



northern
beaches
council

AGENDA

Notice is hereby given that a Ordinary Northern Beaches Council Meeting will be held in the Council Chambers at the Civic Centre, Dee Why on

Tuesday 17 June 2025

Beginning at 6.00pm for the purpose of considering and determining matters included in this agenda.

Scott Phillips
Chief Executive Officer

OUR VISION

Delivering the highest quality service valued and trusted by our community

OUR VALUES

Trust Teamwork Respect Integrity Service Leadership

OUR OBLIGATIONS

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

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1.0 ACKNOWLEDGEMENT OF COUNTRY

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

2.0 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE AND REMOTE ATTENDANCE

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

3.0 CONFIRMATION OF MINUTES

3.1 MINUTES OF THE ORDINARY NORTHERN BEACHES COUNCIL MEETING HELD ON 20 MAY 2025

RECOMMENDATION

That the minutes of the Ordinary Northern Beaches Council Meeting held on 20 May 2025, copies of which were previously circulated, be confirmed as a true and correct record of the proceedings of that meeting.

4.0 DISCLOSURES OF INTEREST

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

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

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

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

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

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

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 NORTHERN BEACHES COUNCIL DISCRETIONARY FUND - QUARTERLY REPORT

PURPOSE

The purpose of this report is to provide an update on the recipients and projects that have received an allocation from the Northern Beaches Council Discretionary Fund during the past quarter.

EXECUTIVE SUMMARY

- The Northern Beaches Council Discretionary Fund (Fund) provides the opportunity for the Mayor and Councillors to respond to requests for financial assistance from local individuals and community groups.
- The Fund is governed in accordance with the Northern Beaches Council Discretionary Fund Policy (Policy).
- The Policy allows Council to support local individuals and community groups through small financial donations, including for activities that further develop their education or sporting endeavours at a representative level.
- The Policy requires that details of payments be reported quarterly to Council.
- For the period 12 March 2025 to 11 June 2025, payments totalling \$4,000 have been allocated from the Fund to local residents to represent at national and international events.
- There is an annual budget of \$30,000 for the Fund, with an amount of \$3,500 remaining in the Fund after these payments.

RECOMMENDATION

That Council note payments totalling \$4,000 have been allocated from the Northern Beaches Council Discretionary Fund for the period 12 March 2025 to 11 June 2025.

BACKGROUND

The Northern Beaches Council Discretionary Fund Policy (Policy) supports individuals and community organisations through small financial donations. It also provides assistance to local residents, including for activities that further develop their education or sporting endeavours at a representative level. The Policy requires recipient and project details to be reported quarterly to Council. This report only includes allocations that have been finalised.

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 with the CEO to certify that the allocation is made in accordance with the Policy and that the funds are available. The table below includes the name of the Councillor who put forward the discretionary fund application.

DISCUSSION

For the period 12 March 2025 to 11 June 2025 payments from the Northern Beaches Council Discretionary Fund totaling \$4,000 have been made, as shown in the table below.

Recipient	Description	Allocation	Supported by Councillor **
Local Resident *	Financial assistance towards attending the Barnes Kid Lit Festival as an Australian author to make a presentation	\$500	
Local Resident*	Financial assistance to represent NSW at the Junior Nationals Wheelchair Basketball competition	\$250	
Local Resident*	Financial assistance to represent Australia at the World's Floorball Championships in the U19 Men's team	\$500	
Local Resident*	Financial assistance to represent NSW at the Australian Youth Beach Volleyball Championships in the U17 team	\$250	
Local Resident*	Financial assistance to represent Australia at the 2026 Winter Paralympic Games in cross country and biathlon (sit/ski category)	\$500	
Local Resident*	Financial assistance to represent Australia at the World Dragon Boat Championships – Senior C Men's Division team	\$500	
Local Resident*	Financial assistance to represent Australia at the World Dragon Boat Championships – Senior C Men's Division team	\$500	
Local Resident*	Financial assistance to represent Australia at the World Dragon Boat Championships – Senior B Women's Division team	\$500	
Local Resident*	Financial assistance to represent Australia at the World Dragon Boat Championships – Senior C Women's Division team	\$500	

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

**As per resolution of 26 September 2023. Indicates application put forward by a Councillor rather than directly to Office of the Mayor

There were 2 further applications for funding from men in the Senior C Men's Division team, however in line with the Eligibility Criteria outlined in the Discretionary Fund Policy no further funds can be allocated as the maximum of \$1,000 has been paid to that team, through the first 2 applications received.

CONSULTATION

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

TIMING

The Policy requires a quarterly report to be presented to Council.

FINANCIAL CONSIDERATIONS

The recommendations in this report do not result in any change to the existing Council budget. The funds allocated are provided from the existing annual budget of \$30,000 for the Northern Beaches Discretionary Fund. An amount of \$3,500 remains in the fund. No funding will be provided outside of the allocated budget in each financial year.

GOVERNANCE AND RISK CONSIDERATIONS

Payments allocated under the Northern Beaches Council Discretionary Fund have satisfied the requirements of the Policy. The next quarterly report is intended to be tabled to the Ordinary Council meeting on 16 September 2025.

ENVIRONMENTAL CONSIDERATIONS

The monies in the Northern Beaches Council Discretionary Fund can be used in connection with environmental matters.

SOCIAL CONSIDERATIONS

The Northern Beaches Council Discretionary Fund supports individuals and community organisations and provides assistance to local residents, including for activities that further develop their education or sporting endeavours at a representative level.

LINK TO STRATEGY

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

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

Reporting team	CEO
TRIM file ref	2025/360058
Attachments	Nil

9.0 CORPORATE SERVICES DIVISION REPORTS

ITEM 9.1 OUTCOME OF THE PUBLIC EXHIBITION OF THE DRAFT COMMUNITY STRATEGIC PLAN 2040, DELIVERY PROGRAM 2025-2029, OPERATIONAL PLAN 2025/26 AND RESOURCING STRATEGY AND THE SPECIAL VARIATION DETERMINATION

PURPOSE

The purpose of this report is to consider the Independent Pricing and Regulatory Tribunal's (IPART) determination on the application for a Special Variation of rates; submissions on the public exhibition of the draft Community Strategic Plan, Delivery Program, Operational Plan (including Fees and Charges), Long-Term Financial Plan, Workforce Management Strategy and Asset Management Policy, Strategy and Plans; and seek adoption of the revised documents.

EXECUTIVE SUMMARY

- The draft documents were exhibited from 17 April to 25 May 2025 through a range of engagement activities with a total of 219 individuals and groups making submissions, raising some 213 unique issues.
- Amendments have been made in response to the submissions as well as new and updated information being available since the draft documents were placed on exhibition.
- IPART has approved the first 2 years of Council's 3 year proposal for a Special Variation to rates, allowing a permanent rates increase of 12.1% in 2025/26 and 11.7% in 2026/27. The revised Budget in the report and attachments is based on this approved additional income and associated expenditure program.
- The proposed 2025/26 rates notice for a typical residential property will increase by \$45 per quarter (9%), of which \$3 relates to the Domestic Waste charge, \$13 to the rate peg and \$29 to the Special Variation program.
- The 2025/26 budget proposes expenditure of \$550 million (including a capital works program of \$105 million), \$2 million in savings and that a further \$2.4 million in loans will be repaid. The budget has been boosted by an additional \$16 million from the proposed Special Variation to fund:
 - \$8 million for improvements to roads, footpaths and stormwater infrastructure
 - \$5 million to improve facilities, rockpools, playgrounds and grass mowing schedules
 - \$3 million to expand tree maintenance and planting, compliance services, environmental and natural risk reduction programs and natural disaster funding
- The operating surplus before capital grants and contributions has reduced from the \$3.9 million exhibited in the draft budget to a surplus of \$2.1 million, primarily due to a \$1.5 million increase in the Special Variation funded infrastructure maintenance program. Key financial and asset performance benchmarks are expected to meet industry benchmarks.
- Without the Special Variation, the Asset Management Plan requires an additional \$15.1 million per year to maintain and renew existing assets, along with \$10.4 million per year to uplift service levels and provide high priority new assets required by the community.
- The Long-Term Financial Plan highlights that, with the 2-year Special Variation, income levels are sufficient to maintain services, fund the Asset Management Plans, and withstand unforeseen circumstances, however alternative funding would be required to deliver some larger infrastructure renewal projects like a rebuild of the Warringah Aquatic Centre.

RECOMMENDATION

That Council:

1. Note that it has considered the submissions received and the Community and Stakeholder Engagement Report at Attachment 1.
2. Note the changes to the documents following exhibition at Attachment 2.
3. Endorse the revised Community Strategic Plan 2040 at Attachment 3.
4. Adopt the Delivery Program 2025-2029 and Operational Plan 2025/26 at Attachment 4.
5. Adopt the Fees and Charges 2025/26 and Pricing Methodology applying from 1 July 2025 at Attachment 5 as the fees in accordance with Part 10 of Chapter 15 of the *Local Government Act 1993* (the Act).
6. Adopt the Long-Term Financial Plan 2025-2035 at Attachment 6.
7. Adopt the Asset Management Strategy 2025-2035 at Attachment 7.
8. Adopt the Asset Management Plan 2025-2035 at Attachment 8.
9. Endorse the Workforce Management Strategy 2025-2029 at Attachment 9
10. Make the following rates and charges:
 - a. In accordance with sections 494 and 495 of the Act and the IPART 'Instrument Under Section 508A of the Local Government Act 1993' dated 14 May 2025 at Attachment 10, Ordinary and Special Rates are made as shown in Table 4 in the report for this Item.
 - b. In accordance with section 496 of the Act, Domestic Waste Management Charges are made as shown in Table 5 in the report for this Item.
 - c. In accordance with section 496A of the Act, Stormwater Management Service Charges are made as shown in Table 6 in the report for this Item.
 - d. In accordance with section 67 of the Act, the fee for works on private land carried out by Council is set at the appropriate commercial rate (being cost of the works and standard on-costs, to provide full cost recovery plus a return to Council).
 - e. In accordance with section 611 of the Act, a charge on the person for the time being in possession, occupation or enjoyment of a rail, pipe, wire, pole, cable, tunnel or structure laid, erected, suspended, constructed or placed on, under or over a public place.
11. Adopt an interest rate of 10.5% on overdue rates and charges, in accordance with section 566(3) of the Act.

BACKGROUND

Like many councils in NSW, Council is facing growing pressure to its financial sustainability as increases in income, under the NSW rate peg system, have not reflected the rising costs of materials, contracts and construction, with Sydney's inflation over the 4 years to 30 June 2024 being almost double the increase in rates income.

At its meeting on the 28 January 2025, Council considered a report on the public exhibition of options for a Special Variation to rates and resolved in part as follows:

9. Apply to IPART for a permanent increase in rates income for the period from 2025/26 to 2027/28 (inclusive) of 39.6% (Option 3 'Improve Services') under section 508A of the Local Government Act 1993, consisting of annual increases as set out below:
 - a. Year 2025/26 – 12.1% increase (8.3% + rate peg of 3.8%)
 - b. Year 2026/27 – 11.7% increase (8.3% + assumed rate peg of 3.4%)
 - c. Year 2027/28 – 11.5% increase (8.4% + assumed rate peg of 3.1%)

The application was submitted to IPART in February 2025.

At the same time updates to documents comprising Council's Integrated Planning and Reporting Frameworks (IP&R) were being prepared for exhibition (draft Community Strategic Plan 2040, Resourcing Strategy 2025-2035, Delivery Program 2025-2029, Operational Plan and Budget 2025/26). The additional income and expenditure proposed in the 3-year Special Variation application was reflected in the draft 2025/26 budget, and the draft Long-Term Financial Plan presented an alternative scenario to illustrate the financial outcome if the Special Variation did not proceed and rates only increased by the rate peg. At its meeting on 15 April 2025 (and prior to IPART's decision on Council's Special Variation application), Council considered a report on the public exhibition of the IP&R documents and resolved:

That:

1. The final paragraph on page 46 of the Draft Community Strategic Plan 2040 (CSP) be amended to: Update the CSP to establish that Council will be setting clearer community emissions goals to align with the financial risks and targets set by state and federal governments.
2. The Improvement Plan within the draft Delivery Program 2025-2029 is amended to reinstate the Frenchs Forest New Year's Fireworks event, with a budget allocation of \$31,160, and the 2025/26 budget presented to Council for adoption in June 2025 incorporates this event.
3. The draft Community Strategic Plan 2040, Delivery Program 2025-2029, Operational Plan 2025/26 (including Fees and Charges and Pricing Methodology), Workforce Management Strategy 2025-2029, Long-Term Financial Plan 2025-2035 and Asset Management Policy, Strategy and Plans 2025-2035 be placed on public exhibition for a minimum of 28 days with the outcome reported to Council.

In accordance with items (1) and (2) above, the draft CSP and Delivery Program 2025-2029 were amended prior to the commencement of the exhibition. The reinstatement of the budget for the Frenchs Forest New Year's Fireworks event at item (2) is part of the budget papers in this report.

This report outlines the decision of IPART on Council's application for a Special Variation to rates, the community response to the public exhibition of the IP&R documents and provides further detail and explanation including recommended changes.

CONSULTATION

The exhibition was open for 38 days from Thursday 17 April to Sunday 25 May 2025. Separate project pages were established for the CSP, Delivery Program and Resourcing Strategy on Council's YourSay community engagement platform hosted the exhibition.

The exhibition was promoted via:

- Seven electronic direct mails (EDMs) with over 205,283 readers (Community Engagement newsletter and Council e-News).
- 14 Facebook posts with 247,820 reach.
- One Council media release
- Five community pop up/information sessions, with 233 conversations with members of the community.
- Two resident association meetings (Manly Ward Executive, Pittwater Community Alliance) and one Youth Action Group meeting – 28 attendees.
- Over 5,017 visits to the online engagement pages.

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

A total of 219 individuals and groups made submissions, comprised of:

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

This was a 59% increase in submissions from the prior year.

Each separate YourSay community engagement page had their own online submission form. All submissions were analysed to establish key themes, unique issues and frequency of time raised. An overview of the submissions is below with further detail in the Community Engagement and Stakeholder report at Attachment 1.

Community Strategic Plan 2040 (Stage 2 Engagement) – submissions

There was a total of 26 submissions on the Community Strategic Plan (CSP) raising 35 unique issues. Below are the themes with 5 or more submissions and unique issues under each.

<i>Theme</i>	<i>No. people</i>	<i>No. unique issues</i>
Overall document	13	4
Safe and efficient transport	11	8
Protection of the environment	8	6
Housing, places and spaces	7	6
Community and belonging	5	5

The majority of unique issues only had a single submission and reflected specific areas of interest/concern of the individual. Unique issues raised most frequently included support for the revised CSP (5 submissions). This was balanced with feedback that the pitch of the document was too aspirational, lacked detail and extended beyond Council functions (6 submissions).

Council's approach to the development of the CSP is guided by legislation and guidelines issued by The Office of Local Government (*Integrated Planning & Reporting Guidelines for Local Government in NSW September 2021*). They require councils to prepare the plan on behalf of their community and acknowledge that the aspirations in the Plan may extend beyond the responsibility of council. This is reflected in Northern Beaches' draft CSP with goals and strategies on transport, housing, etc. requiring collaboration with other stakeholders to deliver the outcomes our community desire.

Changes to the plan are recommended in response to feedback. This includes adjusting the desired trend for the measure for unemployment (unemployment rate) from decrease to maintain. The desired trend is the preferred direction for the measure to move and Northern Beaches' unemployment rate is low. Additional wording is also proposed to be included in the Safe and Efficient Transport outcome to recognise carbon emissions generated by car travel as well as a minor wording changes to adjust the aspirational target to "30% reduction in *total* trips by car" to align with the commitment in Council's Transport Strategy.

Many of the unique issues were seeking further detail in the CSP. These issues are covered at a strategic level in the revised CSP as well as in other Council's strategies and action plans. The key Council strategies were added under each outcome in the revised CSP in response to feedback on the Stage 1 engagement. This provides clarity on how Council will support community aspirations, and the specific initiatives planned to achieve the CSP's goals.

More information on submissions and Council's response is at Attachment 1. Changes made to the CSP is at Attachment 2.

Resourcing Strategy: Long-Term Financial Plan 2025-2035, Asset Management Policy, Strategy and Plan 2025-2035 and the Workforce Management Strategy 2025-2029 – submissions

There was a total of 6 submissions on the Resourcing Strategy (Long-Term Financial Plan, Workforce Management Strategy and Asset Management Policy, Strategy and Plan) raising 23 unique issues. Below are the themes and unique issues under each.

<i>Theme</i>	<i>No. People</i>	<i>No. unique Issues</i>
Long-Term Financial Plan	4	13
Workforce Management Strategy	5	7
Asset Management Strategy & Policy	1	1
Asset Management Plan	2	2

One submission expressed support for all 4 documents. The overall messaging across themes from the remaining submissions was the need for greater cost containment in expenditure on projects, assets, services and employees as well as improved performance. Two unique issues were commented on by two submissions while all other unique issues were commented on by a single submission.

A change to the Workforce Management Strategy is recommended in response to submissions on the need for regular workforce reviews. The initiative on workforce reviews under the Organisational Capability and Development Theme is proposed to be strengthened by referencing Council's service review program.

The Service Review Program supports continuous improvement across Council operations to identify more economical ways of providing services to meet community expectations now and into the future. Reviews include an assessment of current performance, stakeholder input and preferred operating models (staffing levels, insourcing v outsourcing etc.). All 60 services will be reviewed with 5 scheduled in the Operational Plan for 2025/26. Efficiencies through this program will contribute to the achievement of Council's savings target.

More information on submissions and Council's response is at Attachment 1. A summary of the changes to the Long-Term Financial Plan, Asset Management Plan and the Workforce Management Strategy is at Attachment 2. Changes are not proposed to the Asset Management Policy and Strategy.

Delivery Program 2025-2029, Operational Plan 2025/26 and Fees and Charges 2025/26 - submissions

There was a total of 187 submissions on the Delivery Program, Operational Plan and Fees and Charges raising 155 issues. Below are the themes with 5 or more submissions and unique issues under each.

<i>Theme</i>	<i>No. people</i>	<i>No. unique issues</i>
Fees and charges	69	40
Roads and transport including wharves	32	15
Community buildings	31	4
Reduce expenditure	26	15
Rate increase	17	4
Increase service levels	8	11
Active travel	8	10
Other	7	5
Parks and open spaces	6	7
Foreshores	5	6
Stormwater and flood mitigation	5	5

Twelve submissions opposed the rate increase (explicitly referenced in the submission), two were in support of the increase and one requested Council defer taking up the Special Variation of rates until inflationary pressures ease. Other submissions did not specifically reference the rate increase but called for strengthening of the efficiency and improvement program and an increased focus on cost containment. This included unique issues relating to reducing employee costs (13 submissions), focus on core services (9 submissions), or nominating specific programs or projects that could be scaled back/removed.

Fees and Charges received the most submissions. The fees for the Kindergarten room at North Narrabeen Community and Tennis Centre received 43 and Manly Vale Community Centre received 8 submissions. There were 10 submissions also opposing childcare fee increases. Changes are recommended to the fees for North Narrabeen Community and Tennis Centre to address errors in the hire fee for the Kindergarten and the tennis courts.

There was also strong support to bring forward works to replace the Jamieson Park Sailing Club which was destroyed by fire (28 submissions). A change to the works program is recommended in the report with design and approvals in 2025/26 and construction in 2026/27. The works are proposed to be partially funded by the Special Variation to rates.

Submissions also requested improvements to infrastructure and levels of service associated with roads, maintenance of open space and ranger services. The Special Variation program will, if approved, allow additional funding to be directed to:

- Improving the condition of roads via additional road resheeting, patch repairs and preventative crack sealing
- Improving the appearance of open space with increased maintenance of open space assets as well as increasing the mowing program at over 800 sites (increase from 10 to 11 cuts per year)
- Increasing compliance service including rangers

More information on submissions and Council's response is at Attachment 1. A summary of the changes made to the Delivery Program 2025-2029, Operational Plan 2025/26 and Fees and Charges 2025/26 is at Attachment 2.

SPECIAL VARIATION TO RATES – APPLICATION

IPART’s determination

Council applied to IPART in February 2025 for a Special Variation to rates in response to growing pressure on financial sustainability as increases in income, under the NSW rate peg system, have not reflected the rising costs of materials, contracts, and construction, with Sydney’s inflation over the 4 years to 30 June 2024 being almost double the increase in rates income. The application to IPART was for:

- Year 2025/26 – 12.1% increase (8.3% + rate peg of 3.8%)
- Year 2026/27 – 11.7% increase (8.3% + assumed rate peg of 3.4%)
- Year 2027/28 – 11.5% increase (8.4% + assumed rate peg of 3.1%)

The increased funds would enable Council to:

- Secure long term financial sustainability
- Address the backlog in infrastructure and maintenance
- Expand environmental and natural risk reduction programs and increase capacity to manage natural disasters
- Enable the capacity for larger capital works items

IPART announced its determination on Council’s application on the 16 May 2025. IPART approved the first two years of Council’s three-year proposal – giving permission for an increase of 12.1% in 2025/26 and 11.7% in 2026/27 (including the rate peg). IPART’s assessment of the application against the Office of Local Government criteria is below with the full report available on IPART’s website.

Criteria	Grading	Assessment
01	 Not demonstrated overall, however financial need for first two years was demonstrated	Financial need On balance, the council did not demonstrate a financial need for its proposed 3-year SV. Under its proposal, its average Operating Performance Ratio (OPR) is forecast to be 8.5% in the third year of this period (2027-28) and remain around this level, on average, over the next 6 years to 2033-34. This does not clearly indicate that the council has a financial need for an additional 11.5% increase in 2027-28. While the council did outline high level plans to spend the surplus funds it would generate, it did not demonstrate that it needed to accrue these reserves as rapidly as is forecast under its proposed 3-year SV. However, we are satisfied that the council demonstrated a financial need for the first 2 years of its proposed SV. Our decision would allow the council’s OPR to improve from the current -1.3% to 4.5% in 2026-27 and would still allow the council to generate a surplus to provide capacity to manage future natural disasters and fund future capital and environmental projects, albeit at a slower rate.
02	 Demonstrated	Community awareness The council engaged with and consulted its community extensively. It provided sufficient information about the need for and extent of the proposed SV. It used an appropriate variety of engagement methods and considered the community’s feedback in its decision.
03	 Demonstrated	Reasonable impact on ratepayers The council demonstrated that the impact of the proposed SV on ratepayers is generally reasonable. With the SV, its average residential rates would be similar to the averages for comparable councils based on locality and OLG group. Its average business rates would be lower than the averages for comparable councils based on locality and OLG Group. The council assessed the community’s capacity to pay, and concluded it has the capacity to pay its proposed rates increases. The council intends to review the appropriateness of the current balance of rates income. The population of its LGA has higher levels of socio-economic advantage as measured by SEIFA rank and higher median household incomes compared to most other council areas.

Criteria	Grading	Assessment
04	 Demonstrated	Integrated Planning and Reporting documentation The council exhibited and adopted all necessary Integrated Planning and Reporting (IP&R) documents before submitting its SV application.
05	 Demonstrated	Productivity improvement and cost containment The council outlined that its past productivity improvement and cost containment initiatives have resulted in savings of approximately \$29.5 million per year in financial benefits. It also identified future initiatives with an estimated annual net benefit of \$6 million. The council indicated that it has incorporated the impact of future initiatives into its Long Term Financial Plan (LTFP).
06		Other matters IPART considers relevant The council complied with the conditions attached to SVs it was granted in the past 10 years. It had one Additional Special Variation (ASV) of 2.0% in 2022-23. ⁶

The report recommends that Council adopts the 12.1% 2025/26 rate increase based on the maximum permitted increase (inclusive of the Special Variation) as approved by IPART. This will enable Council, in accordance with the IPART instrument (Attachment 10) to fully fund the infrastructure and maintenance backlog, expand environmental and natural risk reduction programs, provide capacity to manage an increasing number of natural disasters and secure Council's long term financial sustainability.

Deferring the commencement of the Special Variation to a later year is not supported. This will result in the programs being delayed and a loss of income which Council will not be able to recover in future years to support critical asset maintenance.

While it is acknowledged that there are some community members concerned about the affordability of the rate rise, given current cost of living pressures; IPART assessed Council's application, including an independent assessment of ratepayer's capacity to pay, and found that the impact of the proposed SV on ratepayers is generally reasonable. Further, the Council has a hardship policy in place to support ratepayers experiencing financial stress along with concessions for eligible pensioners.

Special Variation Program - proposed changes

IPART's decision to partially approve Council's application and not allow the Special Variation in the third year (2027/28) requires the program exhibited in the draft Delivery Program and Operational Plan to be adjusted.

The initial program allowed for an uplift in maintenance programs phased in over 3 years and set aside funds to support the delivery of major projects in future years. The approved rate path means the special variation program is now primarily focused on maintenance and renewal. The program in the Delivery Program and Operational Plan has been rephased to remove \$21m per year (\$181m over the 10 years of the LTFFP) of expenditure based on:

- Removing major projects proposed under **option 3** such as Warringah Aquatic Centre and major works on Surf Life Savings Clubs which will likely not proceed without significant external funding or a separate IPART application.
- Reducing programs that went beyond the maintenance and upkeep of our existing asset portfolio under Option 2, including:
 - Removal of upgrade projects such as water quality improvement devices (Clearwaters Program), Lagoon Park playground upgrade, Aquatic Reserve lighting upgrade, all-weather sportsfields, bike plan and smart parking infrastructure.

- Reducing the spend in programs for place plans and female friendly sports facilities in outer years.
- Maintenance programs fast tracked to achieve the Maintenance Renewal Ratio in 2025/26 by fully funding maintenance of roads and other maintenance programs fully funded in 2026/27.
- Bringing forward capital renewal projects where possible to 2025/26 or 2026/27.

These changes are outlined in the next section. The full revised Special Variation program is available in the Delivery Program from page 130 (Attachment 4).

Proposed changes to the Budget 2025/26

The 2025/26 Budget remains balanced, however the operating result has changed due to amendments to the Special Variation program, rollovers from the 2024/25 budget approved through the March Quarterly Budget Review and new information available since the draft documents were placed on exhibition.

The following table summarises the movement from the draft to the revised 2025/26 Budget.

