of, for example, a strata body), Council can find itself in a situation where infrastructure has been poorly maintained and end up having to deal with multiple individual owners to ensure necessary maintenance is adequately completed. This imposes a significant burden in order to ensure that basic maintenance work is carried out.

The Panel subsequently resolved to recommend that the properties at 12 Brands Lane and 2 Lorikeet Grove Warriewood be dedicated/transferred to Council.

Of the three options for the land to be transferred to Council, Council's preferred option was determined to be a straight transfer agreement for the subject land. The VPA option was discarded as it would be an overly complex and expensive option compared with the other available options. The dedication of the land as a drainage reserve and public reserve was examined, however, this option would require additional registered surveyors plans dedicating the land as reserve to be submitted to the NSW Land Registry Service, and it was felt that if this additional cost could be avoided it would be preferable.

As such, it is considered that transferring the land for the nominal sum of \$1 is the preferred option. No alteration to the existing land parcels needs to occur and the transfer can be completed by Council's solicitor.

CONSULTATION

Extensive consultation with the owner of the subject property has occurred, but public consultation was not considered necessary for the proposed acquisition.

LINK TO 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
- Housing, places and spaces - Goal 12 Our community has access to spaces that enable healthy and active living and allow for a broad range of creative, sporting and recreational opportunities to be enjoyed

FINANCIAL CONSIDERATIONS

As part of the initial discussion held between Council and Frasers, it was clearly agreed that Council would only consider the transfer of the land if Frasers ensured that the infrastructure was in good condition and not in need of rectification or maintenance which would place an undue financial burden on Council. Frasers has complied with this request to the satisfaction of the relevant Council departments.

The most recent valuation of these parcels of land by the Valuer General was completed in 2022 and valued 2 Lorikeet Grove at \$22,000 and 12 Brands Lane at \$137,000, noting that part of the approach regarding the transfer of these parcels for \$1 is that the future maintenance of the land becomes Council's responsibility. The other financial consideration in accepting the land transfer is the opportunity benefit in not having to relocate the existing path, which has been estimated at approximately \$98,000 to \$140,000.

The ongoing maintenance costs of the assets and land are estimated to be in the order of \$10,000 per annum and this is proposed to be accommodated within forward budgets.

Under section 277 of the Duties Act 1997 stamp duty is exempt on the land transfer to Council.

SOCIAL CONSIDERATIONS

Ownership of the land on which the footpath/cycleway gives Council the ability to freely maintain the infrastructure in the future and allows continued access to the cycleway, which is an integral part of the development of Warriewood Valley.

ENVIRONMENTAL CONSIDERATIONS

The drainage infrastructure sited on the subject land plays an important part of the management of the local waterways system. It is important that this drainage infrastructure is appropriately maintained for optimal environmental outcomes and it is considered more likely to occur to the required level by bringing it into the management of Council.

GOVERNANCE AND RISK CONSIDERATIONS

Under the provisions of the *Local Government Act 1993*, any land acquired by Council must be classified as either 'Community' land or 'Operational' land by Council resolution. It is proposed that both parcels be classified 'Community' land and will be required to have or be included within an existing Plan of Management. Upon registration of the transfers for the properties to Council, the properties will be noted on title as drainage reserves.

The sites are also still zoned R3 medium density housing under the provisions of the Pittwater LEP 2014. It is recommended that during the Northern Beaches LEP Review, both sites be rezoned to a more appropriate zoning as determined by Council's Strategic Planning and Place team. Due diligence has been carried out on both properties and no other issues, apart from the ongoing maintenance of the infrastructure, has been identified.

