PITTWATER COUNCIL

COUNCIL MEETING

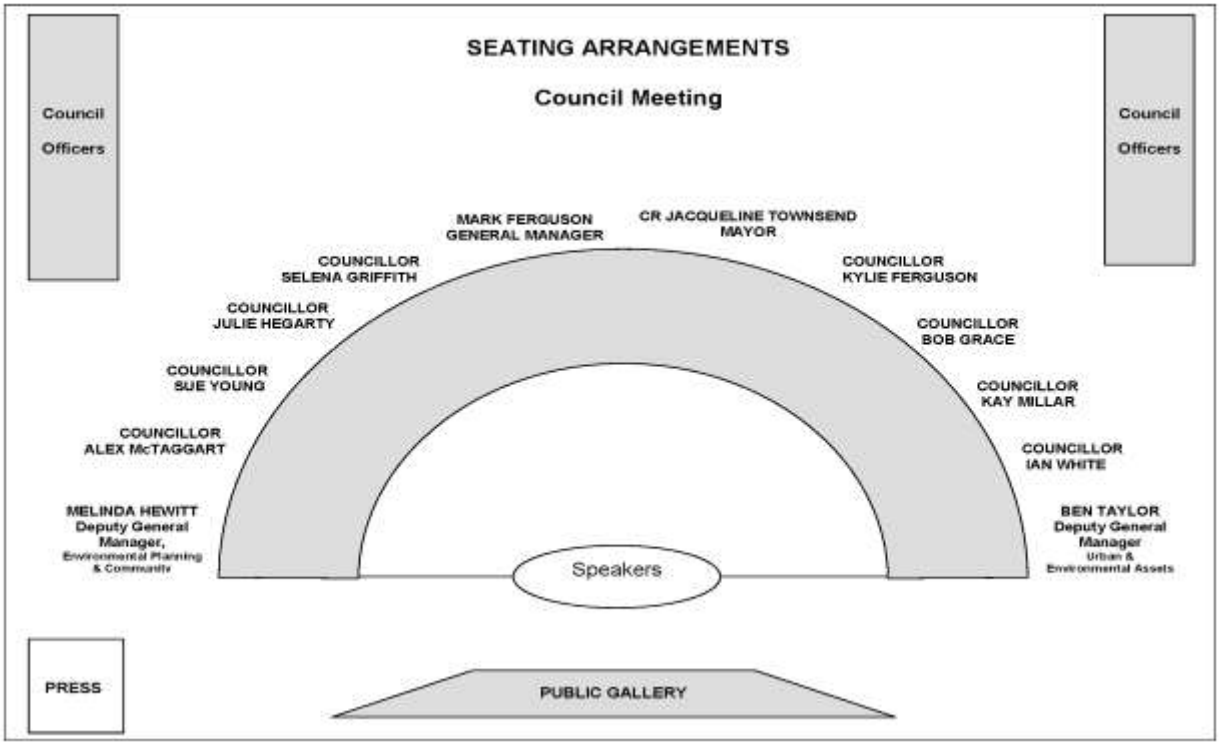
AGENDA

18 April 2016

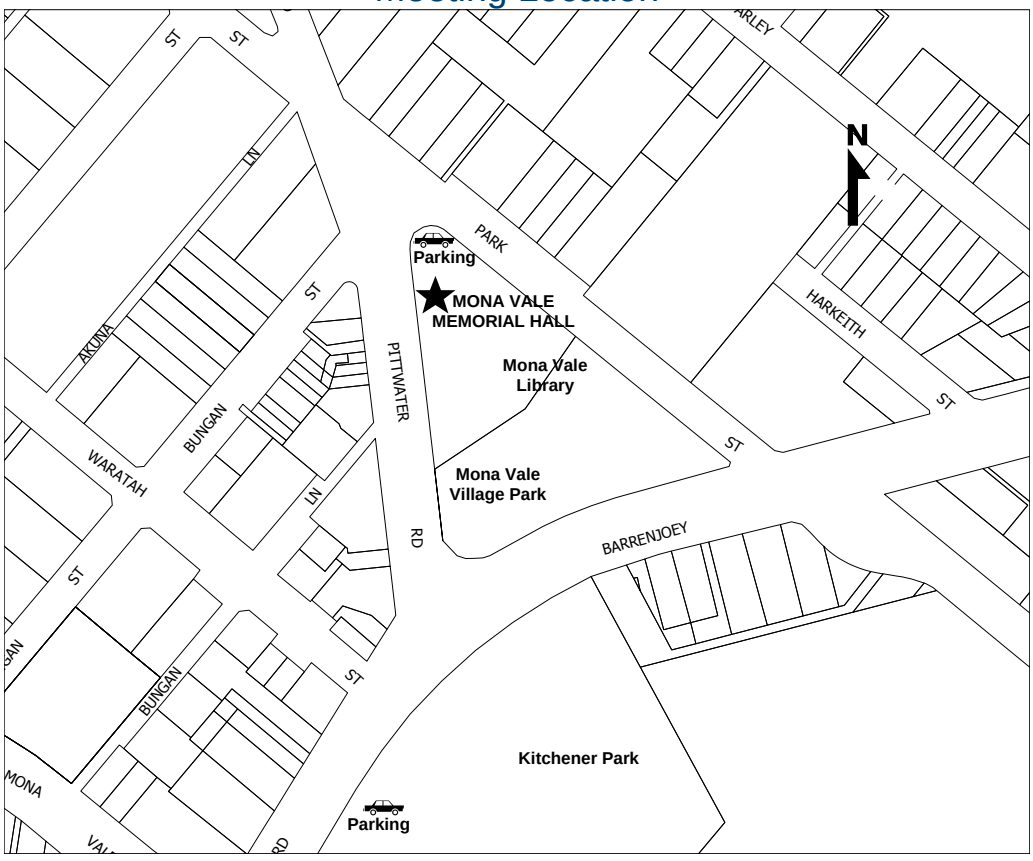
Commencing at 6.30pm at
Mona Vale Memorial Hall
1 Park Street, Mona Vale

M J Ferguson
General Manager

Seating Arrangements



Meeting Location



All Pittwater Council's Agenda and Minutes are available on the Pittwater website at www.pittwater.nsw.gov.au

Acknowledgement of Country

Pittwater Council honours and respects the spirits of the Guringai people.

Council acknowledges their traditional custodianship of the Pittwater area.

Statement of Respect

Pittwater Council promotes and strives to achieve a climate of respect for all and endeavours to inspire in our community shared civic pride by valuing and protecting our unique environment, both natural and built, for current and future generations.

We, the elected members and staff of Pittwater Council, undertake to act with honesty and integrity, to conduct ourselves in a way that engenders trust and confidence in the decisions we make on behalf of the Pittwater Community.

IMPORTANT NOTE FOR COUNCILLORS

The Council has received Confidential Advice in relation to the matters listed below which is attached as **Appendix 1 to Councillor's Agenda on yellow paper**. It is important that Councillors read these documents prior to determining the matters. Should the Council wish to consider the Confidential Advice during the course of the meeting, the following procedure should be followed:

1. Any persons wishing to address the Council are invited to address the Council in Open Session, so that the general (non-confidential) issues relating to the matter are debated in Open Session.

2. Should the Council wish to consider the Confidential Advice at any time during the debate, the Council should resolve into Committee of the Whole in Closed Session in accordance with Section 10A(2)(d) of the Local Government Act 1993, and debate the Confidential Advice and any related issues in a Closed Forum, with the Press and Public excluded. The Council does not have to make any resolution whilst in Committee of the Whole in Closed Session.

3. Following conclusion of the Confidential discussion concerning the Confidential Advice the Council should resolve back into Open Session to continue the debate as required, excluding any reference to the Confidential Advice. Once again it is noted that the debate in Open Session should centre around the general (non-confidential) issues associated with the matter.

4. The Council should then determine the matter in Open Session.

The Reports on the items below are listed in Open Session in the Agenda:

Mark Ferguson
GENERAL MANAGER

Council Meeting

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CONFIDENTIAL CLAUSE

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d) of the Local Government Act 1993, which permits the Council to close the meeting to the public for business relating to the following: -*

(d) Commercial information of a confidential nature that would, if disclosed:-

- *prejudice the commercial position of the person who supplied it; or*
- *confer a commercial advantage on a competitor of the Council; or*
- *reveal a trade secret.*

Confidential - Kimbriki Resource Recovery Project

The Senior Management Team has approved the inclusion of all reports in this agenda.

Council Meeting

1.0 Public Forum

GUIDELINES FOR RESIDENTS -

PUBLIC FORUM

Objective

The purpose of the Public Forum is to gain information or suggestions from the community on new and positive initiatives that Council can consider in order to better serve the Pittwater community.

- The Public Forum is not a decision making forum for the Council;
- Residents should not use the Public Forum to raise routine matters or complaints. Such matters should be forwarded in writing to Council's Customer Service Centres at Mona Vale or Avalon where they will be responded to by appropriate Council Officers;
- There will be no debate or questions with, or by, Councillors during/following a resident submission;
- Council's general meeting procedures apply to Public Forums, in particular, no insults or inferences of improper behaviour in relation to any other person/s is permitted;
- No defamatory or slanderous comments will be permitted. Should a resident make such a comment, their submission will be immediately terminated by the Chair of the Meeting;
- Up to 20 minutes is allocated to the Public Forum;
- A maximum of 1 submission per person per meeting is permitted, with a maximum of 4 submissions in total per meeting;
- A maximum of 5 minutes is allocated to each submission;
- Public submissions will not be permitted in relation to the following matters:
  - Matters involving current dealings with Council (eg. development applications, contractual matters, tenders, legal matters, Council matters under investigation, etc);
  - Items on the current Council Meeting agenda;
- The subject matter of a submission is not to be repeated by a subsequent submission on the same topic by the same person within a 3 month period;
- Participants are not permitted to use Council's audio visual or computer equipment as part of their submission. However, photographs, documents etc may be circulated to Councillors as part of the submission;
- Any requests to participate in the Public Forum shall be lodged with Council staff by 12 noon on the day of the Council Meeting. To register a request for a submission, please contact Warwick Lawrence, phone 9970 1112.

Mark Ferguson
GENERAL MANAGER

2.0 Resident Questions

RESIDENT QUESTION TIME

Objective

The purpose of Resident Question Time is to provide the community with a forum to ask questions of the elected Council on matters that concern or interest individual members of the community.

The following guidelines apply to any person addressing a Council / Committee meeting in relation to a Resident Question:

1. *Residents Question Time is conducted at the commencement of the second Council Meeting of the month and prior to the handling of General Business.*

2. *A maximum of 10 minutes is allocated to Residents Question Time.*

3. *Each Resident is restricted to two (2) questions per meeting.*

4. *All questions are to be in writing or made electronically and lodged with the General Manager no later than 6.15pm on the day of the Council meeting at which it is to be considered.*

5. *Questions must be precise and succinct and free of ambiguity and not contain any comments that may be offensive, defamatory or slanderous in any way.*

6. *A brief preamble may accompany the question to clarify the issue however only the actual question will be included in the minutes of the Council meeting.*

7. *Responses to residents questions made at the meeting will also be included in the minutes of the Council meeting.*

8. *Resident's questions taken on notice shall be the subject of a report to Council setting out both the question and response and shall be included in the agenda at the second meeting of the month following the resident's question.*

9. *There will be no debate or questions with, or by, Councillors during / following a resident question and response.*

3.0 Apologies

Apologies must be received and accepted from absent Members and leave of absence from the Council Meeting must be granted.

4.0 Declarations of Pecuniary and Conflict of Interest including any Political Donations and Gifts

Councillors are advised of the following definitions of a "pecuniary" or "conflict" of interest for their assistance:

* Section 442 of the Local Government Act, 1993 states that a "pecuniary" interest is as follows:

*"(1) [**Pecuniary interest**] A Pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated.*

*(2) [**Remoteness**] A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter."*

Councillors should reference the Local Government Act, 1993 for detailed provisions relating to pecuniary interests.

* Council's Code of Conduct states that a "conflict of interest" exists when you could be influenced, or a reasonable person would perceive that you could be influenced by a personal interest when carrying out your public duty.

Councillors are also reminded of their responsibility to declare any Political donation or Gift in relation to the Local Government & Planning Legislation Amendment (Political Donations) Act 2008.

* A reportable political donation is a donation of:

- $1,000 or more made to or for the benefit of the party, elected member, group or candidate; or
- $1,000 or more made by a major political donor to or for the benefit of a party, elected member, group or candidate, or made to the major political donor; or
- Less than $1,000 if the aggregated total of the donations made by the entity or person to the same party, elected member, group, candidate or person within the same financial year (ending 30 June) is $1,000 or more.

5.0 Confirmation of Minutes

"Councillors are advised that when the confirmation of minutes is being considered, the only question that can arise is whether they faithfully record the proceedings at the meeting referred to. A member of a council who votes for the confirmation of the minutes does not thereby make himself a party to the resolutions recorded: **Re Lands Allotment Co (1894) 1 Ch 616, 63 LJ Ch 291.**"

Minutes of the Council Meeting held on 4 April 2016.

6.0 Public Addresses

The following guidelines apply to any person addressing a Council / Committee meeting in relation to an item on the Council / Committee meeting agenda:

1. *A member of the public may be granted leave to address a meeting of Council or a Committee, where such a request is received by the General Manager no later than 3.00pm on the day of the meeting. This is subject to:*

   (a) *A maximum of up to six speakers may address on any one item, with a maximum of three speakers in support of the recommendation in the report, and three speakers in opposition.*

   (b) *A limitation of three minutes is allowed for any one speaker, with no extensions.*

   (c) *An objector/s to a development application is to speak first with the applicant always being given the right to reply.*

   Exceptions to these requirements may apply where:

   (a) *The Meeting specifically requests that a person be interviewed at a meeting.*

   (b) *The Meeting resolves that a person be heard at the meeting without having given prior notice to the General Manager*

2. *Once a public/resident speaker has completed their submission and responded to any Councillor questions, they are to return to their seat in the public gallery prior to the formal debate commencing.*

3. *No defamatory or slanderous comments will be permitted. Should a resident make such a comment, their address will be immediately terminated by the Chair of the meeting.*

4. *Council's general meeting procedures apply to Public Addresses, in particular, no insults or inferences of improper behaviour in relation to any other person is permitted.*

5. *Residents are not permitted to use Council's audio visual or computer equipment as part of their address. However, photographs, documents etc may be circulated to Councillors as part of their address.*

7.0 Councillor Questions with Notice

Question – Cr Millar

Would the General Manager please indicate where the proceeds of the sale of the road reserve at 8 Orchard Street, Warriewood, as per Council Resolution dated 7 September 2015 has been spent? If it has not been spent, where is it intended to be spent?

Response

Consistent with the Council Resolution, these funds have been allocated to the provision of pathways in the South Ward from the prioritised list of Council active transport projects.

The funding is planned to be spent on the following footpaths:

Hunter Street Warriewood: to be constructed this financial year to link the new shared path on Pittwater Road with Warriewood Beach and shops.

Rickard Road North Narrabeen: the final stage from Gondola Road to Nareen Parade to be constructed in the 2016-2017 financial year.

In addition, it is planned that Merridong Road Elanora Heights (between Powderworks Road and Wyanga Road) will also be constructed in the 2016-2017 financial year from previous road reserve sales in the area.

8.0 Mayoral Minutes

C8.1 Mayoral Minute - Local Government Reform

Meeting: Council **Date:** 18 April 2016

MAYORAL MINUTE

The Mayoral Minute will be circulated separately.

9.0 Business by Exception

Items that are dealt with by exception are items where the recommendations contained in the reports in the Agenda are adopted without discussion.

10.0 Council Meeting Business

C10.1 Draft 2016-2017 Delivery Program & Budget

Meeting: Council **Date:** 18 April 2016

COMMUNITY STRATEGIC PLAN STRATEGY: Corporate Management

COMMUNITY STRATEGIC PLAN OBJECTIVE:

- To provide leadership through ethical, accountable and legislative decision-making processes.

DELIVERY PROGRAM ACTION:

- Public Exhibition of Draft 2016 – 2017 Delivery Program and Budget.

1.0 EXECUTIVE SUMMARY

1.1 SUMMARY

Pittwater Council's Draft 2016-2017 Delivery Plan & Budget has been developed in accordance with the Local Government Act and the Integrated Planning & Reporting legislation introduced in October 2009. It identifies key actions that will be undertaken by Council over the coming year to meet the community's needs.

2.0 RECOMMENDATION

1. That Pittwater Council's Draft 2016-2017 Delivery Program and Budget, as tabled, be placed on public exhibition between 19 April to 22 May 2016;

2. That following the public exhibition period a further report be brought to Council outlining any submissions received.

3.0 BACKGROUND

3.1 PURPOSE

Under the Local Government Act 1993 and the Local Government (General) Regulation 2005 Council undertakes a suite of planning and reporting activities which operate as part of the organisation's strategic framework. These activities include the planning and delivery of the Community Strategic Plan, Delivery Program and Operational Plan. Council undertakes these to ensure an integrated approach to planning and reporting which strengthens strategic focus and responsiveness to key priority areas articulated by the community.

The Delivery Program and Budget also incorporates actions and budget necessary to deliver quality services and facilities as well as a comprehensive asset management program.

3.2 BACKGROUND

The Draft 2016-2017 Delivery Program & Budget is produced in line with the Pittwater 2025 – Our Community Strategic Plan where actions and budget are outlined according to the strategic plan's key directions and associated strategies

An introductory section is provided from the Mayor and General Manager and includes an Executive Summary which highlights the nature of activities guiding the planned period.

The Draft 2016-2017 Delivery Program and is set out in five sections as follows:

Section 1: Provides a snapshot of our community profile, Council structure and the elements that drive sound decision making such as civic leadership, community engagement, sustainability, customer service and a commitment to protecting our natural environment.

Section 2: Specifies financial information with all relevant budget details and financial statements, cash flows for the current and future years.

Section 3: Provides a detailed list of the actions Council commits to undertake over the coming one year. The delivery program is broken down into our five Key Directions as identified in Pittwater 2025 – Our Community Strategic Plan and corresponding strategies which set-out the planned areas of action.