Table 1: Movement in the draft 2025/26 budget - Income Statement and Capital Expenditure

	2025/26 Draft Budget April 2025 \$'mil	2025/26 Revised Budget June 2025 \$'mil	Change Incr / (Decr) \$'mil
Income from continuing operations			
Rates and annual charges	285.3	285.3	-
User charges and fees	104.6	104.4	(0.2)
Other revenues	21.3	21.3	-
Grants and contributions - operating purposes	21.0	20.7	(0.3)
Grants and contributions - capital purposes	24.3	31.2	6.9
Interest and investment revenue	8.2	8.2	-
Other income	7.1	7.1	-
Net gain from the disposal of assets	0.5	0.5	-
Total income from continuing operations	472.3	478.7	6.4
Expenses from continuing operations			
Employee benefits and on-costs	178.5	178.3	(0.2)
Materials and services	185.4	187.1	1.7
Borrowing costs	3.0	3.0	-
Depreciation and amortisation	54.6	54.6	-
Other expenses	22.5	22.3	(0.2)
Total expenses from continuing operations	444.1	445.3	1.3
Operating result - Surplus / (Deficit)	28.3	33.4	5.1
Operating result - Surplus / (Deficit) before Capital Grants and Contributions	3.9	2.1	(1.8)
Capital expenditure	96.2	105.0	8.8

Operating Budget 2025/26 - changes

There has been a reduction in the operating surplus (excluding capital grants and contributions) from \$3.9 million exhibited in the draft budget to \$2.1 million, as outlined below in Table 2.

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

	Net \$'mil	Income \$'mil	Expenditure \$'mil
Draft operating result before capital grants and contributions	3.924	447.985	(444.060)
Emergency services levy contribution ¹	0.203	-	0.203
Grant funded project (grant received in 2024/25) - South Creek Rehabilitation - Urban Rivers and Catchments Program	(0.312)	-	(0.312)
Meals on Wheels - transferred to new provider - net result relates to internal charges	(0.043)	(0.509)	0.466
Special Variation program - increased maintenance on roads assets (\$1.2m), stormwater infrastructure (\$0.2m) and wharves (\$0.2m)	(1.599)	-	(1.599)
Minor amendments	(0.031)	-	(0.031)
Changes to budget	(1.781)	(0.509)	(1.272)
Revised operating result before capital grants and contributions	2.143	447.476	(445.333)

1. NSW Emergency Services Levy Contribution: NSW Revenue have recently advised the Council's Emergency Services Levy (ESL) for the 2025/26 financial year will be \$9.4 million (6.2% increase), which is \$0.2 million lower than forecast.

Capital Expenditure Budget 2025/26 - changes

The 2025/26 capital expenditure program has increased from \$96.2 million to \$105.0 million due to budget rollovers approved in the March quarterly budget review (\$13.6m), projects rephased across financial years to align with revised timelines (-\$8.6m), new grants (\$0.8m) and an increase in the Special Variation funded program (\$3.0m).

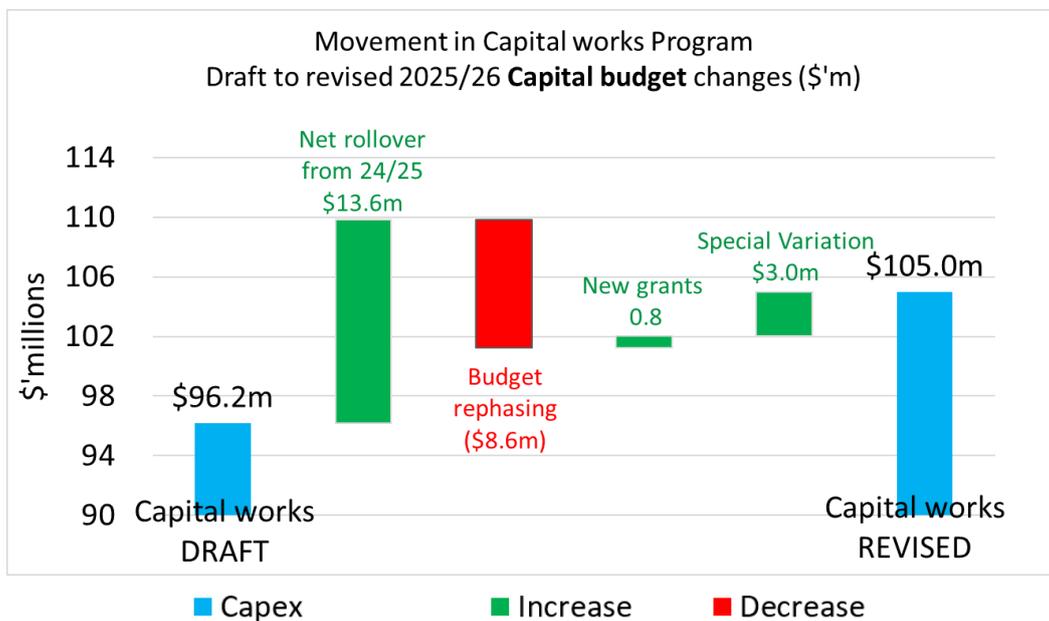


Table 3 below identifies proposed changes to the capital works program.

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

Projects rephased: due to rollovers from 2024/25 as approved by Council May 2025 - Increases / (Decreases)

Project	Budget 2025/26 \$'m	Forecast 2026/27 \$'m	Forecast 2027/28 \$'m	Forecast 2028/29 \$'m
CN01007	Collaroy-Narrabeen coastal protection works	0.380		
CN01010	New footpaths	0.060		
CN01011	New traffic facilities	0.235		
CN01018	Scotland Island roads and drainage improvements	(0.691)		
CN01020	Warriewood Valley – traffic and transport infrastructure	0.288	4.000	
CN01031	Connecting Communities - footpaths programs	0.782		
CN01032	Connecting Communities - cycleways program	1.578		
CN01045	Planned stormwater new works	0.371		
CN01059	Church Point - new infrastructure	1.500		
CN01068	Warriewood Valley Community Centre	0.851		
CN01121	Coast walk - art trail	0.105		
CN01142	Manly Life Saving Club	(0.102)		
CN01147	South Curl Curl accessible boardwalk and path	0.242		
CN01158	Library local priority grant purchases	0.054		
CN01188	Avalon Place Plan implementation	0.205		
CN01194	Kimbriki future cell development	0.600		
CN01198	Safer schools infrastructure	0.600		
CN01222	Active Transport Corridor Project	3.000		
CN01224	Dee Why Beach secure bike storage	0.065		
CN01238	Outdoor gyms	0.059		
CN01247	Oxford Falls Road west flood mitigation	0.220		
CN01257	Permit/Plug/Play Pilot Program	0.417		
CN01259	Pittwater Rugby Park	0.850		
CR05007	Planned stormwater renewal works	1.320		
CR05042	Operational buildings works program	(0.092)		
CR05076	Glen Street Theatre renewal works	(0.107)		
CR05100	Kimbriki renewal program	0.200		
CR05136	Surf Life Saving Club minor renewal works	0.467		
CR05155	South Collaroy foreshore renewal	0.100		
CR05168	Boondah Reserve amenities upgrade	0.060		
	Total rollover	13.617	4.000	0.000

Rephasing to align with updated project timelines – Increases / (Decreases)

Project	Budget 2025/26 \$'m	Forecast 2026/27 \$'m	Forecast 2027/28 \$'m	Forecast 2028/29 \$'m
CN01020	Warriewood Valley – traffic and transport infrastructure	(4.000)		
CN01147	South Curl Curl accessible boardwalk and path		0.151	
CN01225	Warringah Recreation Centre, North Manly upgrades	(2.000)	2.000	
CN01229	Freshwater Beach amenities		0.700	
CN01261	Jamieson Park Sailing and Recreation Facility	0.140	3.582	(1.213)
CR05007	Planned stormwater renewal works	0.400		
CR05076	Glen Street Theatre renewal works		0.030	0.030
CR05147	Public place bin enclosures	0.004	0.007	0.009
CR05155	South Collaroy foreshore renewal	(1.800)	2.500	
CR05159	Terrey Hills Rural Fire Station	(0.218)		
CR05164	Dee Why Beach stormwater quality improvement device	(1.100)		
CR05169	Manly Aquatic Centre heat pump	(0.015)	0.075	
	Total rephasing	(8.588)	9.044	(1.174)

New grants – Increases / (Decreases):

Project		Budget 2025/26 \$'m	Forecast 2026/27 \$'m	Forecast 2027/28 \$'m	Forecast 2028/29 \$'m
CR05136	Surf Life Saving Club minor renewal works	0.817			
	Total new grants	0.817	0.000	0.000	0.000

Special variation adjustments:

Project		Budget 2025/26 \$'m	Forecast 2026/27 \$'m	Forecast 2027/28 \$'m	Forecast 2028/29 \$'m
CN01028	Bike Plan implementation - new works		(0.145)	(0.224)	(0.230)
CN01046	Playgrounds - new and upgrades		(0.145)	(0.728)	(0.747)
CN01113	All weather sportsfields upgrades				(1.149)
CN01151	Smart parking infrastructure			(0.429)	(0.172)
CN01167	Reserve - new pathway and lighting program	(0.074)	(0.706)	(1.120)	
CN01246	Manly Place Plan implementation		(0.545)	(0.840)	(1.149)
CN01265	New stormwater quality improvement devices	(0.166)	(0.265)	(1.534)	(1.574)
CN01267	Newport SLSC extension and coastal protection works			(0.560)	(4.022)
CN01268	Female friendly sports facilities program		1.091	2.271	
CR05003	Recreational trails renewal program	0.150	0.118		
CR05004	Playground renewal program		0.136		
CR05005	Rockpool renewal program		0.507		
CR05007	Planned stormwater renewal works		1.125		
CR05009	Bus stop renewal works		0.055		
CR05012	Kerb and gutter renewal works	0.177	0.145		
CR05013	Retaining wall renewal works		0.654		
CR05014	Road resheeting program	1.754	0.902		
CR05042	Operational buildings works program	0.282	0.145		
CR05062	Disability access compliance works (DDA)		0.091	0.062	
CR05063	Building Code of Australia compliance works (BCA)	0.071	0.036		
CR05076	Glen Street Theatre renewal works		0.872		
CR05081	Wharves works program	0.424	0.218		
CR05106	Warringah Aquatic Centre renewal works	0.212	0.109		
CR05167	Glen Street Theatre equipment purchases	0.124	0.148	(0.030)	(0.030)
CR05172	Heritage buildings renewal		0.018		
	Total special variation	2.955	4.564	(3.133)	(9.074)

Capital Expenditure Summary		Budget 2025/26 \$'m	Forecast 2026/27 \$'m	Forecast 2027/28 \$'m	Forecast 2028/29 \$'m
	Draft Budget	96,197	99,323	91,857	96,145
	Above Changes - Increases / (Decreases)	8,801	17,608	(4,307)	(11,321)
	Revised Budget	104,998	116,931	87,550	84,824

Overview of the Revised Budget 2025/26

Draft Budget 2025/26

The 2025/26 draft budget projects total expenditure of \$550 million, including a capital works program of \$105 million. The proposed \$105 million capital works program includes \$61 million in asset renewal to improve the overall condition of our assets and to reduce ongoing operational costs associated with asset repair and maintenance. A further \$44 million will deliver high priority new assets to the community.

The budget forecasts an Operating Surplus before Capital Grants and Contributions of \$2.1 million, which includes a \$14 million investment in replacing Council's core operating systems. A further \$2.4 million in loans will be repaid.

Efficiency savings

Council is committed to realising productivity savings in its operations to reduce the burden on rates. A Productivity Journey and Improvement Plan, presented on 28 January 2025, outlines goals to achieve ongoing operational savings of \$5 million over the next 3 years along with one-off capital savings totalling \$10 million over the next 5 years.

The 2025/26 budget has built in savings of \$2 million by adjusting the levels of service for the Hop Skip and Jump Bus service, closing Vacation Care, revising the events program including reducing the number of outdoor cinemas and markets, removing the NSW Surf Life Saving Championships financial subsidy and a number of efficiency improvements.

The budget also proposes Council increasing the community-led event grants program by \$86k to a total of \$189k for the year.

Service reviews are a key part of the plan, focusing on efficiency, effectiveness, and financial sustainability. Reviews scheduled for 2025/26 include Recreational Services (aquatic centres), Events, Tree Management, Procurement and Stores.

Financial position and performance

Council has made positive and sound financial management decisions over many years which enabled Council to deliver significant projects, support the community during the COVID-19 pandemic and several natural disasters and invest merger savings into improved services and infrastructure to meet the needs of our community and improve their quality of life.

However, with inflation on infrastructure outpacing growth in rates income at double the rate over 4 years and no mechanism in the IPART rate peg to adjust for this, income levels are not sufficient to meet future operating costs and maintain infrastructure at the level required. The IPART approved Special Variation addresses this issue and, as such, the budget anticipates Council will achieve key financial and asset performance benchmarks in 2025/26.

The 2025/26 budget forecasts an operating surplus of \$2.1 million (excluding capital grants and contributions) which results in an Operating Performance Ratio of 0.40%. This just meets the industry benchmark of 0%. However, if the \$14 million investment in the replacement of Council's core operating systems is excluded, the Operating Performance Ratio would be 3.5%, with an operating surplus of \$16.1 million.

Liquidity meets the industry benchmark (greater than 1.50x) with an Unrestricted Current Ratio 2.30x, meaning for every \$1.00 in current liabilities there is \$2.30 in current assets.

Net cashflow will be a negative \$29 million in 2025/26 and \$10 million 2026/27, primarily due to the construction of assets funded by existing grants and contributions and the replacement of Council's core operating systems. Net cashflow will return to a positive position from 2027/28.

Asset management ratios are strengthened by the Special Variation, meaning Council is able to invest in the maintenance and renewal of assets at the required rate.

Financial performance and position snapshot

	Result 2023/24 \$ 'mil	Forecast 2024/25 \$ 'mil	Budget 2025/26 \$ 'mil	Projected 2026/27 \$ 'mil	Projected 2027/28 \$ 'mil	Projected 2028/29 \$ 'mil
Operating budget						
Income	442	458	479	496	500	512
Operating expenses	(398)	(424)	(445)	(458)	(464)	(476)
Operating result	44	34	33	38	36	36
Less grants and contributions for capital projects	(29)	(27)	(31)	(21)	(12)	(12)
Operating result - excl capital income	15	7	2	17	23	24
Capital expenditure						
New works	(30)	(55)	(44)	(45)	(22)	(18)
Renewal works	(43)	(39)	(61)	(72)	(65)	(67)
Total capital expenditure	(73)	(94)	(105)	(117)	(88)	(85)
Loan repayments	(6)	(5)	(2)	(2)	(2)	(2)
Cash and investments						
Externally restricted	62	56	49	40	45	49
Internally restricted	89	77	68	72	68	75
Unrestricted	49	57	44	39	41	43
Total cash and investments	200	190	161	151	154	168
Cashflows						
Net cash from operating activities	93	75	78	107	91	100
Net cash from investing activities*	(71)	(92)	(103)	(114)	(86)	(83)
Net cash from financing activities	(5)	7	(4)	(3)	(3)	(3)
Net increase / (decrease) in cash	17	(10)	(29)	(10)	3	14
* Exclude purchase and sale of investments						
Financial position						
Assets	5,889	6,060	6,213	6,377	6,532	6,694
Liabilities	(186)	(181)	(172)	(174)	(168)	(169)
Net Assets	5,702	5,879	6,040	6,203	6,364	6,525

Performance measures

	OLG Benchmark	Result 2023/24	Forecast 2024/25	Budget 2025/26	Projected 2026/27	Projected 2027/28	Projected 2028/29
Budget Performance							
Operating Performance Ratio	>0%	3.7%	1.6%	0.4%	3.4%	4.8%	4.7%
<i>measures the extent to which a council has succeeded in containing operating expenditure within operating revenue</i>		✓	✓	✓	✓	✓	✓
Own Source Operating Revenue Ratio	>60%	87.4%	88.5%	89.1%	91.6%	93.4%	93.8%
<i>measures fiscal flexibility. It is the degree of reliance on external funding sources</i>		✓	✓	✓	✓	✓	✓
Operational Liquidity							
Unrestricted Current Ratio	>1.5x	2.2x	2.7x	2.3x	2.0x	2.1x	2.3x
<i>represents a council's ability to meet short-term obligations as they fall due.</i>		✓	✓	✓	✓	✓	✓
Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage	< 5%	3.8%	3.9%	3.9%	3.8%	3.8%	3.8%
<i>expressed as a percentage of total rates and charges available for collection in the financial year</i>		✓	✓	✓	✓	✓	✓
Cash Expense Cover Ratio	> 3 mths	6.4mths	5.6mths	4.6mths	4.3mths	4.2mths	4.5mths
<i>liquidity ratio indicates the number of months a council can continue paying for its immediate expenses without additional cash inflow</i>		✓	✓	✓	✓	✓	✓
Liability and Debt Management							
Debt Service Cover Ratio	>2.00x	6.9x	8.8x	10.9x	18.5x	20.1x	20.5x
<i>measures the availability of operating cash to service loan repayments.</i>		✓	✓	✓	✓	✓	✓
Asset Management							
Building and Infrastructure Renewals Ratio	>100%	94.6%	88.9%	128.6%	148.2%	131.4%	126.6%
<i>assesses the rate at which these assets are being renewed against the rate at which they are depreciating</i>		✗	✗	✓	✓	✓	✓
Infrastructure Backlog Ratio	<2%	1.52%	1.54%	1.53%	1.52%	1.52%	1.53%
<i>shows what proportion the infrastructure backlog is against the total net carrying amount of a council's infrastructure</i>		✓	✓	✓	✓	✓	✓
Asset Maintenance Ratio	>100%	98.1%	94.2%	100.2%	100.3%	100.7%	100.3%
<i>compares actual versus required annual asset maintenance. A ratio of above 100% indicates that the council is investing enough funds that year to halt the infrastructure backlog from growing.</i>		✗	✗	✓	✓	✓	✓
Cost to bring assets to agreed service level		1.17%	1.19%	1.20%	1.20%	1.21%	1.23%
<i>shows what proportion the infrastructure backlog is against the total gross replacement cost of a council's infrastructure</i>		✓	✓	✓	✓	✓	✓

Sensitivity Scenario Analysis

The following table demonstrates the impact that an unexpected significant event could have on the financial performance and position of Council, if no adjustment was made to fund the event. Given the operating minor surplus forecast in 2025/26, a situation such as a \$5 million storm event, inflation on contracts at 10% or a \$10 million unfavourable income shock would result in an operating deficit. Key performance and liquidity ratios would be weaker, with the Operating Performance Ratio no longer meeting the industry benchmark.

Long Term Financial Plan 2025-35	Result	Forecast	Budget	Projected	Projected	Projected
Scenario 1: Delivery Program model – IPART approved 2-year special variation	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
	\$ 'mil	\$ 'mil	\$ 'mil	\$ 'mil	\$ 'mil	\$ 'mil
Budget						
Operating result (excluding capital grants and contributions)	15	7	2	17	23	24
Operating Performance Ratio	3.73%	1.58%	0.38%	3.45%	4.75%	4.71%
Unrestricted Current Ratio	2.18x	2.68x	2.33x	1.99x	2.14x	2.30x
Unrestricted Cash	49	57	44	39	41	43
Scenario 1 - Inflation on operating contracts at 10%, with no matching income in 24/25						
Operating result (excluding capital grants and contributions)	15	7	(6)	17	23	24
Operating Performance Ratio	3.73%	1.58%	-1.47%	3.45%	4.75%	4.71%
Unrestricted Current Ratio	2.18x	2.68x	2.20x	1.87x	2.01x	2.17x
Unrestricted Cash	49	57	36	31	33	35
Scenario 2 - A significant storm - \$5 million in expenses						
Operating result (excluding capital grants and contributions)	15	7	(3)	17	23	24
Operating Performance Ratio	3.73%	1.58%	-0.73%	3.45%	4.75%	4.71%
Unrestricted Current Ratio	2.18x	2.68x	2.25x	1.91x	2.06x	2.22x
Unrestricted Cash	49	57	39	34	36	38
Scenario 3 - A \$10 million unfavourable income shock						
Operating result (excluding capital grants and contributions)	15	7	(8)	17	23	24
Operating Performance Ratio	3.73%	1.58%	-1.89%	3.45%	4.75%	4.71%
Unrestricted Current Ratio	2.18x	2.68x	2.17x	1.84x	1.99x	2.15x
Unrestricted Cash	49	57	34	29	31	33

The Long-Term Financial Plan (Attachment 6) also includes a Sensitivity Analysis to further test the impact of inherent economic risks.

Revenue Policy

Rating Structure 2025/26

The NSW Government, through IPART, caps the total general income that may be raised from levying rates on property. Northern Beaches Council resolved to apply to IPART for a Special Variation. On 14 May 2025 IPART announced that it had approved a 2-year permanent Special Variation of 25.2% for Northern Beaches Council, comprising an increase of 12.1% in 2025/26 and 11.7% in 2026/27. These approved increases include the rate peg component for each applicable year. The approved increase of 12.1% is the basis of the draft 2025/26 budget.

The rating structure is based entirely upon property valuations (ad valorem) but with minimum rates applying where appropriate. Rates for 2025/26 will be assessed on land values as at 1 July 2022 and are forecast to raise \$222 million before pensioner rebates and adjustments.

It is recommended that Council adopts the maximum rate increase of 12.1% approved by IPART and in accordance with sections 494 and 495 of the Act, makes the following Ordinary and Special Rates for 2025/26:

Table 4: Ordinary and Special Rates 2025/26

Type	Category/subcategory	Number	Ad valorem rate*	Minimum \$	Income estimate \$'000
Ordinary	Residential	96,593	0.116573	1,232.85	183,663
Ordinary	Business	6,587	0.395969	1,605.23	29,823
Ordinary	Business – Manly CBD	639	0.634682	1,605.23	4,900
Ordinary	Business - Warriewood Square	1	0.643356	-	155
Ordinary	Business – Warringah Mall	1	1.214400	-	1,093
Ordinary	Business – Strata storage unit facility	716	0.395969	767.22	549
Ordinary	Farmland	7	0.045037	1,186.95	19
	TOTAL ORDINARY	104,544			220,202
Special	Manly business centre improvement	639	0.218089	-	1,622
Special	Balgowlah business centre improvement	85	0.117936	-	105
	TOTAL SPECIAL	724			1,727
	TOTAL RATES				221,929

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

Note: The information in the above table has been determined using currently available property and rating information and may be subject to change prior to 30 June 2025, dependent on such matters as the processing of supplementary rates adjustments and revisions to ratepayer land valuations that may be determined by the NSW Valuer General.

Further details on the special rates as well as properties covered by business sub-categories and special rates are shown in Attachment 4 (Delivery Program) to this report.

Domestic Waste Management Charges

The Domestic Waste Management (DWM) Service is provided to all residential properties. Council must make and levy an annual charge for the service and income must not exceed the reasonable cost of providing the services (sections 496 and 504). The standard domestic waste charge is proposed to be \$599 in 2025/26 (a \$13 (2.2%) increase) raising \$59 million in revenue. Improvements to recycling processing and a new income stream for recycling paper have helped keep this increase under inflation for residents.

Table 5: Domestic Waste Management Services 2025/26

Description	Number	Charge	Income estimate \$'000
Domestic waste management service (includes 80L red, 140L blue, 140L yellow and 2x240L green lid services, 2 booked clean ups per year and vegetation drop-off at Kimbriki for residents (up to 300kg max. per day and 4,000kg max. per annum)	98,205	\$599.00	58,825
Availability charge	1,366	\$120.00	164
Additional 80L red lid rubbish service	12,770	\$336.00	4,291
First additional 140L blue OR yellow lid recycling service	7,545	\$37.00	279
Subsequent additional 140L blue OR yellow lid recycling service	316	\$126.00	39
Third or fourth green vegetation lid service	11,317	\$37.00	140
Clean up excessive or incorrectly presented waste	-	\$230.50 per hour + cost recovery on landfill disposal charges	-

Description	Number	Charge	Income estimate \$'000
Clean up contaminated or excessive booked bulky goods collection in excess of the permitted 3 cubic metres	-	\$88.70 per excess cubic metre	-
Empty contaminated bin	-	\$36.50 per bin	-
Total domestic waste charge income \$'000			63,738
Cost of domestic waste service \$'000			(62,274)
Allocation to reserve \$'000			1,464

Stormwater Management Services Charges

The Stormwater Management Services Charge is levied to all eligible residential and business ratepayers to fund a program of stormwater improvement projects and is forecast to raise \$2.2 million in 2025/26. The charge is consistent with the upper limit set by the Local Government (General) Regulation 2021, which remains unchanged since the inception of the charge in the 2006/07 financial year. No changes to the charge are proposed.

Table 6: Stormwater Management Services Charges 2025/26

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

Rates and annual charges

The estimated change in rates and annual charges, which represent the rates notice, are illustrated in the following table:

Table 7. Minimum and typical residential rates and annual charges 2025/26

	Minimum			Typical (median)		
	2025/26 Amount	Increase		2025/26 Amount	Increase	
Residential Rates	\$1,233	\$133	12.1%	\$1,562	\$168	12.1%
Domestic Waste Charge	\$599	\$13	2.2%	\$599	\$13	2.2%
Stormwater Charge	\$12.50 (strata)	-	-	\$25 (house)	-	-
TOTAL RATES NOTICE - Per annum	\$1,844	\$146	8.6%	\$2,186	\$181	9.0%
Per quarter	\$461	\$36	8.6%	\$547	\$45	9.0%
Per day	\$5.05	\$0.40	8.6%	\$5.99	\$0.50	9.0%

The typical (median) rate is based on the median (midpoint) 2022 residential land value of \$1.34 million. The minimum rate applies to land values just under approx. \$1.06 million.

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 10.5% per annum for the period 1 July 2025 to 30 June 2026 (inclusive).

The methodology used to calculate the interest rate is consistent with the Supreme Court methodology utilised to provide a nationally harmonised provision for the awarding of post-judgement interest (the Reserve Bank cash rate plus 6%), rounded to the nearest half per cent. The cash rate used is based on the cash rate set by the Reserve Bank of Australia on 10 December 2024.

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

Section 611 Charges

Is it proposed that an annual charge under section 611 of the Act be made and levied for the year commencing 1 July 2025 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 proposed to be charged is the appropriate commercial rate – the actual cost of the works and standard on costs to provide full cost recovery plus a return to Council.

Pricing Methodology and Fees and Charges 2025/26

The revised Fees and Charges schedule for the 2025/26 financial year is provided as Attachment 5 to this report and has been prepared in accordance with the principles of the Council's Pricing Methodology.