15.0 NOTICES OF MOTION

ITEM 15.1	NOTICE OF MOTION NO 16/2023 - PROPOSAL TO DECLARE BONGIN BONGIN BAY A 'NO TAKE' AQUATIC RESERVE
TRIM FILE REF	2023/369635
ATTACHMENTS	NIL

Submitted by: Councillors Candy Bingham, Michael Gencher and Miranda Korzy

MOTION

That:

1. Council seek the views of the NSW Department of Fisheries in relation to the community-led proposal that the Intertidal Protected Area at Mona Vale Headland be reclassified as a 'no take' Aquatic Reserve and this reserve is to include Bongin Bongin Bay and its adjacent rock platforms.
2. The relevant Ministers being, the Hon Tara Moriarty MLC, Minister for Agriculture and the Hon Penny Sharpe MLC, Minister for the Environment also be notified.
3. A report be brought back to Council outlining the outcome of this investigation, and what steps would be required to progress the proposal.

BACKGROUND FROM COUNCILLORS CANDY BINGHAM, MICHAEL GENCHER AND MIRANDA KORZY

Information provided by the Friends of Bongin Bongin Bay

'The Friends of Bongin Bongin Bay' evolved in February 2023 from a group of swimmers who traverse the bay each morning.

The group is seeking Council assistance in having the Intertidal Protected Area at Mona Vale Headland reclassified as an Aquatic Reserve and that this reserve include Bongin Bongin Bay and its adjacent rock platforms.

The primary objective of aquatic reserves in NSW is to conserve the biodiversity of fish and marine vegetation. Where consistent with this objective, aquatic reserves may also aim to:

- Protect fish habitat
- Provide for species management
- Protect threatened species, populations and ecological communities
- Facilitate educational activities and scientific research

Bongin Bongin (Aboriginal for "many shells") Bay, Mona Vale has seven types of marine habitat in close proximity, and being located midway between two other aquatic reserves, Barrenjoey Headland and Narrabeen Headland, it is, in effect, a wildlife corridor.

Sydney's Northern Beaches has five existing aquatic reserves providing important protection for marine wildlife habitat. However, there has been no new aquatic reserves declared in NSW for over

20 years, despite the increasing pressures from urbanisation, and threats from climate change and offshore gas exploration under PEP-11 arrangements.

Since 1993, along with Shelly Beach Headland, Dee Why Headland and Bungan/Newport Headland, Mona Vale Headland has been classified as an Intertidal Protected Area (IPA). Of significance at Mona Vale is the non-inclusion of the rock platform surrounding the rock pool – an area that has been heavily impacted by urbanisation and recreational fishing activities.

The purpose of this proposal is to seek an extension of the Mona Vale Headland IPA to include Bongin Bongin Bay, and for the combined area, totalling 45 hectares, to be declared a 'no take' aquatic reserve.

This proposal is consistent with the values and goals of the Department of Primary Industries, the Australian Marine Scientist's Association, and the Marine Estate Management Authority. It is also consistent with the goals of the Australian High Ambition Coalition, to which Australia committed in June 2021. As part of this commitment, Australia aims to lift to the international standard '30/30' target i.e. to have 30% of marine reserves declared as 'No take' zones by 2030.

Marine sanctuaries provide a refuge for fish from being caught, allowing them to aggregate freely, grow large, and reproduce. Sanctuaries are an important tool not just to halt biodiversity loss and to create climate resilience, but to ensure food security. As fish and invertebrates grow larger they produce exponentially more eggs; the bigger the fish, the more babies they produce.

Establishing areas where larger fish can proliferate free from extractive pressures is of great value to areas adjacent that are open to fishing. Current Fisheries regulations already acknowledge the importance of these larger fish to the breeding potential of a population.

Research at Cabbage Tree Bay in Manly has shown that even small marine sanctuaries are playing a critical role in the restoration of the marine environment by enhancing biomass and biodiversity (Turnbull et al. 2017). The success of the Cabbage Tree Bay marine sanctuary has spawned the VIZ - Sydney Visibility Reports Facebook group, that now has over 10,000 members that actively share experiences and photos from the abundance and uniqueness of the marine reserve.

Finally, similar to Cabbage Tree Bay Aquatic Reserve where an enthusiastic group of volunteers support the philosophy of the Reserve, the Friends of Bongin Bongin Bay are keen to collaborate with all relevant authorities in the ongoing education, protection, and assessment of the proposed Bongin Bongin Aquatic Reserve.