Section 4: Identified by Key Directions the Capital Improvement Program provides details of the projects taking place during the 2016-2017 period of delivery.

Section 5: Gives the full range of 2016-2017 fees and charges which Council is authorised to charge and recover for any service are listed in this section.

3.3 POLICY IMPLICATIONS

In accordance with our community engagement policy Council has identified a consultation process to inform and engage the community on this document.

3.4 RELATED LEGISLATION

Council accordingly, in line with the Integrated Planning and Reporting Framework, under Section 403 of the Local Government Act, 1993 provides a Resourcing Strategy to outline its long term strategies for the provision of the resources required to implement the strategies established by the community strategic plan that the council is responsible for.

3.5 FINANCIAL ISSUES

3.5.1 Budget Overview

Council's 2016-2017 Delivery Program & Budget is broken down into Key Directions and associated Strategies incorporating operational and capital functions of Council. The Key Issues, Budget Performance Overview, Major Works Program, proposed Rate increase and the proposed 2016-17 Loan Program are contained within the Report.

3.5.2 The full set of financials for 2016/17 can be found in Section 2 in the Draft 2016-2017 Delivery Program & Budget.

3.5.3 In formulating Council's 2016/17 Budget the following major financial indicators are outlined below (including historical comparative data):

#	Performance Indicator	2016/17 Draft Budget	2015/16 *Dec Projected*	Local Government Bench Mark
1	Operating Result (before Capital amounts)	$1.837m Surplus	$1.110m Surplus	Surplus
2	Consolidated Result	$41,489 Surplus	$64,000 Surplus	N/A
3	Operating Performance Ratio	0.53%	0.15%	>0%
4	Own Source Operating Revenue Ratio	77.58%	83.85%	>60%
5	Unrestricted Current Ratio	1.73:1	2.58:1	>1.50:1
6	Debt Service Cover Ratio	3.25	4.24	>2.00
7	Rates, Annual Charges, Interest & Extra charges outstanding ratio	5.00%	5.00%	<5%
8	Cash Expense Cover Ratio	7.3	8.32	>3.00
9	Building and Infrastructure Renewals Ratio	132.45%	112.77%	>100%

Note: < represents less than > represents greater than

As demonstrated above Pittwater Council remains in a financially sustainable position after taking into account all known 2016/17 financial information into its draft budget. All of Council's Financial Indicators project results that exceed the Local Government Industry benchmarks.

3.5.4 **Key Budget Highlights:**

Council's Major Works Program facilitates both capital and maintenance works on all of Council's asset classes. The proposed budget for the 2016/17 Major Works Program is $45.738 million with $31.588 million on capital works and $14.150 million on recurrent maintenance works programs. Within these programs a number of key highlights are shown below:

- $9.0 million for a bridge ($2.36m) / Road ($5.68m) / Drainage ($0.77m) / footpath ($0.19m) at Macpherson Street Warriewood
- $7.6 million Precinct improvements at Church Point including a Seawall($5.0m)/ carpark($1.91m)/Road($0.50m)/footpath($0.19m)
- $4.5 million on building improvements and maintenance
- $4.3 million for reserve improvements and maintenance
- $2.6 million for streetscape improvements and maintenance
- $1.8 million for Council wide drainage works
- $1.3 million for bush land restoration and protection
- $1.065 million for footpaths ensuring village centre and public transport connectivity
- $442,000 for coastal and flood protection

3.6 Operating Results

3.6.1 Council's Operating Result, as indicated in the table below, is attributable to the net difference between total income and expenditure. As indicated, the incremental increase associated with Council's 2016/17 income and expenditure is moderate and is in line with inflationary measures.

Description	2016/17 Draft Budget	2015/16 Dec Review	% Increase or Decrease	Narrative
Total Income	$ 85,226,279	$ 82,782,173	2.95%	All Operating Income
Total Expenditure	$ 83,389,514	$ 81,672,613	2.10%	All Operating Expenditure
Operating Results (Before Capital)	$ 1,836,765	$ 1,109,560		Net Results after Subtracting Expenditure from Income

3.6.2 Council's major income and expenditure obligations for 2016/17 are summarised in the table below. In providing this summary, a comparison has been included of the movements from Council's last 2015/16 budgetary review to the 2016/17 draft budget. The table Narrative indicates the major reasons for these movements.

Description	2016/17 Draft Budget	2015/16 Dec Review	% Increase or Decrease	Narrative
Major Income Items				
User Fee's	$ 16,339,095	$ 15,918,024	2.65%	Caravan Park, Parking, Golf, Rents
Regulatory Fee's	$ 2,033,000	$ 1,920,000	5.89%	DA Income, Building Certificate etc.
Regulatory Fine's	$ 3,286,000	$ 3,188,800	3.05%	Parking Fines, Building Fines etc.
Operating Grant Transfers	$ 4,035,649	$ 3,535,129	14.16%	Roads to Recovery & Other Operating Grants
Operating Contributions	$ 1,185,556	$ 792,939	49.51%	S94 Contributions, LIRS Interest
Rates	$ 40,357,097	$ 39,577,579	1.97%	IPART Approved Rate Increase of 1.8% & Supp Rates
Domestic Waste	$ 14,803,102	$ 14,346,498	3.18%	Domestic Waste Charges ($580 to $598)
Return on Investment	$ 1,166,000	$ 1,286,938	-9.40%	Interest relating to Investments
Major Expenditure Items				
Salaries & Wages	$ 24,322,745	$ 23,401,066	3.94%	Award Increase 2.8% plus Performance & EFT changes
Other Employee Costs	$ 7,654,773	$ 7,614,953	0.52%	Superannuation, ELE and a Increase in Workers Comp
Plant & Equipment	$ 2,238,212	$ 2,432,649	-7.99%	Vehicle running costs, Fuel etc.
Contract Services External	$ 13,516,716	$ 13,305,469	1.59%	Maint Contracts, Domestic Waste & Life Guard Services
Depreciation	$ 9,916,484	$ 9,157,728	8.29%	Reflects Annual Utilisation of Assets
Professional Expenses	$ 5,500,225	$ 5,355,906	2.69%	Audit Fee's, Consultancies, Caravan Park Mgmt Fee, etc.
Public Utilities	$ 1,994,849	$ 2,148,639	-7.16%	Street Lighting, Gas, Water, Electricity
Insurance	$ 1,043,481	$ 1,096,871	-4.87%	Public Liability, Property, Motor Vehicle
Waste Disposal	$ 6,959,165	$ 6,923,163	0.52%	Tipping Fee's from Domestic Waste and Council works
Levies/Contributions/Subsidies	$ 2,867,766	$ 2,856,252	0.40%	Fire Lewy, SES & RFS Contribution

3.7 Loan Program

3.7.1 In 2016/17 Council's proposed borrowing program consists of $1.5 million for its annual rolling infrastructure renewal program. (Note: Loans associated with Church Point precinct improvements were borrowed in 2015/16).

2016-2017					
New Loan Borrowings	Loan Balance at Financial Year End	Projected Principal Repayments	Projected Interest Repayments	Projected Repayments 2016/17 (Int & Principal)	Debt Service Ratio
$ 1,500,000	$ 22,411,833	$ 2,311,843	$ 1,261,509	$ 3,573,353	4.42%

3.8 Major Works Program

3.8.1 Council's Major Works Program facilitates both capital and maintenance works on all of Council's asset classes. The proposed budget for the 2016/17 Major Works Program is $45.738 million with $31.588 million on capital works and $14.150 million on recurrent maintenance works programs.

To provide insight into Council's Draft Major Works Program for 2016/17 the types of expenditures are listed below (ranked from highest to lowest spend). For comparative purposes, the 2015/16 December Review types of expenditure figures are also listed (ranked from highest to lowest spend).

2016/17 Draft Budget		
Road - Resheet/Heavy Patch	$	11,503,299
Seawalls - Improvements	$	6,120,000
Buildings - Improvements	$	2,677,100
Streetscape - Maintenance	$	2,630,973
Bridge	$	2,370,630
Carpark - Improvements	$	2,060,000
Reserves - Improvements	$	2,197,920
Reserves - Maintenance	$	2,114,532
Drainage	$	2,566,119
Buildings - Maintenance	$	1,845,725
Footpath	$	1,444,945
Bushland Restoration & Protection	$	1,285,751
Sports Field - Maintenance	$	1,268,679
Other	$	1,130,100
Traffic Facilities	$	955,586
Coastal Management	$	499,023
Commercial Centre - Maintenance	$	488,738
Flood Management	$	442,400
Cemetery Maintenance	$	364,857
Rock Pools - Maintenance	$	355,100
Natural Environment	$	310,000
Wharfs - Maintenance	$	255,283
Asset Management	$	214,543
Wharfs - Improvement	$	150,000
Walkway - Maintenance	$	144,040
Reserves - Playground Improvements	$	130,000
Walkway - Improvements	$	125,000
Rock Pools - Improvements	$	45,000
Carpark - Maintenance	$	25,000
Kerb & Gutter	$	18,000
Total	**$**	**45,738,343**

2015/16 December Review Budget		
Road - Resheet/Heavy Patch	$	2,534,958
Streetscape - Maintenance	$	2,510,653
Buildings - Improvements	$	2,033,752
Reserves - Improvements	$	1,962,927
Reserves - Maintenance	$	1,943,664
Buildings - Maintenance	$	1,811,517
Bushland Restoration & Protection	$	1,683,765
Footpath	$	1,584,429
Drainage	$	1,503,412
Traffic Facilities	$	1,342,845
Sports Field - Maintenance	$	1,284,027
Wharfs - Improvement	$	1,238,750
Other	$	1,134,255
Coastal Management	$	945,179
Commercial Centre - Maintenance	$	590,583
Carpark - Improvements	$	471,136
Walkway - Improvements	$	417,300
Rock Pools - Maintenance	$	369,701
Flood Management	$	365,522
Cemetery Maintenance	$	322,900
Reserves - Playground Improvements	$	320,000
Wharfs - Maintenance	$	262,483
Asset Management	$	257,024
Natural Environment	$	210,000
Commercial Centre - Improvements	$	155,080
Bridge	$	150,000
Walkway - Maintenance	$	139,376
Buildings - New	$	72,339
Rock Pools - Improvements	$	45,000
Carpark - Maintenance	$	32,000
Kerb & Gutter	$	15,000
Total	**$**	**27,709,577**

3.9 **Rates and Charges (IPART Advice on General Revenue Increase)**

3.9.1 As a part a Council's Draft Operating Budget, a rate increase of 1.8% has been incorporated.

3.9.2 This general-purpose rate income increase of 1.8% (amounting to $783,742) has been incorporated in the 2016/17 Budget.

3.9.3 The Local Government Act 1993 requires that Council resolve to make and levy its rates and domestic waste management charge each year. The Draft Delivery Program incorporates the proposed rates and domestic waste charges for 2016/17.

3.9.4 The Schedule of Fees and Charges has been revised for 2016/17 to reflect variations in CPI and other economic factors. The Draft Delivery Program incorporates the new proposed Fees and Charges for 2016/17.

3.10 **Resource Implications**

3.10.1 In line with Council's Asset Management Plan, Long- Term Financial Plan and Workforce Plan, significant resources will be required to implement the Draft 2016-2017 Delivery Program and Budget.

4.0 KEY ISSUES

4.1 **Review of Pittwater Council's 2016 - 2017 Draft Delivery Program and Budget**

4.1.1 As a part of the Office of Local Government's Integrated Planning and Reporting Framework and in conjunction with the Pittwater 2025 Community Strategic Plan, the 2016-2017 Delivery Program & Budget has been drafted.

4.1.2 As a part of Council's Strategic Framework, a delivery program to provide the mechanism to achieve the community's aspirations and to translate strategic initiatives into yearly actions has been drafted.

4.1.3 In the context of local government amalgamations and after considering the Office of Local Government's directive, Pittwater Council has developed a one year Delivery Program & Budget for 2016-2017.

4.1.4 The way in which Council's budget is presented has also been updated to reflect these 12 strategies and five key directions. Financial information is still presented in the traditional format in terms of the consolidated statement but a budget has also been presented for each of the five key directions and 12 strategies.

4.1.5 Key focus areas include the improvement of traffic and transport infrastructure with specific work to provide the greater accessibility to public transport options and a number of large projects such as the Macpherson Street Bridge, continued upgrade of roads and footpaths; maintenance of council wide drainage, preservation of a sustainable environment; continued provision of effective customer service; and provision of upgraded buildings and wharves as well as a car park at Church point. These are further outlined at 3.8.1.

5.0 ATTACHMENTS / TABLED DOCUMENTS

Tabled Document: Draft 2016-2017 Delivery Program and Budget

6.0 SUSTAINABILITY ASSESSMENT

The following assessment framework contains prompts that should be considered in any Sustainability Assessment. These are consistent with questions contained within the Business Case section of the Project Management database.

6.1 GOVERNANCE & RISK

6.1.1 Community Engagement

Council's commitment to its residents concerning community engagement is based on the following social justice principles:

Equity – providing the broadest cross-section of residents will opportunities to be involved in consultation activities and ensuring that are fair and equitable process is in place.

Access – employing strategies that will ensure that individuals are not excluded from the consultation process.

Participation – encouraging resident participation in in a range of methodologies including face to face meetings, written publications, on-line and social media technology as well as committee and reference group formats.

Rights – Council respects the right of each resident to have their voice heard and be informed about the decision making process.

We are committed to conducting community engagement to inform and engage and provide an opportunity for the community to have feedback on the Draft 2016-2017 Delivery Program and Budget.

Council continues to work with our four reference groups and promotes community participation in all engagement activities. We will consult with reference groups on this Delivery Program & Budget as a key mechanism for feedback.

The Local Government Act requires Council to give public notice of the draft Plan and place it on exhibition for 28 days.

Public exhibition of the draft Plan will include:

- The public exhibition of the Delivery Program advertised in local papers
- Copies of the Draft Delivery Program made available at Council offices, Mona Vale and Avalon Community Library and on the Pittwater website
- Presentations to Reference Groups at May meetings
- Draft Delivery Program, as tabled be placed on public exhibition until 22 May 2016.

6.1.2 Risk Management

To lead an effective and collaborative Council through the Corporate Management, and Disaster, Emergency & Risk Management Strategies Council have developed a series of actions which support and set-out to achieve priorities and outcomes. Business improvement processes aim to ensure that Council remains an effective and sustainable organisation. Strategies to guarantee that the community are involved in decision making processes are a priority.

Actions to strengthen responses to disasters and emergencies remain of high importance, with key action areas are summarised below:

- Council remain committed to engage proactively with the community in a way that is consistent, appropriate and effective by implementing a robust community engagement framework to promote participation from the largest cross-section of the Pittwater community.
- To provide effective, efficient and courteous customer service in accordance with Council Values, Council monitors compliance with the Customer Service Charter to provide effective customer service.
- The 2016/17 budget included in the Draft Delivery Program provides a Consolidated (Operating plus Capital) surplus of $41,489.

6.2 ENVIRONMENT

6.2.1 Environmental Impact

- The Delivery Program outlines a number of actions which help outline the value and care undertaken for our natural environment. These are founded within the Catchment Management, Flora and Fauna Management and Beach & Coastal Management Strategies. Protection and enhancement of our natural enviornment will be undertaken by managing beach and coastal issues, implementing catchment management initiatives and targeted activites in our urban and bushland areas.
- Council's provision and maintenance of coastal infrastructure and public facilities are continued throughout the planned period with the ongoing upgrade of beach, coastal and estuary facilities; including implementation of 1 Precinct Master Plan for the Church Point area which focusses on additional parking, safety, amenity for pedestrians and road users.
- Council are effectively managing the risks associated with the coastal environment by maintaining and applying a Coastal Risk Management Policy which investigates adaptive responses of Pittwater estuarine shores to sea level rise.

6.2.2 Mitigation Measures

- By implementing the Capital Improvement Delivery Program for Stormwater and Flood Mitigation Infrastructure Council's commitment to effectively manage stormwater and flooding and the impacts of climate change is continued throughout the planned period.
- Council continues to implement control programs for pest animals under the flora and fauna management strategy. Community involvement is encouraged, particularly to improve wildlife corridors through programs such as plant giveaways.
- Council will also develop and implement a staged Climate Change Action Plan.
- Protection of the Pittwater waterway will be addressed through an integrated review of Pittwater waterway and related planning controls

6.3 SOCIAL

6.3.1 Address Community Need & Aspirations

Actions developed to improve the integration of our built environment are seen throughout the Land Use & Development and Town & Village Strategies. Responding to Planning Act proposals and finalisation of the Local Environmental Plan will assist with effective landuse planning. Ongoing work with the community will occur in land release areas. Master planning, maintenance and development of infrastruture will activate village centres, with key action areas are summarised below:

- Council will focus on creating a sense of place to enhance the village experience by developing and implementing enhancements to the public domain which stimulate social, cultural and economic activity; especially with the commencement of place planning for Avalon and Currawong.
- Works planned for the refurbishment of Mona Vale Library and Avalon Community Centre as well as planning for a new community facility in Warriewood Valley and completion of Mona Vale Skate Park (stage 1).
- Council continue their ongoing partnership with State Government to refine the structural plan and outcomes for Ingleside as well as planning for the B-Line (rapid bus transit scheme) with Transport for NSW.

6.3.2 **Strengthening local community**

The Delivery Program outlines a suite of actions which are undertaken by Council to enable the planned provision of services resulting in a greater connected community. These are outlined as part of the Building Communities, Recreational Management and Traffic & Transport Strategies. This includes responding to community needs and prioirties through the implementation of the Social Plan and enhancing participtionof residents in community, cultural and recreation activities with key action areas summarised below:

- Along with Council's ongoing commitment to implement pedestrian access through boardwalks, tracks and access to bushland areas Council is equally focussed in providing a diverse range of accessible recreational opportunities that cater for a broad range of ages and abilities such as an all abilities playground at the Bert Payne Reserve.
- Council recognises its commitment to young people and families and the promotion of youth involvement in recreational and social activities as well as service provision with the continued focus on Council's Youth and Families team.
- Emphasis has also been given to increase the usage of public spaces with a focus on street integration and amenity that lead facilitate a number of outdoor events and encourage involvement in community organisations and networks.
- To assist the community to reduce the use of and reliance on private motor vehicles, Council will provide works for a range of active transport infrastructure, which include footpaths, shared paths, line marking, pedestrian refuges, bus stop upgrades and other works directly associated with pedestrian bicycle and other non-car transport modes.
- Council will continue to provide recreational opportunities to improve fittness and health of our community through the instillation of exercise facilities in appropriate reserve areas.

