



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 23 June 2020

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 'Ray Brownlee', with a long horizontal stroke extending to the right.

Ray Brownlee PSM
Chief Executive Officer

OUR VISION

Delivering the highest quality service valued and trusted by our community

OUR VALUES

Trust Teamwork Respect Integrity Service Leadership

**Agenda for an Ordinary Meeting of Council
to be held on Tuesday 23 June 2020
at the Civic Centre, Dee Why
Commencing at 6:00pm**

- 1.0 ACKNOWLEDGEMENT OF COUNTRY**
- 2.0 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE**
- 3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**
 - 3.1 Minutes of Ordinary Council Meeting held 26 May 2020
 - 3.2 Minutes of Extraordinary Council Meeting held 2 June 2020
 - 3.3 Minutes of Extraordinary Council Meeting held 16 June 2020
- 4.0 DISCLOSURES OF INTEREST**
- 5.0 PUBLIC FORUM AND PUBLIC ADDRESS**
- 6.0 ITEMS RESOLVED BY EXCEPTION**
- 7.0 MAYORAL MINUTES**

Nil
- 8.0 CHIEF EXECUTIVE OFFICER'S DIVISION REPORTS7**
 - 8.1 COVID-19 Supporting Our Community7
 - 8.2 Response to Notice of Motion 04/2020 – Movies at Lionel Watts Reserve30
 - 8.3 Northern Beaches Council Discretionary Fund - Quarterly Report35

9.0	CORPORATE AND LEGAL DIVISION REPORTS	38
9.1	Monthly Investment Report - May 2020.....	38
9.2	Outcome of Exhibition and Adoption of Delivery Program 2020-2024 and Operational Plan 2020/21.....	48
9.3	Councillor Expenses 1 July 2019 - 31 December 2019.....	71
10.0	COMMUNITY AND BELONGING DIVISION REPORTS.....	75
10.1	Public Art Working Group Meeting Notes - 2 and 9 April 2020	75
10.2	Public Exhibition of the Draft Child Safeguarding Policy	84
11.0	ENVIRONMENT AND SUSTAINABILITY DIVISION REPORTS	
	Nil	
12.0	PLANNING AND PLACE DIVISION REPORTS.....	87
12.1	Low Rise Medium Density Code	87
13.0	TRANSPORT AND ASSETS DIVISION REPORTS.....	95
13.1	Manly Life Saving Club and Community Facilities Redevelopment	95
13.2	Response to Notice of Motion No 03/2020 - Pittwater Rugby Park Facilities (Ordinary Council - 25 February 2020).....	100
13.3	Local Contractor Support Program.....	103
13.4	Crown Land Reform - Land Categories.....	107
13.5	Outcome of Public Exhibition and Adoption of the Community Gardens Policy and Guidelines	113
13.6	Outcome of Public Exhibition and Adoption of the Road Safety Plan	125
14.0	WORKFORCE AND TECHNOLOGY DIVISION REPORTS	130
14.1	Service Review Program 2020.....	130
15.0	NOTICES OF MOTION	135
15.1	Notice of Motion No 18/2020 - Woodturners at Forestville Guide Hall.....	135
15.2	Notice of Motion No 25/2020 - Councillor Social Media Policy.....	136
15.3	Notice of Motion No 26/2020 - Duffys Forest and Terrey Hills 30% + Rate Rises	137
15.4	Notice of Motion No 27/2020 - Outdoor Dining Fees.....	138
15.5	Notice of Motion No 28/2020 - Australian Flag in a Street in Freshwater.....	143
15.6	Notice of Motion No 29/2020 - Station Beach	145
15.7	Notice of Motion No 30/2020 - Future Funding for Manly to Palm Beach Art Walk	146

16.0	QUESTIONS WITH NOTICE	147
16.1	Question on Notice No 06/2020 – Off-Leash Land Use at Station Beach	147
16.2	Question on Notice No 07/2020 - Cost of Code of Conduct Complaints	148
16.3	Question on Notice No 08/2020 - Protest in Manly.....	149
16.4	Question on Notice No 09/2020 - Costs related to COVID-19 Restrictions.....	151
17.0	RESPONSES TO QUESTIONS WITH NOTICE	152
17.1	Response to Question on Notice No 05/2020 - Annual IPART Rate Peg and Cap	152
17.2	Response to Question Taken With Notice No 09/2020 - Limit on Questions from Councillors during a Council Meeting	153
18.0	MATTERS PROPOSED TO TAKE PLACE IN CLOSED SESSION	154
18.1	RFT 2020/001 Natural Environment Services Panel	
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

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

3.0 CONFIRMATION OF MINUTES

3.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 26 MAY 2020

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 26 May 2020, 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 2 JUNE 2020

RECOMMENDATION

That the Minutes of the Extraordinary Council Meeting held 2 June 2020, copies of which were previously circulated, be confirmed as a true and correct record of the proceedings of that meeting.

3.3 MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD 16 JUNE 2020

RECOMMENDATION

That the Minutes of the Extraordinary Council Meeting held 16 June 2020, copies of which were previously circulated, be confirmed as a true and correct record of the proceedings of that meeting.

4.0 DISCLOSURES OF INTEREST

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

5.0 PUBLIC FORUM AND PUBLIC ADDRESS

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

6.0 ITEMS RESOLVED BY EXCEPTION

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

8.0 CHIEF EXECUTIVE OFFICER'S DIVISION REPORTS

ITEM 8.1	COVID-19 SUPPORTING OUR COMMUNITY
REPORTING MANAGER	CHIEF EXECUTIVE OFFICER
TRIM FILE REF	2020/323181
ATTACHMENTS	1 ↓ COVID Response and Recovery Summary - June 2020

SUMMARY

PURPOSE

This report provides a summary of the key changes, activities and responses that Council has implemented as a result of COVID-19. It also responds to the Council resolution (Item 17/2020) from 26 May Council meeting.

'Furnish a report to the June Council meeting responding to the needs of Northern Beaches community, charity and sporting organisations with recommendations as to hiring fee concessions or waivers, financial and other assistance Council can provide to the hardworking community organisations and their stakeholders.'

EXECUTIVE SUMMARY

Council continues to work on plans to mitigate and address adverse impacts of COVID-19, ensuring continuation of critical business and the health and safety of its customers, employees and the Northern Beaches community. The safety of the community, customers, businesses and staff is our main priority.

In response to the impacts of COVID-19 on local businesses and the most vulnerable in our community, Council implemented a Business Support Plan and Community Care Package in March 2020.

The details of the changes to services, support initiatives and how they evolved over time is outlined in the report.

The budget impacts have been addressed in the March Quarterly Review and in the development of the draft 2020/21 budget.

RECOMMENDATION OF CHIEF EXECUTIVE OFFICER

That Council:

1. Note the response to the COVID-19 pandemic.
 2. Thank the community for working together during these difficult times to keep each other safe and for their positive support and acceptance of the restrictions in place.
-

REPORT

BACKGROUND

Northern Beaches Council's Pandemic Plan provided a phased approach to managing the risks and prioritising the safety and wellbeing of staff and the local community.

Council adopted a Community Care Package and Business Support Plan at the 24 March council meeting. The plans have evolved over time as restrictions changed and new initiatives were developed to support the local community.

This report provides information about Council's response to the COVID-19 pandemic and plans for recovery.

Community Care Package

Some of the key support measures included:

- New Library 2U home delivery service.
- Expanded Meals on Wheels service.
- Direct support for local agencies.
- Online adolescent and family counselling.
- Reach out support to over 50 local charities, community support groups and Not for Profit organisations.
- Financial Hardship relief for ratepayers suffering hardship and difficulties in paying rates and annual charges.
- Pragmatic and lenient approach towards fines.
- In partnership with the State and Federal Governments, our long day care centres will provide free services until 12 July and our preschools will provide 2 days of free service until 25 September, providing financial relief to families.

Business Support Plan

Some of the key support measures included:

- Waiving outdoor dining footpath merchandise fees for up to six months.
- Waiving food health and fire safety inspection fees.
- Flexible and pragmatic arrangements for supplier deliveries to supermarkets.
- Changes to timed parking for take-away pickups.
- Free webinar series, social media 'shop local' initiatives.
- Targeted rates and rent relief via the Rates Hardship Scheme.

Continuation of Services

To ensure council was able to continue to deliver services to our community, our staff were supported through a range of actions including enhanced online technology to support working from home, reassignment of staff from closed services to other essential services and expanded online resources.

The recent staff survey shows over 80% of staff felt that workplace changes associated with COVID-19 have been well managed and 91% felt they had good communication with their colleagues.

Council's Plan

Council's Pandemic Plan was defined by its role as an employer, service provider and leader in the community. This was complemented by an effective and highly engaging communications plan.

Incident Management

Pre-pandemic, a Pandemic Preparedness Team was set up to oversee planning and scenario testing. The escalation to pandemic stage triggered the transition to the Incident Management Team (IMT) which was in operation from 5 March and operated 24/7 until 9 June. The role of the IMT was to:

- Identify measures and strategies to protect the workforce and community.
- Coordinate Council's actions with other agencies and organisations.
- Provide support and resources to lead government and health agencies.
- Contain and prevent transmission, implement infection control measures.
- Maintain essential services through the provision of business continuity plans.
- Deliver effective communications in line with whole of government messages.

Keeping our Community Safe

Northern Beaches Council continues to prioritise community safety. Our response to the health and safety restrictions put in place by state and federal governments meant that operations had to change or adapt to meet the needs of our community.

While some services closed including, art galleries, Glen Street Theatre, visitor services, environment centres, Aboriginal Heritage Office, aquatic centres, libraries and all community recreational facilities, Council's immediate response to ensure community safety included:

- New public place cleansing programs.
- Additional hand sanitisers in public amenities.
- Reassigning staff from closed services to promote effective social distancing in public.
- Reduced time limits on beach parking to promote shorter stays.
- Police and Council cooperation in responding to high risk areas.
- Implemented and patrolled temporary alcohol free zones to deter gatherings.
- Improved online customer services including appointment bookings.
- Monitoring and auditing of town centres.
- Additional Ranger patrols enforcing social distancing at skate parks, playgrounds etc. and assisting police with beach closures.
- Responding to over 30 specific complaints regarding the beaches and public car parks.
- The implementation of COVID safety plans at venues such as the Libraries, Customer Service, Aquatic Centres etc. and continuing as required by Public Health Orders.

Council assisted NSW Health in setting up a pop-up testing clinic at Council's Town Hall facility in Manly, which operated 7 days a week from late April until 24 May 2020. During this time no positive cases were detected. Plans are being finalised by the relevant authorities for another pop-up testing clinic on the Northern Beaches.

Caring for Our Community

Council recognised the potential impacts of the pandemic including social isolation and economic distress and moved to adopt a range of support measures to help the community through this difficult period. We worked to ensure our community stayed connected and received the services they needed. A key strategy, in accordance with the Health Orders, was to keep our beaches, walkways and parks open for our community.

Community Support Web Content

There are many local community services on the Northern Beaches providing support during this time. We put together an updated service guide on our website showing what core crisis services are available during this period. The information includes: Community Food Services, Mental Health, Disability, Seniors, Homelessness, Domestic and family violence, Cultural diversity and Support for new mothers.

Library Services

Library 2U Home deliveries, a safe, contactless home delivery service was deployed and in the period of April and May there were:

- 41,475 items borrowed
- 31,346 requests for books, audiobooks, DVDs and CDs
- 18,047 home deliveries
- 162 compliments on the new service.

In addition:

- The library team developed and delivered 25 online Library Programs with 2,711 views.
- There was an increase in library e-loans for April and May with a total of 60,175 loans. This is a 57% increase on the same period in 2019.
- The library temporarily waived library borrowing fees and extended the loan periods from three to six weeks to allow for quarantining and delayed returns of books in the period.

Sporting Groups and Users of Public Space

Council staff have been in regular contact with sporting groups and hirers of public space i.e. event organisers, markets, fitness trainers etc. to understand their needs and offer support. Some of the actions and initiatives include:

- Weekly communication with sport clubs and associations, event organisers, commercial and community groups that use Council's open spaces and facilities.
- Rent relief for sporting groups and clubs (Council Tenant relief section pg.12).
- Waiving fees associated with the use of sports fields and associated lighting and buildings (including netball) for the remaining portion of the winter season.
- Personal trainers supported in line with restrictions and fees waived to encourage new trainers.
- Mobile food vehicle restrictions amended and fees waived to encourage new food vehicles.
- Fees waived for sports facilities when not in use.
- Beaches were closed or restricted and significant resources were required for monitoring and management.
- Parks, sports fields, tracks and trails open with restrictions. Lights on sports fields managed in line with restrictions.
- 58 events (commercial and community) in parks, beaches and sports fields were cancelled or postponed and refunded. Bookings on hold or restricted until December 2020 at this time.

- Dog off-leash areas open and lighting enabled at LM Graham Reserve off-leash area.
- Staff reassigned to support a range of services; Beach Services, Operations, Recreation Planning, Manly Dam / Stony Range, increased maintenance and mowing.

Environmental Groups and Initiatives

Council staff have been in regular contact with our environmental groups and volunteers to offer support including:

- Continuing to deliver most of our environmental management services.
- Closure of our two Environment Centres to the public and postponing our events program i.e. school excursions/incursions, solar events, etc.
- Our environmental volunteer programs were suspended however we redeployed staff to maintain bush regeneration activity. We are now working towards managing volunteer programs as restrictions lift, along with plans to protect participants and staff.
- Developed and distributed online learning activities, webinars and videos. We are now developing new online tools to inform the community about environmental matters and provide learning tools for schools.
- The Backyard Habitat Program delivered native plants to 750 homes across the area.

Community Groups, Charities and Not for Profit Agencies

Council staff have been in regular contact with over 50 local groups such as Community Northern Beaches, Not for Profits and Non-Governmental Organisations (NGOs) to understand their needs, identify any gaps in the current service delivery and offer support including:

- Essential supplies of hand sanitiser and face masks, food bank supplies and a financial grants program, volunteer connection etc. (refer to later sections for more detail).
- Support from Bunnings, coordinated by Council staff, has seen 10 local services furnished with goods under the Bunnings Community Giving program.
- Assisting local women's shelters to help them prepare for an increase in demand.
- Assisting Community Northern Beaches by opening Manly Oval for hot showers each week.
- Council's property team have been working with our tenants to provide flexible arrangements. This includes rent free periods for Community Groups e.g. Scouts, Air League etc. (refer to Council Tenant relief section pg.12).
- Community Centres can operate from 13 June and we are offering our regular hirers a month free period until 10 July.

Mental Health and Wellbeing

During this period people may experience feelings of anxiety, fear, distress and concern. Council provided a range of support including:

- A new Mental Health and Wellbeing webpage that includes crisis hotlines and local services to reach out to for support, as well as useful resources and tips to help look after your mental health and wellbeing.
- A free wellbeing webinar series involving a range of local experts sharing tips and information about our local support services.
- Moved Suicide Prevention Gatekeeper training from face to face to online. The first webinar was live streamed from a pop up studio at Glen St Theatre.

Free Food Care Packages

Since the start of March, Council has been facilitating a free food service, receiving a generous donation of fresh produce from Harris Farm and sending it out to local services and charities to distribute.

Our service partner, Community Co-op commenced a non-perishables campaign and over 100 boxes of Care Packages' were distributed in the local community. 100's of gift hampers are now being distributed to local services and needy community members, each week.

Volunteer Connection Service

Council created an online resource to connect volunteers with local organisations needing help to support the spirit of volunteering that grew during this period. Information on volunteer opportunities with other organisations is on our website.

All Council volunteers received a gift of a seedling card for Volunteer Week (w/c 19 May 2020) and contact from their volunteer coordinators.

Hello Neighbour Campaign

Following the global push to keep our community connected, Council adopted a viral campaign that resulted in more than 110 staff offering to walk across the LGA to deliver more than 90,000 cards encouraging people to reach out to help others.

Youth Services

Face-to-face meetings with our youth services shifted online including Youth Advisory Group and GLAM to maintain contact and support.

In addition, a range of workshops for young local bands and musicians that started before the pandemic moved to a streaming format on social media i.e. Online KALOF Performance Workshops and Acoustic live stream shows. Some of the youth connection initiatives included:

- Underproof Youth Music Industry Workshops – four online workshops with over 9500 views
- Live Performance of local young artists on KALOF Facebook
- Online Parent & Student Speakers Night - Dr Michael Carr-Gregg: Schooling From Home & Navigating Family Relationships
- KALOF Socials - music themed posts on Facebook and Instagram promoting young northern beaches bands (album release, live performance, new song release).
- Northern Composure Unplugged - Competition to be held in the next one to two weeks at Glen Street Theatre (with no audience) with the final planned for the end of June.
- Big Ideas Forum – online being planned for July.

Community Grants Program

Council's annual \$310,000 grant program was expanded to additional sectors for 2020/21 who have been hit by the crisis, and the deadline extended until end June. Sectors include:

- Community Development - improving equality, reducing disadvantage and creates stronger and more connected communities.
- Environmental - grants for environmental and sustainability issues in our Council area.
- Creative and Arts - to address outcomes in the Arts & Creativity Strategy with short timeframes including public art commissions planned as part of the Coast Walk and Aboriginal Art and Storytelling project.

In addition, two new Council funded grant schemes have been launched:

- Creative Community Support Grants program, opened on 18 May 2020, with grants up to \$3,000 available for artists and arts organisations. The intention of these grants would be for the digital presentation of works and community programs whilst social distancing measures are in place.
- COVID-19 Community Response Grants program, opened on 26 May is an emergency grant program for community groups to support those affected by the impact of COVID-19 (coronavirus) on the Northern Beaches. Individual grants of \$5,000 to \$15,000 are available to eligible community organisations and charities to address immediate needs within the Northern Beaches community arising from COVID-19.
- Online grant writing workshops and over the phone assistance for applicants is also being provided.

Creative Communities Support

Council staff worked with our local creative communities to address the short-term resilience and long term recovery and sustainability of the Northern Beaches arts and cultural sector including:

- Ongoing communication with our local creative groups and community.
- Updated website to provide a curated list of resources and grant opportunities.
- Ongoing regular updates provided through the Creative News E-newsletter and social media.
- Keeping abreast of, and promoting, relevant broader funding and grant opportunities.
- The North Curl Curl Creative Space Studios remained open to support artists to continue to produce work.
- Active support for the newly formed Northside Aboriginal Artists Program to develop an exhibition and community program.
- Commencement of the 2020 Northern Beaches Art Prize online as 'Postcards from Home'. An exhibition of the postcards on Council's website will take place from late July to September 2020. A short-run of postcard packs of the winners will also be for sale online.

Manly Art Gallery & Museum and Arts and Culture Programs

The Manly Art Gallery & Museum (MAG&M) has developed MAG&M Online and MAG&M Art Windows, while also developing its Instagram and Facebook feeds to better engage the local community in its continuing program of exhibitions. This included a dedicated YouTube playlist featuring videos from exhibitions at the gallery, along with information to support the sector. The website service has been enhanced with films on art and music and learning opportunities.

Essential Council Community Services

Expanded Meals on Wheels Service

Council's staff reassignment program deployed Leisure Centre staff and others to support the delivery of thousands of meals to the most vulnerable people in the community. The service capacity increased from additional grant funding until September 2020.

Online Adolescent and Family Counselling

Council moved its counselling services to online and phone sessions, recognising the importance of the service during this time to our young people and families.

Online training and webinars for Suicide Prevention commenced targeting at risk groups.

Childcare Services

In partnership with the State and Federal Governments, our long day care centres provided free child care from April 6 to July 12. Pre-schools are also providing two days of free service for terms two and three, providing financial relief to families.

To protect children and staff, our centres implemented a new concierge service to greet children and their carers at the front door, and developed a number of online resources including craft, cooking and story time videos.

Family and School Holiday Resources

Along with free child care we also offered free vacation care to support workers in our community.

In addition, digital content was specifically created including environmental workshops, craft sessions and story time to provide families with access to local resources.

Waste, Cleansing and Public Hygiene

Council has increased hygiene protocols at all our public facilities including installation of hand sanitiser and posters and stickers with hand washing instructions as well as additional cleaning services. Increased cleansing of public spaces also continues.

Council has seen an increase in domestic waste with many people working from home. This has resulted in increased waste management costs. Waste services commenced earlier in the day to assist in safe work practices.

There has also been an increase in dumped public waste. This has resulted in more complaints, inspections and disposal at increased cost.

Planning and Development

In order to maintain service levels during COVID-19, Council has worked to facilitate electronic lodgement of development applications ahead of the Governments deadline on 1 July, 80% of all development assessment applications are now online through the NSW Planning Portal.

Whilst we received and determined similar numbers of applications in March, April and May compared to the same period in 2019, we achieved an improvement of nearly 32 days in average processing time.

The planning assessment services have continued to operate successfully with virtual online services including pre-lodgement meetings, Local Planning Panel and Development Determination Panel meetings.

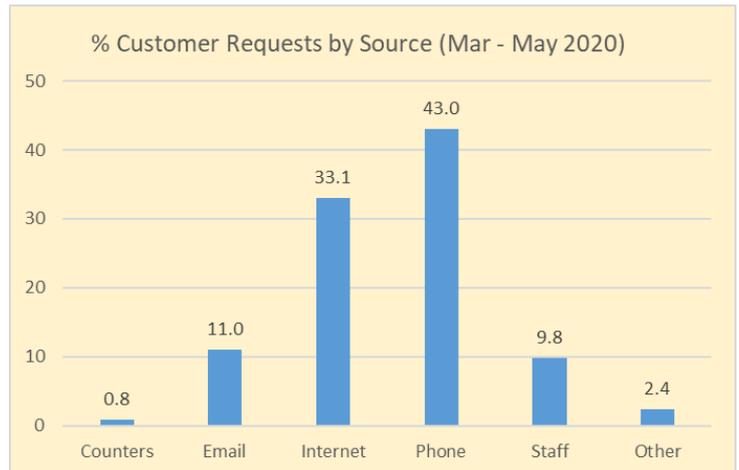
Customer Service

Due to Public Health restrictions customer service centres were closed to the public from 31 March until 1 June, including suspension of the Justice of the Peace (JP) Service. Whilst the service centres were closed, community members were still able to pre-book face to face appointments during this time.

A total of 835 COVID related phone calls were received. These calls varied over time from beach opening status, reporting of breaches, restriction queries, to the Manly COVID testing clinic etc.

The call centre dealt with nearly 43,000 telephone calls, approximately 680 calls per day. This is approximately 20% decrease on the same period last year. However this was offset by an increase in online, email and mail requests, doubling compared to pre-COVID.

The customer service team continued to process nearly 24,000 requests for service, 38% relating to Waste Management. Most of the requests were made by phone (43%) or the online request system (33%).



Hardship and Relief for Ratepayers

Recognising the financial burden through increasing unemployment and the closure of local businesses, Council created a new online application for Hardship Relief to make it easier for residents to apply.

Council has responded to 69 residential requests for relief and 33 commercial requests. Council is also waiving interest payments on deferred payments until January 2021.

Council Budget Impacts

As a business Council has also experienced financial impacts from COVID-19 - these have been reflected in the revised budgets and forecasts. The main services impacted include:

Closed Services: Glen Street Theatre, two aquatic centres, Lakeside Holiday Park, Community Centres, Coastal Environment Centre, Golf Courses and Driving range, Warringah Recreation Centre, Manly Art Gallery and Museum etc.

Reduction in Income: Fines income, Development Assessment, Carparks, Pay and Display, Parking Permits, Engineering income, Hoarding Permits, Road Permits, etc.

Waived Fees: Child care fees, Environment Health Fees, Outdoor Dining and Merchandising fees, Building Inspections, etc.

Reduced Fees: Sports field, beach and park hire, sports fees and rent relief, property leases, regular community centre hirers etc.

Proposed 20/21 Budget Initiatives

In addition, Council recommended a range of measures in its 2020/21 draft Budget and Delivery Program including:

- 50% subsidy in the 2020/21 increase in rates and domestic waste charges providing \$4.3 million in financial assistance to all ratepayers.
- Extension on due date for first 2020/21 rates payment provided to all ratepayers.
- No changes applied to fees until 1 October 2020, saving the community \$655,355.
- Financial hardship support for impacted ratepayers to defer rates payments and waive associated interest on arrears until 1 Jan 2021.

Supporting Our Local Economy

Council realised that with more than 21% of employment on the beaches in retail and food services, the impact of the pandemic would be hard felt by local business operators.

Through the adoption of a Business Support Plan on 24 March, we aimed to ensure local businesses felt supported, were well informed and could access advice and financial support.

Business Support

Key highlights of the initial \$1.2M package are detailed below along with other initiatives and support that has also been provided:

- Fee waivers for up to six months on outdoor dining and footpath merchandise.
- Fee waivers for six months on food and other health on premises and fire safety fees.
- Staff contacted all outdoor dining permit holders to provide advice and offer support.
- More flexible and pragmatic arrangements for supplier deliveries to supermarkets.
- Changes to timed parking to encourage pick up of take-away food.
- Assistance to help businesses connect with customers, including help with social media marketing and 'shop local' initiatives.
- Dedicated online resources and electronic newsletter distribution including 10 Business Newsletters each going out to a database of over 16,000 local businesses.
- Free webinar series: four webinars delivered to 181 businesses on Access to NSW Grants, Food safety for home businesses, Staying Connected with Your Customers, Staying Calm During COVID-19 & Change

- Place coordinator support in town centres including weekly audits of changing business conditions.
- Support for the five local chambers of commerce through weekly online meetings, with Mayor and CEO to discuss coordinated response to businesses.
- Cross promotion of chamber events included in Council newsletters promoting chamber and shop local initiatives including Back Your Local, Shop Local Avalon/Palmy and Shop Small, Now # Newport 2106.
- Provided advice to local food businesses seeking to operate as dark kitchens and take-away businesses.
- Rates and Charges Hardship Policy for eligible small business ratepayers. Letter from the Mayor to the business database promoting support for hardship cases including reference new National Code of Conduct and Council's Hardship Rate Relief form.
- Addressed parking challenges in various town centre locations by installing Click and Collect parking and reviewing parking sites and line marking. So far 27 click and collect parking sites have been installed with more being considered.

Council Tenant and Leasing Support

This targeted support of up to \$2.1 million provides Council tenants experiencing financial hardship with:

- Annual rentals or fees waived, discounted or deferred for up to six months (backdated to commence at 1 April)
- Extension of leases/licenses by six months, where agreements are due to expire within 18 months.

All Council lease and license holders have been contacted by their Property Officer to discuss each situation and offer support and assistance. Support for the following tenants including community and sporting groups is detailed in the table below noting additional discounts and deferrals may be provided where tenants provide supporting financial documentation of continued hardship.

Type	Number Affected	Financial Support
Cafés & Restaurants	30	3 months' rent waiver April - June, July onwards TBA
General Community Groups e.g. Aust Air League, Peninsula Bridge, Scouts	8	3 months' rent waiver April - June, July onwards TBA
Golf	3	Offered all clubs rent deferrals pending COVID impact. Only 3 of 6 leased courses indicated they would be seeking rent deferral or rent relief.
Tennis	16	100% rent relief in April, 50% in May
Manly Warringah Sea Eagles	1	Rent waiver whilst not playing games April - May. 50% rent waiver whilst no spectators allowed
Beach Licences	7	3 months' rent waiver
Lawn Bowls	7	3 month rent waiver - July onwards TBA
Gym, Dance and other similar commercial ventures closed	9	3 months' rent waiver - July onwards TBA
Winter sporting groups	15	Annual rent waiver
Year round sports	6	6 months' rent waiver

Council Back on Board - Towards recovery

Upgrade Work brought forward

During the closure of some services, scheduled works that would have otherwise interrupted the operations have been brought forward, including:

- Warringah Aquatic Centre foyer reconfiguration and other minor renewal works.
- Glen Street Theatre building roof repairs and improvements to air conditioning.
- Manly Art Gallery and Museum work on air conditioning.
- Forty Baskets and Little Manly tidal pools.

Additionally, while we have seen a reduced volume of traffic on our roads, Council has been continuing to work on road repairs including road re-sheeting.

Business to Business Support Hub

Council has established a Business to Business (B2B) Support Hub to tap into local knowledge and help businesses adapt to COVID-19 and join the road to recovery. We are looking for local professionals with different areas of expertise to connect with impacted businesses.

To date 80 registrations have been received across a range of local business support services that could assist COVID-19 impacted businesses.

Local Contractor – Program of work

Council has been exploring opportunities to support local businesses and has developed a program of minor concrete works targeted at smaller local concreting contractors.

The works proposed to be completed under this program include minor concrete repairs and minor renewals to footpaths, kerbs and gutter. It is proposed that a \$500,000 (excl GST) program of works over approximately a three month period from September 2020, be released via an Expression of Interest (EOI) to local concreting contractors.

This initiative is being presented to Council at the June 2020 meeting, where Council approval will be sought for an exemption from the tender requirements of the Local Government Act.

Local Tourism Campaign

Council is working on a tourism campaign to encourage visitors back to the Northern Beaches, following a lift in travel restrictions.

A social media campaign was developed for 1 June including 'welcome back, were open', with daily posts through Hello Manly. Manly Visitor Information Centre reopened on 3 June and is connecting with local tourism operators to see what's open and on offer. A campaign for June long weekend '6 must-do this weekend' was also undertaken. A full winter campaign is also being developed.

Communicating with our Community

Council has supported the community through a range of new and additional digital communication platforms to ensure they are engaged, informed and can have a conversation with us even while some of our doors are closed.

Council Meetings Go Virtual

Northern Beaches held a full virtual council meeting with all councillors participating online. We have now held four virtual council meetings. The community are encouraged to participate by submitting a short written statement online that is read during the meeting by a staff member and also view the meeting as it is streamed live.

Community Catch-ups Online

Through the use of platforms like Teams, Zoom, Google and others, regular meetings are being held with resident groups, local chambers of commerce, community members, sporting associations and many others.

Digital Communications

Never before has the demand for digital communications been so important. Council has responded by creating new and original online resources, video content, digital books, webinars, targeted social posts and more. Since March this year, we have seen a significant increase in all digital communication platforms, including:

<p>Website stats</p> <ul style="list-style-type: none"> • 924,115 sessions (visits) 12% increase on last year • 490,845 users (9% on last year) • 1.9 million page views (7% increase on last year) 	<p>Electronic newsletters</p> <p>79 newsletters, including:</p> <ul style="list-style-type: none"> • Special COVID-19 Updates • Business News • Northern Beaches Weekly News • Creative Arts • Environment • Youth
<p>Social media:</p> <ul style="list-style-type: none"> • Followers gained since March: +4,991 • Facebook: 55,232 • Instagram: 19,836 • Twitter: 7,660 • LinkedIn: 4,379 • Reach: 3,795,521 	

Media Content

Council plays an important role in keeping the community informed and connected. With changes to the way we live and work occurring almost daily, since early March Council produced close to 40 COVID related stories/ news items, 20 media releases, responded to over 60 media enquiries and had 181 mentions in the media.

Signage

We produced and installed 4800 Corflute Signs, 1500 Posters and 2,700 stickers to promote health, safety and social distancing.

Community Engagement

Seeking feedback from the community on projects took a back to basics approach with deadlines for submissions extended, use of video tools, webpage design matching the physical set up of a face to face session, live online Q&A forums and direct online/ phone appointments with the project teams.

There was an overall 70% increase in users of the Your Say site compared to the same period last year. The number were less in March but ramped up in April and May for the Delivery Program and Budget. There was an average of 1000 page views per day during the period.

Three email newsletters were sent to over 21,000 members with an average open rate of 40%. In addition 12 project specific updates were also sent in the period.

Looking After Our Staff

Our 1,800 strong workforce primarily live on the beaches and they and their families have been emotionally, socially and physically impacted by the pandemic. Council supported staff through a range of measures including:

- Enhanced online technology to support 650 staff working from home
- Reassignment program for over 200 staff from closed or impacted services
- Expanded online resources including digital books
- Daily staff updates and video messages, collaboration groups
- Remote Learning from Home program.

We are now preparing plans to return to the office whilst maintain restrictions and staff safety.

Caring For Our People

Council developed the Employee Care and Support Package including resources on the intranet, and an easily accessible digital booklet with information about the Employee Assistance Program (EAP), health and wellbeing, staying connected, financial support and caring for children.

Highlights include:

- Bring it Forward Benefits program allowing access to annual and flex leave in advance.
- Supporting carers / parents of school children through Special COVID Leave.
- Provisions for employees over 70 years of age, Aboriginal and Torres Strait islander and staff in high risk health categories.

Workplace Giving Program

Staff adopted a Workplace Giving program to enable staff with the opportunity to make salary contributions directly to local charity groups.

