

AGENDA

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

Tuesday 21 October 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.

ORDER OF BUSINESS

1.0	ACKNOWLEDGEMENT OF COUNTRY	
2.0	APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE AND REMOTE ATTENDANCE	
3.0	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	
3.1	Minutes of the Ordinary Northern Beaches Council Meeting held on 16 September 2025.....	6
4.0	DISCLOSURES OF INTEREST	
5.0	PUBLIC FORUM AND PUBLIC ADDRESS	
6.0	ITEMS RESOLVED BY EXCEPTION	
7.0	MAYORAL MINUTES	
	Nil	
8.0	CHIEF EXECUTIVE OFFICER'S DIVISION REPORTS.....	8
8.1	Local Government New Zealand Sector Meetings.....	8
9.0	CORPORATE SERVICES DIVISION REPORTS.....	11
9.1	Tabling of Designated Persons Returns 2024/25	11
9.2	2026 Ordinary Council Meeting Schedule.....	14
9.3	Audit, Risk and Improvement Committee: 10 June 2025 Meeting Minutes and Annual Report 2024/25	16
9.4	Public Exhibition - Draft Code of Meeting Practice	19
9.5	Draft 2024/25 Financial Statements and Budget Rollovers	23
9.6	Establishment of the Performance Review Panel - Chief Executive Officer	33
9.7	Monthly Investment Report - August 2025.....	36
10.0	COMMUNITY AND RECREATION DIVISION REPORTS	48
10.1	Public Exhibition - Draft Customer Experience Strategy.....	48
10.2	2025/26 Community Grants Program - Funding Recommendations	54
11.0	ENVIRONMENT AND OPEN SPACE DIVISION REPORTS	63
11.1	Outcome of Public Exhibition - Climate Change Policy.....	63
11.2	2025/26 Sport and Recreation Infrastructure Grants Program - Funding Recommendations	71
11.3	2025/26 Environmental Grants Program - Funding Recommendations	75

12.0	PLANNING AND PLACE DIVISION REPORTS	79
12.1	2025/26 Placemaking Grants Program - Funding Recommendations	79
13.0	TRANSPORT AND ASSETS DIVISION REPORTS	83
13.1	Response to Notice of Motion No 2/2025 - Capital Works Analysis Tools.....	83
13.2	Northern Beaches Council Local Transport Forum - Proposed Terms of Reference.....	87
13.3	Outcome of Public Exhibition - Proposed Names for 2 Council Roads.....	90
14.0	NOTICES OF MOTION.....	93
14.1	Notice of Motion No 34/2025 - Establishment of Governor Phillip Park Working Group (<i>deferred from 16 September 2025 Council meeting</i>)	93
14.2	Notice of Motion No 35/2025 - Advocacy to Protect New Housing from Bushfire Risks and Other Hazards (<i>deferred from 16 September 2025 Council meeting</i>)	95
14.3	Notice of Motion No 36/2025 - Recognition of Warringah Rugby Club's 2025 Chikarovski Cup & 2025 Shute Shield Premiership (<i>deferred from 16 September 2025 Council meeting</i>)	97
14.4	Notice of Motion No 37/2025 - Outdoor Dining & Food Trucks.....	98
14.5	Notice of Motion No 38/2025 - Call for Review of Environmental Planning and Assessment (Planning Systems Reform) Bill 2025.....	99
14.6	Notice of Motion No 39/2025 - Options for Enhancing Customer Experience	101
14.7	Notice of Motion No 40/2025 - Open Space Mobile Food Vehicle Permits.....	103
14.8	Notice of Motion No 41/2025 - Vale Foundation Member, Evelyn (Evie) Langbein OAM	104
14.9	Notice of Motion No 43/2025 - Expansion of the NSW Government's Drone Shark Management Program	105
14.10	Notice of Motion No 42/2025 - Planning Proposal for Wilga Wilson Precinct, Ingleside.....	106
15.0	QUESTIONS WITH NOTICE	
	Nil	
16.0	RESPONSES TO QUESTIONS.....	107
16.1	Response to Question with Notice No 22/2025 - Potholes and Road Maintenance (<i>called out but not dealt with at the 16 September 2025 Council meeting</i>)	107
16.2	Response to Question with Notice No 23/2025 - Playgrounds in Cromer (<i>called out but not dealt with at the 16 September 2025 Council meeting</i>)	108
16.3	Response to Question with Notice No 25/2025 - Code of Conduct Complaints (<i>called out but not dealt with at the 16 September 2025 Council meeting</i>)	109
16.4	Response to Question with Notice No 26/2025 - Chief Executive Officer Title.....	110

16.5	Response to Question with Notice No 27/2025 - Statewide Mutual and JLT Risk Solutions Pty Ltd	111
16.6	Response to Question with Notice No 28/2025 - Centium Pty Ltd and O'Connor Marsden & Associates Pty Ltd	112
16.7	Response to Question with Notice No 29/2025 - Public Interest Disclosures	113
17.0	MATTERS PROPOSED TO TAKE PLACE IN CLOSED SESSION	114
17.1	RFT 2025/000935 - Auditorium Seating Replacement at Glen Street Theatre	
17.2	RFT 2025/001014 - Dee Why Beach Shed Cafe	
17.3	Offer to Manage Crown Land - Ingleside	
17.4	RFT 2025/075 - North Narrabeen SLSC Work - Stage 1 & 2	
17.5	RFT 2025/000956 - Roof Membrane Upgrade and Associated Works at Dee Why Civic Centre (Final Stage)	
17.6	Response to Question with Notice No 27/2025 - Statewide Mutual and JLT Risk Solutions Pty Ltd	
17.7	Response to Question with Notice No 28/2025 - Centium Pty Ltd and O'Connor Marsden & Associates Pty Ltd	
17.8	Mayoral Minute No 11/2025 - Annual Performance Review of the Chief Executive Officer July 2024 - June 2025 (<i>deferred from 19 August 2025 and 16 September 2025 Council meeting</i>)	
18.0	REPORT OF RESOLUTIONS PASSED IN CLOSED SESSION	

1.0 ACKNOWLEDGEMENT OF COUNTRY

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

2.0 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE AND REMOTE ATTENDANCE

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

3.0 CONFIRMATION OF MINUTES

3.1 MINUTES OF THE ORDINARY NORTHERN BEACHES COUNCIL MEETING HELD ON 16 SEPTEMBER 2025

RECOMMENDATION

That the minutes of the Ordinary Northern Beaches Council Meeting held on 16 September 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 2 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 LOCAL GOVERNMENT NEW ZEALAND SECTOR MEETINGS

PURPOSE

The purpose of this report is to seek Council's approval for the Mayor to travel with the Chief Executive Officer to attend upcoming Local Government New Zealand Metropolitan and Regional sector meetings.

EXECUTIVE SUMMARY

- Local Government New Zealand (LGNZ) is the peak body for local government in New Zealand.
- LGNZ has invited the Mayor and the Chief Executive Officer (CEO) to attend upcoming metropolitan and regional sector meetings on 13-14 November 2025, in Wellington, New Zealand to discuss Council's application for a special variation to rates, in the context of rate capping in NSW.
- LGNZ will cover the Mayor's and CEO's travel, accommodation and other expenses.
- Whilst the travel is at no cost to Council, approval is sought for the Mayor's international travel.
- Declarations of travel will be required to be provided by the Mayor and the CEO, as part of their annual returns.
- LGNZ's invitation supports Council's reputation as a respected industry leader, which in this case will provide valuable advice to the local government sector.

RECOMMENDATION

That Council approves the Mayor accepting the invitation to travel to New Zealand to attend Local Government New Zealand metropolitan and regional sector meetings, at no cost to Northern Beaches Council.

BACKGROUND

Earlier this year, Council lodged an application with the Independent Pricing & Regulatory Tribunal for a special variation to rates. Council's application was widely reported in the media and Council has received numerous enquiries about Council's experience of the process.

DISCUSSION

LGNZ is aware of Council's application for a special variation to rates. LGNZ has approached Council seeking to learn more about Council's experience in the context of rate capping in NSW. LGNZ has requested the Mayor and Chief Executive Officer attend upcoming sector meetings in Wellington to share Council's experience. Cognisant of Council's focus on ensuring ratepayer funds are expended on local services and infrastructure, LGNZ will cover travel, accommodation and other incidental costs of the travel.

Council's Councillor Expenses and Facilities Policy (the Policy) provides guidance on appropriate councillor expenditure while undertaking their civic duties. Among other things, Councillors seeking approval for overseas travel must submit a request to, and obtain the approval of, Council at a Council meeting prior to travel.

Whilst there is no expenditure required by the Council in this instance, as all expenditure will be covered by LGNZ, this report has nonetheless been tabled to share the invitation and intended travel with Councillors and seek their approval. Further, the Mayor and the Chief Executive Officer will, as required, disclose details of third parties funding travel as part of their next annual returns.

Council is a leading local government authority in the sector evidenced by a number of industry awards including the AR Bluett Memorial Award in 2022. As part of its role as a leading authority, Council regularly participates in sector events of this nature. It is considered that the Mayor and the CEO are well placed to represent Council as they add value to the sector's experience and understanding of the impact of rate capping on local government. Participation in these meetings provides benefit to Council by enhancing Council's reputation as an industry leader and brings greater awareness of financial challenges across the sector.

CONSULTATION

Not applicable.

TIMING

Not applicable.

FINANCIAL CONSIDERATIONS

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

GOVERNANCE AND RISK CONSIDERATIONS

The Mayor's and Chief Executive Officer's attendance at a local government event is consistent with their respective positions. There are no governance or risk considerations beyond those identified in this report.

ENVIRONMENTAL CONSIDERATIONS

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

SOCIAL CONSIDERATIONS

Not applicable.

LINK TO STRATEGY

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

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

Reporting team	CEO
TRIM file ref	2025/666772
Attachments	Nil

9.0 CORPORATE SERVICES DIVISION REPORTS

ITEM 9.1 TABLING OF DESIGNATED PERSONS RETURNS 2024/25

PURPOSE

The purpose of this report is to table Council's 2024/25 designated persons' annual disclosure of interest returns lodged under clause 4.21 of the Northern Beaches Council Code of Conduct (Code) and adopt the list of designated persons positions for the 2025/26 financial year.

EXECUTIVE SUMMARY

- Council's Code requires Councillors and designated persons to make and lodge a return within 3 months of 30 June each year (annual return).
- These returns are collected in a register of returns and, in accordance with clauses 4.25 of the Code, are to be tabled at the first meeting of Council following the last day of lodgement which is 30 September.
- After being tabled at the Council meeting, returns are published on Council's website in line with the mandatory open access requirements of the *Government Information (Public Access) Act 2009*.
- A proposed list of designated persons positions for the period 1 July 2025 to 30 June 2026 is provided at Attachment 1 for Council's consideration.

RECOMMENDATION

That Council:

1. Note the designated persons disclosure of interest returns for the period 1 July 2024 to 30 June 2025, as tabled in accordance with clause 4.25 of Council's Code of Conduct.
2. Adopt the list of positions for designated persons for the period 1 July 2025 to 30 June 2026 in accordance with clause 4.8 of Council's Code of Conduct.

BACKGROUND

The Northern Beaches Council Code of Conduct (Code) requires Councillors and designated persons to make and lodge a return disclosing their interests within 3 months of becoming a Councillor or designated person (first return), within 3 months of 30 June each year (annual return) or as they become aware of an interest throughout the year (change return). First or change returns are to be tabled at the next Council meeting after the return is lodged.

This report tables annual returns for 2024/25 for the following:

- 15 Councillors
- 4 Audit, Risk and Improvement Committee (ARIC) members
- 297 staff in roles defined as designated persons.

Eleven designated persons (staff) are currently on parental leave, long term sick leave or extended leave. They will be asked to complete their forms when they return to work.

The report also tables:

- 10 first returns (inclusive of 1 ARIC member)
- 1 change return.

In addition to being publicly available on request, these returns will be published on Council's website as soon as practicable, in line with the mandatory open access requirements of the *Government Information (Public Access) Act 2009* (GIPA Act) and [Information Access Guideline 1 - For Local Councils on the disclosure of information \(returns disclosing the interest of councillors and designated persons\) September 2019](#).

In accordance with the *Local Government Act 1993* and sections 6(1) and 13 of the GIPA Act, a public interest test determined that there is an overriding public interest against the disclosure of designated persons' residential addresses.

The list of roles defined as designated persons is reviewed annually by staff and the 2025/26 list is presented to Council for adoption (Attachment 1). In contrast with the 2024/25 list, the 2025/26 list includes 18 new positions and proposes to remove 35 positions that were not considered to be required as designated any further (Attachment 2).

FINANCIAL CONSIDERATIONS

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

GOVERNANCE AND RISK CONSIDERATIONS

The collection, tabling and public release of designated persons annual returns are statutory requirements in the Code. Section 440AAB of the *Local Government Act 1993* also requires that a register of returns be kept by the Chief Executive Officer and returns be tabled at a Council meeting.

Council's Code is based on the Office of Local Government's Model Code of Conduct as prescribed by the Local Government (General) Regulation 2021. Failure to complete a disclosure is a breach of the Code of Conduct and Council therefore has measures in place to ensure full compliance with the requirement to submit and table designated persons returns.

ENVIRONMENTAL CONSIDERATIONS

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

SOCIAL CONSIDERATIONS

The designated persons returns are tabled annually at the October Council meeting and are publicly available in accordance with clause 1(2)(a) of Schedule 1 of the Government Information (Public Access) Regulation 2018.

LINK TO STRATEGY

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

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

Reporting team	Governance & Assurance Services
TRIM file ref	2025/194315
Attachments	⇒1 Final Designated Positions List 2025/26 (Included In Attachments Booklet) ⇒2 Change in Designated Positions for 2025/26 (Included In Attachments Booklet)

ITEM 9.2 2026 ORDINARY COUNCIL MEETING SCHEDULE

PURPOSE

The purpose of this report is to propose the Council meeting schedule for 2026.

EXECUTIVE SUMMARY

- Council is required to meet at least 10 times per year, each time in a different month.
- At its 8 October 2024 inaugural meeting, Council resolved (233/24) a schedule of ordinary meetings for the coming year to be held on the third Tuesday of the month.
- Consistent with this approach, the proposed dates for 2026 are the third Tuesday of the month and do not clash with any public holidays or any sector conferences (at time of publication).
- No meetings fall in NSW school holidays or near public holidays.

RECOMMENDATION

That Council adopt the following 2026 Council meeting schedule:

Date 2026	Day	Time	Location
17 February	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
17 March	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
21 April	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
19 May	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
16 June	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
21 July	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
18 August	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
15 September	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
20 October	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
17 November	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
15 December	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why

BACKGROUND

Section 365 of the *Local Government Act 1993* (the Act) provides that Council is to meet at least 10 times per year, each time in a different month. Clause 4.1 of Council's Code of Meeting Practice requires the Council to determine by resolution the frequency, date, time and place of its ordinary meetings.

DISCUSSION

The below table sets out the proposed 2026 ordinary council meeting schedule:

Date 2026	Day	Time	Location
17 February	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
17 March	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
21 April	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
19 May	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
16 June	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
21 July	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
18 August	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
15 September	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
20 October	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
17 November	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why
15 December	Tuesday	6.00 pm	Council Chambers, Civic Centre, Dee Why

FINANCIAL CONSIDERATIONS

Funding to support the Northern Beaches Council meeting schedule, as proposed, which consists of 11 ordinary Council meetings a year, is included in the existing operational budget.

GOVERNANCE AND RISK CONSIDERATIONS

The 2026 schedule is developed in line with Council's Code of Meeting Practice and section 365 of the *Local Government Act 1993*.

ENVIRONMENTAL CONSIDERATIONS

There are no adverse environmental impacts arising from this report.

SOCIAL CONSIDERATIONS

Council meetings provide an open and transparent public forum where the decisions of Council are made. Providing the schedule of meeting dates in advance provides the community with certainty and opportunity for engagement.

LINK TO STRATEGY

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

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

Reporting team	Governance & Assurance Services
TRIM file ref	2025/246441
Attachments	Nil

ITEM 9.3	AUDIT, RISK AND IMPROVEMENT COMMITTEE: 10 JUNE 2025 MEETING MINUTES AND ANNUAL REPORT 2024/25
-----------------	--

PURPOSE

The purpose of this report is to present the Audit, Risk and Improvement Committee's (ARIC) confirmed June 2025 meeting minutes and Annual Report 2024/25.

EXECUTIVE SUMMARY

- ARIC provides Council with an annual report each year.
- The report fulfils a requirement to provide an annual assessment to the governing body and the Chief Executive Officer on the ARIC's work and its opinion on how Council is performing.
- ARIC's Annual Report for 2024/25 is provided for Council's information with no actions sought from Council.
- The Annual Report confirms the ARIC is satisfied that Council's management has processes in place to ensure it is monitoring and reviewing Council's operations.
- ARIC considers management has provided detailed reports, information, analysis and insights to enable the ARIC to effectively undertake its responsibilities.
- In accordance with Council's requirements, the confirmed minutes of ARIC's meeting held on 10 June 2025 are reported to Council for noting with no actions sought from Council.

RECOMMENDATION

That Council:

1. Note the minutes of the 10 June 2025 Audit, Risk and Improvement Committee (ARIC) meeting.
2. Note the ARIC's Annual Report for 2024/25.

BACKGROUND

Council's Audit, Risk and Improvement Committee (ARIC) operates under [Terms of Reference](#) which meet obligations under the *Local Government Act 1993* (the Act) and the Local Government (General) Regulation 2021 (Regulation), and are consistent with the Office of Local Government's (OLG) Guidelines for Risk Management and Internal Audit for Local Government in NSW (Guidelines). New arrangements for ARICs came into effect on 1 July 2024 when changes to the Regulation commenced.

DISCUSSION

Minutes of 10 June ARIC Meeting

In accordance with the Guidelines, the confirmed minutes of ARIC's meeting held on 10 June 2025 are provided at Attachment 1. The minutes are also published on Council's website.

ARIC Annual Report

Under its Terms of Reference, the ARIC is to provide an annual assessment to the governing body and the Chief Executive Officer on the ARIC's work and its opinion on how Council is performing. This assessment is contained in the 2024/25 Annual Report provided at Attachment 2.

The report outlines the ARIC membership, operational details and focus areas of the Committee including:

- Governance and risk oversight: ARIC reviewed Council's governance framework, risk framework, legislative compliance, insurance programs, business continuity plans, and the Risk Appetite Statement. No legislative non-compliances were reported during the period.
- Financial sustainability focus: The committee monitored financial management closely, supporting Council's Special Rate Variation application to address asset maintenance funding pressures and ensure long-term sustainability. Regular finance updates and budget reviews were provided.
- Internal and external audits: ARIC oversaw internal audits covering events, volunteer management, expenses, and leisure facilities, ensuring timely implementation of recommendations. It also reviewed external audit plans, management letters, and reports, including on the 2023/24 financial statements, from the Audit Office of New South Wales.
- Fraud and corruption control: Biannual updates were reviewed, including updates on public interest disclosures and policy reviews aligned with Australian Standards and KPMG recommendations.
- Continuous improvement and service reviews: ARIC assessed Council's continuous improvement programs, including the IGNITE initiative and 6 service reviews resulting in 47 improvement recommendations, alongside monitoring performance against operational plans.
- Special projects and emerging risks: The committee received focused reports on the Enterprise Resource Planning system project, cyber security preparedness, waste management conflicts of interest, and workplace health and safety, ensuring sound governance and risk mitigation.
- Committee performance and compliance: ARIC met 5 times in the reporting period with an average attendance rate of 92%, maintained compliance with the Act and regulations and fulfilled its key performance indicators.

The ARIC's assessment is that Council's management has processes in place to ensure it is monitoring and reviewing Council's operations. ARIC considers management has provided detailed reports, information, analysis and insights to enable the ARIC to effectively undertake its responsibilities.

TIMING

The Annual Report reports on the 2024/25 financial year to align with the new requirements in the Guidelines. In previous years the ARIC would report by calendar year.

FINANCIAL CONSIDERATIONS

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

GOVERNANCE AND RISK CONSIDERATIONS

Councils are required to have an ARIC in accordance with section 428A of the Act. The recommendations in this report ensure Council will be fully compliant with the Guidelines and requirements for ARICs.

ENVIRONMENTAL CONSIDERATIONS

There are no adverse environmental impacts arising from this report.

SOCIAL CONSIDERATIONS

The recommendations in this report maintain social outcomes for the community. The ARIC's oversight aims to ensure that appropriate controls are in place for risk exposures as they relate to the strategic objectives of Council, and to satisfy itself that Council is taking a fully informed risk-based approach.

LINK TO STRATEGY

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

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

Reporting team	Governance & Assurance Services
TRIM file ref	2025/559342
Attachments	⇒1 ARIC June 2025 Meeting Minutes (Included In Attachments Booklet) ⇒2 ARIC Annual Report 2024/25 (Included In Attachments Booklet)

ITEM 9.4 PUBLIC EXHIBITION - DRAFT CODE OF MEETING PRACTICE

PURPOSE

The purpose of this report is to seek Council approval to place a draft Code of Meeting Practice (COMP) on public exhibition.

EXECUTIVE SUMMARY

- The NSW Government released a new Model Code of Meeting Practice in September 2025 which includes mandatory and non-mandatory provisions for all NSW councils.
- Council is obligated to implement a new Code of Meeting Practice which includes the mandatory provisions of the new Model Code of Meeting Practice by 31 December 2025.
- Council must place its draft Code of Meeting Practice on public exhibition prior to adopting it.
- Council has prepared a draft Code of Meeting Practice which meets the requirements of the NSW Government and it is proposed that this is placed on public exhibition for a period of 42 days with the outcome to be reported to Council in December.
- The NSW Government's changes to the Model Code of Meeting Practice will bring about some changes to how Northern Beaches Council meetings are run, most notably changing the provisions for public forums.
- Other changes relate to the prohibition of pre-meeting briefing sessions for business listed on the agenda, new provisions for the chairperson to deal with acts of disorder, removing restrictions for Mayoral Minutes and adjusting rules for participating in meetings via audio-visual link.

RECOMMENDATION

That Council place the draft Code of Meeting Practice on public exhibition for a period of 42 days with the outcome of the public exhibition to be reported to Council.

BACKGROUND

The Model Code of Meeting Practice for Local Councils in NSW prescribes a set of uniform meeting rules for councils across NSW to ensure meetings of councils and committees of councils comprising only of councillors are open, accessible, orderly, effective and efficient.

In accordance with section 360 of the *Local Government Act 1993*, councils are required to review and adopt a Code of Meeting Practice which is consistent with the Model Code of Meeting Practice issued by the NSW Government.

As part of a tranche of reforms to the Councillor Conduct Framework, the NSW Government released a revised Model Code of Meeting Practice in September 2025 with the stated aim to 'ensure meetings are conducted in a dignified and orderly way befitting to a chamber of democracy and to promote community confidence in councils and their decisions.'

The 2025 Model Meeting Code (provided at Attachment 2) has 2 elements:

- **mandatory provisions** (indicated in black font)
- **non-mandatory provisions** (indicated in red font) covering areas of meeting practice that are common to most councils but where there may be a need for some variation in practice between councils based on local circumstances. The non-mandatory provisions also operate to set a benchmark based on what the Office of Local Government sees as best practice.

Other provisions that are not inconsistent with the mandatory provisions may also be included.

The Office of Local Government (OLG) has published a [Fact Sheet](#) explaining the changes.

DISCUSSION

In consultation with Councillors, a draft Code of Meeting Practice (provided at Attachment 1) has been prepared as a recommended approach for Council's consideration. The draft includes all the mandatory provisions, some not mandatory provisions and a small number of additions to provide greater clarity on the operation of the Council meeting. These additions, which are not mandatory for Council to accept, are highlighted in green text for ease of reference.

Where optional non-mandatory clauses are available to Council (as indicated in red font in the Model Code), the draft includes a recommended selection. These selections include:

- Providing the chairperson with the authorisation to expel any person, including any Councillor, from a Council meeting or committee meeting. This provision is put forward so as not to limit the options available to the chairperson in exercising their duties.
- Updating the voting arrangements that must be recorded in the minutes by removing the optional clauses 11.11 and 20.25 in Attachment 2. In selecting this option it provides the opportunity for Council to enable a more efficient processing of procedural matters, administrative matters or any other reports during the meeting, whilst retaining the ability to call for a division when desired, to record the names for and against any matter.