6.4 **ECONOMIC**

6.4.1 **Economic Development**

A suite of actions are outlined to enhance our working and learning throughout the planned period. These actions form the Community Education & Learning and Economic Development Strategies. A key focus is the progression of the Economic Development Plan by developing programs which assist local business and stimluate the local economy. Community education programs will provide a range of learning opportunities and ensure the community has access to information that enhances their interactions in Pittwater, with key action areas are summarised below:

- Council will continue to support initiatives which encourage diversity within our town and village centres, by working with businesses and education and training providers to promote opportunities for a range of career and training pathways.
- Council will continue to investigate potential sub-regional employment opportunities through the SHOROC working group and NSW Chamber of Business whilst continuing to seek funding opportunities from relevant NSW and Federal Government agencies which support employment growth of local Small Medium Enterprises to undertake collaborative business seminars / workshops series with key business stakeholders such as Pittwater Business Ltd and Chambers of Commerce.

Report prepared by

Jane Mulroney
MANAGER - COMMUNITY ENGAGEMENT & CORPORATE STRATEGY

Mark Jones
CHIEF FINANCIAL OFFICER

Leading and Learning Committee

11.0 Leading and Learning Committee Business

C11.1 Loan Borrowings - April 2016

Meeting: Leading and Learning Committee **Date:** 18 April 2016

COMMUNITY STRATEGIC PLAN STRATEGY: Corporate Management

COMMUNITY STRATEGIC PLAN OBJECTIVE:

- To Ensure Council's Future Financial Sustainability

DELIVERY PROGRAM ACTION:

- Manage Council's Rating / Revenue Functions

1.0 EXECUTIVE SUMMARY

1.1 **SUMMARY**

- Approval is being sought from Council to borrow funds for the purpose of assisting with the funding of Council's Capital Improvements Program ($1,500,000), Mona Vale Skate Park Project ($1,200,000) and Church Point Precinct Improvements ($6,500,000).

- In order to facilitate the borrowings, Delegated Authority for the General Manager is sought to finalise quotes and accept the most financially advantageous and risk adverse loan from the lending market.

- In facilitating such borrowings, Council has complied with Loan Policy No. 115 in that funds are sought for the purpose of Infrastructure Replacement and Creation and that the debt service ratio still remains within the Policy limit of 5.5%.

2.0 RECOMMENDATION

1. That in accordance with Council's 2015-2019 Delivery Program and subsequent Council Reports regarding funding for the Church Point Precinct Improvements, Council authorises borrowings totalling $9,200,000 in order to assist with the funding of the following:

a)	***Capital Improvements Program***	***$1,500,000***
b)	***Mona Vale Skate Park Project***	***$1,200,000***
c)	***Church Point Precinct Improvements***	***$6,500,000***

2. Council authorises the General Manager under Delegated Authority to finalise quotes and accept the most financially advantageous and risk adverse loan from the lending market.

3. That the Seal of Council be affixed to all relevant documentation, if necessary.

3.0 BACKGROUND

3.1 PURPOSE

To seek Council's approval to borrow funds totalling $9,200,000 as per the adopted 2015–2019 Delivery Program and subsequent Council Reports regarding additional funding for the Church Point Precinct Improvements to assist with anticipated construction costs.

To seek Delegated Authority from Council for the General Manager to finalise proposed borrowings.

3.2 BACKGROUND

As indicated in Council's 2015-2019 adopted Delivery Program, Council is to borrow $8,800,000 to assist with the funding of Council's Capital Improvements Program ($1,500,000), Mona Vale Skate Park Project ($1,200,000) and Church Point Precinct Improvements ($6,100,000). Due to an increase in anticipated construction costs associated with the Church Point Precinct Improvements (adopted by Council in the report of 7 March 2016) it is necessary to increase the Church Point Loan from $6,100,000 to $6,500,000, bringing Council's total borrowing for 2015-16 to $9,200,000. The additional $400,000 loan borrowings will be included in the 2015-2016 March Budget Review.

3.3 POLICY IMPLICATIONS

All proposed borrowings in the report comply with Council's Policy No 115 – Loan Borrowing – Infrastructure and Creation.

3.4 RELATED LEGISLATION

Any borrowings will be sourced from the appropriate financial institutions in accordance with the Local Government Minister's borrowing order. Borrowings are secured over Council's revenue stream in accordance with Sections 621-624 of the NSW Local Government Act, 1993, Sections 229-230 of the NSW Local Government (General) Regulation, 2005 and Council's Loan Borrowing Policy (No 115).

3.5 FINANCIAL ISSUES

3.5.1 Budget

- The borrowing of $9,200,000 will assist with the funding of Council's total 2015-16 Capital Improvements Program of $13.631 million as per the December 2016 Revised Budget and the 2016-17 Capital Improvements Program of $31.588 million as per budget estimates. Funding sources for the Capital Improvements Program include borrowings as well as developer contributions, grants, SRV funds, the storm water management service charge and Council's funds.

3.5.2 Resources Implications

- Council's loan program is an essential source of funds in the provision of the Capital Improvements Program.

4.0 KEY ISSUES

4.1 FUNDING REQUIREMENTS

Council's Capital Improvements Program $1,500,000

As part of Council's forward planning of its Capital Improvements Program which includes the renewal, upgrade and acquisition of Council assets, an annual rolling loan program of $1,500,000 is required as a part of the funding process. The use of loan funds as a part of Council's asset funding mix is to maintain a level of inter-generational equity regarding the cost of and utilisation of Council assets and to maintain an adequate level of capital works within the current and future budget process.

Mona Vale Skate Park Project $1,200,000

Council adopted a Plan of Management for Kitchener Park which included a major upgrade of the Skate Park at Mona Vale in order to provide more facilities to youth in the area. To build this facility, $1,200,000 has been budgeted to be borrowed in the 2015-2016 financial year.

Church Point Precinct Improvements $6,500,000

Council developed a Plan of Management for improvements to the precinct surrounding Church Point Commuter Wharf. Accordingly, as part of the 2015-2019 Delivery Program and Budget, a loan for the Church Point Precinct Improvements was incorporated into the 2015-2016 Financial Year to assist with the funding of the construction of a road, seawall, boardwalk and car park. Due to a rise in the estimated construction costs, this loan has now been increased from $6,100,000 to $6,500,000. It also should be noted that this loan is subject to a Local Government Infrastructure Renewal Scheme (LIRS) rebate of 3% which will dramatically decrease the interest impost to Council.

4.2 FINANCIAL INFORMATION

Council sought two separate quotes for the loan borrowings from the banking and finance sector. One was for the Church Point Precinct Improvements (due to this loan being subject to LIRS rebate) and the second loan was Council's combined Capital Improvements Program and Mona Vale Skate Park funding requirements. Quotes for both loans were sought on the following basis:

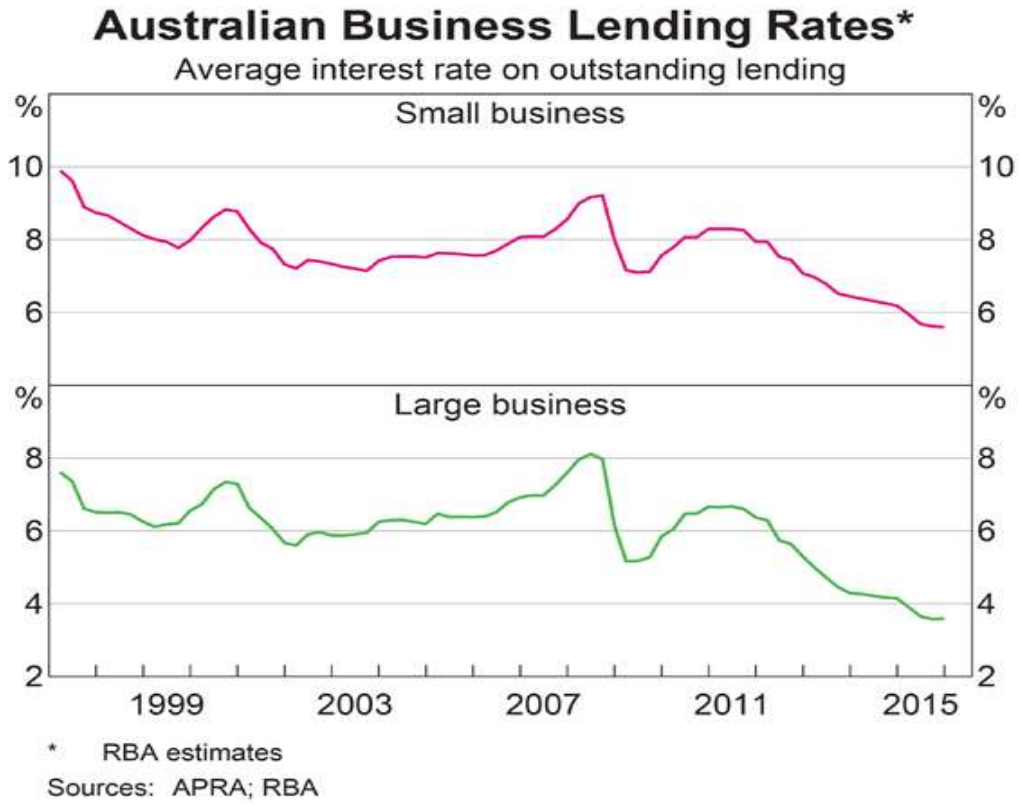
- Fixed 10 Year amortised loan with semi-annual repayments
- Fixed 10 Year amortised loan with a Year 5 re-set of the interest rate with semi-annual repayments
- Variable 10 Year amortised loan with semi-annual repayments

These quotes were to be issued to Council staff on 7 April 2016 in order for Council's Finance Department to compare and determine the most cost effective loan. Four institutions were invited to quote. Of the four, four formally responded with indicative quotes, subject to final confirmation on 19 April 2016. Indicative borrowing rates ranged from:

- Fixed 10 Year Amortised Loan – mid 3% range to mid 4% range
- Fixed 10 Year Amortised Loan with a Year 5 Re-set – low 3% range to low 4% range
- Variable 10 Year Amortised Loan – mid 3% range to mid 4% range

Upon assessment, the <u>10 Year Fixed loan</u> was the most financially advantageous and risk adverse borrowing facility for both loans when considering rates at hand, interest rate risk associated with re-setting the interest rate in 5 years (potentially 1% or more higher based on BIS Shrapnel's forecasts), the loss of interest income that would be associated with funds required at Year 5 to extinguish the loan and the fact that the largest loan is subject to a LIRS rebate amounting to some 80% of the loan interest (based on a 10 year fixed loan).

Additionally, in demonstrating that Council is borrowing at a most advantageous point in time, an RBA interest rate chart on Australian Business Lending (dated 6/4/2016) is included for the information of Council and the community. As indicated below, Council is borrowing at a time of historical interest rate lows in its provision of infrastructure for the community of today and into the future.



5.0 ATTACHMENTS / TABLED DOCUMENTS

Nil.

6.0 SUSTAINABILITY ASSESSMENT

6.1 GOVERNANCE & RISK

6.1.1 Community Engagement

Extensive community consultation has been undertaken for the major projects in question including the requirement for borrowings as a funding mechanism.

6.1.2 **Risk Management**

Loan borrowings form a part of Council's 2015/16 Budget. It is financially advantageous to fix the interest rate for the current loan borrowings and in turn negate any risk due to movement in interest rates. The debt service ratio still remains within the Policy limit of 5.5%.

6.2 **ENVIRONMENT**

6.2.1 **Environmental Impact**

The major projects associated with this borrowing program have been subject to extensive environmental assessment.

6.2.2 **Mitigation Measures**

The major projects associated with this borrowing program have been subject to extensive environmental assessment.

6.3 **SOCIAL**

6.3.1 **Address Community Need & Aspirations**

The major projects associated with this borrowing program have been subject to extensive community engagement via Council's Community Strategic Plan and will assist with meeting community demands in terms of parking, recreation and youth amenity.

6.3.2 **Strengthening Local community**

The major projects associated with this borrowing program have been subject to extensive community engagement via Council's Community Strategic Plan and will assist with meeting community demands in terms of parking, recreation and youth amenity.

6.4 **ECONOMIC**

6.4.1 **Economic Development**

Loan borrowings form a part of Council's 2015/16 Budget and subsequent Council Reports.

Report prepared by
Renae Wilde, Senior Project Accountant

Mark Jones
CHIEF FINANCIAL OFFICER

C11.2 Investment Balances as at 31 March 2016

Meeting: Leading and Learning Committee **Date:** 18 April 2016

COMMUNITY STRATEGIC PLAN STRATEGY: Corporate Management

COMMUNITY STRATEGIC PLAN OBJECTIVE:
- To Ensure Council's Future Financial Sustainability

DELIVERY PROGRAM ACTION:
- To Provide Effective Investment of Council's Funds

1.0 EXECUTIVE SUMMARY

1.1 SUMMARY

- The net investment return as at 31 March 2016 is $822,084.
- All investments have been made in accordance with the NSW Local Government Act, 1993, the Local Government (General) Regulations and Council's Investment Policy.

2.0 RECOMMENDATION

That the information provided in the report be noted.

3.0 BACKGROUND

3.1 PURPOSE

To provide Council and the Community with information concerning Council's monetary investments

3.2 BACKGROUND

As provided for in Regulation 212 of the Local Government (General) Regulation, 2005, a report listing Council's investments must be presented.

3.3 POLICY IMPLICATIONS

Council's Investment Policy (No 143)

3.4 RELATED LEGISLATION

Regulation 212 of the Local Government (General) Regulation, 2005, states that a report listing Council's investments must be presented. The responsible Accounting Officer certifies that all investments have been made in accordance with Section 625 of the NSW Local Government Act, 1993, the Local Government (General) Regulations and Council's Investment Policy (No 143).

3.5 FINANCIAL ISSUES

3.5.1 Budget

- The net investment return as at 31 March 2016 is $822,084
- The projected investment return budget for the financial year (subject to quarterly budget review) is $1,119,938

3.5.2 Resources Implications

Nil Implication

4.0 KEY ISSUES

4.1 MONTHLY RETURN

Investment return for the month of March 2016:	
Term deposits interest income:	$99,610
Net investment return for March 2016:	$99,610

YEAR TO DATE RETURN

Investment return year to date March 2016:	
Term deposits interest income:	$822,084
Net investment return year to date:	$822,084

Projected investment return budget for financial year: $1,119,938

4.2 PERFORMANCE OF COUNCIL'S PORTFOLIO FOR THE LAST FIVE YEARS

Annual return of Council's portfolio for the last five years:

Year to	**Net Return**	**Return on average funds invested**
June 2012	$1,679,693	6.4%
June 2013	$1,656,908	4.8%
June 2014	$1,227,105	3.8%
June 2015	$1,150,799	3.3%
March 2016	$822,084	2.9%
Projected Budget	$1,119,938	2.9%

5.0 ATTACHMENTS / TABLED DOCUMENTS

Attachment 1: Investment Balance Table and Associated Graphs

6.0 SUSTAINABILITY ASSESSMENT

6.1 GOVERNANCE & RISK

6.1.1 Community Engagement
Not Applicable

6.1.2 Risk Management
Investments and Interest Income form a part of Council's 2015/16 Budget. Investment risk is mitigated by Council's conservative portfolio structure and compliance with associated legislation and regulations.