Overview of the revised Asset Management Plan 2025-2035

The Asset Management Plan (AMP) has been revised to reflect the changes to the budget due to the rephrasing of capital expenditure projects.

The IPART approved Special Variation will address the funding gap outlined in the AMP, which currently requires an additional \$15.1 million per year to maintain and renew existing assets, along with \$10.4 million per year to uplift service levels and provide high priority new assets required by the community.

Overview of the revised Long-Term Financial Plan 2025-2035

The Long-Term Financial Plan (LTFP) has been revised to reflect the changes to the budget and the IPART Special Variation decision. The LTFP provides 3 scenario models.

Scenario 1: Delivery Program model – IPART approved special variation (8.3% p.a. over 2 years + rate peg)

- This model is consistent with the Delivery Program 2025-2029 at Attachment 4.
- The model addresses the maintenance and renewal funding gap for existing assets outlined in the Asset Management Plans and provides funding to support environmental and natural risk reduction programs.
- Infrastructure expenditure is increased and working capital is strengthened to provide the capacity to respond to unexpected events. This produces a stronger operating result and asset management ratios.
- To provide funding for this model, rates income increases over a 2-year period, providing an additional \$35 million in income per year by the 2nd year (which is retained in future years).
- This model primarily offsets the impact of higher inflation levels in recent years and the increase in the Emergency Services Levy.

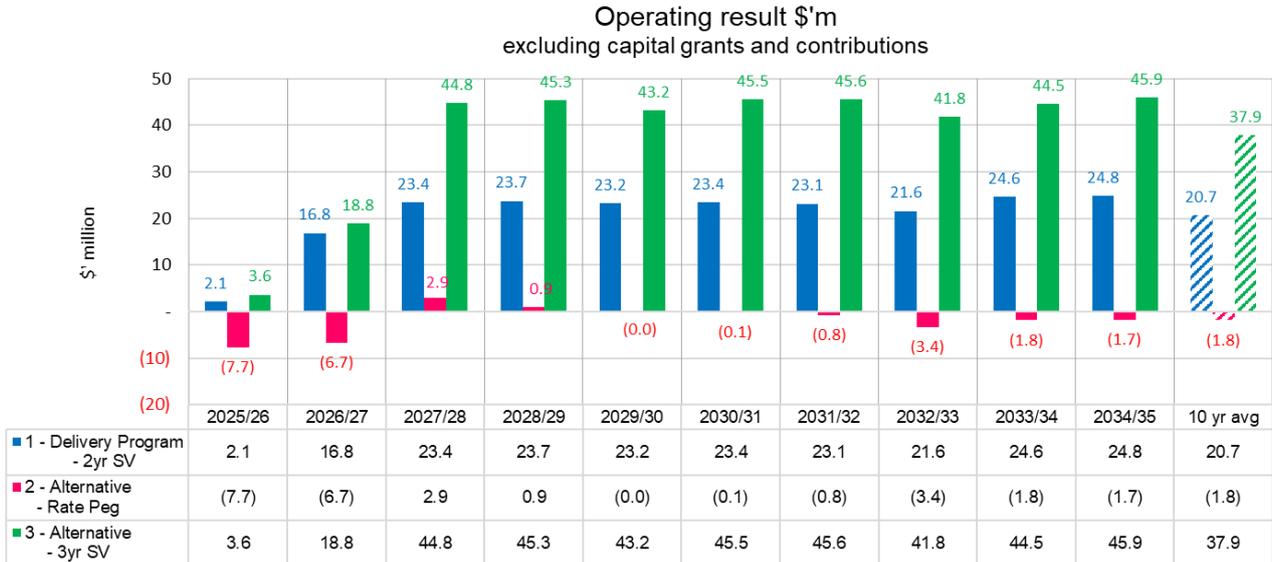
Scenario 2: Alternative model – rate peg only

- Under this model, rates increase by the rate peg in each year, which is intended to be a CPI for local government. As a result, the funding gap created over the 4-year period during which rate increases were only half the inflation rate, remains unresolved.
- Income levels are not sufficient to fund operating expenses, invest in the ongoing renewal of infrastructure and provide the necessary working capital to manage unexpected events. Performance benchmarks are weakening or not met, especially regarding asset management and operating performance.
- This is not sustainable and will continue to reduce services to the community.

Scenario 3: Alternative model – IPART application 3-year special variation (8.3% p.a. over 2 years and 8.4% in year 3 + rate peg)

- This is consistent with the Special Variation application to IPART, based on ‘Option 3 Improve Services’ of the January 2025 LTFP. Council does not have approval for this full increase, the scenario is provided for comparative purposes only.
- In addition to the outcomes of Scenario 1, this scenario also provides capacity to deliver larger renewal projects in future years such as the renewal of the Warringah Aquatic Centre.
- To provide funding for this model, rates income increases over a 3-year period, providing an additional \$57 million in income per year by the 3rd year (which is retained in future years).

The following graph illustrates the difference in the operating result (excluding capital grants and contributions) for the 3 scenarios. A stronger operating surplus enables greater investment in the renewal of infrastructure assets and rebuilding working capital to respond to unexpected events like natural disasters and new opportunities.



The following table compares key performance measures for the 3 scenarios.

Performance measures – Long Term Financial Plan Scenarios Comparison

Budget Performance

Operating Performance Ratio

measures the extent to which a council has succeeded in containing operating expenditure within operating revenue.

OLG Benchmark	Result 2022/23	Result 2023/24	Forecast 2024/25	→ Model	Budget 2025/26	Year 2 2026/27	Year 3 2027/28	Year 4 2028/29	Year 5 2029/30	Year 6 2030/31	Year 7 2031/32	Year 8 2032/33	Year 9 2033/34	Year 10 2034/35
				1 - Delivery Program - 2yr SV	0.4%	3.4%	4.8%	4.7%	4.5%	4.4%	4.1%	3.8%	4.2%	4.1%
> 0%	4.5%	3.7%	1.6%	2 - Alternative - Rate Peg	(1.9%)	(1.6%)	0.6%	0.1%	(0.1%)	(0.1%)	(0.3%)	(0.7%)	(0.4%)	(0.4%)
				3 - Alternative - 3yr SV	0.7%	3.9%	8.8%	8.6%	8.0%	8.2%	7.9%	7.2%	7.4%	7.4%

Operational Liquidity

Unrestricted Current Ratio

represents a council's ability to meet short-term obligations as they fall due.

OLG Benchmark	Result 2022/23	Result 2023/24	Forecast 2024/25	→ Model	Budget 2025/26	Year 2 2026/27	Year 3 2027/28	Year 4 2028/29	Year 5 2029/30	Year 6 2030/31	Year 7 2031/32	Year 8 2032/33	Year 9 2033/34	Year 10 2034/35
				1 - Delivery Program - 2yr SV	2.33x	1.99x	2.14x	2.30x	2.20x	2.34x	2.21x	2.29x	2.48x	2.47x
> 1.5x	1.92x	2.18x	2.68x	2 - Alternative - Rate Peg	2.33x	1.94x	2.10x	2.21x	2.12x	2.27x	2.12x	2.14x	2.24x	2.34x
				3 - Alternative - 3yr SV	2.40x	2.15x	2.57x	2.90x	2.68x	3.07x	3.03x	2.77x	2.57x	2.48x

Cash Expense Cover Ratio

liquidity ratio indicates the number of months a council can continue paying for its immediate expenses without additional cash inflow.

OLG Benchmark	Result 2022/23	Result 2023/24	Forecast 2024/25	→ Model	Budget 2025/26	Year 2 2026/27	Year 3 2027/28	Year 4 2028/29	Year 5 2029/30	Year 6 2030/31	Year 7 2031/32	Year 8 2032/33	Year 9 2033/34	Year 10 2034/35
				1 - Delivery Program - 2yr SV	4.6mths	4.3mths	4.2mths	4.5mths	4.3mths	4.2mths	4.3mths	4.3mths	4.4mths	4.4mths
> 3mths	6.1mths	6.4mths	5.6mths	2 - Alternative - Rate Peg	4.6mths	4.3mths	4.3mths	4.6mths	4.3mths	4.3mths	4.3mths	4.2mths	4.2mths	4.4mths
				3 - Alternative - 3yr SV	4.7mths	4.6mths	4.9mths	5.6mths	5.1mths	5.4mths	5.8mths	5.1mths	4.5mths	4.4mths

Asset Management

Building and Infrastructure Renewals Ratio

assesses the rate at which these assets are being renewed against the rate at which they are depreciating.

OLG Benchmark	Result 2022/23	Result 2023/24	Forecast 2024/25	→ Model	Budget 2025/26	Year 2 2026/27	Year 3 2027/28	Year 4 2028/29	Year 5 2029/30	Year 6 2030/31	Year 7 2031/32	Year 8 2032/33	Year 9 2033/34	Year 10 2034/35
				1 - Delivery Program - 2yr SV	128.6%	148.2%	131.4%	126.6%	127.1%	125.5%	115.0%	116.5%	119.5%	137.9%
> 100%	130.8%	94.6%	88.9%	2 - Alternative - Rate Peg	107.6%	108.6%	94.1%	94.7%	93.7%	93.0%	91.9%	94.9%	92.2%	87.4%
				3 - Alternative - 3yr SV	120.6%	133.7%	133.3%	141.0%	174.3%	136.6%	135.6%	195.1%	198.7%	176.6%

Infrastructure Backlog Ratio

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

OLG	Result	Result	Forecast	→	Budget	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Benchmark	2022/23	2023/24	2024/25	Model	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
< 2%	1.49%	1.52%	1.54%	1 - Delivery Program - 2yr SV	1.53%	1.52%	1.52%	1.53%	1.53%	1.53%	1.54%	1.54%	1.54%	1.53%
				2 - Alternative - Rate Peg	1.53%	1.54%	1.55%	1.56%	1.58%	1.59%	1.60%	1.61%	1.62%	1.63%
				3 - Alternative - 3yr SV	1.53%	1.52%	1.53%	1.53%	1.52%	1.53%	1.53%	1.52%	1.50%	1.49%

Asset Maintenance Ratio

ratio compares actual versus required annual asset maintenance.

OLG	Result	Result	Forecast	→	Budget	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Benchmark	2022/23	2023/24	2024/25	Model	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
> 100%	109.7%	98.1%	94.2%	1 - Delivery Program - 2yr SV	100.2%	100.3%	100.7%	100.3%	100.4%	100.6%	100.5%	100.6%	100.6%	100.7%
				2 - Alternative - Rate Peg	94.2%	94.3%	94.3%	94.3%	94.3%	94.3%	94.4%	94.4%	94.4%	94.4%
				3 - Alternative - 3yr SV	97.4%	98.5%	100.7%	100.3%	100.4%	100.6%	100.5%	100.6%	100.6%	100.7%

Adoption of Revised Documents

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

- Endorse the revised Community Strategic Plan 2040 at Attachment 3.
- Adopt the revised Delivery Program 2025-2029 and Operational Plan 2025/26 at Attachment 4.
- Adopt the revised Fees and Charges 2025/26 and Pricing Methodology at Attachment 5.
- Adopt the revised Long-Term Financial Plan 2025-2035 at Attachment 6.
- Adopt the Asset Management Strategy 2025-2035 at Attachment 7.
- Adopt the revised Asset Management Plans 2025-2035 at Attachment 8.
- Adopt the revised Workforce Management Strategy 2025-2029 at Attachment 9

TIMING

In accordance with the Act, Council needs to endorse a Community Strategic Plan and adopt a Delivery Program and Operational Plan, Fees and Charges, Long-Term Financial Plan, Asset Management Policy, Strategy and Plan and Workforce Management Strategy by 30 June 2025.

These matters are addressed in sections 404(2), 405, 610F(2), 610B(1) and 406(1) of the Act and the Office of Local Government’s Integrated Planning and Reporting Guidelines for local government in NSW (2021).

FINANCIAL CONSIDERATIONS

2025/26 Budget and Delivery Program

The budget for 2025/26 projects total expenditure of \$550 million, including a capital works program of \$105 million. This includes investing \$61 million in asset renewal expenditure to improve the overall condition of our assets and a further \$44 million in delivering high priority new assets to the community.

The budget forecasts an operating surplus before capital grants and contributions of \$2.1 million, which includes a \$14 million investment in replacing Council's core operating systems. A further \$2.4 million in loans will be repaid and \$2 million in savings are forecast.

The budget is based on the IPART approved 12.1% special variation increase in rates (which includes the 3.8% rate peg).

There are several restrictions on funds within the operating result. When these are removed, the underlying operating result is forecast to be a deficit of \$0.2 million. If the replacement of Council's core operating systems is excluded, the underlying result would be a surplus of \$13.8 million.

	<u>\$'mil</u>
Underlying result	
Surplus / (deficit) excluding capital grants and contributions	2.1
Less:	
Interest on restricted Council funds	(2.9)
Domestic Waste net depreciation	(0.1)
Stormwater Charge net opex	(2.0)
Special Rates	(0.1)
Externally restricted grants (net)	0.3
Kimbriki (less dividend)	0.2
Mona Vale Cemetery	0.3
Development contribution funded operating projects	2.5
Gain on disposal of assets	(0.5)
Underlying surplus / (deficit) excluding restricted funds	(0.2)
Exclude core operating systems replacement	14.0
Underlying surplus / (deficit) excluding restricted funds and core operating system replacement	13.8

The budget is balanced with funding identified for all planned expenditure, including the IPART approved Special Variation, and Council is anticipated to meet the Office of Local Government's financial and asset performance benchmarks.

Long-Term Financial Plan 2025-2035

The revised Long-Term Financial Plan provides financial modelling for 3 scenarios:

- Scenario 1 'Delivery Program Model – IPART approved 2-year Special Variation' – consistent with the Delivery Program 2025-2029 and Council's approved Special Variation. This model addresses the infrastructure funding gap and expands environmental programs. Rates income increases above the rate peg by \$16 million (8.3%) from the 2025/26 financial year, an extra \$19 million (8.3%) in 2026/27. This scenario meets all financial and asset performance ratios in each year.
- Scenario 2 'Alternative Model – rate peg only' – rates only increase by the rate peg, meaning the funding gap created when rate increases were only half the inflation rate, will remain unresolved. Performance measures for liquidity and debt management remain within the industry benchmark, however asset management and operating performance ratios are weak or below industry benchmarks. This model shows income levels are not sufficient to fund operating expenses, maintain infrastructure assets and provide the necessary working capital to manage unexpected events, a scenario which is not sustainable and without intervention will continue to reduce services to the community.
- Scenario 3 'Alternative Model – IPART application 3-year Special Variation' – consistent with Council's Special Variation application to IPART. In addition to the outcomes from Scenario 1, this model provides the capacity to undertake major renewal capital expenditure. Rates income increases above the rate peg by a further \$22 million (8.4%) in 2027/28.

GOVERNANCE AND RISK CONSIDERATIONS

The review and updating of the documents within Council’s Integrated Planning and Reporting Framework are integral to good governance at Council. These documents have been prepared in accordance with Sections 402-405 and 610 of the *Local Government Act 1993* and the Office of Local Government’s Integrated Planning and Reporting Guidelines for local government in NSW (2021) and Integrated Planning and Reporting Handbook for Local Government in NSW (2021).

ENVIRONMENTAL CONSIDERATIONS

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

SOCIAL CONSIDERATIONS

The suite of documents prepared in the IP&R review includes initiatives aimed at continuing to build resilience within a connected, safe and diverse community.

While it is acknowledged that there are some community members concerned about the affordability of the rate rise, given current cost of living pressures; IPART assessed Council's application, including an independent assessment of ratepayer’s capacity to pay, and found that the impact of the proposed SV on ratepayers is generally reasonable. Further, the Council has a hardship policy in place to support ratepayers experiencing financial stress along with concessions for eligible pensioners.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcome of:

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

The projects and programs in the Delivery Program 2025-2029 and Operational Plan 2025/26 will contribute to the advancement of all outcomes and goals in the revised Community Strategic Plan 2040.

Reporting team	Strategy & Performance
TRIM file ref	2025/345023
Attachments	<ul style="list-style-type: none"> ⇒1 Community and Stakeholder report on Exhibition of the Community Strategic Plan, Delivery Program, Operational Plan and Resourcing Strategy (Included In Attachments Booklet) ⇒2 Proposed amendment to Community Strategic Plan, Delivery Program, Operational Plan and Resourcing Strategy (Included In Attachments Booklet) ⇒3 Community Strategic Plan 2040 (Included In Attachments Booklet) ⇒4 Delivery Program 2025-2029 and Operational Plan 2025/26 (Included In Attachments Booklet)

- ⇒5 Fees and Charges 2025/26 (Included In Attachments Booklet)
- ⇒6 Long-Term Financial Plan 2025-2035 (Included In Attachments Booklet)
- ⇒7 Asset Management Strategy 2025-2035 (Included In Attachments Booklet)
- ⇒8 Asset Management Plan 2025-2035 (Included In Attachments Booklet)
- ⇒9 Workforce Management Strategy 2025-2029 (Included In Attachments Booklet)
- ⇒10 Independent Pricing and Regulatory Tribunal's (IPART) Special Variation Instrument 2025/26 to 2026/27 (Included In Attachments Booklet)

ITEM 9.2 MONTHLY INVESTMENT REPORT - APRIL 2025

PURPOSE

The purpose of this report is to provide details of all money that Council has invested under section 625 of the *Local Government Act 1993 (Act)*.

EXECUTIVE SUMMARY

- In accordance with section 212 of the Local Government (General) Regulation 2021 (Regulation), the Responsible Accounting Officer must provide Council with a written report on a monthly basis setting out details of all money that Council has invested under section 625 of the Act.
- The Responsible Accounting Officer has certified that the investments listed in the report have been made in accordance with the Act, the Regulation and Council's Investment Policy.
- As at 30 April 2025, Council had total cash and investments of \$212,877,497 comprising:

Trading Accounts	\$1,803,747
Investments	\$211,073,750
- The portfolio achieved a return of 0.397% for the month of April, which was 0.047% above the benchmark AusBond Bank Bill Index return of 0.35%.
- The weighted average interest rate of the portfolio at month end is 4.86%, compared to 4.88% for the prior month.
- Total investment income year to date (YTD) to April 2025 was \$9.3 million compared to the current YTD budget of \$9.1 million.

RECOMMENDATION

That Council note the Investment Report as at 30 April 2025, including the certification by the Responsible Accounting Officer.

BACKGROUND

In accordance with section 212 of the Local Government (General) Regulation 2021 (Regulation), 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 *Local Government Act 1993*, the Regulation and Council's Investment Policy.

The details of the report (the key aspects of which are in the Executive Summary) are set out below, together with the Responsible Accounting Officer's certification.

CERTIFICATION – RESPONSIBLE ACCOUNTING OFFICER

I hereby certify that the investments listed in this report have been made in accordance with section 625 of the *Local Government Act 1993*, section 212 of the Local Government (General) Regulation 2021 and existing Investment Policies – *Caroline Foley, Chief Financial Officer*.

INVESTMENT REPORT

Investment Balances

INVESTMENT BALANCES						
As at 30-Apr-2025						
INSTITUTION	RATING	AMOUNT \$	DATE INVESTED	MATURITY DATE	INTEREST RATE	
Trading Accounts						
Commonwealth Bank of Australia Ltd	A1+	742,113			4.15%	
National Australia Bank Ltd	A1+	4,058			4.10%	
		<u>746,171</u>				
At Call Accounts						
Commonwealth Bank of Australia Ltd	A1+	2,693,220		At Call	4.20%	
		<u>2,693,220</u>				
Mortgage Backed Securities						
Emerald Series 2006-1 Class A	A*	503,279	17-Jul-06	21-Aug-51	4.5923%	
		<u>503,279</u>				
Term Deposits						
Bendigo & Adelaide Bank Ltd	A2	2,000,000	20-Aug-24	01-May-25	4.88%	
Rabobank Australia Ltd	A1	2,000,000	30-Apr-25	01-May-25	3.35%	
Bendigo & Adelaide Bank Ltd	A2	4,000,000	26-Aug-24	06-May-25	4.75%	
Suncorp Bank	A1+	2,000,000	27-Aug-24	08-May-25	4.83%	
Suncorp Bank	A1+	2,000,000	27-Aug-24	13-May-25	4.83%	
Suncorp Bank	A1+	2,000,000	27-Aug-24	15-May-25	4.82%	
Bendigo & Adelaide Bank Ltd	A2	4,000,000	22-Aug-24	20-May-25	4.80%	
Suncorp Bank	A1+	2,000,000	29-Aug-24	22-May-25	4.85%	
Suncorp Bank	A1+	2,000,000	29-Aug-24	03-Jun-25	4.84%	
Suncorp Bank	A1+	2,000,000	29-Aug-24	05-Jun-25	4.84%	
Westpac Banking Corporation Ltd	A1+	2,000,000	03-Sep-24	10-Jun-25	4.89%	
Westpac Banking Corporation Ltd	A1+	2,000,000	30-Aug-24	10-Jun-25	4.90%	
Westpac Banking Corporation Ltd	A1+	2,000,000	03-Sep-24	12-Jun-25	4.89%	
Westpac Banking Corporation Ltd	A1+	2,000,000	30-Aug-24	12-Jun-25	4.90%	
National Australia Bank Ltd	A1+	3,000,000	13-Jun-24	17-Jun-25	5.25%	
Suncorp Bank	A1+	2,000,000	10-Oct-24	17-Jun-25	5.10%	
Westpac Banking Corporation Ltd	A1+	2,000,000	03-Sep-24	17-Jun-25	4.89%	
BankVic	A2	2,000,000	22-Aug-24	17-Jun-25	4.95%	
Westpac Banking Corporation Ltd	A1+	2,000,000	03-Sep-24	19-Jun-25	4.89%	
Westpac Banking Corporation Ltd	A1+	2,000,000	03-Sep-24	24-Jun-25	4.89%	
ING Bank Australia Limited	A1	4,000,000	03-Sep-24	01-Jul-25	4.91%	
ING Bank Australia Limited	A1	2,000,000	05-Sep-24	03-Jul-25	4.91%	
ING Bank Australia Limited	A1	2,000,000	10-Sep-24	08-Jul-25	4.90%	
ING Bank Australia Limited	A1	2,000,000	10-Sep-24	10-Jul-25	4.90%	
ING Bank Australia Limited	A1	4,000,000	17-Sep-24	15-Jul-25	4.89%	
Suncorp Bank	A1+	3,000,000	10-Oct-24	17-Jul-25	5.10%	
Suncorp Bank	A1+	2,000,000	24-Oct-24	22-Jul-25	5.08%	
ING Bank Australia Limited	A1	4,000,000	31-Jul-24	29-Jul-25	5.29%	

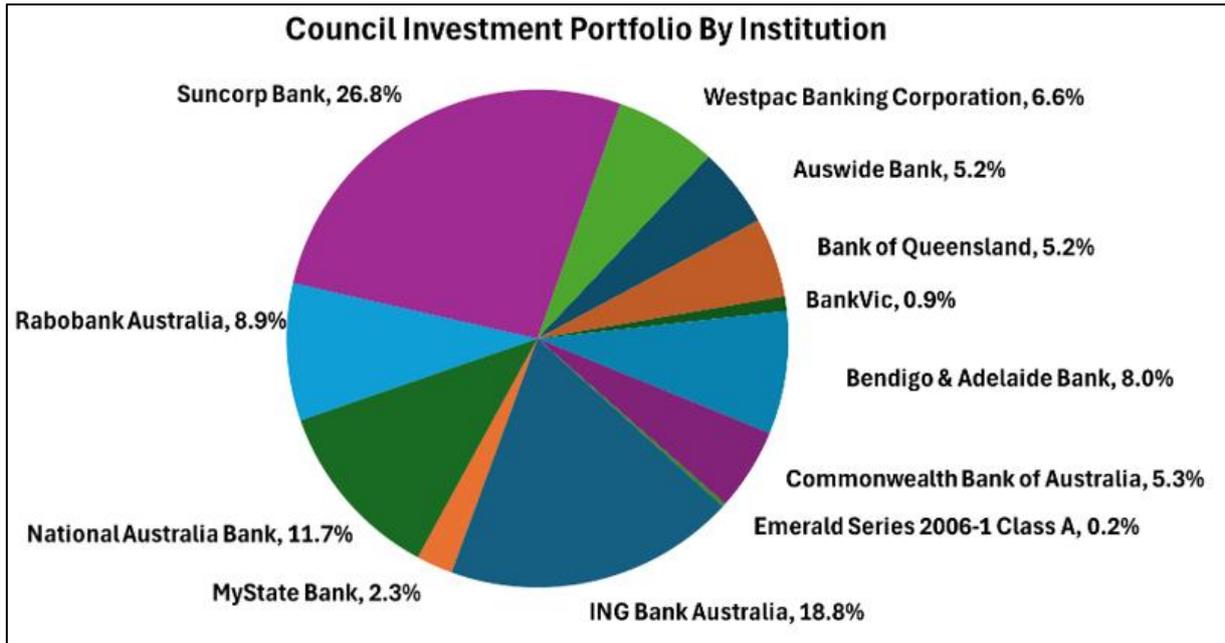
ITEM 9.2 NORTHERN BEACHES COUNCIL MEETING - 17 JUNE 2025