ITEM 15.2	NOTICE OF MOTION NO 17/2023 - PROPOSAL FOR PUBLIC ART ON MARINE PARADE, MANLY
TRIM FILE REF	2023/370009
ATTACHMENTS	NIL

Submitted by: Councillor Candy Bingham

MOTION

That Council:

1. Explore the opportunity to install a vibrant public footpath artwork, reflecting the marine life at Cabbage Tree Bay Aquatic Reserve, on the walkway at the entrance to the steps leading down into the Bay at Marine Parade and Bower Street, Manly.
 2. Consider the proposal in conjunction with the replacement of a larger area of asphalt pathway, and stormwater works, in this location.
-
1. Bring back a full report to the August meeting of Council on what would be needed for this project to proceed.

BACKGROUND FROM COUNCILLOR CANDY BINGHAM

Marine Parade runs from Manly Surf Club to Shelley Beach, with the pathway a hotch-botch of various forms of concrete along this walkway. It is rated one of Sydney's top walks by Trip Advisor.

Following discussions with staff and initial exploration of this proposal, the location has been identified as being well suited to a public art installation, with its high pedestrian traffic and easy access for the community. The connection to Cabbage Tree Bay Aquatic Reserve could be used to theme any artwork installation.

At present, this stretch of pathway is one of the busiest spots – the area where the steps lead down to Cabbage Tree Bay. There is also a major restaurant and some shops located there. There are also a major restaurant and some shops located there. At present the walkway is covered in very rough asphalt, which is not aesthetically pleasing, and is very hot and rough on bare feet!

Staff have now scheduled to have this section of pathway resurfaced towards the end of 23/24 financial year. This provides the opportunity for an 'entry point' artwork to be featured as part of the walkway, at the entrance to the steps leading down to the water.

ITEM 15.3	NOTICE OF MOTION NO 18/2023 - TRAFFIC CALMING MEASURES OXFORD FALLS
TRIM FILE REF	2023/378358
ATTACHMENTS	NIL

Submitted by: Councillor Kristyn Glanville and Stuart Sprott

MOTION

That Council:

1. Undertake pre-construction and post-construction traffic monitoring at Morgan Road, Belrose and Oxford Falls Road, Oxford Falls in proximity to the approved upgrades to Oxford Falls Bridge, including traffic levels and speed.
2. Report back to a future Council meeting with any recommendations as to traffic calming measures required.

BACKGROUND FROM COUNCILLOR KRISTYN GLANVILLE; STUART SPROTT

At the April 2023 meeting, Council resolved to upgrade the bridge located at Oxford Falls Road, Oxford Falls, due to safety advice received by external engineers and to better accommodate use by fire fighting vehicles operated by the NSW Rural Fire Service.

Councillors have received complaints from residents of a “rat run” forming after Morgan Road was sealed. While the single lane carriageway along Oxford Falls Bridge currently operates to calm traffic speed, residents are concerned that when Oxford Falls Bridge becomes dual carriageway, this will increase traffic speed and quantity.

At present, many residents ride horses around the roads in this area. Increasing the number of cars and speed of traffic may reduce the safety of horse riding on or around the road without additional measures to calm traffic. An increase in traffic speed and quantity in this location may also contribute towards increased roadkill of native wildlife.

ITEM 15.4	NOTICE OF MOTION NO 19/2023 - PROMOTING COMMUNITY DISCUSSION ON "THE VOICE"
TRIM FILE REF	2023/378433
ATTACHMENTS	NIL

Submitted by: Councillor Kristyn Glanville

MOTION

That:

1. Staff consult with local Aboriginal community and organisations regarding their views on:
 - A. Amending the Australian Constitution to create a "Voice" to Parliament,
 - B. Any local events or activities they already are planning/participating in regarding the Voice.
 - C. What local role, activations, or activities, if any, Council could take to promote discussion and sharing of ideas regarding the Voice.
2. Staff report back to Councillors regarding 1) at a Councillor briefing.
3. A working group comprised of Councillors Glanville, other Councillors, and staff be formed to:
 - A. Consider the feedback obtained further to point 1 above,
 - B. Identify and action any events or activities council could facilitate, within existing budgets, to promote discussion and sharing of ideas regarding the Voice. This could be, for example, a local "Town Hall" of speakers with a range of well-informed views.
 - C. Identify and action any financial or in-kind support, within existing budgets, Council could offer to assist Aboriginal Stakeholders/organisation planning their own local activities and events concerning the Voice.
4. Staff provide an update report on the activities of the working group to the August Council meeting.

BACKGROUND FROM COUNCILLOR KRISTYN GLANVILLE

As part of the Australian Government's commitment to implement the Uluru Statement from the Heart, a referendum will be held between October and December 2023 to recognise Aboriginal and Torres Strait Islander peoples in the Constitution by establishing an Aboriginal and Torres Strait Islander Voice. This is referred to as the "Voice" to Parliament, and stands along side the other priorities of the Uluru Statement, including establishment of a Makarrata Commission to supervise a process of agreement-making between governments and First Nations and truth-telling about Australia's history.

Referendums provide important opportunities for democratic discussion and sharing of ideas about the principles and structure of our foundational legal document, the Australian Constitution. It is important the community has access to a range of well informed views, to decide how to vote in the referendum.

Based on 2021 census data, approximately 1,700 people live in the Northern Beaches with Aboriginal or Torres Strait Islander ancestry, including people directly descended from the original

tribes of the Northern Beaches. The Aboriginal Heritage Office operates on the Northern Beaches, as well as many other Aboriginal organisations and businesses, including:

- The Aboriginal Support Group Manly Warringah Pittwater
- Metropolitan Local Aboriginal Land Council
- Bush to Bowl
- The Gaimaragal Group

There are already some plans underway within the community to hold engagement activities which Council could complement or assist. For example, ASGMWP is planning a forum in September 2023.

Some Councils have made the decision to actively endorse a Voice, such as Blue Mountains City Council.¹

As the community considers whether the Australian Constitution should be amended to provide an advisory voice to Federal Parliament, there is also an opportunity to consider whether Northern Beaches Council should also have an advisory group on a local level. There is existing work underway by the Community team within Council to consider these possibilities, and this will be dealt with at a future meeting.

CHIEF EXECUTIVE OFFICER REPORT

In accordance with clauses 4.14 and 4.15 of Council's Code of Meeting Practice I offer the following report on this matter to assist Council in the deliberation of this motion:

¹ <https://www.bmcc.nsw.gov.au/voice-to-parliament>

Councillor, immediately upon election to State or Federal Parliament is immediately disqualified from holding the office of Councillor and/or Mayor.

ITEM 15.6	NOTICE OF MOTION NO 20/2023 - HOUSING AFFORDABILITY ON THE NORTHERN BEACHES
TRIM FILE REF	2023/381288
ATTACHMENTS	NIL

Submitted by: Councillor Kristyn Glanville

MOTION

1. Council notes that there is a shortage of social and affordable housing on the Northern Beaches.
2. That Council:
 - A. notes Short Term Rental Accommodation (“STRAs”) and other vacant residential properties are one factor which is reducing supply of long term rental properties, and
 - B. write to the local members of Parliament and relevant NSW Ministers, requesting the following measures be considered:
 - i. Amending the *State Environmental Planning Policy (Housing) 2021* so as to return control to Councils to determine their own planning rules concerning permissibility of STRAs.
 - ii. Amending the *Strata Schemes Management Act 2015* to return control to strata schemes to decide their own by-laws concerning STRAs.
 - iii. Amending the *Local Government Act 1993* to allow Councils to decide whether they may charge higher council rates to residential properties which are STRAs or vacant.
3. That:
 - A. Council notes that it is a local landowner, and potentially owns land which is capable of being redeveloped for social and affordable housing.
 - B. The CEO report back to Council at the October 2023 Council meeting, with options and recommendations concerning:
 - i. Any land owned by Council which might be suitable for further investigation to be redeveloped as social and affordable housing.
 - ii. Any land owned by Council which might be suitable for further investigation to trial an affordable tiny house community.
 - iii. At a high level, funding and grant options from State or Federal Governments which Council could seek to progress local social and affordable housing projects.
 - iv. At a high level, the types of partnerships Council could enter into to deliver this form of housing, such as through a social housing provider.
 - v. Any other relevant recommendations.