Staff Wellness Survey

To help Council understand how staff were managing and feeling through this difficult time, we undertook a Wellbeing Survey. The results provided a great insight showing the majority of staff are satisfied with the leadership decisions, workplace changes and communication on COVID-19.

A summary of the results is as follows:

- 71% say they are meeting family/ carers responsibilities while doing their job.
- 90% say they are aware of the changes made at work.
- 80% say workplace changes have been managed well.
- 69% say I am managing my stress.
- 90% say they know where to seek help.
- 91% say they have good communication with their colleagues.

CONSULTATION

Council has been working closely with our community during this time to establish needs, and provide advice and support. As outlined in the report this included:

- Regular meetings and briefings with the five Business Chambers on the Northern Beaches to inform them of the proposed Business Support Plan and to collate ideas and actions for consideration in this report.
- Liaison with key community service providers to develop the Community Care Package. To date, staff have been in contact with a large number of community organisations. These include Community Northern Beaches, Northern Beaches Community Connect, Community Care Northern Beaches, Easylink Transport, Manly Warringah Women's Resource Centre, Northern Beaches Women's Shelter, Mission Australia, Salvation Army, One Meal, The Link Food Care, Grace City Church Community Food Care and the Community Pantry.
- Direct contact with all Council property tenants and leases to assess their needs and provide support.
- Regular contact with community groups, charities, sporting groups to offer support.
- Extensive community communication plan including 79 e-newsletters across a wide range of topics.
- Continuation of Council meetings on line, streamed live.
- Continuation of virtual community committee and strategic reference group meetings.

TIMING

The Business Support Plan and the Community Care Package has been in place since 25 March 2020 and has evolved over time to meet changing community and business needs.

This report summarises the main activities implemented to support the impact of COVID-19 from early March to end May 2020. We have also included support and recovery initiatives that are in plan from June 2020.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcomes of:

- Community and Belonging - Goal 11: Our Community feels safe and supported.
- Vibrant Local Economy - Goal 13: Our businesses are well-connected and thrive in our environment that supports innovation and economic growth.
- Good Governance - Goal 20: Our Council efficiently and effectively responds to, and delivers on, the evolving needs 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

Council endorsed the Business Support and Community Care packages on 24 March and the 2019/20 budgeted income shortfall will be offset by operational savings and deferred Capital expenditure. The details were reported to Council as part of the March Quarterly Review. The impacts on the draft 2020/21 budget have been addressed in the development of the draft budget.

At this time the other actions and initiatives included in the report have been met within current operational budgets.

SOCIAL CONSIDERATIONS

As detailed above in the Community Care Package, there are significant social benefits that have been addressed by implementing this plan. It aims to minimise the risk to the whole community with attention to the most vulnerable members of our community.

Council is currently developing a program to be prepared for social issues that may arise with the removal of the successful JobKeeper Payment scheme in September 2020.

ENVIRONMENTAL CONSIDERATIONS

Council's response to COVID-19 has no specific environmental impact.

GOVERNANCE AND RISK CONSIDERATIONS

The provision of this financial assistance in the Business Support Package presents a potential financial risk however the scale of the risk is considered manageable by Council.

Any other identified risks will be managed according to Council's relevant risk management framework.

Summary of Restrictions and Services impacted by COVID-19

The regulations and health advice has been changing rapidly with restrictions easing over time since May 2020.

18 March	Human biosecurity emergency was declared in Australia Limit of 100 people for indoor gatherings and 500 for outdoor gatherings
19 March	Closure of Glen St Theatre, Manly Art Gallery, Creative Space public access Both Environment Centres, Aboriginal Heritage Office Aquatic Centres, Visitor Information Centre All events over 100, Bushcare, Community Libraries
22 March	NSW Closure of non-essential services
Not closed	Children's Services continued – long day care free as per Government decision
Not closed	Cemeteries – Open – limits on numbers or mourners over time
23 March	All sport activity suspended
25 March	Closure of Libraries, Community Centres, Outdoor fitness groups, Lakeside Caravan Park, skate parks, harbour and rock pools, playgrounds, etc.
27 March	Volunteer Lifeguards finish, Closure of BBQs, Tennis Centres, Mini-Golf,
30 March	NSW COVID restrictions on movements and advice to stay home
30 March	Closure of Outdoor Gyms, Beach closures when limits reached
31 March	Council Customer Service Centres closed
9 April	Commencement of Library 2U service
27 April	Manly & Dee Why Beaches Open
15 May	Commencement of Restrictions Easing All beaches re-open Beach parking conditions return to normal Golf Courses, Driving Range and Mini Golf reopen with restrictions Cafes and Restaurants can open for up to 10 within the clubhouse Outdoor swimming pools, rock pools and estuary pools reopen with restrictions Skate Parks reopen with restrictions Outdoor gyms, playgrounds, public BBQs and seating Sportsgrounds open for training (less than 10)
25 May	Indoor pools reopen with restrictions
27 May	Outdoor personal training commenced – up to 10
29 May	Library 2U finishes
1 June	All Northern Beaches Council operated Libraries. Click and collect re-commences. Mona Vale, Dee Why and Manly Customer Service centres have successfully opened with a concierge style service

	Coastal Environment Centre opens Lakeside Holiday Park -subject to COVID safety Currawong taking holiday bookings
2 June	Manly Art Gallery and Museum Exhibitions – bookings required
3 June	Creative Space (fully open – exhibitions and studios
3rd June	The Visitor Information Centre in Manly (10am-4pm)
13 June	Fitness, gymnasiums, pilates, yoga and dance studios can reopen with up to 10 people for class and 100 people in an indoor venue Community centres, including their recreational facilities can reopen Some indoor recreation facilities including pools and saunas can also reopen with restricted numbers
Mid-June	Kimbriki Eco Garden (Buy Back Centre and Eco-House remain closed)
1 July	Community sport competitions can restart for those aged 18 years and under from 1 July
Still closed	<ul style="list-style-type: none"> • Aboriginal Heritage Office (opening date pending) • Council run volunteer based services (i.e. Bushcare) • Glen Street Theatre • Manly Environment Centre • Community run libraries are still closed • Exchange programs with Brewarrina and Odawara (Japan) • Events - All

During COVID (March – June 2020)	Impact to date	Continuing or new Initiatives from June 2020
<p>Incident Management Team (IMT)</p> <ul style="list-style-type: none"> Operated from 5 March – 9 June 2020 Ensure continued delivery of Council services during pandemic Deployed 9,000 safety and public health signs, posters and stickers Redeployed over 200 staff to provide essential services i.e. Meals on wheels, Promoting social distancing, Library 2U deliveries etc Enabled up to 650 staff to work from home Liaised with Agencies to establish COVID Testing clinic in Manly 	<ul style="list-style-type: none"> Maintain compliance with regulations Community Safety Stakeholder engagement Effective use of staff 	<ul style="list-style-type: none"> Formal IMT closed on 9 June. Ongoing role within business services as restrictions ease Ongoing signage and communication updates Continued liaison with Agencies and implementing restrictions
<p>Communications</p> <ul style="list-style-type: none"> Hello Neighbour Campaign – 110 staff volunteers delivered over 90,000 flyers to all residences 79 e-newsletters to the mailing list of over 163k Updates to website (nearly 925k views) Increase in Social media followers of nearly 5K and a reach of 3.8M Reduced advertising spend (no Manly Daily) Online webinars across a range of subjects and target audiences 	<ul style="list-style-type: none"> Community awareness and education Community safety Savings in advertising Effective use of staff Community Satisfaction – positive emails 	<ul style="list-style-type: none"> Ongoing awareness via e-newsletters and web content Continued Social Media communications Continued online webinars
<p>Community Safety and Compliance</p> <ul style="list-style-type: none"> Additional Ranger patrols enforcing social distancing Police cooperation to high risk areas and beach closures Pragmatic approach and leniency on fines (excluding safety) Reduced time limits on beach parking to promote shorter stays Implemented alcohol free zones to deter gatherings Responded to over 30 COVID specific complaints 	<ul style="list-style-type: none"> Increased community safety and compliance with restrictions 	<ul style="list-style-type: none"> Ongoing service commitment to safety and compliance The implementation of COVID safety plans at venues such as the Libraries, Customer Service, Aquatic Centres etc and continuing as required to meet Public Health Orders
<p>Governance and Engagement</p> <ul style="list-style-type: none"> 4 Virtual live Council meetings Virtual SRG and Panel meetings Online engagement periods extended – 70% increase in Your Say site users. 3 engagement e-news sent to over 21k emails Live online Q&A forums, videos. Phone and video appointments for consultation 	<ul style="list-style-type: none"> Council and Committee meetings continued – first Council to live stream virtual meeting Ongoing project engagement using relevant tools 	<ul style="list-style-type: none"> Continued Council meetings Ongoing project engagement aligned to current restrictions
<p>Libraries:</p> <ul style="list-style-type: none"> All branches closed until 1 June 2020 	<ul style="list-style-type: none"> Continued access to books and resources Improved temporary home delivery 	<ul style="list-style-type: none"> Council resolution to explore night time events and activities in libraries

During COVID (March – June 2020)	Impact to date	Continuing or new Initiatives from June 2020
<ul style="list-style-type: none"> Library 2 u ran in April and 28 May, with 41,475 items borrowed and 18,047 home deliveries 60,175 e-loans during April and May an increase of 52% 25 Online library programs with 2,711 views. 	<ul style="list-style-type: none"> service using redeployed staff Innovative approach to service delivery Community Satisfaction – positive feedback 	<ul style="list-style-type: none"> Click and collect service reinstated Home delivery service for vulnerable people reinstated
<p>Community Services Support</p> <ul style="list-style-type: none"> Regular contact with over 50 local groups and charities to offer support Expanded and new grants program to assist local service in need Meals on wheels extended service from 41 to over 150 per day Online adolescent and family counselling continue online and via phone Free food care packages coordinated with Harris Farm and Community Co-Op. Liaised with Bunnings Community Giving Program to provide support Online volunteer connection service developed All council volunteers received a seed card and thank you during volunteer week Youth Services – online meetings and advisory groups, online music performances and workshops, Parent and student speaker nights, Northern Composure Unplugged Competition brought forward via online platform Community Centres (scheduled to open 13 June) with restrictions Mental Health and Wellbeing program including free webinar series and training Updated web content and links to other key services Contacting all community group tenants to provide assistance, fee free periods and flexible arrangements Arranged hot showers at Manly Oval for Community Northern Beaches 	<ul style="list-style-type: none"> Improved meals on wheels service using redeployed staff Online education programs Grants to assist in local recovery and support 	<ul style="list-style-type: none"> Community Grants program (\$310k) expanded and extended to include sectors: Arts and Creativity, Community Development and Environmental May 2020- Additional funding allocated to New Rapid response grants to deliver funding for local services in need May 2020 – Creative Community Support grants Community Centres to reopen in mid-June with restrictions. <ul style="list-style-type: none"> Regular hirer fee relief planned for first month No annual increase in fees until October
<p>Creative Communities Support</p> <ul style="list-style-type: none"> Regular ongoing communication including updated website content, social media, Creative e-newsletters etc Targeted grant opportunities created and promoted Manly Art Gallery reopened for Exhibitions from 2 June. Online Resources were created and shared. Glen Street Theatre remains closed No Community public events – many held online Online webinars e.g. Aboriginal Heritage Office Reconciliation Week webinar The North Curl Curl Creative Space Studios remained open to support artists to continue to produce work. 	<ul style="list-style-type: none"> No theatre or gallery activities Loss of income Loss of public entertainment and events Ongoing support for local artists via grants 	<ul style="list-style-type: none"> 2020 Northern Beaches Art Prize has commenced online as “Postcards from Home” Youth Online Band Competition Continued virtual events and activities Grant opportunities – see below

During COVID (March – June 2020)	Impact to date	Continuing or new Initiatives from June 2020
<ul style="list-style-type: none"> Actively supporting the newly formed Northside Aboriginal Artists Program to develop an exhibition and community program. 		
<p>Environment</p> <ul style="list-style-type: none"> Environmental Volunteers program suspended Use redeployed staff to maintain bush regeneration activity Community events postponed (school excursions/incursions, solar events, etc) Environment centres closed to public Online learning activities, webinars, videos developed and distributed Backyard Habitat program delivered native plants to 750 homes across LGA 	<ul style="list-style-type: none"> Continued to deliver environmental management services Proactive ongoing stakeholder/community engagement 	<ul style="list-style-type: none"> Restrictions on volunteers programs lifted with conditions to protect participants and staff Development of new online tools to inform community about environmental matters and provide learning tools for schools Staged re-opening of Environment Centres Continued use of virtual meeting tools
<p>Parks and Recreation</p> <ul style="list-style-type: none"> Weekly communication with sport clubs and associations, event organisers, commercial and community groups that use Council's open spaces and facilities. Rent relief for sporting groups and clubs in line with our Tenant Relief approach Personal trainers supported in line with restrictions and fees waived to encourage new trainers Mobile food vehicle restrictions amended and fees waived to encourage new food vehicles. Fees waived for sports facilities not in use Beaches were closed or restricted and significant resources required for monitoring and management. Parks, sportsfields, tracks and trails open with restrictions. Lights on sports fields were managed in line with restrictions. 58 events (commercial/ community) in parks, beaches and sports fields were cancelled / postponed and refunded. Bookings on hold or restricted until December 2020 at this time. Dog off-leash areas open and lighting enabled at LM Graham Reserve off-leash area. Outdoor gyms, BBQs, picnic tables, benches, rock pools, skate parks and playgrounds and other facilities / areas closed or restricted Closure of both Aquatic Centres Markets cancelled except for food markets with restrictions. Staff reassigned to support a range of services; Beach Services, Manly Dam, Stony Range and increased maintenance and mowing 	<ul style="list-style-type: none"> Loss of community access or restricted access to open spaces and venues for sport, recreation, events and commercial activities. Loss of income for Council. Increase in casual use of open spaces. Postponement of the winter sports season. 	<ul style="list-style-type: none"> Continued management of access to all open spaces and facilities to reflect the current Australian and NSW Government COVID-19 restrictions and advice. Aquatic centres operating with restrictions and safety measures in place. Continued evaluation of relief for Sporting groups and hirers of public space. Waiving the fees associated with the use of sports fields and associated lighting and buildings (including netball) for the remaining portion of the winter season

During COVID (March – June 2020)	Impact to date	Continuing or new Initiatives from June 2020
<p>Business Support</p> <ul style="list-style-type: none"> • Outdoor Dining & footpath merchandising – up to 6 month fee waiver • Food & Health Inspection – up to 6 month fee waiver • Flexible arrangements for supplier deliveries • Designated time pick up zones for customers • Support and advice for cafes/ restaurants doing take away • Business assistance with social media marketing and “shop local” initiatives • Dedicated online resources and 10 business newsletters to over 16,000 local businesses • 4 online business webinars delivered to 181 businesses • Place coordinator support in local centres including weekly audits of changing business conditions • Weekly meetings with the local Chambers of Commerce • Increased construction hours • Additional free licences for food vans to operate • Streamline application and fee waiver for new footpath merchandise approvals • Advice to local food businesses operating from home or new take away businesses • Rates and Charges Hardship Policy for eligible small business ratepayers • Addressed parking challenges in town centres and installed 27 Click and Collect areas • Established B2B hub to connect impacted businesses with local expertise • Council tenant support: <ul style="list-style-type: none"> ○ Targeted rent relief for Council tenants experiencing hardship ○ Extension of leases/ licences due to expire ○ Property team called all tenants to offer assistance. # rental waivers i.e. Tennis Clubs, Bowling Clubs, Sports fields / lighting (when not in use) surf clubs, sports clubs, Community Kindergartens, etc • Visitor Information Centre reopened June 2020 and social media campaign to attract intra-state visitors 	<ul style="list-style-type: none"> • Loss of income from Commercial rent, Licence fees, Inspection fees, outdoor dining fees etc • Increased business support and promotion via Chambers, emails, webinars • Increased services – construction hours, pick up zones, take away provisions • Financial rent relief to Council commercial tenants experiencing hardship 	<ul style="list-style-type: none"> • Ongoing Chamber support and direct communications • Web content support and communication • Local Contractor Work Program – identification of a program of capital works in progress • Business to Business Support Hub • Ongoing webinars and support • Ongoing work with Chambers to identify new ideas • Local Tourism Campaign
<p>Children’s Services</p> <ul style="list-style-type: none"> • Long day care, pre-school and family day care continued with additional safety measures free of charge from 6 April. • Pre-Schools also provided 2 days of free service 	<ul style="list-style-type: none"> • Reduction in income • Continued service to ensure people could attend work 	<ul style="list-style-type: none"> • Free long day care, family day care and vacation care subsidy ends 12 July 2020 • Pre-schools providing 2 days free service until 25 September

During COVID (March – June 2020)	Impact to date	Continuing or new Initiatives from June 2020
<ul style="list-style-type: none"> Vacation care continued with fee free places and digital content was created for families at home Concierge service implemented to improve safety for staff and community 		
<p>Waste and Cleansing</p> <ul style="list-style-type: none"> Extra cleaning of public spaces, facilities and council properties Hand sanitisers and posters in public amenities Domestic Waste increased since working from home Increase in dumped waste Earlier collection times to ensure staff safety 	<ul style="list-style-type: none"> Increased cost of waste disposal Increased cleansing service Increased resources to inspect and manage dumped waste 	<ul style="list-style-type: none"> Continue waste service as normal Continue additional cleaning of public spaces and facilities
<p>Planning and Development</p> <ul style="list-style-type: none"> Facilitated electronic lodgement of development applications ahead of Government deadline on 1 July 80% of Development Assessment applications now received online via the NSW Planning Portal We received similar numbers of applications as the same period last year and determined a similar number of applications, with a reduction of 28% in average processing time Services continued to operate via virtual online services including pre-lodgement meetings, Local Planning Panel and Development Determination Panel meetings 	<ul style="list-style-type: none"> Maintained development approvals process and reduced average approval time Continued meetings using technology and virtual tools 	<ul style="list-style-type: none"> Ongoing support and advice in line with relevant restrictions
<p>Customer Service</p> <ul style="list-style-type: none"> Front counters closed until 1 June 2020 and face to face by appointment Nearly 43k calls over the 3 months period since March. Over 830 COVID related calls taken from March to May 2020. Nearly 24k customer requests – main types were Garbage and Recycling, Roads and Footpaths, Trees, Dumped waste and parking enforcement 43% of requests were made by phone, 33% online and 11% by email Justice of the Peace service still on hold 	<ul style="list-style-type: none"> Maintain customer service response to customer requests and queries Booked appointments available 	<ul style="list-style-type: none"> Dee Why, Manly & Mona Vale service centres opened 1 June Continue telephone and online service New online appointment booking system to save customers queuing up Concierge service to greet and triage customers and fulfil COVID requirements for social distancing
<p>Rates, Income reductions – fees & fines</p> <ul style="list-style-type: none"> Online application process for Hardship Relief for Ratepayers experiencing hardship Other Income reduction in areas such as Busking, film permits, parking stations, pay and display, fines, markets, sports fees etc 	<ul style="list-style-type: none"> Reduction in income Targeted support to people in need 	<ul style="list-style-type: none"> Rate hardship relief Budget proposed: <ul style="list-style-type: none"> Delayed payments until September 2020 Rate subsidy for 6 months No fee increases until October 2020

During COVID (March – June 2020)	Impact to date	Continuing or new Initiatives from June 2020
<p>Staff</p> <ul style="list-style-type: none"> • Over 200 redeployed staff to other services of council • Over 650 staff working from home • Special leave provisions • Wellbeing survey and support 	<ul style="list-style-type: none"> • Maintain staff wellbeing and safety • Effective use of staff resources • Reduction in recruitment and staff costs • Voluntary charity contributions • Councillor contributions 	<ul style="list-style-type: none"> • Effective use of staff to support COVID response • Staff support and wellbeing

ITEM 8.2	RESPONSE TO NOTICE OF MOTION 04/2020 – MOVIES AT LIONEL WATTS RESERVE
REPORTING MANAGER	EXECUTIVE MANAGER COMMUNITY ENGAGEMENT AND COMMUNICATIONS
TRIM FILE REF	2020/189544
ATTACHMENTS	NIL

SUMMARY

PURPOSE

To seek Council's consideration and endorsement for the recommendation to proceed with a program of summer time movies to be held outdoors across the LGA including Lionel Watts Reserve, which will be freely open to the community. Additionally, the report is seeking Council's endorsement to collaborate with a commercial outdoor cinema operator to run a separate ticketed event.

EXECUTIVE SUMMARY

Council has been receiving requests from outdoor commercial cinema operators for many years. There have been issues and risks associated with them including, location availability, cost and perceived conflicts with local cinema operators.

Council has trialed the open air cinema concept in a number of locations including Village Park, Mona Vale, Lionel Watts Reserve and Brookvale Oval. These events rated very highly with survey respondents at the events with 100% of the 184 respondents who were at the Mona Vale event, saying they would consider attending other Northern Beaches Council open air cinema events in the future.

Building on the popularity of these events, it is recommended that Council consider running both a series of free open air cinema events at various locations across the LGA including Lionel Watts and that staff collaborate with a commercial outdoor cinema operator to run a separate ticketed event that offers a different cinema experience on the Northern Beaches.

RECOMMENDATION OF CHIEF EXECUTIVE OFFICER

That Council:

1. Organise three outdoor cinema events in the following locations, subject to the NSW Government's Public Health (COVID-19 Restrictions on Gathering and Movement) Orders:
 - A. One night free event at Dunbar Park, Avalon (September 2020).
 - B. One night free event at Lionel Watts Reserve (first week in January 2021).
 - C. One night free event at Brookvale Oval, Brookvale (summer 2021).
 2. Staff negotiate a commercial partnership to deliver a ticketed open air cinema series at a suitable location in the LGA, subject to availability and approval through Parks and Reserves and subject to the NSW Government's Public Health (COVID-19 Restrictions on Gathering and Movement) Orders.
-

REPORT

BACKGROUND

At its Meeting 25 February 2020, Council resolved that staff 'investigate and report back within three months on the instigation in December / January 2020/21 of a program of summer time movies to be held outdoors, which will be freely open to the community. It is anticipated this would be ideally situated in community areas/sports fields; initially, and in particular, at Lionel Watts recreation area, Frenchs Forest.'

Prior to this, Council's Events team trialed open air cinemas at a few locations as this type of activation was a key outcome of the Council endorsed Events Strategy 2018-2023. The pilot programs included the following events:

Pilot #1 'Spring into Mona Vale' was a shop local campaign and an open air cinema was included as part of the events program. The Greatest Showman was screened free with almost 4,000 registered families and close to 2,000 people attending on the night.

The event survey feedback showed 94% of the 184 respondents were very satisfied with the overall event. When asked the question would you consider attending other Northern Beaches Council Open Air Cinema events in the future, 100% said yes.

Pilot #2 Brookvale Oval Open air cinema offered a large, fenced area with an existing LED screen, therefore saving money on infrastructure costs such as hiring / building a screen and erecting fencing. The event was held in January 2020 and Aladdin (2019) was screened free. This time 8,000 people registered to attend and more than 4,000 people came on the night.

The survey results showed 85% of respondents were satisfied or very satisfied with the overall event experience. However sound issues may have affected the overall experience.

Pilot #3 The Picnic in the Park event was held as part of the grand opening of Lionel Watts Reserve. The open air cinema was one of the activities hosted on Sunday 1 December 2019. This location is often requested by third-party operators for open air cinema events.

The park is a major asset to the Northern Beaches community and presents several challenges to operating events due to the lack of availability. It is in high demand for use year round by over eight local sporting associations, including:

- Wakehurst Cricket Club
- Manly Warringah Softball Association
- Wakehurst Football Club (Summer soccer as well as winter)
- Belrose Eagles Junior Rugby League Football Club (Summer Touch Comp)
- Wakehurst Little Athletics
- Belrose Eagles Junior Rugby League Football Club
- Forest Lions Junior AFL
- Wakehurst Netball Club.

Challenges at Lionel Watts

Currently, there is only one week available in the summer period. Sporting groups would need to be displaced if Council were to hold this event for more than one night.

In addition, the reserve needs to be protected for these sporting groups, meaning large trucks cannot be driven onto the reserve. This will affect bump-in and bump-out of large event equipment.

The Plan of Management for this area does not allow noise after 10pm, restricting event build and dismantle times. It also restricts times that amplified noise can be made, such as a movie.

The space is a shared space with a large number of activities, such as dogs and their walkers in the dog park, children in playground, and children and adults in the skate-park.

The Events Team has been in discussion with two commercial operators who were interested in submitting a proposal to hold a ticketed open air cinema on the Northern Beaches and were interested in applying through the Council's grants program. However, the Event Grants and Sponsorship Program is not funded for 2020/21.

Options for consideration

There a number of options Council can consider moving forward with:

Option one: Three free Northern Beaches Council presented open air cinemas at the following locations:

- A. Dunbar Park, Avalon (September 2020).
- B. Lionel Watts Reserve (first week in January 2021).
- C. Brookvale Oval, Brookvale (summer 2021).

These events will be free, open to audiences of 2,000 – 5,000. Attendees will be encouraged to bring their own picnic.

Estimated cost to Council for the free open air cinemas to run for one night only at three locations is approximately \$100,000 in total (approx. \$33,000 per site). This includes all operational costs including marketing, staffing, infrastructure, licensing etc.

And/ or

Option two: One commercially operated (ticketed event) open air cinema.

This will be a bespoke ticketed event for a maximum of 800 attendees. Operators can provide optional extras, such as VIP comfort seating, food and beverage service. The recommended location is Lakeside Park, Narrabeen or James Meehan Reserve, Dee Why.

There are two partnership models to consider:

1. Charge operator full fee costs for venue hire of Lakeside Park approximately \$18,000
OR
2. Enter into a partnership with a commercial operator to co-fund the event, benefiting Council with marketing and promotional recognition. This may involve waving venue fee hire and providing joint marketing and promotion support. The cost to Council would be approximately \$18,000 in fee waivers, plus costs for waste management, marketing and promotion, valued at \$10,000. The total value of costs to Council is \$28,000.

CONSULTATION

Discussions have taken place with Parks and Recreation to ascertain the availability of green space and sporting fields in the LGA along with the plan of management for Lionel Watts Reserve, Frenchs Forest.

Meetings with two external commercial operators of open air cinemas have been undertaken to assess their ability to deliver an event within the LGA.

TIMING

The planning for an open air cinema would require approximately three months.

The delivery of pop-up outdoor cinemas would require a minimum of 6-8 weeks.

The delivery of any of these events is dependent upon the NSW Government's Orders pertaining to social distancing.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcome of:

- Community and Belonging - Goal 10: Our community is stimulated through a diverse range of cultural, creative activities and events.

This further relates to the Northern Beaches Events Strategy 2018 – 2023 Community Priorities of:

1. Focus on innovative, exciting and vibrant events that add value to our Northern Beaches lifestyle.
2. Spread events across the Northern Beaches to connect, welcome and be inclusive.
3. Boost the local economy through events.

FINANCIAL CONSIDERATIONS

The Council run, free open air cinema events are not currently specifically funded within the existing Events budget 2020/21. However, there is budget for place-based activations/ events that could be utilised to fund the outdoor cinema event concepts and a partnership with a commercial operator to run a ticketed event.

The estimated cost to Council for Option One, for the free open air cinemas to run for one night only at three locations at different times of the year is approximately \$100,000 in total (\$33,000 for LED screens per night at each location). This includes all operational costs including marketing, staffing, infrastructure, licensing etc.

The table below shows the anticipated cost to operate a free outdoor cinema based on number of nights the event runs, and the type of screen used:

Nights	LED Screen	Inflatable Screen
One	\$33,000	\$22,000
Three	\$57,000	\$51,000
Seven	\$109,000	\$105,000

The recommendation is that Council also enters into a partnership with a commercial operator to run a ticketed open air cinema at a cost estimated to be valued at \$28,000, including fee waiver and marketing support.

The total cost to Council to run both the free open air cinema events and a Council sponsored ticketed event is estimated to cost Council \$128,000 (including \$18,000 in fee waivers).

SOCIAL CONSIDERATIONS

The event/s will have an impact on local residents via increased local traffic and noise. Council will notify residents of the event and encourage them to attend and enjoy with their neighbourhood friends. The social benefits will deliver an increased sense of connection between people and local places.

ENVIRONMENTAL CONSIDERATIONS

Consideration of noise restrictions on residential areas will need to be factored into planning the events. This may also be dictated through the relevant Plan of Management for each location chosen. To mitigate noise impacts either an LED screen would need to be used or a silent cinema with head phones utilised.

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

GOVERNANCE AND RISK CONSIDERATIONS

A full risk assessment for the events would be completed including WHS and waste management guidelines.

Movie licensing would be undertaken. This is by registering the event with the local movie distributor and paying the fee for the type of event it is. Free community events have a lower licensing fee than a commercial ticketed event.

The events will be subject to the NSW Government's Public Health (COVID-19 Restrictions on Gathering and Movement) Orders, should any such restrictions be in place at the time the events are scheduled to take place.

ITEM 8.3	NORTHERN BEACHES COUNCIL DISCRETIONARY FUND - QUARTERLY REPORT
REPORTING MANAGER	CHIEF EXECUTIVE OFFICER
TRIM FILE REF	2020/338714
ATTACHMENTS	NIL

SUMMARY

PURPOSE

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

EXECUTIVE SUMMARY

The Northern Beaches Council Discretionary Fund provides the opportunity for Councillors to put forward requests from individuals and community organisations for financial assistance towards initiatives and services which yield a community benefit. Payments made for the period 25 March 2020 to 23 June 2020 totalling \$2048.14 include:

Recipient	Description	Allocation
Resident	Assistance provided through additional Waste Service due to medical reasons	309.29
Computer Pals – Northern Beaches – Narrabeen	Yearly subscription to Zoom to providing online learning to members during the closure of the community centres due to COVID-19	230.89
Avalon Computer Pals	Yearly subscription to Zoom to providing online learning to members during the closure of the community centres due to COVID-19 (includes 12 months subscription and reimbursement for payment made for a 2 month subscription)	277.07
Manly Computer Pals	Yearly subscription to Zoom to providing online learning to members during the closure of the community centres due to COVID-19	230.89
Australian Tibetan Community	Assistance with the cost of hosting a two day Unity event to be held on the Northern Beaches – day to be rescheduled as event postponed due to COVID-19	1,000.00

RECOMMENDATION OF CHIEF EXECUTIVE OFFICER

That Council note payments totalling \$2048.14 have been allocated by the Northern Beaches Council Discretionary Fund for the period 25 March 2020 to 23 June 2020.

REPORT

BACKGROUND

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

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

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

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

The next report to Council will be presented at the ordinary Council meeting of 28 July 2020.

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:

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

FINANCIAL CONSIDERATIONS

The funds allocated are provided within the existing annual budget of \$30,000 for the Northern Beaches Discretionary Fund. No funding will be provided outside of the allocated budget in each financial year.

SOCIAL CONSIDERATIONS

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

ENVIRONMENTAL CONSIDERATIONS

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

GOVERNANCE AND RISK CONSIDERATIONS

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

9.0 CORPORATE AND LEGAL DIVISION REPORTS

ITEM 9.1	MONTHLY INVESTMENT REPORT - MAY 2020
REPORTING MANAGER	CHIEF FINANCIAL OFFICER
TRIM FILE REF	2020/335985
ATTACHMENTS	NIL

SUMMARY

PURPOSE

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

EXECUTIVE SUMMARY

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

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

The Investment Report shows that Council has total cash and investments of \$168,080,277 comprising:

- Trading Accounts \$5,982,572
- Investments \$162,097,705

Performance over the period from 1 July 2019 to date was strong having exceeded the benchmark: 1.99%pa vs. 1.48%pa.

Certification – Responsible Accounting Officer

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

RECOMMENDATION OF DIRECTOR CORPORATE AND LEGAL

That Council receives and notes the Investment Report as at 31 May 2020, including the certification by the Responsible Accounting Officer.

REPORT

BACKGROUND

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

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

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 2019 to date was \$3,656,697 compared to budgeted income of \$4,892,910, a negative variance of \$1,236,213.

SOCIAL CONSIDERATIONS

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

ENVIRONMENTAL CONSIDERATIONS

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

GOVERNANCE AND RISK CONSIDERATIONS

Council's Investment Policy and Strategy were reviewed in August 2019 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*".