Other optional clauses which have been selected to be consistent with Council's current practice or Code of Meeting Practice include the:

- ability to adopt items by exception
- provisions regarding altering or rescinding Council decisions (by way of rescission motion)
- provisions regarding recommitting resolutions to correct an error
- provisions to set a time limit on Council meetings, with the meeting closure time proposed as 10pm (instead of 11pm), with a 30 minute extension available, to support the health and safety of Councillors and attending staff.

Public forum and address

It is the NSW Government's position that the primary purpose of a council meeting is to make strategic decisions relating to the business of the council. Holding a public forum is, and has always been, optional.

The most notable change to the operation of the Northern Beaches Council meeting, in transitioning to the new Model Code of Meeting Practice provisions, relates to its public forums. These provisions require that public forums are not held as part of a council meeting as council meetings are to be reserved for decision-making by the council.

The new Model Code allows for councils to determine whether to hold public forums before council meetings, and when they should be held, with mandatory provisions to apply if a council chooses to hold them. These mandatory clauses are provided below:

- “4.1 The council may hold a public forum prior to meetings of the council and committees of the council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to meetings of other committees of the council.
- 4.2 The council may determine the rules under which public forums are to be conducted and when they are to be held.
- 4.3 The provisions of this code requiring the livestreaming of meetings also apply to public forums.”

Councils are also free to determine the rules under which a public forum is to be conducted. The Office of Local Government (OLG) has indicated it will issue model best practice public forum rules for councils, however at the time of writing these have not yet been released.

If held, public forums must be livestreamed and are for the purpose of hearing oral submissions from members of the public on items of business to be considered at the council meeting.

To comply with the new Model Code and provide for a sufficient opportunity for the community to share oral submissions on items of business to be considered at the meeting, it is proposed that a public forum is held in the Council Chambers on the Tuesday evening one week prior to the Council meeting.

The benefit of this approach is for members of the public to be able to share their views on Council business in advance of the formal decision-making process, providing Councillors an opportunity to hear and consider the feedback received in the forum. Setting aside an evening will provide time for speakers across any items of business on the agenda to be heard.

The proposed rules for the forum (which relate to the mandatory provisions) are provided in Appendix A of the draft Code of Meeting Practice at Attachment 1. Council can review and consider switching to new best practice rules when they are released by the OLG later in the year if it chooses to do so.

Subject to the schedule of the Council meeting, the indicative process for the forum and the publication of Council business papers would be as follows:

1. Business papers published to the community and Councillors (first Wednesday of the month)
2. Applications for public forum open when the business papers are published (first Wednesday of the month)
3. Applications for the public forum close – 5pm day before the forum (second Monday of the month)
4. Hold livestreamed public forum from 6pm in Council Chambers (second Tuesday of the month)
5. Council meeting from 6pm in Council Chambers (third Tuesday of the month)

CONSULTATION

The proposed changes to the draft Code of Meeting Practice are to be placed on public exhibition for a period of 42 days.

TIMING

At the conclusion of the public exhibition period the community feedback received will be reviewed and a community engagement report prepared. The findings of the review will inform the final draft Code. The community engagement report and final draft code are intended to be reported to Council for consideration at the December Council meeting to meet the timeframes imposed by the OLG.

Transitional provisions in the Local Government (General) Regulation 2021 provide that if Council does not adopt a Code of Meeting Practice that incorporates the mandatory provisions of the 2025 Model Meeting Code by 31 December 2025, then from 1 January 2026, any provision of the Council's Code of Meeting Practice that is inconsistent with a mandatory provision of the 2025 Model Meeting Code will be automatically overridden by the relevant mandatory provision of the 2025 Model Meeting Code.

FINANCIAL CONSIDERATIONS

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

GOVERNANCE AND RISK CONSIDERATIONS

Under section 360 of the *Local Government Act 1993*, Council is required to adopt a Code of Meeting Practice within 12 months after an ordinary election. The Code is to incorporate the mandatory provisions of the Model Code and may also include non-mandatory and other provisions. The draft Northern Beaches Council Code of Meeting Practice complies with these requirements.

ENVIRONMENTAL CONSIDERATIONS

There are no environmental impacts to consider in respect of placing the draft Code of Meeting Practice on public exhibition.

SOCIAL CONSIDERATIONS

The exhibition of the draft Northern Beaches Council Code of Meeting Practice will provide the opportunity for the community to consider and comment on the regulatory and decision-making framework of Council meetings.

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	Governance & Assurance Services
TRIM file ref	2025/559137
Attachments	⇒1 Draft Code of Meeting Practice (Included In Attachments Booklet) ⇒2 Model Code of Meeting Practice (Included In Attachments Booklet)

ITEM 9.5 DRAFT 2024/25 FINANCIAL STATEMENTS AND BUDGET ROLLOVERS

PURPOSE

The purpose of this report is to present to Council the draft Financial Statements of Northern Beaches Council for the 2024/25 financial year, which require certification and referral to Council's external auditor, to adjust the 2025/26 budget for rollovers between the 2 financial years and to establish 3 additional internally restricted cash reserves.

EXECUTIVE SUMMARY

- Council's Financial Statements for the financial year ended 30 June 2025 have been prepared and are now ready for referral to Council's auditor, the Audit Office of New South Wales.
- The Council's net operating result was a surplus of \$61.5 million for the year, which reduces to \$17.2 million when excluding capital grants and contributions after accounting for restrictions on these funds, the underlying surplus was \$0.2 million.
- Council met the 6 financial ratios for the 2024/25 financial year, however, as forecast, 2 infrastructure ratios did not meet the industry benchmark as the asset renewal ratio was 87.93% and the asset maintenance ratio was 91.43% (the benchmark is 100% or greater).
- Strengthening the underlying position and the asset management funding gap in the future is essential to addressing long-term financial sustainability concerns and is the primary purpose of Council's IPART approved Special Variation to rates, which commenced 1 July 2025.
- This report recommends changes to the 2025/26 budget to adjust for project funding between the financial years, which will decrease the forecast operating surplus (excluding capital grants and contributions) from \$2.1 million to \$1.9 million.
- This report recommends the establishment of 3 new internally restricted cash reserves to enhance financial planning and transparency: a resilience fund, a carry over works reserve and an information and digital technology reserve.

RECOMMENDATION

That:

1. Council resolve:
 - a. the Financial Statements for the year ended 30 June 2025 have been prepared in accordance with the provisions of the *Local Government Act 1993* and the regulations made thereunder, the Australian Accounting Standards and professional pronouncements and the Local Government Code of Accounting Practice and Financial Reporting
 - b. to the best of the Council's knowledge and belief, the Financial Statements present fairly Council's operating result and financial position for the year and accord with Council's accounting and other records
 - c. Council is unaware of any matter that would render the Financial Statements false or misleading in any way.
2. The Mayor, a Councillor, the Chief Executive Officer and Chief Financial Officer be authorised to sign the 'Statement by Councillors and Management' for the Financial Statements.

3. The Financial Statements for the year ended 30 June 2025 be referred to Council's Auditor for audit.
4. Council hereby delegate to the Chief Executive Officer authority, upon receipt of the Auditor's reports, to arrange for public notice to be given in the required format on Council's website of the Council Meeting for presentation of the audited 2024/25 Financial Statements.
5. Council establish 3 new internally restricted cash reserves for:
 - a. Resilience (and an initial transfer of \$2,534,167 into the reserve at 30 June 2025)
 - b. Carry over works (and an initial transfer of \$28,350,203 into the reserve at 30 June 2025)
 - c. Information and digital technology (with transfers to and from the reserve to be budgeted in future years).
6. Council roll over the following from the 2024/25 year to the 2025/26 budget for the items identified in the report:
 - a. \$1,439,111 in operational projects expenditure and associated funding
 - b. \$10,820,414 in capital projects expenditure and associated funding.
7. Council reduce the 2025/26 budget for works undertaken in 2024/25 and budgeted in 2025/26 for the items identified in the report:
 - a. \$1,163,503 in capital projects expenditure and associated funding.

BACKGROUND

Preparation of the Financial Statements

The *Local Government Act 1993* (the Act) relevantly provides:

1. Section 413(2) – A council's Financial Statements must include:
 - a. a General Purpose Financial Statement
 - b. any other matter prescribed by the Regulations
 - c. a statement in the approved form by the council as to the opinion on the General Purpose Financial Statements.
2. Section 416 – A council's Financial Statements for a year must be prepared and audited within 4 months after the end of the year concerned.
3. Section 418 – Upon receiving the Auditor's reports, Council must give at least 7 days public notice of the meeting at which it proposes to present its Audited Financial Statements, together with the Auditor's reports, to the public. The public notice must include a statement that the business of the meeting will include presentation of the Audited Financial Statements, the Auditor's reports and a summary of the Financial Statements.
4. Section 420 – Any person may make submissions in respect of Council's Audited Financial Statements or the Auditor's reports. Such submissions must be in writing and lodged with Council within 7 days after the public meeting at which these Statements are presented. Copies of all submissions received must be referred to Council's Auditor. Council may take such action as it considers appropriate with respect to any submissions received, including giving notice to the Office of Local Government of any matter that appears to require amendment of Council's Financial Statements.

To facilitate the above process, it is considered appropriate that Council delegate to the Chief Executive Officer authority, upon receipt of the Auditor's reports by Council, to:

- a. arrange for the public notice of this meeting, in the required format, to be placed on Council's website, advising of the meeting at which the Audited Financial Statements and the Auditor's reports will be presented
 - b. arrange for Council's Audited Financial Statements and a copy of the Auditor's reports to be made available for public inspection on Council's website and at Council's Customer Service Centres and Libraries
 - c. list the Audited Financial Statements and Auditor's reports on the agenda for the next available Council Meeting for presentation to the public, which allows for the 7-day public notice requirement.
5. Section 428 - The Audited Financial Statements must be included in Council's Annual Report.

Clause 215 of the Local Government (General) Regulation 2021 requires that the Statement under section 413(2)(c) of the Act on the Annual Financial Statements must be made by resolution of the council and signed by the Mayor, at least one other Councillor, Chief Executive Officer and Responsible Accounting Officer.

The Financial Statements have now been prepared and a draft is attached for referral to audit.

Council is responsible for the preparation of the Financial Statements and adequate disclosures. This includes the maintenance of adequate accounting records and internal controls, selection and application of accounting policies, and the safeguarding of the assets of Council.

The accounting records have been maintained in accordance with section 412 of the Act and in a manner that permitted the timely preparation of the Financial Statements for the year ended 30

June 2025. The update to the Local Government Code of Accounting Practice and Financial Reporting was issued in April 2025 and is relevant to this reporting period.

DISCUSSION

The draft Financial Statements and Special Schedules for the year ended 30 June 2025 are provided under separate cover to this report (Attachment 2).

Financial Position and Performance as at 30 June 2025 (subject to Audit)

The principal features of the Financial Statements for 2024/25 (and prior years for comparison) are as follows:

Income Statement	2025	2024	2023	2022
Operating income	\$433.2m	\$412.5m	\$391.5m	\$364.1m
Capital grants & contributions income	\$44.3m	\$29.2m	\$33.9m	\$44.0m
Operating expenses	\$362.6m	\$348.6m	\$326.9m	\$300.9m
Depreciation expense	\$53.5m	\$49.0m	\$46.8m	\$45.5m
Net operating result for the year	\$61.5m	\$44.1m	\$51.7m	\$61.6m
Result excl depreciation expense	\$115.0m	\$93.1m	\$98.5m	\$107.1m
Result excl capital grants & contributions	\$17.2m	\$14.9m	\$17.8m	\$17.7m
Capital expenditure	2025	2024	2023	2022
New capital works	\$48.7m	\$29.9m	\$41.7m	\$44.2m
Capital renewal works	\$35.5m	\$43.4m	\$40.3m	\$32.7m
Non-cash asset dedications	\$14.1m	\$0.2m	\$0.8m	-
Total capital expenditure	\$98.3m	\$73.5m	\$82.9m	\$76.9m
Loan movements	2025	2024	2023	2022
Loan repayments	\$4.6m	\$5.9m	\$4.8m	\$5.0m
Additional/refinanced loans	\$12.9m	\$2.5m	-	-
Total loan movements	\$8.3m	(\$3.4m)	(\$4.8m)	(\$5.0m)
Cash and investments	2025	2024	2023	2022
Externally restricted	\$65.8m	\$62.0m	\$53.1m	\$41.5m
Internally allocated	\$122.1m	\$88.6m	\$90.8m	\$80.2m
Unrestricted (2025: Council \$33.6m, Kimbriki \$9m)	\$42.6m	\$49.7m	\$38.9m	\$36.4m
Total cash and investments	\$230.5m	\$200.2m	\$182.9m	\$158.1m
Cashflows	2025	2024	2023	2022
Net cash from operating activities	\$105.6m	\$92.8m	\$110.7m	\$90.2m
Net cash from investing activities*	(\$82.2m)	(\$70.8m)	(\$79.8m)	(\$73.0m)
Net cash from financing activities	\$6.9m	(\$4.7m)	(\$6.1m)	(\$6.3m)
Net increase / (decrease) in cash & investments	\$30.2m	\$17.3m	\$24.8m	\$10.8m
* Excludes purchase and sale/maturity of investments				
Financial Position	2025	2024	2023	2022
Total assets	\$6,227.9m	\$5,888.9m	\$5,636.4m	\$5,421.0m
Total liabilities	\$191.3m	\$186.5m	\$187.3m	\$184.5m
Net assets	\$6,036.6m	\$5,702.4m	\$5,449.2m	\$5,236.5m

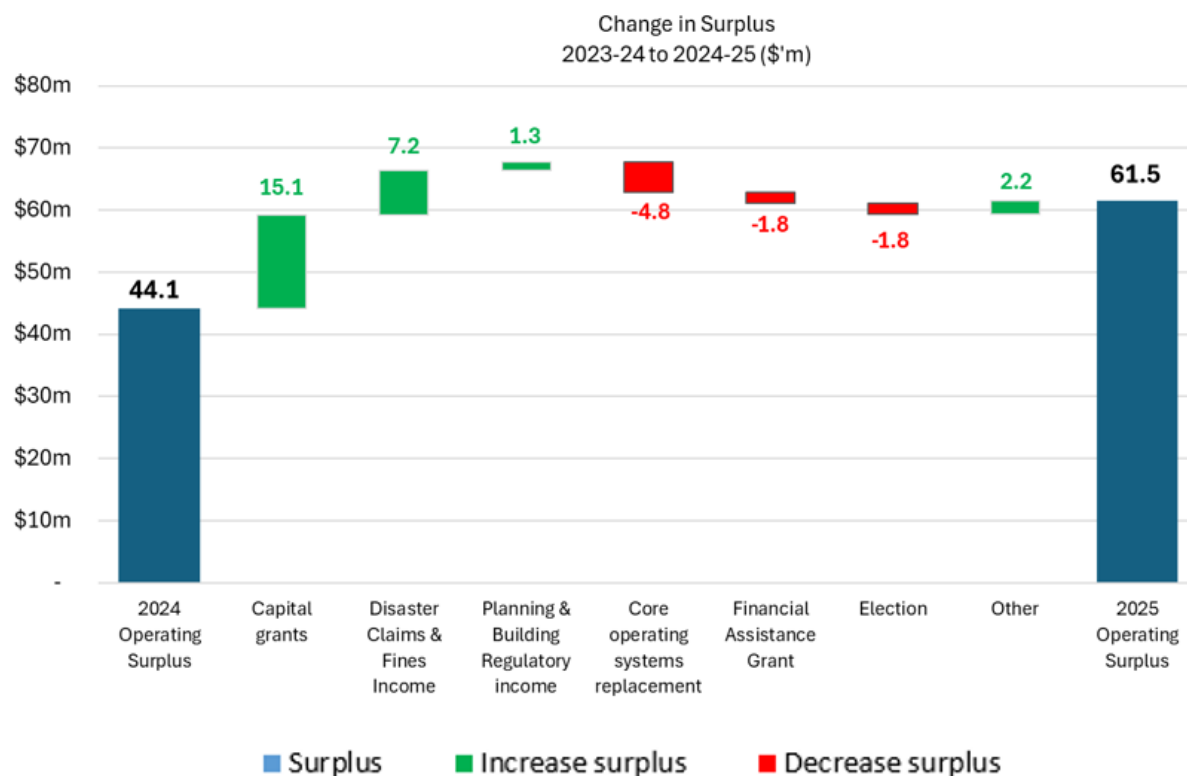
Financial performance indicators	2025	2024	2023	2022
Operating performance	3.98%	3.73%	4.46%	4.53%
Own source operating revenue	85.56%	87.37%	84.61%	82.52%
Unrestricted current ratio	2.53x	2.18x	1.92x	1.90x
Debt service cover ratio	8.71x	6.85x	7.65x	7.25x
Rates and annual charges outstanding percentage	3.54%	3.83%	3.57%	3.63%
Cash expense cover ratio	7.04 months	6.40 months	6.13 months	5.59 months

Asset performance indicators	2025	2024	2023	2022
Building and infrastructure renewals	87.93%	94.55%	130.77%	112.67%
Infrastructure backlog ratio	1.56%	1.52%	1.49%	1.53%
Asset maintenance ratio	91.43%	98.11%	109.69%	100.55%
Cost to bring assets to agreed service level	1.19%	1.17%	1.22%	1.26%

Green font indicates performance indicator has achieved the Office of Local Government (OLG) benchmark
The OLG set benchmarks for all indicators, apart from the 'Cost to bring assets to agreed service level'.

Council's Net Operating Result for the 2024/25 financial year is a \$61.5 million surplus (2023/24: \$44.1 million surplus, 2022/23: \$51.7 million surplus) and a Net Operating Result before Capital Grants and Contributions of \$17.2 million surplus (2023/24: \$14.9 million surplus, 2022/23: \$17.8 million surplus).

Table 1 Change in surplus (incl. capital grants and contributions) 2023/24 to 2024/25 (\$'m)



The primary differences between the 2023/24 and 2024/25 Net Operating Results relate to the following:

- **Capital grants and contributions:** Capital grants and contributions increased by \$15.1m in 2025. The 2025 year includes dedicated stormwater assets \$12.5m and land assets \$1.6m along with several large grant funded projects including Frenchs Forest precinct park upgrades (\$4.4m) and Manly Dam boardwalk (\$1.4m).
- **Disaster recovery, insurance claims and fines:** was \$7.2m higher than the previous financial year as a result of large natural disaster payments received, insurance claims (including \$1.9m related to fire damage at a Council property in Jamieson Park Narrabeen) and increased enforcement activity.
- **Planning and building regulatory:** increased by \$1.3m with increased road permits \$0.8m and hoarding permits \$0.3m.
- **Financial Assistance Grant (FA Grant):** was \$1.8 million lower than the prior year due to a change in the Commonwealth Government's approach to prepaying this grant. In 2025, 50% of the 2026 FA Grant was paid in advance. By comparison, 85% of the 2025 FA Grant was paid in advance in 2024.
- **Core operating systems replacement:** Council is currently replacing its core operating systems. Expenditure on the implementation of new system increased by \$4.8m in 2025 (to a total of \$7.8m in 2025 compared to \$3.0m in 2024).
- **Election:** the NSW Local Government elections were held in September 2024 with a cost to Council of \$1.8m.
- **Other:** includes a favourable adjustment to Council's workers compensation provision (\$1.3m), improved income from aquatic centres and sports and recreation facilities (\$1.2m) and several smaller variance amounts.

Budget adjustments for 2025/26

A review has been undertaken of remaining project funding, new funding received and projects ahead of schedule as at 30 June 2025.

This report recommends the rollover of unspent funds for capital (\$10.8 million) and operational (\$1.4 million) projects from 2024/25 to the 2025/26 year. This includes expenditure for projects underway and projects with new grant funding.

Reductions to the 2025/26 budget are also proposed due to multi-year capital (\$1.2 million) projects ahead of schedule that utilised 2025/26 budgeted funds in 2024/25. Grant income budget increases are also proposed for natural disaster claims.

The revised operating result excluding capital grants and contributions will change from a surplus of \$2.1 million to a surplus of \$1.9 million. The budget remains balanced.

The net operating and capital expenditure budget rollover to 2025/26 proposed is \$8.5 million as outlined below in Table 1.

Table 1. Net budget roll over from 2024/25 to 2025/26

\$ million	Original Budget	Net roll over from 2024/25 to 2025/26	Revised Budget
Capital expenditure	\$105.0m	\$9.7m \$9.6m Council rollover \$0.1m Kimbriki rollover	\$114.7m
Operating result (excl capital grants)	\$2.1m surplus	(\$0.2m) Expenses (\$1.4m)	\$1.9m surplus

		Operating income (\$1.2m)	
--	--	---------------------------	--

These amounts are matched with funding including new and unexpended grants, development contributions, other externally and internally restricted funds and working capital.

A full list of these projects and their funding is itemised at Attachment 3. Major rollovers are outlined below in Table 2.

Table 2. Net budget roll overs – major projects list

Project	\$	Type
Warriewood Valley Community Centre	1,769,439	Capex
Enterprise resource planning system (rolled to 2026/27)	1,513,300	Opex
Major plant renewal	1,490,991	Capex
Collaroy-Narrabeen coastal protection works	944,796	Capex
Light fleet renewal	749,223	Capex
Surf Life Saving Club minor renewal works	606,451	Capex

A number of weather events in recent years were declared natural disasters, providing access to Federal Government funding towards clean up and restoration costs. Council is yet to receive funding for a number of these claims and proposes to carry forward a conservative forecast budget of \$0.5 million in anticipation of the payment of our claims.

Establishment of new internally restricted cash reserves

Council has a number of internally restricted cash reserves for financial prudence and to disclose the purpose of the funds we hold. The introduction of 3 additional internally restricted cash reserves is recommended:

- Resilience fund:
 - Purpose: To support emergency response efforts and invest in adaptation and mitigation initiatives that strengthen long-term resilience.
 - Background: Over the past 6 years, the Northern Beaches have endured 8 natural disasters, resulting in a financial cost of \$17 million. Although \$11 million has been recovered to date through the Australian Government's Disaster Recovery Funding Arrangements, significant delays in receiving these funds, combined with frequent shortfalls, have placed considerable financial strain on Council. To mitigate this, dedicated funds were incorporated into the Special Variation program to prepare for natural disaster relief and restoration. The establishment of a dedicated reserve is proposed for these funds and any further funds recovered from past disasters. These funds not only buffer the immediate financial pressure caused by future disasters but also enable strategic investment in adaptation and mitigation measures.
 - Proposed transfer from 'unallocated cash' at 30 June 2025 (as reflected in draft financial statements): \$2,534,167, being the net income from disaster payments received in 2024/25 less disaster recovery costs incurred in the same year.
- Carry over works:
 - Purpose: To ensure uninterrupted progress on multi-year projects by reallocating committed funds across financial years.
 - Background: Each financial year multi-year projects are reviewed to adjust and reallocate funding across financial years as needed, ensuring seamless project progression. A dedicated reserve is proposed to hold funds committed by Council to future projects, demonstrating prudence through long term financial planning and disclosing the purpose of the holding of this cash.

- Proposed transfer from 'unallocated cash' at 30 June 2025 (as reflected in draft financial statements): \$28,350,203, being the balance of net rollovers committed to future projects through previous budget cycles and the year-end rollovers proposed for adoption in this report (refer to Attachment 4 for a listing of all projects).
- Information and digital technology:
 - Purpose: To fund periodic major upgrades and renewal of information and digital systems and hardware.
 - Background: Major technology replacements and upgrades typically occur periodically, involving substantial costs at irregular intervals. Council's long term financial planning aims to ensure adequate funding is available for the timely replacement and enhancement of this essential technology. Establishing a dedicated reserve for funds set aside for this purpose promotes transparency and enhances financial reporting.
 - Transfers to and from this reserve will be considered in future budgets.

CONSULTATION

Council's external auditors have conducted audit procedures during the year as an interim to the verification of assets and liabilities at year-end, to assess the reliability of the general ledger to produce Financial Statements.

Council's Audit, Risk and Improvement Committee was provided with a draft of the Financial Statements for the year ended 30 June 2025 at a meeting on 9 September 2025 for its assessment and advice. The Committee supported the draft 2024/25 Financial Statements as suitable for consideration by Council for referral to audit with minor amendments. These amendments have been incorporated into the draft Financial Statements.

TIMING

Council's Financial Statements for a year must be prepared and audited in accordance with the Act (i.e. within 4 months after the end of the year concerned).