4. That:
 - A. Council notes that through its planning rules and policies, it influences the supply of housing including social and affordable housing.
 - B. The CEO report back to Council at the October 2023 Council meeting, with options and recommendations concerning:
 - i. The current challenges of implementing Council's existing policies at achieving greater supply of local affordable housing, including the existing 10% contribution levied on land which is upzoned;
 - ii. Whether imposing a housing affordability contribution on all development applications and planning proposals should be further investigated for inclusion in a future LEP;
 - iii. Whether there are any provisions which could be included a future LEP, which could assist to alleviate housing affordability issues. This could include for example:
 1. reducing minimum lot size.
 2. additional areas suitable for "missing middle" style development or dual occupancies.
 - iv. Any other relevant recommendations.
5. That the CEO write to the Premier and NSW Minister for Planning, regarding the following:
 - A. Noting the recent announcement that the State Government intends to declare certain residential development with a CIV over \$75m as State Significant Development;
 - B. Opposes these amendments, on the basis that Councils are well placed to write their own planning rules, set targets, and carry out development assessment of residential development and affordable housing.
 - C. Noting the existing plans and strategies which Council has to create greater local supply of housing and address the lack of social and affordable housing.
 - D. Noting that Council is already in the process of reviewing its LEP and strategies to further meet community need for housing, including the contents of this motion.
 - E. Noting that housing affordability issues are not solely due to supply, and for the State Government to take holistic and collaborative action to alleviate the range of issues contributing to this problem.
 - F. Anything else relevant.

BACKGROUND FROM COUNCILLOR KRISTYN GLANVILLE

This motion seeks further action and advocacy by Council to address the local problem of housing affordability. Staff are in process of reviewing the existing affordable housing policy, and the reports sought in this motion will dovetail with this existing review.

The motion also seeks to oppose the heavy handed approach by the State Government to “address” this issue through the proposed use of State Environment Planning Policies which remove autonomy from Councils to create planning rules and determine DAs in a manner which is responsive to local needs.

The problem

Current ABS Census data analysed by .id Consulting notes that: ²

- 30% is usually agreed as the maximum percentage of income households can reasonably afford to spend on housing;
- On the Northern Beaches, over 9,451 households which rent are considered in rental stress;
- On the Northern Beaches, over 5,644 households with a mortgage are considered in mortgage stress;
- As such, approximately 14,000 households on the Northern Beaches are considered in some form of housing stress.

The reasons that housing is unaffordable are complex and varied. There is unlikely to be a single panacea solution to the problem, and all levels of government need to cooperate on addressing the systemic problems contributing to the issue. While it is not within the remit or powers of Council to address all of these problems, this motion is directed at further action relevant to Council in three areas.

As reported in the Sydney Morning Herald, “[t]he median house price in Sydney in 1981 was \$78,900, five times the national full-time average annual earnings of \$15,800. In 2021, the city’s median house price was \$1.31 million, 14 times the average income.”³ As such, the problem of housing unaffordability is also intergenerational, disproportionately impacting on young people and others wishing to enter the market without the benefit of equity accrued by already being in the market, compounded by wages not increasing in line with the cost of housing.

Short Term Rental Accommodation and vacant properties

Lack of supply of properties available for long term residents, whether owner occupied or rented, is one contributing factor towards housing affordability. Short Term Rental Accommodation (“STRAs”) such as Airbnbs, and other vacant properties, reduce the amount of housing stock available on the market for longer term rental accommodation.