INVESTMENT BALANCES					
As at 30-Apr-2025					
INSTITUTION	RATING	AMOUNT \$	DATE INVESTED	MATURITY DATE	INTEREST RATE
Term Deposits (continued)					
Suncorp Bank	A1+	2,000,000	24-Oct-24	05-Aug-25	5.08%
Suncorp Bank	A1+	2,000,000	31-Oct-24	07-Aug-25	5.09%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	19-Nov-24	12-Aug-25	5.10%
Suncorp Bank	A1+	3,000,000	31-Oct-24	12-Aug-25	5.09%
Suncorp Bank	A1+	2,000,000	12-Nov-24	14-Aug-25	5.12%
Suncorp Bank	A1+	2,000,000	12-Nov-24	19-Aug-25	5.12%
ING Bank Australia Limited	A1	2,000,000	14-Nov-24	21-Aug-25	5.10%
ING Bank Australia Limited	A1	3,000,000	14-Nov-24	26-Aug-25	5.10%
Bendigo & Adelaide Bank Ltd	A2	2,000,000	05-Dec-24	04-Sep-25	5.05%
National Australia Bank Ltd	A1+	4,000,000	28-Nov-24	09-Sep-25	5.10%
Bendigo & Adelaide Bank Ltd	A2	3,000,000	05-Dec-24	11-Sep-25	5.05%
Suncorp Bank	A1+	2,000,000	10-Dec-24	16-Sep-25	5.10%
ING Bank Australia Limited	A1	4,000,000	21-Nov-24	23-Sep-25	5.11%
MyState Bank Ltd	A2	3,000,000	03-Dec-24	25-Sep-25	5.15%
MyState Bank Ltd	A2	2,000,000	03-Dec-24	30-Sep-25	5.15%
Auswide Bank Limited	A2	2,000,000	07-Jan-25	02-Oct-25	5.00%
Suncorp Bank	A1+	4,000,000	12-Dec-24	07-Oct-25	5.05%
Auswide Bank Limited	A2	2,000,000	07-Jan-25	09-Oct-25	5.00%
National Australia Bank Ltd	A1+	2,000,000	06-Feb-25	14-Oct-25	4.80%
National Australia Bank Ltd	A1+	2,000,000	06-Feb-25	16-Oct-25	4.80%
National Australia Bank Ltd	A1+	4,000,000	24-Dec-24	21-Oct-25	5.00%
National Australia Bank Ltd	A1+	2,000,000	06-Feb-25	23-Oct-25	4.80%
Auswide Bank Limited	A2	2,000,000	30-Jan-25	28-Oct-25	4.95%
Auswide Bank Limited	A2	2,000,000	30-Jan-25	30-Oct-25	4.95%
Auswide Bank Limited	A2	3,000,000	31-Jan-25	04-Nov-25	4.95%
National Australia Bank Ltd	A1+	2,000,000	25-Feb-25	06-Nov-25	4.73%
National Australia Bank Ltd	A1+	2,000,000	25-Feb-25	11-Nov-25	4.72%
National Australia Bank Ltd	A1+	2,000,000	28-Feb-25	13-Nov-25	4.65%
ING Bank Australia Limited	A1	4,000,000	24-Feb-25	18-Nov-25	4.75%
National Australia Bank Ltd	A1+	2,000,000	28-Feb-25	20-Nov-25	4.65%
Rabobank Australia Ltd	A1	2,000,000	28-Feb-25	25-Nov-25	4.76%
Rabobank Australia Ltd	A1	2,000,000	28-Feb-25	27-Nov-25	4.76%
Rabobank Australia Ltd	A1	2,000,000	05-Mar-25	04-Dec-25	4.68%
Rabobank Australia Ltd	A1	2,000,000	06-Mar-25	09-Dec-25	4.71%
Rabobank Australia Ltd	A1	2,000,000	06-Mar-25	11-Dec-25	4.71%
Rabobank Australia Ltd	A1	4,000,000	04-Mar-25	16-Dec-25	4.73%
Rabobank Australia Ltd	A1	3,000,000	05-Mar-25	18-Dec-25	4.68%
Bank of Queensland Ltd	A2	2,000,000	27-Mar-25	18-Dec-25	4.70%

INVESTMENT BALANCES					
As at 30-Apr-2025					
INSTITUTION	RATING	AMOUNT \$	DATE INVESTED	MATURITY DATE	INTEREST RATE
Term Deposits (continued)					
Bank of Queensland Ltd	A2	2,000,000	27-Mar-25	22-Dec-25	4.70%
Bank of Queensland Ltd	A2	3,000,000	25-Mar-25	22-Dec-25	4.70%
Bank of Queensland Ltd	A2	2,000,000	31-Mar-25	06-Jan-26	4.70%
Bank of Queensland Ltd	A2	2,000,000	31-Mar-25	08-Jan-26	4.70%
Suncorp Bank	A1+	4,000,000	31-Mar-25	13-Jan-26	4.87%
Suncorp Bank	A1+	3,000,000	29-Apr-25	15-Jan-26	4.58%
Suncorp Bank	A1+	2,000,000	31-Mar-25	20-Jan-26	4.85%
Suncorp Bank	A1+	2,000,000	31-Mar-25	22-Jan-26	4.85%
ING Bank Australia Limited	A1	4,000,000	20-Feb-25	27-Jan-26	4.79%
Suncorp Bank	A1+	2,000,000	31-Mar-25	29-Jan-26	4.83%
Suncorp Bank	A1+	2,000,000	29-Apr-25	03-Feb-26	4.55%
ING Bank Australia Limited	A1	3,000,000	18-Feb-25	10-Feb-26	4.81%
ING Bank Australia Limited	A1	2,000,000	18-Feb-25	12-Feb-26	4.81%
Suncorp Bank	A1+	3,000,000	31-Mar-25	24-Feb-26	4.75%
Suncorp Bank	A1+	3,000,000	31-Mar-25	10-Mar-26	4.74%
		201,000,000			
Kimbriki Environmental Enterprises Pty Ltd					
Trading Accounts					
Commonwealth Bank of Australia Ltd	A1+	1,057,576			4.05%
		1,057,576			
At Call Accounts					
Commonwealth Bank of Australia Ltd	A1+	2,877,250		At Call	4.10%
		2,877,250			
Term Deposits					
Commonwealth Bank of Australia Ltd	A1+	1,000,000	20-Mar-25	19-May-25	4.53%
Commonwealth Bank of Australia Ltd	A1+	1,000,000	07-Mar-25	05-Jun-25	4.61%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	11-Mar-25	10-Jun-25	4.61%
		4,000,000			
Total Cash and Investments		212,877,497			

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

Portfolio Analysis



Institutional Credit Framework – Compliance with Investment Policy Requirements

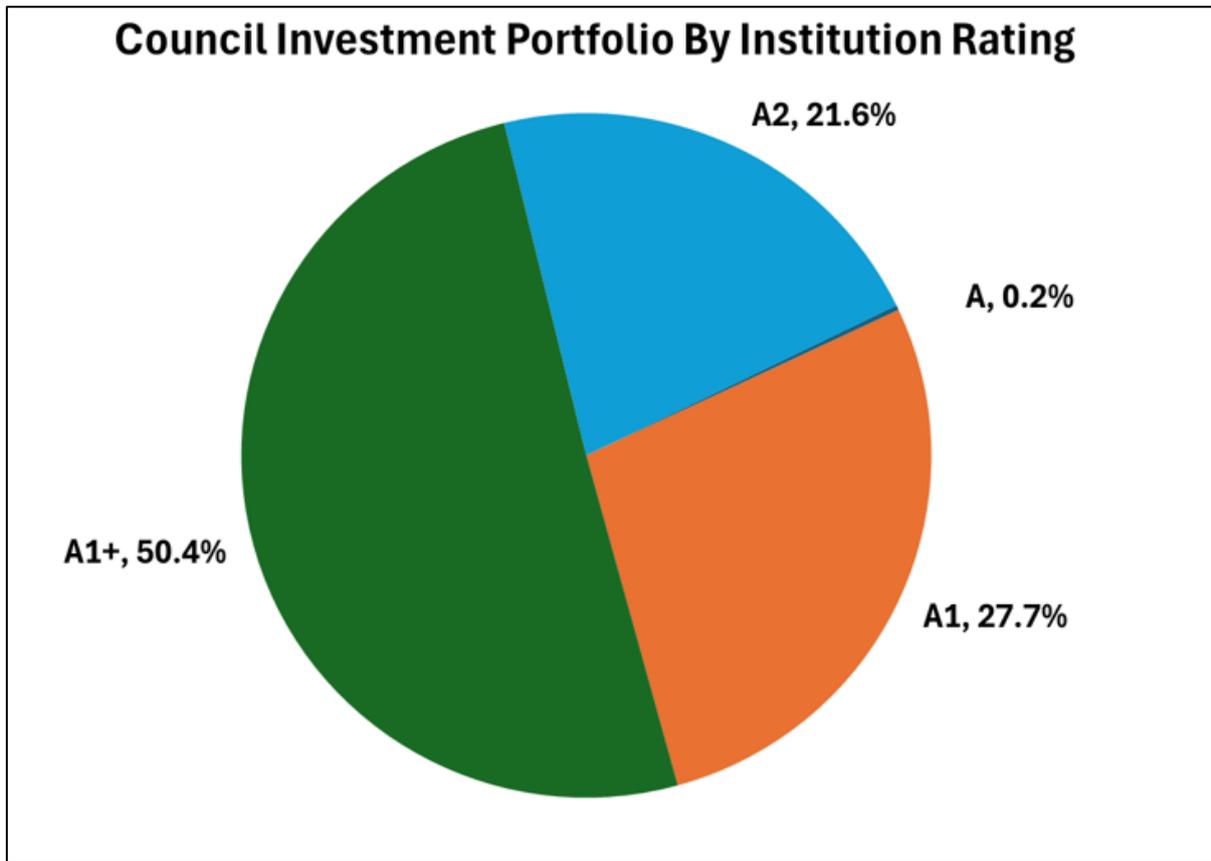
Clause 4.2.2 of Council’s Investment Policy requires that exposure to an individual institution be restricted by their credit rating so that single entity exposure is limited, as detailed in the table below:

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

* Or Moody’s / Fitch equivalents

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

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



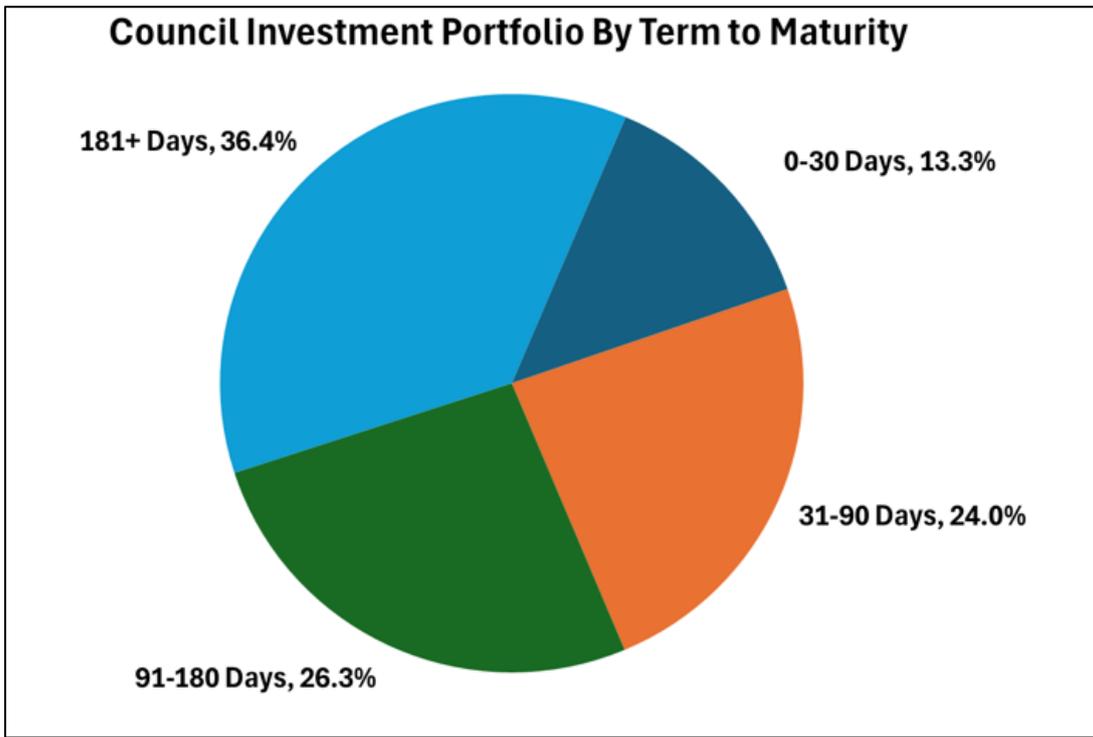
Overall Portfolio Credit Framework – Compliance with Investment Policy Requirements

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

S&P Long Term Rating*	S&P Short Term Rating*	Maximum %	Portfolio Complies with Policy?
AAA (incl. government guaranteed deposits)	A-1+	100%	Yes
AA+			
AA			
AA-			
A+	A-1	100%	Yes
A			
A-			
BBB+	A-2	80%	Yes
BBB			
BBB-	A-3	30%	Yes
Unrated**	Unrated**	5%	Yes (\$Nil)

* Or Moody’s / Fitch equivalents

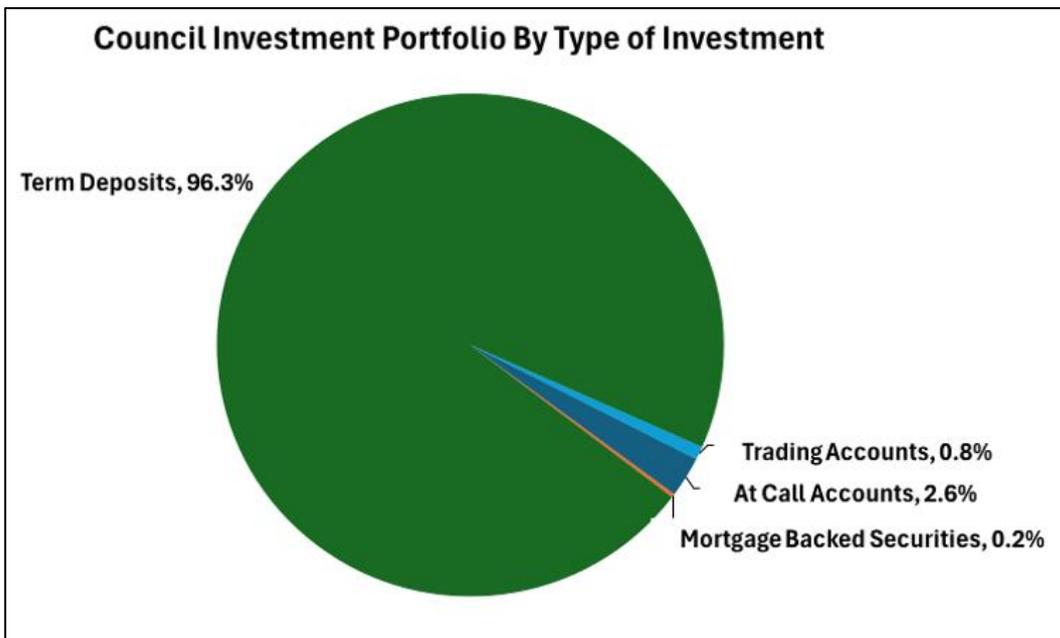
** Unrated Category is restricted to eligible managed funds such as the NSW Treasury Corporation Hour Glass Facilities and ADIs covered by the government guarantee scheme.



Term to Maturity Framework – Compliance with Investment Policy Requirements

Clause 4.2.4 of Council’s Investment Policy requires Council’s investment portfolio is to be invested within the following maturity constraints:

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



Environmental and Social Considerations

Portfolio investments: Fossil Fuel vs Non-Fossil Fuel Banks:

Portfolio Summaries	Fossil Fuel Lending ADIs	Non-Fossil Fuel Lending ADIs
As at 30 Apr 2025	51.3%	48.7%

Investment Performance vs Benchmark

a) Portfolio Return vs Benchmark

	Investment Portfolio Return *	Benchmark: AusBond Bank Bill Index
1 Month	0.397%	0.35%
3 Months	1.176%	1.04%
FYTD	4.163%	3.70%
12 Months	5.058%	4.46%

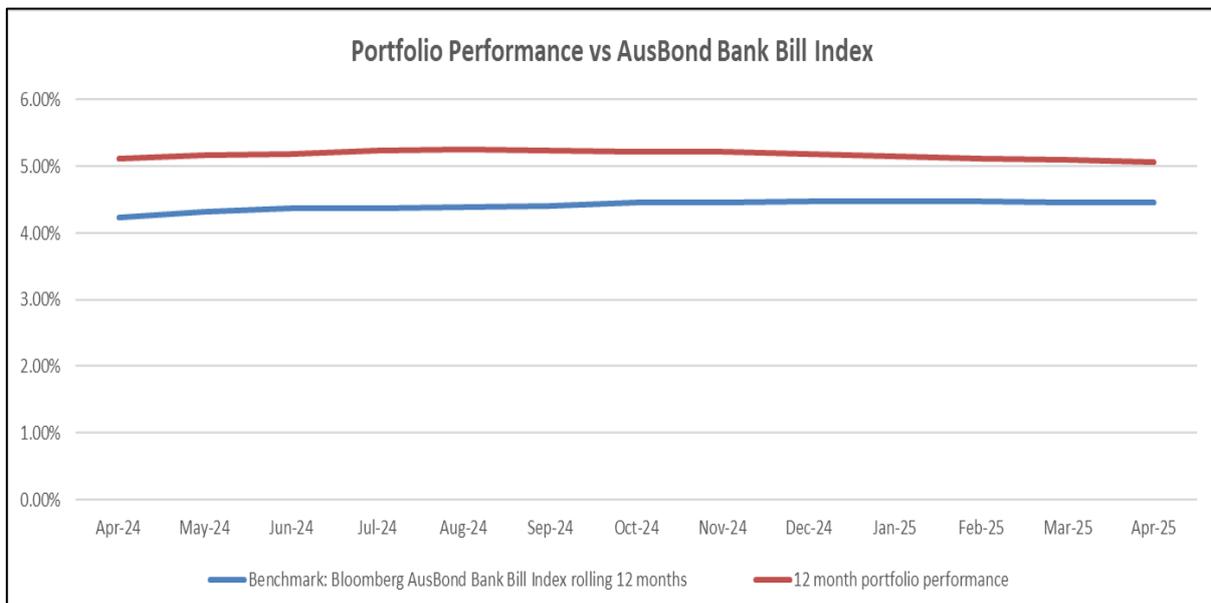
* Excludes trading account balances

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

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

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

The portfolio achieved a return of 0.397% for the month of April which was 0.047% above the benchmark AusBond Bank Bill Index return of 0.35%. For the past 12 months the portfolio achieved a return of 5.058%, which was 0.598% above the benchmark AusBond Bank Bill Index return of 4.46%.



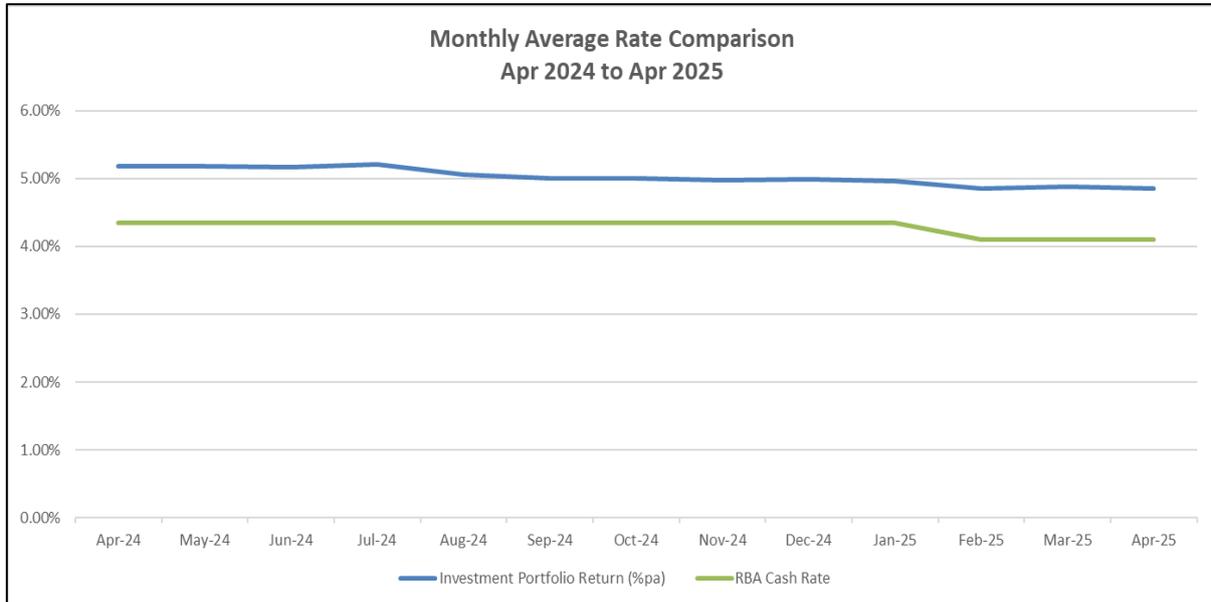
b) Portfolio Interest Rate vs Benchmark

	Weighted Average Portfolio Interest Rate (%pa) *	Average RBA Cash Rate
1 Month	4.86%	4.10%
3 Months	4.87%	4.10%
6 Months	4.92%	4.23%
FYTD	4.98%	4.28%
12 Months	5.02%	4.29%

* Excludes trading account balances

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

The weighted average interest rate of the portfolio is 4.86%, compared to 4.88% for the prior month. For the past 12 months the weighted average interest rate of the portfolio was 5.02% compared to the average Reserve Bank of Australia Cash Rate of 4.29%.

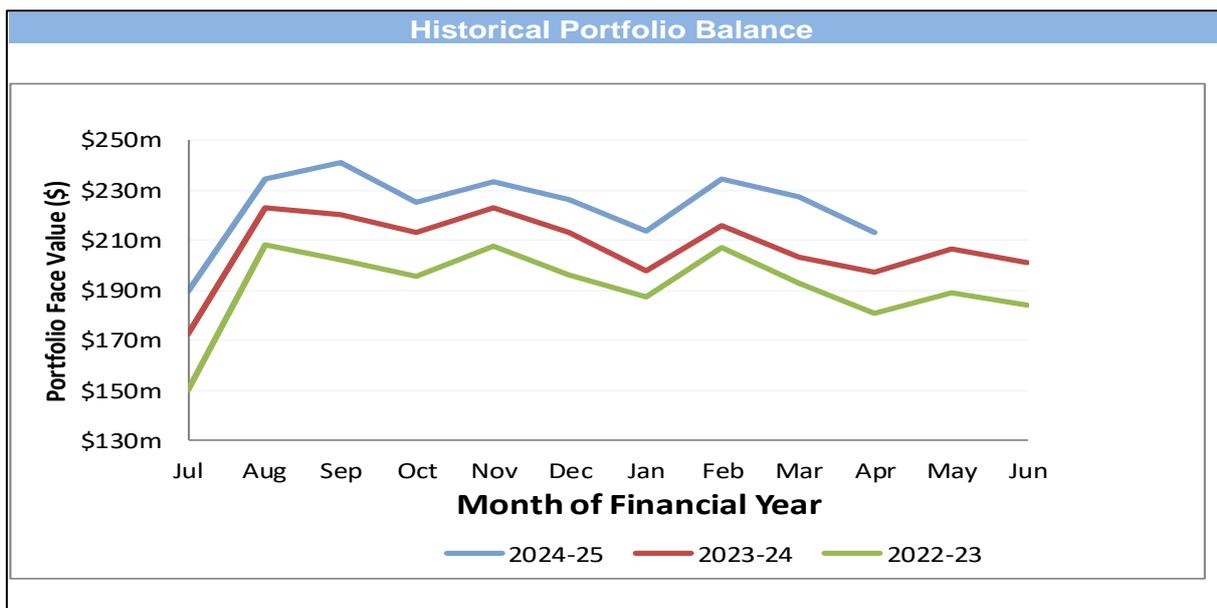


Investment Income* vs Budget

	Year to Date \$
Investment Income	9,269,587
Adjustment for Fair Value	18,417
Total Investment Income	9,288,004
Budgeted Income	9,118,169

*Includes all cash and investment holdings

Historical Portfolio Balance			
	2024-25	2023-24	2022-23
Jul	\$190m	\$173m	\$150m
Aug	\$235m	\$223m	\$208m
Sep	\$241m	\$220m	\$202m
Oct	\$225m	\$213m	\$195m
Nov	\$234m	\$223m	\$208m
Dec	\$226m	\$213m	\$196m
Jan	\$213m	\$198m	\$187m
Feb	\$234m	\$216m	\$207m
Mar	\$227m	\$203m	\$193m
Apr	\$213m	\$197m	\$181m
May		\$206m	\$189m
Jun		\$201m	\$184m
Average Portfolio Balance	\$224m	\$207m	\$192m



Statement of Compliance

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

Investment Policy Compliance

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

Restricted cash, cash equivalents and investments

At the end of April 2025 total cash & investments were \$212,877,497 and were made up of the following reserve allocations.

Allocation of Funds	Amount (\$)	Percentage
Externally Restricted	\$60m	28.0%
Internally Restricted	\$84m	39.6%
Total Restricted	\$144m	67.7%
Unrestricted	\$69m	32.3%
Total	\$213m	100.0%

FINANCIAL CONSIDERATIONS

Actual investment income for the period from 1 July 2024 to date was \$9,288,004 compared to budgeted income of \$9,118,169, a positive variance of \$169,835 as a result of both a higher than anticipated level of investments and higher investment interest rates. The current budget for the full year is \$10,394,545 in investment income.

GOVERNANCE AND RISK CONSIDERATIONS

A revised Investment Policy was adopted by Council at its meeting on 26 July 2022. The Policy is reviewed annually by the Audit, Risk and Improvement Committee. It was reviewed by the Committee at its meeting in December 2024, and no changes to the Policy were proposed.

Council’s Investment Policy and Strategy was reviewed in September 2024 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”.

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.

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.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcome and Goal:

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

Reporting team	Finance
TRIM file ref	2025/353473
Attachments	Nil

11.0 ENVIRONMENT AND OPEN SPACE DIVISION REPORTS

ITEM 11.1 OUTCOME OF PUBLIC EXHIBITION - TREE MANAGEMENT POLICY

PURPOSE

The purpose of this report is to present the outcome of the public exhibition of the draft Tree Management Policy and seek its adoption.

EXECUTIVE SUMMARY

- At its meeting of 18 February 2025, Council resolved to place the draft Tree Management Policy (Policy) on public exhibition.
- The draft Policy was publicly exhibited for community feedback from 24 February 2025 to 30 March 2025.
- Following the public exhibition period, a review of the 130 submissions received was undertaken - the findings are set out in the Community Engagement Report (Attachment 1) and summarised in this report.
- The majority of submissions received were very supportive or somewhat supportive of the draft Policy with a number suggesting changes.
- Some respondents who were not supportive indicated the draft Policy should be strengthened.
- Based on the review of the feedback received, minor amendments are proposed to the draft Policy as outlined in this report and a final draft Policy (Attachment 2) is now presented for adoption.
- The final draft Tree Management Policy is consistent with Council's Tree Canopy Plan, which was adopted in 2023.

RECOMMENDATION

That Council:

1. Adopt the Tree Management Policy at Attachment 2.
2. Revoke the following policies:
 - a. Tree Management Policy - T69 (Attachment 3)
 - b. Tree Preservation Order Policy - ENV PL 440 (Attachment 4)
 - c. Street Tree Planting Policy - PL 416 (Attachment 5)
 - d. Urban Forest Policy - PL 800 (Attachment 6)
 - e. Significant Tree Policy - No 118 (Attachment 7)

BACKGROUND

Five tree related policies from the former councils remain in force, and there is a need to harmonise these policies to reflect a common approach to managing trees across the Northern Beaches local government area (LGA).