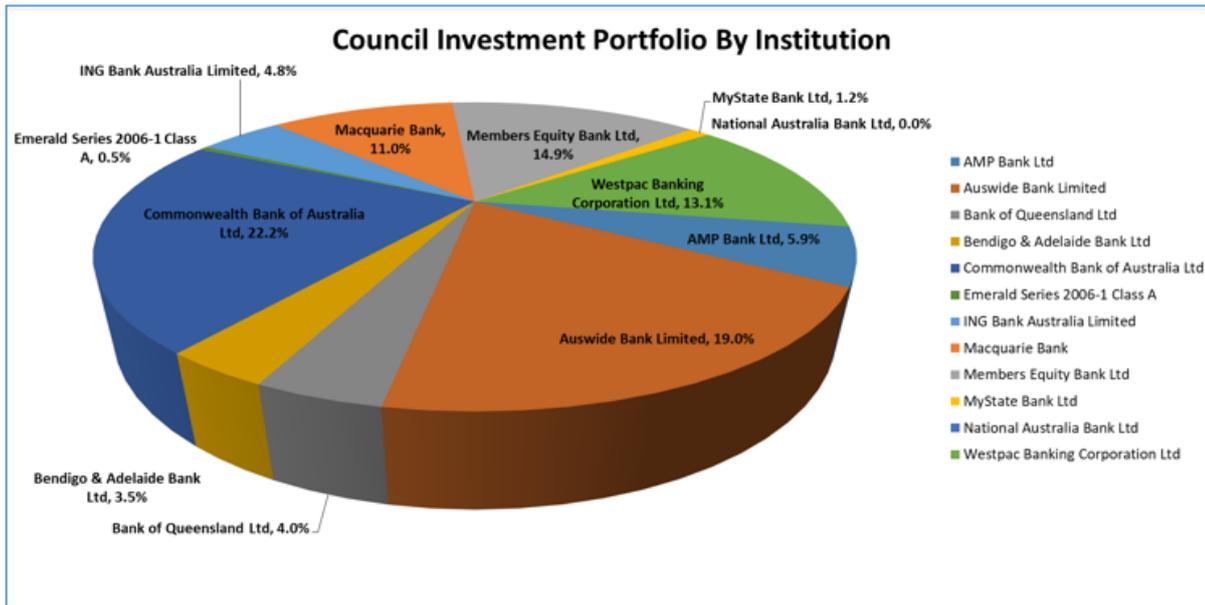
The Investment Policy was reviewed by the Audit, Risk and Improvement Committee at their meeting in December 2019, and no change to the Policy was required following that review.

INVESTMENT BALANCES

INVESTMENT BALANCES				
As at 31-May-2020				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Trading Accounts				
Commonwealth Bank of Australia Ltd	A1+	4,128,421		0.30%
National Australia Bank Ltd	A1+	<u>14,486</u>		0.00%
		4,142,906		
At Call Accounts				
Commonwealth Bank of Australia Ltd	A1+	<u>10,873,121</u>	At Call	0.60%
		10,873,121		
Mortgage Backed Securities				
Emerald Series 2006-1 Class A	AAA	<u>778,820</u>	22-Aug-22	0.54%
		778,820		
Term Deposits				
Bank of Queensland Ltd	A2	2,000,000	02-Jun-20	1.65%
Members Equity Bank Ltd	A2	3,000,000	04-Jun-20	1.60%
Members Equity Bank Ltd	A2	2,000,000	09-Jun-20	1.60%
MyState Bank Ltd	A2	2,000,000	11-Jun-20	1.65%
Members Equity Bank Ltd	A2	2,000,000	16-Jun-20	1.60%
Westpac Banking Corporation Ltd	A1+	4,000,000	23-Jun-20	2.50%
Members Equity Bank Ltd	A2	1,000,000	23-Jun-20	1.60%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	23-Jun-20	1.60%
Members Equity Bank Ltd	A2	2,000,000	25-Jun-20	1.60%
Macquarie Bank	A1	2,000,000	29-Jun-20	1.75%
Westpac Banking Corporation Ltd	A1+	2,000,000	02-Jul-20	1.70%
Westpac Banking Corporation Ltd	A1+	3,000,000	02-Jul-20	2.50%
Macquarie Bank	A1	2,000,000	07-Jul-20	1.75%
Auswide Bank Limited	A2	2,000,000	07-Jul-20	1.65%
Members Equity Bank Ltd	A2	1,000,000	07-Jul-20	1.60%
Westpac Banking Corporation Ltd	A1+	3,000,000	10-Jul-20	2.55%
AMP Bank Ltd	A2	2,000,000	14-Jul-20	1.20%
AMP Bank Ltd	A2	2,000,000	14-Jul-20	1.20%
Bank of Queensland Ltd	A2	2,000,000	16-Jul-20	1.65%
Westpac Banking Corporation Ltd	A1+	3,000,000	24-Jul-20	2.25%
Westpac Banking Corporation Ltd	A1+	2,000,000	04-Aug-20	1.70%
Auswide Bank Limited	A2	2,000,000	04-Aug-20	1.65%
Macquarie Bank	A1	2,000,000	06-Aug-20	1.70%
Auswide Bank Limited	A2	2,000,000	11-Aug-20	1.72%
Macquarie Bank	A1	2,000,000	13-Aug-20	1.70%
AMP Bank Ltd	A2	2,000,000	18-Aug-20	1.65%
Members Equity Bank Ltd	A2	4,000,000	20-Aug-20	1.25%
Bank of Queensland Ltd	A2	1,000,000	20-Aug-20	1.60%
Members Equity Bank Ltd	A2	2,000,000	27-Aug-20	1.15%
Auswide Bank Limited	A2	2,500,000	27-Aug-20	1.65%
ING Bank Australia Limited	A1	2,000,000	27-Aug-20	1.65%
Macquarie Bank	A1	3,000,000	01-Sep-20	1.70%
Westpac Banking Corporation Ltd	A1+	2,000,000	03-Sep-20	1.70%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	08-Sep-20	1.60%
AMP Bank Ltd	A2	1,500,000	15-Sep-20	1.70%
Macquarie Bank	A1	2,000,000	15-Sep-20	1.65%
Macquarie Bank	A1	3,000,000	17-Sep-20	1.70%

INVESTMENT BALANCES				
As at 31-May-2020				
INSTITUTION	RATING	AMOUNT \$	MATURITY DATE	INTEREST RATE
Term Deposits (continued)				
Members Equity Bank Ltd	A2	2,000,000	17-Sep-20	1.60%
Members Equity Bank Ltd	A2	3,000,000	22-Sep-20	1.15%
Members Equity Bank Ltd	A2	3,000,000	24-Sep-20	1.15%
ING Bank Australia Limited	A1	2,000,000	22-Oct-20	1.60%
Auswide Bank Limited	A2	2,000,000	10-Nov-20	1.60%
Auswide Bank Limited	A2	2,000,000	12-Nov-20	1.72%
AMP Bank Ltd	A2	900,000	19-Nov-20	1.65%
Auswide Bank Limited	A2	2,000,000	24-Nov-20	1.70%
Auswide Bank Limited	A2	2,000,000	26-Nov-20	1.70%
Auswide Bank Limited	A2	2,000,000	03-Dec-20	1.65%
Auswide Bank Limited	A2	3,000,000	05-Jan-21	1.65%
ING Bank Australia Limited	A1	2,000,000	14-Jan-21	1.65%
ING Bank Australia Limited	A1	2,000,000	19-Jan-21	1.65%
Auswide Bank Limited	A2	1,000,000	04-Feb-21	1.65%
Auswide Bank Limited	A2	2,000,000	11-Feb-21	1.72%
Auswide Bank Limited	A2	2,500,000	23-Feb-21	1.65%
Auswide Bank Limited	A2	2,000,000	25-Feb-21	1.65%
		116,400,000		
Kimbriki Environmental Enterprises Pty Ltd				
Trading Accounts				
Commonwealth Bank of Australia Ltd	A1+	1,839,665		0.00%
		1,839,665		
At Call Accounts				
Commonwealth Bank of Australia Ltd	A1+	639,290	At Call	0.10%
Commonwealth Bank of Australia Ltd	A1+	1,008,712	At Call	0.20%
		1,648,002		
Term Deposits				
Commonwealth Bank of Australia Ltd	A1+	1,000,000	26-Jun-20	1.43%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	29-Jun-20	1.44%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	13-Jul-20	1.44%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	28-Aug-20	0.92%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	24-Sep-20	0.71%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	24-Oct-20	0.75%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	16-Nov-20	0.74%
Commonwealth Bank of Australia Ltd	A1+	9,897,762	24-Nov-20	0.75%
		18,897,762		
Stronger Communities Fund				
Term Deposits				
AMP Bank Ltd	A2	1,500,000	18-Jun-20	1.80%
		1,500,000		
Stronger Communities Fund Round 2				
Term Deposits				
Westpac Banking Corporation Ltd	A1+	1,000,000	18-Jun-20	1.78%
Bank of Queensland Ltd	A2	1,700,000	14-Jul-20	1.65%
Westpac Banking Corporation Ltd	A1+	2,000,000	17-Jul-20	2.25%
Bendigo & Adelaide Bank Ltd	A2	1,800,000	21-Jul-20	1.60%
Auswide Bank Limited	A2	1,000,000	06-Aug-20	1.72%
Auswide Bank Limited	A2	2,000,000	25-Aug-20	1.65%
Macquarie Bank	A1	2,500,000	10-Sep-20	1.70%
		12,000,000		
Total Cash and Investments		168,080,277		

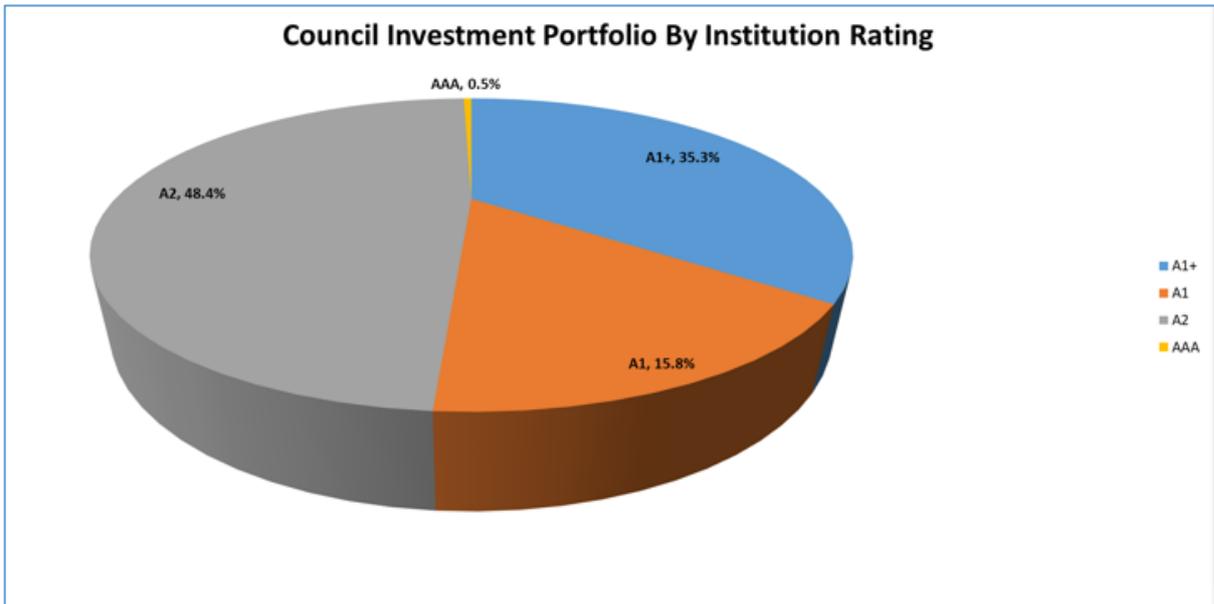
PORTFOLIO ANALYSIS



Institutional Credit Framework – Compliance with Investment Policy Requirements

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

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



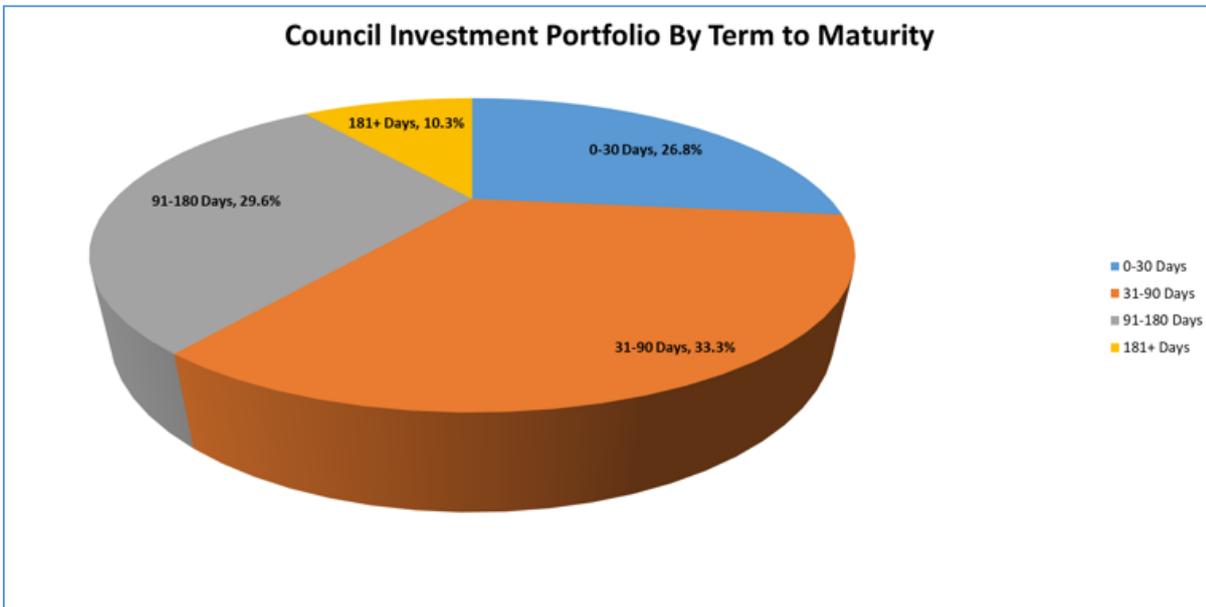
Overall Portfolio Credit Framework – Compliance with Investment Policy Requirements

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

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

* Or Moody's / Fitch equivalents

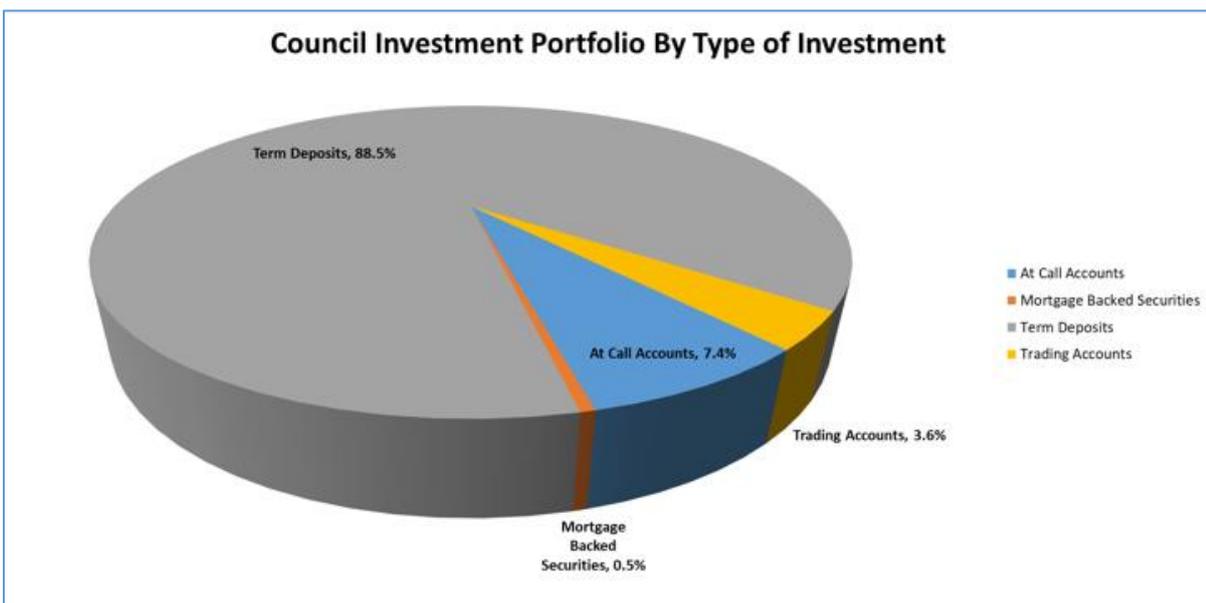
** Unrated Category is restricted to eligible managed funds such as the NSW Treasury Corporation Hour Glass Facilities



Term to Maturity Framework – Compliance with Investment Policy Requirements

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

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

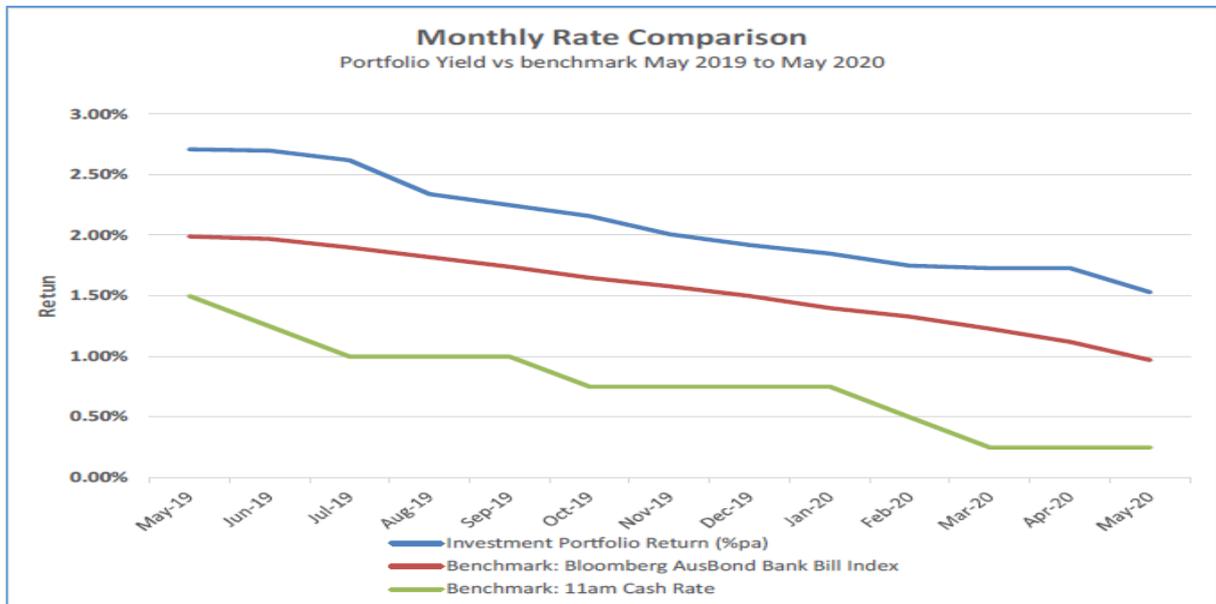


INVESTMENT PERFORMANCE VS. BENCHMARK

	Investment Portfolio Return (%pa)*	Benchmark: Bloomberg AusBond Bank Bill Index	Benchmark: 11am Cash Rate **
1 Month	1.53%	0.97%	0.25%
3 Months	1.66%	1.11%	0.25%
6 Months	1.75%	1.26%	0.46%
FYTD	1.99%	1.48%	0.66%
12 Months	2.05%	1.52%	0.71%

* Excludes trading account balances

** This benchmark relates to Cash Fund holdings

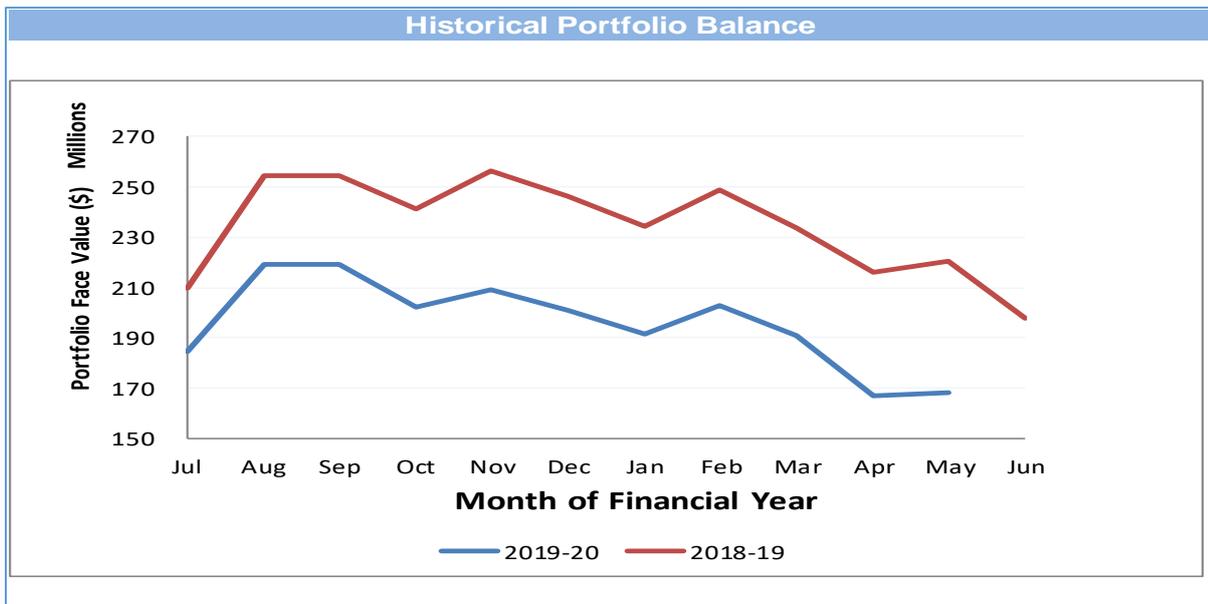


MONTHLY INVESTMENT INCOME* VS. BUDGET

	May 2020 \$	Year to Date \$
Investment Income	214,584	3,630,870
Adjustment for Fair Value	14,411	25,827
Total Investment Income	228,995	3,656,697
Budgeted Income	355,000	4,892,910

*Includes all cash and investment holdings

Historical Portfolio Balance		
	2019-20	2018-19
Jul	184,317,848	209,605,515
Aug	219,369,559	254,510,268
Sep	219,459,189	254,769,836
Oct	201,971,383	240,996,644
Nov	209,221,468	256,137,875
Dec	200,959,271	246,453,069
Jan	191,226,461	234,499,949
Feb	202,672,569	249,011,046
Mar	190,792,653	233,537,191
Apr	166,981,616	215,948,342
May	168,080,277	220,652,093
Jun		198,030,610
Average Portfolio Balance	195,913,845	234,512,703



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 not exceed monthly budget.

Investment Policy Compliance

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

ECONOMIC NOTES

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

The deepest part of the COVID-19 global recession occurred probably in April. It was in April that US, Europe and Australia recorded their weakest monthly economic readings at the same time as government and central bank support measures aimed at combatting the negative impact on economic activity of restrictions aimed at containing the spread of COVID -19 were starting to kick in. In April, governments in the US, Europe and Australia were also beginning to ponder what restrictions could start to be lifted in May and June. China was at a similar stage two months earlier back in February when it suffered its worst monthly economic reports.

US business and household surveys conducted for May so far, although still weak, are better than in April. The May National Association of Homebuilders' index rose to 37 from 30 in April; the preliminary May manufacturing purchasing managers' index (PMI) rose to 39.8 in May from 36.1 in April; and the services sector PMI rose to 36.9 from 26.7 in April. The high COVID -19 infection and mortality rate in the United States declined sharply through May and restrictions have started to ease in most US States. It is highly likely that US economic activity will quicken noticeably in June and July, albeit off a very low April/May base. During May, the US Federal Reserve reiterated concern about the weakness of economic activity and its willingness to expand its balance sheet and buy assets to reduce the risk of economic weakness triggering a financial crisis. The Fed remains reluctant to consider deploying negative interest rates that risk doing more harm than good to the banking sector. The US Federal Funds rate at 0-25 basis point range is unlikely to change over coming months but is anchoring US interest rates at a low enough level to reinforce other factors promoting the rebound of the US economy from the April/May low point.

In China, the economy showed signs of improvement in April economic readings from its February/March low point. Industrial production rose 3.9% year-on-year in April from -1.1% year-on-year in March. Fixed asset investment spending and retail sales were both less weak. The COVID -19 infection rate reduced to minimal through May and the authorities have encouraged a rapid re-opening of businesses although retail spending is proving slower to revive than the authorities would like. The May National Congress meeting focused on initiatives to boost both investment spending and retail spending. The flow-on benefits of stronger Chinese economic activity to Australia through its major trading partner status may be limited by the less resource intensive nature of this round of spending initiatives as well as signs of deterioration in the trading relationship between Australia and China.

In Europe, preliminary Quarter 1 GDP fell by 3.8% quarter-on-quarter and by 3.2% year-on-year. April is likely to prove the weakest point for economic activity in Europe. Even in the countries that were worst affected by COVID -19 such as the United Kingdom, Italy, Spain and France, the infection rates and mortality rates were declining in May and restrictions were starting to be lifted. While Quarter 2 GDP is likely to fall at least as much again as occurred in Quarter 1, a rebound is likely in Quarter 3.

In Australia, Quarter 1 GDP will be released the first Wednesday in June and is likely to be close to flat, or even show some growth. Several March readings were quirkily strong. March retail sales rose 8.5% month-on-month, its biggest monthly gain primed by panic supermarket purchases. More importantly Quarter 1 real retail sales rose by 0.7% quarter-on-quarter. International trade was also unusually strong in March with exports up 15% month-on-month and imports down 4% month-on-month producing a record monthly trade surplus of \$A10.6 billion up from \$A4.4 billion in February. Net exports are likely to contribute strongly to Quarter 1 GDP. Quarter 2 GDP, however, will fall sharply. The preliminary reading of April retail sales released last week showed a record monthly fall of 17.9% month-on-month. Even with basing retail sales in May and some recovery in June household consumption spending will detract considerably from Quarter 2 GDP growth. Another detraction will come from net exports in Quarter 2. The 15% lift in March exports will inevitably give way to poorer results in April and May especially with mounting friction in the Australian/Chinese international trade relationship.

ITEM 9.2	OUTCOME OF EXHIBITION AND ADOPTION OF DELIVERY PROGRAM 2020-2024 AND OPERATIONAL PLAN 2020/21
REPORTING MANAGER	EXECUTIVE MANAGER FINANCIAL PLANNING AND SYSTEMS EXECUTIVE MANAGER STRATEGY AND PERFORMANCE
TRIM FILE REF	2020/226524
ATTACHMENTS	<ol style="list-style-type: none">1 ⇒Community and Stakeholder Engagement Report (Will be provided as soon as it is available)2 ⇒Revised Delivery Program 2020-2024, Operational Plan and Budget 2020/21 (Will be provided as soon as it is available)3 ⇒Proposed changes to the Delivery Program, Operational Plan and Budget (Will be provided as soon as it is available)4 ⇒Revised Fees and Charges 2020/21 - 1 July to 30 September 2020 (Will be provided as soon as it is available)5 ⇒Revised Fees and Charges- 1 October 2020 to 30 June 2021 (Will be provided as soon as it is available)6 ⇒Proposed changes to Fees and Charges (Will be provided as soon as it is available)7 ⇒Proposed new fees for exhibition (Will be provided as soon as it is available)

SUMMARY

PURPOSE

To consider submissions received during the public exhibition of the draft Delivery Program 2020-2024, Operational Plan 2020/21 (including Fees and Charges) and seek Council's adoption of these documents along with any revisions.

EXECUTIVE SUMMARY

Council at its meeting on the 28 April 2020 resolved to exhibit the draft Delivery Program 2020-2024, Operational Plan 2020/21 for a minimum period of 28 days.

A total of 2,273 people made submissions, raising some 269 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.

The preparation of the budget has been heavily impacted by the COVID-19 pandemic. In response to this rapidly evolving situation, Council has proposed a range of support measures to assist the community and businesses across the Northern Beaches. The support package, estimated at a total value of \$8.6 million, includes the waiver of a number of fees, property rental relief and a rates and annual charges subsidy for all ratepayers. A further \$12.4 million in financial losses is forecast due to the impacts of public health orders on Council services. Over a six month period the estimated cost is \$21 million (\$8.7 million in 2019/20 and \$12.3 million in 2020/21).

As the economic impact of the crisis and the duration of the government's social distancing directives to contain the spread of the virus remain uncertain, it is difficult to predict the full financial impact on the annual budget in 2020/21. In addition to permanent lost income from services that are unable to function at normal capacity, Council anticipates delays to its normal operating cash flows as it provides support and temporary relief to business and residential ratepayers.

The 2020/21 budget projects total expenditure of \$446 million, including a capital works program of \$100 million. The COVID-19 crisis has temporarily adversely impacted Council's usual financial performance, with a projected operating deficit before capital grants and contributions of \$7 million. Council has adjusted its expenditure program to provide capacity to respond to the pandemic and retain our long term financially strong and sustainable position with a balanced budget position.

The operating deficit has increased from \$6.3 million exhibited in the draft budget to \$7.1 million. The primary reason for this increase is the rollover of \$400,000 from the March 2020 quarterly budget review for the 'New Council Implementation Fund' street blade rollout program and the higher than anticipated increase in the Emergency Services Levy of \$1.2m (19%) less \$0.7m in additional grant income to offset this increase. Interest income is also forecast to decrease further (\$0.4 million) and this has been offset by an additional \$0.4 million reduction in operating expenditure.

The capital expenditure program has increased from \$92.3 million to \$100.4 million due to budget rollovers approved in the March quarterly budget review, new grants, and adjustments in response to community feedback. To maintain a balanced budget position in future years, adjustments are proposed to the capital works program from 2021/22 to offset the unexpected 19% increase in the NSW Emergency Services Levy.

RECOMMENDATION OF DIRECTOR CORPORATE AND LEGAL

That Council:

1. Adopt the revised Delivery Program 2020-2024, including the Operational Plan 2020/21 at Attachment 2.
2. Adopt the revised Fees and Charges 2020/21 as follows:
 - A. Attachment 4 to apply from 1 July 2020 to 30 September 2020.
 - B. Attachment 5 to apply from 1 October 2020 to 30 June 2021.
3. Make the following rates and charges:
 - A. In accordance with sections 494 and 495 of the Local Government Act 1993 (the Act), Ordinary and Special Rates are made as shown in Tables 1, 2 and 3 in the report.
 - B. In accordance with section 496 of the Act, Domestic Waste Management Charges are made as shown in Table 4 in this report.
 - C. In accordance with section 496A of the Act, Stormwater Management Service Charges are made as shown in Table 5 in the report.
 - D. Works on private land carried out by Council to be charged at the appropriate commercial rate (cost of the works and standard on-costs to provide full cost recovery plus a return to Council).
 - E. In accordance with Section 611 of the Act a charge on the person for the time being in possession, occupation or enjoyment of a rail, pipe, wire, pole, cable, tunnel or structure laid, erected, suspended, constructed or placed on, under or over a public place.
4. Provide a subsidy to ratepayers under Section 356 of the Local Government Act 1993 of the equivalent of 50% of the 2020/21 increase in rates related to the rate peg of 2.6% and 50% of the 2020/21 increase in domestic waste charges.

5. Delay the due date of the 1st instalment of the 2020/21 rates notice by one month to 30 September 2020.
6. Adopt an interest rate of 0.0% on overdue rates and charges for the period 1 July 2020 to 31 December 2020 (inclusive) and 7.0% for the period 1 January 2021 to 30 June 2021 (inclusive).
7. May carry out work on private land, either on request or by agreement with the owner of the land, or under relevant legislation.
8. In accordance with section 610E of the Act the proposed fees at Attachment 7 for events (stalls, Sun Run, ticketed events, entertainment, merchandising and food and beverage) and additional fee for Manly Cemetery be publicly exhibited and a report on the outcome of the exhibition be report to Council.

REPORT

BACKGROUND

At its meeting on 28 April 2020, Council considered the draft Delivery Program 2020-2024 and draft Fees and Charges 2020/21 and resolved, in part, that Council:

1. *Notes the draft Delivery Program 2020-2024 and Operational Plan 2020/21, incorporates adjustments for supporting our community and economy during the COVID pandemic including:*
 - A. *\$4.3 million in financial assistance to all ratepayers through a subsidy under Section 356 of the Local Government Act 1993 of the equivalent of 50% of the 2020/21 increase in rates and domestic waste charges.*
 - B. *\$0.7 million to defer changes to fees and other charges to 1 October 2020.*
 - C. *deferring the due date of the 2020/21 first instalment rates notice from 31 August to 30 September 2020.*
2. *Place the draft Delivery Program 2020-2024 and Operational Plan 2020/21 (including the Budget, Fees and Charges and rates and domestic waste charges s356 subsidy proposal) on public exhibition for a minimum of 28 days and a report on the outcomes of the public exhibition be presented back to Council...*

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

CONSULTATION

The exhibition was open for 34 days from 6 May to 7 June 2020 and reopened from 11 to 12 June at the request of Councillors. Due to social distancing restrictions from the COVID 19 pandemic the engagement was online this year. A dedicated page on Council's YourSay community engagement platform hosted the exhibition.