Current ABS Census data analysed by .id Consulting notes that approximately 7,647 dwellings on the Northern Beaches are unoccupied. While some of these dwellings may simply not have been home on census night, presumably a substantial number are Airbnbs, holiday houses only occasionally occupied, or vacant.

Under the former State Government, a range of legislative reform took place which was intended to create a permissive regulatory environment for AirBNBs. This included:

- Amending relevant State Environmental Planning Policies, to make STRAs exempt development. This restricts a Council from making its own rules, responsive to local housing pressures and supply.

² <https://atlas.id.com.au/northern-beaches>

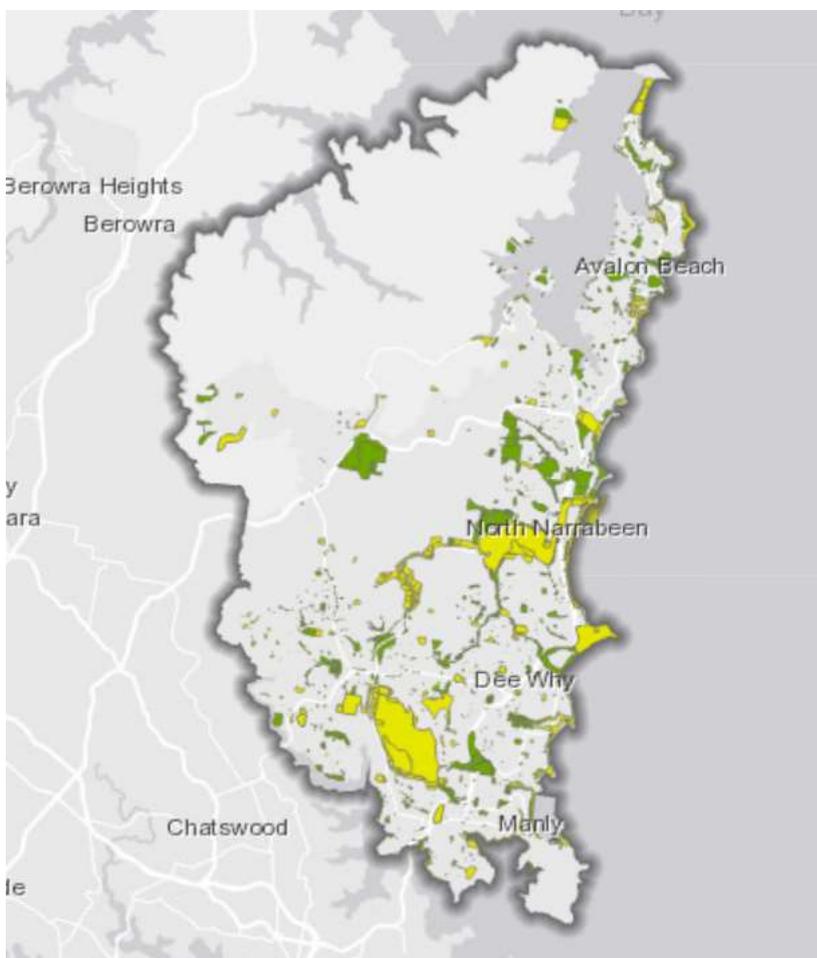
³ <https://www.smh.com.au/national/nsw/house-price-growth-three-times-faster-than-wages-over-four-decades-20211102-p595dr.html>

- Amending the Strata Schemes Management Act 2015, to make it more difficult for strata schemes to restrict AirBNBs through by-laws responsive to the needs of that building.

There are few mechanisms for Council to discourage STRAs during periods where there are housing shortages. Under the *Local Government Act 1993*, it cannot for example charge higher Council rates on properties which are STRAs or vacant, as a mechanism to discourage that use. Council must currently charge all residential properties, regardless of occupancy, via the same formula.

Redevelopment of Council owned land

Council is a significant local landholder on the Northern Beaches. The map below from the GIS mapping of the Northern Beaches Council Land Register shows at a glance the holdings of Council locally.