Following a policy review, a draft Tree Management Policy (Policy) was prepared which reflects the intent of the current tree related policies, is consistent with Council's Tree Canopy Plan (TCP) and strengthens tree assessment and protection requirements. The key objectives of the draft Policy are to:

- recognise the significant benefit provided by trees to our local community in terms of air quality, soil protection, water quality and quantity, carbon sequestration, energy conservation, noise reduction, urban cooling, and habitat for local wildlife
- increase tree cover by enhancing and promoting protection, increasing new or replacement planting, and improving rates of retention and long-term survival where trees are healthy and do not pose unacceptable risks to safety
- enhance canopy connectivity within and between natural areas (such as bushland, parks, and road reserves) and urban areas (including residential and commercial property) through the preservation of existing significant and old growth canopy trees, and the planting of trees and other vegetation.

The draft Policy was presented to Council at its meeting of 18 February 2025. Council subsequently resolved (Resolution 033/25) to place the draft Policy on public exhibition and the outcome reported to Council.

DISCUSSION

In response to Resolution 033/25 the draft Policy was placed on public exhibition from 24 February 2025 to 30 March 2025. The majority of submissions received were very supportive or somewhat supportive of the draft Policy. Some respondents who were not supportive indicated the draft Policy should be strengthened.

Many of the comments and suggestions received for the draft Policy are covered by other Council policies, plans and strategies including the Community Engagement Policy and Strategy, Compliance and Enforcement Policy and Guidelines, Enterprise Risk and Opportunity Management Policy and the TCP. The draft Policy will operate in accordance with relevant Council policies, plans and strategies and any relevant legislation, guidelines or Australian standards.

Based on the review of the submissions and comments received, minor amendments are proposed to the draft Policy including:

- additional references and related documents have been added for completeness
- definitions have been updated including for a healthy tree
- a reference to rehabilitation added.

Further details on key themes raised through submissions and Council staff responses are summarised in the following section.

A final draft Policy (Attachment 2) has now been prepared for Council's consideration.

CONSULTATION

Public exhibition of the draft Policy and the opportunity to provide feedback was promoted via Council's e-mail newsletter, stakeholder emails and a Your Say online project page. Feedback was collected through an online form and via email. During the public exhibition period 130 submissions, many with comments, were received. Following a review of submissions, the key themes arising and staff responses are summarised in Table 1 below.

Table 1. Consolidated summary of key themes raised through submissions and staff responses

Theme	Issues, suggestions, requests and other considerations raised	Responses
Draft Policy and processes should be strengthened:	<p>Draft Policy wording:</p> <p>Considered too vague and needs to be strengthened and/or, remove subjective words/terms.</p> <p>Definitions and further information needs to be provided for <i>stakeholders</i>, <i>tree retention measures</i>, <i>reasonable justification</i> and what constitutes <i>healthy trees</i>.</p>	<p>The draft Policy will be implemented in accordance with relevant legislation, guidelines, Australian standards, and Council's policies, plans and strategies. The draft Policy does not and is not required to replicate existing legislation, guidelines and the like. Additional references have been added to the draft Policy for completeness.</p> <p>Tree retention measures are undertaken in accordance with Council's risk framework and Enterprise Risk and Opportunity Management Policy. The framework will be reviewed to consider if it can be strengthened for trees.</p> <p>A definition of a healthy tree has been added to the draft Policy.</p> <p>Stakeholders are defined for each engagement project in accordance with Council's Community Engagement Policy and Strategy.</p>
	<p>Comments on draft Policy specifics: Draft Policy should specify that Council will investigate and pursue the rehabilitation of a tree and that the removal of a tree will be a last resort.</p> <p>Needs to allow for flexibility and consider the needs of the surrounding area and wildlife.</p> <p>Draft Policy should detail best practice for tree management on private land.</p>	<p>The draft Policy provides principles for tree management. The retention of trees and the improvement of the tree canopy is a key principle of the draft Policy and the TCP.</p> <p>Tree rehabilitation is considered during assessments and the draft Policy has been amended to clarify this.</p> <p>Where required the impacts on 'surrounding areas' and wildlife are considered in tree management. No change proposed to the draft Policy.</p> <p>Information regarding 'best practice' for managing trees on private land can be found on Council's website.</p>
Tree Management	<p>Property owners and individuals should not be restricted on private land particularly regarding removal of non-native trees.</p> <p>Landowners should be able to prune imposing trees from neighbouring land as they see fit.</p> <p>The draft Policy does not go far enough to protect trees on private land.</p> <p>Permits should be required for trees 3m and above, not 5m and above.</p> <p>Existing trees should not be allowed to be removed and should be incorporated into new developments.</p> <p>Process to remove trees for development should be easier.</p>	<p>Management of trees on private land is governed by relevant legislation particularly the State Environmental Planning Policy (Biodiversity and Conservation) 2021 NSW (SEPP) and relevant Development Control Plans. No change proposed to the draft Policy.</p> <p>An Exempt Species list is available on Council's website – the tree species listed are suitable for removal without consent unless identified as a heritage item or within a heritage area.</p> <p>No change proposed to the draft Policy.</p>
	<p>Removal and/or pruning of trees on Council land:</p>	<p>Trees are assessed according to relevant legislation, Council policies, and the Enterprise Risk and Opportunity Management Policy.</p>

Theme	Issues, suggestions, requests and other considerations raised	Responses
	<p>If a tree is dangerous, damaging private or public property or creating mess it should be easy to apply for it to be removed or pruned.</p> <p>Improved notification to the community when a tree on Council land is to be removed.</p> <p>Trees should be allowed to be pruned to improve views / trees need to be protected from pruning for improved views.</p>	<p>Tree removal is generally not supported for normal leaf, flower, or fruit drop.</p> <p>The draft Policy includes community notification for tree management, except for high-risk trees or emergencies.</p> <p>Public trees are protected and not pruned for private views, but views are considered when planting on Council land.</p> <p>No change proposed to the draft Policy.</p>
	<p>Some submissions commented on the Iconic Tree Register.</p>	<p>The establishment of an Iconic Tree Register is a commitment in the TCP and is planned to be launched on Council's website in late 2025. Criteria and definitions will be included for the Register. No change proposed to the draft Policy.</p>
Compliance Management	<p>There should be stronger enforcement and penalties for tree vandalism.</p>	<p>Vandalism and unauthorised tree removal or pruning is managed in accordance with Council's Compliance and Enforcement Policy 2024 and relevant legislation. The draft Policy now includes a reference to Council's Compliance and Enforcement Guidelines 2018.</p>
	<p>Council's risk policy and framework should be made publicly available and be included as part of the draft Policy.</p>	<p>Council's Enterprise Risk and Opportunity Management Policy is available on Council's website and added to the list of references in the draft Policy. The framework is an internal document.</p>
	<p>Concerns of the validity of privately contracted arborist reports. Concerns over conflicting assessments between Council and private arborist assessments</p>	<p>Council accepts and reviews reports from arborists registered and qualified at level 5 or above. No change proposed to the draft Policy.</p>
	<p>How will Council's compliance with the draft Policy and Tree Canopy Plan be measured, will there be a quota that needs to be met and what kind of technology and mapping will be used.</p> <p>Insufficient number of Rangers to police public compliance with draft Policy.</p> <p>Need a designated Ranger to assess 10:50 clearing.</p>	<p>The TCP includes actions like planting 5,000 trees annually in priority areas and conducting LIDAR (Light Detection and Ranging) surveys every 4 years to assess tree height, density, and canopy cover.</p> <p>Council's Rangers manage compliance matters, including tree-related issues, with resources allocated based on operational needs and annual budget.</p> <p>No change proposed to the draft Policy.</p>
	<p>Permits for work on private trees: Exhibited to allow for public review, input & monitoring</p>	<p>The permit process requires among other things that a copy of the permit be displayed on a front fence, and a photo provided as evidence of replanting. No change proposed to draft Policy.</p>
Tree selection and replanting	<p>Importance of non-native trees.</p> <p>Feedback is critical of historic and current tree selection on Council land (Coastal Banksias should not be planted on nature strips as they cause damage, do not plant gum trees, do</p>	<p>The TCP outlines key principles, including providing a diverse range of species, prioritising local native species where possible (non-native trees are included). Due diligence ensures appropriate species are selected for</p>

Theme	Issues, suggestions, requests and other considerations raised	Responses
	not plant Camphor Laurels along creeks).	each location. No change proposed to the draft Policy.
	Ensure that Council land is fully utilised, increasing trees on all reserves and nature strips.	The TCP aims to among other things to integrate nature into the built environment. It includes improving tree canopy and coverage in parks and reserves, with a target of planting at least 5,000 trees annually in priority areas. No change proposed to the draft Policy.
	Clarify how the location and species selection will be managed.	The TCP includes actions like planting 5,000 trees annually in priority areas. These areas include vulnerable, high heat indexed, and low canopy locations such as Brookvale. Species selection will follow the Plan and Council's approval. No change proposed to the draft Policy.
Environmental and community benefits	<p>Climate Change: Trees are important in combating the urban heat island effect.</p> <p>Tree management must consider increased risks from extreme weather events like storms and bushfires.</p> <p>Pruning should be allowed when trees shade solar panels.</p>	Trees play an important role in moderating urban heat, and the draft Policy recognises their cooling benefits. Climate change is addressed in greater detail in other Council strategies, including the Environment and Climate Change Strategy 2040. Exempt tree works follow relevant legislation, regulations, and Council policies. No change proposed to the draft Policy.
	<p>Native trees are important to support biodiversity and trees of all species and age classes are needed to support local wildlife and habitat and should be protected to ensure the future tree canopy growth.</p> <p>Non-native trees provide essential nesting and roosting for native animals and should be protected.</p>	The benefits provided by trees for habitat and local wildlife is referenced in the objectives of the draft Policy and reflected in Council's suite of environmental sustainability policies and strategies. No change proposed to draft Policy.
Education, community engagement and advocacy	<p>Education: Educate the community and local businesses that trees are an asset to the community and outline all benefits.</p> <p>Important to communicate to the community regularly and through various methods the importance of trees.</p> <p>Provide a list of recommended trees for small spaces</p> <p>Increased education at local schools so the next generation understand the importance of trees.</p> <p>Greater education regarding weeds, invasive and unsuitable plants.</p>	<p>There are actions in the TCP regarding raising community awareness about trees, involving volunteers and education initiatives. These actions are implemented when funds and resources are available. Recent responses include that:</p> <ul style="list-style-type: none"> • Council's website has been updated with new information about removing and pruning trees, a planting guide and a photo registry. • Community planting days are an annual activity undertaken when resources are available. <p>No change proposed to the draft Policy.</p>
	Community engagement: Allow the community to easily provide feedback to Council. Council did not listen to the community regarding the trees on Ruskin Row, Avalon.	<p>Engagement is conducted in accordance with Council's Community Engagement Policy and Strategy.</p> <p>No change proposed to the draft Policy.</p>

Theme	Issues, suggestions, requests and other considerations raised	Responses
	<p>Advocacy: Council needs to continue to advocate for the 10/50 Vegetation Clearing Code of Practice be tightened to greater protect trees. LEP needs to be amended to ensure draft Policy is more actionable</p>	<p>We will continue to advocate for changes to State policies, legislation and plans that align with Council's objectives for tree management.</p> <p>Tree Management matters have been considered in the development of the Local Strategic Planning Statement 2040 and the draft Northern Beaches Local Environmental Plan and District Control Plan. This is in keeping with the TCP. No change proposed to the draft Policy.</p>

Further information on the details about the public exhibition, analysis of the feedback received, responses to the key themes arising and access to the verbatim responses (redacted) are presented in the Community Engagement Report at Attachment 1.

TIMING

Should the final draft Policy be adopted by Council, it will come into immediate effect. Revoked policies will be removed from Council's website and replaced with the adopted Policy.

FINANCIAL CONSIDERATIONS

Adoption of the policy does not have a financial impact to Council. The funds and resources required to manage Council's obligations for tree management (for example under the Tree Canopy Plan) are considered annually through the preparation of Council's Delivery Program and operational and capital budgets. Supplementary funding is also sought through grants when opportunities arise.

GOVERNANCE AND RISK CONSIDERATIONS

The final draft Policy has been developed in accordance with Council's Policy Framework NB-P-01. If adopted, it is proposed the following current policies would be revoked:

- former Manly, Tree Management Policy - T69 (Attachment 3)
- former Warringah, Tree Preservation Order Policy - ENV PL 440 (Attachment 4)
- former Warringah, Street Tree Planting Policy - PL 416 (Attachment 5)
- former Warringah, Urban Forest Policy - PL 800 (Attachment 6)
- former Pittwater, Significant Tree Policy - No 118 (Attachment 7)

ENVIRONMENTAL CONSIDERATIONS

The final draft Policy aims to provide improved controls and positive environmental outcomes in keeping with Council's Tree Canopy Plan.

The final draft Policy recognises trees as green infrastructure and that trees contribute to air quality, prevent soil erosion and assist with improving water quality, carbon sequestration, stormwater retention, energy conservation, noise reduction, urban cooling and provide habitat for wildlife. Implementation would be undertaken in accordance with all relevant environmental and other legislation and Council's environmental and other policies and directions.

SOCIAL CONSIDERATIONS

The final draft Policy supports positive social outcomes through improved protection of trees and improvements to the Northern Beaches tree canopy.

LINK TO STRATEGY

This report relates to these Council policies, strategies and plans:

- Community Engagement Policy and Strategy
- Community Strategic Plan 2040
- Compliance and Enforcement Policy and Guidelines
- Enterprise Risk Management Policy
- Environment and Climate Change Strategy 2040
- Local Strategic Planning Statement - Towards 2040
- Policy Framework
- Tree Canopy Plan 2023.

This report also relates to these Community Strategic Plan 2040 Outcomes and Goals:

- Protection of the environment - Goal 1 Our bushland, coast and waterways are protected for their intrinsic value.
- Protection of the environment - Goal 2 Our environment is resilient to natural hazards and climate change.
- Environmental sustainability - Goal 6 Our Council is recognised as a leader in environmental sustainability.
- Good governance - Goal 19 Our Council is transparent and trusted to make decisions that reflect the values of the community.

Reporting team	Parks & Open Space
TRIM file ref	2025/297128
Attachments	<ul style="list-style-type: none"> ⇒1 Community Engagement Report - Draft Tree Management Policy (Included In Attachments Booklet) ⇒2 Final Draft Tree Management Policy (Included In Attachments Booklet) ⇒3 Former Manly Tree Management Policy - T69 (Included In Attachments Booklet) ⇒4 Former Warringah Tree Preservation Order Policy - ENV PL 440 (Included In Attachments Booklet) ⇒5 Former Warringah Street Tree Planting Policy - PL 416 (Included In Attachments Booklet) ⇒6 Former Warringah Urban Forest Policy - PL 800 (Included In Attachments Booklet) ⇒7 Former Pittwater Significant Tree Policy - No 118 (Included In Attachments Booklet)

ITEM 11.2 REVIEW OF THE BUSHLAND AND BIODIVERSITY POLICY

PURPOSE

The purpose of this report is to present the Northern Beaches Bushland and Biodiversity Policy for Council adoption following a scheduled review process.

EXECUTIVE SUMMARY

- The current Bushland and Biodiversity Policy (the Policy) has been in effect since February 2021.
- The Policy outlines the principles and management approaches that underpin Council's commitments to the protection, enhancement and restoration of local bushland and biodiversity.
- The Policy has successfully guided Council's strategic direction in land use planning, development assessment, bushland restoration and invasive species management.
- Following a scheduled review process, the readoption of the Policy is recommended subject to minor updates to reflect relevant legislative/policy changes.
- As the proposed changes are minor and do not affect or materially alter the policy position, a formal 28-day public exhibition is not proposed.

RECOMMENDATION

That Council adopt the Bushland and Biodiversity Policy at Attachment 1.

BACKGROUND

The Northern Beaches local government area contains bushland and biodiversity assets that are highly valued by the community. The Bushland and Biodiversity Policy (the Policy) was adopted in 2021 to consolidate and formalise Council's approach to management and conservation of natural assets (e.g. bushland, native vegetation, wildlife habitat) on public and private land outside of National Parks. Development of the Policy was informed by community feedback received during a 6-week public exhibition period.

The Policy has 8 key principles and is applied to 4 key focus areas:

- Strategic land use planning
- Assessment of developments and activities
- Management of bushland areas on public land
- Management of invasive species

DISCUSSION

In accordance with Council's Policy Framework and Implementation Guide, a scheduled policy review has been undertaken by Council staff.

Following the review, Council staff formed the view that the Policy remains current and should be re-adopted, subject to minor updates to reflect legislative/policy changes and improve reader understanding. The proposed changes are highlighted in the attachment for ease of reference.

CONSULTATION

As the proposed changes are minor and do not affect or materially alter the policy position, a formal 28-day public exhibition is not proposed.

TIMING

Should the updated Policy be adopted, it will remain in force for a period of 5 years with an expected review date of June 2030.

FINANCIAL CONSIDERATIONS

Council currently allocates budgetary resources within the Environment and Open Space Division for ongoing actions relating to management of bushland and biodiversity. Additional external funding opportunities may arise from time to time and Council will access those when available.

GOVERNANCE AND RISK CONSIDERATIONS

The Policy provides clear direction for Council to deliver the Protection of the Environment Community Outcomes adopted in the Northern Beaches Community Strategic Plan.

ENVIRONMENTAL CONSIDERATIONS

The Bushland and Biodiversity Policy will support delivery of environmental commitments of the Community Strategic Plan and the *Protect. Create. Live* – Northern Beaches Environment and Climate Change Strategy 2040. These commitments will provide a beneficial environmental outcome by setting the strategic direction for Council and the community to retain, protect and restore bushland and biodiversity for current and future generations.

SOCIAL CONSIDERATIONS

The Bushland and Biodiversity Policy will help facilitate positive social outcomes by fostering a more integrated approach for Council and the community in consideration of social issues such as bush fire risk, companion animals, and recreational access to bushland.

LINK TO STRATEGY

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

- Protection of the environment - Goal 1 Our bushland, coast and waterways are protected for their intrinsic value.
- Protection of the environment - Goal 2 Our environment is resilient to natural hazards and climate change.
- Protection of the environment - Goal 3 Our community is well-supported in protecting and enhancing the environment to ensure safe and sustainable use.

Reporting team	Environment & Resilience
TRIM file ref	2025/300169
Attachments	⇒1 Council Policy - Bushland and Biodiversity - 2025 - Proposed Updates (Included In Attachments Booklet)

ITEM 11.3 2024/25 ECO SCHOOLS GRANT PROGRAM - FUNDING RECOMMENDATIONS**PURPOSE**

The purpose of this report is to seek approval to allocate funding under Council's 2024/25 Eco Schools Grants Program.

EXECUTIVE SUMMARY

- The 2024/25 Eco Schools Grant Program provides grants of up to \$2,000 per successful local school across 5 priority areas, with a total of \$10,000 available in the program.
- Applications for the 2024/25 Program opened on 21 March 2025 and closed on 2 May 2025 with 4 applications being received, all of which were eligible and proceeded to assessment.
- Three applications were assessed by the Eco Schools Grants Panel as having sufficient merit to be awarded full funding.
- Accordingly, it is recommended that \$5,950 (excluding GST) be allocated to 3 projects as set out in Table 1 of Attachment 1.
- The unspent funds will be reallocated to support Council's bush regeneration activities and a review undertaken of the program including consideration of alternative delivery models.

RECOMMENDATION

That Council, pursuant to section 356 of the *Local Government Act 1993*, approve the allocation of \$5,950 (excluding GST) funding under the 2024/25 Eco Schools Grants Program as set out in Table 1 of Attachment 1 of this report.

BACKGROUND

Council introduced the Eco Schools Grant Program in 2017 and commits \$10,000 annually to support local schools undertaking environmental and sustainability activities. The program has 5 priority areas including bush regeneration, carbon reduction, waste reduction, sustainability education, water reuse and reduction and provides grants to eligible schools of up to \$2,000.

DISCUSSION

The 2024/25 Eco Schools Grants Program opened for applications on 21 March 2025 and closed on 2 May 2025. The program was advertised and promoted through print and online media and direct email to schools in the Northern Beaches local government area.

Applications were sought for projects addressing the following assessment criteria:

1. Environmental impact – the measurable difference the initiative will make to the school's carbon footprint, or the impact on native flora and fauna or other environmental considerations.
2. Capacity to deliver – experience and/or resourcing allocated to implement the initiative.
3. Longevity of the initiative – how long the initiative will continue after the funding has been expended.
4. Other benefits derived including social, progress/leadership, educational and economic.

During the application period, 4 applications were received via the Smarty Grants system with a total of \$7,950 (excluding GST) being requested.

Assessment Panel

Council staff conducted eligibility checks on all applications received prior to progressing to assessment by the Eco Schools Grants Assessment Panel (the Panel). The Panel comprised 3 representatives from Council's Environment and Resilience unit and was supported by Council's Grants Coordinator.

The Panel's role was to make recommendations to Council on which applications should be funded. The Panel members undertook individual assessments and submitted a score for each application against the above criteria. The Panel then met to review the assessments, resulting in a final overall score and recommendation.

The Panel recommends 2 successful applicants be allocated the full requested amount of \$2,000 which is the maximum permitted under the grant parameters. In addition, the Panel recommends that one applicant receive the amount of \$1,950 of grant funding, being the full amount requested by the school.

The Panel recommended that the fourth application not receive grant funding as the application provided limited project delivery details which did not meet the grant objectives.

The applicant overview and recommendations for funding is provided in Attachment 1.

CONSULTATION

The program was advertised and promoted through print, digital media and direct email to schools on the Northern Beaches. Staff also promoted the grants to local schools attending our Environment Centres and provided support to applicants when requested.

It is noted that only a small number of applications were received, which continues a declining trend in recent years. Staff will review the program further to determine whether any additional improvements to the program could be made to increase uptake or whether there are alternative delivery models that should be considered.

TIMING

Funding is required to be allocated to successful local schools as soon as practicable to allow funds to be expended in the nominated period. The nominated period will close on 1 December 2025. Acquittal reports for these grants are due for completion by 31 December 2025.

FINANCIAL CONSIDERATIONS

There is \$10,000 allocated within the existing 2024/25 approved budget with \$5,950 to be allocated to the recommended projects. The unallocated grant funds will be redirected back to Council’s operational budget to support its bush regeneration activities.

GOVERNANCE AND RISK CONSIDERATIONS

There are no associated risks with the Eco School Grant program. Historically the grant projects have been very successful and beneficial for the successful school communities.

The Eco Schools Grants program has been conducted in accordance with the requirements of the Council’s Grants and Partnerships (Financial Assistance) Policy.

ENVIRONMENTAL CONSIDERATIONS

The proposed actions in this report will result in beneficial environmental outcomes.

SOCIAL CONSIDERATIONS

There are no significant social considerations associated with this report.

LINK TO STRATEGY

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

- Protection of the environment - Goal 3 Our community is well-supported in protecting and enhancing the environment to ensure safe and sustainable use.
- Environmental sustainability - Goal 4 Our community is supported in the transition towards net zero emissions and a local circular economy.

Reporting team	Environment & Resilience
TRIM file ref	2025/317825
Attachments	⇒1 Eco Schools Grant Funding Recommendations - Applicant Overview (Included In Attachments Booklet)

12.0 PLANNING AND PLACE DIVISION REPORTS

ITEM 12.1 RESPONSE TO NOTICE OF MOTION NO 23/2024 - BOAT AND TRAILER PARKING IN RESIDENTIAL AND INDUSTRIAL STREETS

PURPOSE

The purpose of this report is to provide the information requested in Council Resolution 292/24 related to a Response to Notice of Motion No 23/2024 - Boat and Trailer Parking in Residential and Industrial Streets - considered at Council's 12 November 2024 ordinary meeting.

EXECUTIVE SUMMARY

- Current control measures available to Council to prevent boat, trailers and caravans from being parked for long periods in on-street locations include ongoing enforcement, proactive enforcement, community education, as well as a consideration of additional dedicated parking allocation within Council carparks.
- In the last 12 months there has been a decline in the number of complaints received relating to boats, trailers and caravans, with a total of 77 – representing a very small percentage (0.3%) of the total number of complaints (24,590) that the rangers team received in this period.
- The Permit Parking Guidelines NSW (Transport for NSW) state that trailers (including boat trailers and caravans) are ineligible for resident parking permits, which means that Council cannot issue parking permits for these types of vehicles, limiting the ability to provide exemptions or special parking considerations.
- Proactive enforcement of parking restrictions would be resource intensive, which would likely lead to unintended consequences.
- An educational campaign may assist in encouraging responsible parking practices and raise awareness about appropriate storage for boats, caravans and trailers in hotspot areas.
- An opportunity for additional advocacy exists in the current evaluation by the Office of Local Government of the *Public Spaces (Unattended Property) Act 2021*.

RECOMMENDATION

That Council note the report.

BACKGROUND

At its meeting on 12 November 2024 Council resolved (Resolution 23/2024):

That Council:

1. Take immediate action to address the parking of boats, trailers and caravans
 - a. Request Council's Chief Executive Officer to develop a targeted action plan within 6 months to address the long-term parking of boats, caravans, trailers and other large vehicles on residential and industrial streets. This plan should include:
 - i. a detailed strategy for enforcing existing parking restrictions and the *Public Spaces (Unattended Property) Act 2021*, with increased monitoring and patrols in known hotspot areas
 - ii. the identification of specific streets or zones where designated parking areas for boats, caravans and trailers can be introduced, in consultation with local residents and businesses, with a priority given to high-demand areas such as Bayview and North Manly
 - iii. development of a targeted education campaign focused on raising awareness about appropriate storage for boats, caravans and trailers, as well as responsible parking, particularly in hotspot areas.
2. Investigate funding and resources for a comprehensive solution
 - a. Request Council's Chief Executive Officer to prepare a budget proposal for the necessary funding and resources to support the implementation of the above action plan, including additional ranger patrols, public signage and community outreach programs. This proposal should be presented to Council for approval within the next 6 months.
 - b. Investigate the feasibility of introducing a paid parking permit system for the storage of boats, caravans and trailers in identified areas, with revenue to support the ongoing management and maintenance of parking solutions.
3. Advocate for legislative change:
 - a. Following the completion of the action plan, Council write to all State Members of Parliament representing the Northern Beaches, lobbying for legislative changes that would enable Council to develop and enforce more robust rules for managing the parking of boats, caravans, trailers and large vehicles in residential and industrial areas, ensuring these rules align with the needs of our residents and businesses.