Additional material was available on line to make 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 Council's response to the COVID-19 pandemic, footpaths and road re-surfacing programs, efficiency savings and your dollars at work.

The exhibition was widely promoted via:

- Seven electronic direct mails (EDMs) distributed to over 241,000 readers.
- 13 Facebook posts with over 446,000 impressions and 25,000 clicks.
- Four videos covering the budget, capital works and environmental projects with close to 4,000 views.
- Three stakeholder meetings attended by 29 people.
- Over 25,000 people visited the online engagement page spending on average 2m 53s on the site.

A total of 2,273 people made submissions, comprised of:

- 200 online submissions using YourSay Northern Beaches engagement platform.
- 1,034 emails/letters direct to Council.
- 1,039 emails referred by Councillors.

Consideration of Submissions

The submissions raised 269 issues on the Delivery Program. The Community and Stakeholder Engagement Report at Attachment 1 outlines the engagement, submissions and response from Council. A summary of the key themes is below:

Themes	No.
Rates	
• Rate increase – oppose (2,030), support rate rise (2) and subsidy (2)	2,043
• Rate increase Duffys Forest and Terrey Hills	15
• Support for people on fixed incomes	10
• Other	13
Mayor, Councillors and staffing	
• Reduce/no increase in Mayor and Councillor fees	1,918
• Reduce /no increase in executive salaries	1,976
• Reduce the new vehicle budget by 50%	1,953
• Other	6
Spending priorities and financial sustainability	
• Mandate an efficiency dividend / generate efficiencies	1,933
• Maintain/increase infrastructure investment	1,967
• Merger savings be applied to offset rate increases	12
• Other	23
Transport and Civil Infrastructure	
• Support for cycling and shared paths including specific routes.	38
• Footpath - various locations, Coastal Walkway and reduction in expenditure	28
• Road improvement and resurfacing	18
• Traffic management measures various locations	10

Themes	No.
<ul style="list-style-type: none"> • Other 	13
Parks and Recreation	
<ul style="list-style-type: none"> • Playground upgrades at various locations 	7
<ul style="list-style-type: none"> • Sportsground improvements 	5
<ul style="list-style-type: none"> • Town and village centre improvements 	5
<ul style="list-style-type: none"> • Foreshores works 	4
<ul style="list-style-type: none"> • Other 	11
Community and Belonging	
<ul style="list-style-type: none"> • Opposition to the COVID-19 artwork 	11
<ul style="list-style-type: none"> • Community development 	7
Environment	
<ul style="list-style-type: none"> • Funding support for acquisition of land of high conservation value 	10
<ul style="list-style-type: none"> • More investment in bush regeneration 	5
<ul style="list-style-type: none"> • Loss of trees on private land 	3
<ul style="list-style-type: none"> • Other 	49
Planning, Economic Development and Place	
<ul style="list-style-type: none"> • Strategic planning and sustainable development 	10
<ul style="list-style-type: none"> • Environmental compliance – enforcement action, parking, budget reductions 	5
<ul style="list-style-type: none"> • Other 	5
Property	
<ul style="list-style-type: none"> • Support amenities works at Porters Reserve in Newport in 2022/23 	22
<ul style="list-style-type: none"> • Mona Vale Surf Club redevelopment in support (6) and opposing (9) 	15
<ul style="list-style-type: none"> • Funding of the Duffy's Forest Rural Fire Station 	7
<ul style="list-style-type: none"> • Other – including Little Manly Point amenity building, Long Reef Surf Club 	14
Workplace and Technology	
<ul style="list-style-type: none"> • Support for the draft delivery program 	5
<ul style="list-style-type: none"> • Other – comments on collateral used in the engagement 	5

The issues receiving the most attention is discussed below.

IPART 2.6% Rate Peg and Related Issues

The draft budget provides for an increase in general rate revenue by the Independent Pricing and Regulatory Tribunal (IPART) determined 'rate peg' of 2.6% in 2020/21. The IPART's annual 'rate peg' is essentially local government's version of CPI which takes into account inflation, construction costs, a wage index and the other expenses councils face that are out of our control. For example, increases in the annual contribution to NSW emergency services (primarily NSW Fire and Rescue).

The main contributors to the change in the index were an increase in employee costs (2.6%) and construction works (3.8%) for the 12 months to 30 June 2019. As the IPART measure cost changes over the 2018/19 financial year compared to 2017/18, there is generally a two year lag between when councils paid these costs and when they are reflected in the rate peg.

Applying the rate peg allows Councils to maintain services and infrastructure spending at current levels. The draft Operational Plan and Budget 2020/21 is based on an increase in rates of 2.6% (the rate cap - \$4.386 million) with a ratepayer subsidy of 50% or \$2.193 million of the rate peg increase across all ratepayers. This will mean rates, after applying the subsidy will increase by 1.3% excluding the impact of revaluation adjustments on individual ratepayers. The average residential rate will increase by \$19 for the year, as illustrated in the following table.

Average residential rate	2019/20 average residential rate	2.6% IPART rate peg	50% subsidy of rate peg increase	2020/21 average rate payable
Total 2020/21	\$1,464	+ \$38	- \$19	= \$1,483
Per quarterly instalment	\$366	+ \$9.50 (2.6%)	- \$4.75 (1.3%)	= \$370.75 (1.3% net)

Council recognises the current COVID-19 situation may impact some of our ratepayers and result in difficulties in paying rates and annual charges, along with other fees and charges invoiced by Council, as they fall due. Council has a policy to provide assistance for ratepayers experiencing genuine financial hardship.

Council's focus is on continuing to achieve efficiency savings and reinvesting those into our community. Council has achieved a reduction in operating costs in the development of the 2020/21 draft budget, meeting the \$2.75 million target reduction set out in the Long Term Financial Plan for 2020/21. A further \$2.75 million reduction in operating costs is forecast in 2021/22. We are continuing to work across the organisation to provide efficiency improvements and contain costs.

Remuneration for Council staff is provided for in contracts of employment and the Local Government Award. The CEO, Directors and Executive Managers have agreed not to accept any increase to their pay this year, rather donating it to a Workplace Giving Initiative to provide support to local charities and community groups. Further, the Local Government Remuneration Tribunal has not released its 2020 Report or Determination on Mayor and Councillor Fees.

Some reductions have been made to the capital works program. This was to allow an extension of time for community consultation and provide Council with capacity to respond to COVID-19. Projects were also brought forward to 2019/20 for closed facilities. The projects deferred represent

the equivalent of nine weeks of capital expenditure. The revised \$100 million works program is a significant investment in the community and supports the local economy as it recovers from the pandemic by providing opportunities for local contractors.

Council has a 10-year plant and fleet replacement program. The program is based on the optimum replacement period for both operational requirements and to achieve a sufficient resale price to part fund the replacement program and has already been reduced in the 2020/21 draft budget to accommodate COVID-19 impacts on the budget. There is a high degree of variability in the capital expenditure required from year to year in this asset class, due to the timing of scheduled replacements, particularly for larger items such as waste compactors. Council has established a reserve which provides for the variations from year to year, demonstrating prudence through long term financial planning and stability.

As a result, changes to the matters discussed above are not recommended.

Responding to Community feedback

In response to submissions the following changes are recommended to the Delivery Program 2020-2024, Operational Plan and Fees and Charges 2020/21.

- Work on a new amenities at Little Manly Point be undertaken in 2021/22 and the proposed improvements to West Esplanade amenities be re-phased to commence in 2023/24.
- \$1.4m grant under the Commonwealth Government Local Roads and Community Infrastructure Program be used to accelerate the construction of new footpaths.
- Additional grant funding of \$2.4m towards improving cycleways.
- Additional content be include in the section 'Challenges and Opportunities' on opportunities for protecting the natural environment.

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

Some of the issues raised in submissions will be responded to in the Delivery Program, including:

- Developing an accessible boardwalk at Manly Dam between picnic area 2 and 3 planned for 2023/24.
- Footpaths on Boondah Road, Warriewood and McMillian Street, Seaforth programmed for 2021/22.
- Staff are currently working on the digital parking permit project as part of the overall smart parking program. The first part is the online application system that is currently being tested at Church Point.
- The Open Space Strategy (2021-2023) will consider the requests for playgrounds at Fairlight, Beacon Hill, more skateparks, fencing the dog park at Bayview and bridle trails.
- Installing another set of basketball rings during summer to provide two basketball courts outside of netball season at Forestville War Memorial Playing Fields.
- Resurfacing of Condamine Street on the southern side of Sydney Road in 2020/21.
- Resurfacing Suncrest Avenue, Newport and St Andrews Gate, Elanora Heights in 2021/22.
- A review of the bin and wharf based services to the offshore communities.

Fees and Charges – Issues and Changes

2,005 submissions raised issues in relation to fees and charges as outlined below:

Themes	No. times
Oppose increase in the domestic waste charges	1,975
No increase in fees 2020/21 (1,970), support fee increase (2)	1,983
Community Centre fees – Bilarong Hall (7), Manly Youth and Community Centre (1) and charge for non-profits (2)	10
Children Services – Family Day Cares/Childcare fees	6
Church Point parking fees (non resident), pay and display (tourism)	2
Manly Parking scheme	2
Fees boat storage	1
Charge for additional bins at units	1

A comprehensive response to each issue is at Attachment 1.

The domestic waste management charge (DWMC) funds the waste service to residential households across the Northern Beaches. Any surplus funds raised from the Charge goes into a special restricted reserve. The reserve can only fund the domestic waste service. In 2020/21, the charge for a standard 80 litre garbage service is proposed to increase by \$41 to \$446 per annum. The increase reflects contract costs for recycling, vegetation processing and other contract costs.

The Northern Beaches domestic waste charge is amongst the lowest charge in Sydney. For about half of the residents of the Northern Beaches the 2020/21 DWMC is lower than it was prior to amalgamation of the three former Councils. In addition, the current contracts have resulted in better environmental outcomes.

Council is offering ratepayers a 50% subsidy on the increase in the domestic waste charge in the draft Delivery Program. This means ratepayers pay \$425.50 for a standard 80 litre service, and an additional \$20.50 per ratepayer is drawn from the domestic waste reserve. If the DMWC is held at 2019/20 rates an additional \$41 per ratepayer would be drawn from the domestic waste reserve. This would pose financial sustainability and resilience issues for the service, as it can only be funded through income raised by the charge. The reserve provides capacity to assist residents with additional services during emergencies such as the bushfire threats and storms this summer that resulted in additional vegetation and spoilt food disposal. As such, further subsidisation of the increase will risk the reserve, making it difficult to respond to other unexpected events/changes.

Fees are proposed to increase as of 1 October rather than 1 July 2020 as part of Council's COVID-19 community care package. Deferring the fee increase by three months will reduce income by \$0.7m in 2020/21. Fees cover commercial services such as the Lakeside Holiday Park, Kimbriki and rental of sites for commercial operations as well as for services to the community including community centres, childcare and the aquatic centres. Holding fee increases for three months is considered appropriate given that more targeted support is available for those directly impacted by COVID-19.

While the fees were on exhibition staff identified further amendments to fees. These are at Attachment 6 and summarised below:

- Amendments in description and fee amounts to reflect statutory changes.
- Changes to the fee description and fee amount for Mona Vale and Manly Cemeteries respectively.
- Reinstating Warringah Recreation Centres 2019/20 fees and correcting the dates for premium, high and low seasons at Lakeside Caravan Park.

In addition, event fees as well as a surcharge fee for burial on weekends at Manly Cemetery were omitted from the draft fees. The events fees are for stalls, Sun Run, ticketed events, entertainment, merchandising, food and beverage. The fees are at Attachment 7. Approval to exhibit the proposed fees and report the engagement outcomes back to Council is being sought.

Budget 2020/21

Budget Overview

The Northern Beaches Council budget for 2020/21 projects total expenditure of \$446 million, including a capital works program of \$100 million. Our financial position has been temporarily impacted by the COVID-19 pandemic, with a projected operating deficit before capital grants and contributions of \$7 million.

The pandemic, and Council's response to support our community through this crisis, has had an immediate effect on Council's operations and adversely impacted our financial performance and cashflow. As the economic impact of the crisis remains uncertain, it is difficult to predict the full financial impact. At this stage, over 6 months, we are anticipating \$12.4 million in losses due to service impacts and are proposing \$8.6 million in small business and community support. The combined cost is expected to be \$21 million, as outlined in the following table.

COVID-19 forecast financial impact

	2019/20	2020/21	TOTAL
Closed and impacted services	\$6.7m	\$5.7m	\$12.4m
Community and small business support	\$2.0m	\$1.6m	\$3.6m
2020/21 ratepayer subsidy*	-	\$4.3m	\$4.3m
Defer 2020/21 fee changes to 1 Oct 2020*	-	\$0.7m	\$0.7m
TOTAL	\$8.7m	\$12.3m	\$21.0m

* Additional support proposed in the 2020/21 Delivery Program

The budget is prepared with Council's long term financial sustainability in mind, and has been designed to quarantine the financial impact of the pandemic to one year. While some reductions in the capital works program are recommended, both to allow an extension of time for community consultation and to provide us with capacity to respond to the COVID-19 pandemic, we are focused on supporting our local economy as it recovers from the COVID-19 pandemic and providing opportunities for local contractors through our capital works program.

The \$100 million capital works program includes investing \$41 million in asset renewal to improve the overall condition of our assets, thereby reducing ongoing operational costs associated with asset repair and maintenance. A further \$59 million is for delivering high priority new assets to the community including footpaths, cycleways, playgrounds, sportsfield improvements, creekline and coastal protection works and upgrades to facilities.

IPART approved rate peg

The IPART have allowed a rate increase for 2020/21 of 2.6%. As required by the Local Government (Council Amalgamations) Proclamation 2016, the rating structure and categorisation of land for rating purposes remains unchanged from the 2019/20 rating year.

It is recommended that Council adopt the maximum rate increase and in accordance with Sections 494 and 495 of the Local Government Act 1993, makes the following Ordinary and Special Rates for 2020/21:

Table 1: Ordinary and Special Rates 2020/21 – former Manly Council properties

Rate	Rate in \$	Minimum Rate
Residential	0.00122489	\$860.62
Business – Manly CBD	0.00554388	\$1,123.74
Business – other	0.00297311	\$1,123.74
Manly Business Centre Improvement	0.00188953	-
Balgowlah Business Centre Improvement	0.00118074	-

Table 2: Ordinary Rates 2020/21 – former Pittwater Council properties

Rate	Rate in \$	Minimum Rate
Residential	0.00159125	\$931.92
Farmland	0.00054932	\$931.92
Business	0.00341180	\$1,189.82
Business - Warriewood Square	0.00375280	-

Table 3: Ordinary Rates 2020/21 – former Warringah Council properties

Rate	Rate in \$	Minimum Rate
Residential	0.00163768	\$1,022.94
Business	0.00470670	\$1,313.33
Business – Warringah Mall	0.00780102	-
Business – Strata Storage Units	0.00442242	\$602.37

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

The Valuer General has released new property values that will be applied to rates from July 2020. The Valuer General is an independent statutory officer responsible for providing impartial land values to councils to use for rating purposes. The Valuer General revises the valuations of all properties within a Local Government Area every three years and provides regular updates on land value changes to councils relating to changes for specific properties and developments. The total amount of rates collected by Council remains the same regardless of changes to land values; with land values determining how rates are shared across property owners in each category. The ad valorem and minimum Rates for the 2020/21 year have been structured to ensure that the increase in total income within the rate peg is capped at 2.6%.

In determining the proposed rating structure for the 2020/21 year the minimum rate amount for each category was first increased by the 2.6% allowable increase for the 2020/21 year. The ad valorem amount for each category was then determined in order to ensure that total income for each category was increased by the maximum allowable increase of 2.6%.

Domestic Waste Management Charges

Domestic Waste Management Charges for 2020/21 reflect the forecast cost of the Northern Beaches Council service.

In accordance with Section 496 of the Local Government Act 1993, it is recommended Council makes and levies the following Domestic Waste Management Charges for 2020/21:

Table 4: Domestic Waste Management Services 2020/21

Description	Charge	Income
Domestic waste management service (includes 80L red, 140L blue, 140L yellow and 2x240L green lid services and 2 booked clean ups per year)	\$446	\$43,248,174
Availability charge	\$102	\$130,356
Additional 80L red lid rubbish service	\$260	\$1,908,140
First additional 140L blue lid recycling service	\$30	\$88,110
Subsequent additional 140L blue lid recycling service	\$102	\$12,750
First additional 140L yellow lid recycling service	\$30	\$88,110
Subsequent additional 140L yellow lid recycling service	\$102	\$12,750
Third or fourth green vegetation lid service	\$30	\$45,510
Clean up excessive or incorrectly presented waste	\$195 per hour + cost recovery on landfill disposal charges	0
Clean up contaminated or excessive booked bulky goods collection in excess of the permitted 3 cubic metres	\$75 per excess cubic metre	0
Empty contaminated bin	\$30	0
Total income		\$45,533,900
Less ratepayer subsidy		(\$2,139,868)
Income net subsidy		\$43,394,032
Cost of domestic waste service		(\$47,536,238)
Allocation from reserve		\$4,142,206

COVID-19 Rates and Domestic Waste Charge Subsidy and other support

The Delivery Program and Operational Plan proposes that Council offer a subsidy to ratepayers under s356 of the Local Government Act equivalent to:

- 50% of the increase in rates due to the application of the 2.6% rate peg (\$2.193 million)
- 50% of the increase in the Domestic Waste Management Charge (\$2.140 million).

The Local Government Act, under s356, enables a Council to financially assist others for the purpose of exercising its functions. In general, at least 28 days' public notice of Council's proposal is required. The public exhibition of the draft Delivery Program and Operational Plan incorporated this proposal.

In addition to the subsidy, the Delivery Program proposes to defer the due date of the rates notice first instalment to 30 September 2020 instead of 31 August 2020. Further support is available for ratepayers experiencing financial hardship through the Rates and Charges Hardship Policy.

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 0.0% per annum for the period 1 July 2020 to 31 December 2020 (inclusive) and 7.0% for the period 1 January 2021 to 30 June 2021 (inclusive).

The methodology used to calculate the interest rate applicable for the period 1 January 2021 to 30 June 2021 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 4 December 2019.

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

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

In accordance with Section 496A of the Local Government Act 1993, it is recommended that Council makes and levies the following Stormwater Management Service Charges for 2020/21:

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

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

Section 611 Charges

That an annual charge under Section 611 of the Local Government Act 1993 be made and levied for the year commencing 1 July 2020 on the person for the time being in possession, occupation or enjoyment of a rail, pipe, wire, pole, cable, tunnel or structure laid, erected, suspended, constructed or placed on, under or over a public place.

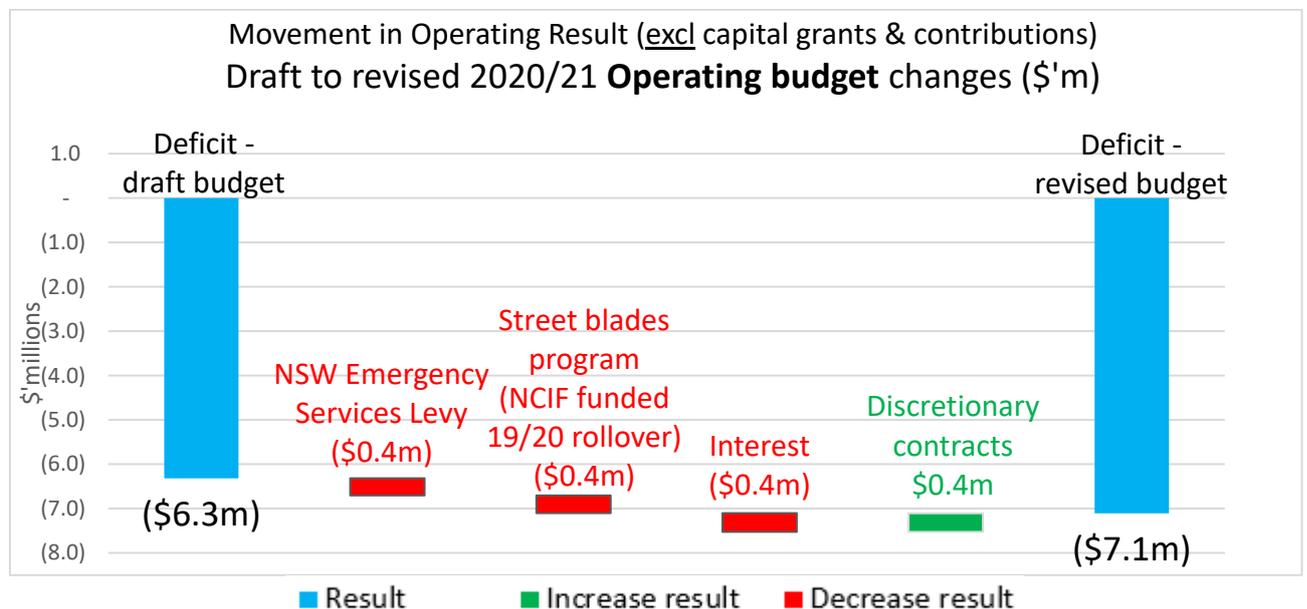
Works on Private Land

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

Proposed changes to the Budget

The budget remains a balanced budget, however the operating deficit has changed due to rollovers from the 2019/20 budget approved through the March Quarterly Budget Review, community submissions and new information available since the draft documents were placed on exhibition.

The operating deficit has increased from \$6.3 million exhibited in the draft budget to \$7.1 million, as outlined below:



The primary reason for the increase in the deficit is the rollover of \$400,000 from the March 2020 quarterly budget review for the ‘New Council Implementation Fund’ street blade rollout program and the higher than anticipated increase in the Emergency Services Levy of \$1.2m (19%), less \$0.7m in additional grant income to offset this increase. Interest income is also forecast to decrease further (\$0.4m) and this has been offset by an additional \$0.4m reduction in operating expenditure. Table 6 outlines the changes.

Table 6. Proposed changes – Operating Budget (excl capital grants) – Increases / (Decreases)

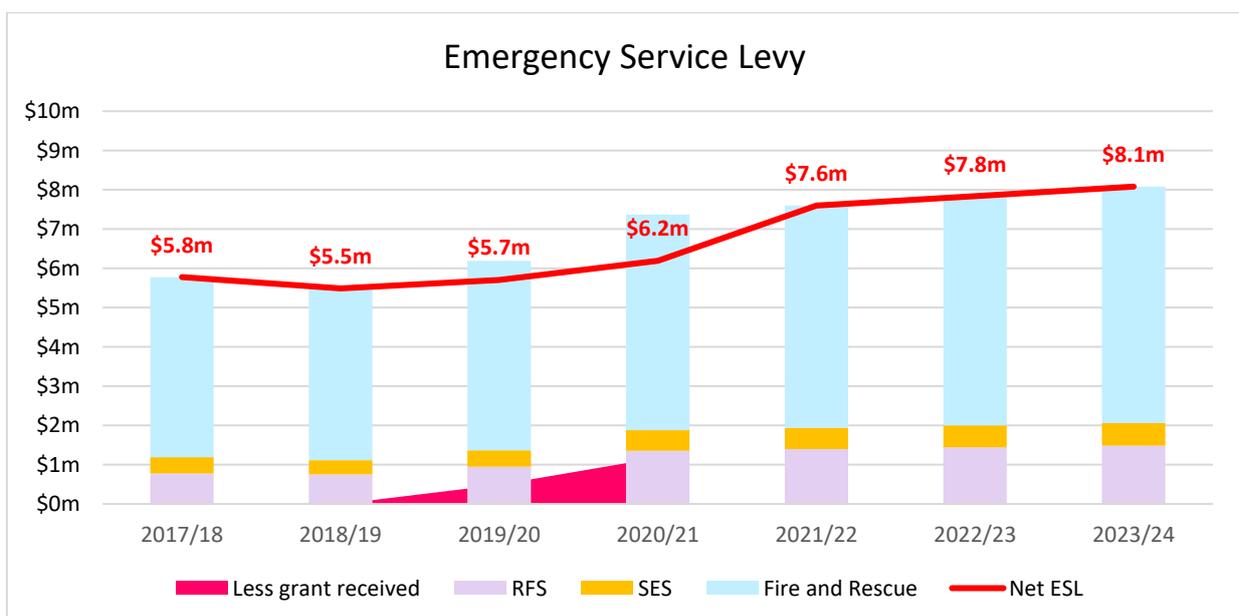
Comment	Budget 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24
<p>Emergency Services Levy* NSW Revenue have advised of a 19% increase in this levy from \$6.2m to \$7.4m in 2020/21. The Office of Local Government have announced they will provide Council with a grant to fund the increase for 2020/21, however this will result in additional \$1.1m required each year from 2021/22</p>	<p>+\$385,770 Increase from \$6,300,000 to \$7,067,265 offset by one off grant (additional \$681,495 over forecast). Total 20/21 net budget increase of \$385,770</p>	+\$1,078,365	+\$1,093,138	+\$1,113,143
<p>New Council Implementation Fund Street blades rollover (March 20 Council Meeting)</p>	+\$400,000			
<p>Interest on Investments Impact of COVID-19 on funds available for investment along with lower than forecast interest rates</p>	+\$209,989			
<p>Interest on Overdue Rates & Charges The NSW Government have advised the interest rate in respect of outstanding rates and charges will be 0% for the period 1 July 2020 to 31 December 2020 and 7% per annum for the period 01 January 2021 to 30 June 2021</p>	+\$212,828			
<p>OLG financial reporting changes Reclassification of employee expenditure items from 'Employee Benefits & Oncosts' to 'Other Expenses' - \$2,562,147 Nil impact on budget</p>	\$0 nil impact			
<p>Reclassification of Rates Subsidy from 'Rates and Annual Charges' to 'Other Expenses' - \$4,332,792 Nil impact on budget</p>	\$0 nil impact			
<p>Meals on Wheels Match budgeted income of \$72,000 with planned expenditure</p>	+\$72,000			
<p>Discretionary Contract Services Deferred expenditure across various</p>	(\$417,000)			

Comment	Budget 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24
business units due to impacts of COVID-19				
Advertising of Development Applications Reduction in advertising fees for development applications due to legislative changes no longer requiring public notices to be placed in newspapers partially offset by a reduction in advertising expenditure	(\$68,600)			
TOTAL OPERATING BUDGET UNFAVOURABLE / (FAVOURABLE)	+\$794,987	+\$1,078,365	+\$1,093,138	+\$1,113,143

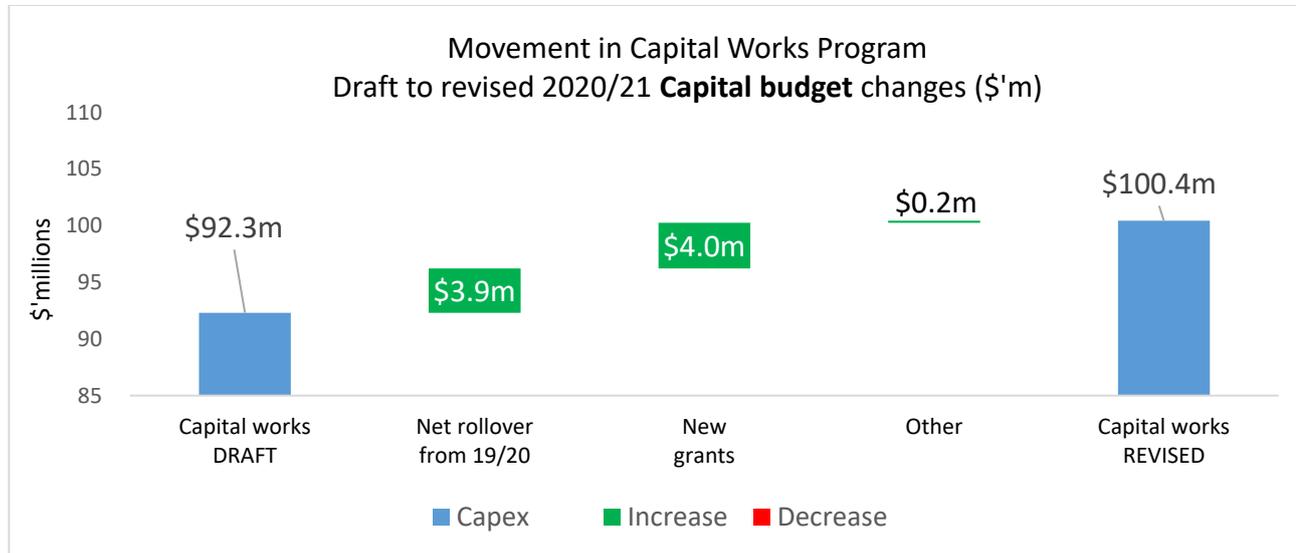
**NSW Emergency Services Levy*

The Emergency Services Levy comprises the mandatory funding contributions of Council to Fire and Rescue NSW, the Rural Fire Service and State Emergency Service. Since the 2020/21 draft budget was prepared for Council, NSW Revenue have advised the Emergency Services Levy will increase from \$6.2 million in 2019/20 to \$7.4 million in 2020/21, representing a 19% increase (\$1.2 million). This is \$1,067,265 more than Council's exhibited 2020/21 draft budget. The increase primarily relates to the introduction of new laws to make it easier for firefighters to make a workers' compensation claim if diagnosed with one of 12 work-related cancers.

While the Office of Local Government have announced they will provide Council with a grant to fund the increase in 2020/21, Council will need to fund the increase in future years. This is expected to result in an additional \$1.1 million each year from 2021/22 (year 2 of the Delivery Program), as illustrated in the following graph.



The 2020/21 capital expenditure program has increased from \$92.3 million to \$100.4 million due to budget rollovers approved in the March quarterly budget review, new grants and adjustments undertaken in response to community feedback.



To maintain a balanced budget position in future years, adjustments are proposed to the capital works program from 2021/22 to offset the unexpected 19% increase in the NSW Emergency Services Levy.

Please refer to Table 7 for proposed changes to the capital works program.

Table 7. Proposed changes – Capital Works Program – Increases / (Decreases)

Project	Budget 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24
---------	----------------	------------------	------------------	------------------

Reduce by items brought forward to 2019/20 as approved by Council May 2020 (and not already incorporated in 2020/21 budget):

CR05074	Tidal Pools Refurbishment	(150,000)	-	-	-
CR05091	Place Making Infrastructure	(123,000)	-	-	-
CN01007	Collaroy-Narrabeen Coastal Protection Works	(49,485)	-	-	-
CR05127	IT Service Delivery - Replacement	(157,950)	-	-	-
CN01084	Kimbriki High Level Drain	(170,581)	-	-	-
TOTAL brought fwd to 2019/20		(651,016)	-	-	-

Increase for project rollovers from 2019/20 as approved by Council May 2020:

CN01061	Warriewood Valley Creepline works	900,638	1,435,214	-	-
CN01140	Installation of Solar PV at MABC	117,200	-	-	-

	Project	Budget 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24
CR05064	Energy Saving Initiatives Works Program (SRV)	64,500	-	-	-
CR05119	Water Saving and re-use initiatives (SRV)	20,000	-	-	-
CN01047	Sportsgrounds - New and Upgrades	203,920	-	-	-
CN01049	Reserves - New and Upgrades	250,000	-	-	-
CN01153	Public Space Protection Program	360,000	-	-	-
CN01156	Newport Beach Basketball Court	85,000	-	-	-
CN01033	Connecting all Through Play - Inclusive Play	100,000	-	-	-
CN01020	Warriewood Valley – Traffic and Transport Infrastructure	256,981	-	-	-
CN01079	Church Point Masterplan Boardwalk Extension	1,543,657	-	-	-
CN01031	Connecting Communities - Footpaths Programs	457,000	-	-	-
CN01032	Connecting Communities - Cycleways Program	100,000	-	-	-
CN01138	Narrabeen Lagoon Pedestrian and Cycle Bridge	100,000	-	-	-
TOTAL rollover from 2019/20		4,558,896	1,435,214	-	-

New grants:

CN01032	Connecting Communities - Cycleways Program Grant for cycleways program	2,410,000	-	-	-
CN01010	New Footpaths Grant under the Commonwealth Government Local Roads and Community Infrastructure Program to accelerate the construction of new footpaths	1,418,332	-	-	-
CR05148	South Narrabeen SLSC - stage 2 South Narrabeen SLSC has secured additional funding under the NSW Office of Sport Surf Club Facility Program for clubhouse renovations, expanded training room and replacement stairwell and awning.	212,420	-	-	-
TOTAL new grants		4,040,752	-	-	-

Project	Budget 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24
---------	-------------------	---------------------	---------------------	---------------------

Reductions to fund the increase in the Emergency Services Levy:

CR05082	Library Bookstock (Bookvote)	-	(100,000)	(100,000)	(100,000)
CN01018	Scotland Island Roads and Drainage Improvements	-	(30,114)	-	(80,000)
CN01028	Bike Plan Implementation - New	-	(40,000)	(40,000)	(90,000)
CR05009	Bus Stop Renewal	-	(10,421)	(12,931)	(4,990)
CR05010	Car Park Renewal	-	(18,935)	(31,287)	(23,826)
CR05011	Footpath Renewal	-	(51,000)	(59,000)	(45,950)
CR05012	Kerb and Gutter Renewal	-	(49,498)	(60,371)	(85,390)
CR05081	Wharves Works Program	-	(130,000)	(130,000)	-
CR05134	Commercial Centre Renewal	-	(200,000)	(300,000)	(300,000)
CR05007	Planned Stormwater Renewals	-	(320,649)	(251,422)	(340,324)
CR05042	Operational Buildings Works Program	-	(50,000)	(50,000)	-
CR05062	Disability Access (DDA) Compliance Works	-	(50,000)	(50,000)	(50,000)
CR05120	Sydney Lakeside Holiday Park Renewal Works	-	(50,000)	(50,000)	(50,000)
TOTAL reductions to fund the increase in the Emergency Services Levy		-	(1,100,617)	(1,135,011)	(1,170,480)

Other changes:

CN01180	Little Manly Point Amenity New project to construct an amenity building at Little Manly Point Park in response to community feedback. The accessible amenity building at West Esplanade has been deferred to prioritise this project.	-	500,000	-	-
CN01174	West Esplanade Accessible Amenity Defer project to commence with design in 2023/24, with 2021/22 funding reallocated towards the construction of an amenity building at Little Manly Point Park in response to community feedback.	-	(500,000)	-	50,000

	Project	Budget 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24
CN01134	<p>Acquisition of Minor Land Parcels</p> <p>Council has entered into a contract to purchase approximately 30m2 of 265 Whale Beach Road, Whale Beach which contains Council stairs that provide pedestrian access from Whale Beach Road to Whale Beach.</p>	175,000	-	-	-
TOTAL Other changes		175,000	-	-	50,000

Capital expenditure summary

Draft budget	92,309,233	84,607,827	70,679,219	63,987,580
Above changes	8,123,632	334,597	(1,135,011)	(1,120,480)
Revised budget	100,432,865	84,942,424	69,544,208	62,867,100

The following table summarises the changes to the Income Statement and Capital Expenditure as a result of the changes in Tables 6 and 7.