Much of this land is currently actively used for Council functions, is leased or licensed to the community or businesses, or is otherwise of significant environmental value.

However, there may be sites which are currently underutilised, which could be redeveloped to include social and affordable housing. The appropriateness of potential sites would be linked to a range of other factors, including proximity to public transport and services, avoidance of environmentally sensitive land, and having a sufficient footprint to make development viable.

Council's planning rules and policies

Council's planning rules and policies influence supply of housing generally, and also supply of specific housing types such as social and affordable housing. This aspect of the motion seeks to

better understand the challenges of our existing policy framework at achieving greater housing affordability, and seeks reports on further potential changes to local planning rules and policies that might strengthen the existing policy framework.

Response to recent announcement by the NSW Government

The NSW Government recently announced a scheme by which developers would be able to bypass Council to seek development approval for new residential developments with a CIV over \$75m, and furthermore gain bonuses of up to an additional 30% Floor Space Ratio and Height, where a minimum of 15% of the properties are set aside for affordable housing.⁴

While the policy intention of encouraging more affordable housing to be built is admirable, the proposed approach is a heavy handed approach which removes autonomy from Councils to determine their own planning rules, housing targets, and carry out development assessments, in a manner which is responsive to local community needs.

Council already has a number of policies it is in the process of implementing to address housing supply and affordability. This includes:

- Towards 2040 - Local Strategic Planning Statement
- The Frenchs Forest Structure Plan
- Affordable Housing Policy
- Northern Beaches Local Housing Strategy

Furthermore, Council is currently reviewing its Affordable Housing Policy, as well as having recently exhibited the draft Brookvale Structure Plan.

While this motion envisages further action to be taken by Council, this action should be taken in a manner which responds sensitively to the needs of the local community and environment, mindful of the community we are and wish to nurture, rather than being a "one size fits all" approach dictated by the State Government.

⁴ <https://www.theguardian.com/australia-news/2023/jun/15/nsw-to-allow-taller-denser-property-developments-while-curtailling-power-of-councils>

17.0 RESPONSES TO QUESTIONS WITH NOTICE

ITEM 17.1	RESPONSE TO QUESTION WITH NOTICE NO 9/2023 - WEEDS
TRIM FILE REF	2023/309302
ATTACHMENTS	NIL

Submitted by: Councillor Miranda Korzy

QUESTION

1. Does Northern Beaches Council have a Biodiversity Conservation Strategy that conforms with the standards required under the relevant legislation?
2. How many staff does council employ as authorised officers under the Biosecurity Act 2015?
3. Does Council have enough staff and resources to ensure it carries out its duty as the Local Control Authority, adheres to its General Biosecurity Duty and meets goals set out in relevant council strategies and plans?
4. What areas of need have contractors or volunteer bush regeneration groups identified as priorities for policy and planning reform?
5. When is the next review of the Council's Local Priority Weed Management Plan due?

RESPONSE

Does Northern Beaches Council have a Biodiversity Conservation Strategy that conforms with the standards required under the relevant legislation?

Council staff are not aware of any specific legislative requirements or standards regarding preparation of a 'Biodiversity Conservation Strategy'. Northern Beaches Council operations are carried out in accordance with the NSW Biodiversity Conservation Act 2016. The Act sets out the process for undertaking biodiversity assessments and preparing biodiversity stewardship agreements.

Council's strategic direction with regard to the management of bushland and biodiversity is guided by the adopted Bushland and Biodiversity Policy and the Northern Beaches Environment and Climate Change Strategy, 2040.

How many staff does council employ as authorised officers under the Biosecurity Act 2015?

Council's Invasive Species team currently have three authorised officers under the Biosecurity Act 2015. Currently 13 officers in our Environment & Climate Change unit have the delegation to issue Biosecurity Directions following the issue of Prior Notice.

Does Council have enough staff and resources to ensure it carries out its duty as the Local Control Authority, adheres to its General Biosecurity Duty and meets goals set out in relevant council strategies and plans?