FINANCIAL CONSIDERATIONS

The preparation, compilation and audit of Council's Financial Statements has been provided for in Council's annual budget.

The operating result for the year was a surplus of \$61.5 million (\$17.2 million surplus after excluding grants and contributions received for capital purposes).

There are a number of restrictions on funds within the \$17.2m surplus from operations. Adjusting for the financial impact of these restrictions, the underlying result was a surplus of \$0.2m.

Underlying result	\$'m
Surplus / (deficit) excluding capital grants and contributions	17.2
Less:	
Interest on restricted Council funds	(4.0)
Domestic Waste	(2.6)
Stormwater Charge	(2.0)
Special Rates	(0.2)
Developer contribution funded operating projects	0.2
Kimbriki (less dividend)	(1.1)
Mona Vale Cemetery	0.1
Gain on the disposal of assets	0.5
Financial assistance grant advance payment (net)	3.1

Recovery of natural disaster costs incurred in prior years and insurance funds to rebuild Jamieson sports amenities building	(4.4)
Projects rolled to future (primarily COSMO ERP project)	(6.6)
Underlying surplus / (deficit)	0.2
excluding capital grants and contributions	

Council met all financial performance ratios and working capital is sufficient to meet Council's short-term operating requirements. However, as forecast, 2 of the asset performance ratios did not meet OLG benchmark levels, indicating Council did not invest sufficient funding in the maintenance and renewal of infrastructure assets in the year. Council recently received approval from IPART to increase rates through a Special Variation over the next 2 financial years to address this asset funding gap.

The introduction of 3 new internally allocated cash reserves for disaster resilience, multi-year project continuity and future IT expenditure enhances financial prudence, transparency and long-term financial planning.

GOVERNANCE AND RISK CONSIDERATIONS

The draft Financial Statements for the year ended 30 June 2025 were reported to the Audit, Risk and Improvement Committee and were considered suitable for presentation to Council with minor amendments. These amendments are reflected in the attached draft Financial Statements. The Financial Statements have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations, the *Local Government Act 1993* and Regulations, and the Local Government Code of Accounting Practice and Financial Reporting.

ENVIRONMENTAL CONSIDERATIONS

Various environmental initiatives and projects were funded and undertaken in the year ended 30 June 2025. There are no adverse environmental impacts arising from the recommendations of this report.

The proposed creation of the resilience fund, as detailed above, is intended to strengthen Council's capacity to respond to the impacts of increasingly frequent severe weather events, and to fund continued strategic investment in adaptation and mitigation measures.

SOCIAL CONSIDERATIONS

Various social initiatives and projects were funded and undertaken in the year ended 30 June 2025. There are no adverse social impacts arising from the recommendations of this report.

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	2025/599723
Attachments	⇒1 Statement by Councillors and Management - 2024/25 Financial Statements (Included In Attachments Booklet) ⇒2 Draft Financial Statements 2024/25 (Included In Attachments Booklet) ⇒3 Budget rollovers from 2024/25 (Included In Attachments Booklet) ⇒4 Carry over works reserve schedule at 30 June 2025 (Included In Attachments Booklet)

ITEM 9.6	ESTABLISHMENT OF THE PERFORMANCE REVIEW PANEL - CHIEF EXECUTIVE OFFICER
-----------------	--

PURPOSE

The purpose of this report is to appoint a Performance Review Panel to review the performance of the Chief Executive Officer (CEO), having regard to the Guidelines for the Appointment & Oversight of General Managers 2022 issued by the Office of Local Government (the guidelines).

EXECUTIVE SUMMARY

- The CEO is accountable to Council, principally through his contract of employment which requires that the performance of the CEO is to be reviewed at least annually against agreed performance criteria.
- Council previously resolved to undertake the CEO's performance management having regard to and in accordance with the guidelines, to delegate the performance management of the CEO to a performance review panel, and to engage an external facilitator to assist with the performance review process and the development of each new performance agreement for the remainder of the Council term.
- Council has engaged a facilitator for the term of Council, however is required to determine a new performance review panel to undertake the CEO annual performance review for the period 1 July 2025 to 30 June 2026.
- The guidelines identify that the performance review panel be comprised of the Mayor, Deputy Mayor, a Councillor nominated by Council and a Councillor nominated by the CEO.
- The CEO has nominated Cr Giltinan for the panel, who has accepted this nomination.
- Council is requested to identify one additional Councillor to complete the composition of panel in accordance with the guidelines.

RECOMMENDATION

That Council resolve the composition of the Chief Executive Officer's performance review panel to consist of the Mayor, Deputy Mayor, Cr Giltinan and one nominated Councillor through to July 2026.

BACKGROUND

In October 2024, Council resolved (235/24):

That for the remainder of the Council term, Council:

1. Undertake performance management of the Chief Executive Officer having regard to the *Guidelines for the Appointment & Oversight of General Managers 2022* issued by the Office of Local Government, Department of Planning and Environment.
2. Establish a performance review panel to undertake performance management of the Chief Executive Officer.
3. Resolve the composition of the Chief Executive Officer's performance review panel to consist of the Mayor, Deputy Mayor, Councillor Glanville and Councillor Bingham through to July 2025.
4. Delegate to the panel responsibility for performance management of the Chief Executive Officer, including discussions about performance and performance reviews, any actions that should be taken, the determination of each new performance agreement, the reporting of performance findings and recommendations to Council, and the selection of a qualified external facilitator to assist with the performance review process, and the development of each new performance agreement.
5. Agree to the involvement of an external facilitator to assist with the performance review process and the development of each new performance agreement.

DISCUSSION

Council is to determine the composition of the CEO's performance review panel through to July 2026. The guidelines identify that the performance review panel be comprised of the Mayor, Deputy Mayor, a Councillor nominated by Council and a Councillor nominated by the CEO.

The CEO has nominated Cr Giltinan for the panel. Cr Giltinan has accepted this nomination. Council is requested to nominate its Councillor representative to join the Mayor, Deputy Mayor and Cr Giltinan to undertake the performance management of the CEO via the panel.

TIMING

It is proposed that an established panel carry out the annual performance review for the period 1 July 2025 to 30 June 2026.

FINANCIAL CONSIDERATIONS

Funding for the engagement of an external facilitator is included in existing budgets.

GOVERNANCE AND RISK CONSIDERATIONS

This report meets the requirements of the guidelines.

ENVIRONMENTAL CONSIDERATIONS

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

SOCIAL CONSIDERATIONS

There are no social considerations associated with this report.

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	Human Resources
TRIM file ref	2025/605812
Attachments	Nil

ITEM 9.7 MONTHLY INVESTMENT REPORT - AUGUST 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 31 August 2025, Council had total cash and investments of \$264,063,002 (which includes restricted funds) comprising:

Trading Accounts	\$6,460,407
------------------	-------------

Investments	\$257,602,595
-------------	---------------

- The portfolio achieved a return of 0.391% for the month of August, which was 0.071% above the benchmark AusBond Bank Bill Index return of 0.32%.
- The weighted average interest rate of the portfolio at month end is 4.46%, compared to 4.62% for the prior month.
- Total investment income for the year to August 2025 was \$1.8 million compared to the current budget of \$1.3 million.

RECOMMENDATION

That Council note the Investment Report as at 31 August 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

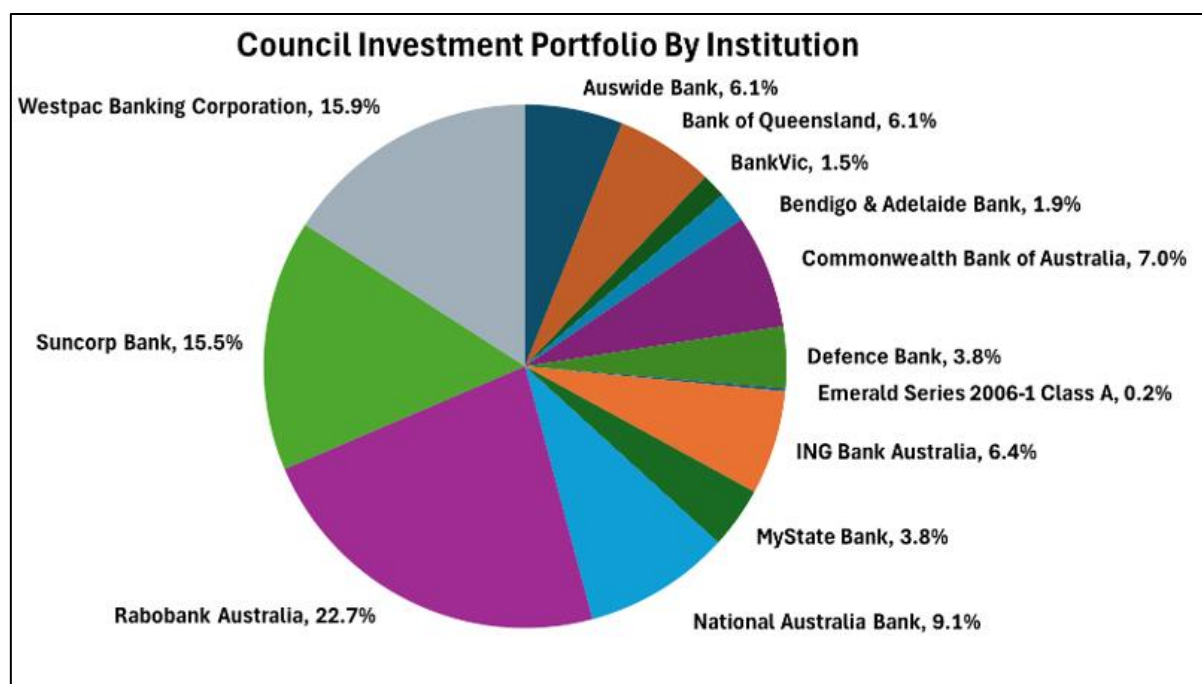
INVESTMENT BALANCES As at 31-Aug-2025					
INSTITUTION	RATING	AMOUNT \$	DATE INVESTED	MATURITY DATE	INTEREST RATE
Trading Accounts					
Commonwealth Bank of Australia Ltd	A1+	5,486,976			3.65%
National Australia Bank Ltd	A1+	7,144			3.60%
		5,494,120			
At Call Accounts					
Commonwealth Bank of Australia Ltd	A1+	7,689,294		At Call	3.70%
		7,689,294			
Mortgage Backed Securities					
Emerald Series 2006-1 Class A	A*	502,839	17-Jul-06	21-Aug-51	4.0216%
		502,839			
Term Deposits					
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%

INVESTMENT BALANCES					
As at 31-Aug-2025					
INSTITUTION	RATING	AMOUNT \$	DATE INVESTED	MATURITY DATE	INTEREST RATE
Term Deposits (continued)					
Bank of Queensland Ltd	A2	2,000,000	27-Mar-25	18-Dec-25	4.70%
Rabobank Australia Ltd	A1	3,000,000	05-Mar-25	18-Dec-25	4.68%
Bank of Queensland Ltd	A2	3,000,000	25-Mar-25	22-Dec-25	4.70%
Bank of Queensland Ltd	A2	2,000,000	27-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%
Rabobank Australia Ltd	A1	2,000,000	01-May-25	05-Feb-26	4.40%
Auswide Bank Limited	A2	2,000,000	15-May-25	10-Feb-26	4.47%
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+	2,000,000	08-May-25	17-Feb-26	4.42%
Suncorp Bank	A1+	2,000,000	08-May-25	19-Feb-26	4.42%
Suncorp Bank	A1+	3,000,000	31-Mar-25	24-Feb-26	4.75%
BankVic	A2	2,000,000	03-Jun-25	03-Mar-26	4.25%
BankVic	A2	2,000,000	03-Jun-25	05-Mar-26	4.25%
Suncorp Bank	A1+	3,000,000	31-Mar-25	10-Mar-26	4.74%
Bank of Queensland Ltd	A2	2,000,000	30-May-25	12-Mar-26	4.18%
Bank of Queensland Ltd	A2	2,000,000	30-May-25	17-Mar-26	4.17%
Rabobank Australia Ltd	A1	2,000,000	20-May-25	19-Mar-26	4.46%
Bank of Queensland Ltd	A2	1,000,000	30-May-25	24-Mar-26	4.16%
Rabobank Australia Ltd	A1	3,000,000	20-May-25	24-Mar-26	4.46%
Rabobank Australia Ltd	A1	2,000,000	29-May-25	26-Mar-26	4.31%
Rabobank Australia Ltd	A1	2,000,000	29-May-25	31-Mar-26	4.31%
Rabobank Australia Ltd	A1	1,000,000	03-Jun-25	02-Apr-26	4.27%
Defence Bank Ltd	A2	3,000,000	05-Jun-25	07-Apr-26	4.30%
Defence Bank Ltd	A2	2,000,000	05-Jun-25	09-Apr-26	4.30%
MyState Bank Ltd	A2	2,000,000	30-Jun-25	14-Apr-26	4.25%
Suncorp Bank	A1+	2,000,000	19-Jun-25	16-Apr-26	4.35%
Suncorp Bank	A1+	3,000,000	19-Jun-25	21-Apr-26	4.35%
Suncorp Bank	A1+	3,000,000	24-Jun-25	23-Apr-26	4.30%
Suncorp Bank	A1+	2,000,000	24-Jun-25	28-Apr-26	4.30%
Rabobank Australia Ltd	A1	2,000,000	10-Jul-25	30-Apr-26	4.28%
Rabobank Australia Ltd	A1	2,000,000	07-Aug-25	05-May-26	4.20%
Auswide Bank Limited	A2	3,000,000	15-May-25	05-May-26	4.52%
Rabobank Australia Ltd	A1	2,000,000	29-Jul-25	07-May-26	4.28%
Rabobank Australia Ltd	A1	2,000,000	15-Jul-25	12-May-26	4.28%
Rabobank Australia Ltd	A1	2,000,000	22-Jul-25	14-May-26	4.23%
MyState Bank Ltd	A2	3,000,000	27-Jun-25	19-May-26	4.20%
Rabobank Australia Ltd	A1	2,000,000	22-Jul-25	21-May-26	4.23%
Rabobank Australia Ltd	A1	2,000,000	29-Jul-25	26-May-26	4.28%

INVESTMENT BALANCES					
As at 31-Aug-2025					
INSTITUTION	RATING	AMOUNT \$	DATE INVESTED	MATURITY DATE	INTEREST RATE
Term Deposits (continued)					
Defence Bank Ltd	A2	3,000,000	04-Jun-25	02-Jun-26	4.25%
Defence Bank Ltd	A2	2,000,000	04-Jun-25	04-Jun-26	4.25%
Rabobank Australia Ltd	A1	2,000,000	07-Aug-25	09-Jun-26	4.20%
Rabobank Australia Ltd	A1	3,000,000	14-Aug-25	11-Jun-26	4.15%
Rabobank Australia Ltd	A1	2,000,000	21-Aug-25	16-Jun-26	4.13%
Rabobank Australia Ltd	A1	4,000,000	12-Aug-25	16-Jun-26	4.20%
Rabobank Australia Ltd	A1	2,000,000	19-Aug-25	18-Jun-26	4.15%
Rabobank Australia Ltd	A1	2,000,000	19-Aug-25	23-Jun-26	4.15%
Rabobank Australia Ltd	A1	2,000,000	21-Aug-25	25-Jun-26	4.13%
Westpac Banking Corporation Ltd	A1+	3,000,000	31-Jul-25	30-Jun-26	4.15%
Westpac Banking Corporation Ltd	A1+	3,000,000	28-Aug-25	02-Jul-26	4.09%
Westpac Banking Corporation Ltd	A1+	3,000,000	28-Aug-25	07-Jul-26	4.09%
National Australia Bank Ltd	A1+	2,000,000	14-Aug-25	09-Jul-26	4.10%
Westpac Banking Corporation Ltd	A1+	3,000,000	05-Aug-25	14-Jul-26	4.10%
Westpac Banking Corporation Ltd	A1+	2,000,000	19-Aug-25	16-Jul-26	4.10%
Westpac Banking Corporation Ltd	A1+	2,000,000	21-Aug-25	21-Jul-26	4.09%
Westpac Banking Corporation Ltd	A1+	2,000,000	26-Aug-25	23-Jul-26	4.09%
Westpac Banking Corporation Ltd	A1+	3,000,000	29-Jul-25	28-Jul-26	4.20%
Westpac Banking Corporation Ltd	A1+	2,000,000	31-Jul-25	30-Jul-26	4.18%
Westpac Banking Corporation Ltd	A1+	2,000,000	05-Aug-25	04-Aug-26	4.12%
Westpac Banking Corporation Ltd	A1+	2,000,000	07-Aug-25	06-Aug-26	4.13%
Westpac Banking Corporation Ltd	A1+	3,000,000	12-Aug-25	11-Aug-26	4.14%
Westpac Banking Corporation Ltd	A1+	2,000,000	28-Aug-25	13-Aug-26	4.10%
Westpac Banking Corporation Ltd	A1+	2,000,000	26-Aug-25	18-Aug-26	4.09%
Westpac Banking Corporation Ltd	A1+	2,000,000	26-Aug-25	20-Aug-26	4.09%
Westpac Banking Corporation Ltd	A1+	4,000,000	26-Aug-25	25-Aug-26	4.09%
Westpac Banking Corporation Ltd	A1+	2,000,000	28-Aug-25	27-Aug-26	4.11%
		245,000,000			
Kimbriki Environmental Enterprises Pty Ltd					
Trading Accounts					
Commonwealth Bank of Australia Ltd	A1+	966,287			3.55%
		966,287			
At Call Accounts					
Commonwealth Bank of Australia Ltd	A1+	1,410,463		At Call	3.60%
		1,410,463			
Term Deposits					
Commonwealth Bank of Australia Ltd	A1+	1,000,000	05-Jun-25	03-Sep-25	4.14%
Commonwealth Bank of Australia Ltd	A1+	2,000,000	10-Jun-25	09-Oct-25	4.16%
		3,000,000			
Total Cash and Investments		264,063,002			

*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

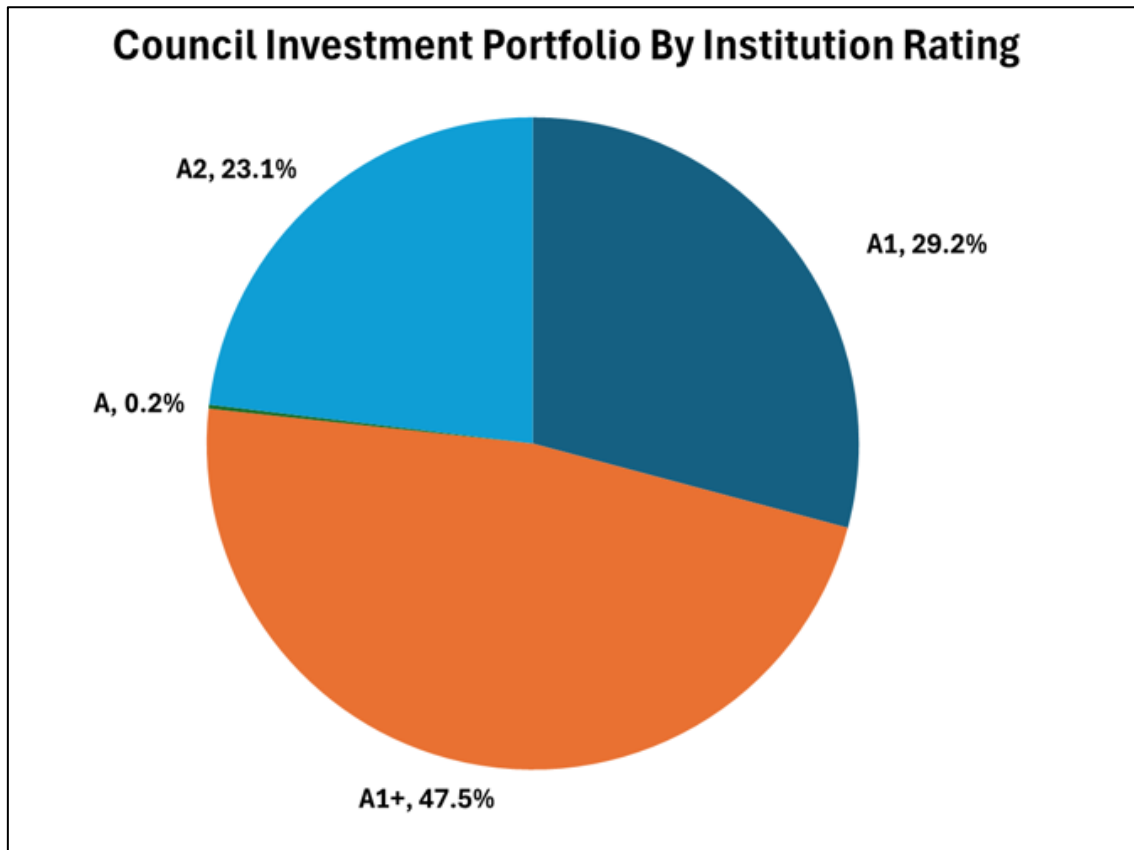
Clause 4.2.2 of Council's Investment Policy requires that exposure to an individual institution be restricted by their credit rating so that single entity exposure is limited, as detailed in the table below:

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.



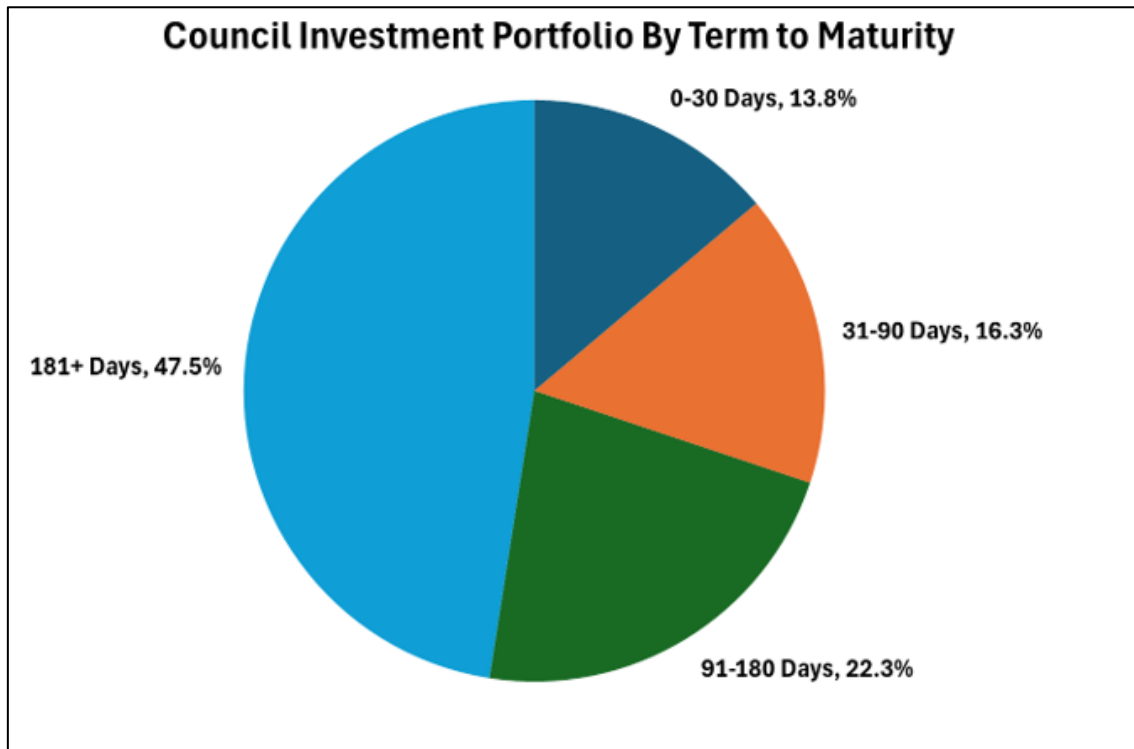
Overall portfolio credit framework – compliance with investment policy requirements

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

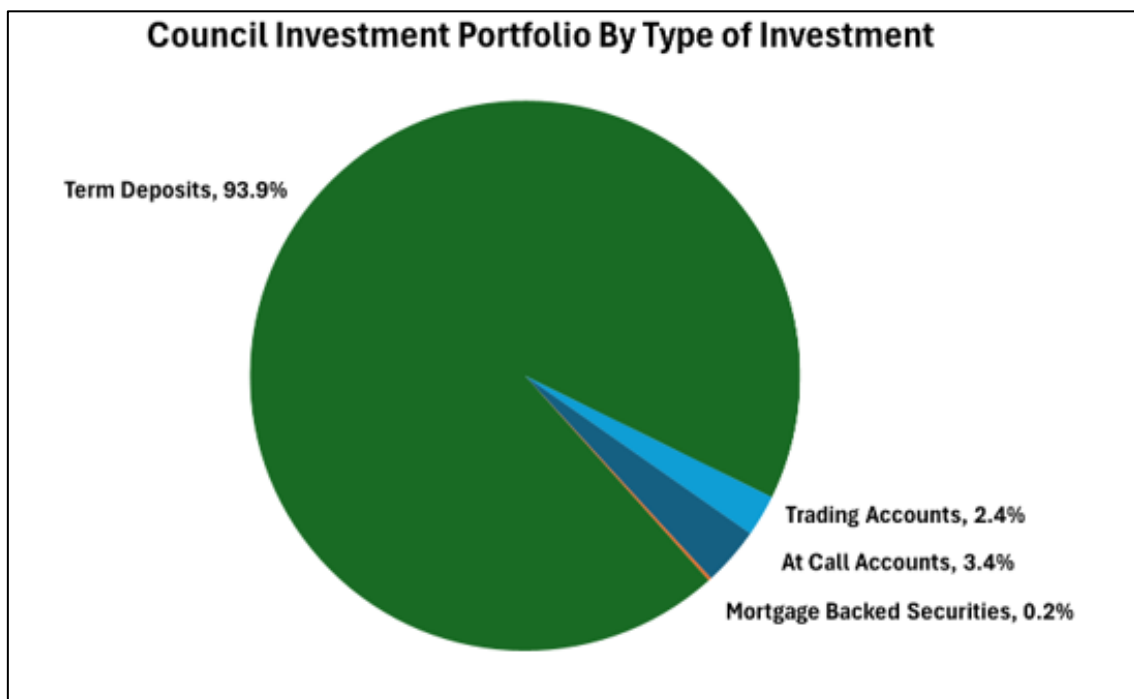
** Unrated Category is restricted to eligible managed funds such as the NSW Treasury Corporation Hour Glass Facilities and ADIs covered by the government guarantee scheme.