Table 8: Movement in the draft 2020/21 budget

	<i>2020/21 Draft Budget April 2020 \$m</i>	2020/21 Revised Budget June 2020 \$m	Change \$m
Income from Continuing Operations			
Rates and Annual Charges	213.8	218.1	4.3
User Charges and Fees	78.1	78.0	(0.1)
Investment Fees and Revenues	2.1	1.7	(0.4)
Other Revenues	25.3	25.3	0.0
Grants and Contributions - Operating Purposes	14.8	15.6	0.7
Grants and Contributions - Capital Purposes	31.0	36.2	5.2
Total Income from Continuing Operations	365.1	374.8	9.8
Expenses from Continuing Operations			
Employee Benefits and Oncosts	(138.5)	(135.9)	2.6
Borrowing Costs	(2.8)	(2.8)	0.0
Materials and Contracts	(108.3)	(108.4)	(0.1)
Depreciation and Amortisation	(41.4)	(41.4)	0.0
Other Expenses	(46.3)	(54.1)	(7.8)
Gains on disposal of Assets	(3.0)	(3.0)	0.0
Total Expenses from Continuing Operations	(340.4)	(345.7)	(5.3)
Surplus / (Deficit) from Continuing Operations	24.7	29.1	4.5
Surplus / (Deficit) before Capital Grants and Contributions	(6.3)	(7.1)	(0.8)
Capital expenditure	92.3	100.4	8.1

Adoption of Revised Documents

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

- Revised Delivery Program 2020-2024, Operational Plan and Budget 2020/21 at Attachment 2, which includes amendment shown at Attachment 3 to the draft document, placed on exhibition.
- Revised Fees and Charges 2020/21 at Attachment 4 to apply from 1 July 2020 and Attachment 5 to apply from 1 October 2020 which includes amendments shown at Attachment 6 to the draft document placed on exhibition.

TIMING

In accordance with s404(3) and s405(1) of the Local Government Act 1993 Council needs to adopt the Delivery Program 2020-2024, Operational Plan and Budget 2020/21 as well as the Fees and Charges by 30 June 2020. In April 2020 regulations made under section 747B modified the Act to provide a one-month extension to adopt the 2020/21 Operational Plan before 31 July 2020.

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 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 2020-2024 and Operational Plan 2020/21 proposed over the next 12 months will contribute to the advancement of all outcomes and goals in the Community Strategic Plan.

FINANCIAL CONSIDERATIONS

The 2020/21 budget projects total expenditure of \$446 million, including a capital works program of \$100 million. The COVID-19 pandemic has temporarily adversely impacted Council's usual financial performance, with a projected operating deficit before capital grants and contributions of \$7 million.

With a deficit position forecast, Council is unlikely to meet the Office of Local Government's Operating Performance ratio benchmark of greater than 0% at this time. Council has adjusted its capital expenditure to provide capacity to respond to the pandemic and retain our long term strong and sustainable position.

As the economic impact of the crisis remains uncertain, it is difficult to predict the full financial impact. At this stage, over 6 months, we are anticipating \$12.4 million in losses due to service impacts and are proposing \$8.6 million in small business and community support, bringing the estimated cost to \$21 million (\$8.7 million in 2019/20 and \$12.3 million in 2020/21). Included within the COVID-19 support plan, this report proposes to provide a ratepayer subsidy of 50% of the increase in rates and domestic waste charges (\$4.3 million) and to defer the implementation of the 2020/21 fees to 1 October 2020 (\$0.7 million).

In addition to permanent lost income from services that are unable to function at normal capacity, Council anticipates delays to its normal operating cash flows as it provides support and temporary relief to ratepayers. If Council take up the option to extend the due date of the first quarter rates instalment by one month to 30 September 2020 it will defer the collection of the first instalment by approximately \$62 million. This will have a significant impact on Council's Cash & Investment balances and it is unlikely Council will achieve the OLG's benchmark Current Ratio of 1.5x at this point in time.

The delivery of Council's \$100 million capital works program will provide ongoing financial stimulus for our economy and opportunities for local employment on the Northern Beaches as our community recover from the pandemic.

This includes investing \$41.3 million in asset renewal to improve the overall condition of our assets and a further \$59.1 million in delivering high priority new assets to the community. Council is anticipated to meet the OLG's benchmark Buildings and Infrastructure Renewals Ratio of greater than or equal to 100% of depreciation.

SOCIAL CONSIDERATIONS

The Delivery Program 2020-2024 and Operational Plan 2020/21 will allow Council to continue to deliver a range of services and capital works to meet the current and future needs of the Northern Beaches community. This will have a positive impact on the social fabric of the community with further expenditure on parks, playgrounds, road infrastructure, active travel, village and town centres in the 2020/21 financial year.

ENVIRONMENTAL CONSIDERATIONS

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

GOVERNANCE AND RISK CONSIDERATIONS

The adoption of the Delivery Program 2020-2024, Operational Plan and Budget 2020/21 and Fees and Charges 2020/21 is integral to the governance framework of Council. The documents have been prepared in accordance with s404-405 of the Local Government Act 1993 and the Office of Local Government's Integrated Planning Report Guidelines for Local Government in NSW (March 2013) and Integrated Planning and Reporting Manual for Local Government in NSW (March 2013).

ITEM 9.3	COUNCILLOR EXPENSES 1 JULY 2019 - 31 DECEMBER 2019
REPORTING MANAGER	EXECUTIVE MANAGER GOVERNANCE AND RISK
TRIM FILE REF	2020/323581
ATTACHMENTS	NIL

SUMMARY

PURPOSE

To report on the expenditure of councillors for the period 1 July 2019 to 31 December 2019 in accordance with section 17.2 of the Councillor Expenses and Facilities Policy.

EXECUTIVE SUMMARY

The Northern Beaches Council Councillor Expenses and Facilities Policy (the Policy) was adopted on 28 August 2018, and outlines the payment of expenses incurred by, and the provision of facilities to the mayor and councillors. The provision of facilities and expenses assists the mayor and councillors to fulfil their roles and responsibilities under the Local Government Act 1993 and provides reasonable recompense for expenses incurred in undertaking civic duties.

Under clause 17.2 of the Policy a report detailing the provision of facilities and reimbursed expenses to councillors is to be tabled to Council and made available on Council's website.

The councillor expenditure report below details the total expenditure as reimbursed to each councillor for the period 1 July 2019 to 31 December 2019.

RECOMMENDATION OF DIRECTOR CORPORATE AND LEGAL

That Council note the councillor expenditure in accordance with the Councillor Expenses and Facilities Policy over the period 1 July 2019 to 31 December 2019.

REPORT

BACKGROUND

A policy for councillor expenses and facilities is required under sections 252 and 253 of the Local Government Act 1993 (the Act), and clause 403 of the Local Government (General) Regulation 2005.

Under clause 17.2 – Reporting of the Policy, a report on the provision of expenses to councillors is to be provided to Council every six months and made available to the public through Council’s website.

Reimbursement for expenses as detailed under the Councillor Expenses and Facilities Policy is provided as follows as an excerpt from the Policy:

Expense or facility	Maximum amount (per councillor)	Frequency
Other Expenses (include - meals, travel expenses in association with conferences, training, seminars, cost of attending official non-council functions including the cost of the Mayor’s guest as an official invitee where applicable, publication subscriptions and annual memberships for professional bodies)	\$5,000	\$5,000 per annum
Professional Development and Training Seminars / Conferences (within NSW) Seminars / Conferences (excluding NSW) Registration and Accommodation (travel and meals come under Other Expenses)	\$5,000	\$5,000 per annum
Professional Development and Training Fund for Director’s Courses (must be undertaken within 12 months of election)	Up to \$10,000	First 12 months following Council election
Vehicle – private use (includes mileage claims for private vehicle use for official business)	Refer to Section 7.3 Allowances for the use of a private vehicle will be reimbursed at the rate contained in the Local Government (State) Award .	
Home Office Expenses	\$1,000	Per annum
Child Care and/or Family Member Care	\$2,000	Per annum
Information Communications Technology (ICT expenses)	\$75 per month – standard domestic phone service \$70 per month – domestic internet service	Total of \$1,740 per annum
ICT equipment, including download of applications (apps)	Mobile phone and tablet (e.g. iPad Air Pro) provided by Council	\$3,000 upon election

CONSULTATION

Councillors are provided with a monthly update tracking their individual councillor expenses, or on demand as requested. Councillors were provided an opportunity to review their individual expenditure from 1 July 2019 to 31 December 2019.

TIMING

The Councillor Expenses and Facilities Policy requires the reporting of councillor expenses each six months.

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

The financial commitment for councillor expenses and facilities is outlined within the Councillor Expenses and Facilities Policy adopted by Council on 28 August 2018. Provision for expenses and facilities was included within the existing operational budgets for the 2019/20 financial year.

SOCIAL CONSIDERATIONS

The Councillor Expenses and Facilities Policy provides a framework for councillors to claim for expenses incurred and facilities required for councillors to undertake their civic duties across the local government area.

ENVIRONMENTAL CONSIDERATIONS

There are no environmental impacts relating to this report.

GOVERNANCE AND RISK CONSIDERATIONS

The Councillor Expenses and Facilities Policy is required under sections 252 and 253 of the Act, and clause 403 of the Local Government (General) Regulation 2005. The reporting of expenses reimbursed to councillors is to be tabled at a Council meeting and made available on Council's website under clause 17.2 of the Councillor Expenses and Facilities Policy.

Councillor Expenditure 1 July 2019 to 31 December 2019
(excluding internal charges for councillor ICT and meetings)

Councillor	Amount
Cr Amon	3,169
Cr Bingham	3,377
Cr Daley	5,515
Cr De Luca	5,476
Cr Ferguson	8,274
Cr Grattan	1,000
Cr Harrison	450
Cr Heins	5,494
Cr McTaggart	0
Cr Philpott	1,966
Cr Sprott	9,252
Cr Walton	4,371
Cr Warren	314
Cr White	3,834
Mayor Regan	12,106
Total councillor expenditure	64,599

10.0 COMMUNITY AND BELONGING DIVISION REPORTS

ITEM 10.1	PUBLIC ART WORKING GROUP MEETING NOTES - 2 AND 9 APRIL 2020
REPORTING MANAGER	EXECUTIVE MANAGER COMMUNITY, ARTS AND CULTURE
TRIM FILE REF	2020/337248
ATTACHMENTS	1 Meeting Notes - Public Art Working Group - 2 - 9 April 2020

BRIEF REPORT

PURPOSE

To report the meeting notes of the Public Art Working Group meeting held 2 to 9 April 2020.

REPORT

The scheduled meeting of the Public Art Working Group for early April was impacted by the Covid-19 Public Health Order restrictions imposed at that time. Not all members had access to online conferencing capability, so an email was sent to all members on 2 April advising of the items of business. Over the Period 2 April to 9 April each member was contacted by telephone by staff to seek their input to the agenda items. The feedback was recorded by staff. Following the completion of these calls it was noted that there were no items where an alternative view or a disagreement with the recommendations were identified. As such a set of meeting notes were compiled on that basis.

The Public Art Working Group (the Working Group) assists Council to implement the vision and goals of the Northern Beaches Arts and Creativity Strategy, *Connected Through Creativity 2029*, the delivery of the Coast Walk Public Art Strategic Plan, and other public art projects initiated by Council.

Northern Beaches Council's public art objectives are to:

- Enliven the Northern Beaches with works of public art that will contribute and enhance the character and design of memorable public places.
- Celebrate and reflect the cultural, social and environmental significance of the Northern Beaches, exploring both the historic and contemporary cultural layers of the Northern Beaches through public art outcomes.
- Deliver a distinctive program of permanent and temporary art initiatives to create a cultural connection for the Northern Beaches community.

The discussion at the Working Group meeting of 2-9 April 2020 included:

- Consideration of the endorsed priority sites for initial public art works on the Coast Walk.
 1. Aboriginal Artwork and Storytelling project.
 2. Open Commission at McKillop Park, Freshwater.
 3. Public Art Artist Panel Commission at Robert Dunn Reserve, Mona Vale Headland.
- Discussion of project opportunities at a recently landscaped area on Observation Point, Palm Beach, with a funding offer from the Palm Beach and Whale Beach Association, in recognition of Herminie Swainston.

- Discussion of a project proposal for St David's Avenue Park, Dee Why, as part of Council's landscape upgrade.
- Discussion of an offer of donation from Chime Projects.

The Meeting notes of 2 to 9 April 2020 (Attachment 1) were endorsed by the Public Art Working Group at the meeting of 4 June 2020.

LINK TO COUNCIL 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.
- Places for People - Goal 9: Our community is healthy, active and enjoys a broad range of creative, sporting and recreational opportunities.
- Community and Belonging - Goal 10: Our community is stimulated through a diverse range of cultural, creative activities and events.

FINANCIAL CONSIDERATIONS

Funding to support the Coast Walk is included in the existing budget.

ENVIRONMENTAL CONSIDERATIONS

The adoption of the minutes of the Working Group will not create adverse environmental impacts.

SOCIAL CONSIDERATIONS

The Working Group provides valuable advice regarding public art and cultural development. It includes involvement and engagement with a broad range of stakeholders across the creative sector.

GOVERNANCE AND RISK CONSIDERATIONS

The Working Group is conducted in accordance with Council's governance framework and adopted Public Art Working Group Terms of Reference. In light of the Public Health Order restrictions in place at the time, a meeting of the group in person was not permissible.

RECOMMENDATION OF DIRECTOR COMMUNITY AND BELONGING

That Council note the Meeting Notes of the Public Art Working Group meeting held on 2-9 April 2020.



MEETING NOTES

PUBLIC ART WORKING GROUP

Held via email and phone call due to Covid-19:

THURSDAY 2 APRIL – THURSDAY 9 APRIL 2020

Meeting Notes of the Public Art Working Group

Meeting held via email and phone calls Thursday

2 April to Thursday 9 April 2020

CONTACTED:

Working Group Members

Cr Penny Philpott (Chair)
Cr Sue Heins
Cr Kylie Ferguson
Billie Routledge, Community member
Penny Polkinghorne, Community member
Marissa Bateman, Community member
Aunty Clair Jackson, Community member
Ashley McDonald, Community member
Simon Barrett, Community member
John Pearson, Community member

Council Officers

Kylie Walshe, Executive Manager Community, Arts & Culture
Josephine Bennett, Manager Arts & Culture
Christiane Statham, Public Art Coordinator

1.0 WELCOME / APOLOGIES

Arts & Culture Manager, Josephine Bennett, sent the Working Group an introductory email that explained the process and provided instructions for the virtual meeting. Draft Minutes of 5 March 2020 and a PDF of the Agenda items were attached.

2.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The Public Art Working Group confirmed the Minutes of the previous meeting.

3.0 COAST WALK PUBLIC ART TRAIL

3.1 Project Summaries

DISCUSSION

Council staff presented project summaries and budgets for the first three commissions on the Coast Walk.

These are:

Aboriginal Artwork and Storytelling

A project that aims to acknowledge, respect and share the stories of the Northern Beaches First Nations people through a series of inter-related public artworks and markers along the Coast Walk, using a range of media and techniques.

Budget: \$400,000 (\$200k Club Grants + \$200k Council matched)

McKillop Park, Freshwater

An opportunity for a major Open Commission (open to Australian and international artists). This will be a landmark artwork, which will respond to the site's natural landscape, environmental conditions and local history.

Budget: \$400,000 - \$500,000

South Mona Vale Headland (Robert Dunn Reserve)

An opportunity for an integrated artwork, responding to the particulars of this site and landscape, and open to members of the Public Art Artist Panel.

Budget: \$200,000

RECOMMENDATION

The Public Art Working Group recommend that:

- The project summaries and budgets are supported
- Both emerging and established artists and organisations are approached for the Aboriginal project.
- That artist/s engaged for South Mona Vale Headland / Robert Dunn Reserve from the Public Art Artist Panel are capable of delivering a major integrated artwork.
- That Council staff explore supplementary funding through government agencies such as Create NSW.

- That the community are actively engaged in the Aboriginal Artwork and Storytelling project.
- That the Freshwater community and Harbord Diggers are actively engaged in the McKillop Park project.

3.2 Herminie's Landing

DISCUSSION

Staff presented a concept for an embedded artwork to commemorate former Palm Beach resident and community advocate, Herminie Swainston, at a recently landscaped area at Observation Point. This potential project developed from a request from the Palm Beach and Whale Beach Association, who will donate \$3,500-\$4,500 towards the project.

As per Council policy, Council's Parks department will report to Council the request that the site be renamed Herminie's Landing in mid-2020 (TBC). The proposal for renaming would be placed on public exhibition for one month, with a report to Council to follow. After this, if endorsed, the procurement of an artwork could proceed.

RECOMMENDATION

The Public Art Working Group recommend that this proposal is supported.

3.3 Dee Why Panels

This project is on hold due to restrictions on site visits and meetings due to the Covid-19 pandemic.

RECOMMENDATION

The Public Art Working Group noted the project update.

4.0 Offer of Donation – Chime Projects

DISCUSSION

The Public Art Working Group responded to the proposal from Chime Projects for a potential donation of a public artwork.

The Public Art Working Group felt that the proposed artwork would not be suitable at either of the nominated sites (Manly and Clontarf), as the proposed work would be inappropriate due the current usage of those sites by community. Members felt the work may potentially be better suited to locations on the Northern Beaches that have stronger connections with live music, such as Narrabeen and Collaroy.

Public Art Working Group members suggested that there were more suitable venues, such as the Hordern Pavilion at Fox Studios, the ICC in Darling Harbour or the Qudos Bank Arena at Sydney Olympic Park. They also mentioned that other members of the group had connections to the Northern Beaches, and a tribute to the entire band might be more suitable.

Members also responded that the proposal was problematic in that the artwork would require ongoing and expensive maintenance, incurring major costs for Council in the future. The artwork could also attract vandalism, and its remediation and protection from vandalism could also incur further costs for Council.

Noise restrictions in the public domain would also be an issue for this project in its proposed form. Public Art Working Group members suggested that there may be a way to pay tribute to the artist through the support of live music venues, interactive musical playgrounds or other forms of embedded public art in the public domain that give back to the community and blend with the landscape.

The proposed sculpture is as a memorial, despite being described as a tribute. A tribute is an act, a statement or gift acknowledging gratitude, respect or admiration - whilst a memorial is a built structure, such as a monument, intended to celebrate the memory of a person or event. A figurative, life-sized bronze sculpture of a deceased person will be read by the public as a memorial.

The Public Art Working Group came to a consensus that:

- The proposal needs further development in order to align with Council policies and guidelines, including the Public Art Policy and Guidelines, and the Cultural Collection Management and Gifts Policy and Guidelines.

RECOMMENDATION

The Public Art Working Group recommend that Council Staff provide feedback to Chime Projects on the above issues and requirements.

5.0 St David Ave Park, Dee Why

The Working Group were generally in agreement with this proposal, although some felt that the budget as stated was too low for a good outcome. There was also a concern that the artwork not be disruptive at night to residents or traffic, as this is a high density and high transit area. There is an opportunity to highlight nearby developments such as the Lighthouse Apartments, Dee Why.

Other members felt that this was an opportunity to respond to the culturally diverse Dee Why community.

RECOMMENDATION

The Public Art Working Group recommend that this proposal is supported.

6.0 2020 Meeting Schedule

Staff thanked Working Group members for their contributions and confirmed the 2020 Meeting Schedule for the Public Art Working Group.

Depending on the development of the Covid-19 situation, meetings will be held on Thursday evenings and are scheduled for:

- 4 June 2020, 6-8pm – Online via Teams
- 3 September 2020, 6-8pm – Guringai Room, Civic Centre Dee Why
- 19 November 2020, 6-8pm – Flannel Flower Room, Civic Centre Dee Why

7.0 OTHER BUSINESS

Nil

NEXT MEETING

Meeting called for Thursday 4 June 2020, 6-8pm.

SUMMARY OF ACTIONS

ITEM NO.	ACTION	RESPONSIBLE OFFICER	DUE DATE
3.1	Explore supplementary funding through Create NSW	Josephine Bennett	30 May 2020
4	Staff write to Chime Projects.	Christiane Statham	30 June 2020

This is the final page of the Notes comprising 7 pages numbered 1 to 7 of the Public Art Working Group meeting held via email and phone between 2 and 9 April, 2020.

ITEM 10.2	PUBLIC EXHIBITION OF THE DRAFT CHILD SAFEGUARDING POLICY
REPORTING MANAGER	EXECUTIVE MANAGER CHILDREN'S SERVICES
TRIM FILE REF	2020/305853
ATTACHMENTS	1 ⇒Draft Child Safeguarding Framework (Included In Attachments Booklet 1) 2 ⇒Draft Child Safeguarding Policy (Included In Attachments Booklet 1)

SUMMARY

PURPOSE

To seek approval to place the draft Child Safeguarding Policy on public exhibition.

EXECUTIVE SUMMARY

The development of the draft Child Safeguarding Policy has been undertaken in response to a Notice of Motion at an Ordinary Council Meeting on 17 December 2019, requesting that Council prioritise the development of a policy position in respect of Child Safeguarding.

Council has a responsibility to adopt preventative and responsive systems, policies and practices to safeguard children and young people (those aged under 18 years) from harm and abuse. The draft policy will apply to all workers of Northern Beaches Council including Councillors, employees, trainees, work experience and internships, volunteers, agents, consultants, contractors and employees of contractors irrespective of whether or not they work with or have direct contact with children and young people.

The purpose of the draft Child Safeguarding Policy is to provide a set of overarching practices aligned to the Child Safe Standards recommended by the Royal Commission that demonstrates Council's commitment to child safety, principally that:

- Northern Beaches Council is committed to providing and actively promoting a safe environment for children and young people.
- Council has zero tolerance towards child abuse, and is committed to protecting the physical, emotional, cultural and social wellbeing of all children and young people.
- Council has policies and systems to protect children and young people, all allegations and safety concerns will be treated seriously.
- Northern Beaches Council acknowledges that protecting the safety of children and young people is a whole of community responsibility and is everyone's business.

RECOMMENDATION OF DIRECTOR COMMUNITY AND BELONGING

That:

1. Council endorse the draft Child Safeguarding Policy to be placed on public exhibition for a minimum of 28 days.
 2. The outcomes of the public exhibition be reported to Council.
-

REPORT

BACKGROUND

The development of the draft Child Safeguarding Policy has been undertaken in response to a Notice of Motion at an Ordinary Council Meeting on 17 December 2019, requesting that Council prioritise the development of a policy position in respect of Child Safeguarding.

The Policy outlines the practices that guide the Council's approach to becoming a Child Safe Organisation, as recommended by the Royal Commission into Institutional Responses to Child Sexual Abuse.

In summary, the draft Policy states Council's commitment to the safeguarding and wellbeing of children and young people.

CONSULTATION

The draft Policy was developed in consultation with staff from across the business including those who work directly and indirectly with children and young people, human resources and senior management.

As part of the development process, a range of policies and frameworks from the National Office for Child Safety, The Office of Children's Guardian, The Human Rights Commission, and the Advocate for Children and Young People have been referenced during the policy development.

It is recommended that the draft Policy be placed on public exhibition for a minimum of 28 days through Your Say and promoted to the local community for comment.

LINK TO STRATEGY

The draft Child Safeguarding Policy aligns with Council's Community Strategic Plan 2018 – 2028 outcomes as follows:

- Goal 8: Our neighbourhoods inspire social interaction, inclusion and support health and wellbeing.
- Goal 9: Our community is healthy, active and enjoys a broad range of creative, sporting and recreational opportunities.
- Goal 11: Our community feels safe and supported.
- Goal 12: Our community is friendly and supportive.
- Goal 19: Our Council is transparent and trusted to make decisions that reflect the values of the community.
- Goal 20: Our Council efficiently and effectively responds to, and delivers on, the evolving needs of the community.
- Goal 21: Our community is actively engaged in decision making processes.

FINANCIAL CONSIDERATIONS

Resourcing the implementation of the draft Child Safeguarding Policy will be met within operational budgets.

SOCIAL CONSIDERATIONS

The draft Child Safeguarding Policy provides a clear statement of intent of the Council's commitment to safeguarding children and young people.

ENVIRONMENTAL CONSIDERATIONS

There are no environmental considerations related to the exhibition or operation of the draft Policy.

GOVERNANCE AND RISK CONSIDERATIONS

Ensuring a robust, complete and up to date policy environment is key to Council's governance framework. There are no specific governance and risk considerations associated with the draft Child Safeguarding Policy.

12.0 PLANNING AND PLACE DIVISION REPORTS

ITEM 12.1	LOW RISE MEDIUM DENSITY CODE
REPORTING MANAGER	EXECUTIVE MANAGER STRATEGIC & PLACE PLANNING
TRIM FILE REF	2020/343479
ATTACHMENTS	1 ⇒ Letter to Mayor - Minister for Planning Rob Stokes MP - Low Rise Medium Density Housing Code - 3 June 2020 (Included In Attachments Booklet 1)
	2 ⇒ Letter to DPIE - 10 June 2020 (Included In Attachments Booklet 1)
	3 ⇒ Email Response from DPIE - 11 June 2020 (Included In Attachments Booklet 1)
	4 ⇒ Letter to DPIE - 11 June 2020 (Included In Attachments Booklet 1)

SUMMARY

PURPOSE

To inform the Council of the actions taken to respond to the commencement of the Low Rise Medium Density Housing Code on 1 July 2020.

EXECUTIVE SUMMARY

On Friday 5 June 2020, Council received written advice from the Minister of Planning and Public Spaces that no further deferral of the Low Rise Medium Density Housing Code (Code) would be given, and that the Code would commence operations on 1 July 2020. In his correspondence, the Minister acknowledged Council's public position that Council should be exempt from the Code once it has completed its Local Housing Strategy and LEP, and he advised that he was supportive of this approach, however he urged council to recommence work on its 2018 Planning Proposal.

The Low Rise Medium Density Housing Code (the Code) will permit dual occupancies; multi-dwelling houses (terraces), manor houses (3-4 dwellings) and subdivision as complying development in zones where they are currently permitted with development consent, but subject to lesser development standards e.g. minimum allotment size.

Senior staff from Council held an urgent meeting with DPIE staff on Friday 5 June 2020 to discuss the Minister's letter. Council put forward the argument that even if Council advanced the 2018 Planning Proposal expeditiously, the Planning Proposal would not be completed for many months (given statutory timeframes), and that this would mean that adverse development outcomes were likely in the Northern Beaches LGA once the Code commenced on 1 July 2020.

Officers from DPIE offered an alternate approach to Council. They suggested Council put forward a submission recommending amendments to the Manly LEP, Pittwater LEP and State Environmental Planning Policy (Exempt and Complying Development Codes) to reduce the impacts of the commencement of the Low Rise Medium Density Housing Code that will commence on 1 July 2020. The amendments would be considered as a consequential amendment to the Codes SEPP.

In offering the submission of recommendations, a deadline of 9am Wednesday 10 June 2020 was given. It is understood that no extensions to the lodgment of the submission would be given as DPIE needed to review the Council amendments and Parliamentary Counsel need to draft the legislative changes. There would be no public consultation of the LEP and SEPP amendments that would commence on 1 July 2020.

Whilst it remains Council's position that the Code's application within the Northern Beaches LGA, should be deferred to allow a holistic, strategic, and local approach to be taken to the delivery of future housing for the Northern Beaches community through Council's Local Strategic Planning Statement (LSPS) and its Local Housing Strategy (LHS), there are limited options available to Council now that the Minister has formally advised that the Code will commence on 1 July 2020.

The option of progressing the 2018 Planning Proposal would divert resources away from Council finalising the LHS and draft LEP, and is not feasible. It would not delay the commencement of the Code on 1 July 2020. For this reason, the offer for Council to make a submission to DPIE recommending amendments to the LEP and SEPP, whilst being an interim measure, will help to reduce the potential impacts of the Code within the Northern Beaches LGA, and is recommended by staff.

Accordingly, to ensure the strategic intent of Council's existing controls is maintained until Council's LHS has been completed, Council requested the following LEP and SEPP amendments be made before 1 July 2020:

1. Introduce a minimum site area per dwelling for the erection of dual occupancy, multi dwelling housing (terraces) and manor houses in the R2 Low Density Residential zone under the Manly LEP 2011 consistent with the "residential density areas map" within Manly DCP 2013.
2. Introduce minimum allotment sizes for the subdivision of dual occupancy, multi-dwelling housing (terraces) and manor houses in the R2 Low Density Residential zone under the Manly LEP 2011 to ensure that the application of the Codes SEPP will result in subdivision standards consistent with the "residential density areas map" within Manly DCP 2013.
3. Introduce minimum allotment sizes for the subdivision of dual occupancy in the R2 Low Density Residential zone under the Pittwater LEP 2014 to ensure that the application of the Codes SEPP will result in subdivision standards consistent with general subdivision standards under Pittwater LEP 2014.
4. Introduce amendments to State Environmental Planning Policy (Exempt and Complying Development Codes) to exclude the Warriewood Valley Release Area from the operation of the SEPP via its inclusion within Schedule 5 – Land excluded from the Housing Code and Greenfield Housing Code.

The recommendations of staff were provided to Councillors on 9 June 2020 for comment. No objections were raised.

In email correspondence received from DPIE on 11 June 2020, Council was advised that DPIE did not support the following Council recommendations:

- Minimum site area per dwelling for dual occupancies in the Manly LEP.
- Minimum allotment size for the subdivision of dual occupancies in the Manly LEP.
- Minimum allotment size for the subdivision of dual occupancies in the Pittwater LEP.
- Exclusion of the Warriewood Valley Release Area from the Codes SEPP.

Given the advice, Council was requested to amend the recommendations. A revised letter was sent to the Department on 11 June 2020 requesting the progression of the remaining recommendations related to manor houses and multi-unit housing (terraces).

Council will still progress its LHS to further develop the broader local approach to the delivery of future housing to meet the needs of the Northern Beaches community.