6.2 ENVIRONMENT

6.2.1 Environmental Impact
Not Applicable

6.2.2 Mitigation Measures
Not Applicable

6.3 SOCIAL

6.3.1 Address Community Need & Aspirations
Not Applicable

6.3.2 Strengthening Local community
Not Applicable

6.4 ECONOMIC

6.4.1 Economic Development
Investments and Interest Income form a part of Council's 2015/16 Budget.

Report prepared by
Renae Wilde, Senior Project Accountant

Mark Jones
CHIEF FINANCIAL OFFICER

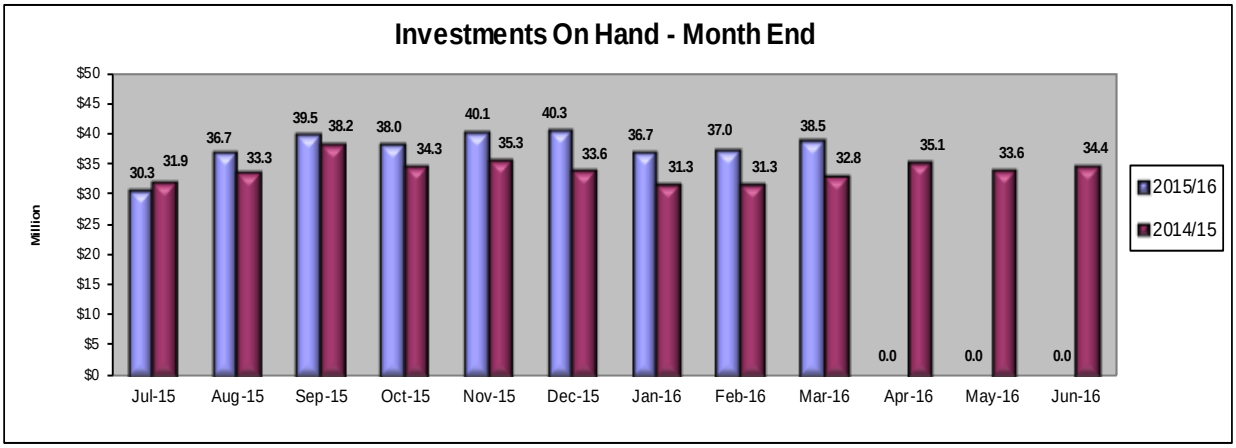
PITTWATER COUNCIL

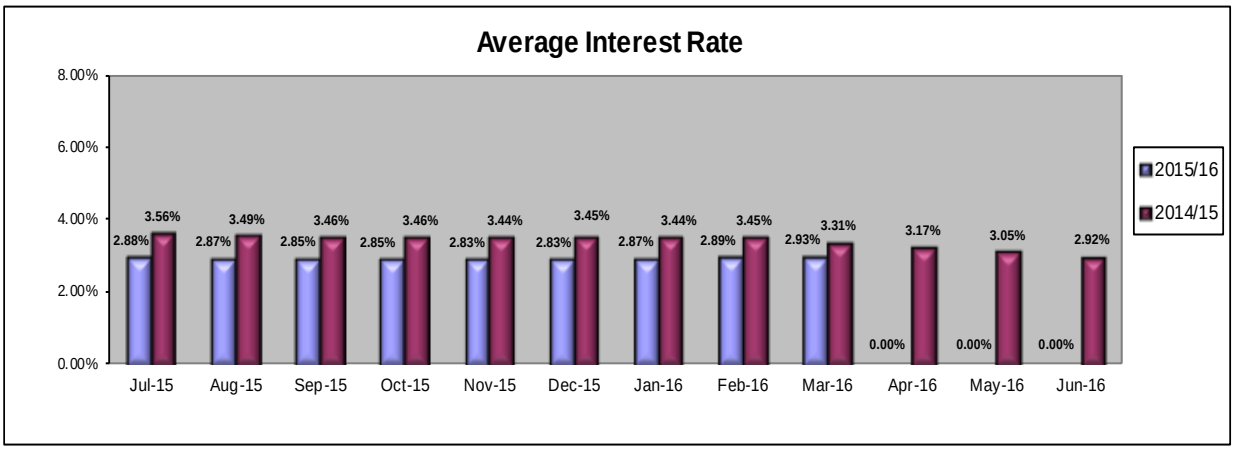
INVESTMENT BALANCES

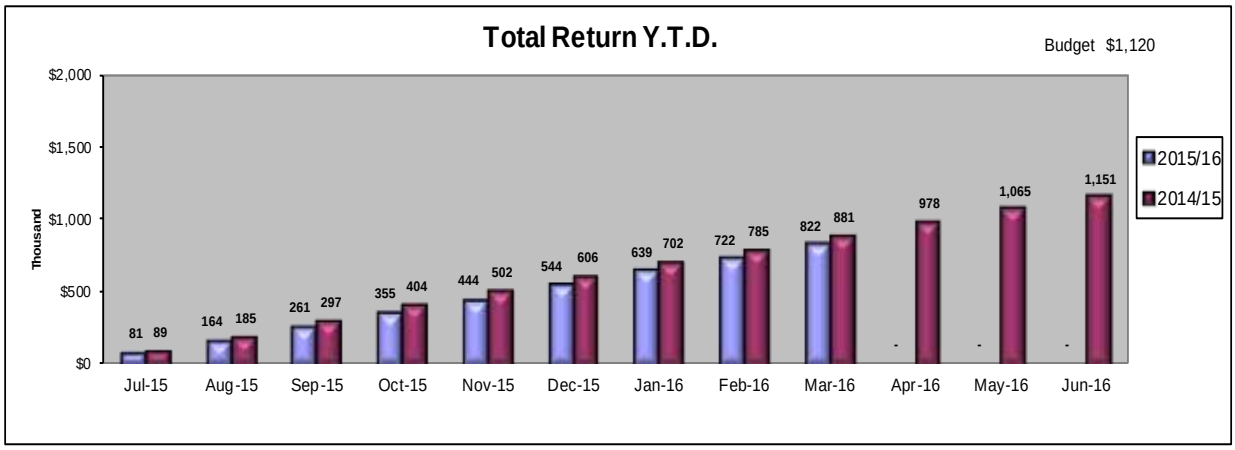
As at 31st March 2016

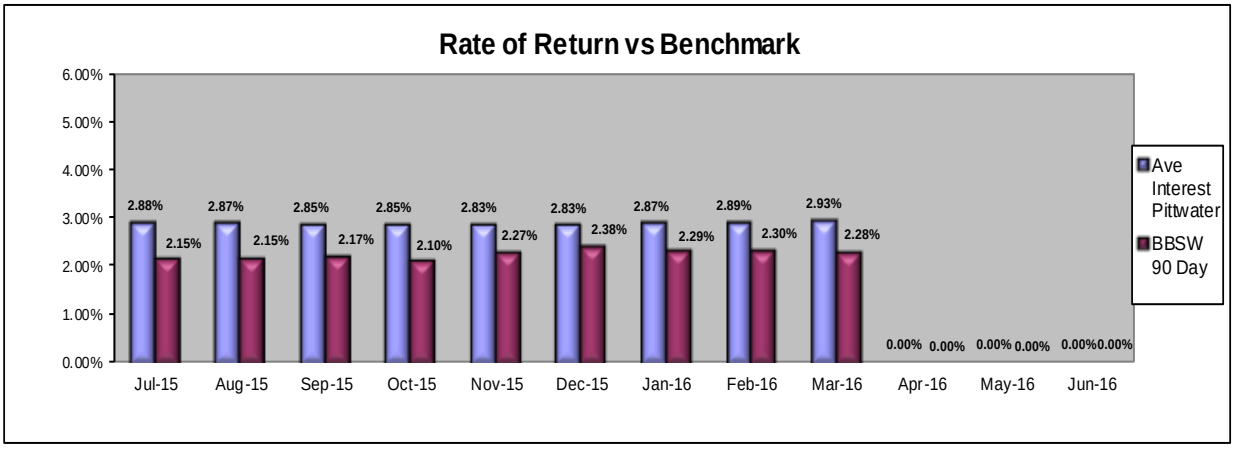
TYPE	INSTITUTION	Rating	AMOUNT $	DATE INVESTED	MATURITY DATE	TERM (DAYS)	INTEREST RATE
At Call	NAB	AA-	2,500,000.00 *	At Call	At Call	1	2.50%
At Call Total			**2,500,000.00**				
Term Dep	IMB Society	BBB+	1,000,000.00	2-Sep-15	4-Apr-16	215	2.80%
Term Dep	IMB Society	BBB+	1,000,000.00	6-Oct-15	18-Apr-16	195	2.80%
Investee Total			**2,000,000.00**				
Term Dep	Suncorp-Metway	A+	1,000,000.00	14-Sep-15	11-Apr-16	210	2.85%
Term Dep	Suncorp-Metway	A+	750,000.00	23-Nov-15	23-May-16	182	2.85%
Term Dep	Suncorp-Metway	A+	1,000,000.00	30-Nov-15	30-May-16	182	3.00%
Term Dep	Suncorp-Metway	A+	1,000,000.00	21-Dec-15	20-Jun-16	182	3.10%
Term Dep	Suncorp-Metway	A+	500,000.00	8-Feb-16	4-Jul-16	147	2.93%
Term Dep	Suncorp-Metway	A+	1,000,000.00	15-Feb-16	15-Aug-16	182	3.10%
Term Dep	Suncorp-Metway	A+	750,000.00	22-Feb-16	18-Jul-16	147	2.95%
Term Dep	Suncorp-Metway	A+	1,000,000.00	7-Mar-16	4-Jul-16	119	3.00%
Investee Total			**7,000,000.00**		.		
Term Dep	Bankwest	AA-	1,000,000.00	10-Dec-15	11-Apr-16	123	3.00%
Term Dep	Bankwest	AA-	1,000,000.00	10-Dec-15	26-Apr-16	138	3.00%
Term Dep	Bankwest	AA-	1,000,000.00	4-Jan-16	16-May-16	133	3.00%
Term Dep	Bankwest	AA-	500,000.00	1-Feb-16	23-May-16	112	2.95%
Term Dep	Bankwest	AA-	1,000,000.00	8-Feb-16	23-May-16	105	2.95%
Term Dep	Bankwest	AA-	1,000,000.00	21-Mar-16	25-Jul-16	126	3.00%
Term Dep	Bankwest	AA-	1,000,000.00	21-Mar-16	18-Jul-16	119	3.00%
Investee Total			**6,500,000.00**				
Term Dep	Newcastle Permanent	BBB+	1,000,000.00	4-Jan-16	2-May-16	119	3.00%
Term Dep	Newcastle Permanent	BBB+	750,000.00	1-Feb-16	9-May-16	98	3.00%
Term Dep	Newcastle Permanent	BBB+	1,000,000.00	29-Feb-16	6-Jun-16	98	3.00%
Term Dep	Newcastle Permanent	BBB+	1,000,000.00	3-Mar-16	6-Jun-16	95	3.00%
Term Dep	Newcastle Permanent	BBB+	1,000,000.00	7-Mar-16	14-Jun-16	99	3.00%
Investee Total			**4,750,000.00**				
Term Dep	Westpac	AA-	1,000,000.00	10-Dec-15	26-Apr-16	138	3.05%
Term Dep	Westpac	AA-	750,000.00	14-Dec-15	9-May-16	147	3.07%
Term Dep	Westpac	AA-	750,000.00	21-Dec-15	16-May-16	147	3.05%
Term Dep	Westpac	AA-	750,000.00	18-Jan-16	18-Apr-16	91	3.00%
Term Dep	Westpac	AA-	1,000,000.00	23-Feb-16	27-Jun-16	125	3.00%
Term Dep	Westpac	AA-	1,000,000.00	29-Feb-16	20-Jun-16	112	2.99%
Term Dep	Westpac	AA-	1,000,000.00	21-Mar-16	27-Jun-16	98	3.00%
Investee Total			**6,250,000.00**				
Term Dep	ING Bank	A-	1,000,000.00	2-Nov-15	2-May-16	182	2.81%
Term Dep	ING Bank	A-	1,000,000.00	3-Mar-16	29-Aug-16	179	2.97%
Term Dep	ING Bank	A-	1,000,000.00	9-Mar-16	5-Sep-16	180	3.00%
Investee Total			**3,000,000.00**				
Term Dep	NAB	AA-	500,000.00	14-Dec-15	6-Jun-16	175	3.00%
Term Dep	NAB	AA-	1,000,000.00	8-Jan-16	27-Jun-16	171	3.10%
Term Dep	NAB	AA-	1,000,000.00	15-Feb-16	14-Jun-16	120	3.00%
Term Dep	NAB	AA-	1,000,000.00	22-Feb-16	14-Jun-16	113	3.02%
Term Dep	NAB	AA-	1,000,000.00	3-Mar-16	11-Jul-16	130	3.08%
Term Dep	NAB	AA-	1,000,000.00	14-Mar-16	11-Jul-16	119	3.09%
Term Dep	NAB	AA-	1,000,000.00	14-Mar-16	25-Jul-16	133	3.09%
Investee Total			**6,500,000.00**				
					Mar BBSW Close		2.28%
TOTAL INVESTMENTS			**$38,500,000.00**				

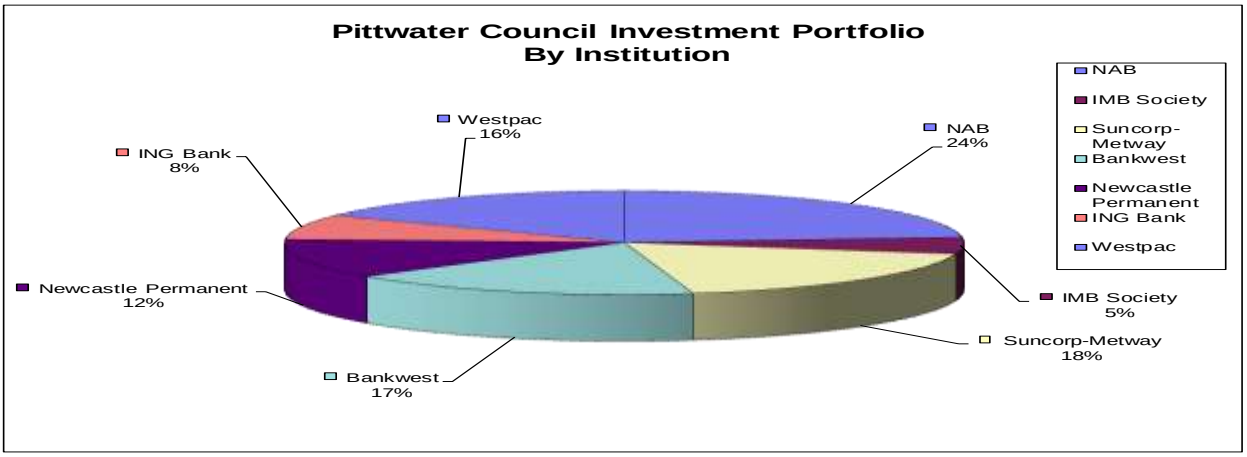
*Note: Investments denoted with an * are held in Cash and Cash Equivalents in Council's Balance Sheet along with Cash at Bank and Floats.*
All other investments are held as Investment Securities in Council's Balance Sheet


Investments On Hand - Month End
Million
$50
$45
$40
$35
$30
$25
$20
$15
$10
$5
$0
30.3 31.9
36.7 33.3
39.5 38.2
38.0 34.3
40.1 35.3
40.3 33.6
36.7 31.3
37.0 31.3
38.5 32.8
0.0 35.1
0.0 33.6
0.0 34.4
Jul-15
Aug-15
Sep-15
Oct-15
Nov-15
Dec-15
Jan-16
Feb-16
Mar-16
Apr-16
May-16
Jun-16
2015/16
2014/15

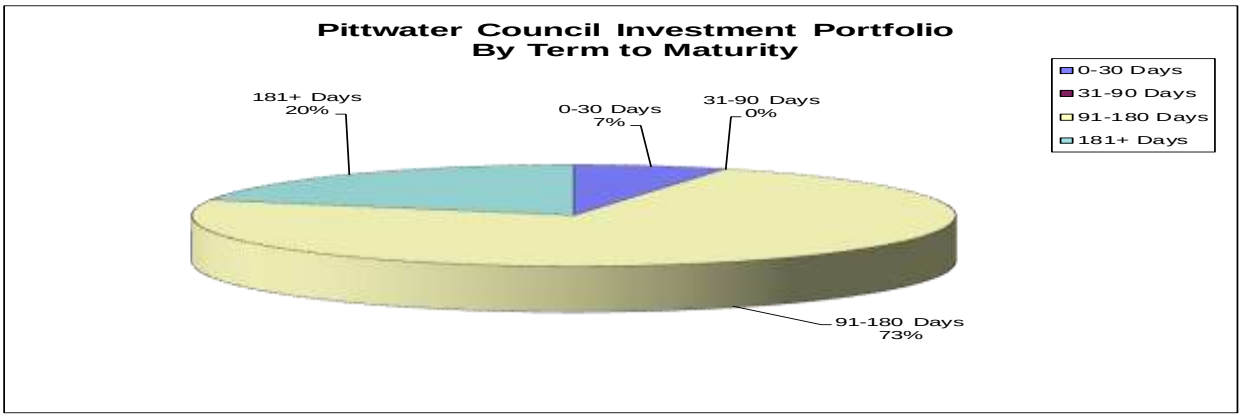

Average Interest Rate
8.00%
6.00%
4.00%
2.00%
0.00%
2.88% 3.56%
2.87% 3.49%
2.85% 3.46%
2.85% 3.46%
2.83% 3.44%
2.83% 3.45%
2.87% 3.44%
2.89% 3.45%
2.93% 3.31%
0.00% 3.17%
0.00% 3.05%
0.00% 2.92%
Jul-15
Aug-15
Sep-15
Oct-15
Nov-15
Dec-15
Jan-16
Feb-16
Mar-16
Apr-16
May-16
Jun-16
2015/16
2014/15


Total Return Y.T.D.
Budget $1,120
Thousand
$2,000
$1,500
$1,000
$500
$0
81 89
164 185
261 297
355 404
444 502
544 606
639 702
722 785
822 881
- 978
- 1,065
- 1,151
Jul-15
Aug-15
Sep-15
Oct-15
Nov-15
Dec-15
Jan-16
Feb-16
Mar-16
Apr-16
May-16
Jun-16
2015/16
2014/15

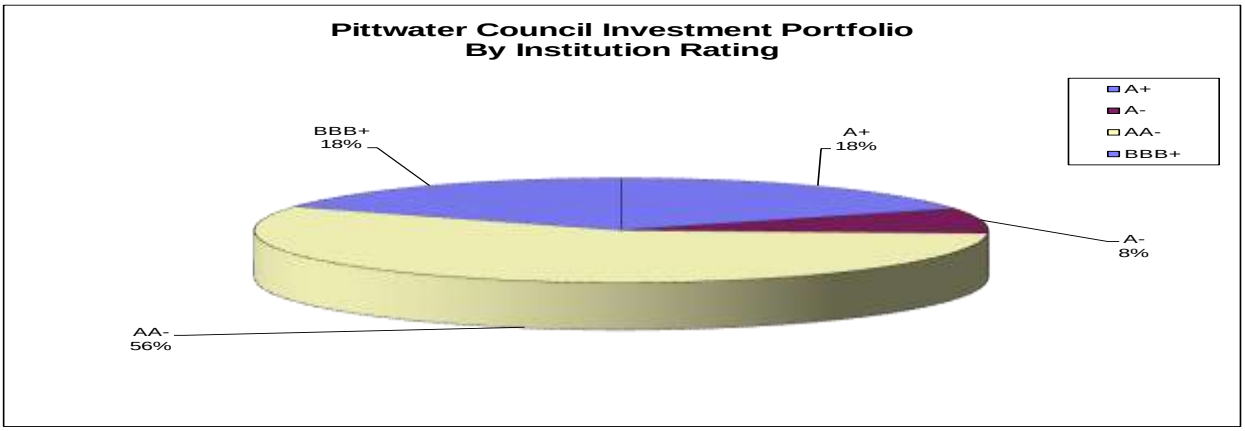

Rate of Return vs Benchmark
6.00%
5.00%
4.00%
3.00%
2.00%
1.00%
0.00%
2.88% 2.15%
2.87% 2.15%
2.85% 2.17%
2.85% 2.10%
2.83% 2.27%
2.83% 2.38%
2.87% 2.29%
2.89% 2.30%
2.93% 2.28%
0.00% 0.00%
0.00% 0.00%
0.00% 0.00%
Jul-15
Aug-15
Sep-15
Oct-15
Nov-15
Dec-15
Jan-16
Feb-16
Mar-16
Apr-16
May-16
Jun-16
Ave Interest Pittwater
BBSW 90 Day

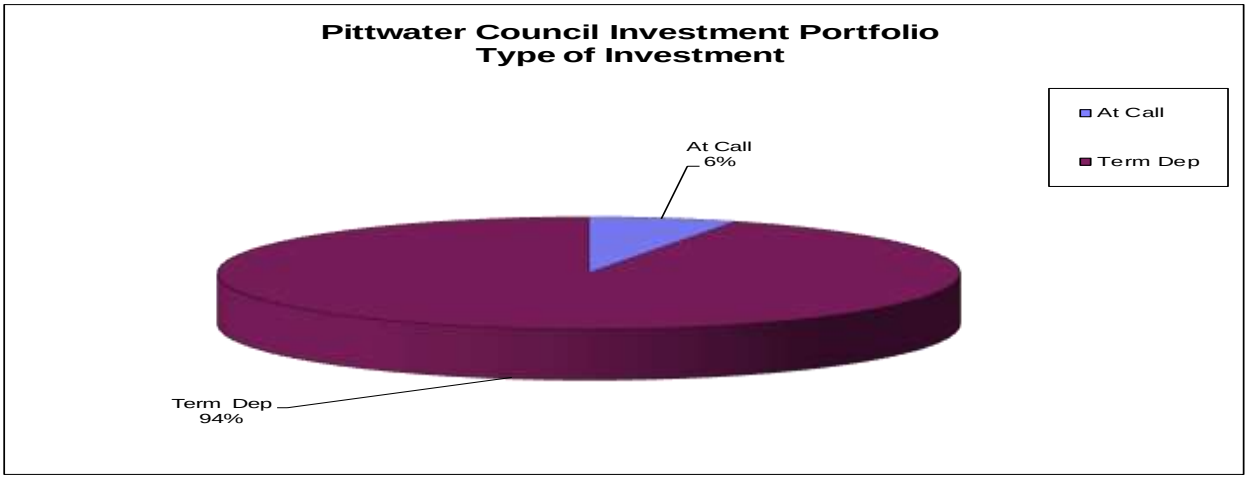


Note: Council Policy - No Institution can hold more than 25% of Council's Total Portfolio



Note: Council Policy - No Term to Maturity can be greater than two years





Investment Information:

Types of Investments -

At Call refers to funds held at a financial institution and can be recalled by Council either same day or on an overnight basis.