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 31 August 2025	45.3%	54.7%

Investment performance vs benchmark

a) Portfolio return vs benchmark

	Investment Portfolio Return *	Benchmark: AusBond Bank Bill Index
1 Month	0.391%	0.32%
3 Months	1.167%	0.94%
FYTD	0.782%	0.62%
12 Months	4.931%	4.25%

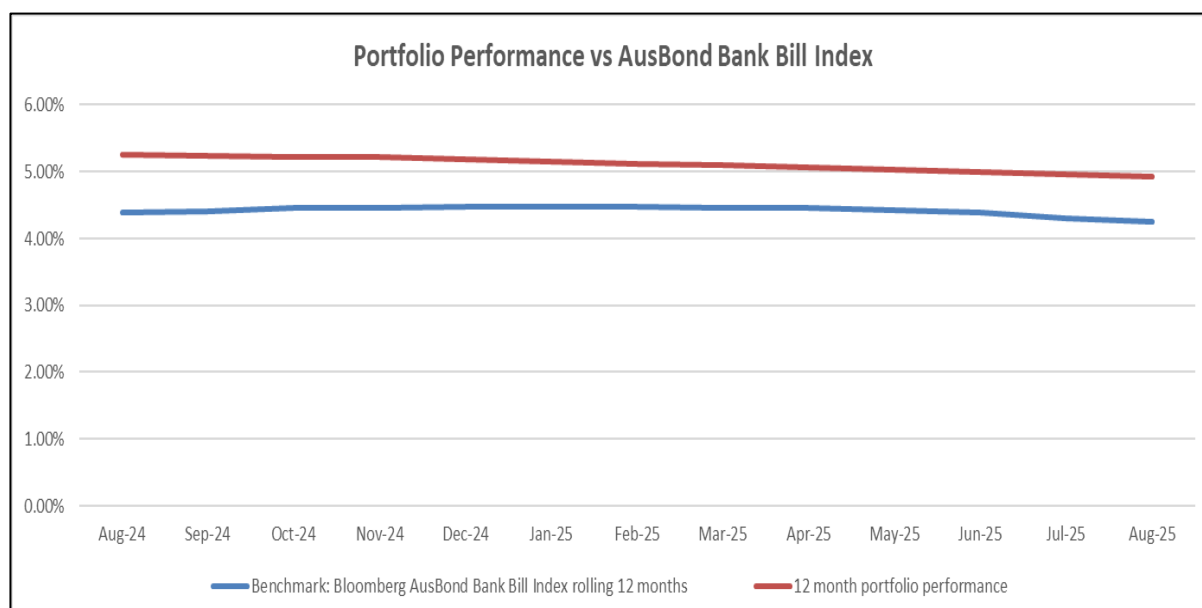
* Excludes trading account balances

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, Perpetual CT Capital Pty Ltd (formerly 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 0.391% for the month of August which was 0.071% above the benchmark AusBond Bank Bill Index return of 0.32%. For the past 12 months the portfolio achieved a return of 4.931%, which was 0.681% above the benchmark AusBond Bank Bill Index return of 4.25%.



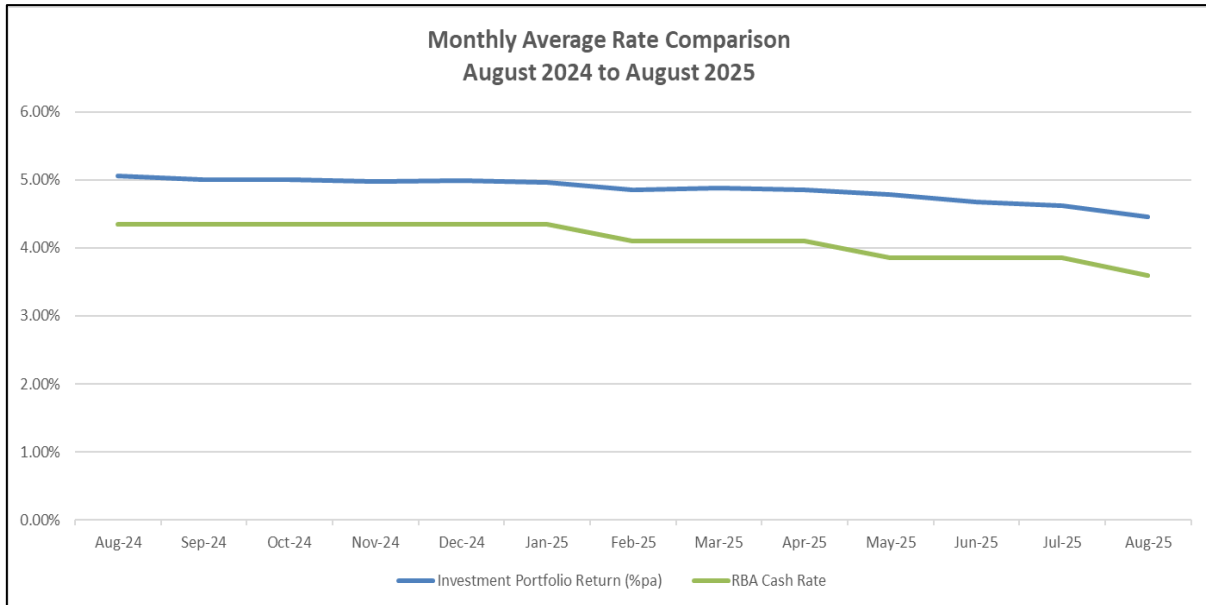
b) Portfolio interest rate vs benchmark

	Weighted Average Portfolio Interest Rate (%pa) *	Average RBA Cash Rate
1 Month	4.46%	3.60%
3 Months	4.59%	3.77%
6 Months	4.71%	3.89%
FYTD	4.54%	3.73%
12 Months	4.84%	4.10%

* 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 4.46%, compared to 4.62% for the prior month. For the past 12 months the weighted average interest rate of the portfolio was 4.84% compared to the average Reserve Bank of Australia Cash Rate of 4.10%.

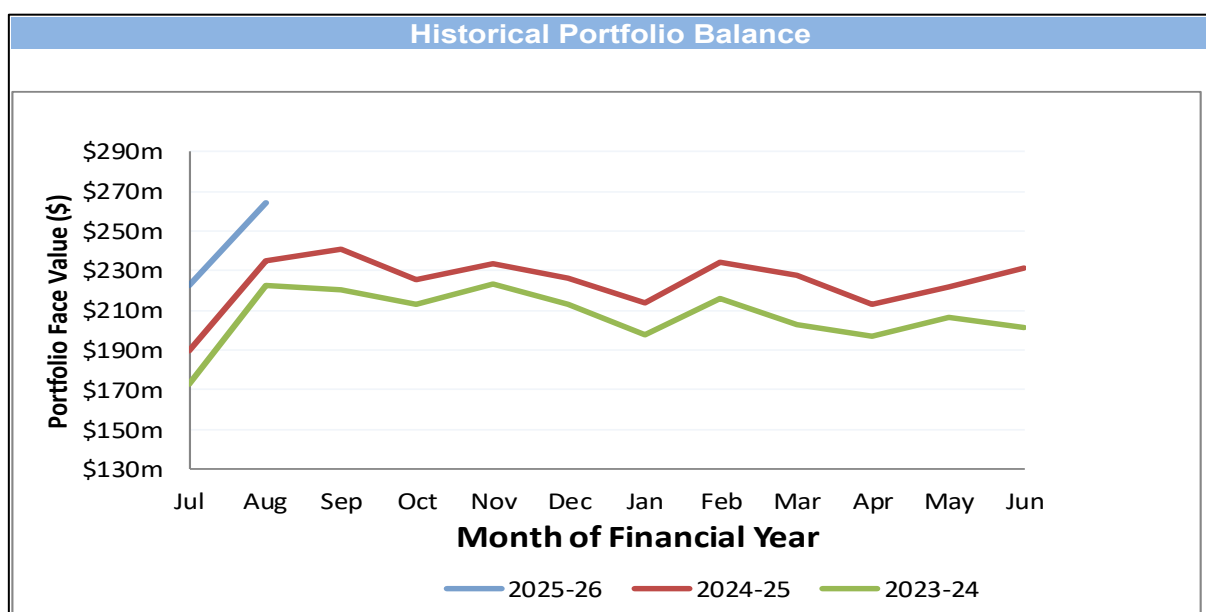


Investment income* vs budget

	Year to Date \$
Investment Income	1,811,858
Adjustment for Fair Value	110
Total Investment Income	1,811,968
Budgeted Income	1,314,878

*Includes all cash and investment holdings

Historical Portfolio Balance			
	2025-26	2024-25	2023-24
Jul	\$222m	\$190m	\$173m
Aug	\$264m	\$235m	\$223m
Sep		\$241m	\$220m
Oct		\$225m	\$213m
Nov		\$234m	\$223m
Dec		\$226m	\$213m
Jan		\$213m	\$198m
Feb		\$234m	\$216m
Mar		\$227m	\$203m
Apr		\$213m	\$197m
May		\$222m	\$206m
Jun		\$231m	\$201m
Average Portfolio Balance	\$243m	\$224m	\$207m



For the month of August 2025 cash inflows were higher than cash outflows, resulting in a positive cash flow for the period. This is primarily related to the timing of rates instalment due dates, which fall on the last day of the months of August, November, February and May. Short term cash holdings are also affected when a month-end occurs on a weekend as funds are received into Council's bank accounts outside of normal business hours. The higher trading account balance on

31 August (Sunday) compared to 31 July reflected the receipt of rates instalment payments after close of business on Friday 29 August 2025.

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 August 2025 total cash & investments were \$264,063,002 and were made up of the following reserve allocations.

Allocation of Funds	Amount (\$)	Percentage
Externally restricted	\$68m	25.7%
Internally restricted	\$127m	48.1%
Total restricted	\$195m	73.8%
Unrestricted	\$69m	26.2%
Total	\$264m	100.0%

FINANCIAL CONSIDERATIONS

Actual investment income for the period from 1 July 2025 to date was \$1,811,968 compared to budgeted income of \$1,314,878, a positive variance of \$497,090 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 \$7,707,000 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, Perpetual CT Capital Pty Ltd (formerly Laminar Capital), 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 and participation - Goal 19 Our Council is transparent and trusted to make decisions that reflect the values of the community.

Reporting team	Finance
TRIM file ref	2025/615818
Attachments	Nil

10.0 COMMUNITY AND RECREATION DIVISION REPORTS

ITEM 10.1 PUBLIC EXHIBITION - DRAFT CUSTOMER EXPERIENCE STRATEGY

PURPOSE

The purpose of this report is to seek Council's endorsement to publicly exhibit the draft Customer Experience Strategy 2030 (draft Strategy).

EXECUTIVE SUMMARY

- Voice of the Customer metrics show high levels of customer satisfaction across Council services with recent trends being an increase in overall satisfaction.
- A Customer Experience Strategy is the lead strategy to enable Council to meet evolving digital and service expectations from the community and maintain high customer satisfaction.
- Council has engaged extensively with the community and stakeholders on Council's customer experience to help inform the draft Strategy.
- The community has told us that while we are attentive to and responsive to its needs, there are further opportunities to enhance our ability to efficiently and effectively resolve issues and needs.
- The draft strategy has 3 strategic directions being: Make It Easy (through enhancing digital service), Make It Seamless (through high quality service delivery; and Make It Personalised (through deeper customer understanding).
- The draft strategy is proposed to be publicly exhibited for a minimum of 28 days.

RECOMMENDATION

That the draft Customer Experience Strategy 2030 be placed on public exhibition for a minimum of 28 days with the outcome reported to Council.

BACKGROUND

Council committed to prepare and implement a new Customer Experience Strategy in its Delivery Program 2025-2029.

One of the key principles for local government is recognising the diverse needs and interests of our communities while providing the best possible value for residents and ratepayers. One of the ways we aim to achieve this is through a strong focus on the customer experience.

There are many ways in which our community interacts with Council as customer, whether it be through the provision of services, utilisation of facilities or through regulatory processes. Each interaction with a customer creates an opportunity to influence and enhance Council's reputation.

A Voice of the Customer program has been developed to measure satisfaction across many different services. This program uses direct customer feedback from customer requests and is collated monthly and used to identify strengths and opportunities to improve customer experience.

The satisfaction of our customers has been increasing over the past 12 months and in August 2025 across all requests types was 4.23 out of 5. The following graph shows the overall satisfaction trend over time.



There is a high level of customer satisfaction with Council services as evidenced by the data collected from various types of interactions with Council. The development of the customer experience strategy has directly built upon this strong customer satisfaction base.

DISCUSSION

In our fast-paced and highly connected world, customers have become more discerning, and their expectations have changed significantly. With the advent of technology and social media, customers have access to more information and they are increasingly looking for personalised and convenient experiences. We must recognise and adapt to these changing expectations to remain relevant and provide high-quality services to our community.

One of the key drivers of the changing customer expectations is the rise of digital technology. Customers now expect to be able to interact with local government through a variety of digital channels, including websites, social media and mobile apps. They also expect to be able to access information and services at any time and from anywhere, without the need to visit physical offices or make phone calls. This trend is particularly important for customers who have grown up with technology and have come to expect seamless digital experiences.

Another important factor is the increasing importance of overall customer experience. Customers are looking for more than good service; they want to be valued. They expect to be treated as individuals and have their unique needs and preferences taken into account.

This is why customer experience has become a critical factor in the success of local government. A positive customer experience is a key driver in customer satisfaction and organisational reputation.

Local government must also recognise that customer expectations are not static; they evolve over time. We must therefore remain agile and responsive, constantly monitoring and adapting to

changes in customer preferences and expectations. This requires a customer-centric approach that puts the needs and preferences of our residents at the forefront of decision-making.

To address these customer expectations, Council has developed the draft Strategy, which is provided at Attachment 1.

Strategic directions

The draft Strategy provides the direction and plan to ensure that we achieve our community's goals, particularly Goal 20 -

Our Council is proactive, and efficiently and effectively responds to, and delivers on, the evolving needs of the community

The draft Strategy will continue Council's journey on the path to achieving customer experience excellence. It identifies 3 strategic directions, 4 outcomes and 10 actions for the next 5 years to ensure we deliver on customer expectations and address current pain points.

Direction 1 – make it easy

Delivering digital service through multiple channels will make it easier for people to contact us when and how it suits them.

Outcome 1:

- Implement user-friendly and accessible digital platforms that meet the needs of our diverse customer base.

Actions for Council:

- Continue to innovate and expand our online self-service offering.
- Develop and implement our digital service options such as Live Chat.
- Evaluate emerging technologies such as AI to identify new opportunities to enhance the customer experience

Direction 2 – make it seamless

Improving the customer experience by resolving customer enquiries at the first point of contact, providing proactive updates through the journey, and ensuring the same level of service no matter who they speak to in the organisation.

Outcomes 2 and 3:

- Ensure consistent service delivery across all customer touchpoints, meeting or exceeding customer expectations.
- Deliver a customer-centric culture that prioritises customer needs and preferences, placing them at the centre of all decision-making processes.

Actions for Council:

- Redesign and embed our Customer Charter based on customer expectations with clear key performance indicators and reporting.
- Continuously improve service delivery processes, leveraging the Voice of the Customer program to identify and re-engineer processes that are driving low satisfaction.
- Entrench customer experience principles in our induction program.
- Continuously review the service delivery operating model to improve efficiency and deliver a consistent customer experience.

Direction 3 – make it personalised

Better understanding our customers and using that information to personalise and improve their experience with us will deliver higher customer satisfaction for the community.

Outcome 4:

- Develop one view of the customer across the organisation through a comprehensive data collection and analysis framework.

Actions for Council:

- Develop one central view of our customers that captures customer feedback, preferences and behaviours across all touchpoints.
- Roll out the Voice of the Customer program (customer research) to all areas of the business.
- Strengthen our data analytics capability to deliver timely and relevant insights to business leaders that drive continuous improvement.

Implementation

The draft Strategy contains 3 key performance measures, one for each direction which will measure achievement of the 4 outcomes. This includes targets to improve digital usage and customer satisfaction.

If adopted, Council will monitor performance against the measures and assess progress annually.

CONSULTATION

The development of the draft Strategy has been informed by research and consultation with the community, external stakeholders and Council staff. Engagement with different types of groups ensured a range of perspectives informed the draft Strategy.

The research and analysis included research on customer experience, undertaking stakeholder focus groups, and gathering and analysing community feedback including analysis of 20,000 Customer Satisfaction Surveys (called Voice of the Customer) between July 2022 and June 2024.

The consultation has shown that the way we deliver customer experience produces some pain points, does not always meet customer expectations and there are opportunities to improve.



A combination of feedback, research and workshops have highlighted customer pain points, expectations and opportunities to improve customer experience:

Pain points	Expectations	Opportunities
• Accessibility and responsiveness of interaction channels • Multiple contacts often required to follow up • Enquiry passed on to internal departments from customer service • Slow responses and inconsistent experience • Having to re-contact Council to follow up • Council doesn't know me/my enquiry	• Customers want to complete their interaction in the channel of their choice • Customers want quick resolution without needing multiple interactions • Customers want to easily connect to somebody that can resolve their issue • Customers value responsiveness and consistency of service experience • Customers value proactive updates on their enquiry • Customers appreciate personalisation in responses	• Easy to deal with - offer multiple communication channels including digital service • Take ownership of issue resolution - reduce need for multiple contacts • Right person, first time - connecting with the right person from the first point of contact • Deliver consistent customer experience across all touchpoints • Proactive communication - keep customers updated throughout the process • Personalisation, 'know me' - understand individual needs and preferences

Additionally, the results of our Community Survey have shown that there is a significant correlation between satisfaction with the performance of staff in handling enquiries and overall satisfaction with Council performance.

Pending Council approval, the next phase of consultation will be placing the draft Strategy on public exhibition for a minimum of 28 days.

TIMING

Following the public exhibition period, all submissions received will be reviewed and any necessary changes will be made to the draft Strategy.

The consultation feedback and final draft of the Strategy will be reported back to Council for adoption.

FINANCIAL CONSIDERATIONS

Actions in the draft Strategy are already factored into Council's Long Term Financial Plan with the goal of incremental change based on current budgets. Any larger scale improvements would be subject to available funding and follow normal budgeting processes.

GOVERNANCE AND RISK CONSIDERATIONS

Reliable, efficient and flexible services have an important role to play in reducing operational risks for Council through protecting reputation and trust as well as providing flexibility in times of disruption.

The draft Strategy aims to reduce the likelihood of complaints through improved service delivery as well as building flexibility by enhanced digital options to enable Council to continue to operate effectively during emergency events.

ENVIRONMENTAL CONSIDERATIONS

The subject of this report has no adverse environmental implications for Council. Good customer experience can increase sustainable behaviours and reduce operational waste. The draft Strategy has a number of actions that will reduce the effort and time spent of both customers and staff in resolving issues while helping to reduce paper usage.

SOCIAL CONSIDERATIONS

The recommendations in this report will have positive social outcomes for the community through having transparent, empathetic and responsive services which foster higher trust in government. When services are easy to access and available across multiple channels (on-line, in-person, phone) all community members can participate in civic life. The draft Strategy includes actions which will make it easier for our diverse community to interact with Council, driving deeper customer understanding so that customers feel valued and heard by the organisation, improving connection and inclusion. Satisfaction rates of our customers as evidenced through the Voice of the Customer scores are high and provide a base from which to deliver a strategy that seeks to provide flexible and equitable access to Council services.

LINK TO STRATEGY

Consideration was given to the alignment of this draft Strategy with direction provided in other Northern Beaches Council strategies and plans, as well as commitments made to customer experience by the NSW Government.

State	NSW Government State of the Customer Report NSW Government Customer Commitments
Local	Northern Beaches Community Strategic Plan 2040 Digital Transformation Strategy Community Engagement Strategy Customer Service Charter Community Participation Plan Better Together 2040 Disability Inclusion Action Plan 2022-2026 Multicultural Inclusion Plan 2024-2029

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

- Good governance and participation - Goal 20 Our Council is proactive, and efficiently and effectively responds to, and delivers on, the evolving needs of the community.

Reporting team	Customer Services
TRIM file ref	2025/443939
Attachments	⇒ 1 Draft Customer Experience Strategy 2030 (Included In Attachments Booklet)

ITEM 10.2 2025/26 COMMUNITY GRANTS PROGRAM - FUNDING RECOMMENDATIONS

PURPOSE

The purpose of this report is to seek approval to allocate funding under Council's 2025/26 Community Grants Program.

EXECUTIVE SUMMARY

- The 2025/26 Community Grants Program has been developed in accordance with the adopted Community Grants and Partnership Policy and Guidelines.
- The program comprises of 2 grant streams 'Arts and Creativity' and 'Community Development', with distinct funding categories, objectives, and selection criteria.
- The funding priorities align with the Arts and Creativity Strategy 2029 and Better Together Social Sustainability Strategy 2040.
- There is a total funding pool of \$227,740 allocated for the 2 grant programs, covering the financial grants, assessment panel expenses and advertising of the program.
- The program was advertised from 19 June 2025 to 28 July 2025. The program received 121 eligible applications, requesting funds of \$805,944.
- There are 45 projects that have been recommended for funding.
- A summary of recommended applications, including a brief project description and assessment feedback, is detailed in Attachment 1 and Attachment 2.
- The delivery date for funded projects is from 1 November 2025 to 31 December 2026.

RECOMMENDATION

That Council, pursuant to section 356 of the *Local Government Act 1993*, approve the allocation of \$222,979 (excluding GST) under the 2025/26 Community Grants Program as outlined in Attachments 1 and 2, comprising:

1. \$102,979 in respect of the Arts and Creativity grants program (Attachment 1).
2. \$120,000 in respect of the Community Development grants program (Attachment 2).

BACKGROUND

The Community Grants Program commenced in 2018/19 and provides grants of up to \$10,000 to eligible individuals and organisations to support projects and initiatives that deliver direct benefit to local people and communities of the Northern Beaches local government area (LGA).

Funding priorities have been determined from Council's Better Together Social Sustainability Strategy 2021-2040 and Arts and Creativity Strategy 2029.