RECOMMENDATION OF DIRECTOR PLANNING AND PLACE

That Council note the submission to the Department of Planning, Infrastructure and Environment requesting amendments to the Manly LEP and State Environmental Planning Policy (Exempt and Complying Development Codes 2008) to reduce the impact of the Low Rise Medium Density Housing Code to:

1. Introduce a minimum site area per dwelling for the erection of multi dwelling housing (terraces) and manor houses in the R2 Low Density Residential zone under the Manly LEP 2011 consistent with the "residential density areas map" within Manly DCP 2013.
 2. Introduce minimum allotment sizes for the subdivision of multi-dwelling housing (terraces). and manor houses in the R2 Low Density Residential zone under the Manly LEP 2011 to ensure that the application of the Codes SEPP will result in subdivision standards consistent with the "residential density areas map" within Manly DCP 2013.
-

REPORT

BACKGROUND

In late 2016 The Department of Planning, Industry & Environment (DPIE) exhibited amendments to State Environmental Planning Policy (Exempt and Complying Development Codes) 2007 (Codes SEPP) to introduce the draft Low Rise Medium Density Code (the Code).

The Code, which was originally scheduled to commence on 6 July 2018, sought to permit dual occupancies; multi-dwelling houses (terraces), manor homes and subdivision as complying development in zones where they were already permitted with development consent, but subject to lesser development standards.

At its meeting on 13 December 2016, Council resolved to make a submission highlighting its concerns with the Code, including excessive densities and speculative development in low-density areas, particularly in areas under the Manly and Pittwater Local Environmental Plans (LEPs).

On 22 May 2017, DPIE advised that the Minister would consider deferring the commencement of the Code, if councils lodged a Planning Proposal seeking to amend their LEP.

At its meeting on 26 June 2018, Council resolved to submit a Planning Proposal to DPIE to prohibit:

- Manor houses and multi-dwelling housing (including terraces) in zone R2 Low Density Residential zone under the Manly LEP 2011.
- Dual occupancy in zone R2 Low Density Residential zone under the Manly LEP 2011 and Pittwater LEP 2014.
- Manor houses, multi-dwelling housing and dual occupancies in the R3 Zone in the Warriewood Valley under Pittwater LEP 2014.

The Planning Proposal was submitted to DPIE on 27 June 2018, and DPIE advised on 5 July 2018 that the Northern Beaches LGA was deferred from the Code until 1 July 2019.

The Code commenced operation on 6 July 2018 in a number of Council areas.

On 31 July 2018, a Gateway determination was issued by DPIE for the Proposal. The determination noted the Proposal would be required to be amended prior to exhibition taking into consideration a number of matters such as:

- Excluding the prohibition of multi-dwelling housing in the medium density residential R3 Zone as it is mandated under the Standard Instrument LEP
- Exploring alternative approaches in relation to the prohibition of dual occupancy.
- Undertaking a quantitative analysis to assess the impacts of the proposal on housing diversity and supply.
- Assessment of the Proposal's consistency with the Greater Sydney Regional Plan, North District Plan and Council's relevant local strategies including whether the proposal is supported by a housing strategy.

On 26 November 2018, Council sought information about the specifics of the City of Ryde Council's additional deferral from the Code. Council is yet to receive a formal response to this request.

On 31 January 2019, Council submitted an amended Planning Proposal generally consistent with the original proposal but removing the prohibition of dual occupancy and multi dwelling housing within the R3 Zone in the Warriewood Valley under Pittwater LEP 2014. At the same time, Council sought an extension of the deferral from the application of the Code for another 12 months.

On 4 April 2019, DPIE wrote to Council regarding the amended Planning Proposal, seeking significant further information, which Council considered would be better undertaken in conjunction with the development of Council's Local Housing Strategy (LHS). Council did not receive a response regarding its previous deferral request.

On 17 April 2019, Council again requested a 6 to 12 month deferral from commencement of the Code. Council did not receive a response until 24 July 2019, which still did not contain a formal response to the deferral request.

On 27 June 2019, Council was advised that the Codes SEPP was amended to extend this deferral for 45 councils (one of which was the Northern Beaches) until 31 October 2019, to allow an independent review to be undertaken of the Code.

The independent review report was completed in September 2019, and recommended the temporary deferral of the Code for the 45 deferred councils be extended to 1 July 2020 so as to allow those councils time to complete their strategic planning, including Local Strategic Planning Statements, Local Housing Strategies (LHS), update their LEPs, and identify and map areas of special local character.

The review report also recommended that where the Code currently applies in an R2 Low Density Residential Zone it should not be removed from application through a Planning Proposal to prohibit multi dwelling housing or dual occupancy from that zone.

As Council's Planning Proposal sought to prohibit these uses from the R2 zone, Council wrote to the Minister for Planning and Public Spaces on 19 December 2019 seeking advice on the implications of the review report recommendations for Council's current Planning Proposal.

On 31 January 2020, DPIE advised Council that it would meet with Council to discuss any concerns; however this would not occur until DPIE had prepared further guidance on how to take a local approach to the Code, which would be available in early 2020.

On 15 April 2020, Council wrote to DPIE seeking an additional deferral from the operation of the Code for a further 12 months to allow Council to finalise its LHS and implement any required LEP changes in the new Northern Beaches LEP.

On 25 May 2020, Council wrote to the Minister for Planning and Public Spaces seeking an additional deferral from the operation of the Code within the Northern Beaches Local Government Area from 1 July 2020.

On 5 June 2020 Council received a letter from the Minister for Planning and Public Spaces (Attachment 1) advising that:

'the two-year deferral from the Code will end on 1 July 2020 and the Code will now commence and apply in your local government area as originally intended. I understand that Council ultimately seeks an exclusion from the Code once it has completed its Local Housing Strategy and a new Local Environmental Plan. I am supportive of this approach, and note that Council intends to complete the exhibition of its Local Housing Strategy and a new Local Environmental Plan by the end of the year. In the interim, however, I urge Council to recommence and finalise work on its planning proposal so that any changes from the Code to suit local needs and conditions can be expedited.'

On 5 June 2020 staff from DPIE further advised that it would consider allowing Council to establish minimum lot size and subdivision standards for dual occupancies, multi dwelling housing (terraces) and manor houses in its LEPs to reduce the impact of the Code via a consequential amendment to accompany a housekeeping SEPP amendment undertaken by DPIE, provided submissions were received by Wednesday 10 June 2020.

On 9 June 2020 Councillors were provided with correspondence seeking comments by 9 am on Wednesday 10 June regarding a proposed submission to DPIE seeking amendments to the Manly LEP, Pittwater LEP and Codes SEPP to minimise the impacts of the operation of the Code in the Northern Beaches LGA.

No Councillor objections were received to the correspondence within that time.

Council subsequently sent a letter to DPIE on 10 June 2020 in the terms outlined in the Councillor memo (Attachment 2).

Likely Impacts of the Code within the Northern Beaches LGA Prior to the Amendments Sought

The main issues associated with the Code prior to the amendments sought can be summarised as follows:

1. It permits the subdivision of dual occupancy development into smaller allotments than currently permissible under Pittwater and Manly LEPs in the R2 zone.
2. It permits 'manor houses' and 'multi-dwelling housing' at a higher density than currently permissible under the Manly DCP in the R2 zone.
3. It permits the subdivision of 'manor houses' and 'multi-dwelling housing' into smaller allotments than currently permissible under the Manly LEP in the R2 zone.
4. It permits manor houses, multi-dwelling housing and dual occupancies in the R3 medium density residential zone in Warriewood Valley with significantly less landscaped area than currently required under Pittwater DCP.
5. It permits dual occupancy development with lesser setback and car parking requirements than currently permissible under Pittwater and Manly Development Control Plans (DCPs) in the R2 zone.

Local Housing Strategy

Council has consistently stated that the Code's application within the Northern Beaches LGA, should be deferred to allow a holistic, strategic, and local approach to be taken to the delivery of future housing for the Northern Beaches community through Council's Local Strategic Planning Statement (LSPS) and its LHS.

- 1) Following receipt of the support of the Greater Sydney Commission (GSC), Council adopted its LSPS on 26 March 2020. Action 15.3 of the LSPS states that Council will, through its LHS, work with DPIE to develop a local approach to the provision of medium density housing as an alternative to the application of the State Environmental Planning Policy (Exempt and Compiling Development Code) 2008.
- 2) It was not, and is still not considered appropriate to progress the Planning Proposal submitted to DPIE outside of the LHS process, as this would divert Council resources away from progressing the LHS, the document which is meant to form the basis for the drafting of a LEP for the entire LGA.

- 3) Council publicly exhibited a Housing Issues and Opportunities Paper together with the exhibition of its draft LSPS in 2019. The Paper identified key housing issues, established a housing vision, and explored spatial options and land use planning approaches for the LGA. Council subsequently held two Councillor workshops, in November 2019 and February 2020 to further refine housing options.

Following that work, a draft LHS has been prepared which is being reviewed by staff. The LHS will be reported to Council in the next few months. Subject to Council approval, the LHS will be publicly exhibited before adoption and submission to DPIE.

Requested LEP(s) and SEPP Amendments

In summary, Council's submission to DPIE dated 10 June 2020 requested that DPIE make the following amendments:

1. Introduce a minimum site area per dwelling for the erection of dual occupancy, multi dwelling housing (terraces) and manor houses in the R2 Low Density Residential zone under the Manly LEP 2011 consistent with the "residential density areas map" within Manly DCP 2013.
2. Introduce minimum allotment sizes for the subdivision of dual occupancy, multi-dwelling housing (terraces) and manor houses in the R2 Low Density Residential zone under the Manly LEP 2011 to ensure that the application of the Codes SEPP will result in subdivision standards consistent with the "residential density areas map" within Manly DCP 2013.
3. Introduce minimum allotment sizes for the subdivision of dual occupancy in the R2 Low Density Residential zone under the Pittwater LEP 2014 to ensure that the application of the Codes SEPP will result in subdivision standards consistent with general subdivision standards under Pittwater LEP 2014.
4. Introduce amendments to State Environmental Planning Policy (Exempt and Complying Development Codes) to exclude the Warriewood Valley Release Area from the operation of the SEPP via its inclusion within Schedule 5 – Land excluded from the Housing Code and Greenfield Housing Code.

In email correspondence received from DPIE on 11 June 2020 (attachment 3), Council was advised that DPIE did not support the following Council recommendations:

- Minimum site area per dwelling for dual occupancies in the Manly LEP.
- Minimum allotment size for the subdivision of dual occupancies in the Manly LEP
- Minimum allotment size for the subdivision of dual occupancies in the Pittwater LEP.
- Exclusion of the Warriewood Valley Release Area from the Codes SEPP.

Given the advice, Council was requested to amend its request. A revised request was sent to the Department on 11 June 2020 requesting the progression of the remaining recommendations related to manor houses and multi-unit housing (terraces) (attachment 4).

CONSULTATION

Given that Council was formally advised of the Ministers decision on 5 June 2020 and the deadline for subsequent submissions to DPIE was 9am on Wednesday 10 June 2020, no community consultation was possible.

The changes, while being effective, are a lesser position than was adopted by Council previously – as dual occupancies will not be prohibited. Notwithstanding this, given the limited options available from DPIE, the changes seek to retain current controls and standards and will minimise the negative impacts of the Code when it comes into force on 1 July 2020.

The requested LEP (and SEPP) amendments to reduce the potential impacts of the Code are considered an interim measure and the most appropriate way forward.

This could be considered the first stage in Councils local response to the Code. Council would however still progress its LHS to further develop the broader local approach to be taken to the delivery of future housing to meet the needs of the Northern Beaches community.

TIMING

The LEP (and SEPP) amendments, if supported by DPIE, will be made before or together with the commencement of the Code on the Northern Beaches on 1 July 2020.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcome of:

- Places for People - Goal 7: Our urban planning reflects unique character of our village, natural environment and is responsive to the evolving needs of our community.
- 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.

SOCIAL CONSIDERATIONS

The new position will allow engagement with the Northern Beaches community to develop a local approach to the delivery of the medium density housing typology.

ENVIRONMENTAL CONSIDERATIONS

The Low Rise Medium Density Housing Code if not amended is considered likely to erode the character of established low-density neighbourhoods and cause objectionable amenity impacts.

GOVERNANCE AND RISK CONSIDERATIONS

Given the timing of the confirmation from the Planning Minister that there would not be an extension, there was no time to report this matter to Council prior to sending our response to DPIE.

The risk remains that DPIE will not be receptive to Council's requested changes.

13.0 TRANSPORT AND ASSETS DIVISION REPORTS

ITEM 13.1	MANLY LIFE SAVING CLUB AND COMMUNITY FACILITIES REDEVELOPMENT
REPORTING MANAGER	EXECUTIVE MANAGER PROPERTY
TRIM FILE REF	2020/340918
ATTACHMENTS	1 ⇒ Manly Life Saving Club and Community Facilities Redevelopment - Business Case (Included In Attachments Booklet 1)

SUMMARY

PURPOSE

To obtain Council's in principle support to commit funding for the Manly Life Saving Club & Community Facilities Redevelopment.

EXECUTIVE SUMMARY

On 26 June 2018 Council resolved

That:

- A. *Council staff prepare a report on:*
 - a. *the present condition and adequacy of the Manly Life Saving Club building*
 - b. *what action would be appropriate to bring the Club's building into line with present and foreseeable future requirements*
 - c. *the possibility of a design competition for a new building*
 - d. *what funding options would be available for a new building, including Government Grants.*
- B. *The report be brought back to Council within four months.*

Council officers engaged consultants Asset Technologies Pacific, to prepare a Condition Assessment & Life Cycle Cost Plan, an engineering assessment of the building systems, services and structures, to determine the current condition and adequacy of the Manly Life Saving Club building.

The report also considered the capital costs and ongoing costs for the following three options:

- Refurbish and extend the current building.
- Rebuild the club building.
- Maintain the current facility.

The assessment found the building to be functional and currently fit for occupancy; however, the level of amenity is impacted by the condition and compliance status of the building.

This assessment was presented to Council at its meeting of 16 October 2018, where Council agreed to provide in principle support for the redevelopment of Manly Life Saving Club with the following resolution:

- A. *Council endorse the strategy to proceed with design options for a new Life Saving Club and Community Building at Manly.*
- B. *Council establish a community working group to work collaboratively with Council and the Club.*
- C. *Council propose a suitable budget via the 2019/20 budget process to progress the project, including undertaking a two stage tender process to engage a design consultant as detailed in the report.*
- D. *Council write to all relevant Ministers informing them of the upcoming project, in an effort to source appropriate funding.*
- E. *Staff report back to Council at the conclusion of the second stage of community consultation prior to proceeding to Development Application for approval to progress to Development Application and business case stage.*

Council has written to all relevant Ministers in an effort to source appropriate funding for the project. A commitment to provide up to \$5 million from the Federal Government Departments of Infrastructure, Regional Development and Cities through the Community Development Grants Programme (CDG) has been made. No further commitments have been received.

In line with part A of the Council resolution, Council officers proceeded with the first stage of a two-stage procurement approach for the appointment of the design consultant. However, due to the uncertainty with regards to the overall project budget and the flow on impacts to the project scope of delivery, it was recommended that Council cancel the tender process until the budget envelope was finalised.

To continue momentum on this project, it is now recommended that Council commit funds to the Manly Life Saving Club & Community Facilities Redevelopment and progress to the development application stage with a funding envelope of \$15m.

RECOMMENDATION OF DIRECTOR TRANSPORT AND ASSETS

That Council:

1. Having considered the information and evidence contained in the Business Case, continue to support the project to provide a new life saving club building at Manly.
 2. Reserve a sum of \$5m from future budgets for the delivery of this project from within the existing 'Surf Life Saving Major Renewals Fund'.
 3. Approve to proceed to the design stage of the project as proposed.
-

REPORT

BACKGROUND

Manly Life Saving Club (The Club), located on the southern end of Manly Beach, was established in 1903 and is one of the oldest surf clubs in Australia. The Clubhouse (c1982) had a deck extension added to the building in 2013 and a partial upgrade of members' amenity areas on the ground floor carried out in 2014. The total internal and external floor area is 1,143 sqm.

The club building is in a poor state requiring significant upgrade in order to retain and grow its membership base so it can continue to deliver services including beach safety, maintenance of the aquatic environment, education, training and performing duties to develop and enable better lifesavers and competitors.

The report prepared by Asset Technologies Pacific in 2018, identifies the functional status of each building element, determined from an analysis of the current condition, overall fitness for purpose, appearance and functionality. Occupant safety and the suitability of the areas to meet their intended design have also been taken into consideration.

Item	Building Element	Fit for Purpose	Functional Limitations
1	Structure	Yes	-
2	Shell	No	<ul style="list-style-type: none"> Significant deterioration of the perimeter walls fixtures and finishes requiring rectification as part of a planned refurbishment or reactive maintenance
3	Interiors	Yes with limitations	<ul style="list-style-type: none"> Moderate deterioration of the internal building elements which will need to be addressed as part of a planned refurbishment or as reactive maintenance
4	Electrical Services	Yes with limitations	<ul style="list-style-type: none"> Main switchboard and distribution boards are approaching the end of effective operational life and will require upgrades
5	Hydraulic Services	Yes	-
6	Fire Services	Yes	-
7	Electronic Security	Yes	-
8	Civil Elements	Yes with limitations	<ul style="list-style-type: none"> Significant deteriorated fencing, handrails and gates.

The Club has expressed that the current building is not fit for purpose; constructed in 1982 the building was built for the needs at the time. Since then the Club membership has seen substantial growth, as well as seeing an increase in the equipment required to fulfil the key roles of the Club. This is evidenced by the Development Application that was lodged by the Club in 2009 which sought to increase training and storage spaces as well as providing disabled access to the Club building. It has also been noted by the Club that the current room and storage set-out is sub-optimal and leads to a range of compromised outcomes for both the Club and members of the community.

In addition, the current building has no disabled access to level one. Access to the lower level is via a small ramp at the front entrance.

CONCLUSION

To continue momentum on this project, it is now recommended that Council commit funds to the Manly Life Saving Club & Community Facilities Redevelopment and progress to the development application stage.

Given the current condition of the Club building, along with strong support from the Club, Community and Federal Government for the project, it is recommended that Council:

- Having considered the information and evidence contained in the Business Case, approve the progression of the project to provide a new surf club building at Manly Beach.
- Approve Council officers proceeding to tender for the engagement of Design Consultants.
- Endorse the proposed funding envelope of \$15 million as outlined within the business case for the delivery of this project.

CONSULTATION

Following the resolution of Council from its meeting of 16 October 2018, Council undertook the first stage of community engagement from 16 November – 16 December 2018. During this time, expressions of interest were called to join a community working group to assist Council and the design consultants, once appointed, in developing a concept plan for the new surf club.

Monthly working group meetings were organized, both at council offices and on site, with a total of four meetings held. The needs brief for the engagement of the design consultant was developed over the course of these meetings.

As per part A of the Council resolution, Council officers proceeded with the first stage of a two-stage procurement approach for the appointment of the design consultant. The first stage was to obtain sufficient information to enable Council to evaluate tender submissions and form a shortlist from the tenderers.

A total of 25 submissions were received, however due to the uncertainty with regards to the overall project budget and the flow on impacts to the project scope of delivery, it was recommended that Council cancel the tender process and put the project on hold until the budget envelope was finalised.

TIMING

It is anticipated, if in principle support is obtained, Council officers will re-commence the design consultancy tender.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcome of:

- Places for People - Goal 9: Our community is healthy, active and enjoys a broad range of creative, sporting and recreational opportunities.
- Participation and Partnership - Goal 22: Our Council builds and maintains strong partnerships and advocates effectively on behalf of the community.

FINANCIAL CONSIDERATIONS

Council officers will work with the Department of Infrastructure, Regional Development and Cities to finalise a Deed of Agreement for the committed \$5 million from the Federal Government.

Council has allocated an amount of \$45,216 in the 2019/20 financial year which will be rolled forward into the 2020/21 financial year. A further \$5 million in capital funds is recommended to be reserved by Council for the delivery of this project.

Once the design is developed, and development approval is obtained, Council will work with the Club and State Government to secure additional funding required.

SOCIAL CONSIDERATIONS

In 2017-2018 Manly Life Saving Club had a membership of 1,884 people. Annually 2.4 million people visit Manly with 42% of those being international visitors and 58% being domestic visitors.

This project will deliver an excellent outcome for the area, providing a valuable community asset that will not only support surf lifesaving activities, but also provide community spaces.

ENVIRONMENTAL CONSIDERATIONS

Environmental impacts would be assessed and managed as part of the project, with the design being in accordance with the Coastal Engineers recommendations.

The building will be designed with a strong focus on sustainability in line with Protect, Create, Live Northern Beaches Environment & Climate Change Strategy.

GOVERNANCE AND RISK CONSIDERATIONS

To ensure transparency the project involves a comprehensive community engagement process. A community working group has been formed, and the second stage of community engagement will be undertaken once a design consultant has been appointed and a concept design prepared, additionally a public exhibition of the design will form part of the Development Application process.

Project risks will be managed in accordance with Council's risk management practices.

ITEM 13.2	RESPONSE TO NOTICE OF MOTION NO 03/2020 - PITTWATER RUGBY PARK FACILITIES (ORDINARY COUNCIL - 25 FEBRUARY 2020)
REPORTING MANAGER	EXECUTIVE MANAGER PROPERTY
TRIM FILE REF	2020/181678
ATTACHMENTS	NIL

BRIEF REPORT

PURPOSE

To report back to Councillors regarding women's change facilities at Pittwater Rugby Park and to give recommendations.

REPORT

In the Council meeting of 25 February 2020, it was resolved (032/20):

That:

- 1. Council conduct an immediate review regarding the women's change rooms at Pittwater Rugby Park to ensure that there are adequate facilities for women's rugby and other sports at the ovals that reflect not only their inclusiveness and standing in the game of rugby, but also provides women with the same quality facility as that provided to a male player when both are scheduled to play at Pittwater Rugby Park at the same times/days.*
- 2. Staff bring back an urgent report to council within one month giving recommendations regarding these issues.*
- 3. Council also conducts an immediate review of all relevant sporting ovals and premises within the Northern Beaches Local Government area regarding women's change room facilities and come back with a report to council within three months which also gives recommendations.*

Pittwater Rugby Park is used for rugby from March to September each year. The ground hosts eight Warringah Rats Super Saturdays where Grade, Colts and Women's teams play at the same venue. On these occasions, there is a need for separate women's and men's changing spaces on the same day. Additionally, the facility is also used by small-sided soccer three nights per week from September to December with large numbers of male and female participants.

Following the Council resolution, staff from Council's Property Team and Parks and Recreation team met with a representative of the Warringah Rats Rugby Club on site 6 March 2020 to inspect the existing provision of change rooms.

The existing facilities consist of one home change room and one away change room that are in functional condition but would benefit from a general refurbishment.

The current change rooms are not configured in line with the standards now used for facilities for women's sport. In particular, the shower area needs improvement to create individual shower spaces which would be done by the addition of partitions.

To achieve equity of change facilities for female participants using this ground, it is recommended that in the short term, Council carry out a refresh of the changing room showers, including minor alterations to bring them to an appropriate standard for use by women's teams.

This will include adding partitions to the showers, which will address the issue of suitability of the existing change rooms but will not resolve the issue of men's and women's teams using the facilities on the same day.

To address this latter issue it is recommended that, in consultation with the key stakeholders, Council develops an upgrade plan for the whole of the area under the grandstand including the changing facilities, toilets, gym, storage and options for a function room / coaching space. This would be with the intent to create additional change facilities that will allow both men's and women's participants to utilize the ground and facilities at the same time, while also improving equitable access for participants with a disability.

With regard to the request to review all facilities, Parks and Recreation staff are reviewing the feedback received from local sport groups about Council's sportsground amenities and the actions for these amenities agreed in the Sportsgrounds Strategy. Also, the need for improvements to amenities in key park areas, to support recreation activities, is being investigated as part of the Open Space and Recreation Strategy project. The results of this work will inform future building works.

New sports buildings in recent years e.g.: Nolan's Reserve, Balgowlah AFL, Lionel Watts West Amenities, Forestville / Melwood Sports Amenities have been designed and built to ensure that they are appropriate for women's and girls' use. There have also been upgrades to existing facilities refurbished in recent years, such as the Weldon Oval Sports Amenities, to amend them to be female participant friendly as is proposed for the Pittwater Rugby Park refresh.

Conclusion

It is recommended that the short term measures be included in the works program for 2020/21 and that for the medium term Council allocate funds to include the works in the 2022/23 and 2023/24 capital works program.

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

FINANCIAL CONSIDERATIONS

It is proposed that approximately \$750,000, subject to refinement of the scope, would be allocated from the "Sport Buildings Works Program" across the two financial year period of 2022/23 & 2023/24.

ENVIRONMENTAL CONSIDERATIONS

Any building works will have the appropriate controls in place to protect the environment.

SOCIAL CONSIDERATIONS

The project will promote inclusiveness and access by increasing facilities for female participants and for people with a disability.

GOVERNANCE AND RISK CONSIDERATIONS

The project will be delivered utilising Council's established project management methodology and associated governance structures.

RECOMMENDATION OF DIRECTOR TRANSPORT AND ASSETS

That Council:

1. Carry out a minor renewal of the Pittwater Rugby Park changing room to bring them to an appropriate standard for use by women's teams in the 2020/21 financial year.
 2. In consultation with the key stakeholders, develop an upgrade plan for the Pittwater Rugby Park facilities with the intent to create additional change facilities that will allow both men's and women's participants to utilize the ground and facilities at the same time, while also improving equitable access for participants with a disability.
 3. Includes the works in the 2022/23 and 2023/24 capital works program.
-

ITEM 13.3	LOCAL CONTRACTOR SUPPORT PROGRAM
REPORTING MANAGER	EXECUTIVE MANAGER CAPITAL PROJECTS
TRIM FILE REF	2020/323997
ATTACHMENTS	NIL

SUMMARY

PURPOSE

To seek Council approval for a strategy to promote the utilisation of local businesses and aid the local economy in its recovery from the effects of the COVID-19 pandemic.

EXECUTIVE SUMMARY

In the current economic climate due to the effects of the COVID-19 pandemic, an opportunity has been identified to develop a program of minor concrete works targeted at smaller local concreting contractors. Local contractors have been defined as businesses with their primary address in the Northern Beaches Local Government Area.

The works proposed to be completed under this program include minor concrete repairs and minor renewals to footpaths, kerbs and gutter. Minor concrete restorations from utility or developer works are also able to be included.

To stimulate the local economy, it is proposed that a \$500,000 (excluding GST) program of works over approximately a three month period from September 2020, be released via an Expression of Interest (EOI) to local concreting contractors.

This program would be broken into packages of approximately \$50,000 (excluding GST), with a maximum of \$100,000 (excluding GST) awarded to any one contractor.

Whilst individual contracts with a single contractor would not exceed the tender threshold of \$250,000 under the Local Government Act, the cumulative total of the program of \$500,000 does exceed the tender threshold. Therefore, approval is sought from Council for an exemption from the tender requirements of Local Government Act due to the exceptional circumstances arising from the effects of the COVID-19 pandemic and the need to support and re-build the local economy.

RECOMMENDATION OF DIRECTOR TRANSPORT AND ASSETS

That:

1. Council note the strategy outlined in this report for supporting local businesses in their recovery from the economic effects of the COVID-19 pandemic.
 2. In accordance with Section 55(3)(i) of the Local Government Act, Council approve an exemption from tendering to engage local contractors for a program of minor concrete works due to the extenuating circumstances arising from the effects of the COVID-19 pandemic and the need to support and re-build the local economy.
 3. Authority be delegated to the Chief Executive Officer to execute all necessary documentation to give effect to this resolution.
-

REPORT

BACKGROUND

Given the current economic climate due to the effects of the COVID-19 pandemic, options available to Council to increase the work issued to local businesses to assist in the recovery of the local economy have been investigated. Local businesses have been defined as businesses with their primary address in the Northern Beaches Local Government Area.

Targeted Program of Minor Concrete works

Concrete restorations, repairs and minor renewals are currently procured under the Civil Infrastructure Works Panel. An opportunity has been identified to develop a program of minor concrete works targeted at smaller local concreting contractors. Many of these smaller contractors are on Councils approved list of 'Authorised and Accredited Concrete Contractors' to undertake vehicle footpath crossings and associated works (driveway crossings) for local residents and have the capability to undertake minor concrete works. The works to be completed under this program include minor concrete repairs and renewals to footpaths, kerbs and gutter. Minor concrete restorations from utility or developer works are also able to be included.

To stimulate the local economy, it is proposed that a \$500,000 (excluding GST) program of works over approximately a three month period be released via an Expression of Interest (EOI) to local concreting contractors.

This program would be broken into packages of approximately \$50,000 (excluding GST), with a maximum of two (2) packages totalling \$100,000 (excluding GST) awarded to any one contractor.

Whilst individual contracts with a single contractor would not exceed the tender threshold of \$250,000 under the Local Government Act, the cumulative total of the program of \$500,000 does exceed the tender threshold. Therefore, approval is being sought from Council for an exemption from the tender requirements of Local Government Act due to the exceptional circumstances arising from the effects of the COVID-19 pandemic and the need to support and re-build the local economy.

Procurement Strategy

A procurement process will be undertaken with equity and probity applied however, it will be tailored for the target market of local concreting contractors.

It is proposed that the contractors on the 'Authorised and Accredited Concrete Contractors' list, and other appropriate local contractors be invited to submit an EOI for this program. Business registers held by the Council Economic development team will also be utilised to identify potential contractors as well as notification of the Expression of Interest to Local Business Chambers.

Expressions of Interest will be sought from local concrete contractors. The following methods will be used:

- Mail out or email to local concreting contractors on the Northern Beaches Council 'Authorised and Accredited Concrete Contractors' list.
- Advertising on the Northern Beaches Council Website.
- Mail out or email to local concreting contractors on our Business Registers.
- Notification of the Expression of Interest to the Local Business Chambers.

Contractors will be required to provide the following information in their EOI in order to be assessed against the following criteria:

Criteria	Assessment
Primary business location is within the Northern Beaches Local Government Area	Pass / Fail
Ability to meet Northern Beaches Council minimum requirements for insurance and Work, Health and Safety management	Pass / Fail
Capability to deliver the works	Weighted
Rates for the delivery of the works	Weighted
Number of Apprentices employed by the contractor	Weighted

The EOIs received will then be scored using the above criteria and contracts for approximately \$50,000 packages of work will be awarded to the top ten scoring contractors. In the event that there are fewer than ten complying submissions then the top scoring contractors may be awarded a maximum of two packages each. If it is identified during the course of the works that a contractor is not performing to a satisfactory level, Council may terminate the engagement and make arrangements for another contractor to complete the works.

CONSULTATION

Consultation was undertaken with relevant areas of Council in the development of the strategy outlined in this report. Key internal stakeholders consulted include Transport and Civil Infrastructure, Property, Place and Economic Development, Capital Projects and Procurement.

TIMING

A procurement process for the Minor Concrete Works Program will commence following approval of the tender exemption. It is expected that an Expression of Interest (EOI) will be released in early July 2020. Construction works are anticipated to commence in September 2020, subject to the completion of the procurement process and satisfaction of Council Work Health and Safety requirements. The support program will then run for approximately three months.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcome of:

- Vibrant Local Economy - Goal 13: Our businesses are well-connected and thrive in our environment that supports innovation and economic growth.
- Good Governance - Goal 20: Our Council efficiently and effectively responds to, and delivers on, the evolving needs of the community.

FINANCIAL CONSIDERATIONS

The recommendations of this report pose no financial impact on Council as the work will be funded from existing budget allocations. The minor concrete renewal and repair works will be funded under CR05011 – Footpath Renewal Program or from Transport and Civil Infrastructure maintenance budgets. Any permanent minor concrete restorations will be funded from fees collected from Developers or Utilities in accordance with the adopted Northern Beaches Fees and Charges.

SOCIAL CONSIDERATIONS

Assisting the recovery of the local economy will result in positive social outcomes, stimulating employment and spending across the LGA.

The assessment criteria for the Expression of Interest (EOI) will include a criteria for the number of Apprentices employed by the contractor.

ENVIRONMENTAL CONSIDERATIONS

The works to be undertaken as part of this support program involve the repair of concrete infrastructure in the road reserve such as footpaths and kerb and gutter. These construction activities will be completed in accordance with appropriate environmental construction management requirements.

GOVERNANCE AND RISK CONSIDERATIONS

Under Section 55 (3) (i) of the Local Government Act 1993, Council may by resolution, provide exemption from tendering in *exceptional circumstances*. The procurement process to be undertaken following this exemption, while not in accordance with the Act will be robust, considering all risks and maintaining probity throughout the process. Council will also notify ICAC and the Office of Local Government of the procurement approach being taken in relation to this program of works.

The contractors engaged as part of this Local Contractor Support Program will be required to meet Council's minimum requirements for Workers Compensation and Public Liability Insurances. As the works are located in the road reserve, it is considered 'high risk construction work' under WHS Legislation. Therefore, contractors will also need to demonstrate they meet the requirements of the Northern Beaches Council Work Health and Safety (WHS) Procedure for Contractor Management.