A **Term Deposit** is a short term deposit held at a financial institution for a fixed term and attracting interest at a deemed rate.

Credit Rating Information -

Credit ratings are generally a statement as to the institutions credit quality.

Ratings ranging from BBB- to AAA (long term) are considered investment grade.

A general guide as to the meaning of each credit rating is as follows:

AAA *Extremely strong capacity to meet financial commitments (highest rating)*
AA *Very strong capacity to meet financial commitments*
A *Strong capacity to meet financial commitments, but somewhat more susceptible to adverse economic conditions and changes in circumstances*
BBB *Adequate capacity to meet financial commitments with adverse economic conditions or changing circumstances more likely to lead to a weakened capacity of the obligor to meet its financial commitments*
BB *Less vulnerable in the near term, but faces major ongoing uncertainties and exposures to adverse business, financial, and economic conditions*
B *More vulnerable to non-payment than obligations rated 'BB', but the obligor currently has the capacity to meet its financial commitment on the obligation*
CCC *Currently vulnerable, and is dependent upon favourable business, financial, and economic conditions to meet its financial commitments*
CC *Currently highly vulnerable*
C *Highly likely to default*
D *Defaulted*

The **Bank Bill Swap Rate (BBSW)** is the average mid-rate, for Australian Dollar bills of exchange, accepted by an approved bank, having regard to a designated maturity.

C11.3 Minutes of the SCCG Meeting of 19 March 2016

Meeting: Leading and Learning Committee **Date:** 18 April 2016

COMMUNITY STRATEGIC PLAN STRATEGY: Beach & Coastal Management

COMMUNITY STRATEGIC PLAN OBJECTIVE:

- To protect and maintain a healthy coast (beaches, dunes, headlands and estuaries).

DELIVERY PROGRAM ACTION:

- Partner with other councils, SCCG and government agencies to integrate and complement regional initiatives.

1.0 EXECUTIVE SUMMARY

1.1 SUMMARY

The minutes of each Sydney Coastal Councils Group meeting are reported for the information of Council in accordance with the SCCG Constitution and SCCG Strategic Plan.

2.0 RECOMMENDATION

That the Minutes of the Sydney Coastal Councils Full Group Ordinary Meeting of 19 March 2016 be noted.

3.0 ATTACHMENTS

Attachment 1: Minutes of the SCCG Full Group Ordinary Meeting – 19 March 2016

4.0 BACKGROUND

4.1 PURPOSE

To advise Council of the Minutes of the Sydney Coastal Councils Group (SCCG) Full Group Ordinary Meeting held on 19 March 2016 and hosted by Leichhardt Council.

4.2 BACKGROUND

The SCCG helps co-ordinate its 15 member councils to address environmental issues relating to the sustainable use and management of the Sydney urban coastal zone.

4.3 POLICY IMPLICATIONS

There are no implications for Council's policies arising from the minutes of the SCCG Full Group Ordinary Meeting held on 19 March 2016.

4.4 RELATED LEGISLATION

This report has not been prompted by a legislative requirement.

4.5 FINANCIAL ISSUES

4.5.1 Budget

Council's annual membership contribution to the SCCG has been included in the 2015/16 budget.

4.5.2 Resources Implications

One Councillor delegate and one alternative Councillor delegate are nominated to represent Pittwater Council on the SCCG Full Group for a twelve month period commencing in September each year.

Staff delegates represent Council on the SCCG Technical Committee and Full Group as required and in accordance with their relevant areas of expertise.

5.0 KEY ISSUES

Item 2 – Guest Presentations

Dr Bob Creese from DPI and Mr Steve Hartley from OEH gave a presentation on the Hawkesbury Shelf Marine Bioregion Assessment being prepared for the Marine Estate Management Authority (MEMA). MEMA has released a discussion paper that describes management initiatives intended to enhance marine biodiversity in the Hawkesbury Shelf marine bioregion while balancing community wants and needs for a wide range of recreational and commercial uses. The discussion paper is supported by seven background reports including the Hawkesbury Shelf Marine Bioregion Threat Assessment Report.

A number of concerns were raised by delegates in response to the discussion paper including the following:

- A perceived relaxation of the Fisheries Management Act provisions for the protection of mangrove wetlands as a consequence of the Urban Mangrove Management Policy which would give private property owners the ability to trim, lop or clear mangroves;
- Issues to do with the impacts of recreational boating activities;
- The lack of commitment to ongoing protection of existing Intertidal Protected Areas (IPAs) and Aquatic Reserves (ARs) and whether political pressure had been applied to reverse some of these declared areas;
- Confusion over the details of reducing 'red tape' for low risk boating infrastructure;
- How the management strategy will be integrated with the Coastal Reform Process; and
- The role and resourcing contribution of local councils in implementing the proposed management initiatives.

The speakers urged the SCCG to provide feedback on the Discussion Paper and associated background documents to MEMA by the submission due date of 24 April 2016. A joint submission is currently being prepared by the SCCG with the assistance of member council technical delegates, including staff members from Pittwater Council.

Note: A specific suggested management initiative has been included in the discussion paper that deals with reducing user conflicts in Pittwater. The objective of this initiative is to reduce resource-use conflict between commercial fishing and other user groups in Pittwater. This issue is not unique to the Pittwater waterway however. An investigation of competition for finite fisheries resources across the entire Hawkesbury Shelf marine bioregion may also inform a more holistic and sustainable biodiversity management outcome.

Council staff members have attended recent workshops dealing with the Hawkesbury Shelf Marine Bioregion Assessment and will also prepare a separate submission to MEMA dealing with issues relevant to the marine environments of Pittwater. As the due date for submissions (24 April 2016) does not coincide with Council's meeting calendar, a copy of the lodged submission will be circulated for the information of Councillors.

Item 5.3 – Advocacy

A lengthy submission on the NSW Stage 2 Coastal Management Reforms has been completed and submitted by the SCCG with the assistance of member council technical delegates. The Minister for Planning has recently announced a second round of consultation dealing primarily with the proposed Coastal Management State Environmental Planning Policy (SEPP) and associated coastal management area mapping. In regard to the proposed exhibition of the SEPP and associated mapping, the full group resolved to write to the Hon. Dr Rob Stokes, Minister for Planning, as follows:

"The SCCG write to the Minister for Planning seeking a delay to the proposed public exhibition of the Draft Coastal Management SEPP and coastal management area maps until such time that:

a) All relevant existing local government information in relation to all defined coastal hazards be incorporated and represented in the publicly exhibited Draft SEPP.
b) State wide inundation mapping dealing with coastal and tidal inundation hazards (in addition to above) is incorporated for all NSW estuaries.
c) The State clarify the mechanism for incorporating the development objectives and controls outlined in the SEPP into their local planning instruments.

Whilst acknowledging the 5 year transitional arrangements to be put in place by the Coastal Management Bill and the ability to add further hazard information to SEPP maps over time, the SCCG considers it inappropriate to go out to the public with draft 'Coastal Vulnerability Area' maps that only include modelled coastal erosion hazards for open coast sandy embayments. Of particular concern is the fact that currently there are no coastal hazards defined within any of the State's estuaries and coastal lakes – including Pittwater, Sydney Harbour, Botany Bay and Port Hacking."

Note: As Pittwater Council is one of the coastal councils that already has coastal risk maps and related planning policies and development controls incorporated in its LEP and DCP, Council has separately written to the Office of Environment & Heritage (OEH) in regard to the draft Coastal Vulnerability Area mapping currently under preparation for public exhibition. OEH has been advised that at this stage Council would prefer to continue to use the mapped areas and associated land use controls contained in Pittwater LEP 2014 and P21 DCP rather than rely on the state coastal vulnerability area maps and controls.

6.0 SUSTAINABILITY ASSESSMENT

A sustainability assessment is not required as a consequence of this minutes report.

Report prepared by
Paul Hardie – Principal Officer – Coast & Estuary

Jennifer Pang
MANAGER, CATCHMENT MANAGEMENT & CLIMATE CHANGE

SYDNEY COASTAL COUNCILS GROUP Inc.

FG1-16 Minutes

MINUTES FOR THE ORDINARY MEETING HELD ON SATURDAY 19 MARCH 2016 HOSTED BY LEICHHARDT MUNICIPAL COUNCIL AT LEICHHARDT TOWN HALL - 12.00 PM

IN ATTENDANCE

Cr. Brian Troy	City of Botany Bay Council
Cr. Mark Castle	City of Botany Bay Council
Cr. Irene Doutney	City of Sydney Council
Cr. Frank Breen	Leichhardt Municipal Council
Cr. Craig Channells	Leichhardt Municipal Council
Mr. Jon Stiebel	Leichhardt Municipal Council
Cr. Cathy Griffin	Manly Council
Mr. Peter Massey	North Sydney Council
Cr. Selena Griffith	Pittwater Council
Mr. Paul Hardie	Pittwater Council
Cr. Sue Young	Pittwater Council
Cr. Lindsay Shurey	Randwick City Council
Cr. Greg Moore	Randwick City Council
Cr. Peter Towel	Sutherland Shire Council
Cr. Sue Heins	Warringah Council
Cr. Leon Goltsman	Waverley Council
Cr. Bill Mouroukas	Waverley Council
Cr. Lynne Saville	Willoughby Council
Cr. Wendy Norton	Willoughby Council
Cr. Greg Levenston	Woollahra Council
Mr. Phil Colman	Honorary Member
Mr. George Cotis	Honorary Member
Dr. Judy Lambert AM	Honorary Member
Ms. Wendy McMurdo	Honorary Member
Ms Katherine Howard	SCCG (CPO)
Ms. Fiona Shadbolt	SCCG (PM-BR)
Mr. Geoff Withycombe	SCCG (EO)
Dr Elizabeth Strain	Sydney Institute of Marine Science (for presentations)
Dr Bob Creese	NSW DPI Fisheries (for presentations)
Mr Steve Hartley	NSW OEH (for presentations)
Mayor Darcy Byrne	Leichhardt Municipal Council (for welcome)

ITEM 1 - OPENING

1.1 OPENING AND ACKNOWLEDGEMENT OF COUNTRY

The meeting opened at 12.30pm.

The Acting Chairperson, Cr. Lynne Saville opened the meeting and provided an acknowledgement of country.

Cr Frank Breen welcomed the SCCG to Leichhardt Council on behalf of Mayor Darcy Byrne and also provided an acknowledgement of country.

Mayor Byrne arrived later and formally welcomed the SCCG to Leichhardt. Mayor Bryne stated that the work of the SCCG is very important, that Leichhardt takes their responsibility to Sydney Harbour very seriously, and noted that there is a growing public sentiment for better care of the harbour. For example, Leichhardt is trying to ban plastic bags and investing in Gross Pollutant Traps.

1.2 APOLOGIES

Cr. Barbara Aird	Manly Council
Cr. John Mant	City of Sydney
Cr. Sally Betts	Waverley Council
Cr. Matthew Robertson	Woollahra Council
Mr. David Dekel	Rockdale Council
Ms Belinda Atkins	SCCG (PPM)
Emeritus Professor Bruce Thom AM	Honorary Member
Dr Joanne Banks	Sydney Institute of Marine Science

Councils not represented at the meeting

Mosman Municipal Council, Rockdale City Council and Hornsby Shire Council.

1.3 DECLARATION OF PECUNIARY INTERESTS

No declarations were made.

RESOLUTIONS

1.1 Apologies were received and noted.

1.2 No notifications of pecuniary interests were received.

ITEM 2 - GUEST PRESENTATIONS

The Acting Chairperson, Cr. Lynne Saville welcomed and introduced:

1. Dr Beth Strain, Sydney Institute for Marine Science – World Harbour Project

Dr Strain presented on behalf of her colleague, Dr Joanne Banks, who was unable to attend and sent her apologies.

Initiated by the Sydney Institute of Marine Science (SIMS), the aim of the World Harbour Project is to link, facilitate, and enhance programs of research and management across major urban harbours of the world. The project will establish a coordinated network of researchers and managers, bringing global best practice in understanding and managing urban waterways to the 14 participating international partners, which include some of the world's most iconic cities.

Dr Strain also introduced a study trialling the installation of habitat 'tiles' to increase oyster recruitment on artificial habitat such as seawalls. There was interested discussion from the group around the benefits of increasing the numbers of bivalves on seawalls, for example, water quality, providing habitat for other species, and pre-empting space occupancy by invasive species.

A copy of the presentation is provided as attachment A2.1 to these Minutes.

2. Dr Bob Creese, NSW Department of Primary Industries Fisheries, and Steve Hartley, Office of Environment and Heritage Marine Estate Management Authority – Hawkesbury Shelf Marine Bioregion Assessment

Dr Creese introduced the Hawkesbury Shelf Marine Bioregion Assessment that is open for public comment until 24 April 2016. http://www.marine.nsw.gov.au/key-initiatives/hawkesbury-shelf-marine-assessment

The NSW Government is inviting your comments on suggested management initiatives to enhance marine biodiversity in the Hawkesbury Shelf marine bioregion while achieving balanced community outcomes, including opportunities for a wide range of recreational and commercial uses. These initiatives are described in the Marine Estate Management Authority's Discussion Paper.

The Discussion Paper summarises the outcomes of community engagement, the findings of the threat and risk assessment and presents eight suggested management initiatives being considered to address the priority threats.

Supporting the discussion paper are seven background reports including the Hawkesbury Shelf Marine Bioregion Threat and Risk Assessment (TARA) Report. A series of frequently asked questions are also available.

Several questions were raised by the group, including:

- Questions regarding the Urban Mangrove Management Policy and how it relates to the Fisheries Management Act objective to protect mangroves. There are concerns this has the potential to be the 10/50 of coastal vegetation. Caution was urged regarding giving property owners the right to trim or clear mangroves. There is also a need to consider future habitat growing now.

  Response: please submit all comments on this draft policy in writing by 24 April 2016.

- Comments on the effects of recreational boating activities.

- A question regarding whether there is political pressure to reverse existing Intertidal Protected Areas (IPAs) and Aquatic Reserves (ARs). The Discussion Paper does not give confidence that existing IPAs and ARs, often strongly supported by the local community, will continue to be protected.
  Response: The assessment process is looking at all existing spatial management initiatives including IPAs and no-take ARs with "fresh eyes" and considering what threat is being addressed by IPAs and ARs, and are they effective at addressing those threats?
  The social values and benefits of ARs are also being taken into account. There is a wealth of environmental, social and economic data on benefits for protected areas. MEMA is aware that there are tensions between different groups in the community. MEMA want to put evidence, including community views, to the State Government.
  There was discussion of a couple of two specific areas of concern to group members – Cabbage Tree Bay and Long Reef.

- It was raised that Management Initiative "5.2 Reducing red tape for low-risk boating infrastructure" is not clearly defined in the Discussion Paper. What are the definitions of "red tape" and "low-risk boating infrastructure"?
  Response: The current State Government wants to reduce regulatory burden, and the Authority have been given specific instructions to look for opportunities to do this. "Low risk boating infrastructure" could not be defined today.

- It was pointed out that conflict between different sectors of the community is often driven by poor communication and lack of understanding. E.g. what is a marine park? Many people don't understand that a marine park has multi-use zones and is not solely a no-take area.

- The SCCG expressed a strong recommendation that the existing IPAs and ARs are maintained.

- A question was asked about how this assessment process is linked to the Coastal Management Reforms process.
  Response: the Hawkesbury Shelf Marine Bioregion Assessment is linked to the Coastal Management Reforms process.

- A question was raised about the resourcing of implementation of the proposed Management Initiatives by local councils.
  Response: There is an acknowledgement in the Discussion Paper that four of the Management Initiatives will incur new State Government funding (pages 18-21 of the Discussion Paper). It is understood that implementation will require partnerships with local councils, community groups, user groups etc.