Council received the following applications to each grant program:

Grants Program	Applications Received	Eligible Applications	Eligible Applications Amount Requested	Funding Available
Arts and Creativity	66	63	\$420,319	\$103,000
Community Development	60	58	\$385,625	\$120,000
TOTAL			\$805,944	\$223,000

The number of applications recommended for funding are shown below:

Grants Program	Applications Recommended for Funding	Full Funding	Partial Funding	Recommended Funding (excluding GST)
Arts and Creativity	21	12	9	\$102,979
Community Development	24	16	8	\$120,000
TOTAL				\$222,979

Each funding program and stream in the 2025/26 Community Grants Program is detailed individually in the following sections of the report.

DISCUSSION

1. Arts and Creativity Grants

The Arts and Creativity grants program continues to realise the vision of the Arts and Creativity Strategy, Connected through Creativity 2029 (the Strategy). The grants provide vital support for the arts sector, ensuring a vibrant, connected and engaged community.

In 2025/26 the grants program addresses the following key objectives identified in the Strategy, including:

1. Foster innovation and contribute to the growth of the local arts and creative sector through collaboration and partnerships
2. Connect with and celebrate Aboriginal and Torres Strait Islander heritage and cultures
3. Develop the skills of local creative professionals and arts workers across all arts disciplines
4. Increase access and community participation in arts, culture, and creativity
5. Animate public spaces with creative initiatives, including in unexpected and unique urban environments
6. Tell diverse stories authentic to the Northern Beaches
7. Explore opportunities to increase representation of community diversity in the public domain, including people with disabilities, and culturally and linguistically diverse and LGBTQIA+ communities.

In 2025/26, the Arts and Creativity Grants program received a total of 66 applications, of which 63 proceeded to assessment. There are 21 applications recommended for full or partial funding. The Arts and Creativity Grants program for 2025/26 contains 2 grant categories, as detailed below.

Independent projects

This grant category is for projects up to \$5,000, with a total combined pool of \$103,000 shared with the Community and Creative Sector Projects.

The Independent Projects category is designed to support individual artists and artistic collaborations in the production and presentation of new work, and/or professional development. This includes arts and creative workers with a demonstrated history of professional arts practice working across a range of established and emerging art forms and disciplines.

These applications were assessed according to the category objectives and the following criteria:

1. Rationale and Impact
 - Demonstrated value of the project in contributing to production of new work, creative opportunities and/or creative innovation
 - Alignment with Council's strategies and objectives, with measurable outcomes demonstrating creative growth and/or community engagement
2. Connection and Development
 - Building connections within the creative community, fostering creative exchange and/or enhancing the reach of the project
 - Development of professional practice and skills, demonstrating a clear pathway for growth and future opportunities
3. Experience and Capacity
 - Relevant experience and skills of applicant, including evidence of appropriate consultation if required
 - Demonstrated capacity to manage and deliver the project
4. Viability
 - Demonstrates value for money with a realistic budget, with a funding model appropriate to the scope of the project
 - Evidence of adequate planning with a clear timeline.

There are 13 applications recommended for funding, with 9 projects recommended to receive the full amount requested and 4 recommended to receive partial funding, as shown in the following table and in more detail in Attachment 1:

Applicant	Project Title	Recommended Funding (excluding GST)
Sydney Chamber Music Festival Incorporated	Sydney Chamber Music Festival	\$2,300
Bryan John Dalli	Alley Rights	\$5,000
Daniel John Press	Mei Zhao: Fishing for Golden Snappers	\$4,970
Haley Alana Holgate	Haley Holgate Northern Beaches Bookstores and Singles	\$4,000

Applicant	Project Title	Recommended Funding (excluding GST)
Joshua Tate Copland-Nielsen	Development of Joshua Copland-Nielsen Practice	\$5,000
Kim Etalem De Haan	The Big Book Walk	\$5,000
Lianna May	Lianna May	\$4,000
Lydia Louise Riccioni-Brown	Selene and the Strange: Debut EP	\$5,000
Megan Kate Battaglia	Wayuu Threads: A Celebration of Indigenous Art and Culture	\$5,000
Melissa Jayne McLeod	Archie's Invisible Colours	\$3,900
Michael Booth	Rockhampton	\$3,400
Natalia Karpova	Peter and the Wolf	\$3,500
Summer Moger	EP Recording and Headline Concert	\$5,000
Total		\$56,070

Community and Creative Sector Projects

This grant category is for projects up to \$10,000, with a total combined pool of \$103,000 shared with the Independent Creative Projects.

The Community and Creative Sector Projects category is designed to support local arts businesses, community groups, and other organisations. Applicants may be investigating new ideas/designs or concepts, establishing new ventures, or developing projects to grow creative industries and support sector sustainability. Projects that provide greater access to the arts for the local community were highly regarded.

These applications were assessed according to the category objectives and the following criteria:

1. Rationale and Impact

- Demonstrated value of the project/initiative in fostering community engagement, cultural development, access to creative opportunities for diverse audiences and practitioners, and/or sector sustainability in the Northern Beaches
- Alignment with Council's strategies and objectives, with measurable outcomes benefiting the local community and/or creative sector

2. Connection and Development

- Building connections within the creative community, providing opportunities for local creative workers and/or practitioners
- Enhancing access to the arts through engagement with the community and/or professional sector

3. Experience and Capacity

- Relevant experience and skills of the applicant and collaborators, including evidence of appropriate consultation, if required
- Demonstrated history of the delivery of high-quality arts and creative projects of a relevant scale

4. Viability

- Demonstrates value for money with a realistic budget, showing a funding model appropriate to the scope of the project
- Evidence of adequate planning with a clear timeline

There are 8 applications recommended for funding, with 3 projects recommended to receive the full amount requested and 5 recommended to receive partial funding, as shown in the following table and in more detail in Attachment 1:

Applicant	Project Title	Recommended Funding (excluding GST)
Adrina Petrosian	ArtBeat	\$4,000
Amber Georgia Oswald	Below the Surface	\$2,184
Danielle Kim McKinnon	Circus on the Sand	\$8,500
Hamish Leslie Castle Stuart	An Engaged Audience	\$4,800
Northern Beaches Readers Festival Incorporated	The Northern Beaches Readers Festival	\$7,500
Integral Aerial Arts Pty Ltd	Integral Aerial Arts Creative Intensive	\$5,425
Nicole Butcher	Thrown from the Beaches	\$4,500
Rona Puntawe	Connective: Creative Encounters, Collective Flourishing	\$10,000
Total		\$46,909

2. Community Development Grants

Community Development grants are an important part of Council's role supporting the social services sector, with a particular focus on the most vulnerable in our community. This program aligns with the adopted Social Sustainability Policy, which outlines Council's role in community services:

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

As Council has limited direct service provision, the Community Development Grants Program is an important program that contributes to the wellbeing of Northern Beaches residents.

The Community Development Grants program received 60 applications, with 24 recommended for full or partial funding. In 2025/26 the Community Development Grants are split into 2 categories, Community Development Grants and Small Grants, as detailed below.

Community development grants

The community development grant category is for projects up to \$10,000 from a total pool of \$120,000 shared with the small grants category.

This grant category was open to incorporated, not-for-profit organisations, with the following funding priorities aligned to Better Together, Council's Social Sustainability Strategy.

Projects that increase safety and/or inclusion for the following priority populations:

- Young people
- Older people
- People from diverse backgrounds
- People experiencing mental ill-health
- People who are socially isolated

Applications from eligible organisations were required to address the following assessment criteria:

1. Has a clear project purpose and evidence of local community need
2. Describes what the project is and how it will be delivered in alignment with funding priorities
3. Describes how the project contributes to one or more program outcomes
4. Value for money with a detailed budget showing how funding will be used
5. Demonstrates organisation capacity to deliver the project

There are 10 applications recommended for funding from a total of 31 eligible applications requesting a total of \$262,212.60. This includes 5 projects recommended to receive the full amount requested and 5 recommended to receive partial funding, as shown in the following table and in more detail in Attachment 2.

Applicant	Project Title	Recommended Funding (excluding GST)
Be Centre Foundation Limited	Hear Me Play: Helping at-risk children to overcome trauma and adversity through play therapy	\$10,000
Disabled Surfers Association of Aust	Disabled Surfers Association Sydney	\$5,000
Empowering Parents In Crisis Pty Ltd	EPIC Walks	\$7,500
New Horizons Enterprises Limited trading as Headspace Brookvale	Speaking of Mental Health in the Beaches	\$5,775
KYDS Youth Development Service Incorporated	Youth Mental Health and Wellbeing Education	\$5,000
Lifeline Northern Beaches Limited	Light in the Shadows: Suicide Bereavement Support Group	\$10,000
Northern Beaches Multicultural Communities Incorporated	Cultural Mothers and Children Playgroups – Nepalese, Portuguese and Spanish	\$7,500
Northern Beaches Women's Shelter Incorporated	Nourish & Flourish	\$4,440
Ocean Heroes Limited	Ocean Heroes Northern Beaches Free Events Program	\$4,000
Taldumande Youth Services Limited	Beach Reach	\$10,000
Total		\$69,215

Small grants

The Small Grants category is for projects up to \$5,000 from a total pool of \$120,000 shared with the community development grants category.

The purpose of this grants stream is to provide one-off funding to small community groups and organisations to pilot new initiatives and establish or increase sustainability of existing groups promoting inclusion, participation and social connections in the Northern Beaches.

This grant category was open to community groups and unincorporated associations that are not-for-profit, are predominantly run by volunteers and are based in or servicing the Northern Beaches LGA. This category was also open to incorporated entities that are not-for-profit, are predominantly run by volunteers and are based in or servicing the Northern Beaches LGA; and have an annual revenue of \$500,000 or less.

In this grant category, applications from eligible groups and organisations were required to address the following assessment criteria:

1. Program aligns with the funding priorities for the grant category
2. Shows how the group or program contributes to the program outcomes in the Northern Beaches Community
3. Demonstrates volunteer or member led contributions to the project or group
4. Value for money with a detailed budget showing how grant funding will be used.

There are 14 applications recommended for funding from a total of 27 eligible applications requesting a total of \$123,412. This includes 11 projects recommended to receive the full amount requested and 3 recommended to receive partial funding, as shown in the following table and in more detail in Attachment 2:

Applicant	Project Title	Recommended Funding (excluding GST)
Artability, under the auspices of the Northern Beaches Creative Leisure and Learning Inc	Artability, Accessible Creative Arts Community Program	\$1,586
Fusion Pride	Fusion Pride Picnic 2026	\$5,000
Grace City Care Incorporated	Grace City Care Community Foodcare & Café	\$5,000
Rosa Mazzapica	Italo Kids - A learning playground for Italian families on the Northern Beaches	\$5,000
Salome Feimoeiafi	Kafa Taha – Tongan Learning Centre	\$5,000
Lions Club of Manly Inc Activities Account	Lions and Leos Club of Manly - Community Group Service Support	\$5,000
Literacy Network Northern Beaches Inc	Literacy Network Volunteer English Tutor Training Manual update	\$3,450
Men's Kitchen Association Limited	Recipe Book 2026 Edition	\$2,694
North Harbour Sailing Club Incorporated	Enhanced Safety and Inclusion	\$2,450
Northern Beaches Community Cancer Care Incorporated	Little Lifts (pilot program)	\$3,800

Applicant	Project Title	Recommended Funding (excluding GST)
Olive & Kin Ltd	Remembrance Workshops & Grief Support after Pregnancy & Infant loss	\$2,500
The Cottage Counselling Centre	Domestic Violence Education and Support	\$4,000
Volunteer Marine Rescue NSW trading as Marine Rescue Broken Bay	Marine Rescue Broken Bay – Volunteer Support	\$2,805
Zonta Club of Northern Beaches Inc	Breast Cushions	\$2,500
Total		\$50,785

CONSULTATION

The 2025/26 Community Grants Program was open for applications from 19 June 2025 to 28 July 2025.

Two Grant Information Sessions were held in July 2025. In addition, the online webinar was made available on Council website for all applicants and staff provided additional personal assistance and guidance to applicants, where requested.

Program information and guidelines were advertised and promoted widely throughout the community, including information and emails to relevant grant, network and group distribution lists, Council's website and several broad and targeted social media platforms.

In addition to the promotion of the overarching grants program, a specific approach was taken to develop a targeted promotional campaign for each of the streams.

Assessment panel

Council staff conducted eligibility checks on all applications received prior to progressing to assessment by the assessment panels. Each stream convened separate assessment panels consisting of experts in each area with a balance of 2 internal and 2 external assessors.

The Arts and Creativity Assessment Panel comprised of:

- two local residents of the Northern Beaches with expertise in arts and culture. Aboriginal-identified persons were strongly encouraged to apply
- two representatives from Council's Community, Arts and Culture business unit.

The Community Development Assessment Panel comprised of:

- two community representatives of the Northern Beaches with expertise in community development and services
- two representatives from Council's Community, Arts and Culture business unit.

Assessment panel members undertook individual online assessments and submitted a score for each application against the assessment criteria, resulting in a priority ranking. The assessment panels met in person to discuss the priority ranking and reached consensus on the projects recommended for funding.

TIMING

The 2025/26 Community Grants Program was open for applications from 19 June to 28 July 2025.

Program funding will be distributed as soon as practicable following Council approval. The delivery date for funded projects is from 1 November 2025 to 31 December 2026 and acquitted by 31 January 2027.

FINANCIAL CONSIDERATIONS

Funding to support the 2025/26 Community Grants Program is included in the existing operational budget.

GOVERNANCE AND RISK CONSIDERATIONS

The 2025/26 Community Grants Program is in accordance with section 356 of the *Local Government Act 1993*.

Applications are assessed against pre-defined and advertised criteria and follow a clear and transparent process to ensure equity. The program was widely advertised, and external, independent community members were part of the assessment process.

The assessment panels were recruited in line with the Appointment of Committee Members Policy.

The 2025/26 Community Grants Program is in accordance with the adopted Community Grants and Partnerships Policy.

ENVIRONMENTAL CONSIDERATIONS

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

SOCIAL CONSIDERATIONS

The funding of these grants will have a significant positive impact on our local community. While it is difficult to quantify the precise social and economic value of grant funding, Council's resourcing of local individuals, community groups, services and organisations enables them to achieve community and creative outcomes that far exceed Council's capacity to achieve these outcomes alone.

The projects supported by the Arts and Creativity grants will contribute to achieving the goals set out in the Arts and Creativity Strategy. These goals are to increase participation and engagement in creativity by our diverse communities, enable the sustainability of the local creative sector, and encourage a vibrant, creative culture authentic to the Northern Beaches.

The Community Grants Program aligns with the strategic direction of the Social Sustainability Strategy – Better Together 2040, focusing on Council's role as facilitator and enabler of local groups, services, and organisations.

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

Reporting team	Community, Arts & Culture
TRIM file ref	2025/562202
Attachments	⇒1 Art and Creativity Grants 2025/26 - Funding Recommendations (Included In Attachments Booklet) ⇒2 Community Development Grants 2025/26 - Funding Recommendations (Included In Attachments Booklet)

11.0 ENVIRONMENT AND OPEN SPACE DIVISION REPORTS

ITEM 11.1 OUTCOME OF PUBLIC EXHIBITION - CLIMATE CHANGE POLICY

PURPOSE

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

EXECUTIVE SUMMARY

- At its meeting of 20 May 2025, Council resolved to place the draft Climate Change Policy (Policy) on public exhibition.
- The draft Policy was publicly exhibited for community feedback from 23 May to 22 June 2025.
- A total of 63 submissions (54 via Your Say, 9 by email) were received, with the findings summarised in this report and in the Community Engagement Report (Attachment 1).
- Of the 54 submissions from Your Say that answered the sentiment question, 23 were either very or somewhat supportive and 31 submissions were not very or not at all supportive.
- There was support for proactive local action on climate change (mitigation and adaptation) and the Policy's role in supporting Council's climate emergency declaration.
- The less supportive responses included submissions unrelated to the exhibited policy, conveyed scepticism toward climate science or climate change, taking more practical (rather than policy) actions, and focusing on other services.
- Based on the review of feedback received, 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 Policy is consistent with Council's Climate Emergency declaration and adopted key strategic documents.

RECOMMENDATION

That Council:

1. Adopt the draft Climate Change Policy (Attachment 2).
2. Revoke the following policies:
 - a. Carbon Neutral Policy – C06 (former Manly)
 - b. Environmental Sustainability Policy – STR PL 830 (former Warringah)
 - c. Sustainability Policy – No164 (former Pittwater)
 - d. Ethical Charter – Sustainability Policy – E40 (former Manly)
 - e. Climate Change Policy – No176 (Attachment 7).

BACKGROUND

Council has 5 current climate change related policies from the former Manly, Warringah and Pittwater Councils:

- Carbon Neutral Policy – C06 (former Manly) (Attachment 3)
- Environmental Sustainability Policy – STR PL 830 (former Warringah) (Attachment 4)
- Sustainability Policy – No164 (former Pittwater) (Attachment 5)
- Ethical Charter – Sustainability Policy – E40 (former Manly) (Attachment 6)
- Climate Change Policy – No176 (former Pittwater) (Attachment 7)

These 5 current policies present an inconsistent and out of date approach to addressing climate change and sustainability, and an updated and harmonised policy is required.

Following a policy review, the draft Climate Change Policy (Policy) was prepared to provide consistent guidance for the integration of climate change mitigation and adaptation action across Council's assets, functions and services. The draft Policy focuses on the broader framework, while operational details are addressed in internal determinations and public-facing guidelines.

The sustainability elements in the current policies have largely been integrated into other operational policies (e.g. procurement, financial investment, asset management) or are included in more detail in relevant strategies.

The draft Policy complements Council's commitment to taking action to address climate change through the adoption of the Environment and Climate Change Strategy (ECCS) 2019, Resilience Strategy (RS) 2022 and in accordance with the Climate Emergency Declaration in 2019. This commitment is also reflected through Council's Community Strategic Plan (CSP) goals and the Local Strategic Planning Statement (LSPS) planning priorities.

The Northern Beaches community also expects action on climate change. In an Environmental Perceptions Survey in 2021, 85% of respondents indicated they believe climate change is likely happening with 87% of these respondents believing it would have a significant impact. 73% of respondents said that Council should act now on climate change.

Council's role is to manage its assets, functions and services now and into the future. Council endorsed the Environment and Climate Change Strategy in 2019, the Resilience Strategy in 2022 and recently adopted the revised Asset Management Policy and Plan that include goals and principles and actions to address climate change.

The draft Policy was presented to the Council at its meeting 20 May 2025, where Council resolved (123/25) to place the draft Policy on public exhibition and the outcome reported to Council.

DISCUSSION

The draft Policy was placed on public exhibition from 23 May to 22 June 2025. Council received 63 submissions with 54 submissions via Your Say and 9 submissions via email. Of the 54 direct submissions from Your Say that included a sentiment question on level of support for the policy, 23 were either very or somewhat supportive and 31 were either not very or not at all supportive.

Positive commentary focused on support for proactive local action on climate change and the Policy's role in supporting the Council's declaration of a climate emergency in 2019. Feedback also suggested Council focus on specific issues and action areas, including First Nations recognition, ecological processes, trees and biodiversity, sea-level rise, food security and the complexity of specifying 2 Shared Socioeconomic Pathways (SSP) scenarios for adaptation planning.

Of the 31 submissions that were not very or not at all supportive, 8 submissions were unrelated to the exhibited policy, and 13 submissions conveyed scepticism toward climate science or climate change.

Respondents that were not supportive of the Policy felt that Council should focus on delivering the services of roads, rates and garbage removal, or practical actions like stop cutting down trees and stop pollution, and that the Policy was a potential move by Council to seek more rates income from residents.

The key themes arising and Council responses are summarised in Table 1 below.

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

- additional purpose text addressing the inequality of climate change impacts
- refinement of principle text for clarity and simplification
- additional principle for climate action to also strengthen biodiversity, ecological processes and the natural environment
- additional references to strategy, related document and Community Strategic Plan outcomes added for completeness
- updating the climate change definition to be consistent with the *NSW Climate Change (Net Zero Future) Act 2023* definition.

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

Table 1: Issues, change requests and other considerations by theme

Theme	Issues, change requests and other considerations raised	Council's response and amendments as indicated in red text
General sentiment	Strong support for Council leadership on climate action; appreciation for the policy's intent, and recognition of the climate emergency declared by Council in 2019. Strong opposition to Council involvement; statements that climate change is exaggerated or not Council's responsibility.	The polarised nature of the comments reflects the public discourse on climate change in Australia over the past 20+ years. Policy is consistent with adopted Council position, state and federal policies and legislation. No change to the Policy
Role of Local Government	Council seen as a key player in local climate resilience and emissions reduction. Council should stick to "roads, rates, and rubbish"; climate policy is a Federal/State issue.	As the level of government closest to the community Council plays a fundamental climate change response role, particularly with adaptation. Policy is consistent with adopted Council position and key strategies including the CSP, LSPS, ECCS, RS. No change to the policy

Theme	Issues, change requests and other considerations raised	Council's response
Scientific basis	Trust in climate science and Intergovernmental Panel on Climate Change (IPCC) projections; calls for urgent action. Scepticism of climate science; belief that models are speculative or flawed. Inclusion of SSP2 and SSP3 is unnecessarily complex.	The CSIRO's State of the Climate Report 2024 found that temperatures in Australia have increased on average ~ 1.5 degrees since 1910. Governments must plan for and adapt to the changing nature of climate risk now for future generations. <i>Australia's National Climate Risk Assessment</i>, released September 2025, states that the effects and impacts of climate change are already being experienced across Australia and will increasingly be felt over the coming decades. The draft Policy has been amended to include minor edits to principle 2 to include outcomes in the adaptive approach to managing the impacts of climate change. Principle 7 of the draft Policy has been amended to: Incorporate the range of climate projections aligned to emission scenario SSP3 when managing Council assets and services and when developing studies, management plans and in land use planning, noting that different assumptions may be adopted to respond to site specific or particular areas of vulnerability. Reference to the Coastal Management Manual (NSW) has been added in the Related Documents section.
Policy specificity	Desire for clearer targets, timelines, and reporting mechanisms. Criticism of vague language and lack of cost-benefit analysis; concern over open-ended commitments. Strengthen references to specific areas – sea level rise, trees, ecological processes and biodiversity and wildlife.	Policies are strategic tools to implement guiding principles. Council's Strategies and Action Plans provide the translation of policy into key directions and actions. The draft Policy has been amended to include the following principle: Ensure that climate change risks and impacts are managed to reduce effects on local biodiversity, ecological processes and the environment.

Theme	Issues, change requests and other considerations raised	Council's response
Financial concerns	Support for investment in sustainability, with calls for transparency and accountability. Strong concern over ratepayer funds being used for climate initiatives; fears of rate hikes and financial waste.	Council has a range of statutory obligations that promote transparency and accountability. Reporting requirements with respect to climate change are expected to increase over time in line with changes to the corporate, federal and state government sectors. The Policy's guiding principles will support Council to deliver core functions and services more effectively and efficiently. Understanding and investing in climate change adaptation and risk management is fiscally responsible. The CSIRO's <i>Climate and Disaster Resilience Technical Report 2020</i> reported that every \$1 spent on adaptation delivers savings between \$2-11 in recovery. The draft Policy has been amended to include minor edits to principle 9 to: Ensure Council decisions consider the impacts of climate change for current and future generations, enhancing intergenerational equity.
Infrastructure/action priorities	Support for green infrastructure, electric vehicles, public transport, and tree canopy restoration. Preference for spending on stormwater, roads, and sewerage; criticism of EVs and offsets.	Policies are strategic tools to implement guiding principles. Council's Strategies and Action Plans provide the translation of policy into key directions and actions. No change to the policy.
Community engagement	Emphasis on youth involvement, education, and inclusive planning. Claims of lack of mandate or consultation; submissions state that policy reflects ideological bias.	Policy is consistent with adopted Council position and key strategies including the CSP, LSPS, ECCS, RS. No change to the policy.
Climate justice and equity	Calls for First Nations collaboration, youth housing, and food security. Opposition to perceived ideological language and "globalist" agendas.	Including statements on inequalities of climate impacts enhances the clarity and purpose of the Policy. These effects disproportionately impact those most vulnerable in the community, exacerbating existing social, economic and health inequalities. First Nations peoples may be particularly affected including through the impacts to cultural heritage and connection to Country. The purpose of the draft Policy has been amended to include text recognising the inequalities of climate impacts to vulnerable people including First Nations peoples. The draft policy has been amended at Principle 8 to include equitably and at Principle 9 to include - enhancing intergenerational equity

Theme	Issues, change requests and other considerations raised	Council's response
Offsetting and emissions	Mixed views: some support for offsets, others warn of greenwashing. Strong opposition to carbon offsets; seen as ineffective or deceptive.	Both supporters and non-supporters of the policy have raised concerns around carbon offsets. Review language to provide clarity that offsetting is the last resort. Australia's Climate Risk Assessment notes that accelerated climate change mitigation as well as reducing human induce pressures is the best defence against future climate impacts on natural and other systems. <i>The NSW Climate Change (Net Zero Future) Act 2023 NSW includes Clause 8 (2) There is a critical need to act to address climate change, which is a serious threat to the social, economic and environmental wellbeing of New South Wales. (3) Action to address climate change should be taken as early as possible to minimise the cost and adverse impacts of climate change.</i> Principle 6 of the draft Policy has been amended to the following: Prioritise mitigation of greenhouse gas emissions from Council activities as soon as practicable. Once all mitigation measures have been completed, Council may offset any remaining emissions to meet its adopted targets.