There are approximately 17,000 registered boat trailers, box trailers and caravan trailers in the Northern Beaches local government area (LGA). In the report to Council in November 2024 it was reported that for the prior 12-month period Council received 288 customer requests related to parking of boats, trailers and other large similar vehicles.

A recent review of the number of complaints submitted to Council has seen a decline in the number of complaints, with 77 complaints relating to boats, trailers and caravans being submitted to Council in the last 12 months (12 related to abandoned caravans and caravan trailers and 65 related to abandoned boat trailers and boats). This is a very small percentage (0.3%) of the total number of complaints (24,590) that the Rangers team has received in the past 12 months.

DISCUSSION

Regulatory powers

The *Public Spaces (Unattended Property) Act 2021* which commenced on 1 November 2022 puts a greater obligation on property owners to take responsibility to manage their own vehicles, including boat trailers, caravans and trailers, which are placed within public spaces. When owners take no action after a formal notification period by Council has ended (subject to any statutory exemption from the need to notify), Council may relocate a vehicle that is causing a safety risk or obstruction or take possession of a vehicle moving it to a place of storage, and/or issue a fine.

Attachment 1 sets out how the *Public Spaces (Unattended Property) Act 2021* works.

Current management strategies

At present, the on-street parking of trailer vehicles is managed in a number of ways:

1. Enforcement of signage installed in accordance with the Road Rules 2014 to impose timed parking restrictions.
2. Enforcement of restrictions on certain vehicles from parking in a location, for example 'No parking, motor vehicles excepted'.
3. For areas that are not signposted, using powers available under the *Public Spaces (Unattended Property) Act 2021*.

Each complaint received is reviewed and triaged based on the level of risk identified in the complaint, as per Council's Compliance and Enforcement Policy. In some instances, no further action is taken as where trailers are found to be legally parked and not posing a safety concern, in other instances the trailers are voluntarily moved by the owner following contact with Council Rangers, and in some cases trailers and caravans are impounded. Impounding a vehicle is a last resort, and where a trailer is impounded, it is generally in a state of disrepair, likely to have been 'dumped' and not in a roadworthy state.

An analysis of the complaints received shows that the suburbs of Cromer and Collaroy received the highest number of complaints about trailer parking, with waterside localities such as Bayview also receiving complaints but not to the same extent. Part of this is due to the close proximity of these areas to industrial precincts where longer term, unrestricted parking may be available.

The Rangers team currently undertakes targeted proactive patrols in these known 'hot spots' to deter trailer parking, and parking control signage is also currently used by the Traffic team in areas where there is a significant impact on local parking because of the long-term parking of trailers, or where there are potential safety impacts from trailers being parked at a particular location.

REQUESTED ACTION PLAN

The Council resolution asked for the CEO to develop a targeted action plan and budget proposal to address the long-term parking effects of boats, caravans, trailers and other large vehicles on residential and industrial streets; and that the plan should include:

- *Increased monitoring and patrols in known hot spots*

Response – four additional staff would be required to be employed in the Ranger team to support a level of service that provides proactive, regular patrols and enforcement by Rangers across the LGA in known hot spots.

The cost of this uplift in terms of service would be approximately \$400,000 per annum.

Alternatively, diversion of existing resources to additional proactive patrols would result in a reduction in service levels for other regulatory issues across the LGA.

- *Identification of specific streets and zones where designated parking areas for boats, caravans and trailers can be introduced, in consultation with residents and businesses, with priority given to high demand areas such as Bayview and Manly*

Response - an initial assessment conducted by the Rangers and Traffic teams to identify specific streets or zones where designated parking areas for boats, caravans, and trailers could be introduced, concluded that no specific street area would be appropriate, except for repurposing the car park outside Rowland Reserve or underutilised areas around Rat Park in North Narrabeen. This would have the practical effect of privatising public land.

Finding locations in the southern part of the LGA, such as Manly are much more challenging as community land would need to be repurposed to allow designated parking areas. This is not recommended.

The cost associated with repurposing the car park outside Rowland Reserve or underutilised areas around Rat Park is between \$3,000 and \$10,000 per locality.

- *Development of a targeted education campaign focused on raising awareness about appropriate storage of boats, caravans and trailers, as well as responsible parking in hot spots*

Response – a dedicated education campaign could be undertaken targeting hotspot areas, to promote safe and responsible parking practices and to raise awareness about the legal requirements around the parking and storage of boats, caravans, and trailers. The objective of such a campaign would ultimately be to encourage the safe, fair, and legal use of on-street parking spaces within local communities.

The campaign could include onsite signage, local advertising and utilization of Council communication channels including website, social media and electronic direct mail.

Depending on the scope, an education campaign could cost between \$5,000 and \$15,000 to develop and implement.

In addition, the Council resolution asked for an investigation of the feasibility of introducing a paid parking system for the storage of boats, caravans and trailers; and that Council advocate for legislative changes so that more robust rules are introduced.

Paid Parking System

The 'Permit Parking Guidelines' developed by Transport for NSW (TfNSW) establish a regulatory framework for the implementation and management of permit parking schemes across New South Wales. These guidelines are legally binding under the Road Transport (General) Regulation 2021, and local councils, as designated parking authorities, are required to adhere to them when issuing permits and installing related signage. Under the Guidelines, certain classes of vehicles which include trailers (including boat trailers and caravans) are explicitly ineligible for resident parking permits.

Accordingly, it is not possible for Council to introduce a paid parking/permit type system for these types of vehicles.

Advocacy

The Office of Local Government (OLG) is currently undertaking an evaluation of the *Public Spaces (Unattended Property) Act 2021* and the Public Spaces (Unattended Property) Regulation 2022 (PSUP laws), which presents an opportunity for Council to advocate the strengthening the existing regulatory framework.

Submissions are due in June 2025 and the Council submission will be circulated to Councillors in due course.

An additional opportunity for advocacy is to seek a review of the current penalties and offences under the Road Rules 2014 and *Road Transport Act 2013* to further discourage vehicles of this nature from being parked on residential streets.

CONSULTATION

No community consultation was required to prepare this report. Any assessment of localities to allow designated parking areas for trailers would require community consultation.

TIMING

There are no timing issues.

FINANCIAL CONSIDERATIONS

The cost associated with implementing the Council resolution is approximately \$435,000.

There is no budget allocated in the draft 2025/26 budget and a funding source is required for implementation of the resolution to occur.

GOVERNANCE AND RISK CONSIDERATIONS

There are no governance and risk issues.

ENVIRONMENTAL CONSIDERATIONS

There are no environmental issues.

SOCIAL CONSIDERATIONS

There are no social issues.

LINK TO STRATEGY

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

- Community and belonging - Goal 8 Our community feels safe and supported.
- Transport, technology and connectivity - Goal 17 Our community can safely and efficiently travel within and beyond the Northern Beaches.

Reporting team	Environmental Compliance
TRIM file ref	2025/240967
Attachments	⇒1 How the Public Spaces (Unattended Property) Act works (Included In Attachments Booklet) ⇒2 Action Plan - Managing on-street parking of boats, trailers, and caravans (Included In Attachments Booklet)

ITEM 12.2 REVIEW OF COMMUNITY PARTICIPATION PLAN (PLAN MAKING AND DEVELOPMENT ASSESSMENT)

PURPOSE

The purpose of this report is to seek Council adoption of minor amendments to the Northern Beaches Community Participation Plan (Plan Making and Development Assessment) (CPP).

EXECUTIVE SUMMARY

- The Northern Beaches Community Participation Plan (CPP) came into force in December 2019 and is a policy document required by the *Environmental Planning and Assessment Act 1979*.
- The CPP applies only to Council's plan making and development assessment functions and specifies who we notify, how we notify, and for how long planning policies and development applications are exhibited.
- The current CPP is consistent with the Department of Planning, Housing and Infrastructure model template for CPPs, and the requirements of the Northern Beaches CPP go beyond local government industry practice for public consultation.
- A recent review of the CPP has found that it is working well, enables public engagement in plan making and development assessment functions, and is fit for purpose; however some minor amendments to the CPP are recommended to reflect recent legislative changes and to enhance notification for site specific planning proposal applications by extending notification to a 100-metre radius.
- It is recommended that Council adopt the amended CPP, and given the minor amendments proposed, public consultation is not proposed prior to adoption.

RECOMMENDATION

That Council adopt the amended Community Participation Plan (Plan Making and Development Assessment) at Attachment 1 of the report for this item and publish on the NSW Planning Portal and Council website.

BACKGROUND

Community participation is a crucial part of the planning process as it seeks to gather local knowledge, ideas and expertise to create better urban environments whilst protecting our natural environment and preserving local character. Council is committed to ensuring that community participation is undertaken in an open and transparent manner that provides all participants with an understanding of the process and the range of possible outcomes.

In 2018, the *Environmental Planning and Assessment Act 1979* (the Act) was amended to include a requirement for NSW planning authorities, including local councils, to have a CPP in place by 1 December 2019. The CPP applies only to Council's plan making and development assessment functions. The CPP specifies who we notify, how we notify, and for how long.

On 26 November 2019, Council endorsed the Northern Beaches Community Participation Plan (Plan Making and Development Assessment) following the public exhibition of the draft CPP in September and October 2019. Seven submissions were received.

The current CPP is consistent with the Department of Planning, Housing and Infrastructure model template for CPPs and goes beyond local government industry practice for public consultation by including:

- pre-gateway exhibition of planning proposal applications
- notification to both property owner and tenant
- submissions made outside of the public exhibition period are accepted and considered in the assessment of planning matters
- extending the exhibition period for Regional Applications (i.e. applications determined by the Sydney North Planning Panel) from 14 days to 21 days
- extending uses described as 'advertised development'
- discretion to go beyond minimum exhibition periods.

Minor amendments were made to the CPP in 2020.

A review of the CPP has been completed in response to Resolution 114/24 (Notice of Motion 16/2024).

The review considered increasing the geographic distribution of notification letter; including analysis of a radius criteria; website functionality; resident/community group notifications; and the effectiveness of the current CPP.

The review has found that the CPP is working well, enables public engagement in plan making and development assessment functions, and is fit for purpose; however, some minor amendments to the CPP are recommended as described in the next section.

DISCUSSION

Amendments proposed to Community Participation Plan

1. Council Related Development Applications Policy

The 'Council Related Development Applications Policy' was adopted in March 2023 and relates to development applications where Council is both the consent authority and also has an interest in the land, such as owner or land manager. The Act requires all Council related development applications to be publicly exhibited for a minimum of 28 days.

The CPP is proposed to be updated to reflect the statutory exhibition timeframe for this category of development.

2. Clause 23 of Warringah Local Environmental Plan 2000

Clause 23 of the Warringah Local Environmental Plan (WLEP) 2000 was repealed in late 2021. The clause contained a list of developments which were defined as ‘Advertised development’ for the purposes of public exhibition processes under the Act. The CPP references this clause under a list of development types defined as advertised development.

As the LEP clause no longer exists, the CPP is proposed to be updated to remove reference to the clause.

3. Counting submissions for purpose of determining consent authority

The Act was amended on 7 May 2025 to make it clear that a submission made outside of a public exhibition period is not a submission for the purposes of the Act, the regulations or an environmental planning instrument, however may still be considered by a consent authority.

The CPP is proposed to be updated to reflect this statutory requirement.

4. Amendments to strengthen community engagement for site specific Planning Proposals

The current CPP requires notification to adjoining properties affected by site specific Planning Proposals in the same manner as Development Applications. Given the significant public interest in circumstances where changes to local environmental plans and/or zoning of specific sites is proposed, it is recommended that a wider public exhibition occurs for these types of applications.

Accordingly, it is proposed that the CPP be amended to require property owners and tenants within a 100-metre radius of a Planning Proposal site be notified of the proposal.

Review of the Community Participation Plan requirements for Development Applications

The review has found that the CPP is working well, enables public engagement in plan making and development assessment functions, and is fit for purpose.

In 2023/24, there were 4,921 applications prepared for public exhibition (including exhibition of amended plans) with 75,871 letters issued. The smallest notification involved letters being issued to 9 adjoining properties (property owners and tenants), and the largest notification sent to 1,800 property owners and tenants.

The review explored options to increase the minimum number of properties that are notified by letter of a development application; however, this report does not recommend amendments to the CPP in this regard. This is given the existing discretion in the CPP to enable a wider notification where the likely impacts of a proposal are beyond that of the immediate locality. This existing discretion is used frequently when preparing applications for notification.

The review also identified the following enhancements that have been made to the way Council engages with the broader community on plan making and development applications:

- new search capabilities for development applications currently on exhibition on Council’s webpage
- improved website visibility and functionality of website information relating to development applications
- a webpage providing advice on how to make a submission, including links in notification letters
- capacity to make an online submission during the entire assessment process, not simply the exhibition period
- site signs for development applications now contain a generic QR code with a link to development application search webpage

- individual QR codes on site signs for major applications which link directly to the specific development application on Council’s webpage.

CONSULTATION

Given the minor nature of the proposed amendments to the CPP and the inclusion of greater notification requirements for public exhibition of site-specific planning proposals, public consultation on the amendments is not proposed.

A briefing was held for Councillors on 13 May 2025 in response to Notice of Motion 16/2024.

TIMING

Should Council adopt the amended CPP, it will come into effect when published on the NSW Planning Portal and Council’s website.

FINANCIAL CONSIDERATIONS

The recommendations of this report pose no financial impact on Council. The costs associated with a wider notification for Planning Proposals will be recovered from the fees paid by proponents for lodgement of Planning Proposals in accordance with Council’s adopted Fees and Charges.

GOVERNANCE AND RISK CONSIDERATIONS

Ensuring a robust, complete and up-to-date policy environment is key to Council’s governance framework. Updating the CPP to reflect recent legislative changes provides better transparency and clarity to the community and the proposed enhancements to public exhibition of site-specific planning proposals strengthens transparency of Council’s functions.

ENVIRONMENTAL CONSIDERATIONS

The subject of this report has no adverse environmental implications for Council.

SOCIAL CONSIDERATIONS

The recommendations in this report will have positive social outcomes for the community through greater transparency and clarity of Councils community engagement for planning functions.

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcome and Goal:

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

Reporting team	Development Assessment
TRIM file ref	2025/359004
Attachments	⇒1 Draft Community Participation Plan 2025 (Included In Attachments Booklet)

13.0 TRANSPORT AND ASSETS DIVISION REPORTS

ITEM 13.1 PROPOSED NAMES FOR 2 COUNCIL ROADS

PURPOSE

The purpose of this report is to seek Council's endorsement to publicly exhibit proposals to provide road names to 2 currently unnamed laneways in Seaforth and Collaroy.

EXECUTIVE SUMMARY

- At Council's ordinary meeting held on 13 August 2024 and subsequent to the outcomes of public exhibition, Council resolved to name an unnamed laneway adjacent to Kembridge Avenue, Seaforth, 'Fig Tree Lane', an unnamed laneway adjacent to Alexander Street, Collaroy, 'Hibiscus Lane' and an unnamed laneway adjacent to Bellevue Avenue, Avalon 'Spotted Gum Lane'.
- The Geographical Names Board advised that Fig Tree Lane can not be used due to similar sounding street names within Mosman, Lane Cove and Vaucluse and Hibiscus Lane cannot be used either due to a similar sounding name in Sydney Lakeside Holiday Park.
- Two new names, which have received pre-approval by the Geographical Names Board of NSW, are recommended for the unnamed laneways and are proposed to be released for community consultation and feedback.

RECOMMENDATION

That:

1. Council endorse the proposed names of Weeping Fig Lane, Seaforth and Flax Lily Lane, Collaroy and proceed with public exhibition for a minimum of 28 days in accordance with the Roads Regulation 2018.
2. The outcomes of the public exhibition be reported to Council.

BACKGROUND

At present there are unnamed lane ways located adjacent to Kempbridge Avenue, Seaforth and Alexander Street, Collaroy under consideration for naming. Whilst the laneways are used to access various business premises for deliveries, the lack of street names hinders wayfinding. It is unlikely that businesses are able to refer to the unnamed laneways as a business address or publish it on business correspondence such as letterheads. However, there are a small number of instances referencing rear lane access.

It is expected that naming these unnamed laneways will improve wayfinding. Council will notify all property and business owners adjoining the laneways to seek feedback on the proposals and give notice of intention to name these roads in accordance with Section 162 of the *Roads Act 1993* and Section 7 of the *Roads Regulation 2018*. There are no residential property addresses impacted by these renaming proposals.

DISCUSSION

When naming and renaming a street, Council is required to have regard to the NSW Address Policy and User Manual/Geographical Names Board of New South Wales (October 2024) ('Guidelines') and Council's Policy for the Naming of our Reserves, Facilities and Roads.

The GNB has developed standards for Property Addressing and Naming to ensure consistent and unambiguous addressing and naming and is the authority to approve street naming proposals. These addressing and naming standards are important for both the government and the community to accurately identify property and for the delivery of services, such as, postal, deliveries, emergency services, utilities and government agencies, as these services rely on property addressing data held by NSW Land Registry Services. These standards inform Council proposals for names, with the GNB being the final authority for approval.

Section 6.7.3 of The Guidelines provide that where there are less than five residential properties on a road there is no requirement for that road to be named. As such throughout the local government area (LGA) there are numerous unnamed roads. These roads are generally left unnamed until there becomes a reason to name them either through a new use or through a request from a resident.

At the Council meeting held on 13 August 2024 and subsequent to the outcomes of public exhibition, Council resolved to name the unnamed laneway adjacent to Kempbridge Avenue, Seaforth, 'Fig Tree Lane' and the unnamed laneway adjacent to Alexander Street, Collaroy, 'Hibiscus Lane'.

Council staff commenced the process for naming the aforementioned lanes in accordance with the resolution from the Council meeting on 13 August 2024. However, Council was subsequently advised by the GNB that 'Fig Tree Lane' can not be used due to similar sounding street names within Mosman, Lane Cove and Vauclose. 'Hibiscus Lane' cannot be used due to a similar sounding name in Sydney Lakeside Holiday Park.

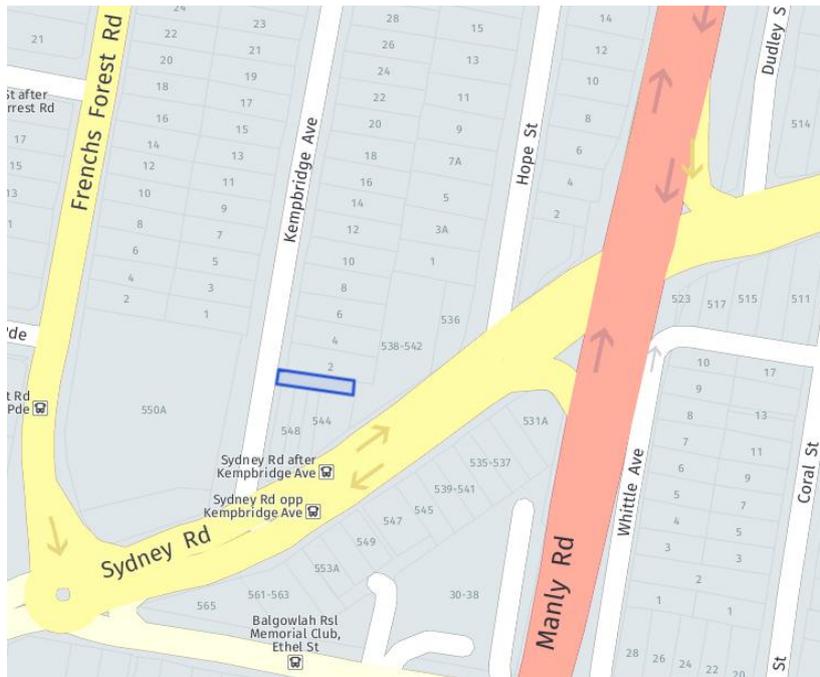
Two new names are recommended for the unnamed laneways. They have official preapproval from the GNB and are proposed to be released for community consultation and feedback.

GNB Pre-approved Laneway Names

- Unnamed laneway – Seaforth (adjacent to Kempbridge Avenue, Seaforth)

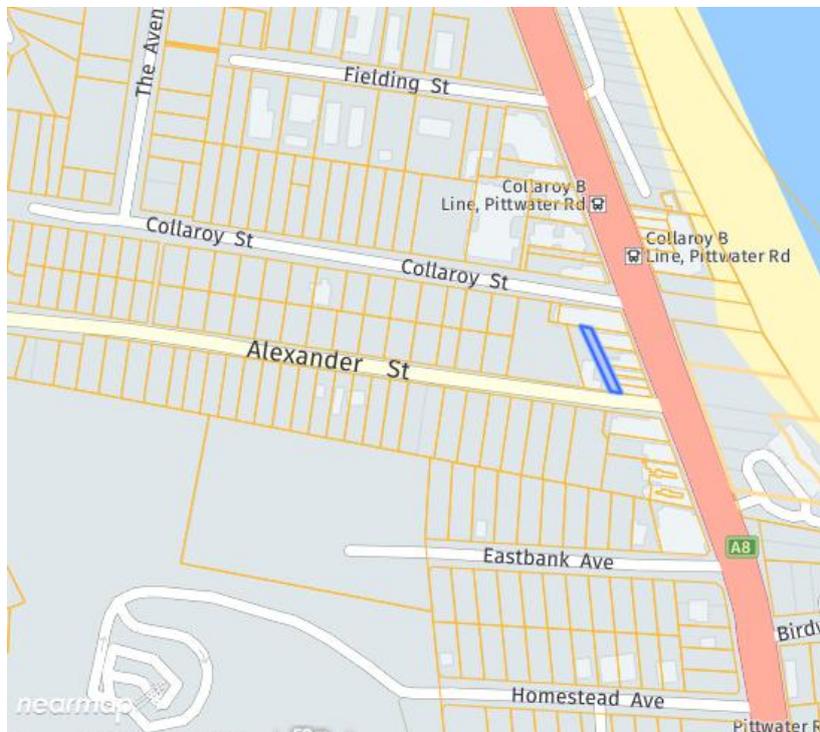
Weeping Fig Lane

- The primary use of the proposed Weeping Fig Lane, Seaforth is access to the private car park of 538-540 Sydney Road. The strata managers of this building requested the road be named so businesses can provide parking instructions with greater clarity to visitors.
- *Ficus Benjamina*, (*Weeping Fig Tree*) non-native exempt species growing on private property midway down lane.



Location of the proposed Weeping Fig Lane, Seaforth

- Unnamed Laneway – Collaroy (adjacent to Alexander Street, Collaroy)
Flax Lily Lane
 - The primary use of the proposed Flax Lily Lane, Collaroy is business access to the rear of properties from 1101-1119 Pittwater Road.
 - *Flax Lily*; ground covering local native plant.



Location of the proposed Flax Lily Lane, Collaroy

CONSULTATION

Pre-approval of the two new names has been received from GNB. Council is required pursuant to section 7 of the Roads Regulation 2018, to publish a notice of the proposed road names on its

website seeking written submissions. It is recommended that submissions be received for a period of at least 28 days and an analysis of the received submissions be undertaken.

Previous community engagement indicated support for naming the laneway, particularly for the unnamed laneway off Kempbridge Road, Seaforth. For the unnamed laneway off Alexander Street, Collaroy, a large part of the community supported naming the laneway in general. However, in particular there was support to name it 'Wicks Lane'. Pursuant to section 6.2 of the Geographical Names Board of NSW Policy – Place Naming (July 2019) a current business name cannot be used for naming purposes. Therefore, Council is not permitted to name the laneway, Wicks Lane.

TIMING

The proposed names would be placed on public exhibition pursuant to section 7 of the *Roads Regulation 2018* for a minimum of 28 days. Following public exhibition feedback would be analysed and full approval would be requested from GNB. If approval is given, the new names will be gazetted and signage installed.

FINANCIAL CONSIDERATIONS

The recommendations of this report pose no additional financial impact on Council. Administration of the renaming process and installation of signposting the street names can be accommodated within existing operational budgets.

GOVERNANCE AND RISK CONSIDERATIONS

Council is required to follow the Guidelines and Council’s Policy for the Naming of our Reserves, Facilities and Roads. The proposed road names have pre-approval from GNB and are compliant.

ENVIRONMENTAL CONSIDERATIONS

The subject of this report has no adverse environmental implications for Council.

SOCIAL CONSIDERATIONS

The recommendations in this report maintain social outcomes for the community and will enhance wayfinding to these laneways.

LINK TO STRATEGY

This report is prepared in line with Council’s ‘Naming our Reserves, Facilities and Roads’ policy.

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

- Transport, technology and connectivity - Goal 17 Our community can safely and efficiently travel within and beyond the Northern Beaches.
- Partnership and participation - Goal 21 Our community is engaged in decision making processes.

Reporting team	Transport & Civil Infrastructure
TRIM file ref	2025/155788
Attachments	Nil

**ITEM 13.2 RESPONSE TO NOTICE OF MOTION NO 41/2024 - REVIEW OF
COUNCIL'S ADMINISTRATIVE OFFICE ACCOMMODATION AND
POTENTIAL PROPERTY RATIONALISATION**

PURPOSE

The purpose of this report is to respond to Notice of Motion No 41/2024 – Review of Council's Administrative Office Accommodation and Potential Property Rationalisation with a report that outlines opportunities to reduce costs through the rationalisation of Council-owned operational properties currently occupied for administrative purposes.

EXECUTIVE SUMMARY

- At its ordinary meeting on 10 December 2024, Council resolved (324/24) to receive a report within 6 months identifying opportunities to cut costs and improve efficiency through the rationalisation of operational properties used for administrative purposes.
- Council currently accommodates approximately 1,020 staff requiring desk access across 12 separate buildings, excluding staff housed within operational service locations such as libraries, childcare centres and aquatic facilities.
- An initial review of office accommodation has been conducted using a workplace density measure (square metres per work point) to assess efficiency.
- Government benchmarks suggest efficient workplace density is between 13m² and 15m² per work point (which includes circulation space, kitchens, meeting rooms etc.) with Council's current average at 16.1m², noting that some sites exceed the benchmark and others are well below it.
- Council's Vuko Place holdings comprises 2 components being 3 levels of commercial strata office space, and a strata warehouse unit, which could offer a number of options to generate income either through divestment or leasing should these sites be able to be vacated.
- Council's Property team is currently developing an Accommodation Plan to guide future decisions, focusing on efficient utilisation, flexible work practices, staff wellbeing, and cost management.