- A question was asked about how the geographic regions for activities or initiatives will be prioritized for investment.
  Response: this level of detailed prioritization work has not been done yet, this will form part of the next steps of the process.

Dr Creese and Mr Hartley stressed the need to provide any feedback to the Discussion Paper and associated background documents to the Authority in written submissions by 24 April 2016.

RESOLUTIONS

2.1 That Dr Strain from the Sydney Institute of Marine Science be thanked for her attendance and presentation on the World Harbour Project.

2.2 That Dr Creese and Mr Hartley of the Marine Estate Management Authority be thanked for their attendance and presentation on the Hawkesbury Shelf Marine Bioregion.

(Goltsman /Towell)

ITEM 3 - ADMINISTRATIVE MATTERS

3.1 VOTE FOR NEW CHAIR FOR SCCG

The Acting Chairperson, Cr. Lynne Saville explained the need for a vote on a new Chair due to the former Chair no longer being a representative for his council on the SCCG (Section 11.2 – SCCG Constitution).

The independent returning officer, Mr George Cotis, took nominations for a new chair.

Cr. Lynne Saville was nominated by Cr. Norton and seconded by Cr. Goltsman.

No further nominations were received.

Cr Lynne Saville was elected the new Chair of the SCCG Full Group.

There is no need to elect a new Vice Chair under the Constitution which only requires a maximum of two Vice Chairs. Full Executive Committee elections to occur at the September AGM.

3.2 CONFIRMATION OF MINUTES

3.2 (a) Minutes from the Ordinary Meeting of the Full Group on 12 December 2015

3.2 (b) Minutes from the Technical Committee Meeting of 10 December 2015

3.2 (c) Minutes from the Technical Committee Meeting of 11 February 2016

3.3 BUSINESS ARISING *(from the Annual General Meeting of 19 September 2015)*

Actions arising from the Ordinary Meeting of the SCCG held on 12 December 2015 were reviewed. Progress against actions are reported in Attachment 3.2 of the business papers.

3.4 CORRESPONDENCE REPORT

Correspondence sent and received since the last meeting was reported at Attachment 3.3 of the business papers and circulated in hard copy at the meeting.

RESOLUTIONS

3.1a Councillor Lynne Saville is elected the new Chair of the SCCG Full Group until 2016 AGM.
(Norton / Goltsman
Carried

3.1b That (i) the SCCG write to Cr. Stevenson to thank him for his efforts and also to (ii) Randwick City Council to congratulate the outgoing Chair on his sterling work and to express the SCCG's appreciation of his work as Chair of the Full Group.
((i)Norton/(ii)Shurey/
Griffith)
Carried

R3.2.a That the Minutes of the Ordinary Meeting of 12 December 2015 hosted by City of Sydney be confirmed.
(Griffin/ Levenston)
Carried

R3.2.b The Minutes of the Technical Committee hosted by Randwick City Council on 10 December 2016 were received and noted.

R3.2.c The Minutes of the Technical Committee Meeting hosted by North Sydney Council on 11 February 2016 were received and noted.

R3.3 Representatives consider, discuss and make any necessary recommendations and resolutions relating to Business Arising.
(Goltsman/Griffith)
Carried

R3.4 That the circulated "sent" and "received" correspondence be received and noted.
(Goltsman / Towell)
Carried

ITEM 4 – MEMBER COUNCIL ROUNDTABLE

Delegates provided updates on Council activities and discussed issues and needs where relevant. The updates are provided in attachment A4.1.

ITEM 5 - QUARTERLY ACTIVITIES REPORT (DEC 2015 – FEBRUARY 2016)

5.1 COLLABORATION

- *Internal and External Committee, Events, Workshops, Presentations*
- *Sydney Water Partnership*
- *Flying Fox Management*
- *Pollution Response Protocols Interagency Coordination*
- *Walking Coastal Sydney*
- *Summerama Activities Program*

An update on all Secretariat Collaboration activities is included at Item 5.1 in the Agenda Papers. The CPO provided a short update on the outcomes and feedback from the successful 2016 Summerama Program. Other items taken as read.

5.2 CAPACITY BUILDING

- *SCCG Grant Applications*
- *SCCG Grants Committee*
- *SCCG Funding Guide 2016 (released)*
- *Sydney Water/SCCG Healthy Waterways*

An update on all Secretariat Capacity Building activities is included at Item 5.2 in the Agenda Papers. The CPO tabled copies of the Terms of Reference for the new Grants Committee and the updated 2016 SCCG Funding Guide.

The EO reported on recent and upcoming grant applications prepared by the Secretariat and partners. Currently scoping opportunities for NSW Environmental Trust Education Program grants including Underwater Sydney online resources.

Other items taken as read.

5.3 ADVOCACY

An update on all recent and upcoming Secretariat advocacy activity was included at Item 5.3 in the Agenda Papers.

Submissions recently completed:

- Container Deposit Scheme
- NSW Coastal Reforms Stage 2

The EO provided an update on the substantial SCCG's submission to Coastal Management Reforms and brought to the Full Group's attention the fact that the NSW Government is proposing to publicly release maps for Coastal Vulnerability areas in April showing information on erosion for open coasts only; no estuarine hazards, coastal instability, tidal inundation or other hazards are currently incorporated into the maps. This is likely to be one of the more controversial areas of the reforms and it should not be rushed.

The following draft motion was supported in principle by the Full Group. The draft motion will be sent to the SCCG Coastal Reforms Advisory Committee for finalisation and then forwarded under delegation to the SCCG Executive for ratification.

5.1 *That the SCCG write to the Minister for Planning, seeking a delay to the proposed public exhibition of the Draft SEPP maps until such time as:*

a) all relevant local government information in relation to all defined coastal hazards has been incorporated;

b) it is confirmed that council areas with existing mapping and associated development controls will be included in the coastal vulnerability mapping that will be included in the final SEPP;

c) that state-wide inundation mapping (in addition to the above) is incorporated; and

d) that the level of coastal vulnerability present in estuaries and coastal lakes is represented in the draft mapping.

Whilst acknowledging the five year transitional arrangements to be put in place by the Coastal Management Bill and the ability to add further hazard information to SEPP maps over time, the SCCG considers it inappropriate to go out the public with draft Coastal Vulnerability Area maps that only include modelled coastal erosion hazards for open coast sandy embayments. Of particular concern is the fact that currently there is no coastal hazards defined within any of the state's estuaries and coastal lakes, including Pittwater, Sydney Harbour, Botany Bay or Port Hacking.

The letter suggest that the maps are delayed in November in time for the Coastal Conference.

(Levenston/Troy)

Submissions upcoming:

- Draft Joint Management Agreement of for the Shark Meshing (Bather Protection) Program
- MEMA Hawkesbury Shelf Marine Bioregion Assessment
- Biodiversity Legislation Review
- Metropolitan Water Plan

The CPO drew the attention of the Full Group to the opportunity to submit to the Five Year Review of the Joint Management Agreements for the Shark Meshing (Bather Protection) Program from DPI Fisheries. Submissions are due 31 March. The SCCG is preparing a submission.
Other items taken as read.

5.4 RESEARCH

Delegates referred to the report in the business papers providing details of recent SCCG research activities including:

- Climate Adaptation Research Network for Settlements and Infrastructure Network
- Climate Adaptation Research Network for Social, Economic and Institutional Dimensions
- Successful Grant – Estimating Coastal Values Using Multi-Criteria and Valuation Methods
- April Storms – Cost analysis

The EO gave an update on the April Storms Research Project to quantify all money spent by member councils during the April 2015 East Coast Low 'super' storm. Delegates expressed their support for this activity. It was noted that some councils still waiting for repairs to be undertaken and it may be better to ask councils for an estimate of remaining costs.

It was resolved that the final April Storms Project Report be tabled for further discussion at June Full Group meeting with a view to sharing any outcomes of the project with relevant agencies such as Local Government NSW.

Other items taken as read.

5.5 PROJECTS

The PM-BR gave an update on the SCCG Sydney Salty Communities Program which is progressing well and has been granted an extension until December 2016. Issues presented included:

- Supplementary Grants which have been awarded http://www.sydneycoastalcouncils.com.au/salty_communities#SupplementaryRound
- Visits have been paid to all Main Round projects. Project targets have b mostly achieved or exceeded and the three instances where there are slight delays are clearly justified and have plans in place to achieve them
- Success developing the CSIRO Climate Adaptation tool. This has recently been widely distributed http://www.sydneycoastalcouncils.com.au/sites/default/files/The%20Climate%20ready%20tool.pdf and applications are in process with the Environmental Trusts research and education streams to extend this work
- Excellent media has been achieved for several projects, notably the Aquatic Corridors Project, reported as far afield as Switzerland and the Integrated Fox Control project.
- The grant outcomes and how these have been achieved thus far were explained and the process by which gaps will be filled (a special projects round) was also outlined.

RESOLUTIONS

5.1 The Secretariat's update on key activities were received and noted.

5.2 That delegates consider and discuss items including the upcoming submissions and the request for data on the costs of the April 2015 storm.

5.3 That the final April Storms Project Report be tabled for further discussion at June Full Group meeting with a view to sharing any outcomes of the project with relevant agencies such as Local Government NSW.

(Mouroukas / Heins)
Carried

ITEM 6 DISCUSSION ITEMS

6.1 SCCG SEWAGE OVERFLOWS AND ASSOCIATED CONTAMINATION OF STORMWATER CAMPAIGN STAGE 1 - ISSUES PAPER OPTIONS FOR DISCUSSION

The Sewage overflows management in the Sydney coastal region Literature Review and Issues Paper were distributed to the Full Group for review and comment in December 2015. During the March Full Group meeting, members ranked options for improving sewer overflow management identified in the Issues Paper in order of priority. Five of the twelve options were identified as high priority actions during this session. The Technical Committee will also be asked to rank the options identified in the Issues Paper. The Secretariat will then prepare an Actions Plan based on both rankings and will distribute for further comment and review.

The EO reminded all members that all documents circulated in draft form for Full Group review are to be treated as in confidence unless otherwise clearly stated.

There was discussion of the recent article on new sewer overflow installations by Sydney Water in the Daily Telegraph. The EO reported on his conversation with Sydney Water who have stated that the area affected is small, but that there are over 2000 'small' overflow points in Sydney Harbour. There was general agreement that this is inappropriate in 2016 and that there should be stricter regulation. The problem of infrequent, insufficient inspections of the sewer connections in new developments was also raised (Sydney Water used to inspect every new property but now inspections are conducted 'randomly' by the Department of Fair Trading). The issue of multiple regulatory bodies involved in water management was also raised.

RESOLUTIONS

R6.1 The SCCG Secretariat prepare an Actions Plan based on the options from the Sewer Overflow Issues Paper identified as high priorities by the Full Group and the Technical Committee and will circulate for comment at a future date.

(Norton / Towel)
Carried

R6.2 That Sydney Water be asked to speak to the Full Group on the matter of sewer overflows, their proposed new risk-based approach to sewer overflows, and their geographic priorities for improving water quality across Sydney.

(Towel / Goltsman)
Carried

ITEM 7 FINANCES

FINANICAL STATEMENTS 1 JULY 2015 – 3- SEPTEMBER 2015

Amended statements tabled and will be provided free of charge with the Minutes. Error in GST has been corrected. (Attached to the Minutes).

RESOLUTION

R7 That the Financial Statements for period 1 July 2015 to 31 December 2015 be received and adopted (Levenston / Breen)

ITEM 8 GENERAL BUSINESS

Reducing the Use of Plastics bags

Discussion was had regarding ongoing environmental concerns in relation to single use plastic bags. This included reviewing successful activities to reduce single use plastic bags in other areas (Tasmania and ACT) and more recent activities by member councils (Leichardt and Pittwater).

2016 MEETING DATES / NEXT MEETING

	Date	Location
•	**Saturday 18 June 2016 at 12 noon**	**(City of Sydney)**
•	Saturday 17 September (**AGM**) 2016 at 12 noon	(Member Council)
•	Saturday 10 December 2016 at 12 noon	(City of Sydney)

RESOLUTION

R8.1 The City of Sydney will host the next SCCG Full Group Meeting to be held on 18 June 2016 (pending confirmation).

R8.2 Delegates to suggest additional agenda items including presentations for the next SCCG meeting to be held on 18 June 2016.

R8.3 The SCCG write to General Managers emphasising the achievements of the SCCG over the last 26 years, in collaboration with its Member Councils, and the Group's continual relevance and importance in addressing sustainable coastal management and championing the issues/concerns of Member Councils. (Goltsman / Towell) Carried

R8.4 That SCCG write to the Premier and the NSW Minister for the Environment outlining the issues relating to the continued use of single use plastic bags and their negative impacts on our coastal and marine environments. That SCCG ask the NSW Government to legislate a ban on single use plastic bags in supermarkets, along the lines of similar effective legislation enacted in the Australian Capital Territory . (Griffin / Breen) Carried

ITEM 9 EXTERNAL REPORTS (for information only)

9.1 BEACHWATCH REPORT (NOV 2015 – JANAUG 2016)

9.2 GREATER SYDNEY LOCAL LAND SERVICES UPDATE

9.3 MARINE ESTATE MANAGEMENT AUTHROITY

9.4 DPI AQUATIC PEST AND HEALTH UPDATE

The meeting closed at 4.10pm.

Confirmation of Minutes: ……

/ /

Sustainable Towns and Villages Committee

12.0 Sustainable Towns and Villages Committee Business

C12.1 Kimbriki Resource Recovery Project

Meeting: Sustainable Towns & Villages Committee **Date:** 18 April 2016

COMMUNITY STRATEGIC PLAN STRATEGY: Land Use & Development

COMMUNITY STRATEGIC PLAN OBJECTIVE:

- To actively participate in the development of new technology in waste management

DELIVERY PROGRAM ACTION

- Participate in and promote the SHOROC waste initiatives

1.0 EXECUTIVE SUMMARY

1.1 SUMMARY

In 2009, Warringah, Pittwater, Manly and Mosman Municipal Councils (Councils) established Kimbriki Environmental Enterprises Pty Ltd (KEE) to operate a resource recovery centre at Kimbriki Rd, Terrey Hills (Kimbriki). The Councils are the shareholders of KEE.

As a result of KEE's investigations into alternate waste technology, KEE proposed the Kimbriki Resource Recovery Project (KRRP). The KRRP involves the construction and operation of the RRF and a materials recovery facility (MRF) at Kimbriki. Once operational, these facilities could allow for the region's household waste to be processed at Kimbriki.

In April 2012, each of the Councils resolved to proceed with the KRRP as a public-private partnership (PPP) under the *Local Government Act* 1993 (Act). The Act requires councils to comply with the *Guidelines on the Procedures and Processes to be followed by Local Government in Public-Private Partnerships* (PPP Guidelines), issued by what is now the Office of Local Government (OLG), at all times while carrying out a project under a PPP.

In 2012, the Councils lodged submissions with the OLG in relation to the PPP. In November 2012, the Councils received feedback on the KRRP from the project review committee (PRC) established by the OLG under the Act. Since then, KEE and the Councils have taken steps to address the PRC's feedback (including the preparation of a risk register) and have been finalising the legal and commercial arrangements required for KEE to invite tenders for the KRRP. Representatives from each of the Councils and KEE have been meeting regularly as a working group (Working Group) to progress the KRRP.

To assist with this work:

- Herbert Smith Freehills (HSF) has been jointly appointed by the Councils to provide legal assistance on the KRRP and KEE has appointed separate legal counsel, Clayton Utz;
- Wright Corporate Strategy Pty Ltd (Wright) has been jointly appointed by the Councils and has assisted with the development of the project documents including the invitation to tender, through its representative Paul Howlett;
- Andrew Marsden of O'Connor Marsden & Associates Pty Ltd (Marsden) has been jointly appointed as probity advisor by KEE and the Councils; and

- PriceWaterhouseCoopers prepared a risk register for the Councils.

2.0 RECOMMENDATION

That the recommendation contained in the confidential report on this matter (at Appendix 1) be adopted.

3.0 BACKGROUND

General

Until 2009, a "Recycling and Waste Disposal Centre" at Kimbriki Road, Terrey Hills (Kimbriki) had been operated as an unincorporated joint venture by the Councils of Warringah, Pittwater, Manly, Mosman (collectively, the Councils) under a series of deeds.

In 2009, the Councils formed Kimbriki Environmental Enterprises Pty Ltd (KEE) to operate a business at Kimbriki, with each Council becoming a shareholder in KEE in the following proportions: Mosman Municipal Council - 3.84%, Manly Council - 10.71%, Pittwater Council - 34.45% and Warringah Council - 51%. KEE commenced operations on 1 July 2009.

Under the arrangements with KEE, each of the Councils has entered into a 'Waste Service Agreement' with KEE under which it supplies certain waste materials to KEE and pays a fee for KEE to receive and treat that waste at the existing Kimbriki facilities.

Under its landfill licence, Kimbriki is unable to accept putrescible waste. Historically, each of the Councils delivered its putrescible waste to the former Waste Service NSW landfill site at Belrose and the putrescible waste was disposed of to the Belrose landfill. The arrangements to dispose of putrescible waste to Belrose landfill ended in 2014 when the Belrose landfill closed. Since then, the Councils' putrescible waste has been delivered to the Belrose transfer station operated by SITA Australia Pty Ltd (now trading as SUEZ Environment) and transported to Eastern Creek for landfilling. Unless a local alternative is found, the need for putrescible waste from the Councils to be transported long distances for disposal (eg, to Goulburn or Eastern Creek) will continue. By investment in alternate waste technology (AWT) to treat putrescible waste and render it inert to allow it to be deposited into the landfill, Kimbriki could be in a position to accept the region's household waste.

A key aim of the Councils in establishing KEE was to manage waste locally in a sustainable manner. The development of AWT for putrescible waste at Kimbriki could achieve this aim and the legal arrangements establishing KEE require KEE to investigate the viability of options for AWT. Since its establishment, KEE has been investigating the implementation of AWT at Kimbriki.