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.

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 63 submissions, many with comments, were received.

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 climate change action 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 draft Policy has been developed in accordance with Council's Policy Framework and complements Council's key adopted plans and strategies listed in this report. The Policy Framework requires a Council resolution to adopt the draft Policy and to revoke the current policies.

The Northern Beaches local government area is especially vulnerable to natural hazards such as bush fires, flooding, landslips, coastal erosion, and storms. Climate change, population growth, and rising property values are increasing the community's exposure to these risks, impacting safety, wellbeing, and financial stability. To build resilience in our communities, natural and built environments, we must both manage and adapt to these growing risks and reduce emissions to help limit rising temperatures that drive more frequent and intense natural disasters.

ENVIRONMENTAL CONSIDERATIONS

The draft Policy will result in a beneficial environmental outcome by providing an updated and consistent approach for the integration of climate change mitigation and adaptation action across Council's assets, functions and services. The draft Policy complements and strengthens Council's adopted related plans, strategies and action plans and is consistent with NSW, Australian and International climate frameworks.

SOCIAL CONSIDERATIONS

The draft Policy will have positive social outcomes with the inclusion of a principle for Council to work with the community and key stakeholder to equitably reduce emissions, address climate risks and enhance resilience. Proactively managing Council's assets, functions and services helps to strengthen community and environmental resilience to climate change impacts, including extreme weather events. A stronger, resilient Council is able to better support our local community.

LINK TO STRATEGY

This draft Policy relates to these Council strategies and plans:

- Protect Create Live - Northern Beaches Environment and Climate Change Strategy 2040
- Northern Beaches Local Strategic Planning Statement - Towards 2040
- Move Northern Beaches Transport Strategy 2038
- Northern Beaches Resilience Strategy
- related action plans
- Climate Emergency Declaration.
- Better Together 2040

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

- Protection of the environment - Goal 2 Our environment and community are resilient to natural hazards and climate change.
- Environmental sustainability - Goal 4 Our community is supported in the sustainable use of resources and working towards net zero and a local circular economy.
- Environmental sustainability - Goal 5 Our built environment is developed in line with best practice sustainability principles.
- Environmental sustainability - Goal 6 Our Council leads by example in environmental sustainability and resilience.
- Community and belonging - Goal 8 Our community feels safe and supported.
- Good governance and participation - Goal 19 Our Council is transparent and trusted to make decisions that reflect the values of the community.

Reporting team	Environment & Resilience
TRIM file ref	2025/507642
Attachments	⇒1 Community Engagement Report - Draft Climate Change Policy (Included In Attachments Booklet) ⇒2 Climate Change Policy Draft - Revised following community engagement - August 2025 (Included In Attachments Booklet) ⇒3 Carbon Neutral Policy (Included In Attachments Booklet) ⇒4 Environmental Sustainability Policy (Included In Attachments Booklet) ⇒5 Sustainability Policy (Included In Attachments Booklet) ⇒6 Ethical Charter Sustainability (Included In Attachments Booklet) ⇒7 Climate Change Policy (Included In Attachments Booklet)

ITEM 11.2 2025/26 SPORT AND RECREATION INFRASTRUCTURE GRANTS PROGRAM - FUNDING RECOMMENDATIONS
--

PURPOSE

The purpose of this report is to seek approval to allocate funding through the 2025/26 Sport and Recreation Infrastructure Grants Program.

EXECUTIVE SUMMARY

- The 2025/26 Sport and Recreation Infrastructure Grants Program (Grants Program) funds improvements to sport and recreation facilities on Council land.
- The Grants Program opened for applications on 19 June and closed on 28 July 2025, during which 25 applications were received requesting \$558,104 (excluding GST).
- Applicants could apply for a minimum of \$10,000 (excluding GST) and up to a maximum of \$35,000 (excluding GST) for eligible projects.
- Applications received were assessed by a Panel which recommends the total budget of \$100,000 (excluding GST) is allocated to 7 projects across 7 sports as outlined in this report.
- Successful applicants will be required to enter into an agreement with Council and to complete and acquit their grant funded projects by 30 June 2026.
- Unsuccessful applicants will be provided feedback on their applications upon request.

RECOMMENDATION

That Council, pursuant to section 356 of the *Local Government Act 1993*, approve the allocation of \$100,000 (ex GST) under the 2025/26 Sport and Recreation Infrastructure Grants Program to the projects outlined in Attachment 1.

BACKGROUND

Council's 2025/26 Sport and Recreation Infrastructure Grants Program (Grants Program) aims to improve Council's sport and recreation facilities and to meet these 3 program objectives:

- Increase opportunities for participation in sport, recreation, and active play
- Improve the viability of sport and recreation groups
- Develop safe, accessible, and family friendly facilities.

There is \$100,000 (excluding GST) available for the 2025/26 Grants Program. Applicants can apply for a minimum of \$10,000 (excluding GST) and up to a maximum of \$35,000 (excluding GST) for eligible projects.

The Grants Program opened for applications on 19 June and closed on 28 July 2025. Information about the Grants Program including assessment criteria, eligibility and processes were presented in the Grants Program Guidelines (Guidelines) and published on Council's website and referred to in the online application form.

DISCUSSION

Assessment Panel

Eligibility checks were undertaken on all applications received prior to progressing to assessment by the Grants Program Panel (Panel). The Panel was comprised of 4 staff from a number of Council departments.

Assessment process

Of the 25 applications received, 19 proceeded to assessment. 5 applications were ineligible and 1 application was withdrawn.

Applications received	Eligible applications	Ineligible/ Withdrawn applications	Eligible applications amount requested (excl GST)	Funding available
25	19	6	\$451,712	\$100,000

Applications were assessed against the following criteria:

1. Level to which the grant project addresses one or more of the 3 Grants Program objectives
2. Level to which the grant project addresses the principles, priorities and/or actions of Council's Strategies and/or demonstrates a community need
3. Applicant's capacity to deliver.
4. Value for money - applicants are not required to contribute to their project, though contributions may be considered in the assessment process

The voting Panel members undertook individual online assessments via the SmartyGrants platform and submitted a score and comment for each application's grant project (grant project) against the assessment criteria, resulting in a priority ranking.

The Panel met to discuss the priority ranking and to reach consensus on the grant projects recommended for funding. The Panel discussed the merit of each grant project in line with the Guidelines and the principles of the Community Grants and Partnerships (Financial Assistance) Policy. Applications ranked highest by the Panel are recommended for funding.

Proposed funding allocations

The grant projects which ranked highest by the Panel and which are recommended for funding are:

Applicant	Project	Recommended funding (excluding GST)
Balgowlah Golf Club Ltd	New practice bays	\$24,000
Manly Warringah Australian Football Club Inc	Electronic scoreboard	\$17,455
Allambie Beacon Hill United Football Club Inc	Canteen refurbishment	\$14,000
Manly Yacht Club Limited	Upgrade the toilet facilities	\$13,515
Pittwater Baseball Club Inc	Batting cage upgrade	\$10,515
Newport Bowling Club Ltd	New shade facilities	\$10,515
Narrabeen Junior Rugby Union Club	Upgrade to changerooms	\$10,000
Total		\$100,000

Additional details about the above grant projects are set out in Attachment 1. Applicants were asked to nominate the minimum amount of funding to make the project viable. Partially funding some requests enables the Grants Program to benefit more groups than the funding would otherwise allow.

CONSULTATION

The Grants Program was promoted collectively with Council's other grant programs via Council's website and social media platforms. E-mails about the Grants Program were also sent to local sport and recreation groups.

The grant projects recommended for funding are not considered substantial and community engagement under Council's Community Engagement Policy is not required.

TIMING

Projects funded through the 2025/26 Grants Program are to be completed and acquitted by 30 June 2026.

FINANCIAL CONSIDERATIONS

\$100,000 has been allocated in the 2025/26 Parks and Open Space capital budget for the 2025/26 Grants Program.

GOVERNANCE AND RISK CONSIDERATIONS

The applications received have been processed and assessed in accordance with the Guidelines and the Grants and Partnerships (Financial Assistance) Policy. Applicants recommended for grant funding have owner's consent from Council to lodge their applications for their nominated projects.

Should the 2025/26 Grants Program recommendations be approved by Council, successful applicants will be required to enter into a funding agreement with Council. 50% of the approved grant funding may be made available upon signing the agreement subject to meeting Council's requirements. The remaining 50% will be paid upon successful completion of their projects and

meeting Council's acquittal requirements. Unsuccessful applicants will be provided feedback on their applications upon request.

ENVIRONMENTAL CONSIDERATIONS

Should the 2025/26 Grants Program recommendations be approved by Council the successful applicants will be required to obtain owner's consent from Council to commence works. Applicants are to submit, among other documentation, detailed specifications and construction methodologies including relevant environmental controls and mitigation to Council's satisfaction before consent will be provided.

SOCIAL CONSIDERATIONS

The allocation of these proposed grants will improve sporting facilities in line with the program objectives outlined above.

LINK TO STRATEGY

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

- Community and belonging - Goal 9 Our community is inclusive and connected.
- Housing, places and spaces - Goal 12 Our community has access to spaces that enable healthy and active living and allow for a broad range of creative, sporting and recreational opportunities to be enjoyed.
- Good governance and participation - 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	2025/578353
Attachments	⇒ 1 2025/26 Sport and Recreation Infrastructure Grant Program - Overview and Recommendations (Included In Attachments Booklet)

ITEM 11.3 2025/26 ENVIRONMENTAL GRANTS PROGRAM - FUNDING RECOMMENDATIONS
--

PURPOSE

The purpose of this report is to seek approval to allocate funding under Council's 2025/26 Environmental Grants Program.

EXECUTIVE SUMMARY

- The 2025/26 Environmental Grants Program (Program) funds projects and initiatives that deliver direct benefit to the environment of the Northern Beaches local government area.
- Applicants could apply for a maximum of \$5,000 (excluding GST) for eligible projects.
- The Program opened for applications on 19 June and closed on 28 July 2025, during which 13 applications were received requesting \$54,250 (excluding GST).
- Applications received were assessed by a Panel which recommends the total budget of \$50,000 (excluding GST) is allocated to 11 projects as outlined in this report.
- Successful applicants will be required to enter into an agreement with Council and to complete and acquit their grant funded projects by 30 June 2026.
- Unsuccessful applicants will be provided feedback on their applications upon request.

RECOMMENDATION

That Council, pursuant to section 356 of the *Local Government Act 1993*, approve the allocation of \$50,000 (excluding GST) under the 2025/26 Environmental Grants Program as outlined in Attachment 1.

BACKGROUND

Council's 2025/26 Environmental Grants Program (Program) aims to support the community to deliver the aspirations and commitments in the Council adopted Protect. Create. Live – Northern Beaches Environment and Climate Change Strategy.

\$50,000 (excluding GST) is available for the 2025/26 Program. Applicants can apply for up to a maximum of \$5,000 for eligible projects.

The Program opened for applications on 19 June 2025 and closed on 28 July 2025. The 2025/26 [Environmental Grants Program Guidelines](#) (the Guidelines) were published on Council's website, and set out the details of the program, relevant criteria, priorities and requirements. The Guidelines were referred to in the online application form.

During the application period, 13 applications were received via the SmartyGrants system with a total of \$54,250 (excluding GST) being requested.

DISCUSSION

Assessment Panel

Council staff conducted eligibility checks on all applications received prior to progressing to assessment by the Environmental Grants Assessment Panel (the Panel).

The Panel comprised 2 representatives from Council, and 2 community representatives.

Assessment process

Of the 13 applications that were received, 12 proceeded to assessment and of these 11 applications are recommended for funding. One application did not meet the requirements and was deemed ineligible.

Applications received	Eligible applications	Eligible applications amount requested	Funding available
13	12	\$53,700	\$50,000

Applications were assessed against the following criteria:

Essential criteria:

1. Demonstrates a clear rationale for the initiative with key deliverables stated that address at least one of the funding priority areas
2. Demonstrates a positive environmental impact in the short and long-term including how this will be measured and maintained
3. Capacity and demonstrated ability of applicant to manage a well-planned project
4. A realistic budget with all income and expenditure identified

Highly regarded criteria:

1. Evidence of partnerships with other organisations
2. Applications that address more than one category and/or priority
3. Experimental, innovative ideas and approaches
4. Longevity of the initiative

The Panel members undertook individual online assessments via the SmartyGrants platform and submitted a score for each application against the assessment criteria, resulting in a priority ranking.

The Panel met to discuss the priority ranking and reach consensus on the projects recommended for funding. The Panel discussed the merit of each application in line with the Guidelines and the principles of the Community Grants and Partnerships Policy.

Of the 12 eligible applications, 11 are recommended for funding with 10 projects recommended for full funding and one for partial funding (as some aspects of the proposal were not considered to be as well aligned to program objectives).

Northside Enterprise Incorporated submitted 3 applications, all assessed as having sufficient merit for funding. In line with the Program Guidelines, multiple applications from the same entity may be funded if the funding pool remains available. To ensure this, the Panel reviewed 2 of their applications last, following the appraisal of all other submissions, and determined that funding should be recommended for all 3 projects.

Proposed funding allocations

The 11 projects recommended for full or partial funding are as follows:

Applicant	Project	Recommended funding (excluding GST)
Canopy Keepers	Owl Keepers	\$5,000
Catholic Parish of Frenchs Forest	Protecting Kieran's Creek	\$5,000
Humane World for Animals	Collaroy slopes coastal rainforest E2 zone weed reduction Stage 2	\$5,000
Joy of Giving Network	Educational Preloved Toy Reuse Workshops	\$5,000
Northside Enterprise Inc	Flora Ritchie and Roberts Reserve Coastal Dune Bush Regeneration	\$5,000
Northside Enterprise Inc	Freshwater Dune Bush Regeneration	\$5,000
Northside Enterprise Inc	Greendale Creek Bush Regeneration	\$5,000
Peninsula Community Gardens Inc - Newport	Blooming Back to Recovery	\$3,700
Permaculture Northern Beaches	The Pollinator Pockets Project	\$5,000
Save Manly Dam Catchment Committee	Backyard Biodiversity: Explore, Learn, Protect	\$1,300
Surfrider Foundation Australia	Adopt a Beach Program.	\$5,000
Total		\$50,000

Additional details about the above grant projects are set out in Attachment 1.

CONSULTATION

Program information and guidelines were advertised and promoted widely throughout the community, including information and emails to relevant grant, network and group distribution lists, Council's website, and several broad and targeted social media platforms. Council staff were available to assist applicants navigate the application process.

TIMING

Funding will be distributed as soon as practicable following Council approval. Grant funded projects will be paid to successful applicants once approved by Council and are to be completed by 31 December 2026 and acquitted by 31 January 2027.

FINANCIAL CONSIDERATIONS

There is \$50,000 (excluding GST) allocated in the 25/26 Program budget. Following assessment, 11 applications to the value of \$50,000 (excluding GST) are proposed to be awarded funding.

GOVERNANCE AND RISK CONSIDERATIONS

The assessment panel comprised 2 representatives from Council and 2 community representatives.

The assessment panel operated in accordance with the Environmental Grants Assessment Panel 2025 Terms of Reference. All assessment panel members reviewed the list of applicants for potential conflicts of interest and made declarations via Council's disclosures process. The Program is being implemented in accordance with the *Community Grants and Partnerships Policy*, and section 356 of the *Local Government Act 1993*.

ENVIRONMENTAL CONSIDERATIONS

The projects supported by the 2025/26 Program will contribute to achieving the goals set out in the Council's adopted Protect. Create. Live – Northern Beaches Environment and Climate Change Strategy and the Protection of the Environment and Environmental Sustainability outcomes within the Northern Beaches Community Strategic Plan 2040.

SOCIAL CONSIDERATIONS

The recommendations in this report will have positive social outcomes for the community by enabling the community to deliver environmental initiatives across the Northern Beaches. While it is difficult to quantify the precise social and economic value of grant funding, Council's support for these local individuals, community groups, services and organisations enables them to achieve community and environmental outcomes that complement Council's activities.

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 and community 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.
- Environmental sustainability - Goal 4 Our community is supported in the sustainable use of resources and working towards net zero and a local circular economy.

Reporting team	Environment & Resilience
TRIM file ref	2025/584120
Attachments	⇒1 Environmental Grants 25/26 - Funding recommendations (Included In Attachments Booklet)

12.0 PLANNING AND PLACE DIVISION REPORTS

ITEM 12.1 2025/26 PLACEMAKING GRANTS PROGRAM - FUNDING RECOMMENDATIONS

PURPOSE

The purpose of this report is to seek approval to allocate funding under Council's 2025/26 Placemaking Grants Program.

EXECUTIVE SUMMARY

- The 2025/2026 Placemaking Grants Program has been developed in accordance with the adopted Community Grants and Partnerships Policy and the guidelines for the Placemaking grant stream.
- The 2025/26 Placemaking Grants Program allocates up to \$20,000 in grants to eligible individuals and organisations to support projects and initiatives that deliver direct benefit to local people and communities within the Northern Beaches local government area.
- A total of 16 grant applications have been received, however, 7 applications are considered ineligible, leaving 9 eligible applications. Of the 9 eligible applications, 7 applications are recommended for full or partial funding within the Placemaking Grant Program.
- A summary of the applications recommended to receive grant funding, including a brief project description and assessment feedback, is detailed in Attachment 1.
- The delivery date for funded projects is from November 2025 to December 2026.

RECOMMENDATION

That Council, pursuant to section 356 of the *Local Government Act 1993*, approve the allocation of \$20,000 (excluding GST) under the 2025/2026 Placemaking Grants Program as outlined in Attachment 1.

BACKGROUND

The Placemaking Grants were developed in response to increasing interest from local groups and businesses wanting to contribute to the activation and vibrancy of their local centres.

The Placemaking Grant Program provides grants to eligible individuals and organisations for projects and initiatives that deliver new and innovative activations as well as the adaption of existing activities. The budget available for the Placemaking Grant Program is a total of \$20,000. The Program aims to encourage the community to deliver local activations that promote community participation and drive business to our local centres.

Council received the following applications to the grant program:

Grants Program	Applications Received	Eligible Applications	Eligible Applications Amount Requested	Funding Available
Placemaking Grant	16	9	\$39,200	\$20,000
TOTAL			\$39,200	\$20,000

The number of applications recommended for funding are shown below:

Grants Program	Applications Recommended for Funding	Full Funding	Partial Funding	Recommended Funding (excluding GST)
Placemaking Grant	7	2	5	\$20,000
TOTAL				\$20,000

DISCUSSION

The Placemaking Grants Program is an important part of Council's role in supporting new or expanded place activations and projects and seeks to encourage our community to take an active role in contributing to the economic vitality of our local centres.

In 2025/2026, Grant Program applicants were required to align with Council's Community Strategic Plan and address the following assessment criteria:

1. Community benefit - demonstrate significant economic, social, community, cultural and/or environmental contribution to the Northern Beaches community
2. Priority areas – strongly relate to one or more identified Council Goals
3. Value for money – justify the grant amount requested and included a well-researched and realistic budget, clearly indicating what Council funds would be spent on, as well as other contributions including corporate sponsorship and in-kind support
4. Activation of places – activations must be located within town and village centres or in other areas that can demonstrate that placemaking activities would directly support surrounding businesses
5. Environmental & waste management – the activation must promote sustainability and utilise waste avoidance principles
6. Organisational Capacity to Deliver – the applicant has a demonstrated track record in delivering projects of the scale and type proposed and/or the application includes a thorough and realistic project delivery plan

A total of 16 applications were received of which 9 applications proceeded to assessment, with 7 applications recommended for funding. Two projects are recommended to receive the full amount

requested and 5 are recommended to receive partial funding as shown in the following table and in more detail in Attachment 1:

Recommended Applicant	Project Title	Recommended Funding (excluding GST)
Barbara La Ganza - Elanora Heights Village Christmas Markets	Elanora Heights Christmas Market	\$3,250
Rebecca Mohan - Terrey Hills Annual Markets	Terrey Hills Annual Markets	\$4,000
Kasey Kaye - Community Bank of Freshwater	Festive Freshie	\$3,930
Shelley Robertson - Sandcastle Finance	Spring into your local community	\$1,150
Bronwyn Keller - Northside Nails & Beauty	Killarney Heights Together	\$3,670
Karen Bond - Newport Beach Chamber of Commerce	2025 Spring into Summer Celebration	\$2,800
Sophie Wilson - Beaches Lash & Co	Northern Beaches Christmas Art Display Shopfront	\$1,200

Unsuccessful applicants would be notified with the opportunity provided to receive feedback on their application.

CONSULTATION

Applications for the 2025/26 Placemaking Grants Program were open from 19 June to 28 July 2025. Program information and guidelines were advertised and promoted widely throughout the community, including information and emails to relevant grant networks and group distribution lists, Council's website and newsletters and several broad and targeted social media platforms.

The Place & Economic Development team distributed information through its business channels and contacts. In addition, an online webinar was hosted to assist educate the community in grant writing, discover which funding stream best suited their needs and to support the development of strong, and eligible applications.

Assessment panel

Council staff conducted eligibility checks on all applications prior to progressing to assessment by the assessment panel. The Placemaking Grants Assessment Panel comprised of 4 Council officers with skills and experience in place, economic development, customer service and/or events.

Assessment panel members undertook individual assessments and submitted a score for each application against the assessment criteria, resulting in a priority ranking. The assessment panel met in person to discuss the priority ranking and to reach consensus on the projects recommended for funding.

TIMING

Applications opened on 19 June 2025 and closed on 28 July 2025.

Program funding will be distributed as soon as practicable following Council approval. Grant funded projects are to be completed by 31 December 2026.

FINANCIAL CONSIDERATIONS

The 2025/26 Placemaking Grants Program includes up to \$20,000 in grants to eligible individuals and organisations to support projects and initiatives that deliver direct benefit to local people and communities within the Northern Beaches local government area. Recommended grant funding totals \$20,000.

GOVERNANCE AND RISK CONSIDERATIONS

Applications are assessed against pre-defined and advertised criteria and follow a clear and transparent process to ensure equity. The Program was widely advertised and is in accordance with the adopted Community Grants and Partnerships Policy.

ENVIRONMENTAL CONSIDERATIONS

The subject of this report has no adverse environmental implications for Council, noting the activations approved on space managed by Council would operate in accordance with Council's policies.

SOCIAL CONSIDERATIONS

The funding of these grants will have positive social outcomes for the community. The Placemaking Grants Program has been developed to empower our community to facilitate the delivery of projects that will contribute to the vibrancy of our centres and support our business community. The projects supported by the Placemaking Grants will contribute to achieving the goals set out in the Program. These goals are to boost the local business economy through activities and to support our community organisations to deliver new and engaging events. The funding of these grants will contribute to creating vibrant centres that connect communities by bringing people together and allow more people to deliver placemaking initiatives that reflect the character and needs of our diverse community and locations

LINK TO STRATEGY

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

- Community and belonging - Goal 7 Our community has access to a diverse range of cultural activities and events.
- Housing, places and spaces - Goal 11 Our local centres are vibrant and healthy, catering for diverse economic and social needs.
- Vibrant local economy - Goal 13 Our businesses are resilient, well-connected and thrive in an environment that supports innovation, entrepreneurialism and economic growth.
- Vibrant local economy - Goal 14 Our economy provides opportunities that match the skills and needs of the population.
- Vibrant local economy - Goal 15 Our centres are sustainable, encompassing a diverse range of businesses that attract visitation and provide work, education, leisure and social opportunities.