Existing budget and resources currently allocated are sufficient to carry out our duties under the Act, noting that changes in climate and conditions may influence (increase or decrease) the required effort over a period. Council adjusts efforts where possible to meet prevailing conditions.

Council currently manages an extensive bushland management program and budget across 300 bushland reserves to remove weeds and is also investigating and implementing innovative invasive species control initiatives such as biocontrols (e.g. Trad Leaf-smut Fungus).

Council is also partnering with NSW agencies and other stakeholders on proactive fox, cat, and rabbit control. We continue to educate and engage with landholders and businesses on their responsibilities under the NSW Biosecurity Act 2015 and Biosecurity Regulation 2017, and prioritise invasive plant control within our bushland reserves, particularly where weeds threaten key biodiversity assets.

What areas of need have contractors or volunteer bush regeneration groups identified as priorities for policy and planning reform?

Council regularly receives suggestions from the community regarding Threatened Ecological Communities (TECs), Endangered Ecological Communities (EECs), species, weeds, pesticides, etc and respond to these. We also receive advice and information from our contractors which we consider and where appropriate incorporate into site management plans. Volunteers and some contractors have raised concerns about the complex nature of the NSW Biosecurity Act and its inadequacy in detailing the need for weed management responsibilities on both private and public land. The principle of shared responsibility for biosecurity is generally accepted however the challenge is now for Local Councils, land managers, contractors, and volunteers to allocate their limited resources across high-risk biosecurity issues as well as the common weeds that have a lower risk or are known as a 'general biosecurity duty'.

When is the next review of the Council's Local Priority Weed Management Plan due?

Council's current Local Priority Weed Management Plan (LPWMP) is dated 2021-2026 and is due to be updated in March 2026, however a review of the plan is undertaken every 2 years to evaluate its effectiveness and to ensure that the goals of the plan remain aligned with the Greater Sydney Regional Strategic Weed Management Plan. As the biosecurity risk posed by weeds can change over time, management outcomes may be amended or weed species added or removed from this plan as necessary.

18.0 MATTERS PROPOSED TO TAKE PLACE IN CLOSED SESSION

RECOMMENDATION

That:

1. 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 RFT 2022/205 - For Lease Cafe and/or Restaurant at Avalon Beach Surf Life Saving Club 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/provides advice concerning commercial tenders. On balance, the public interest in preserving the confidentiality of the information about the matter outweighs the public interest in maintaining openness and transparency in Council decision-making because the disclosure of this information would result in the release of commercial in confidence information.
 - B. Item 18.2 RFT 2023/001 - Design and Construction Services for the Warriewood Valley Community Centre 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/provides advice concerning commercial tenders. On balance, the public interest in preserving the confidentiality of the information about the matter outweighs the public interest in maintaining openness and transparency in Council decision-making because the disclosure of this information would result in the release of commercial in confidence information.
 - C. Item 18.3 RFT 2023/063 - Synthetic Sportsfield Maintenance 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/provides advice concerning commercial tenders. On balance, the public interest in preserving the confidentiality of the information about the matter outweighs the public interest in maintaining openness and transparency in Council decision-making because the disclosure of this information would result in the release of commercial in confidence information.
 - D. Item 18.4 RFT 2022/241 - Bayview Seawall and Path Renewal Works 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/provides advice concerning commercial tenders. On balance, the public interest in preserving the confidentiality of the information about the matter outweighs the public interest in maintaining openness and transparency in Council decision-making because the disclosure of this information would result in the release of commercial in confidence information.
 - E. Item 18.5 RFQ 2023/024 and 2023/025 Enterprise Resource Planning (ERP) Platform Licence and Project Implementation 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/provides advice concerning commercial tenders. On balance, the public interest in preserving the confidentiality of the information about the matter outweighs the public interest in maintaining openness and transparency in Council decision-making because the disclosure of this information would result in the release of commercial in confidence information.

2. 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.

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.