KRRP

As a result of KEE's investigations into AWT, KEE proposed the Kimbriki Resource Recovery Project (KRRP). The KRRP involves the construction and operation of a resource recovery facility (RRF) that would use in-vessel composting technologies to process kerbside collected mixed residual waste and kerbside collected food and garden wastes and a materials recovery facility (MRF) that would process kerbside collected dry recyclables.

These facilities could also process waste and recyclables from sources other than the Councils. Ancillary infrastructure including roads, weighbridge, amenities and parking is also proposed. KEE has obtained planning approvals for the KRRP under the former Part 3A of the Environmental Planning and Assessment Act 1979.

The Councils have agreed to the introduction of a new kerbside waste collection system to facilitate the project. These facilities could allow the region's household waste to be processed at Kimbriki. AWTs require substantial initial investment, which is normally amortised over 15-30 years. To fund the cost of such projects, the majority of finance generally comes from the private sector. However, there are inherent perceived investment issues associated with waste infrastructure due to the need to secure an appropriate volume of waste. In addition, obtaining funding has become more difficult in recent years.

KEE wishes to identify private partners (Project Contractor/s) to fund, design, build, own and operate the RRF and MRF under a twenty year contract. KEE and the Councils have been preparing the necessary tender and project documentation to do so.

4.0 ATTACHMENTS / TABLED DOCUMENTS

- Confidential Report at Appendix 1
- Project Transaction Summary (Tabled)
- Governance Structure for the Project (Tabled)
- Project Steering Committee Charter (Tabled)
- Probity Plan – Kimbriki: Tenders for service providers to operate a new materials recovery facility and resource recovery facility (Tabled)

5.0 SUSTAINABILITY ASSESSMENT

5.1 GOVERNANCE & RISK

5.1.1 Community Engagement

The nature of domestic waste management means the community plays a significant role in waste diversion and reduction. The proposed development offers the local community great opportunity in being more proactive in recycling and waste reduction initiatives. This particular project is not required to provide a community engagement plan as it is of a commercially sensitive nature.

5.1.2 Risk Management

Relevant risk management assessments have been undertaken as part of the proposed project Risks associated with the Project and mitigating measures have been well researched and documented. It is believed that the Project poses minimal risk to Council's financial, social and governance viability with all mitigating factors considered.

5.2 ENVIRONMENT

5.2.1 Environmental Impact

The Project imposes minimal environmental impact to the existing Kimbriki facility and if implemented, would reduce the environmental impact of Council's waste services as the Project seeks to treat putrescible waste on site rather than landfill. The proposed project site is approved for landfill of treated and stabilised putrescible waste therefore would cause minimal environmental impact outside of its scope.

5.2.2 **Mitigating Measures**

The proposed Project aims to treat a combined stream of garden organics and food organics therefore potential impact of climate change will be minimal in affecting the viability of the site.

The site will use minimal water resources in its treatment process, and natural accumulation of water on site will be contained and treated without significant impacting its catchment area.

The proposed Project seeks to treat putrescible waste otherwise would need to be transported to landfill sites located far away from the local community, therefore reducing greenhouse gas emission associated with transportation and long distance travel. The project will significantly reduce the greenhouse gas emission associated with Council's waste services therefore considered a positive alternative to Council's existing waste disposal method.

5.3 **SOCIAL**

5.3.1 **Address Community Need & Aspirations**

The Pittwater community has a strong focus on environmental awareness and social responsibility. Better, smarter and cleaner waste treatment technology and facility will not only address the local community's need, but also aspire the local community to improve waste reduction and diversion through better education, stronger community messaging and improved capacity building.

5.3.2 **Strengthening local community**

The proposed Project would seek to establish a local resource recovery facility and promote waste education and capacity building through active engagement of the local community.

5.4 **ECONOMIC**

5.4.1 **Economic Development**

Long term saving is achieved through the treatment and disposal of putrescible waste on the project site. This reduces the transportation and processing charge of waste materials as well as the waste levy to be paid. The proposed Project also creates local employment opportunities.

Report prepared by
Richard Li - Principal Waste Services Officer

Ashleigh Sherry
ACTING MANAGER, ENVIRONMENTAL COMPLIANCE

C12.2 Amendment 20 of the Pittwater 21 Development Control Plan - Flood Controls and Policies

Meeting: Sustainable Towns & Villages Committee **Date:** 18 April 2016

COMMUNITY STRATEGIC PLAN STRATEGY: Disaster, Emergency & Risk Management

COMMUNITY STRATEGIC PLAN OBJECTIVE:

- To promote a well-informed community and that the Council knows how to effectively respond to disaster and emergency situations before during and after
- To effectively respond to disasters, emergency situations and provide effective relief measures
- To work effectively with all emergency and utility agencies to improve emergency response
- To adhere to best practice risk management principles to facilitate more effective decision-making
- To manage public liability and risks associated with public infrastructure
- To increase community awareness on effective risk management
- To incorporate risk management in all business activities
- To plan for risks due to natural and manmade hazards
- To provide for business continuity in the event of a major disruption to the Council
-

DELIVERY PROGRAM ACTION:

- Develop and implement programs to increase resilience to flood and coastal storms
- Develop, review and implement flood and coastal storm risk studies and plans in accordance with NSW Government guidelines

1.0 EXECUTIVE SUMMARY

1.1 SUMMARY

Following community feedback obtained through the 2013 Pittwater Overland Flow Flood Study, Council identified the need for a simpler method of classifying different categories of flood affectation. In preparing the Draft Avalon to Palm Beach Floodplain Risk Management Study and Plan, Council has drafted amended flood categories and flood controls.

These revised categories will help minimise confusion with Council's current flood categories and provide a more streamlined approach to align with common industry classifications for flood risk management.

In addition an internal review of the Flood Emergency Response Planning for Development in Pittwater Policy and associated DCP control has identified a number of required minor changes to provide consistency throughout Council's flood control and flood policy.

The NSW Government Flood Prone Land Policy highlights that the primary responsibility for floodplain risk management rests with Local Councils. The NSW State Government has prepared the Floodplain Development Manual (2005) in accordance with its Flood Prone Land Policy to guide Local Councils in the management of their flood risks.

Provided Councils utilise the framework provided by the Floodplain Development Manual, and they have acted in good faith, Councils can provide themselves with indemnity under Section 733 of the Local Government Act, 1993.

2.0 RECOMMENDATION

1. That the statutory process to amend Pittwater 21 Development Control Plan be commenced.

2. That the proposed changes to Pittwater 21 Development Control Plan (Attachment 1) be placed on public exhibition for 28 days with submissions invited from the public and notified in accordance with Council's Community Engagement Policies.

3. That following the period of public exhibition and consideration of any submissions received, the draft Pittwater 21 Development Control Plan be reported back to Council for further consideration.

3.0 BACKGROUND

3.1 PURPOSE

To seek approval to commence the statutory process to update the Pittwater 21 DCP as it relates to the amendments of:

- Flood Risk Management Policy for Development in Pittwater
- Flood Risk Management for Development in Pittwater control
- Flood Emergency Response Planning for Development in Pittwater Policy
- Flood Emergency Response Planning DCP control.

3.2 BACKGROUND

Flooding is a significant issue for the Pittwater LGA.

Council's existing Flood Policy (Appendix 8 of the Pittwater 21 DCP – Flood Risk Management Policy for Development in Pittwater) focuses on risk to property damaged caused by flooding. This policy along with the associated flood controls requires updating in order to streamline the information provided to:

- Align with common industry classifications for flood risk management, many councils are moving to this way of classifying flood prone land (such as Warringah Council, Wollongong City Council, Fairfield City Council, Blacktown City Council, Sutherland Shire Council)
- Align with State Government policies,
- Desire for a simpler matrix approach used by many councils, which is more easily understood,
- Desire for a simpler method of classifying different categories of flood affectation.

The proposed updates include replacing the flood controls B3.11 to B3.22 & B3.24 with a single matrix control (see Attachment 1).

The intention of the flood controls will remain unchanged; the amended controls are consolidated and clarified, in order to be easier to understand and follow.

In addition, following community feedback obtained through the 2013 Pittwater Overland Flow Flood Study, Council identified the need for a simpler method of classifying different categories of flood affectation. The NSW Public Works has developed category names and definitions which align more with common industry practice.

This would replace the five-fold classification currently used on Council's floodplain maps with a three-fold classification of High, Medium or Low Flood Risk Precincts, defined below.

- ***Flood Risk Precinct (FRP)*** refers to the division of the floodplain on the basis of the level of expected risk to persons and property due to flooding.
- ***Low Flood Risk Precinct*** means all *flood prone land* (i.e. subject to inundation by the PMF) not identified within the High or Medium flood risk precincts.
- ***Medium Flood Risk Precinct*** means all *flood prone land* that is (a) within the 1% AEP Flood Planning Area; and (b) is not within the high flood risk precinct.
- ***High Flood Risk Precinct*** means all *flood prone land* (a) within the 1% AEP Flood Planning Area; and (b) is either subject to a high hydraulic hazard or is within the floodway.

Minor amendments have also been made to the Flood Emergency Response Planning for Development in Pittwater Policy and Flood Emergency Response Planning DCP control, following feedback from the community and an internal review of the policy and control.

3.3 POLICY IMPLICATIONS

The proposal seeks to amend two flood related policies contained within the Council's Pittwater 21 DCP.

3.4 RELATED LEGISLATION

Environmental Planning & Assessment Act 1979
NSW Government Flood Prone Land Policy and Floodplain Development Manual (2005)
Local Government Act 1993

3.5 FINANCIAL ISSUES

3.5.1 Budget
Not Applicable

3.5.2 Resources Implications
Not Applicable

4.0 KEY ISSUES

To help minimise confusion with Council's current flood categories, a more streamlined approach has been proposed to align with common industry classifications for flood risk management.

5.0 ATTACHMENTS / TABLED DOCUMENTS

Attachment 1: Flood Risk Management Policy for Development in Pittwater, Flood Risk Management for Development in Pittwater control, Flood Emergency Response Planning for Development in Pittwater Policy and Flood Emergency Response Planning DCP control.

6.0 SUSTAINABILITY ASSESSMENT

6.1 GOVERNANCE & RISK

6.1.1 Community Engagement

- These changes are proposed based on community feedback
- Proposed amendments to Pittwater 21 DCP will be placed on statutory public exhibition for a minimum of 28 days.
- A public notice will be placed in the Manly Daily

6.1.2 Risk Management

- The proposed amendments to the flood DCP policies and associated development controls enables a risk management approach to determine whether development that occurs on flood prone land can meet an acceptable level of risk.

6.2 ENVIRONMENT

6.2.1 Environmental Impact

- Nil

6.2.2 Mitigation Measures

- These DCP policies and associated development controls will assist in building resilience into dwellings/buildings located in Council's flood prone land through compliance with the proposed DCP control.

6.3 SOCIAL

6.3.1 Address Community Need & Aspirations

- The proposed amendments to the Pittwater 21 DCP will enable the community to be better prepared and informed on the flood risk associated with their property.

6.3.2 Strengthening local community

- The proposed amendment to the Pittwater 21 DCP will assist in building resilience in the community's knowledge and awareness of the risk to flooding poses.

6.4 ECONOMIC

6.4.1 Economic Development

- The proposed amendment to the Pittwater 21 DCP provides the opportunity for flood affected commercial centre areas to manage flood risk by applying flood risk and emergency management design principles within existing zonings.

Report prepared by
Melanie Schwecke, Principal Officer – Floodplain Management

Jennifer Pang
MANAGER, CATCHMENT MANAGEMENT & CLIMATE CHANGE

PITTWATER 21 DEVELOPMENT CONTROL PLAN

Appendix 8

Flood Risk Management Policy for Development in Pittwater

TABLE OF CONTENTS

1.0 INTRODUCTION

The Flood Risk Management Policy for Development in Pittwater (the Policy) establishes the flood risk management approach for development or activities on land affected by flooding within the Pittwater Local Government Area (LGA).

At the strategic level, it enables the consideration of social, economic, ecological, cultural and flooding issues to determine actions for **strategic management** of flood risk, through the formulation and implementation of Floodplain Risk Management Plans.

At the property-specific level, the Policy sets **development controls**, such as minimum floor levels, building location within the site, structural stability, and flood proofing etc. to manage flood risk.

2.0 THE POLICY STATEMENT

The purpose of this Policy is to guide development in accordance with the objectives and processes set out in the NSW Government's Flood Prone Land Policy.

In April 2005, the NSW Government released the Floodplain Development Manual (FDM) for the management of flood liable land. The FDM incorporates the State Government's Flood Prone Land Policy, which states:

> *The primary objective of the New South Wales Flood Prone Land Policy, as outlined below, recognizes the following two important facts:*
> (a) *Flood prone land is a valuable resource that should not be sterilized by unnecessarily precluding its development; and*
> (b) *If all development applications and proposals for rezoning of flood prone land are assessed according to rigid and prescriptive criteria, some appropriate proposals may be disallowed or restricted, and equally, quite inappropriate proposals may be approved.*
>
> *The primary objective of the policy is to reduce the impact of flooding and flood liability on individual owners and occupiers of flood prone property, and to reduce private and public losses resulting from floods, utilising ecologically positive methods wherever possible.*

This Policy has been prepared in accordance with the objectives and processes outlined in the Flood Prone Land Policy and the Floodplain Development Manual.

Development must be undertaken in accordance with the acceptable risk management criteria defined in this document for a design project life, taken to be 100 years, unless otherwise justified by the applicant and acceptable to Council. These criteria are based on those contained in the NSW Government Floodplain Development Manual (April 2005), and Planning Circular PS07-033 (January 2007) which supports the NSW Government's Flood Prone Land Policy.

The primary method of flood risk management for development in the Pittwater LGA is through the application of development controls under Part 4 and environmental assessment under Part 5 of the Environmental Planning and Assessment Act 1979 (EP&A Act) (a Part 5 Assessment). A flood risk management review may also be generated by an application for a Building Certificate for any development on lands that have been identified as being flood prone.

Once the flood risk management measures have been identified on the land, it is the owner's responsibility to ensure that these measures are properly maintained for the design project life of the development.

3.0 OBJECTIVES

The objectives of this Policy are:

(a) To ensure a sustainable and holistic catchment wide approach is taken to development—of both private land uses and public facilities—on flood prone land.
(b) To increase public awareness of the hazard and extent of land affected by all potential floods, including floods greater than the 1% AEP flood;
(c) To ensure the flood risk associated with development is minimised and not increased beyond the level acceptable to the community;
(d) To manage the danger to human life, damage to property and impacts on the natural environment caused by flooding and inundation by controlling development on flood prone land;
(e) To ensure the development is compatible with the flood risk through the application of risk-based controls that take into account social, economic, ecological and design considerations;
(f) To ensure that proposed development does not expose existing development to increased risks associated with flooding;
(g) To ensure that effective development controls apply so that development is carried out in accordance with these objectives and the requirements of this policy;
(h) To ensure that the preparation of flood related information required to be lodged under this Plan are carried out by *suitably qualified professionals* with appropriate expertise in the applicable areas of engineering.

4.0 APPLICATION OF THIS POLICY

a) The **strategic management** component of this Policy relates to all people, private and public companies, public authorities, whom interact, practise, reside, or own assets within flood prone land in the Pittwater LGA, and Council in its management of its flood prone lands.

The **development controls** in this Policy address both flood and structural engineering requirements relating to flood issues only. (Separate structural requirements will also apply to the erection of any structure in accordance with the Building Code of Australia (BCA) and best engineering practice).

b) The development controls apply to each of the following:

(i) Land identified on Council's Flood Hazard Maps
(ii) Utility companies, public authorities or their agents, where designing and undertaking works within the Pittwater LGA that may be affected by flood processes, or which may impact upon flood processes.
(iii) Development Applications that include properties not identified on the Flood Hazard Map but lie within 10m from the bank or edge of a major drainage system, creek or drainage easement.

5.0 DEVELOPMENT TO WHICH THIS POLICY APPLIES

A summary of the land-sue groups is included in Table 1.

Table 1 Land Use Groups

Critical	Vulnerable Uses	Residential
emergency services facility	child care centre	boarding house
hospital	educational establishment	dual occupancy
sewerage system	home-based child care	dwelling house
Telecommunications facility (SP2)	Community health service facility	exhibition home
Public Utility Undertaking (SP2)	information and education facility	exhibition village
electricity generating works	respite day care centre	hostel
	seniors housing	residential flat building
	caravan park	rural worker's dwelling
	group home	secondary dwelling
	residential care facilities	semi-detached dwelling
	correctional centre	multi dwelling housing
	tourist and visitor accommodation	shop top housing
		attached dwelling
Business & industrial		
boat building and repair facility	passenger transport facility	waste or resource management facility
business premises	place of public worship	management facility
car park	public administration building	waste water disposal system
crematorium	port facility	water recreation structure
depot	recreation facility (indoor)	water supply system
entertainment facility	registered club	wharf or boating facilities
freight transport facility	restricted premises	wholesale supplies
function centre	retail premises	animal boarding or training establishment
general industry	rural industry	charter and tourism boating facility
health consulting rooms	service station	home business
heavy industrial storage establishments	sex services premises	home occupation
highway service centre	storage premises	home occupation (sex services)
industrial retail outlet	transport depot	community facility
industrial training facility	truck depot	research station
industries	turf farming	camping ground
medical centre	vehicle body repair workshop	eco-tourist facilities
mortuary	vehicle repair station	marina
neighbourhood shop	veterinary hospital	cemetery
office premises	warehouse or distribution centre	
Patient Transport facilities	waste disposal facility	

Recreational and Environmental	Subdivision	Concessional	No controls
aquaculture		development ancillary to residential development	signage
boat shed		occupation/change of use of an existing premises	intensive livestock agriculture
environmental facility	subdivision	demolition	intensive plant agriculture
environmental protection works		Additions/Alterations to Residential dwelling	open cut mining
extensive agriculture		Additions/Alterations to Business/Industrial buildings	jetty
extractive industry		Advertising structure	mooring
farm building			mooring pen
flood mitigation works			
forestry			tree and/or bushland removal
horticulture			
recreation facility (major)			development/subdivision of a sector, buffer area or development site in a Release Area
recreation facility (outdoor)			
viticulture			
boat launching ramp			
earthworks			
road			
recreation area			

6.0 DEFINITIONS

6.1 Definitions

Note: For an expanded list of definitions, refer to:

(i) the Glossary contained within the NSW Government Floodplain Development Manual – April 2005 edition.