Reporting team	Place & Economic Development
TRIM file ref	2025/543126
Attachments	⇒1 Placemaking Grants Applicants Overview 2025/26 and Funding Recommendation (Included In Attachments Booklet)

13.0 TRANSPORT AND ASSETS DIVISION REPORTS

ITEM 13.1 RESPONSE TO NOTICE OF MOTION NO 2/2025 - CAPITAL WORKS ANALYSIS TOOLS

PURPOSE

The purpose of this report is to respond to Council's resolution in respect of Notice of Motion 2/2025 (Resolution 014/25) - Improving Decision Making Concerning Capital Works Expenditure.

EXECUTIVE SUMMARY

- Contact was made with several other councils in NSW to ascertain whether Cost Benefit Analysis (CBA) and Cost Effectiveness Analysis (CEA) were undertaken on projects, which revealed only one council used a tool of this type, being the NSW Treasury Rapid CBA tool.
- Investigations found that government agencies use Cost Benefit Analysis (CBA) and Cost Effectiveness Analysis (CEA) tools for large infrastructure projects, with The Office of Local Government, Infrastructure Australia and NSW Treasury providing relevant guidance for large capital projects with an estimated cost over \$10M.
- NSW Treasury has a published comprehensive guide to assist in the preparation of a CBA for infrastructure projects with a value over \$50M.
- Preliminary enquiries with an external consultant indicated that the preparation of a CBA or CEA would be in order of \$25,000 for a government project with an estimated value of around \$20m.
- Northern Beaches Council adheres to guidelines provided by Office of Local Government (OLG) regarding Capital Projects.

RECOMMENDATION

That Council note the report.

BACKGROUND

On 18 February 2025, in response of Notice of Motion 2/2025, Council resolved (Resolution 014/25)

That Council provide a report to Councillors within 6 months regarding:

1. Different methodologies used by government and other large institutions for objectively calculating the net costs and benefits of large capital expenditure projects, including Cost Benefit Analysis (CBA) and Cost Effectiveness Analysis (CEA).
2. What would be the cost, per project, of undertaking such an analysis for each proposed capital works project?
3. If a suitable methodology exists, what expenditure threshold/s would be appropriate to trigger a requirement for such analysis?

This report provides an overview of the desktop research conducted and the justification documentation currently applied to Council's capital projects.

Current Capital Project Initiation Requirements

In developing Council's annual capital delivery program, project justification documentation is required to be developed. Project Briefs are prepared for all projects or programs of work outlining objectives, resources, timing, governance and other key project matters as well as how the project or program outcomes are aligned to other strategic planning documents such as:

- Asset Management Plans
- Community Strategic Plan
- Development Contribution Plans

In addition to Project Brief, a detailed business case is required for all new assets and for renewal projects, where the renewal is estimated to have a value greater than \$5m. The detailed business case identifies project objectives, costs, financial appraisal, risks and benefits to facilitate an informed investment decision.

The form of financial appraisal used is a Cost Effectiveness Analysis (CEA). It is noted that the community benefit has already been considered and summarised in the Project Brief. The CEA analysis is most appropriate in the local government context as it considers 4 key economic aspects;

- Capital outlay
- Renewal costs
- Maintenance costs
- Operational costs

The project justification documentation outlined above was developed considering the Office of Local Government 'Capital Expenditure Guidelines', December 2010. Under these guidelines there is no requirement for a CBA or CEA to be undertaken for projects under \$10M

<https://www.olg.nsw.gov.au/wp-content/uploads/Capital-Expenditure-Guidelines-2010.pdf>

Additional requirements are recommended under this guideline for projects in excess of \$10M, a cost / benefit test which are incorporated into the current Northern Beaches Council project business case template.

DISCUSSION

In undertaking research for this report, contact was made with several other councils in NSW to ascertain whether Cost Benefit Analysis (CBA) and Cost Effectiveness Analysis (CEA) was

undertaken on projects. These enquiries did not reveal the use of such methodologies other than one council who advised that on occasion the NSW Treasury Rapid CBA tool has been used.

The purpose of a CBA is to provide a systematic and comprehensive economic analysis that intends to measure the economic, social, environmental and cultural impacts of a project or initiative.

Infrastructure Australia has developed the 'Guide to economic appraisal - Technical guide of the Assessment Framework' dated July 2021. This document outlines the methodologies for undertaking Cost-Benefit Analysis and Cost Effectiveness Analysis. Infrastructure Australia also provides details in this guide on the relevant jurisdictional and sector Cost Benefit Analysis published guidance. For the NSW local government sector, the most likely relevant guidance is the TPG23-08 NSW Government Guide to Cost-Benefit Analysis.

NSW Treasury Guidelines

As outlined above, NSW Treasury has a published comprehensive guide to assist in the preparation of a CBA. <https://www.nsw.gov.au/sites/default/files/noindex/2025-03/tpg23-08-nsw-government-guide-to-cost-benefit-analysis.pdf> Generally, a CBA is undertaken for infrastructure projects with a value over \$50M. In the case of Northern Beaches Council, there have been no projects undertaken to date with a value in excess of \$50M.

NSW Treasury also provides a rapid CBA tool to assist in testing options and understanding potential benefits and costs without a full detailed CBA. This tool is designed to assist in assessing initiatives or projects with a value estimated at \$10M or more at business case stage.

The NSW Treasury CBA tool has been created in an Excel template form and is publicly available for use and could be considered for incorporation into the Northern Beaches Council Project justification documentation at no cost.

Preliminary enquiries with an external consultant indicated that the preparation of a third party CBA or CEA would be in order of \$25k for a government project with an estimated value of around \$20M.

CONSULTATION

Consultation was undertaken internally to identify the tools currently used in the initiation of capital projects and in the evaluation of options at design development stage. Contact was also made with a range of other councils in NSW and those who responded indicated CBA and CEA was not routinely undertaken on projects.

Council staff conducted desktop research of information available with the NSW Office of Local Government, Infrastructure Australia and NSW Treasury on guidance around the justification for expenditure on infrastructure projects.

TIMING

The recommendations of this report pose no timing implications on Council. Project justification documentation for the draft Financial Year 2026/27 is currently under development by staff with the current requirements for Project Briefs and Business Cases being followed.

FINANCIAL CONSIDERATIONS

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

GOVERNANCE AND RISK CONSIDERATIONS

Current Capital Project Brief and Business Case templates have been developed in line with the NSW Office of Local Government Capital Expenditure Guidelines. Project Briefs require linkages to adopted policies, plans and strategies of Council such as Asset Management Plans and Plans of Management.

A high level risk assessment is a requirement of all project briefs, with a detailed risk register being required to support all high impact projects.

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. The development of the annual Capital Delivery Program requires the development of project justification documentation and follows the Office of Local Government Capital Expenditure Guidelines requirements to ensure that the needs of the community are met.

LINK TO STRATEGY

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

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

Reporting team	Capital Projects
TRIM file ref	2025/580675
Attachments	Nil

ITEM 13.2 NORTHERN BEACHES COUNCIL LOCAL TRANSPORT FORUM - PROPOSED TERMS OF REFERENCE

PURPOSE

The purpose of this report is to seek approval for the new Terms of Reference and existing Councillor membership for the Northern Beaches Council Local Transport Forum.

EXECUTIVE SUMMARY

- On 1 August 2025, Transport for NSW (TfNSW) updated the *Authorisation and Delegation Instrument – Prescribed Traffic Control Devices and Regulation of Traffic*.
- One of the conditions of the updated TfNSW delegation of powers is that local roads authorities convene a body where proposals can be discussed, reviewed, and coordinated called the Local Transport Forums (which replace what was previously known as the Local Traffic Committees).
- As such, draft Terms of Reference have been prepared to reflect the changes made by TfNSW.
- The Local Transport Forum provides a forum for collaboration between agencies, advice on traffic design matters, advice and information sharing on transport plans, policy, and management and coordination of traffic and transport matters for events and activities.
- The Local Transport Forum does not vote, issue approvals or make decisions.
- The Local Transport Forum consists of 4 formal invitees - Council, Transport for NSW, NSW Police, and the relevant State Member(s) of Parliament, and it is also mandatory to invite the operator of any public passenger service likely to be affected by a proposal to carry out traffic control work to any meeting where that proposal is being reviewed.

RECOMMENDATION

That Council:

1. In line with the requirements of Transport for NSW, establish the Northern Beaches Council Local Transport Forum, which will replace the Local Traffic Committee.
2. Adopt the Terms of Reference of the Northern Beaches Council Local Transport Forum as detailed in Attachment 1.
3. Nominate a Councillor as the Chair of the Local Transport Forum.

BACKGROUND

Council was advised by Transport for NSW (TfNSW) that from 1 August 2025 the existing approach to traffic management contained in the 2011 Delegation to Councils and the 2023 Temporary Delegation to Councils, has been replaced by the *2025 Authorisation and Delegation Instrument – Prescribed Traffic Control Devices and Regulation of Traffic*.

One of the conditions from TfNSW for these delegations is that local roads authorities convene a body where proposals can be discussed, reviewed, and coordinated, called the Local Transport Forum (which replaces what was previously known as the Local Traffic Committee).

The Local Transport Forum is a technical advisory committee which provides advice to Council for consideration. It does not vote, issue approvals or make decisions. Council must consider the advice of the Northern Beaches Council Local Transport Forum when making a decision on traffic management issues.

The change in Delegations to Councils by TfNSW has instigated the need for new Terms of Reference for the Local Transport Forum to be considered by Council.

DISCUSSION

Council is required to convene a Local Transport Forum to which a representative from each of the following is invited to attend:

- Council
- Transport for NSW
- NSW Police Force
- Local Members of Parliament
- The operator of any public passenger service likely to be affected by traffic control work proposed by the delegate

Current practice is that other specialists may be invited to provide advice on specific matters and this currently includes a community cycling representative, also in an advisory capacity.

Councillor membership on the Local Transport Forum consists of one Councillor as the Chair of the Forum. Council will need to determine a Councillor representative to fill this role on the forum.

For most works, referral to the Local Transport Forum is optional, at the discretion of Council, provided the Local Transport Forum is later given a record of any use of prescribed traffic control devices. Some works must be referred to the Local Transport Forum prior to implementation, such as those which restrict or prohibit passage for more than 6 months.

The Terms of Reference for the Local Transport Forum define the purpose, scope and procedures for how the forum should operate. New Terms of Reference have been created to reflect the changes made by Transport for NSW and include the matters provided for in TfNSW's 'A guide for councils using the Authorisation and Delegation Instrument'.

CONSULTATION

As the structure and requirements are prescribed by TfNSW, no consultation is proposed to occur for these Terms of Reference.

TIMING

The new Terms of Reference are proposed to come into effect immediately.

FINANCIAL CONSIDERATIONS

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

GOVERNANCE AND RISK CONSIDERATIONS

The recommendations of this report seek to implement the new governance arrangements proposed by TfNSW for traffic management.

There is a risk that the new decision-making process, without voting, may lead to conflict with Forum members should a matter not be unanimously agreed to.

ENVIRONMENTAL CONSIDERATIONS

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

SOCIAL CONSIDERATIONS

The recommendations in this report will have a positive social outcome for the community through improved coordination of transport works and events, enhanced accessibility and safety of infrastructure, and ongoing community engagement in local planning and decision making

LINK TO STRATEGY

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

- Good governance and participation - 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	2025/599792
Attachments	⇒ 1 Draft Northern Beaches Council Local Transport Forum Terms of Reference (Included In Attachments Booklet)

ITEM 13.3	OUTCOME OF PUBLIC EXHIBITION - PROPOSED NAMES FOR 2 COUNCIL ROADS
------------------	--

PURPOSE

The purpose of this report is to inform Council of the outcome of the public exhibition of the proposal to name 2 Council roads and seek adoption of the road names.

EXECUTIVE SUMMARY

- Council received multiple community requests to provide road names for 2 unnamed laneways in Seaforth and Collaroy.
- At its meeting on 17 June 2025, Council resolved to place the proposal to name the 2 unnamed laneways 'Weeping Fig Lane' in Seaforth and 'Flax Lilly Lane' in Collaroy on public exhibition and to have the outcomes of the exhibition reported back to Council.
- Council conducted separate community consultation processes for each of the proposed laneway namings.
- The proposal to name the previously unnamed laneway adjacent to Kempbridge Avenue, Seaforth, 'Weeping Fig Lane' has a high level of support from those that made a submission.
- The proposal to name the previously unnamed laneway adjacent to Alexander Street, Collaroy, 'Flax Lily Lane' has a moderate level of support for the proposed name from those that made a submission.
- Respondents who did not support the proposed names, have preference for other names, including names reflecting First Nations people and language.

RECOMMENDATION

That Council:

1. Adopt the proposal to name the unnamed laneway adjacent to Kempbridge Avenue, Seaforth, 'Weeping Fig Lane'.
2. Adopt the proposal to name the unnamed laneway adjacent to Alexander Street, Collaroy, 'Flax Lily Lane'.

BACKGROUND

At its meeting on 17 June 2025, Council resolved (138/25) to endorse naming 2 laneways and placing on public exhibition the proposed naming of the 2 unnamed laneways in Seaforth and Collaroy as follows:

- Weeping Fig Lane, Seaforth
- Flax Lily Lane, Collaroy

These 2 names, Weeping Fig Lane and Flax Lily Lane, have received pre-approval from the Geographical Names Board (GNB).

CONSULTATION

The proposals were publicly exhibited between 6 August and 7 September 2025. The community was informed of the proposal through a Your Say project page, letterbox drop to nearby homes, meetings with local businesses, Council e-news and stakeholder emails. Key points for each locality include:

Unnamed Laneway, Seaforth (off Kempbridge Avenue) – Proposed ‘Weeping Fig Lane’

- 31 submissions were received, with a large majority being supportive of the proposal.
- 5 submissions indicated a preference for other names, including names that reflect First Nations people and language or a happier sounding name.
- An analysis of the submissions received can be found in the Community Engagement Report – Naming Proposal – Weeping Fig Lane, Seaforth (Attachment 1).

Unnamed Laneway, Collaroy (off Alexander Street) – Proposed ‘Flax Lily Lane’

- 51 submissions were received, with just over half supporting the proposal.
- 11 submissions indicated a preference for other names, including names that reflect First Nations people and language and local area connection.
- An analysis of the submissions received can be found in the Community Engagement Report – Naming Proposal – Flax Lily Lane, Collaroy (Attachment 2).

TIMING

Should the naming proposal and recommendations within this report be approved, the process of gaining GNB formal approval, including gazetting and creation and installation of signage will commence within 28 days after the 21 October 2025 Council meeting.

FINANCIAL CONSIDERATIONS

Funding to support the installation of the new signs is included in the existing budget.

GOVERNANCE AND RISK CONSIDERATIONS

This naming proposal is consistent with Council’s Memorials and Naming Honours Policy and the GNB policy - Place Naming. Should Council approve the naming proposals, Council will seek final approval from GNB and notification for gazetting, and the name of the laneways will be added to its mapping database. The implementation of the new names would involve updates to Council’s webpage, community database (NAR), spatial information system and new signage on site.

The risk of no change will leave these laneways unnamed making it difficult for the community and businesses to navigate to them.

ENVIRONMENTAL CONSIDERATIONS

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

SOCIAL CONSIDERATIONS

The naming proposal will have a positive impact on social outcomes for the community by improving way finding.

LINK TO STRATEGY

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

- Safe and efficient transport - Goal 17 Our community can safely and efficiently travel within and beyond the Northern Beaches.

Reporting team	Transport & Civil Infrastructure
TRIM file ref	2025/601592
Attachments	⇒1 Community Engagement Report - Naming Proposal - Weeping Fig Lane, Seaforth (Included In Attachments Booklet) ⇒2 Community Engagement Report - Naming Proposal - Flax Lily Lane, Collaroy (Included In Attachments Booklet)

14.0 NOTICES OF MOTION

ITEM 14.1 NOTICE OF MOTION NO 34/2025 - ESTABLISHMENT OF GOVERNOR PHILLIP PARK WORKING GROUP

NOTE: *This item was listed on the agenda but not dealt with at the 16 September 2025 Council meeting.*

COUNCILLOR KORZY SUBMITTED THE FOLLOWING MOTION:

MOTION

That Council:

1. Note the draft Governor Phillip Plan of Management is in the final stages of development.
2. Establish a Governor Phillip Park Community Working Group, in preparation for adoption of the Plan of Management, to advise Council in developing concept plans for future community infrastructure and identifying environmental priorities and opportunities.
3. Staff brief Councillors on proposed terms of reference for the working group, including proposed membership, as part of the future briefing on the draft Governor Phillip Park Plan of Management.

BACKGROUND FROM COUNCILLOR KORZY

The following extract from the draft Governor Phillip Park Plan of Management (page 5) outlines the significance of this spectacular site:

“Governor Phillip Park is an extremely popular regional recreation and tourist area located at the northern-most point of Sydney, attracting locals, people living throughout Sydney, and overseas visitors alike. The dramatic setting, sense of isolation, diversity of recreational opportunities, and numerous cultural, heritage and geological features provide a unique environment.

Governor Phillip Park is surrounded by North Palm Beach and the Tasman Sea on the eastern side, Pittwater waterway on the western side, and Barrenjoey Headland on the northern side. This combination of unique natural and visual features within a relatively small area make Governor Phillip Park one of the outstanding coastal reserves in New South Wales.

However, the natural beauty, historical significance, and recreational value of Governor Phillip Park give rise to increasing pressures upon its natural environment, threats to its heritage features, conflicts between various uses of the park, and pressures to raise funds for park improvements from commercial activities. To preserve its attractions while its facilities remain available to those who wish to enjoy them, this valuable open space resource must be carefully managed as a Crown recreation reserve by Pittwater Council as Trust Managers acting as trustee for the park.

This Plan of Management also operates as a management plan for the conservation of the heritage significance of the Barrenjoey Isthmus ...”

With the final draft of the Plan of Management nearing completion, Council has earmarked \$2.1 million for the refurbishment of the 25-hectare park in the coming years.

Given the significance of the park on so many levels, local residents - including arts, heritage and environmental specialists - have expressed an interest in establishing a working group to advise Council about aspects of the refurbishment.

Suitably qualified individuals would present proposals, consider options, provide feedback, and represent the broader community in discussions about community infrastructure, design and environmental aspects of the park's refurbishment.

This input would be highly valuable but not binding on Council staff.

Council has already utilised similar working groups for the completion of the Palm Beach Walkway and ongoing work for refurbishment of Thomas Stephens Reserve at Church Point.

TRIM file ref	2025/611177
Attachments	Nil

ITEM 14.2 NOTICE OF MOTION NO 35/2025 - ADVOCACY TO PROTECT NEW HOUSING FROM BUSHFIRE RISKS AND OTHER HAZARDS

NOTE: This item was listed on the agenda but not dealt with at the 16 September 2025 Council meeting.

COUNCILLORS GLANVILLE, WILLIAMS AND HACKMAN SUBMITTED THE FOLLOWING MOTION:

MOTION

That Council:

1. Note with concern the article in the Sydney Morning Herald titled “How new planning rules could stop emergency services blocking housing” dated 24 August 2025
2. Write to the NSW Minister for Planning and Public Spaces and NSW Minister for Emergency services to:
 - a. oppose any proposed plans to amend planning laws to allow the Department of Planning, Housing and Infrastructure to override expert advice from other NSW Government Agencies such as the NSW Rural Fire Service and NSW State Emergency Services
 - b. request a meeting between the Ministers, Council staff, and any interested councillors
 - c. request that the Local Government sector and NSW Government agencies be consulted properly before any amendments to *Environmental Planning and Assessment Act 1979* provisions concerning concurrences and integrated approvals.
3. Write to Local Government NSW and request its advocacy to oppose any proposed reforms of this nature.
4. Write to the members for Wakehurst, Pittwater, Manly and Davidson regarding this motion.

BACKGROUND FROM COUNCILLORS GLANVILLE, WILLIAMS AND HACKMAN

Presently, a range of concurrences, statutory referrals or approvals may be required from other NSW Government agencies, in addition to planning approval under the *Environmental Planning and Assessment Act 1979*. This includes, for example, development in bushfire prone land needing conditions approved by the NSW Rural Fire Service. This is typically integrated into the planning approval process, so there is a single process for the different agencies to review the application. Where another government agency refuses to provide its concurrence or approval, this will typically mean a development will be refused.

The Sydney Morning Herald has reported¹ that the NSW Government is considering changes to planning laws which would allow the Department of Planning, Housing and Infrastructure to override expert advice provided by other government agencies, such as the NSW RFS and NSW State Emergency Services.

Such an amendment, while welcomed by developers, should be strenuously opposed. Such a proposal would intrude on the statutory role of agencies such as the NSW RFS under the *Rural Fires Act 1997* and NSW SES under the *State Emergency Service Act 1989*. NSW Government

¹ <https://www.smh.com.au/politics/nsw/how-new-planning-rules-could-stop-emergency-services-blocking-housing-20250807-p5ml2g.html>

agencies such as the NSW RFS, NSW SES, or NSW Environment Protection Authority are not only subject matter experts in assessment of hazard risks and environmental impacts relevant to their agency, but also will be the agency which has to manage that risk on an ongoing basis. While a developer will move on from the development once the houses are sold, any ongoing management is left to individual landowners or owner's committees. However, agencies like NSW RFS or NSW SES essentially have to manage these hazard risks in perpetuity as the agencies responsible for managing emergencies. It is their volunteers and staff who will risk their lives managing any emergencies, and to whom the NSW RFS and NSW SES owe a duty of care.

While there is an imperative to increase housing supply, this should not be at the expense of future residents of dwellings in high risk locations, nor at the risk of the lives of emergency services volunteers and staff.

TRIM file ref	2025/611204
Attachments	Nil

ITEM 14.3	NOTICE OF MOTION NO 36/2025 - RECOGNITION OF WARRINGAH RUGBY CLUB'S 2025 CHIKAROVSKI CUP & 2025 SHUTE SHIELD PREMIERSHIP
------------------	---

NOTE: *This item was listed on the agenda but not dealt with at the 16 September 2025 Council meeting.*

COUNCILLOR ROBINS SUBMITTED THE FOLLOWING MOTION:

MOTION

That Council:

1. Recognise and congratulate the achievements of the Warringah Rugby Club's women's team, the Ratettes, in securing the Sydney Premier Women's 2025 Chikarovski Cup.
2. Recognise and congratulate the achievements of the Warringah Rugby Club men's team, The Rats, on winning the 2025 Charter Hall Shute Shield in the same season.
3. Write to the Club to formally convey Council's congratulations and appreciation for its role in promoting the grassroots development of Rugby Union in the Northern Beaches.

BACKGROUND FROM COUNCILLOR ROBINS

On Saturday 9 August 2025, the Warringah Rugby Club's women's team, the Ratettes won the Sydney Premier Women's Chikarovski Cup. This is the tenth time the women have won this prestigious competition.

On Saturday 30 August 2025, Warringah Rugby Club secured the Charter Hall Shute Shield title with a 37–24 win over Eastern Suburbs at Leichhardt Oval. This result represents the Club's first premiership since 2017 and the second in its history.

This is the second time the Club, based at Pittwater Rugby Park (Rat Park) in North Narrabeen, has won both competitions in the same year, reflecting a very strong overall performance across both senior programs during the 2025 season.

Established in 1963, Warringah Rugby Club maintains a longstanding presence within the Northern Beaches community. The Club operates with a focus on grassroots development and community engagement, supporting a broad base of junior and senior participation.

The Warringah Rugby Club Board of Directors, staff and volunteers are to be congratulated for their significant contribution to the advancement of sport in the community, and their outstanding success and achievements in 2025.

TRIM file ref	2025/611284
Attachments	Nil

ITEM 14.4 NOTICE OF MOTION NO 37/2025 - OUTDOOR DINING & FOOD TRUCKS

COUNCILLOR GLANVILLE SUBMITTED THE FOLLOWING MOTION:

MOTION

That Council:

1. Acknowledge that outdoor dining promotes activation of public space, and vibrant social spaces.
2. Survey relevant stakeholders (including outdoor dining licence holders, food truck permit holders, and local chambers of commerce) on:
 - a. Council's Outdoor Dining and Footpath Merchandise Guide
 - b. processes to allow outdoor dining and food trucks to operate on Council land.
3. Report back to Council by March 2026 with any proposed revisions to:
 - a. the Outdoor Dining and Footpath Merchandise Guide
 - b. Council processes for granting approval for food trucks to operate on Council land.