RECOMMENDATION

That Council note the report.

BACKGROUND

At its ordinary meeting of 10 December 2024, Council considered Notice of Motion No 41/2024 – Review of Council’s Administrative Office Accommodation and Potential Property Rationalisation. Council resolved (324/24) as follows:

That Council receive a report within 6 months on operational properties currently occupied for administrative purposes and note where cost savings and efficiencies could be made, detailing a roadmap of priority sites for action.

Within the notice of motion Council’s operations in Vuko Place were called out as particular sites to focus on, noting that one unit was temporarily housing the Peninsula Bridge Club which is scheduled to relocate to the new Warriewood Valley Community Centre in 2026.

DISCUSSION

Review of staff office accommodation

Following the amalgamation of the former Manly, Warringah, and Pittwater Councils in 2016, Council inherited a dispersed workforce of approximately 1,800 employees across a wide range of locations and services. This has presented ongoing logistical and operational challenges in achieving optimal use of office accommodation.

Currently around 1,020 staff requiring desk access are accommodated across 12 separate buildings. This figure excludes administrative roles embedded within operational facilities such as childcare centres, libraries, aquatic centres, theatres, galleries, and the Coastal Environment Centre (CEC).

There has been no significant change to Council’s office accommodation for a number of years. This low level of investment in staff office accommodation has led to a position that it is not meeting modern office standards and, in a number of locations, is no longer fit for purpose. There are also some locations, including both ‘Red Brick House’ and HR House, that are approaching the end of their useful life which will require the staff in these locations to be relocated in the near future.

Currently, administrative staff work out of a range of office style accommodation located at:

Location	Workpoints
Dee Why Civic Centre	324
Manly Town Hall	124
Soldiers Avenue, Manly	53
Balgowlah Depot	35
Cromer Depot	32
Cromer Administration	179
Vuko Place, Warriewood	152
Boondah Depot, Warriewood	125
Mona Vale Civic Centre	29

Feasibility of rationalisation

An initial review of the utilisation of Council office accommodation has been undertaken based on a workplace density approach, measured by dividing the Net Lettable Area (NLA, excluding operational areas) by the total number of staff that can be accommodated at work points in the space at any given time.

As a benchmark, Council refers to the following NSW Government guidelines:

- Office Design Requirements (June 2010), which recommend workplace density should not exceed 15m² per person in metropolitan areas
- Fitout Design Principles (Office Workplace Accommodation) (July 2017), which recommend achieving a density of 13m² per person or better in government-owned assets.

Council's current commercial office accommodation has an average density of 16.1m² per work point, slightly above the recommended range of 13–15m². Detailed analysis by site reveals the following:

- Below Benchmark Range (8–11m² per work point):
Cromer Administration Centre, Cromer Depot Blue Room, Dee Why Civic Centre, Dee Why Civic Centre HR House, Manly Soldiers Memorial Hall, and Vuko Place. These sites demonstrate workplace efficiencies exceeding the NSW Government benchmarks.
- Within Benchmark Range (13–15m² per work point):
Boondah Depot, Cromer Gate House, Dee Why Civic Centre Print Room, and Manly Town Hall. These sites meet the expected standard for efficient office space utilisation.
- Above Benchmark Range (19.5–67m² per work point):
Balgowlah Depot Admin Building, Cromer Depot Central Store, and Mona Vale Library Admin Building. These sites indicate potential for increased efficiency. However, it is important to note that both Cromer Depot Central Store and Mona Vale Library Admin Building accommodate functions beyond typical office use, which accounts for the lower workplace density.

This analysis compares the floor area and number of work points across 12 Council buildings to provide an indication of the spatial efficiency of current office fit-outs. It does not assess how often each work point is actually used during business hours, recognising that with flexible work practices, as well as leave and absences, no desk is in use 100% of the time. A more detailed picture of occupancy and usage patterns will be developed as part of the Accommodation Plan currently underway.

In looking at all the sites in total, there is opportunity to reduce the space allocated per person across the administrative sites. However, amendments to workstation layout and reduction of space would require capital investment to realise the benefits of a reduction in the space allocated per workpoint.

The opportunity to consolidate Council staff's office environments into a centralised location is a matter that should be further investigated. Currently staff occupy a number of buildings in town centres that could be re-purposed for other uses, such as the Dee Why Civic Centre, Manly Town Hall and the Mona Vale Civic Centre. To enable this centralisation to occur would require either the construction of office accommodation on alternate Council land holdings, or the lease or purchase of additional office accommodation, all of which require both capital and operational funds. It is proposed that this matter be further explored at the future Councillor Property workshop.

Vuko Place, Warriewood

As previously noted, Vuko Place was highlighted in the notice of motion as a particular site to focus on given part of the site is due to be vacated later this year. As such a further analysis has been provided for this site.

Council's Vuko Place holding comprises 2 distinct components: (a) 3 levels of commercial strata office space, and (b) a strata warehouse unit.

Levels 1 to 3 of 5 Vuko Place, Warriewood comprises approximately 1,770m² of commercial office space. This area currently accommodates around 100 staff. It should be noted that the divestment of the Vuko Place office space would result in the requirement to identify and secure alternate office space suitable to accommodate the staff currently based in this location (currently estimated at circa 100 staff).

Unit 9 of 5 Vuko Place, Warriewood - the warehouse includes 685m² of ground floor space, 367m² mezzanine, and 250m² of parking, totaling 1,302m². It is partially occupied by the Bridge Club on a holdover basis, pending the completion of the new Warriewood Community Centre. Once vacated,

the warehouse will be largely unutilised, aside from a small staff gym facility and storage space for Council use.

Council's early assessment indicates potential for revenue generation through either divestment or lease of the Vuko Place holdings.

Opportunity 1: Sell the Warehouse Component:

- Market analysis suggests the warehouse could be sold for between \$3 million and \$4 million, noting that there will be costs associated not included in these figures such as agent fees and legal fees.

Opportunity 2: Sell the Office Component:

- A full divestment of the 3 commercial floors could yield between \$6 million and \$8 million. Alternatively, consolidating staff into 2 levels and selling a single floor may achieve approximately \$2 million to \$3 million.

Opportunity 3: Lease the Warehouse Component:

- If retained, the warehouse component could generate in the order of \$180,000 per annum in gross rental income according to market research and discussions with a local agent.

Opportunity 4: Lease the Office Component:

- Alternatively, lease incomes could be generated from the office components at ranges dependant on which portions of the holding are offered up for rent.

Accommodation Plan

Council's Property team is currently developing an Accommodation Plan to guide the future use of administrative office space. The plan will focus on aligning space with organisational needs, improving utilisation, and enhancing employee experience.

Key deliverables will include:

- Assessment of available office space and configuration
- Consideration of staff wellbeing in workspace design
- IT infrastructure needs to support flexible and remote work
- Location suitability and accessibility
- Integration with Council's Flexible Work Guidelines
- Financial implications of potential changes
- Analysis of staff occupancy patterns and operational requirements across different business units and locations.

The objectives of the Accommodation Plan include:

- Rationalisation of office space to accommodate the current and future needs of the growing workforce incorporating future workplace practices.
- Enhancement of collaboration and communication among employees through office configuration and design and appropriate IT solutions.
- Implementation of flexible work arrangements to support a modern and adaptable work environment.
- Incorporation of sustainability principles in the design and usage of office spaces.
- Improvement in technology infrastructure to facilitate remote work and digital collaboration.

Work on the Accommodation Plan is currently underway and is anticipated to be completed in 2025.

CONSULTATION

The subject of this report does not require consultation at this stage.

TIMING

Options involving the sale or lease of Unit 9 at Vuko Place, Warriewood require the current lessee, the Bridge Club, to vacate which is dependent on the completion of the Warriewood Community Centre (into which they are relocating), assumed to be late 2025. The leasing or divestment of any other facility currently utilised as workspace for Council staff would require alternate solutions to be put in place prior to this occurring.

FINANCIAL CONSIDERATIONS

The recommendations of this report do not result in any change to the existing Council budget.

GOVERNANCE AND RISK CONSIDERATIONS

Although there may be opportunities to increase desk capacity within existing office sites, this would require changes to current fit-outs. Transitioning to more open-plan configurations with appropriately sized meeting spaces would involve significant capital investment.

ENVIRONMENTAL CONSIDERATIONS

The subject of this report has no adverse environmental implications for Council.

SOCIAL CONSIDERATIONS

The subject of this report has no adverse social implications for Council.

LINK TO STRATEGY

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

- Vibrant local economy - Goal 13 Our businesses are resilient, well-connected and thrive in an environment that supports innovation, entrepreneurialism and economic growth.
- Good governance - Goal 19 Our Council is transparent and trusted to make decisions that reflect the values of the community.
- Good governance - Goal 20 Our Council is proactive, and efficiently and effectively responds to, and delivers on, the evolving needs of the community.

Reporting team	Property, Buildings & Beach Services
TRIM file ref	2025/199412
Attachments	Nil

ITEM 13.3 REVOCATION OF VEHICULAR CROSSINGS (SPECIAL CROSSINGS) POLICY, COMMON VEHICULAR ACCESS TO MULTIPLE PROPERTY POLICY AND VEHICULAR CROSSINGS AND LAYBACK OPENINGS POLICY

PURPOSE

The purpose of this report is to seek the revocation of 3 policies of the former councils.

EXECUTIVE SUMMARY

- Council's Policy Framework (Framework) outlines the strategic principles for certain corporate documents including Council policies.
- Council is progressively reviewing all corporate documents covered by the Framework.
- The following 3 policies relating to driveways have been reviewed and are proposed to be revoked as they are no longer required under the Policy Framework:
 - Vehicular Crossings (Special Crossings) Policy – (former Warringah Policy)
 - Common Vehicular Access to Multiple Properties Policy – (former Warringah Policy)
 - Vehicular Crossings and Layback Openings Policy – (former Manly Policy)
- These policies are no longer required as their provisions are already covered by existing legislation (*Roads Act 1993 and Local Government Act 1993*) and Development Control Plans (Manly, Warringah, Pittwater), which continue to regulate the design, construction and maintenance of vehicular crossings
- Following revocation, technical guidelines (Tier 3) will be utilised under the Council's Framework to ensure a unified approach across the Northern Beaches.

RECOMMENDATION

That Council revoke the:

1. Vehicular Crossings (Special Crossings) Policy
2. Common Vehicular Access to Multiple Properties Policy
3. Vehicular Crossings and Layback Openings Policy

BACKGROUND

Council adopted a Policy Framework (Framework) at the Ordinary Council meeting held on 28 November 2023. The Framework provides the strategic principles for all Council policies and sets out the governance arrangements for the establishment and review of Council policies and other internal facing corporate documents.

All existing Council policies and other relevant internal corporate documents are progressively being reviewed in accordance with the settings of the Framework which require that Council policies:

- provide high level strategic direction, are linked to Council's Community Strategic Plan (CSP) and/or are required by relevant legislation and have community focus and/or significant public interest
- will, where appropriate, adopt and implement relevant model NSW Government policies which have been prepared for local government, rather than establish discrete Council policies on the same topic
- will not simply duplicate or re-state legislative requirements but, where appropriate, may expand on Council's application of legislation.

The Framework provides that Tier 1 documents (Council policies) are governed by resolution of the elected Council, and the management of Tier 2 and 3 documents are the operational responsibility of the Chief Executive Officer.

DISCUSSION

The Vehicular Crossings (Special Crossings) Policy (*former Warringah Policy*), Common Vehicular Access to Multiple Properties Policy (*former Warringah Policy*) and the Vehicular Crossings and Layback Openings Policy (*former Manly Policy*) all relate to the design, construction and maintenance of vehicular crossings in the road reserve (commonly referred to as driveways) and were legacy policies from Warringah and Manly that are currently in operation.

The existing Development Control Plans of the former Manly, Warringah and Pittwater Councils, which are still in operation, also contain design criteria relating to vehicular crossings and are used to help inform and assess development applications and complying development certificates containing vehicular crossings as well as standalone Road Act applications for vehicular crossings.

Revocation of these policies does not change Council's ability to regulate the design, construction and maintenance of vehicular crossings, nor does revocation automatically allow for the construction of driveways previously prohibited under the policies. Driveway construction in the road reserve is also regulated under:

- *Roads Act 1993* (NSW)
- *Local Government Act 1993* (NSW)
- Manly Development Control Plan
- Warringah Development Control Plan
- Pittwater Development Control Plan

Additionally, it is proposed that upon the revocation of these policies, guidelines (Tier 3) will be used in accordance with the Framework to provide further technical information pertaining to vehicular crossings to allow for a consistent approach to managing the design, construction and maintenance of vehicular crossings across the entire Northern Beaches Council.

Constructing vehicular crossings on the road reserve managed by Council requires the permission of Council in accordance with the *Roads Act 1993*.

Should vehicular crossings be constructed on Council land or assets without authority from Council, Council has the ability to require the demolition of the works.

CONSULTATION

While Council’s Policy Framework encourages involvement by the community in developing and reviewing its policies, it acknowledges that consultation may not be required in all circumstances, such as where a policy is to be re-adopted or is consistent with a model policy provided by the NSW Government.

It is not proposed to undertake public consultation for the policies intended to be revoked.

FINANCIAL CONSIDERATIONS

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

GOVERNANCE AND RISK CONSIDERATIONS

The recommendations of this report are in line with Council’s Policy Framework. The Framework provides for an improved governance outcome for the management of Council policies.

ENVIRONMENTAL CONSIDERATIONS

The subject of this report has no adverse environmental implications for Council.

SOCIAL CONSIDERATIONS

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

LINK TO STRATEGY

This report relates to the Community Strategic Plan Outcome and Goal:

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

Reporting team	Transport & Civil Infrastructure
TRIM file ref	2025/324574
Attachments	<ul style="list-style-type: none"> ⇒1 Vehicular Crossings (Special Crossings) Policy (Included In Attachments Booklet) ⇒2 Common Vehicular Access to Multiple Properties Policy (Included In Attachments Booklet) ⇒3 Vehicular Crossings and Layback Openings (Included In Attachments Booklet)

ITEM 13.4 RESPONSE TO NOTICE OF MOTION NO 44/2024 - E-BIKES AND E-SCOOTERS

PURPOSE

The purpose of this report is to respond to Resolution No. 64/2025 relating to the findings of the NSW e-bike inquiry and staff recommendations for further advocacy.

EXECUTIVE SUMMARY

- In response to Notice of Motion No. 44/2024 regarding e-bikes and scooters, Council resolved (064/2025) at its ordinary meeting on 18 March 2025 that a report be prepared on the findings of the recent NSW e-bike inquiry and any staff recommendations for further advocacy.
- Notion of Motion No. 44/2024 requested that Council write to the Premier, Leader of the Opposition, Ministers and Shadow Ministers for Transport and Roads and all local State MPs calling for proper legislation on a number of matters relating to the use of e-bikes and e-scooters, and oppose the State Government's announcement to legalise e-scooters and until there is better regulation of e-bikes.
- Council first recognised e-bikes as a community concern on the Northern Beaches in 2022, and in 2023, with input from NSW Police, began providing information via website and social media, lobbying the NSW Government for changes in NSW road rules, and engaged a behavioural science consultant to help develop an e-bike safety campaign for youth and parents.
- In June 2024, a legislative inquiry (terms of reference in Attachment 1) was established to review and report on the use of e-scooters, e-bikes and related mobility options, to which Council made submission No. 141 (Attachment 2) in August 2024.
- The Inquiry findings and recommendations (Attachment 3) were released by the Legislative Council on 13 February 2025, and the Government's response (Attachment 4) was released on 13 May 2025.
- The Government response is lacking detail in some areas and, whilst most issues raised in Council's submission have been supported, there still is a lack of clear change to enforcement, the implementation of a speed limit for bicycles (including e-bikes) on shared paths, and a defined age limit for e-bike usage.

RECOMMENDATION

That Council:

1. Note the Recommendations Report from the NSW Inquiry into the use of e-scooters, e-bikes and related mobility options.
2. Note the Response Report from the NSW Government.
3. Staff undertake a review of the Shared Transport Policy to include further e-mobility options.
4. Write to the Premier and Minister for Transport requesting they urgently progress the remaining recommendations of the report, including suitable legislative changes, to allow enforcement by NSW Police.
5. Work with Transport for NSW and other NSW Government agencies to manage e-mobility in the safest possible manner for the residents of the Northern Beaches.

BACKGROUND

Council first recognised e-bikes as a community concern on the Northern Beaches in 2022, and since then, Council has seen a rapid growth in e-bike usage. In 2023, Council started collaborating with NSW Police, providing information to community via website and social media, lobbying NSW Government for changes in NSW road rules.

Although e-bike usage brings some great benefits, Council has grappled with the risks of increased bicycle activity at excessive speeds on footpaths, with key concerns raised by Council including:

- the rapid growth of young people under 16 years riding e-bikes, particularly the 'fat tyre' model, on footpaths which is legal under both existing and proposed legislation
- concerns for the safety of both pedestrians and riders 'due to the speed, size and quietness of these devices', noting some riders can be as young as 10 years old
- the limited knowledge or understanding of road rules by the young riders, riders who may also lack cognitive ability or empathy to appropriately evaluate and manage risks'
- the prevalence of illegally modifying e-bikes, enabling the ability to travel above 40 km/h
- the removal of warning bells, which are required by law
- riders not wearing helmets or wearing helmets incorrectly
- pillion/additional passengers.

The rapid uptake of e-mobility devices has meant that the implementation of laws and infrastructure have not kept up. This has forced Council, instead of embracing the opportunities that e-mobility devices represent, to be reactive and addressing problems after they arise. The e-mobility usage needs to be supported by safety initiatives, enforcement and adequate infrastructure.

In 2024, the Council devised an e-bike safety education campaign using information from behavioural insights provided by Council's research consultants. The campaign was rolled out over 8 weeks and included broad media coverage with an estimated 2.78 million viewers, a broad social media campaign, physical signage across 60 locations on our bike network, and collaboration with schools, bike shops, Bicycle NSW and local Police. Following the recommendations of the behavioural change specialists, a campaign was developed with a short and simple code, similar to the 'surfers code' being '**Slow down** to walking pace when others are on the path, **Ring your bell** and call 'on your right' to let others know you are approaching and **Be ready** for sudden changes – people, pets and prams can be unpredictable'.

To address concerns related to the rapid increase of e-mobility devices in NSW, the 'Use of e-scooters, e-bikes and related mobility options inquiry (the Inquiry)' was established in June 2024, to enquire into and report on the use of e-scooters, e-bikes and related mobility options. The Council made a submission (No.141) into this Inquiry in August 2024. The Inquiry findings and recommendations were released by the Legislative Council on 13 February 2025, followed by the NSW Government's response to the Inquiry on 13 May 2025.

Council's e-bike campaign was considered crucial in prompting the Inquiry, because it was the first of its kind. The campaign was successful, with a comparison between the 9 months before the campaign and the 9 months after showing that the complaints plateaued, despite a steep increase in e-bikes in the community.

DISCUSSION

Timeline

A timeline of Council's involvement in e-bikes leading up to the Inquiry is presented below:

- 2022: Council first recognised e-bikes as a community concern on the Northern Beaches

- 2023: Council collaborated with Police, provided information to community via website and social media, lobbied NSW Government for changes in NSW road rules and engaged behavioural science agency to help develop an e-bike safety campaign for youth and parents
- 13 May 2024: NSW Police Traffic and Highway Patrol Command Northern Sydney Sector raised the need for tighter regulations on e-bikes at the launch of Northern Beaches Council's 'Know The Code' e-bike campaign, the first behavioural change campaign with e-bikes in Australia
- June 2024: The Inquiry established to enquire into and report on the use of e-scooters, e-bikes and related mobility options
- August 2024: Council made a submission (No. 141) to the Parliamentary Inquiry into the use of e-scooters, e-bikes and related mobility options
- 13 February 2025: Legislative Inquiry findings and recommendations released by the Legislative Council
- 13 May 2025: The NSW Government's response to the legislative inquiry is released.

Council's submission into the Inquiry

Council made a submission into the Inquiry on 16 August 2024. In the submission, key opportunities to reform the regulatory framework to achieve better and safe outcomes for riders and the community were raised, including requests for:

- Clear unambiguous legislation to enable police enforcement with current legislation too 'grey' and difficult to enforce
- Speed management for riders utilising footpaths including mechanisms to prevent the overriding of speed-limiting settings on the e-bikes. This would establish legal requirements to slow down around pedestrians, giving them right of way and exercising caution around children and pets
- A framework to define types of devices informed by device size, weight, power output, and maximum speed capabilities
- Manufacturing standards and import regulations to align with a framework of device types
- Mandatory education to ensure riders have appropriate level of knowledge and awareness of road rules and behaviours to protect the safety of both the rider and of pedestrians
- Consider appropriate minimum age for riders of various device categories and riding locations (i.e. footpaths and shared paths)
- Pedestrian crossings - Most bike riders rarely walk their bikes across the crossing as required under legislation (unless signs indicate otherwise). The weight and size of the e-bike makes it more difficult for riders to dismount and walk their bikes. With the introduction of e-bikes this raises an even greater hazard for motorists with the speed that e-bikes can 'suddenly' appear in front of them giving little time to brake.

The inquiry (published in February 2025)

The 'Use of e-scooters, e-bikes and related mobility options (Report 25) Inquiry' by the Legislative Council was released in February 2025. The Inquiry presented three key findings:

- Finding 1: The proliferation of 'fat bikes' and associated rider behaviour is raising serious safety concerns for pedestrians in several New South Wales local government areas. The committee noted the current ambiguity surrounding these bikes, including a lack of a clear definition and uncertainty regarding their permissibility, which hinders effective regulation and enforcement.

- Finding 2: That implementing a bureaucratic registration system could create barriers to adoption and limit accessibility of e-mobility devices, especially for low-income users.
- Finding 3: Shared e-bike operators claim to have the technology and adequate staffing to manage parking and pathway obstruction issues. However, the committee finds that these problems persist and are increasingly impacting public amenity and safety, demonstrating a disconnect between operator claims and the reality on the ground.

The Inquiry also presented a total of 34 legislative recommendations including:

- A speed limit of 15km/h for e-bike riders on footpaths
- Clear legal guidelines to enable enforcement of risky and illegal behaviour, including illegally modified bikes
- Update of the Road Rules and implementation of a Driver Knowledge Test to include elements relating to e-mobility device use
- Education campaigns to target young riders
- Compulsory insurance for owners/riders
- Priority of funding and policies that promote mode shift to active travel
- Reduction of on-road speed limits to 30/40 km/hour.

The NSW Government response to the inquiry

The NSW Government response to the Inquiry was presented in May 2025. Although the response is vague in some areas, most issues raised in Council's submission were supported including:

- Review the definition of an e-bike and potential for footpath riding in the NSW Road Rules
- Establish safety standards and risk-based protocols for the use, storage and charging of e-mobility device batteries, to reduce the likelihood of, for example, battery fires
- Boost rider and road user education, with new voluntary tests, campaigns, and updates to in-school road safety education programs and the Driver Knowledge Test online
- Provide Get NSW Active funding to support development / delivery of critical infrastructure (but without a promise of a greater pool of funds)
- Provide targeted support to help Councils effectively manage services and usage
- Explore options for e-micromobility insurance.

Key areas that were included in Council's submission, but were not addressed in the Government response, include:

- A clear change to enforcement, with the response providing a vague statement that TfNSW will 'explore opportunities to enhance enforcement', with little direction for the NSW Police
- The implementation of a 15km/h speed limit for bicycles (including e-bikes) on shared paths (recommendation 'noted for review' for footpaths)
- Age limit (16 years and over) and defined usage areas for e-scooters were addressed, but not for the use of e-bikes on footpaths.

Key risks

Based on the review of the NSW Government response, it is noted that little has been done to assist enforcement, with a vague response stating that TfNSW will explore opportunities to

enhance enforcement, with little direction for the Police. Council has identified the following key risks going forward:

- Both Police and Council are limited by legislative gaps related to:
 - no speed limits for bicycles on footpaths
 - youth under 16 are allowed to ride a bicycle on a footpath, regardless of type, size and weight of the bike.
- The Federal Government needs to provide improved regulation on the importation of e-bikes, in their direction on how these devices are adding to the first and last mile solutions available to our community.
- The outcome to progress reforms to legalise the use of e-scooters in public places does introduce new risks to Council.

Next steps

The NSW Government will progress the proposed regulation of e-scooters and road rule changes, which will be supported by communication initiatives to build awareness of all community members.

Options for Council going forward include:

- further lobbying of the NSW Government to implement the legislative recommendations
- working with TfNSW to implement the supported recommendations
- continue community education via website and social media, including addressing the new risk of e-scooters
- continue to work with schools/Department of Education and Police
- continue to submit applications for active travel funding
- prioritise separated bike paths where feasible and financially viable
- continue to update the local bike network subject to funding
- review its Shared Transport Policy to include further e-mobility options.

CONSULTATION

Consultation has been undertaken with several community members, stakeholders and focus groups since the start of the e-bike increase, from the middle of 2021.

In 2021, the Council undertook surveys on adult residents on general bike safety awareness, which contributed to the development of the e-bike education campaign.

During 2023, consultation was undertaken with several stakeholders such as the Northern Beaches Youth Advisory Group, behavioral changes specialists, bike shops and focus groups such as youth and adults on e-bikes.

Periodic communication with high schools, to gain insight into changes in student e-bike situations, and with local bike shops, to gain insights into changes in e-bike sales, was held between 2022 and 2024. There is also ongoing consultation between Council and Bicycle NSW on the matter. Community stalls on e-bikes were held on several occasions throughout 2024.

TIMING

The recommendations in the NSW Government's response are vague and generally non-committal about whether or how the recommendations will be implemented. Since there are no specific dates on any of the Inquiry recommendations, it is difficult for Council to forward plan accordingly.

FINANCIAL CONSIDERATIONS

Financial considerations for Council moving forward include ongoing costs towards continued educational campaigns, to address the behaviour of riders. Noting that the Road safety Function is partially funded by TfNSW it is likely that this will become an activity that the Local Government Road Safety Program will contribute funding to at some point in the future.

GOVERNANCE AND RISK CONSIDERATIONS

With the lack of commitment by the State Government to address e-bike safety in the short term, with clear rules that allow clear enforcement, Council has the obligation / duty of care to residents to address e-bike safety as best it can via education and improved infrastructure.