The form of contract proposed to be used for this program of works is the NSW Government 'Mini Minor Works Contract'. Due to the short term nature and relatively low value of the engagements, this form of contract has been deemed appropriate as it is a simplified construction contract that covers the necessary WHS Legislation requirements.

ITEM 13.4	CROWN LAND REFORM - LAND CATEGORIES
REPORTING MANAGER	EXECUTIVE MANAGER PARKS AND RECREATION
TRIM FILE REF	2019/662131
ATTACHMENTS	1 ⇒ Initial Categorisation - Written Notice to Minister for Lands of Assigned Categorisation (Included In Attachments Booklet 1)
	2 ⇒ Initial Categorisation of Crown Reserves - Council Crown Land Manager Fact Sheet (Included In Attachments Booklet 1)
	3 ⇒ Local Government Act 1993 - Land Category Objectives (Included In Attachments Booklet 1)
	4 ⇒ Initial Categorisation - Categories Guidance for Reserve Purpose(s) (Included In Attachments Booklet 1)

SUMMARY

PURPOSE

For Council to endorse the proposed land categories for 35 Crown reserves for which Council is Crown Land Manager.

EXECUTIVE SUMMARY

The land categorisation process does not propose any change of use for the subject Crown reserves. Change of use would need to occur through a plan of management (PoM) and with the relevant community engagement requirements.

The Crown Land Management Act 2016 came into force on 1 July 2018. Since this time Council has become Crown Land Manager for 269 former reserve trust lands, the majority of which Council already managed. The change allows Crown land managed by Council to be managed in line with the Local Government Act 1993, along with Council Community land.

The transition to managing Crown land under the Local Government Act 1993 requires land categories to be assigned to each reserve. At the 26 February 2019 Council meeting Council considered proposed land categories for 268 reserves. All were endorsed with the exception of reserve 68892 which includes the Manly Warringah War Memorial State Park, including Aquatic Reserve. A decision on reserve 68892 was deferred and has since been discussed at four meetings of the Manly Warringah War Memorial State Park Advisory Committee. A meeting was also held with staff and representatives from the Save Manly Dam Catchment Committee.

The original process for assigning land categories required Council to nominate one initial category per reserve, with additional categories to be added via a public hearing related to the development of a Plan of Management (PoM). Given that Council already has PoM for many Crown reserves, Council requested multiple categories be permitted where they reflect existing PoM, many of which have already been through the public hearing process.

The State Government has confirmed a change to the process. They will now consider assigning multiple categories where they reflect current use of the land. They have subsequently asked that Council reconsider some of the original requested categories in light of the new process.

Attachment 1 is the draft submission to the Minister for Crown Lands, with mapping and justification of the proposed land categories for 35 Crown reserves. The NSW Department of Planning, Industry and Environment Crown Land Manager Fact Sheet on the new process can be found at Attachment 2.

The process provides for community consultation to occur when the relevant PoM is being developed or updated as this process of assigning land categories does not propose any change of use. Prescribed objectives for each land category (Attachment 3) have assisted with assigning the appropriate category to reflect existing use. Guidance categories in relation to the reserve purposes have also been provided by Crown Lands and can be found at Attachment 4.

RECOMMENDATION OF DIRECTOR TRANSPORT AND ASSETS

That Council:

1. Endorse the proposed land categories for 35 Crown land reserves for which Council has become Crown Land Manager.
 2. Resolve to notify the Minister for Lands of Council's preferred land categories.
 3. Authorise the Chief Executive Officer to approve the provision of any documentation required to support Council's proposed land categories.
-

REPORT

BACKGROUND

The introduction of the Crown Land Management Act 2016 allows Crown land managed by Council to be managed in line Council Community land. The transition requires the affected Crown reserves to be assigned land categories according to the Local Government Act 1993.

The land categories include:

- park
- natural area
- sportsground
- general community use
- area of cultural significance.

The category of Natural Area is further broken down into five sub categories:

- bushland
- foreshore
- wetland
- escarpment
- watercourse.

Natural Area subcategories are not required to be allocated at this stage. They can be identified when plans of management (PoMs) are being developed or updated.

Objectives for each land category can be found at Attachment 3. The proposed land categories need to align with the reserve purpose/s. The State Government's guidance categories in relation to the reserve purposes can be found at Attachment 4.

A set of guidelines were developed by the State Government to guide the steps required to transition the management of Crown Reserves, including but not limited to the categorisation process. The guidelines for allocating categories proved problematic for several NSW Councils including Northern Beaches. The process of identifying one initial category to start with then assigning additional categories through a public hearing process linked to the development of a PoM did not take into account that many Council's such as Northern Beaches already have PoM for Crown land. The process therefore would have led to the replication of significant work already undertaken.

Of the land categories endorsed by Council at the 26 February 2019 Council meeting many involved requests for multiple categories, primarily where a PoM exists. In doing so Council requested that the State Government revise its process. The NSW Department of Planning, Industry and Environment has recently released a new Council Crown Land Manager Fact Sheet (Attachment 2) that allows the allocation of multiple categories that reflect the current use of the reserve. Subsequently Council has been requested to provide additional information on 35 reserves.

Communications (by phone) with the NSW Department of Planning, Industry and Environment and the Council Crown Land Manager Fact Sheet (Attachment 2) explain that proposed land categories should:

- represent current/existing use
- multiple categories are permitted where they best represent current/existing use
- cannot represent desired future use
- relate to the reserve purpose
- relate most closely to the Local Government Act category objectives
- consider the characteristics of the land
- the category of 'Area of Cultural Significance' can be overlayed over another category.

SUMMARY OF SUBMISSION TO NSW DEPARTMENT OF INDUSTRY

The draft submission to the NSW Department of Industry specifying preferred land categories and including justification and category maps as recommended for each of the 35 Crown reserves can be found at Attachment 1. Some of the reserves are complex and require multiple categories, others only require a simple response to clarify categories in an existing PoM.

Where possible proposed land categories have been assigned consistently where the same or similar land use occurs across the local government area. In assigning land categories reference was made to the category objectives (Attachment 3) as well as the guidance categories for particular reserve purposes (Attachment 4). Some variations occur where the category of the predominant land use extends across other related facilities, including, for example where a reserve has already been categorised in its entirety within an existing PoM. If a reserve has previously been only partly categorised in a PoM, then the reserve categories have been revisited to improve consistency where appropriate. Some examples of consistent land categories include but are not limited to:

Land use	Proposed category
Golf Course	Sportsground
Sports buildings	Sportsground
Car park	General Community Use
Surf Life Saving Club	General Community Use
Bushland	Natural Area
Foreshore	Natural Area
Playgrounds	Park

The 35 reserves include all or part of the following Crown reserves. Note that Governor Phillip Park comprises three (3) reserves.

Manly Warringah War Memorial Park, including Aquatic Reserve	Griffith Park	Governor Phillip Park x 3 reserves
Seaforth Oval	Manly Wharf to the Skiff Club	Manly Wharf to North Harbour Reserve
Mona Vale Golf Course	Balgowlah Golf Course	Clontarf Foreshore
Tania Park	Bilarong Reserve (part)	County Road Reserve
Beacon Hill Oval	18 Walter Road Ingleside	Church Point Reserve (part)
Queenscliff to Manly Beach (sand)	Bantry Reserve	Forty Baskets
Coasters Retreat Wharf surrounds	Waldon Reserve	Nolans Reserve/Dobroyd Hill
Aitken Reserve	Rhoker Reserve	Maroa Reserve
Katoa Reserve	Nalya and Lillihina Reserves	Sunrise Reserve
McKillop Park	Governor Phillip Lookout	Collaroy Foreshore
Shelly Beach to Fairy Bower	St Matthews Farm	Pittwater Park

CONSULTATION

The proposed categories are recommended by a project Steering Group with Executive Manager and/or Manager Representation from Parks and Recreation, Property, and Environment and Climate Change.

The categories recommended for reserve 68892 which includes Manly Dam and Aquatic Reserve were discussed at the Manly Warringah War Memorial State Park Advisory Committee (MWWMSPAC) meetings of 6 May 2019, 11 November 2019, 24 February 2020 and 2 March 2020. The proposed categorisation for reserve 68892 by staff was supported by the majority of the members of the MWWMSPAC.

They also requested that the whole of the State Park be overlaid on the mapping as an Area of Cultural Significance. The proposal to overlay a categorisation of Area of Cultural Significance is supported except for Aquatic Reserve as there is no evidence to support the categorisation. Advice from the Aboriginal Heritage Office is that they are unaware that the site possesses any cultural values. Aquatic Reserve also falls outside of the boundaries of the current Manly Warringah War Memorial Park PoM and does not serve a war memorial purpose.

A meeting was also held on 5 March 2019 with staff and representatives from the Save Manly Dam Catchment Committee. Further details can be found in the Written Notice to the Minister at Attachment 1.

The process outlined by Crown Lands indicates that broader community consultation occur when PoM are developed. Community consultation is not required at the initial categorisation stage. The initial categorisation phase assists in allowing the reserves to be categorised in line with the Local Government Act 1993 by documenting current use. Any change of use would require community consultation including a public hearing when a PoM is developed or updated.

It would be complicated to hold community consultation over the affected Crown reserves outside of a broader review of the land as would occur when a PoM is created.

TIMING

The initial categorisation process occurs prior to the development of a draft PoM. At this stage the transition to managing Crown land in line with the Local Government Act 1993 is to occur by 30 June 2021. This would require at least 29 PoM to be developed to cover the 269 Crown reserves. A number of NSW Councils, including Northern Beaches, have expressed concern about meeting this deadline. An extension of the deadline is being considered by the State Government.

LINK TO COUNCIL STRATEGY

This process of assigning land categories to Crown reserves for which Council has become Crown Land Manager is a requirement of the Crown Land Management Act 2016 and associated transition guidelines.

FINANCIAL CONSIDERATIONS

The recommendations of this report in terms of nominating preferred land categories pose no financial impact on Council.

SOCIAL CONSIDERATIONS

Assigning land categories is the first step toward developing PoM for Crown reserves for which Council is Crown Land Manager. The PoM development phase will allow for broader community consultation over the future use of these Crown reserves.

ENVIRONMENTAL CONSIDERATIONS

The land categories recommended in this report document the current use of the Crown reserves and do not facilitate any changes that would cause environmental impacts. Any works proposed in the future would trigger the need for the usual environmental assessments, approvals or conditions as required and in line with relevant legislation.

GOVERNANCE AND RISK CONSIDERATIONS

The land categorisation process is an important step in transitioning the management of Crown land under Council's management to being managed in line with the Local Government Act 1993. This will provide for both Council managed Crown land and Council Community land to be managed consistently. It will also minimise risk by ensuring that activities on Crown land are occurring in line with the relevant land category definition.

ITEM 13.5	OUTCOME OF PUBLIC EXHIBITION AND ADOPTION OF THE COMMUNITY GARDENS POLICY AND GUIDELINES
REPORTING MANAGER	EXECUTIVE MANAGER PARKS AND RECREATION
TRIM FILE REF	2020/087243
ATTACHMENTS	1 Final Draft Community Gardens Policy, June 2020 2 Final Draft Community Gardens Guidelines, June 2020

SUMMARY

PURPOSE

To report on the outcome of the public exhibition of the draft Community Gardens Policy and Guidelines and to seek adoption of the final draft Policy and Guidelines.

EXECUTIVE SUMMARY

Council resolved on 26 November 2019, that:

1. *Council place the draft Community Gardens Policy and Guidelines on public exhibition for a minimum of 28 days.*
2. *The outcomes of the public exhibition be reported to Council.*

The draft Community Gardens Policy and Guidelines were publicly exhibited from 29 November 2019 to 2 February 2020. During this time 52 submissions were received, 48 submissions supported the draft documents and four were neutral. The fifteen community groups that made submissions supported the drafts. A summary of the submissions received is presented in this report along with Council's responses.

It is recommended that the Northern Beaches Community Gardens Policy and Guidelines be adopted, the existing policies and guidelines of the former Councils be rescinded as outlined in this report.

This report also recognises and acknowledges the successes of our current community garden groups in the planning, establishing and operating their community gardens and the dedication of the many volunteers and supporters involved over many years.

RECOMMENDATION OF DIRECTOR TRANSPORT AND ASSETS

That Council:

1. Adopt the Northern Beaches Community Gardens Policy and Guidelines.
2. Rescind the:
 - A. Former Pittwater Council Policy N^o 199. Community Gardens Policy and Guidelines.
 - B. Former Manly Council Policy N^o C108 Community Gardens Policy.
 - C. Former Warringah Council Policy N^o PL 770 Gardens, Community Gardens and Guidelines for Establishing Community Gardens in Warringah.

REPORT

BACKGROUND

Council at its meeting held 26 November 2019, resolved that:

1. *Council place the draft Community Gardens Policy and Guidelines on public exhibition for a minimum of 28 days*
2. *The outcomes of the public exhibition be reported to Council.*

Since the formation of the Northern Beaches Council in 2016, community gardens have been managed according to the relevant policies and guidelines of the three former Councils. The proposed Northern Beaches Community Gardens Policy and Guidelines propose a single integrated approach. The proposed policies and guidelines:

- Supports the establishment of community gardens on the Northern Beaches and working in partnership with groups to self-manage community gardens.
- Supports an increased partnership approach between Council and garden groups to ensure the successful planning, establishment and long-term financial and sustainable viability of community gardens.
- Broadens the definition of a community garden to encompass all kinds of gardens, not just for growing food.
- Applies to new gardens and these existing community gardens; Manly Vale Community Garden, Balgowlah Community Garden, Baringa Bush Community Garden at Seaforth, Freshie Community Garden at Queenscliff, Curly Community Garden, Creative Space Garden Club at John Fisher Park and the Newport Community Garden.

CONSULTATION

Council sought community feedback on the draft Policy and Guidelines from 16 November 2018 to 28 February 2019 via:

- An online feedback form available on Council's website via Your Say Northern Beaches.
- Discussions with the seven community garden groups.

52 submissions were received:

- 48 submissions supported the drafts and 4 were neutral.
- 15 submissions were received from these groups; all seven Northern Beaches' community gardens, Sustainable Organisations of Manly, Scotland Island Residents Association, KinCare, Manly Food Co-operative, Cultivate NSW and Therapeutic Horticulture Australia (joint submission), The Garden Clubs of Australia, Permaculture Northern Beaches (2 submissions), Good for the Hood. These groups supported the policy and guidelines and some provided suggestions for changes.
- 37 submissions were received from individuals.

The feedback received highlighted the benefits of community gardens for our community, indicated a desire for more gardens of various sizes and requested more support from Council for on-going operations and for establishment. For example, some submissions:

- Described community gardens as sustainability hubs and that these gardens promote green living and are spaces for teaching and learning about sustainability, growing food, water harvesting, composting and recycling.
- Highlighted that community gardens provide a safe meeting place for people to form friendships and build connections.
- Outlined the benefits for the elderly and potential positive effects for mental and physical well-being.
- Told us about the various ways in which the current garden groups reach out to our community such as linking with schools and providing nearby residents with a place to compost.
- Requested the need for more Council support
- Described the difficulties in establishing a new garden and finding a suitable site.
- Requested more community gardens and new gardens in specific locations.

A summary of the submissions by *theme* is listed below along with Council's responses.

Summary of submissions by theme	Council Response(s)
<p>1. Requests for more community gardens</p> <ul style="list-style-type: none"> • 23 submissions supported more gardens • Submissions were received for new community gardens in Catherine Park at Scotland Island and at Manly including at Tower Park. 	<ul style="list-style-type: none"> • The Policy and Guidelines outline the process for establishing new community gardens. • These requests will be assessed when the Policy and Guidelines are adopted.
<p>2. More funding and support from Council</p> <ul style="list-style-type: none"> • More support is required for; ongoing maintenance, to fund a new group to become an incorporated association, planning, establishment, ongoing operation of gardens, education and training courses, promotion, equipment, regular removal of vegetation. • Updated and new signage is needed at some of the current gardens. 	<ul style="list-style-type: none"> • Council will consider requests to financially support; incorporation of new community garden groups where a new garden has been approved, establishment of 'key' infrastructure for new gardens, landscape plans for new and existing gardens. • Council will establish and implement a maintenance plan for existing gardens and approved new gardens in consultation with garden groups.

	<ul style="list-style-type: none"> • It is expected that garden groups have a management plan that includes a plan for self-funding garden operations in partnership with Council. Council will support groups to apply for grants. • Signage will be reviewed and updated as required.
<p>3. Establishing new gardens</p> <ul style="list-style-type: none"> • It is time consuming and difficult to establish a new community garden including; finding a suitable site, seeking support from local residents, time for Council's investigations, applying to be an incorporated association and to take out insurance and there are costs to be met. • Sustainable practices and design are important. 	<ul style="list-style-type: none"> • A Council officer in the Parks and Recreation team will be assisting groups including; establishing a garden and with incorporation (should that be requested), seeking a suitable site, community engagement and grants. • Sustainable practices and design is supported.
<p>4. Verge gardens</p> <ul style="list-style-type: none"> • 5 submissions suggested verge gardens, footpath gardens and small sites be included as a type of community garden. 	<ul style="list-style-type: none"> • Verge, footpath and other 'small' open space sites will be considered for community gardens where suitable.
<p>5. Chickens</p> <ul style="list-style-type: none"> • Balgowlah Community Garden requested that they could keep their chickens. 	<ul style="list-style-type: none"> • Noted
<p>6. Processes, agreements</p> <ul style="list-style-type: none"> • Include a process for winding up a community garden should it be forced to vacate. Who will be responsible for this? • MOUs (agreements) are needed for existing and new garden groups. 	<ul style="list-style-type: none"> • Should a community garden need to be removed, Council would fund and undertake dismantling of the garden. The winding up of an incorporated organisation would be the responsibility of that organisation. • Council will establish agreements with each existing garden group as well as new garden groups.
<p>7. Create hubs, Be creative, More Promotion</p> <ul style="list-style-type: none"> • Create hubs by locating new gardens near playgrounds, community centres, schools, cafes and in high density areas. 	<ul style="list-style-type: none"> • Co-location of gardens near playgrounds, community centres, schools, cafes and in high density areas will be considered where suitable.

<ul style="list-style-type: none"> • Consider creative ideas from around the world, use of private property, flower gardens. • Promote our gardens more. 	<ul style="list-style-type: none"> • Council's Policy and Guidelines only applies to Council land and not to private and other land. • Council's garden web pages will be updated regularly to promote community gardens. • Council will support an annual event for each garden to promote their garden and volunteering.
--	---

It is recommended that Council adopt the Northern Beaches Community Gardens Policy and Guidelines and rescind the following:

- Former Pittwater Council Policy No 199. Community Gardens Policy and Guidelines.
- Former Manly Council Policy No C108 Community Gardens Policy.
- Former Warringah Council Policy No PL 770 Gardens, Community Gardens and Guidelines for Establishing Community Gardens in Warringah.

TIMING

The Northern Beaches Community Gardens Policy and Guidelines will apply, and the current policies and guidelines rescinded, once adopted by Council.

LINK TO COUNCIL 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.
- Places for People: Goal 9 Our community is healthy, active and enjoys a broad range of creative, sporting and recreational opportunities.
- Environmental Sustainability: Goal 4 - Develop a culture of commitment to environmental sustainability and lead by example.

FINANCIAL CONSIDERATIONS

The cost of developing the Community Garden Policy and Guidelines and associated public exhibition was met by the existing 2019/2020 Parks and Recreation operational budget.

Following adoption of the Community Garden Policy and Guidelines, requests for support for new and existing community gardens will be considered on a case by case basis and will be subject to planning approval. Incorporation fees can be met within existing operational budget.

SOCIAL CONSIDERATIONS

Council recognises that:

- Community gardening is a recreational activity that contributes to the health and well-being of our community as well as providing a range of environmental, social and educational benefits.

- Community involvement is essential in decision-making, planning, management and day-to-day activities to ensure the ongoing success of community gardens on the Northern Beaches.

Council also recognises and acknowledges the successes of our current community garden groups in the planning, establishing and operating their community gardens and the dedication of the many volunteers and supporters involved over many years.

ENVIRONMENTAL CONSIDERATIONS

The Community Garden Policy and Guidelines promote and support a commitment to sustainable practices, conserving resources, protecting the environment and the principles of the 'local green grid' and 'green neighbourhoods'.

Council will seek the necessary environmental advice and approvals for proposals for new community gardens as part of the garden assessment process outlined in the Community Garden Guidelines.

GOVERNANCE AND RISK CONSIDERATIONS

The Community Gardens Policy and Guidelines provides a consistent and transparent approach to the planning, establishment, management and operation of community gardens on the Northern Beaches.

Once Council has resolved to enter into an agreement with a group for a community garden, it will work with this group to be incorporated or auspiced by an existing incorporated group.

The initial cost to become incorporated is \$186. The cost to remain incorporated through the Department of Fair Trading is \$47 per year. With respect to insurance, under Gardens Australia membership of \$50 per year, public liability insurance is available for community gardens at an annual cost of \$150.

Draft Policy

Community Gardens

Policy Statement

This policy outlines Council's support for community gardens throughout the Northern Beaches. It aims to ensure a consistent, equitable and transparent approach to the planning, establishment, management and operation of community gardens.

Council recognises community gardening as a recreational activity that contributes to the health and well-being of our community as well as providing a range of environmental, social and educational benefits. Council also recognises that community involvement is essential in decision-making, planning, management and day-to-day activities to ensure the ongoing success of community gardens on the Northern Beaches.

Definition

For the purpose of this policy a community garden is defined as an area of shared land tended by an organised group where people can come together, learn about and cultivate a garden. The garden may include for example, fresh fruits and vegetables, ornamentals, natives, native bush foods and / or sensory plants.

Principles

Council is committed to:

1. Providing safe and accessible public open spaces for the establishment, management and operation of community gardens.
2. Ensuring a consistent, equitable and transparent approach to the planning and establishment of community gardens via an assessment of criteria including but not limited to: location; distribution across the local government area; need; safety; site access; access to sunlight and water; soil suitability; financial viability and 'self-funding'; compatibility with other use; nearby resident support and impacts; community benefit; environmental impacts and alignment with the principles of the 'local green grid' and 'green neighbourhoods'.
3. Ensuring that community gardens integrate with existing use and add value to the surrounding area and community.
4. Supporting a community led approach to the establishment and management of community gardens.
5. Working in partnership with community garden groups to ensure ongoing success of the gardens through sustainable and financially viable models. Partnership support, particularly funding for planning, establishment and management.
6. Establishing clear roles and responsibilities for Council and community garden groups for the planning, construction, maintenance and management of community gardens.
7. Providing support to community garden groups in ways such as access to land (if approved), advice, community events, education and networking opportunities where resources allow.
8. Promoting and supporting a commitment to sustainable practices, conserving resources and protection of the environment.

Scope & Application

This policy applies to land owned or managed by Council that either is or could be made available for the establishment of community gardens.

This policy is supported by the Community Gardens Guidelines which sets out the process for assessing requests as well as establishing and operating a community garden.

References and related documents

Local Government Act 1993.

Northern Beaches Council Community Strategic Plan 2018 - 2028.

Northern Beaches Council Environment and Climate Change Strategy 2040.

Northern Beaches Council Community Engagement Framework.

Northern Beaches Council Guidelines for Community Gardens.

Roads Act 1993 and subordinate regulations sec 138.

Responsible Officer

Executive Manager – Parks and Recreation

Review Date

At least every four years or as required. Variations to this policy may be sought by making written representation to Council. Any proposal for a variation would be considered on a case by case basis.

Revision History

Revision	Date	Change	HPE CM Ref
1	November 2019	Draft Community Gardens Policy	
2	June 2020	Final Draft Community Gardens Policy	

Draft Guidelines for Community Gardens

Introduction

1.

These Guidelines for community gardens are to be read in conjunction with the Community Gardens Policy. The Guidelines provide a consistent, equitable and transparent approach to the planning and establishment of community gardens and will be reviewed at least every four years or as required.

Council supports the establishment of community gardens on the Northern Beaches and is committed to working in partnership with groups to establish and self-manage community gardens for the benefit of our community.

Council recognises community gardening as a recreational activity that contributes to the health and well-being of our community as well as providing a range of environmental, social and educational benefits.

A community garden is defined as an area of shared land tended to by an organised group where people can come together to meet, learn about and cultivate a garden. The garden may include, for example, fresh fruits and vegetables, ornamentals, natives, native bush foods and / or sensory plants.

Establishing a Community Garden on Council Land

Establishing a community garden on Council land requires formal Council approval. The process for establishing a community garden is described below and is intended as a guide for Council and the community. The complexity of applications received will determine the steps applicable from the process.

1. Responding to an enquiry to establish a Community Garden on Council land.

- a) When Council receives an enquiry about establishing a new community garden a Council officer will provide information to enquirer about the process for establishing a community garden on Council land. A meeting will be held to discuss the proposal, vision and proposed site(s). This step may involve multiple discussions and site visits.
- b) A preliminary assessment of the proposal and proposed site(s), as per 2c., will be undertaken and a recommendation made to the Executive Manager Parks and Recreation about whether or not to proceed to an application stage.
- c) Should the Executive Manager Parks and Recreation support proceeding to the application stage the enquirer will be invited to complete and submit a Community Garden Application form. The application form serves to formally advise Council of a request to establish a new community garden on Council land and is to include the; proposed site(s), a concept plan and garden management plan.

Groups (incorporated, not incorporated or auspiced by another group) are eligible to submit a Community Garden Application. An individual is not eligible to submit a Community Garden Application.

Council staff will assist applicants to prepare their submission. Arrangements will also be made to meet with existing community garden groups to discuss how they manage and run their gardens.

2. Assessing Community Garden Applications.

The next stage involves the following tasks:

- a) The application will be referred to internal Council stakeholders for their advice, including the following business units:
 - Environment and Climate Change.
 - Parks and Recreation.
 - Development Assessment.
- b) A Council officer will meet the applicant at the proposed site(s).
- c) The proposed site will be assessed against the following criteria:
 - Location and proximity to other community gardens
 - Distribution of community gardens across the Northern Beaches.
 - Access to sunlight and water.
 - Soil suitability (Council would at its cost undertake soil testing if required).
 - Potential environmental impacts.
 - Compatibility with existing use and surrounding land-use.
 - Potential impacts on nearby residents.
 - Availability of parking.
 - Vehicle access.
 - Capacity of the site to accommodate the proposed garden activities and future expansion.
 - Safe public access for visitation and viewing with good passive surveillance.
 - Aesthetics.
 - Estimated cost to establish and operate a community garden on the proposed site.
 - Identified bushland reserves or areas of natural bushland may be excluded.
- d) The proposed garden plan will be assessed against the following criteria:
 - Level to which the plan meets a community need and/or aligns with a Council Strategy.
 - Community and or environmental benefits.
 - The proposed structure of the garden group and its governance. Applicants will be encouraged to consider incorporation.
 - Capacity to provide and maintain the required insurance required by Council. For example, at the time of writing \$20m public liability insurance is required.
 - The funding or in-kind support the applicant can provide for the planning, establishment and or ongoing operation of the proposed community garden. It is expected that the applicant will have some capacity to 'self-fund' the ongoing operation of the proposed community garden and to contribute to its establishment.
 - The applicant's capacity to operate a community garden.
 - Sustainable practices, conserving resources and protection of the environment.
 - Alignment with the principles of the 'local green grid' and 'green neighbourhoods'.
 - Suitability of the proposed operational days and times.
 - Land use restrictions, controls and planning requirements.
- e) If the proposed site is deemed unsuitable the application will be recommended to be rejected. With the approval of the Executive Manager Parks and Recreation the application will not proceed to the next stage.

- f) If the proposed site is deemed suitable, but the garden management plan does not adequately meet the criteria in d) the applicant will be requested to amend their application and resubmit for further assessment. A Council officer will be available to support the applicant.
- g) If the proposed site is deemed suitable and the garden management plan adequately meets the criteria in d) the application will be recommended to progress to the next stage. With the approval of the Executive Manager Parks and Recreation the application will progress to the next stage.
- h) The applicant will be informed of the outcome of the application assessment.

3. Community Feedback on the Proposed Community Garden

The next stage involves the following tasks:

- a) A draft community engagement plan will be developed for the public exhibition of the proposed site, concept plan, garden management plan and estimate of costs and funding sources (the community garden proposal). The engagement plan will:
 - Be developed in consultation with the applicant
 - Include that nearby residents are consulted as key stakeholders.
 - Align with Council's community engagement framework.
- b) A report will be prepared for a Council meeting that includes:
 - The outcomes of the assessment of the application.
 - The draft community engagement plan.
 - Recommendation for public exhibition of the proposed community garden.
- c) Should Council not approve public exhibition and rejects the proposed community garden the application will not proceed to the next stage.
- d) Should Council approve public exhibition, the community engagement plan will be implemented and the proposed site, concept plan and garden management plan will be publicly exhibited for a minimum of 28 days.
- e) Following the conclusion of the exhibition period a report will be prepared for a Council meeting that includes:
 - An assessment of the community feedback received.
 - Responses to the community feedback including any required amendments to the proposed community garden.
 - An outline of the conditions of an agreement for the proposed community garden (should such an agreement be supported).
 - Recommends approval, amendment or rejection of the proposed community garden.
- f) Should Council not approve the proposed community garden, the application will not progress to the next stage.
- g) Should Council approve the proposed community garden, the application will progress to the next stage.
- h) The applicant and the community (including those who gave feedback and nearby residents) will be notified of the outcome.

4. Entering into an Agreement for a Community Garden on an Approved Site.

- a) Council will enter into an agreement with the applicant (which is to be an incorporated group or auspiced by an incorporated group) for the establishment and ongoing management of the garden as approved by Council. Advice will be provided on incorporation and Council will support incorporation establishment fees.

5. Construction of a Community Garden.

- a) The construction of the community garden will be undertaken by Council and / or the applicant in stages as funding becomes available (and as per the agreement). Funding may be sought through Council's annual budget process and external grants if required. The applicant will be required to seek and provide a funding contribution to construction and ongoing management.

6. Management of a Community Garden.

The responsibilities of Council and the applicant (the garden group) for management of a community garden will be detailed in an agreement between the parties. Key responsibilities for Council and the garden group will generally be as outlined below (or as otherwise agreed).

- a) Council's key responsibilities generally include:
 - Fund and manage asset renewals as per the agreement.
 - Fund and undertake maintenance of garden assets as per the agreement.
 - Undertake an annual asset maintenance inspection.
 - Undertake an annual review of the group's outcomes and adherence with the agreement.
 - Provide advice including about sustainable practices and volunteer management and recruitment.
 - Meeting with the group at least annually to discuss their operations.
 - Promote the community garden, along with other community gardens, on Council's social media platforms.
 - Invite the garden group to participate in Council's annual community garden forum for sharing ideas.
 - Reviewing the agreement every three years.
 - Supporting one annual event to promote the garden and volunteer membership.
- b) Community Garden Group's key responsibilities generally include:
 - The ongoing day to day management and operation of the garden.
 - Seek and provide funding and in-kind contributions to ongoing maintenance and improvements.
 - Be mindful of and pro-active in minimising impacts on nearby residents.
 - Management and recruitment of volunteers.
 - Promotion of the garden.
 - Ensure the garden site remains accessible to the community.
 - Sustainable practises, conserving resources and protection of the environment.
 - Meet the WHS requirements for all activities.
 - Adhere to the agreement.
 - Provide Council with an annual report.
- c) The relevant Council policies, strategies, regulations along with any relevant legislation also apply to the management of a community garden.

ITEM 13.6	OUTCOME OF PUBLIC EXHIBITION AND ADOPTION OF THE ROAD SAFETY PLAN
REPORTING MANAGER	EXECUTIVE MANAGER TRANSPORT AND CIVIL INFRASTRUCTURE
TRIM FILE REF	2020/312894
ATTACHMENTS	1 ⇒Road Safety Plan (Included In Attachments Booklet 1) 2 ⇒Road Safety Plan - Community Engagement Report (Included In Attachments Booklet 1)

SUMMARY

PURPOSE

To report on the outcomes of the public exhibition of the draft Road Safety Plan and seek adoption of the Road Safety Plan.

EXECUTIVE SUMMARY

The Northern Beaches Road Safety Plan sets out the directions and actions required to help the Northern Beaches local area to be recognised as a place which provides a safe travel environment for all users. Safety on our roads is affected by both infrastructure and behaviour.

The Northern Beaches Road Safety Plan advocates the “4 Pillars” approach to road safety – Safe Roads, Safe Speeds, Safe Vehicles and Safe People. The Plan includes initiatives that contribute to the Northern Beaches local area being recognised as a safe travel environment for all road users. There is a need to continue promoting, educating and raising community awareness that road safety is a shared responsibility.