TRIM file ref 2025/632872

Attachments Nil

ITEM 14.5 NOTICE OF MOTION NO 38/2025 - CALL FOR REVIEW OF ENVIRONMENTAL PLANNING AND ASSESSMENT (PLANNING SYSTEMS REFORM) BILL 2025

COUNCILLORS KORZY AND HRNJAK SUBMITTED THE FOLLOWING MOTION:

MOTION

That Council:

1. Note with concern that the Environmental Planning and Assessment (Planning System Reforms) Bill 2025 reduces local planning control and transparency, increases risk of corruption in planning processes, and will decrease community input and confidence in planning decisions.
2. Write to the Premier, the Leader of the Opposition, the Minister and Shadow Ministers for Planning and Public Spaces, and the NSW Members for Pittwater, Wakehurst, Davidson and Manly opposing the passage of the Bill in its current form and requesting the opportunity for formal public consultation and a Parliamentary Inquiry into these reforms.
3. Submit a motion to the 2025 LGNSW Conference:
 - a. Calling on the NSW government to withdraw the Bill, and carry out genuine public consultation and a Parliamentary inquiry into the reforms as well as any environmental planning instruments and policies required to implement them.

BACKGROUND FROM COUNCILLORS KORZY AND HRNJAK

The NSW Government has presented the Environmental Planning and Assessment Amendment (Planning System Reforms) Bill 2025, as a housing supply measure. However, in fact it makes sweeping changes to the *Environmental Planning and Assessment Act 1979* which would further remove local control of major planning decisions and impact all types of development, including large-scale infrastructure, industrial and commercial projects.

The Bill:

- Centralises planning powers and reduces the role of councils, independent panels, and community consultation by legislating 2 new authorities: the Development Coordination Authority (which is the NSW Planning Secretary) and the Housing Delivery Authority (comprising the Planning Secretary and 2 members appointed by the Minister, with no requirements for specific skills or experience).
- Creates a conflict of interest where the Development Coordination Authority reviews its own decisions.
- Enshrines in legislation the controversial Housing Delivery Authority, which circumvents councils in local decision-making.
- Introduces a new streamlined assessment pathway ('Targeted Development Assessment') that is unconstrained and expressly prohibits consideration of environmental impacts, site suitability, and public interest.
- Undermines safeguards recommended by the Independent Commission Against Corruption regarding accountability, transparency and probity in the planning system.
- Removes the requirement to consult with the Department of Climate Change, Energy, the Environment and Water before making an environmental planning instrument that would

adversely affect critical habitat or threatened species, populations or ecological communities, or their habitats (by omitting section 3.25 of the EP&A Act).

- Restricts assessment of cumulative and indirect impacts of a development.
- Requires councils to assess variations to complying developments within 10 days (20 days if the council is also assessing the complying development certificate), after which time the variation will be deemed to be approved.
- Removes provisions for mapping of bushfire prone land and limits the independence of Rural Fire Service advice.
- Restricts community participation, cutting consultation requirements and removing objects in the Act that emphasise community involvement in environmental and planning decisions.
- Has not been subject to broad public consultation.

The community and Council have already endured multiple changes by the NSW Government overriding our local planning strategies. This Bill, with significant further proposals, should be open to widespread public consultation as well as a Parliamentary Inquiry before proceeding any further.

TRIM file ref	2025/651812
Attachments	Nil

ITEM 14.6 NOTICE OF MOTION NO 39/2025 - OPTIONS FOR ENHANCING CUSTOMER EXPERIENCE

COUNCILLOR BEAUGEARD SUBMITTED THE FOLLOWING MOTION:

MOTION

That Council provide a report to Councillors outlining the opportunities, benefits and potential cost of investment in the use of Artificial Intelligence (AI) and other technology innovations to deliver improvements to customer experience and service delivery.

BACKGROUND FROM COUNCILLOR BEAUGEARD

The current use of artificial intelligence (AI) in community interactions with Council services remains limited. However, there is a significant opportunity to explore and invest in AI-assistance to support customer service and service delivery across the organisation, while carefully managing associated risks.

Through engaging with industry experts and local councils across Australia who have successfully implemented AI solutions, there is opportunity to understand the benefits, as well as the associated costs and risks, of various technological applications, to consider what may be most appropriate for our Northern Beaches.

By investigating and learning from initiatives that have been successfully delivered elsewhere, practical, low-risk pathways can be identified to enhance our own service offerings and improve community outcomes.

Potential areas for investigation include but are not limited to:

- Upgrade of the Northern Beaches Council website to provide a seamless and engaging customer experience, with integration of an AI powered chatbot, and enhanced search functionality.
- Development of a Council app for mobile devices as an additional communication channel.
- General AI innovation, a pertinent example being use of AI camera detection for more improved asset management, such as detecting road asset defects.
- Hosting of Community Hackathons to drive innovation, strengthen community engagement, and position Council as a leader in digital transformation.

Digital ambition built on existing strategy

Council is not starting from scratch, we already have a Digital Transformation Strategy, are upgrading our existing ERP platform and are adopting advanced network and technology security postures. We have a technology baseline we can leverage into AI and innovation.

Demographics, community capacity & digital expectations

Given our educated, professional population, it's clear there is a latent and growing demand for digital first channels and this is going to increase, not decrease over time, eventually reducing the demand for legacy channels, assuming Council can deliver these experiences well.

Current digital signals

There are already pockets of innovation, including digital parking permits, keyless entry to Council facilities, 24hr libraries and more, however the scale and ambition are limited.

Gaps, constraints & risks unique to Northern Beaches

- We are in the middle of phase 2 of our core system upgrade, any innovation needs to take this into account.
- There is a history of systems across the organisation and silos of data, and to connect AI tools, these need to be considered.
- Public trust and scrutiny are high in this local government area; any automation or AI usage must be transparent, defensible and backed by human oversight.
- Because the community includes older age cohorts, people less comfortable with digital channels may risk being alienated if the rollout is too aggressive; we must continue to deliver excellent non-digital channels through our front line and telephone staff

Strategic rationale & urgency

- In an era of tight fiscal constraints, Council must find ways to improve service quality without proportionally increasing staff. Digital augmentation is one of the only viable pathways.
- Council needs to match rising community expectations — residents and businesses will increasingly expect convenience, speed, and digital self-service.
- The NSW / state-level environment (AI panels, procurement frameworks, ethics/governance guidelines) is evolving rapidly. Delaying may mean missed opportunities, higher cost of entry, or being forced into legacy solutions.
- By acting now, Northern Beaches Council can position itself as a leading council in innovation, attract grants or partnerships, and co-create with the community.

Fundamentally, this Notice of Motion is focused on using advanced technology to improve the customer experience for everyone who interacts with Council. It offers a structured way to explore these opportunities, manage risk, and set a clear pathway rather than ad hoc upgrades.

TRIM file ref	2025/655208
Attachments	Nil

ITEM 14.7	NOTICE OF MOTION NO 40/2025 - OPEN SPACE MOBILE FOOD VEHICLE PERMITS
------------------	---

COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING MOTION:
MOTION

That Council:

1. Note the licence period for Mobile Food Vehicle Permits has been extended until 1 November 2025 and will not require vehicles to be moved overnight whilst Council works through matters raised by operators regarding permit conditions and compliance and complaints received.
2. Acknowledge outdoor dining promotes activation of public space, and vibrant social spaces.
3. Request Council's General Manager to undertake an online survey on the Your Say page of Council's website and invite relevant stakeholders (including outdoor dining licence holders, food truck permit holders, and local chambers of commerce on matters such as:
 - a. Council's Outdoor Dining and Footpath Merchandise Guide
 - b. processes for obtaining outdoor dining licences and permits for food trucks to operate on Council land.
4. Report back to Council within 6 months with any proposed revisions to:
 - a. the Outdoor Dining and Footpath Merchandise Guide
 - b. Council processes for granting approval for food trucks to operate on Council land.
5. Extend all Mobile Food Vehicle Permits pending the resolving of the report on the Outdoor Dining and Footpath Merchandise Guide.

BACKGROUND FROM COUNCILLOR DE LUCA OAM

The previous advised compliance measures by Council staff and proposals to move certain outdoor food trucks, particularly Patagonia at Long Reef and Mulatto Coffee in Manly has caused great angst for businesses as well as our community.

While Council extended permits until 1 November, stakeholders are dissatisfied with the outcome that has been reached and that they may have to move their businesses or could derail their operations.

This motion seeks a proper review and a deferral of any action pending the outcome of such review and report to Councillors.

TRIM file ref	2025/656611
Attachments	Nil

ITEM 14.8 NOTICE OF MOTION NO 41/2025 - VALE FOUNDATION MEMBER, EVELYN (EVIE) LANGBEIN OAM

COUNCILLORS DE LUCA OAM AND ROBINS SUBMITTED THE FOLLOWING MOTION:
MOTION

That Council:

1. Note with great sadness the passing of West Dee Why Netball Club and Manly Warringah Netball Association Foundation member, Mrs Evelyn (Evie) Langbein OAM on 25 September 2025 aged 95.
2. Note that Mrs Langbein was a driving force behind Netball (then Women's Basketball) since the 1940s when she founded West Dee Why Women's Basketball Club and went on to help establish the Manly Warringah Women's Basketball Group in 1955 and served as its first Umpires Convenor to then help establish the Association in 1965.
3. Note a tireless volunteer, Mrs Langbein served in numerous Manly Warringah Netball Association Executive Committee positions, including Vice President, Carnival Secretary and Intermediate Registrar, and also served over the decades as a Representative Team Coach and Umpire, as well as a member of the Selection, Grading, Carnival, Fixtures, Judiciary and Appeals Sub Committees.
4. Note that in recognition of her outstanding service to Netball, she was awarded Life Membership of West Dee Why Netball Club and Manly Warringah Netball Association, the Netball NSW Anne Clark BEM Service Award, Warringah Council Australia Day Outstanding Community Service Award and the Medal of the Order of Australia.
5. Note that Mrs Langbein was also a member of Collaroy Surf Life Saving Club's first ever female March Past team in 1946 and also competed in 1947.
6. Acknowledge Mrs Langbein's trail blazing service in all capacities to make Manly Warringah Netball Association the successful organisation it is today, extend its sympathy to Mrs Langbein's family and request Council's General Manager to liaise with the Langbein family and Manly Warringah Netball Association on an appropriate memorial to honour her extraordinary service to the community.

TRIM file ref	2025/656632
Attachments	Nil

ITEM 14.9	NOTICE OF MOTION NO 43/2025 - EXPANSION OF THE NSW GOVERNMENT'S DRONE SHARK MANAGEMENT PROGRAM
------------------	---

COUNCILLOR BINGHAM SUBMITTED THE FOLLOWING MOTION:
MOTION

That Council:

1. Call for increased drone surveillance across all major patrolled beaches along the metropolitan Sydney coastline, to enhance swimmer safety and support proactive shark management.
2. Write to the NSW Government requesting increased investment in shark-related drone surveillance for Surf Life Saving NSW (SLSNSW)
3. Copy the correspondence to the Premier and local State Member of Parliament for their awareness and support.

BACKGROUND FROM COUNCILLOR BINGHAM

Drones provide real-time information to lifeguards, allowing for early detection and rapid response to shark sightings.

Given the popularity of the New South Wales coastline, expanding the coverage of the drone program would provide greater confidence to the community that our lifeguards are getting the support they need to help provide for swimmer safety.

The more extensive use of drones on our beaches will be much more effective than the antiquated nets which are currently in place, as they provide very limited coverage for ocean swimmers and are entangling other wildlife.

TRIM file ref	2025/667784
Attachments	Nil

ITEM 14.10 NOTICE OF MOTION NO 42/2025 - PLANNING PROPOSAL FOR WILGA WILSON PRECINCT, INGLESIDE

COUNCILLORS DE LUCA OAM AND ROBINS SUBMITTED THE FOLLOWING MOTION:

MOTION

That:

1. Council extend the preliminary notification period for the Wilga Wilson Precinct, Ingleside Planning Proposal until Monday, 1 December 2025.
2. Notification of the extension of time for submissions be advertised on Council's website and other social media networks.

BACKGROUND FROM COUNCILLORS DE LUCA OAM AND ROBINS

We have received representations from a number of residents requesting additional time to comment on the landowner-initiated planning proposal lodged with Council for property Nos. 1-9 Wilson Avenue, 7-14 Wilga Street and 212-222 Powderworks Road, Ingleside.

Lands within the precinct have been the subject of significant community interest over many decades. The current planning proposal seeks to rezone 28.8ha of land at from RU2 Rural Landscape to R3 Medium Density Residential under the Pittwater Local Environmental Plan 2014 to facilitate 536 dwellings.

In accordance with Council's Community Participation Plan, the proposal has been notified to surrounding property owners and advertised on Council's website to seek community input before the proposal is formally reported to Council for consideration. The notification period concluded on 8 October 2025 and we understand that at the time of preparing this Motion, Council has received over 430 submissions. This indicates the significant level of community interest in this Proposal.

The Planning Proposal is accompanied with numerous supporting studies addressing issues such as planning, bushfire, Aboriginal due diligence, contamination, traffic, acoustics, flooding, services and utilities, visual impact, heritage and biodiversity. Given the complexity of the Proposal and the extensive documentation, several residents have requested additional time to review the Proposal and make informed submissions and also commission the experts in these areas to write professional opinions.

We are mindful of the Minister for Planning and Public Space's Statement of Expectations for councils to progress planning proposals in a timely manner. However, the community has a right to be informed about planning matters that affect it and given adequate opportunity and time to participate in strategic planning as early as possible.

Accordingly, it would be appropriate to extend the preliminary notification period for the Planning Proposal to facilitate community views to be expressed. Ultimately, this will assist Council in its consideration of the Planning Proposal and decision-making process. We understand the extension of time recommended could be accommodated without impacting Council's timeframes for consideration of the Proposal.

TRIM file ref 2025/663001

Attachments Nil

16.0 RESPONSES TO QUESTIONS

ITEM 16.1 RESPONSE TO QUESTION WITH NOTICE NO 22/2025 - POTHOLES AND ROAD MAINTENANCE

NOTE: *This item was called out but not dealt with at the 16 September 2025 Council meeting.*

COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING QUESTIONS:

1. Why does Council fill potholes with temporary measures such as gravel when subsequent rainfall occurs and this has to be done again incurring further costs to ratepayers?
2. What other options for maintenance of potholes has Council investigated?
3. Has Council implemented the most efficient and cost-effective long-term maintenance program for pothole damage?

RESPONSE:

Council utilises prepared asphalt materials specifically formulated for pothole repairs, rather than gravel. This method provides a cost-effective and efficient interim solution to maintain the functionality and safety of the road network.

All pothole repairs are prioritised and undertaken as resources and conditions allow based on an assessment of their associated risk levels. Prolonged wet weather conditions can contribute to the formation of new pavement defects and potholes and may also compromise the effectiveness of temporary repairs. However, these interim measures are essential to ensure road safety and prevent vehicle damage until permanent repairs are feasible.

Repairs across the Council's 850 km road network are prioritised within Council's maintenance and road renewal programs. Council uses its Pavement Management System (PMS), together with a range of other considerations, to guide long-term road maintenance strategies. These strategies incorporate a mix of treatment measures including pothole repairs, crack sealing, heavy patching, micro-surfacing and various intervention levels of re-sheeting to ensure the road network is managed effectively and sustainably.

Council's PMS is GoAsset, developed by the National Transport Research Organisation. GoAsset applies predictive modelling based on existing road conditions and pavement construction types combined with a financial analysis of available budgets and other constraints. This process produces preliminary 7-10 year renewal programs, which form the foundation for making cost-effective, long-term decisions on road maintenance. Council undertakes further analysis and on-site inspections to refine and prioritise the final delivery and treatment measures. This is supplemented by consideration of customer requests, as well as responses to storm events and other unforeseen issues.

It is noted that Council has provided additional funding in 2025/26 and coming years to further increase its capacity to address potholes, road sealing and other road repairs, as well as other backlog and maintenance issues, as an outcome of the adoption of a budget which incorporates funds from the Special Variation approved by Council and IPART.

TRIM file ref	2025/669100
Attachments	Nil

ITEM 16.2 RESPONSE TO QUESTION WITH NOTICE NO 23/2025 - PLAYGROUNDS IN CROMER

NOTE: This item was called out but not dealt with at the 16 September 2025 Council meeting.

COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING QUESTIONS:

1. What children's playgrounds does Council currently plan to provide new equipment at in Cromer?
2. Will such new equipment be like for like or additional?
3. What is the timeline for these projects?

RESPONSE:

1. Michele Reserve, Michele Rd, Cromer and Truman Reserve, Truman Ave, Cromer.
2. Replacement of playground equipment & ancillary works.
3. 2025/2026 and 2027/2028 respectively.

TRIM file ref	2025/669101
Attachments	Nil

ITEM 16.3 RESPONSE TO QUESTION WITH NOTICE NO 25/2025 - CODE OF CONDUCT COMPLAINTS
--

NOTE: This item was called out but not dealt with at the 16 September 2025 Council meeting.

COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING QUESTIONS:

1. Noting media reports that Council has rejected complaints pursuant to the Code of Conduct because complainants have not provided a local address, what clause of the code or the administration of the code policy states this requirement?
2. How many complaints have been rejected on the basis of not disclosing a local address?
3. Will these be properly reviewed?

RESPONSE:

1. No Code of Conduct complaints have been rejected on the basis of the absence of a local address.
2. Nil.
3. Not applicable.

TRIM file ref	2025/669103
Attachments	Nil

ITEM 16.4 RESPONSE TO QUESTION WITH NOTICE NO 26/2025 - CHIEF EXECUTIVE OFFICER TITLE

COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING QUESTIONS:

I note the Minister for Local Government, The Hon Ron Hoenig MP again reiterating in the NSW Parliament's Budget Estimates Committee Hearing on 2 September 2025 that the position title Chief Executive Officer of a Council does not exist pursuant to the *Local Government Act 1993* (the Act) and such position should be titled General Manager in accordance with the Act:

1. In view of the Minister's statement, will Council desist from using the title Chief Executive Officer? If not, why not?
2. Can all Council documents please in future now reflect the correct title of General Manager?

RESPONSE:

In 2017 Northern Beaches Council determined an organisation structure with a Chief Executive Officer role to undertake the functions of the statutory General Manager, and this is consistent with a number of councils across NSW. There is no change proposed to alter the title.

Where definitions are used within Council documentation, Council can ensure that it clearly shows the Chief Executive Officer role fulfills the functions of the statutory General Manager.

TRIM file ref	2025/591170
Attachments	Nil

ITEM 16.5 RESPONSE TO QUESTION WITH NOTICE NO 27/2025 - STATEWIDE MUTUAL AND JLT RISK SOLUTIONS PTY LTD

COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING QUESTIONS:

1. How long has Council used this insurer since amalgamation?
2. For each year since amalgamation what has been the cost to Council for using this insurer?
3. On what dates was Mr Scott Phillips a director of this insurer?
4. Are directors of the insurer remunerated? If so, since the amalgamation of Northern Beaches Council what has been the annual remuneration for each director of the insurer?

RESPONSE:

1. Council has been a member of Statewide Mutual with equity since amalgamation. All 3 former councils were members of the Mutual.
2. All figures include GST:
 - 2017/18 - \$2,246,429
 - 2018/19 - \$2,545,014
 - 2019/20 - \$2,558,377
 - 2020/21 - \$2,896,855
 - 2021/22 - \$3,096,050
 - 2022/23 - \$3,504,702
 - 2023/24 - \$3,921,430
 - 2024/25 - \$4,436,043
 - 2025/26 - \$4,341,448
3. The Chief Executive Officer was a representative on the Board of Management between 2014 and 2018.
4. No.
5. Refer to confidential agenda

TRIM file ref	2025/591263
Attachments	Nil

ITEM 16.6 RESPONSE TO QUESTION WITH NOTICE NO 28/2025 - CENTIUM PTY LTD AND O'CONNOR MARSDEN & ASSOCIATES PTY LTD

COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING QUESTIONS:

I refer to serious findings in the NSW Supreme Court regarding Centium Pty Ltd as well as questions raised in the NSW Parliament's Budget Estimates Committee into Local Government pages 7 and 8 of Supplementary Questions concerning Centium Pty Ltd and O'Connor Marsden & Associates Pty Ltd:

1. Since amalgamation how many investigations has Centium Pty Ltd undertaken at Northern Beaches Council?
2. Since amalgamation what has been the total amount of money paid by Northern Beaches Council to Centium Pty Ltd?
3. How many investigations is Centium Pty Ltd currently undertaking on behalf of Council and of those Investigators named in Parliament, which ones are currently, if any, undertaking investigations?
4. Since amalgamation how many investigations has O'Connor Marsden & Associates Pty Ltd undertaken at Northern Beaches Council?
5. Since amalgamation what has been the total amount of money paid by Northern Beaches Council to O'Connor Marsden & Associates Pty Ltd?
6. How many investigations is O'Connor Marsden & Associates Pty Ltd currently undertaking on behalf of Council and of those Investigators named in Parliament, which ones are currently, if any, undertaking investigations?
7. Refer to confidential agenda.

RESPONSE:

1. 14 preliminary investigations of which 8 proceeded to investigation.
2. \$223,725 (inc. GST).
3. One preliminary investigation and one investigator.
4. One preliminary investigation.
5. \$7,419 (inc. GST).
6. Nil.

TRIM file ref	2025/591400
Attachments	Nil

ITEM 16.7 RESPONSE TO QUESTION WITH NOTICE NO 29/2025 - PUBLIC INTEREST DISCLOSURES

COUNCILLOR DE LUCA OAM SUBMITTED THE FOLLOWING QUESTIONS:

1. Since amalgamation how many public interest disclosures have been received by council?
2. How many public interest disclosures, received by Council, have been rejected by council since amalgamation and declared not to be public interest disclosures?
3. How many complaints have been received by council since amalgamation as to breaches of confidentiality, if any, in relation to the handling or conduct of public interest disclosures by council or its investigators/delegates?

RESPONSE:

1. 9
2. 3
3. One

TRIM file ref	2025/591464
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 RFT 2025/000935 - Auditorium Seating Replacement at Glen Street Theatre on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) *Local Government Act 1993*].

This report discusses/provides advice concerning commercial tenders. On balance, the public interest in preserving the confidentiality of the information about the matter outweighs the public interest in maintaining openness and transparency in Council decision-making because the disclosure of this information would result in the release of commercial in confidence information.
 - B. Item 17.2 RFT 2025/001014 - Dee Why Beach Shed Cafe 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 Offer to Manage Crown Land - Ingleside 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 Crown Land being offered to Council to manage. 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 jeopardise the proposal.
 - D. Item 17.4 RFT 2025/075 - North Narrabeen SLSC Work - Stage 1 & 2 on the basis that it involves the receipt and discussion of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it [10A(2)(d(i)) *Local Government Act 1993*].

This report discusses/provides advice concerning commercial tenders. On balance, the public interest in preserving the confidentiality of the information about the matter outweighs the public interest in maintaining openness and transparency in Council decision-making because the disclosure of this information would result in the release of commercial in confidence information.
 - E. Item 17.5 RFT 2025/000956 - Roof Membrane Upgrade and Associated Works at Dee Why Civic Centre (Final Stage) 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.

- F. Item 17.6 Response to Question with Notice No 27/2025 - Statewide Mutual and JLT Risk Solutions Pty Ltd on the basis that it involves the receipt and discussion of information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business [10A(2)(c) *Local Government Act 1993*].

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 prejudice Council's position by placing Council at a commercial disadvantage with contractors and so would prevent Council from achieving the best outcome for the community. Accordingly, the discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

- G. Item 17.7 Response to Question with Notice No 28/2025 - Centium Pty Ltd and O'Connor Marsden & Associates Pty Ltd on the basis that it involves the receipt and discussion of information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business [10A(2)(c) *Local Government Act 1993*].

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 prejudice Council's position by placing Council at a commercial disadvantage with contractors and so would prevent Council from achieving the best outcome for the community. Accordingly, the discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

- H. Item 17.8 Mayoral Minute No 11/2025 - Annual Performance Review of the Chief Executive Officer July 2024 - June 2025 on the basis that it involves the receipt and discussion of personnel matters concerning particular individuals (other than councillors) [10A(2)(a) *Local Government Act 1993*].

This report discusses/provides advice concerning the Chief Executive Officers Review.

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.
-

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.