Going forward, a key risk consideration for Council is also to monitor for any increase in crashes between e-mobility users and pedestrians and between e-mobility users and motorists on Northern Beaches, if the uptake of e-mobility devices keeps increasing.

ENVIRONMENTAL CONSIDERATIONS

The proposed recommendations in this report will result in a beneficial environmental outcome by encouraging the uptake of more sustainable transport options for the community.

SOCIAL CONSIDERATIONS

The recommendations in this report will have a positive social outcome for the community through improved direction on legislation around e-mobility use and safety for the community. The NSW Government response does however lack commitment around enforcement, the implementation of speed limits for e-bikes and age limits for users. This, along with the outcome to progress reforms to legalise the use of e-scooters in public places, introduces new considerations for Council. Another social consideration is the negative impact of increased e-bike usage, being that many young people are not getting the exercise of walking or pedal riding to places.

LINK TO STRATEGY

This report relates to actions in both the Move Transport Strategy and the Road Safety Plan:

- MOVE – Northern Beaches Transport Strategy 2038's objective: 'Expand the footpath and shared path networks to improve connectivity and safety that makes walking and cycling attractive alternatives to the car'
- Road Safety Plan's objective 'Implement behavioural change campaigns on bicycle safety based on analysis of current research' and 'Educate drivers on the importance of safe passing distances for bicycle riders'.

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

- Community and belonging - Goal 8 Our community feels safe and supported.
- Transport, technology and connectivity - Goal 16 Our integrated transport networks meet the needs of our community and reduce carbon emissions.
- Transport, technology and connectivity - Goal 17 Our community can safely and efficiently travel within and beyond the Northern Beaches.

Reporting team	Transport & Civil Infrastructure
TRIM file ref	2025/355856
Attachments	<ul style="list-style-type: none"> ⇒1 Terms of reference - PC 6 - Inquiry into the use of e-scooters, e-bikes and related mobility options - updated 11 December 2024 (Included In Attachments Booklet) ⇒2 0141 Northern Beaches Council - submission (Included In Attachments Booklet) ⇒3 Report No 25 - Portfolio Committee No. 6 - Transport and the Arts - Use of e-scooters, e-bikes and related mobility options (Included In Attachments Booklet) ⇒4 Government response - Report No. 25 - Portfolio Committee No. 6 - Transport and the Arts - Use of e-scooters e-bikes and related mobility options (1) (Included In Attachments Booklet)

14.0 NOTICES OF MOTION

ITEM 14.1 NOTICE OF MOTION NO 23/2025 - TOBACCO STORES AND ORGANISED CRIME

COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING MOTION:

MOTION

That Council write to the Premier, The Hon. Chris Minns MP; the Minister for Planning, The Hon. Paul Scully MP; the Minister for Police, The Hon. Yasmin Catley MP; the Attorney General, The Hon. Michael Daley MP; and all respective Shadow Ministers and Leaders of the crossbench and local State MPs calling for:

1. The Standard Instrument Local Environmental Plan to be amended to introduce 'tobacco shops' as a separately defined land use and allow local councils to introduce locational criteria into their local planning instruments to restrict new applications for 'tobacco shops' from being located in close proximity to sensitive land uses such as schools and recreation areas.
2. Reform to relevant legislation to increase penalties for tobacco shops, owners and staff breaching laws that apply to such shops.
3. Increase funding to Police and resources to better regulate tobacco shops.

BACKGROUND FROM COUNCILLIOR DE LUCA OAM

With concern, tobacco shops are increasing across the Northern Beaches with some, particularly in Dee Why, being [attacked](#) and others fined by NSW Health.

Law enforcement of tobacco shops by NSW Health and NSW Police is having a significant adverse impact on resources, taking away officers from their primary duties.

The Leader of the Opposition, The Hon. Mark Speakman SC MP commented in a [news.com.au article](#) of 5 June 2025 the following: "Illegal tobacco businesses have exploded under Chris Minns, and organised criminal gangs are raking in big money because they know NSW has minimal enforcement and some of the weakest penalties in the country. While other states have acted to drastically increase penalties and improve enforcement, Chris Minns has been missing in action."

TRIM file ref 2025/396223

Attachments Nil

ITEM 14.2 NOTICE OF MOTION NO 24/2025 - SUPPORT FOR THE NORTHERN BEACHES PALESTINIAN COMMUNITY AND A CEASEFIRE IN GAZA

COUNCILLOR HRNJAK SUBMITTED THE FOLLOWING MOTION:

MOTION

That Council:

1. Support calls by the Australian Government for an immediate and permanent ceasefire in Gaza (Palestine) to prevent further loss of life.
2. Write to the Prime Minister, the Hon Anthony Albanese MP; Minister for Foreign Affairs, Senator the Hon Penny Wong; Minister for Trade and Tourism, Senator the Hon Don Farrell; Minister for Defence, the Hon Richard Marles MP; the Leader of the Opposition, the Hon Sussan Ley MP; Leader of the Australian Greens, Senator Larissa Waters; and our local federal MPs, Dr Sophie Scamps, Member for Mackellar; and Ms Zali Steggall OAM, Member for Warringah, advising them of Council's position on the issue and its willingness to provide practical support to Palestinian refugees on the Northern Beaches.
3. Use reasonable endeavours through its procurement framework to satisfy itself that it does not conduct business with companies listed by the United Nations as complicit in human rights violations in Gaza.
4. Provide in-kind support for Palestinian refugees on the Northern Beaches, who have been forced from their homelands, by facilitating introductions to charity and not-for-profit organisations providing counselling, housing, food, relief, English language classes, and culturally immersive support.
5. Commend the work and advocacy of the Gaza Surf Lifesaving Project and Northern Beaches Committee for Palestine.

BACKGROUND FROM COUNCILLOR HRNJAK

The Northern Beaches community has for a number of years forged links with Palestinian lifesavers from Gaza.

'From Gaza to the Beaches' - Peninsula Living, June 2025

"Until 7 October 2023, Palestinian Surf lifesavers Mohammed Saleh and Hasan Alhabil were running Gaza's first-ever nippers program. Kids laughed on the beach. Hope shimmered across the water. Then the unthinkable happened; the laughter stopped and was replaced with death and despair. Mohammed's home was reduced to rubble by the constant Israeli airstrikes and he fled the war-torn region with his wife Faten, son Guevara, 12, and eight-year-old twins Adam and Sham. They sought shelter under unimaginable conditions for seven months praying for a way out.

Thousands of kilometres away, locals swung into action on Sydney's Northern Beaches, led by Northern Beaches Committee for Palestine (NBCP). It was a full-circle moment. Five years earlier, Mohammed and Hasan had undergone six weeks of intensive training on the Northern Beaches with Jack Watts, captain at North Steyne Surf Life Saving Club. Hasan achieved the bronze medallion, while Mohammed achieved the surf rescue certificate. They returned home and launched the Gaza Surf Project to reduce avoidable beach drownings.

The first nippers open day was held in January 2022 and the kids enthusiastically participated every Saturday for the next 10 months - until Hamas attacked Israel. "When you see Gaza beach now ... nothing will ever be like it was before 7 October," says Mohammed quietly. During this time, Gaza nipper Maha Al Burare'e, 11, sent a video to her Manly peers, saying: "I would like to tell

Australian children our age, we want to live a life as yours, without wars and escalation.” Heartbreakingly, she was killed just months later in December 2023.

Her video became a rallying cry, and NBCP, North Steyne, surf lifesavers, volunteers and Warringah Independent MP Zali Steggall led a herculean campaign to get the Salehs to safety. Donations topped \$20,000 and Zali personally secured visas with the immigration minister. “Amidst the horror, it's been heartening to help a family start again,” says Ms Steggall. They arrived safely in July 2024 but, tragically, several of the Gaza Surf Project team, including four nippers, have been lost in the conflict. “They had dreams,” adds Mohammed, who is now a qualified nippers age manager at North Steyne. “One, aged nine, wanted to be a robot engineer. “But he and his sister were killed with their entire family. They're suffering. All of us are suffering.” Meanwhile, Hasan and his family remain trapped in Gaza, where borders remain indefinitely closed. Alarmingly, contact has been lost.”

Whilst foreign policy is the responsibility of the federal government, many Northern Beaches residents are horrified by the ongoing military attacks by the Israeli Defence Forces (IDF) on the people and infrastructure of Gaza. They would like us to do whatever is in our power to stop the bloodshed.

In December 2024, Amnesty International concluded that Israel is committing genocide.¹ Under the UN Charter, and in alignment with decisions by the International Court of Justice (ICJ) and the International Criminal Court (ICC), Australia has an obligation to prevent genocide, such as that which is currently occurring in Gaza.

Since the October 7 Hamas Attacks on Israel where over 1,200 innocent Israeli citizens lost their lives and over 250 were taken hostage, 50,000 Palestinians have been killed in Gaza, including 17,000 children and over 110,000 injured.² These figures do not include over 11,000 people currently missing and presumed dead.

Since 2 March 2025, Israel has completely blocked all supplies and humanitarian aid from entering Palestinian territory, making it the longest complete closure in history.

Later that month, Anthony Albanese labelled Israel's blockade of aid into Gaza as “an outrage”, calling the Israeli government's “excuses” for stopping critical food and medical supplies “completely untenable”.

In a press conference Albanese said: “Israel's actions are completely unacceptable.”

“It is outrageous that there be a blockade of food and supplies to people who are in need in Gaza ... People are starving. The idea that a democratic state withholds supply is an outrage.”

Foreign minister Penny Wong also condemned “abhorrent and outrageous” comments made by Netanyahu government members in recent days and said the Israeli government “cannot allow the suffering” in Gaza to continue.³

The UN High Commissioner for Human Rights maintains a database of companies involved in activities violating human rights in Israeli settlements throughout the Occupied Palestinian Territory. The database lists 97 companies that have, directly and indirectly, enabled, facilitated and profited from the construction and growth of the settlements.⁴

¹ [Amnesty International concludes Israel is committing genocide against Palestinians in Gaza](#). Amnesty International. 5 December 2024. [Australia calls on parties to agree ceasefire](#). Minister for Foreign Affairs. 04 June 2024, [Joint donor statement on humanitarian aid to Gaza](#). Minister for Foreign Affairs. 19 May 2025.

² The latest figures from the Palestinian Ministry of Health in the occupied West Bank as of 3 February 2025.

³ [Albanese's 'outrage' at Israel-Gaza Blockade](#). The Guardian. 26 May 2025.

⁴ [OHCHR update of database of all business enterprises](#) (PDF). Office of the UN High Commissioner for Human Rights (OHCHR). 30 June 2023.

Council can help satisfy residents' calls for action by using this list to check if Council is buying or investing with any of the companies complicit in the genocide.

Those who have witnessed the footage on the news and on social media mourn the tragic and horrific loss of human life in the current conflict and those innocent victims of attacks that target civilians.

As a council, we recognise that the constant bombing and the total siege of Gaza is traumatising for Northern Beaches residents who have relatives in the region or have come from war-torn countries. We express our solidarity with these communities.

Many global organisations and institutions, including Amnesty International, United Nations Special Rapporteurs, and the UN's Independent International Commission of Inquiry on Occupied Palestinian Territory, have documented systematic evidence of war crimes committed by Israel and its army against Palestinians.

As a diverse, multi-cultural, and multi-faith community, Northern Beaches Council deplores and actively stands against all forms of racism, including Islamophobia and Antisemitism.

TRIM file ref	2025/399524
Attachments	Nil

ITEM 14.3 NOTICE OF MOTION NO 25/2025 - KAMBORA PUBLIC SCHOOL**COUNCILLORS BEAUGEARD AND HRNJAK SUBMITTED THE FOLLOWING MOTION:****MOTION**

That Council:

1. Note the significant decline in local enrolments at Kambora Public School, with numbers dropping from approximately 280 students in 2018 to just 41 in 2025.
2. Acknowledge the NSW Department of Education's consultation regarding the school's future, including the real risk of the school entering 'recess' from 2026.
3. Recognise that the Davidson area currently has an older demographic, which is expected to transition as properties change hands to younger families. This demographic shift is anticipated to increase demand for local primary school placements, potentially exceeding the capacity of neighbouring schools.
4. Recognise that the recent approvals of the Frenchs Forest Town Centre will, within a decade, increase the demand on local primary schools as we actively attract young families to the area.
5. Write to the NSW Minister for Education, Shadow Minister for Education and the Member for Davidson and respectfully request that:
 - a. the NSW Department of Education (the Department) conduct transparent and genuine consultation with both the local community and Council before any final decision is made regarding the status of Kambora Public School.
 - b. the Department publicly release detailed enrolment data and projections for Kambora Public and neighbouring schools.
 - c. the Department provide a clear business case for any proposed changes, including analysis of the community impact of closure or 'recess', and options considered to boost enrolments.
 - d. the Department disclose the rationale for the lack of Department-led initiatives to attract students and support the school, despite ongoing concerns over declining numbers.
 - e. no irreversible action be taken regarding the future of Kambora Public School until:
 - i. the feasibility and community impact of all options are transparently reviewed and communicated
 - ii. local families, staff, and stakeholders have a real opportunity to have their voices heard
 - iii. the Department addresses the long-standing concerns about its support (or lack thereof) for Kambora.

BACKGROUND FROM COUNCILLORS BEAUGEARD AND HRNJAK

Kambora Public School is facing a crisis. In 2019, 46% of local eligible students attended; in 2025, this is down to just 15%. Out of 194 local students, only 28 are enrolled at Kambora. This is not an isolated issue - enrolments are down across the Forest Network, with every school under capacity and accepting out-of-area students.

The Department of Education (the Department) is now consulting on whether Kambora should be put into 'recess' as early as 2026. The 'consultation' itself has been limited: the community has been told there will be no further meetings, only written submissions, and crucial questions (like why enrolments are so low, or whether out-of-area places are being enforced) have not been answered. Parents feel let down, with many noting that the Department has failed to support the school or try to reverse the trend.

There is no short-term closure, but 'recess' is looming - meaning the site is mothballed and remains Department property, with full closure a possible next step. The numbers are stark and the Department has made it clear that unless there is a major, organised push from the community, the outcome for Kambora looks grim. The reality is simple: unless the Department steps up and locals rally, the school's days are probably numbered.

Furthermore, the Davidson area is undergoing a demographic transition. The current older population is gradually being replaced by younger families, a trend that is expected to continue. In addition, the approved growth of the new Frenchs Forest Town Centre will also create significant housing opportunities for young families. This shift will likely lead to increased demand for local primary school placements, potentially exceeding the capacity of neighbouring schools. Closing Kambora now would be a short-sighted decision which fails to account for imminent community needs.

Council should formally advocate for real consultation and transparency, demand that all data and rationale be put on the table and call for a halt to any process that would see Kambora Public School put into 'recess' or closed until these steps are taken. If the Department will not fight for local schools, Council should.

TRIM file ref	2025/400555
Attachments	Nil

15.0 QUESTIONS WITH NOTICE

ITEM 15.1 QUESTION WITH NOTICE NO 17/2025 - COMPLAINTS/CODE OF CONDUCT COMPLAINTS RECEIVED FROM THE COMMUNITY ABOUT COUNCILLORS' CONDUCT

COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING QUESTIONS:

1. Since 1 January 2025 to present, how many complaints have been received by Council from members of the community regarding Councillor conduct?
2. Since 1 January 2025 to present, how many of these complaints were referred to Code of Conduct reviewers/investigators for review/investigation?
3. Since 1 January 2025 to present, what is the total amount of expenditure on Code of Conduct reviewers/investigators?

TRIM file ref	2025/400115
Attachments	Nil

ITEM 15.2 QUESTION WITH NOTICE NO 18/2025 - COMPLAINTS/CODE OF CONDUCT COMPLAINTS RECEIVED FROM COUNCILLORS ABOUT COUNCILLORS' CONDUCT

COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING QUESTIONS:

1. Since 1 January 2025 to present, how many complaints have been received by Council from Councillors regarding Councillor conduct?
2. Since 1 January 2025 to present, how many of these complaints were referred to Code of Conduct reviewers/investigators for review/investigation?
3. Since 1 January 2025 to present, what is the total amount of expenditure on Code of Conduct reviewers/investigators?

TRIM file ref	2025/400135
Attachments	Nil

ITEM 15.3 QUESTION WITH NOTICE NO 19/2025 - STAFF TRAINING REGARDING SUICIDE AND OTHER CRITICAL EVENTS

COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING QUESTIONS:

1. What training and support (other than Employees' Assistance line) is provided to Council staff for attending suicides or other critical events on the Northern Beaches?
2. What postvention support is provided to Council staff (other than the Employees' Assistance Line) after Council staff attending suicides or other critical incidents?

TRIM file ref 2025/400149

Attachments Nil

16.0 RESPONSES TO QUESTIONS

ITEM 16.1 RESPONSE TO QUESTION WITH NOTICE NO 12/2025 - FUTURE DREDGING OF NARRABEEN LAGOON

COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING QUESTIONS:

1. Could the dates of the next full dredge of Narrabeen Lagoon please be provided?
2. In order to prevent further flooding of residences, on what dates were inspections of the drain outlets and drains in the vicinity of the below inspected and maintenance undertaken? When will they next be inspected?
 - 1400 Pittwater Road on Lake Park Road, North Narrabeen
 - 2 Darius Avenue, North Narrabeen
 - 6 Collins Street, North Narrabeen
 - 1 Berry Avenue and drain that runs from Berry Avenue to Darius Avenue, North Narrabeen
 - Outside Narrabeen Sports High, opposite No.1 Namona Street, North Narrabeen

RESPONSE:

1. The next Narrabeen Lagoon entrance clearance project is expected to commence in Quarter 3 of 2025.
2. Inspections of the drains in the vicinity of the listed locations were undertaken on the following dates: Lake Park Road (March 2025), Darius Avenue (March and April 2025), Collins Street (April and September 2024), Berry Avenue (April 2024), Namona Street (December 2024). While inspections of these assets will continue to be conducted as required, dates are not available as the inspections are driven by asset need, criticality, and weather forecasts.

TRIM file ref 2025/325676
Attachments Nil

ITEM 16.2 RESPONSE TO QUESTION WITH NOTICE NO 13/2025 - SAFER NEIGHBOURHOODS PROGRAM

COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING QUESTIONS:

1. Of the 43 planned areas, what are the locations and funding allocated/predicted expenditure on each location?
2. What is the respective grant amount from Transport for NSW (TfNSW) for the initial infrastructure installation for each of the 5 areas.
3. What happens if the grants are not sufficient to cover the costs of projects under program?
4. Will TfNSW contribute financially to any ongoing costs of maintenance etc for the 5 areas?
5. Has grant funding from the NSW Government come for The Strand, Dee Why since the first grant's funds were spent?

RESPONSE:

1. The following is the phased timing of the Safer Neighbourhoods program, noting that this program is subject to funding availability and resource prioritisation.

Program Year	Funding Status	Site Locations
N/A	Complete	<ul style="list-style-type: none"> - Dee Why CBD to Beachfront - Manly CBD
2024/25	Funded for Delivery	<ul style="list-style-type: none"> - Dee Why – Fisher Road to Pittwater Road - Beacon Hill – West Precinct - Frenchs Forest – South Precinct - North Balgowlah – Stages 1 & 2 - Palm Beach to Avalon Beach Precinct - Narrabeen to Mona Vale Precinct
2025/26	Funded for project development only, not implementation	<ul style="list-style-type: none"> - Collaroy Basin - Eastern Hill – Manly - Freshwater Central - Balgowlah Heights and Clontarf - Belrose Central
2026/27	Unfunded	<ul style="list-style-type: none"> - Freshwater Beach - Beacon Hill East - Narrabeena to Cromer - Collaroy Plateau - Fairlight / Manly West - Warriewood Valley - Avalon West
2027/28	Unfunded	<ul style="list-style-type: none"> - Mona Vale to Newport Beach - Terrey Hills - Frenchs Forest – North

		<ul style="list-style-type: none"> - Allambie Heights to Beacon Hill - Seaforth to North Balgowlah - Dee Why – West Precinct
2028/29	Unfunded	<ul style="list-style-type: none"> - North Manly to Queenscliff - Bilgola Beach - Mona Vale – West Precinct - Cromer Heights - Allambie – East Precinct - Seaforth - Frenchs Forest – West Precinct
2029/30	Unfunded	<ul style="list-style-type: none"> - North Curl Curl - Belrose – North Precinct - Forestville – North Precinct - Fairlight – East Precinct - Manly Lagoon - Newport to Clareville
2030/31	Unfunded	<ul style="list-style-type: none"> - Forestville to Killarney Heights - Mona Vale to Church Point - Elanora Heights to North Narrabeen - Beacon Hill – North - Davidson- Manly Vale to Balgowlah

2. The 2024/25 program funding is grant funded as follows:
 - a. Dee Why Fisher Road to Pittwater Road \$389,280
 - b. Frenchs Forest South Precinct \$650,000
 - c. Beacon Hill West Precinct \$440,000
 - d. Palm Beach to Avalon Beach Precinct \$650,000
 - e. Narrabeen to Mona Vale Precinct \$1,200,000
 - f. North Balgowlah Stages 1&2 \$550,000
3. While the projects funded for delivery have been costed and are anticipated to be able to be delivered within grant funding provided, should this not be the case, staff will consult with Transport for NSW (TfNSW) on additional funding options.
4. Maintenance funding has not been provided for these projects in the grants noted above. TfNSW does grant Council a Block Grant that provides funding for maintenance of local traffic facilities.
5. TfNSW recently announced that Council has been awarded funding of \$3.2m under the NSW Get Active program to formalise the implementation of the Dee Why Streets as Shared Spaces project.

TRIM file ref	2025/325843
Attachments	Nil

ITEM 16.3 RESPONSE TO QUESTION WITH NOTICE NO 14/2025 - NUMBER OF RESIDENCES AND BUSINESSES BY POST CODE PAYING RATES

COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING QUESTION:

What is the number of Residential and the number of Business Ratepayers for each postcode area within each Ward and the respective Annual Rates assessed for each of Residential and Business for each respective postcode?

RESPONSE:

Please refer to the attached report.

TRIM file ref	2025/327859
Attachments	⇒ 1 2024/25 Residential and Business Ordinary Rates by post code (Included In Attachments Booklet)

ITEM 16.4 RESPONSE TO QUESTION WITH NOTICE NO 15/2025 - FLOODING RAMSAY STREET, COLLAROY
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COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING QUESTIONS:

Reference is made to concerns by residents at 1a Ramsay Street, Collaroy, that due to the stormwater outlet at the end of Ramsay Street (currently under renovation by Coastwide Civil Pty Ltd on behalf of Northern Beaches Council) being totally buried in deep sand significant flooding occurred on 23 and 28 April 2025:

1. Can Council please take urgent action to unblock the storm water outlet?
2. Can Council please raise the level of the footpath in front of 1A Ramsay Street to inhibit ingress of floodwaters in future?
3. Can Council please undertake that it will pursue frequent and diligent oversight of the works at the end of Ramsay Street to assure effective mitigation/removal of hazardous conditions: in the case at hand, total blockage of the exposed stormwater outlet by sand, given the nature of sand and tides, it is not unreasonable to expect that sand can again block the currently exposed stormwater outlet?
4. What guarantees have been given to Council that the completed works will be effective and efficient in allowing stormwater to flow to the sea without backing up and flooding nearby areas?

RESPONSE:

Council has been made aware of the flooding incidents that occurred at 1A Ramsay St, Collaroy on 23 and 28 April 2025 and the concerns of residents. An investigation is underway into the incidents. The request to raise the footpath adjacent to 1A Ramsay St is being considered as part of the investigation.

Works to the stormwater outlet are now near completion. The contractor expects to fully complete the works at Ramsay Street when the permanent grated lid is installed on the stormwater pit located adjacent to the outlet.

TRIM file ref	2025/328047
Attachments	Nil

ITEM 16.5 RESPONSE TO QUESTION WITH NOTICE NO 16/2025 - COST OF VEHICLES FOR MANAGEMENT AND STAFF

COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING QUESTIONS:

1. How many Executives, Executive Managers, Managers, Team Leaders, Team Coordinators and staff respectively will receive cars which can be used of personal use in the 2025/26 FY?
2. What is the total budget for such vehicles outlined in 1 above for 2025/26?
3. Will Council's management introduce novated leases in the future, if so when and for what respectively for which levels of management and staff?

RESPONSE:

The net cost for this fleet is \$2.4m.

216 positions pay a private use contribution resulting in income for Council of \$1.6m.

Council employs a range of solutions for its fleet management including procurement, allowances and novated leases. The fleet is managed to provide best value for Council based on operational requirements and market conditions. Decisions on novated leases will continue to be made in accordance with these principles.

TRIM file ref	2025/328161
Attachments	Nil

17.0 MATTERS PROPOSED TO TAKE PLACE IN CLOSED SESSION

RECOMMENDATION

That:

1. In accordance with the requirements of section 10A of the *Local Government Act 1993* as addressed below, Council resolve to close the meeting to the public to consider and discuss:

- A. Item 17.1 34 Stuart Street, Manly - Community Use Feasibility Report on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the council [10A(2)(d(ii)) *Local Government Act 1993*].

This report discusses/provides advice concerning operations for not-for-profit organisations. 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 disclose commercial in confidence information.

- B. Item 17.2 RFT 2025/048 - Warriewood SLSC Renovation - Stage 1 on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) *Local Government Act 1993*].

This report discusses/provides advice concerning commercial tenders. On balance, the public interest in preserving the confidentiality of the information about the matter outweighs the public interest in maintaining openness and transparency in Council decision-making because the disclosure of this information would result in the release of commercial in confidence information.

- C. Item 17.3 Proposed Transfer of Land at North Manly on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the council [10A(2)(d(ii)) *Local Government Act 1993*]; and advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege [10A(2)(g) *Local Government Act 1993*].

This report provides advice concerning the proposed transfer of land to Council in North Manly and discusses legal advice concerning the land. 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 may prejudice Council's position.

- D. Item 17.4 Wetherill Street Beach Access exemption from tendering on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) *Local Government Act 1993*]; and commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the council [10A(2)(d(ii)) *Local Government Act 1993*].

This report discusses/provides advice concerning commercial tenders. On balance, the public interest in preserving the confidentiality of the information about the matter outweighs the public interest in maintaining openness and transparency in Council decision-making because the disclosure of this information would release commercial in confidence information.

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2. The resolutions passed by Council in closed session be made public after the conclusion of the closed session and such resolutions be recorded in the minutes of the Council meeting.
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18.0 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.