New and existing road safety campaigns and projects will focus on all road users with an emphasis on vulnerable road users. Our commitment to road safety is represented within the Community Strategic Plan:

- **Goal 16** - Our integrated transport networks meet the needs of our community: c. Facilitate and promote safe transport options that reduce car-based commuter travel.
- **Goal 17** - Our community can safely and efficiently travel within and beyond Northern Beaches: b. Facilitate and promote safe cycling and walking networks as convenient transport options.

This report relates to the adopted MOVE - Transport Strategy:

- **Action 1.1** - 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.
- **Action 2.2** - Deliver safe, active travel across all modes of transport for school aged children and young people.
- **Action 2.3** - 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 4.5** - Support programs to change road user behaviour to improve the safety and efficiency of the network.

RECOMMENDATION OF DIRECTOR TRANSPORT AND ASSETS

That Council:

1. Note the submissions received during the public exhibition period.
 2. Adopt the Road Safety Plan.
-

REPORT

BACKGROUND

MOVE – Northern Beaches Transport Strategy identified seven key plans that provide detailed actions for improvements across the broad transport network. One part of the Transport Strategy Vision is a safe transport network that enables freedom of movement.

Council is proposing to use a safe systems approach to provide overarching guidance in the development of the network, education and engagement with the community to improve their perception of the behaviour when on and around the network.

The plan has been developed to provide our local guidance to respond to the NSW Government's Road Safety Plan 2021 and the directions in Future Transport 2056. Council has a role at a local level to provide education in partnership with Transport for NSW, NSW Police and the Northern Beaches Community, to achieve a reduction in risky behaviour leading to a reduction in the local cost of road trauma.

The Northern Beaches Council Road Safety Plan uses the four pillars of the safe systems approach:

- Safe Speeds - In partnership with TfNSW investigate the appropriate speed.
- Safe People - Council can influence through education and built environment.
- Safe Roads - Council can provide improvements to the local road network and advocate on state roads.
- Safe Vehicles - Lead by example in our Community by raising awareness of the ANCAP.

The focus of the program is Safe People and Safe Vehicles, with the actions for the Safe Speeds and Safe Road being shared between the Road Safety Plan and the Road Network Plan, to be developed in 2020 using the adopted principles of the safe systems approach.

Two of the keys to success in this area are the Safer Schools and Active to Schools programs that instill road safety at an early age as part of the program with Transport for NSW and Department of Education and Training. This draft plan will allow Council to unlock further funding opportunities in the future to accelerate these long-term projects.

The community also raised issues during the engagement period around the provision of infrastructure, speed limits and road function. These issues are addressed at a high level in the Safe Roads section of the Road Safety Plan.

CONSULTATION

The draft Road Safety Plan was placed on public exhibition from 30 January 2020 to 1 March 2020 with 107 submissions received during the consultation period, including 5 written submissions, as detailed in the attached engagement summary report.

Staff undertook a range of activities to engage with the community and gather feedback on the draft Road Safety Plan on the back of the interactive display that was held on the Manly Beach front with the NSW Police Highway Patrol and Centre for Road Safety (TfNSW) CRASH CAR display on the 9 November 2019.

The table below provides a snapshot of the activities undertaken as part of the community engagement strategy for the Road Safety Plan exhibition period.

	Visitors: 1,023	Visits: 1,192	Av. time onsite: 1m40s
Your Say			
	Facebook Post: 1		Reach: 7,827 Clicks: 351
Social media			
	Manly Daily: 4 ads	Distribution: 236,000	
Print media and collateral	Collateral availability: Service Centres		Number: 3
	Community Engagement newsletter: 2		Distribution: 20,000
EDM(s) ¹	Council eNews: 1		Distribution: 70,000
	Stakeholder email: 3		Distribution: 35
	Drop ins: 3		Attendance: 71
Face-to-face			
	Meeting: 1 Strategic Reference Group		Attendance: 12
Key stakeholder	Workshop: 1 Youth Advisory Group		Attendance: 18

TIMING

The Road Safety Plan will allow the Transport Network's road safety officers to plan the implementation of the actions within the plan effectively for the 2020/21 and 2021/22.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcome of:

- Transport and Infrastructure - Goal 16: Our integrated transport networks meet the needs of our community.
- Transport and Infrastructure - Goal 17: Our community can safely and efficiently travel within and beyond Northern Beaches.

¹ Electronic direct mail

This report also relates to the adopted MOVE - Transport Strategy:

- **Action 1.1** - 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.
- **Action 2.2** - Deliver safe, active travel across all modes of transport for school aged children and young people.
- **Action 2.3** - 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 4.5** - Support programs to change road user behaviour to improve the safety and efficiency of the network.

FINANCIAL CONSIDERATIONS

Funding to support the implementation of the actions in the Road Safety Plan is included in the existing budget, and is augmented with both annual funding from Transport for NSW as part of their support for the Road Safety Program, and through project specific funding provided from several different programs.

SOCIAL CONSIDERATIONS

The outcomes from this report provide a range positive social benefits, through improved community safety and enhanced social contact. As our population ages the concerns relating to safety on the road network, whether as drivers, bike riders, or pedestrians increasingly lead to a feeling of vulnerability. The actions we plan on undertaking as part of this plan aim at addressing some of these concerns.

ENVIRONMENTAL CONSIDERATIONS

The Northern Beaches Road Safety Plan has no actions that have adverse environmental outcomes and where possible can contribute to improvements through increases in active travel journeys, by making the road environment safer for all

GOVERNANCE AND RISK CONSIDERATIONS

There are no adverse governance or risk considerations from the Road Safety Plan being adopted by Council.

14.0 WORKFORCE AND TECHNOLOGY DIVISION REPORTS

ITEM 14.1	SERVICE REVIEW PROGRAM 2020
REPORTING MANAGER	EXECUTIVE MANAGER STRATEGY AND PERFORMANCE
TRIM FILE REF	2020/321437
ATTACHMENTS	1 Service Review Framework (Included In Attachments Booklet)

SUMMARY

PURPOSE

To seek Council's endorsement of the 2020 Service Review Framework to guide the Northern Beaches Council in a systematic review of its services.

EXECUTIVE SUMMARY

Northern Beaches Council is the largest provider of services for the Northern Beaches community. Across 16 Key Service Areas, we deliver 61 individual Services and over 220 Service Functions.

Council is committed to reviewing and improving its services to achieve the vision to "deliver the highest quality service, valued and trusted by our community".

This Framework has been developed to establish objectives for the reviews, and processes and timelines to be followed. The outcomes of the review will support operational improvements and support the elected body in the future strategic service decision-making.

RECOMMENDATION OF DIRECTOR WORKFORCE AND TECHNOLOGY

That Council endorse the Service Review Framework to establish and guide a systematic review of its services in 2020.

REPORT

BACKGROUND

Northern Beaches Council is the largest provider of services for the Northern Beaches community. Across 16 Key Service Areas, we deliver 61 individual Services and over 220 Service Functions. Since amalgamation Council has progressively taken on greater responsibilities for delivering services, both in responding to growing community expectations and the devolution of functions from other levels of government. It is now timely to review all services and the attached Service Review Framework has been developed to support the review of Council's 61 services across.

The review aims to support individual service changes to ensure that Services are:

- Appropriate and meeting current community needs and wants, and can be adapted to meet emerging and future changes
- Effective and delivering the planned outcomes of a service
- Efficient and delivering services at a desired level with minimal waste and efficient use of resources (including funding, people, materials, plant, equipment, assets).

The review encourages a focus on our customers and continuously improving their experiences. It considers service accessibility, organisational efficiency and effectiveness, reduction of waste, mitigation of risk and assists in addressing environment and financial sustainability.

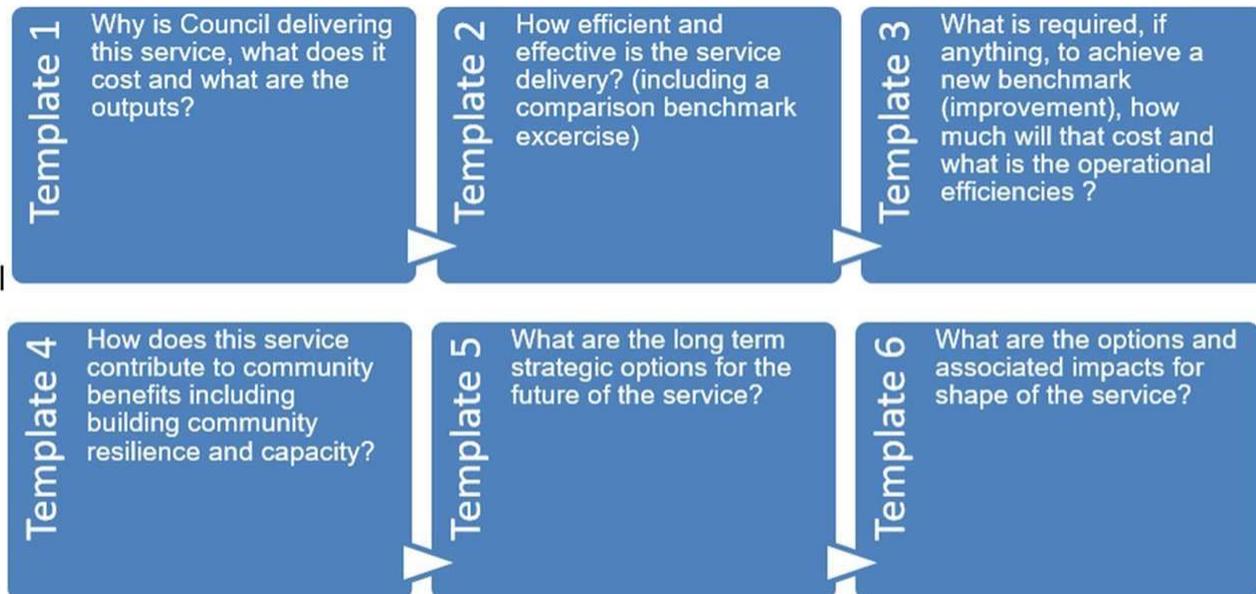
The Framework, as outlined in Attachment 1, includes the following:

- A positioning statement through to 2024
- The purpose of the review program
- Council's approach to service reviews
- Roles and responsibilities for service reviews
- Expected community and organisation benefits.

Additionally, the Framework will guide Council's Service Review Program to:

- Deliver a summary report per Service for Councillors in December 2020
- Identify and effect efficiency improvements within a Service
- Form a baseline to support a Services Strategy 2021-2024 focused on building community capacity and resilience.

The Service Review Program will take seven months and include six phases. It will be shaped by a Service Review Toolkit and supporting templates to collate, benchmark, assess, review and provide options for each service. This Toolkit and templates are designed to address the key questions of:



The final results will be externally peer reviewed to ensure the process has followed the adopted Framework, recommendations reported to Council and any required Community Consultation undertaken during 2021 as a part of the development of the next CSP.

Following the next election in 2021 the newly elected Councillors will consider a longer term view of services and envisage what will be required through to 2024 (end of term) to optimise Council's utilisation of its available resources. The outcomes of the review will support these considerations.

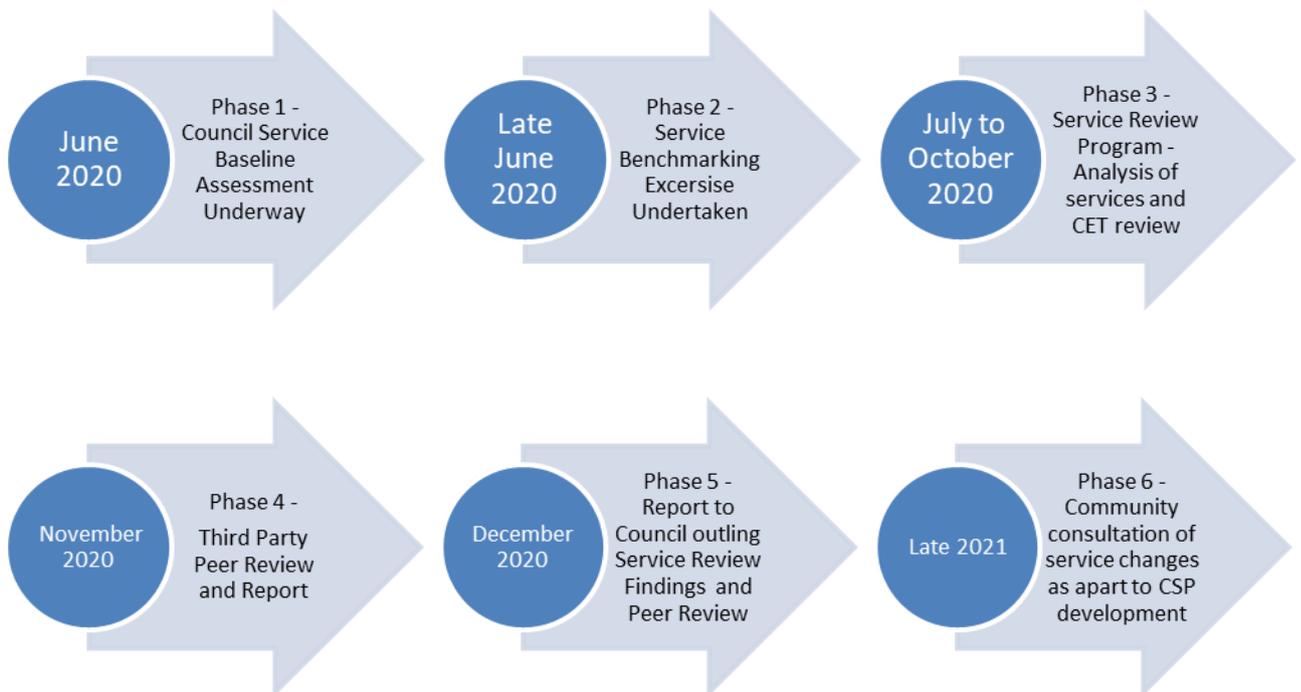
CONSULTATION

To inform Council of the findings from the Service Review Program including any outcomes of the peer review, a Final Report will be put to Council in December 2020. It will include a summary of the findings of each of the Service Reviews and any high level strategic options that Council may wish to further investigate for implementation.

Prior consolidated community input and service satisfaction data will inform the review process and community consultation will align with Council's consideration of possible strategic options.

TIMING

The Service Review Program will be undertaken over a seven month period (phased approach) before moving to additional review and consultation on options as required during the 2021 development of the next CSP. These phases and their timing are outlined below:



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 efficiently and effectively responds to, and delivers on, the evolving needs of the community.

FINANCIAL CONSIDERATIONS

Funding to support the Program of Service Reviews is included in the existing budget. Any budget impacts associated with the Service Reviews themselves will be considered within the development of future budgets.

SOCIAL CONSIDERATIONS

As outlined in the Service Review Framework, the primary purpose of a service review is to ensure service sustainability in relation to economic, environmental and social viability supporting community resilience. During the review of Council's 61 services, social considerations will be reviewed.

ENVIRONMENTAL CONSIDERATIONS

As outlined in the Service Review Framework, the primary purpose of a service review is to ensure service sustainability in relation to economic, environmental and social viability supporting community resilience. During the review of Council's 61 services, environmental considerations will be reviewed.

GOVERNANCE AND RISK CONSIDERATIONS

This transparent Framework has been developed to ensure clear and concise objectives are established for Services reviews, what they are to deliver, and what the expected benefits will be in order to ensure appropriate level of governance and risk considerations have been undertaken.

Additionally, the Framework is supported by the principles of the Australian Business Excellence Framework to ensure a level of better practice methodology is employed.

15.0 NOTICES OF MOTION

ITEM 15.1	NOTICE OF MOTION NO 18/2020 - WOODTURNERS AT FORESTVILLE GUIDE HALL
TRIM FILE REF	2020/189182
ATTACHMENTS	NIL

Submitted by: Councillor Roslyn Harrison

MOTION

That Council authorise the Chief Executive Officer to enter into a lease agreement with the Sydney Northern Beaches Woodturners to use the former Forestville Guide Hall.

BACKGROUND FROM COUNCILLOR ROSLYN HARRISON

The Sydney Northern Beaches Woodturners are a non-profit organisation that work to promote the art of woodturning and encourage their members to build new skills in a social environment.

The Woodturners have been operating out of their current premises in the Narrabeen RSL since 2004, but have been looking for more suitable premises. Council has been working with the group since 2013 to try and find a suitable location for the group to relocate to, but to date have not been able to identify something suitable.

In 2019, Crown Lands transferred the care control and management of the former Forestville Girl Guides Hall to Council, as the guides had ceased to use the hall. This building has had very little maintenance done to it over the years and is in need of refurbishment, but is potentially of the right size for the Woodturners.

The Woodturners recently made a submission to the Draft Community Centre Strategy identifying their interest in this building.

They have also noted that they would like to in some way assist in bringing the building up to standard. The Woodturners have the skills and abilities to put some life back into the hall.

The use of the building primarily for the Woodturners, with some level of incorporation with other community groups that use the adjacent community centre, is in line with the Draft Community Centre Strategy.

ITEM 15.2	NOTICE OF MOTION NO 25/2020 - COUNCILLOR SOCIAL MEDIA POLICY
TRIM FILE REF	2020/313130
ATTACHMENTS	NIL

Submitted by: Councillor Candy Bingham

(Originally submitted to the 26 May 2020 Council meeting)

MOTION

That:

1. A Social Media Policy be developed for councillors.
 2. A draft policy be brought back to a council briefing.
-

BACKGROUND FROM COUNCILLOR CANDY BINGHAM

Council recently developed a Social Media Policy for staff however such a policy does not currently exist for councillors.

Increased cases of defamation in NSW due to comments and postings made on social media, have increased the risk of litigation to Council and Councillors using social media.

As social media continues to grow and expand as a means for councillors to communicate with their communities, the need for a policy has become apparent.

It is noted that many other councils already have such a policy including Randwick, Inner West, Maitland and Snowy River.

ITEM 15.4 **NOTICE OF MOTION NO 27/2020 - OUTDOOR DINING FEES**
TRIM FILE REF **2020/344783**
ATTACHMENTS **1** [↓ Outdoor Dining Fees](#)

Submitted by: Councillor Rory Amon

MOTION

That Council amend the Outdoor Dining Fees proposed to be charged in the 2020/21 Delivery Plan as set out in the enclosed schedule.

BACKGROUND FROM COUNCILLOR RORY AMON

Our local hospitality industry has been decimated by COVID-19. Restaurants have been closed or, if they've been open or are now open, few people are eating out.

Currently, Council takes about \$1.5 million each year from outdoor dining fees. For the six months to 30 September 2020, Council has agreed to waive such fees.

Post 30 September 2020, outdoor dining fee takings is set to drop with our hospitality sector being hit. Further, social distancing requirements into the future will put a strain on the commercial viability of paying outdoor dining fees. Outdoor dining has immense benefits, increasing local economic activity, adding to the atmosphere and social amenity of our CBDs and local centres, and acting as a passive security.

It is time for Council to provide as much support as we can to our hospitality sector by reducing outdoor dining fees to NIL. This proposal would still see Council take approval fees, processing fees and bonds, so we can afford to administer the system and also "make good areas" at the expiration of a licence. This proposal would not mean that businesses can take over local footpaths or outdoor areas without Council permission. It will not be open season on public areas and businesses' will still require approvals to use and access outdoor dining areas.

CHIEF EXECUTIVE OFFICER REPORT

In accordance with Council's Code of Meeting Practice Clause 4.15(a) I offer the following report on this matter to assist Council in the deliberation of this motion:

The financial impact for 2020/21 is \$1m in reduced income.

Fee	Units	1/7/2020 - 30/9/2020 Fee \$		1/10/2020 - 30/6/2021 Fee \$		GST Applicable
Outdoor Dining						
Administration Fee - Late Payment	each	110.00		110.00		No
Avalon	per square metre per year	Nil		Nil		No
Bonds - Security & Performance (to be paid for each new approval & returned at cessation of approval)	each		\$1000		\$1000	No
Collaroy - Other Areas	per square metre per year	Nil		Nil		No
Collaroy - Pittwater Road Strip	per square metre per year	Nil		Nil		No
Curl Curl and Queenscliff	per square metre per year	Nil		Nil		No
Dee Why - Other Areas	per square metre per year	Nil		Nil		No
Dee Why Beachfront (The Strand)	per square metre per year	Nil		Nil		No
Forestville Shopping Centre	per square metre per year	Nil		Nil		No
Freshwater	per square metre per year	Nil		Nil		No

Fee	Units	1/7/2020 - 30/9/2020 Fee \$	1/10/2020 - 30/6/2021 Fee \$	GST Applicable
Initial application fee (non-refundable)	per application	450.00	450.00	No
Initial approval fee (to be paid if successful in your application)	per application	200.00	200.00	No
Manly - CBD Central - Area 1 - South Steyne (the Corso - Wentworth Street)	per square metre per year	Nil	Nil	No
Manly - CBD Central - Area 1 - The Corso (between Darley Road & North Steyne incl. cnr Sydney Road)	per square metre per year	Nil	Nil	No
Manly - CBD Central - Area 2 - The Corso (between East Esplanade & Darley Road)	per square metre per year	Nil	Nil	No
Manly - Bond - Rialto Square Toilet Key	each	100.00	100.00	No
Manly - CBD - Area 3 - North Steyne (The Corso to Raglan Street), Market Lane, Sydney Road Plaza and Rialto Square)	per square metre per year	Nil	Nil	No
Manly - CBD - Area 4 - Darley Road (The Corso & Wentworth Street), North Steyne (North of Raglan Street) and South Steyne (South of Wentworth)	per square metre per year	Nil	Nil	No
Manly - CBD - Area 4 - Raglan Street	per square metre per year	Nil	Nil	No
Manly - CBD - Area 5 - Victoria Parade (including the corner with South Steyne), Wentworth Street (between South Steyne & Darley Road), Darley Road, Marine Parade and Belgrave St & Whistler Street	per square metre per year	Nil	Nil	No
Manly - Non CBD - Pittwater Road	per square metre per year	Nil	Nil	No
Manly - Non CBD - Beatrice Street, Balgowlah Heights, Sydney Road, Seaforth and Sydney Road, Fairlight, (includes Fairlight, Balgowlah, Balgowlah Heights, Seaforth & Clontarf)	per square metre per year	Nil	Nil	No
Minimum annual usage fee for outdoor dining approvals	each	500.00	500.00	No
Mona Vale	per square metre per year	Nil	Nil	No

Narrabeen	per square metre per year	Nil	Nil	No
Newport	per square metre per year	Nil	Nil	No

Fee	Units	1/7/2020 - 30/9/2020 Fee \$	1/10/2020 - 30/6/2021 Fee \$	GST Applicable
North Balgowlah, Brookvale, Frenchs Forest and Narrabeena	per square metre per year	Nil	Nil	No
North Narrabeen	per square metre per year	Nil	Nil	No
Palm Beach	per square metre per year	Nil	Nil	No
Renewal/New Owner Transfer Fee	each	Area less than 10sqm \$285. For areas greater than 10sqm, a rate of \$15 per sqm is applicable	285.00	No
Unspecified Other Areas	per square metre per year	Nil	Nil	No
Warriewood	per square metre per year	Nil	Nil	No
Whale Beach	per square metre per year	Nil	Nil	No

ITEM 15.5	NOTICE OF MOTION NO 28/2020 - AUSTRALIAN FLAG IN A STREET IN FRESHWATER
TRIM FILE REF	2020/349316
ATTACHMENTS	NIL

Submitted by: Councillor Pat Daley OAM

MOTION

That Council prepare a short report to bring back to the July 2020 Council meeting regarding the removal of a painted Australian flag on a Freshwater street to respond to the following questions and issues:

1. Was there a complaint made against the flag being on the Freshwater street and if yes when was the complaint made and how long did it take the Council to remove the flag from the road?
2. Who made the decision to take the flag off the road and why was there not any consultation or engagement by Council staff with the community regarding this issue before it was done?
3. Given the importance of our national flag and the sensitivities of this issue particularly in these very difficult times were any Councillors or senior staff made aware of this matter when it was happening?
4. Can the flag be repainted onto the road by a ratepayer and remain on the road for a pre-determined timeframe.

BACKGROUND FROM COUNCILLOR PAT DALEY OAM

Recently I was contacted by a ratepayer who lives in Freshwater who stated that following his family and his neighbour's participation in last Anzac Day which involved members of the community holding candles outside their homes at dawn, he decided to paint The Australian National Flag on the road outside his house. This was in a quiet cul de sac at the corner of Wyadra and Loch Streets. (See attached photo of the actual flag on the road).

The ratepayer said he used his own money to buy the paint and that it took him nearly two weeks to do this mainly during the night when there was no traffic. He also stated that he did this with the encouragement and support of his neighbours. He also did it because at the time Council was encouraging community engagement and that both the Federal and State governments were encouraging neighbourly patriotic activity during the COVID 19 lockdown and self-isolation.

The ratepayer further said that one morning last month he came outside his house and observed council staff painting over the flag with black paint. (Also see attached photo) He said that he was very upset that nobody paid him the courtesy of even speaking to him before it was done.



CHIEF EXECUTIVE OFFICER REPORT

In accordance with Council's Code of Meeting Practice Clause 4.15(a) I offer the following report on this matter to assist Council in the deliberation of this motion:

ITEM 15.6	NOTICE OF MOTION NO 29/2020 - STATION BEACH
TRIM FILE REF	2020/349680
ATTACHMENTS	NIL

Submitted by: Councillor Rory Amon

MOTION

That:

1. Council do all things to prepare, lodge and progress a Development Application (to the extent required at law), as quickly as statutorily permissible, to seek to give effect to the Council resolution of 27 August 2019 which sought to authorise the off-leash dog trial at Station Beach, Palm Beach.
2. Part '1' is resolved by Council without prejudice and without admissions in relation to the Land and Environment Court proceedings against Council in relation to any off-leash dog trial at Station Beach.

BACKGROUND FROM COUNCILLOR RORY AMON

On 27 August 2019, Council authorised a trial of off-leash dogs at Station Beach, Palm Beach. That authorisation has been challenged in the Land and Environment Court. The Court hearing is on 20 to 23 October 2020.

A basis for the Court challenge is that Council must lodge a Development Application to permit the trial of off-leash dogs at Station Beach, Palm Beach. If the Court challenge is successful, a DA may need to be lodged. So, let's get ahead of the curve and lodge it now. If the Court finds a DA is required, Council will be ahead of the curve and the DA process will be underway, meaning (if the DA is approved), the off-leash dog trial can commence as soon as possible. If the Court finds that the DA is not required, no harm is done.

CHIEF EXECUTIVE OFFICER REPORT

In accordance with Council's Code of Meeting Practice Clause 4.15(a) I offer the following report on this matter to assist Council in the deliberation of this motion:

The preparation and submission of the DA will cost in the vicinity of \$10,000. This will be funded from the current parks budget.

ITEM 15.7

**NOTICE OF MOTION NO 30/2020 - FUTURE FUNDING FOR
MANLY TO PALM BEACH ART WALK**

TRIM FILE REF **2020/351127**

ATTACHMENTS **NIL**

Submitted by: Councillor Candy Bingham

MOTION

That:

1. Work commences on the development of a Fund Raising Plan to secure future works for the Manly to Palm Beach Art Walk to ensure the viability of cultural programs and commissions going forward.
 2. This will include identifying a diverse range of funding sources to build the public art collection, including government, private, and philanthropic as well as the long-term fiscal management of the project.
 3. A report be brought back to Council within the next six months.
-

16.0 QUESTIONS WITH NOTICE

ITEM 16.1	QUESTION ON NOTICE NO 06/2020 – OFF LEASH LAND USE AT STATION BEACH
TRIM FILE REF	2020/349681
ATTACHMENTS	NIL

Submitted by: Councillor Rory Amon

QUESTION

Given the Governor Phillip Park Plan of Management (POM) was settled with input from the Department of Crown Lands (known as Department of Lands and Water Conservation at the time), and that the Plan of Management:

1. Notes and asserts Council's "authority to control activities below Mean High Water Mark (MHWM)" (POM, page 6).
2. Notes and asserts "developments and activities that will be permissible in the park will be those that are consistent with the Land Use Planning Table" (POM, page 22).
3. Lists "Animals on the beach – only with express authorisation of Council" as a Permissible Use (not requiring development consent), in the Land Use Planning Table (POM, page 34).
4. Lists "Unleashed dog exercise/training area" as a Permissible Use (not requiring development consent), in the Land Use Planning Table (POM, page 36).
5. Notes and asserts "The area below Mean High Water Mark is owned by the Crown and not part of the trustee management of the park. Council does have an instruction under the Local Government Act to manage activities in this area." (POM, page 61).
6. Records the Department of Lands and Water Conservation understanding with respect to management of lands below Mean High Water Mark without need of licence, that "Council has management powers over these lands conferred on it through the Local Government Act" (POM, page 91).

Is it Council's view that a licence from the Department of Crown Lands is required for the approved off-leash land use at Station Beach, as expressly authorised by Council on 27 August 2019?

ITEM 16.2

QUESTION ON NOTICE NO 07/2020 - COST OF CODE OF CONDUCT COMPLAINTS

TRIM FILE REF **2020/350434**

ATTACHMENTS **NIL**

Submitted by: Councillor Rory Amon

QUESTION

Could staff please provide information regarding the cost (including billed but not paid) of code of conduct complaints during this term of council, as per the table below?

Period	Number of Complaints made	Number of complaints made against Councillors by Councillors	Number of complaints made from non-Councillors against Councillors	Cost of disbursements paid to investigate complaints
1 September 2017 to 30 June 2018				
1 July 2018 to 30 June 2019				
1 July 2019 to 30 June 2020				
Total				



ITEM 16.4	QUESTION ON NOTICE NO 09/2020 - COSTS RELATED TO COVID-19 RESTRICTIONS
TRIM FILE REF	2020/351246
ATTACHMENTS	NIL

Submitted by: Councillor Vincent De Luca OAM

QUESTION

Noting Council management's advice dated 24 April 2020 that \$92,248.26 has been paid to Council staff in overtime to monitor COVID restrictions:

1. What is the total amount of overtime paid to staff to date in relation to activities to monitor COVID restrictions since the report of 24 April 2020?
2. On how many occasions did Council receive reports/complaints of breaches of COVID restrictions?
3. On how many occasions did Council staff report to Police breaches of restrictions?
4. How many penalty notices, if any, have been issued by Council for COVID breaches since restrictions were introduced?

17.0 RESPONSES TO QUESTIONS WITH NOTICE

ITEM 17.1	RESPONSE TO QUESTION ON NOTICE NO 05/2020 - ANNUAL IPART RATE PEG AND CAP
TRIM FILE REF	2020/273677
ATTACHMENTS	NIL

Submitted by: Councillor Ian White

QUESTION

1. Since the formation of the Northern Beaches Council in 2017 how many councils in NSW have not applied the (full) Annual IPART Rate Peg to their rates?
2. How many councils have indicated or are considering that they will not apply the (full) Annual IPART Rate Cap to their 2020 budget?

RESPONSE

1. Since the formation of the Northern Beaches Council in 2016 all councils in NSW have applied either the (full) Annual IPART Rate Peg to their rates or a higher special rate variation approved by IPART.
2. Of the 128 NSW Councils, three councils have indicated they will not apply the (full) Annual IPART Rate Cap to their 2020 budget (Edward River Council, Hay Shire Council and Narrabri Shire Council)

Five Council have yet to indicate whether or not they will apply the rate peg as Draft Operation Plans and Revenue Policies have not yet been presented to their council.

Three Councils have indicated they will provide a rebate

- Camden Council (All rateable properties within the Camden LGA will be given a one-off \$100 rate rebate for the 2020/21 rating year).
- Shoalhaven City Council ('whole of Council' approach to the COVID-19 Financial Relief Package to provide ratepayers with access to an opt-in \$300 financial relief on their 2020/21 Rates and Water Notices).
- Tenterfield Shire Council (a one off rate rebate of \$100 per rateable assessment will be applied to the 2020/21 Annual Rates Notice, the allocation of these funds, totaling \$500K will be funded from a \$500K grant provided by the Federal Government's National Bushfire Recovery Agency).

18.0 MATTERS PROPOSED TO TAKE PLACE IN CLOSED SESSION

RECOMMENDATION

That:

A. In accordance with the requirements of Section 10A of the *Local Government Act 1993* as addressed below, Council resolve to close the meeting to the public to consider and discuss:

- a. Item 18.1 RFT 2020/001 Natural Environment Services Panel 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 business information of companies tendering for this Natural Environment Services Panel. 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 advantage their competitors and may give away trade information and disadvantage the companies.

B. The resolutions made by the Council in closed session be made public after the conclusion of the closed session and such resolutions be recorded in the minutes of the Council meeting.

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.



northern
beaches
council