(ii) Pittwater 21 Development Control Plan.

For the purpose of this Plan, the following definitions have been adopted:

Adequate Warning Systems, Signage and Exits is where the following is provided:

(a) an audible and visual alarm system which alerts occupants to the need to evacuate, sufficiently prior to likely inundation to allow for the safe evacuation of pedestrians and vehicles;

(b) signage to identify the appropriate procedure and route to evacuate; and

(c) exits which are located such that pedestrians evacuating any location during any flood do not

have to travel through deeper water to reach a place of refuge above the PMF flood event, away from the enclosed car parking.

Adverse Impacts (for the purposes of this Policy and associated Development Controls only) means, the proposed development:

- Will result in less than 0.02m increase in the 1% AEP
- Will result in less than 0.02m increase in the 1% AEP + Climate Change (0.9m Sea Level Rise/30% Rainfall Intensity) if intensifying development
- Will result in less than a 0.05m increase in the PMF
- Will result less than a 10% increase in PMF peak velocity
- Will have no loss in flood storage or flood way in the 1% AEP

Alterations and Additions (for the purposes of this Policy and associated Development Controls only) means:

(a) In the case of residential development, an addition to, or alteration of an existing dwelling and/or the construction of a new garage or development ancillary to residential development where the new work results in an additional ground floor area of less than 30m2 or an increase of less than 10% of the ground floor area that existed on 13 December 2002 (whichever is lesser).

(b) In the case of non-residential development, an addition to, or alteration of, an existing building of not more than 100m2 or 10% of the ground floor area that existed on 13 December 2002 (whichever is the lesser);

Annual Exceedance Probability (AEP) means the chance of a flood of a given or larger size occurring in any one year, usually expressed as a percentage. The 1% AEP or 1:100 AEP means there is a 1 in 100 probability of the corresponding flood discharge occurring in any given year.

Australian Height Datum (AHD) is a common national plain of level corresponding approximately to mean sea level.

Average Recurrence Interval (ARI) is an alternative to AEP for expressing the likelihood of occurrence of a flood event. It means the long-term average number of years between the occurrences of a flood as big as, or larger than, the selected event. For example, floods with a discharge as great as, or greater than, the 100 year ARI flood event have a 1 in 100 probability of occurring in any given year.

Basement Car parking see 'Enclosed car parking'

Compensatory Works refers to earthworks where material is excavated (or "cut") from one location in the floodplain and placed (or "filled") at another location in the floodplain, with no net importation of fill material, such that the volume available for storage of flood waters is not altered for all floods.

Ecologically sustainable development (ESD) has the same meaning it has in section 6 (2) of the *Protection of the Environment Administration Act 1991*.

Effective warning time is the time available after receiving advice of an impending flood and before the floodwaters prevent appropriate flood response actions being undertaken. The effective warning time is typically used to move equipment or stock, raise furniture, evacuate people and transport their possessions.

Enclosed car parking means car parking enclosed on all sides, which is potentially subject to rapid inundation, which in turn consequently increases risk to human life and property (such as basement parking, enclosed garages or bunded car parking areas).

Flood affected properties means properties on land susceptible to overland flooding or

mainstream flooding up to the Probable Maximum Flood.

Flood awareness is an appreciation of the likely effects of flooding and knowledge of the relevant flood warning and evacuation procedures.

Flood compatible buildings includes buildings designed to withstand flood damages such as:
(a) Collapse as a result of water pressure;
(b) Displacement of structures off their foundations as a result of buoyancy forces;
(c) Weakening, distortion or failure as a result of saturation.
Components, materials, connections and services required to achieve flood compatibility are provided on Council's *Flood Compatible Building Guidelines* (July 2013).

Flood Hazard – Flood Hazard is a term used to determine the safety of people and property and is based on a combination of flood depth (above ground level) and flood velocity for a particular sized flood. Flood Hazard is classified as either Low Hazard or High Hazard.
In **High Flood Hazard** areas, there is a possible danger to personal safety, able-bodied adults would have difficulty wading and there is the potential for significant structural damage to buildings.
In **Low Flood Hazard** areas, able-bodied adults would have little difficulty wading and nuisance damage to some structures would be possible.

The method for determining Provisional Low and High Hazard Categories is outlined in the NSW Government's Floodplain Development Manual (2005) (the Manual).

Flood Risk Emergency Assessment Report means the proposed strategy for the evacuation of areas within effective warning time during periods of flood as specified within any policy of Council, the FRMP, the relevant SES Flood Plan, by advices received from the State Emergency Services (SES) or as determined in the assessment of individual proposals.

Flood Planning Area (FPA): *The 1% AEP Flood Planning Area* is that area (a) below the 1% AEP mainstream flood level + adopted freeboard, extended to intersect the surrounding topography; or (b) inundated by overland flooding of greater than 0.05 m depth during the 1% AEP; or (c) within 5 m horizontal distance of an area inundated by overland flooding of greater than 0.3 m depth during the 1% AEP.

Flood Planning Levels (FPL) has the same meaning as provided in the Pittwater LEP 2014 as extracted and varied below:

> ***flood planning level*** means the level of a 1:100 ARI (average recurrent interval) flood event plus 0.5 metres freeboard, or other freeboard determined by an adopted floodplain risk management plan.

Pursuant to the definition above, the freeboards, which vary according to the type of development are as follows:

ADOPTED FREEBOARDS

Critical and Vulnerable Uses: 0.5 metres minimum or such higher dimension as to extend the flood planning level to the level of the Probable Maximum Flood, whichever is the greater

Subdivision and all Residential Uses: 0.5 metres

Business and Industrial Uses: 0.5 metres, except that this may be reduced to 0.0metres for driveways, loading docks and other equivalent trafficked areas.

Recreational and Environmental Uses: 0.0metres

Concessional Uses: the freeboard applicable to the relevant land use type but may be varied by Council so as to allow for the appropriate integration with the existing dwelling/building on site.

Flood prone land (being synonymous with ***flood liable*** and ***floodplain***) is the area of land that is subject to inundation by the *probable maximum flood* (PMF).

Flood Proofing – Dry means measures that protect a building from the entry of floodwaters by sealing a building's exterior walls and other floodwater entry points.

Flood Proofing – Wet means a combination of measures incorporated into the design, construction and/or alteration of buildings, structures and surrounds, to enable a building or structure to withstand forces due to floodwater ingress and passage, whilst remaining structurally sound, to mitigate flood damages.

Flood Risk Management Report means a technical report of adequate qualitative and quantitative detail addressing the management of flood risk, emergency response and other criteria (where applicable) as it affects the subject property and its surrounds within the floodplain. The report is to be prepared by a *suitably qualified professional* and in conjunction with a Structural Engineer (where necessary) to satisfy the requirements as set out by this Plan.

Flood Risk Merit approach is an approach, the principles of which are embodied in the FDM which weighs social, economic, ecological and cultural impacts of land use options for different flood prone areas together with flood damage, hazard and behaviour implications, and environmental protection and well-being of the State's rivers and floodplains.

Flood Risk Precinct (FRP) refers to the division of the floodplain on the basis of the level of expected risk to persons and property due to flooding. In this plan the floodplain is divided into the Low, Medium and High flood risk precincts.

> ***Low Flood Risk precinct*** means all *flood prone land* not identified within the High or Medium flood risk precincts.
>
> ***Medium Flood Risk precinct*** means all *flood prone land* that is (a) within the 1% AEP Flood Planning Area; and (b) is not within the high flood risk precinct.
>
> ***High Flood Risk precinct*** means all *flood prone land* (a) within the 1% AEP Flood Planning Area; and (b) is either subject to a high hydraulic hazard, within the floodway or subject to significant evacuation difficulties (H5 and or H6 Life Hazard Classification).

Flood Risk Precinct Maps means maps held by Council identifying the boundaries of the *Flood Risk Precincts* produced through an adopted *Floodplain Risk Management Plan*.

Flood Storage Area means those parts of the floodplain that are not part of the *floodway*.

Floodplain Development Manual (FDM) refers to the document dated April 2005, published by the New South Wales Government and entitled "Floodplain Development Manual: the management of flood liable land".

Floodplain Risk Management Plan (FRMP) means a plan prepared for one or more floodplains in accordance with the requirements of the FDM or its predecessors.

> **Note:** The predecessors to the FDM provided similar processes for the preparation and adoption of FRMP's and Floodplain Management Plans, which all have the status of FRMP's for the purposes of this Plan.

Floodplain Risk Management Study (FRMS) means a study prepared for one or more floodplains in accordance with the requirements of the FDM or its predecessors.

Note: The predecessors to the FDM provided similar processes for the preparation and adoption of FRMS's and Floodplain Management Studies, which all have the status of FRMS's for the purposes of this Plan.

Floodway is the area of the floodplain where a significant discharge of water occurs during floods and is often aligned with naturally defined channels. Floodways are areas that, even if only partially blocked, would cause a significant redistribution of flood flow, or a significant increase in flood levels.

Freeboard provides reasonable certainty that the risk exposure selected in deciding on a particular flood chosen as the basis for a FPL is actually provided. It is a factor of safety typically used in relation to the setting of flood levels, levee crest levels, etc. Freeboard is included in the *flood planning level* (see definition).

Habitable floor area means:

(a) In a ***residential*** situation: any floor containing a room or rooms used or capable of being adapted for use for residential purposes, such as a bedroom, living room, study, dining room, kitchen, bathroom, laundry, toilet but excluding any floor used solely for the purposes of car parking or storage;

(b) In a ***non-residential*** situation: an area used for the regular activities of the building, including but not limited to offices, work areas or for storage of valuable possessions susceptible to flood damage in the event of a flood.

Note: Separate considerations are specified for the car parking area of a development irrespective of the land use with which it is associated.

Hazard is a source of potential harm or a situation with a potential to cause loss. In relation to this Plan, the hazard is flooding which has the potential to cause harm or loss to the community.

Horizontal buffer – A 5 meter horizontal buffer is placed on to the extent of all overland flow paths with a 1% AEP peak flood depth greater than 0.3m. The buffer is a factor of safety to compensate for factors such as wave action, localised hydraulic effects and sensitivity of flood modelling data.

Hydraulic Engineer - A civil or environmental engineer who is a registered professional engineer with chartered professional status (CP Eng) specialising in the field of hydrology/hydraulics, as it applies to floodplain management, and has an appropriate level of professional indemnity insurance.

Hydraulic hazard is the hazard as determined by the provisional criteria outlined in the FDM in a 1% AEP flood event.

Local overland flooding means inundation by local runoff rather than overbank discharge from a stream, river, estuary, lake or dam.

Mainstream Flooding - inundation of normally dry land occurring when water overflows the natural or artificial banks of a stream, river, estuary, lake or dam.

Major Drainage System - The major drainage system conveys stormwater flow from major catchments and may involve:

- The floodplains of original watercourses (which may now be piped, channelised or diverted), or sloping areas where overland flows develop along alternative paths once system capacity is exceeded; and/or
- Water depths generally in excess of 300mm in a 1% AEP design storm (as defined in Australian Rainfall and Runoff — A Guide to Flood Estimation). These conditions may result in risks to personal safety and/or property damage to assets; and/or
- Major overland flowpaths through developed areas outside of defined drainage systems.

Minimise Risk - It is recognised that, due to the many complex factors that can affect a site within the floodplain, the flood risk for a site and/or development cannot be completely removed. It is, however, essential that risk be minimised to at least that which could be reasonably anticipated by the community in everyday life. Further, landowners should be made aware of the reasonable and practical measures available to them to minimise risk as far as possible. Hence where the Policy requires that "an acceptable level of risk" be achieved or where measures are to be taken to "minimise risk" it refers to the process of risk reduction. The Policy recognises that development within a risk-managed floodplain does not lead to complete risk removal as this is not meaningfully achievable.

Outbuilding means a building that is ancillary to a principal residential building and includes sheds, garages, carports and similar buildings but does not include secondary dwellings (granny flats).

Overland Flow Path – Major - is defined as any land that has a 1% AEP peak flood depth of overland flow greater than 0.3m.

Overland Flow Path – Minor - is defined as land that has a 1% AEP peak flood depth of overland flow greater than 0.15m and less than 0.3m or land that has a 1% AEP peak flood depth between 0.05m and 0.15m with a velocity depth product of greater than $0.025m^2/s$.

Probable maximum flood (PMF) is the largest flood that could conceivably occur at a particular location, usually estimated from probable maximum precipitation.

Probable maximum precipitation (PMP) is the greatest depth of precipitation for a given duration meteorologically possible over a given size storm area at a particular location at a particular time of the year, with no allowance made for long-term climatic trends (World Meteorological Organisation, 1986). It is the primary input to the estimation of the probable maximum flood.

Probability is a statistical measure of the expected chance of an event occurring (see AEP).

Rebuilt dwelling refers to the construction of a new dwelling on an allotment where an existing dwelling is demolished.

Reliable access during a flood means the ability for people to safely evacuate an area subject to flooding, having regard to the depth and velocity of flood waters and the suitability of the evacuation route, without a need to travel through areas where water depths increase.

Risk means the chance of something happening that will have an impact. It is measured in terms of consequences and probability (likelihood). In the context of this plan, it is the likelihood of consequences arising from the interaction of floods, communities and the environment.

Structural Engineer - A structural engineer who is a registered professional engineer with chartered professional status (CP Eng) with structural engineering as a core competency, and has an appropriate level of professional indemnity insurance.

Suitably Qualified Professional means a registered professional engineer specialising in the field of hydrology/hydraulics, as it applies to floodplain management—or otherwise qualified professional as determined at the sole discretion of Council—who is covered by an appropriate level of professional indemnity insurance.

Survey plan is a plan prepared by a registered surveyor which shows the information required for the assessment of an application in accordance with the provisions of this Plan.

7.0 FLOOD INFORMATION

7.1 Council Held Flood Information

Flood information is available from Council as follows:

(i) Flood Hazard Maps – available from Council's Flood Information Request Service
Properties defined as being flood affected have been mapped for the Pittwater LGA.

For the purposes of flood planning, the mapping of flood affected properties is defined in the following way:

> ***Low Flood Risk precinct*** means all *flood prone land* not identified within the High or Medium flood risk precincts.
>
> ***Medium Flood Risk precinct*** means all *flood prone land* that is (a) within the 1% AEP Flood Planning Area; and (b) is not within the high flood risk precinct.
>
> ***High Flood Risk precinct*** means all *flood prone land* (a) within the 1% AEP Flood Planning Area; and (b) is either subject to a high hydraulic hazard, within the floodway or subject to significant evacuation difficulties (H5 and or H6 Life Hazard Classification).

Some properties may be affected by more than one Flood Risk precinct.

Applicants will need to seek their own professional advice to determine flood levels and flood hazards for these areas.

Council progressively updates further detailed mapping for all flood affected properties as the information becomes available.

(ii) Flood Information Request Service (Flood Advice for Property) – available from Council's website
Flood Advice for Property information for individual land identified as being Flood Prone.

Applicants may also seek their own professional advice on flood levels. For land of a complex nature in terms of topography or existing development, applicants may also need to seek their own professional advice.

Council is progressively seeking the best available flood information through the process of updating of its flood studies using the latest technology and improved survey data. This will enable the database to be reviewed and updated, as required, to reflect the most up to date outcomes and best available information.

(iii) Flood Studies, Floodplain Risk Management Studies and Plans – available from Council's Library
There are various Flood Studies, Floodplain Risk Management Studies and Flood Risk Management Plans adopted by Council. A number of new documents are also in preparation as well as further updates to existing documents to incorporate latest technology for flood assessments, improved survey data, changes within the floodplain, and other information that was not previously available for the original studies.

(iv) NSW Government Floodplain Development Manual (April 2005)

7.2 Council Issued Certificates Under Section 149, EP&A Act

Council issues Section 149 certificates under the Environmental Planning and Assessment Act 1979 [Clause 279 and Schedule 4(7A) of the Regulations to the EP&A Act]. The primary function of the Section 149 Certificate Notation is as a planning tool for notification that the land is affected by a policy that restricts development due to the likelihood of a risk, in this instance, flood hazard.

Part of Council's statutory responsibility is to update Section 149 Certificates as new information, that poses a risk to the community, becomes available.

7.3 Independently Derived Flood Information

Independent flood information may be sought from a suitably qualified Hydraulic Engineer, at the expense of the individual applicant, in relation to any of the information currently available from Council, or on information not currently provided by Council.

It is the responsibility of the applicant to submit the independent flood information and assessment to Council in the form of a technical Flood Risk Management Report of adequate qualitative and quantitative detail addressing flood level information, the management of flood risk and other criteria (where applicable) as it affects the subject land and its surrounds.

8.0 FLOOD RISK MANAGEMENT MEASURES

The management of flooding and its impacts in the Pittwater Local Government Area is undertaken through the implementation of Flood Risk Management Measures as developed within Floodplain Risk Management Plans.

These measures can apply broadly to all flood prone land in Pittwater and have specific requirements for the individual floodplain areas as detailed in the individual Floodplain Risk Management Plans.

The Floodplain Risk Management Plans, as they are developed for each catchment, will provide specific implementation strategies for each floodplain.

Examples of Flood Risk Management measures are as follows:

(i) Property Modifications Measures

- Identification of flood affected properties through the production and implementation of the Flood Hazard Maps (also referred to as Flood Affected Property Maps).
- Section 149 Certificate notations for flood affected properties.
- Development Controls through Pittwater 21 Development Control Plan and this Policy.

(ii) Community Awareness and Emergency Response Measures

- Provision of Flood Level information to property owners and prospective purchasers.
- Community Flood Information through media releases, Information Brochures and Workshops.
- Assist combat agencies (such as the State Emergency Service) in Emergency Response Management through emergency planning.

(iii) Flood Modification Works

- Implementation of flood modification works (e.g. detention basins, levees, drainage amplifications etc.) as developed within specific Floodplain Risk Management Plans, depending on the availability of Council funding and resources.

Attachment A

FLOOD RISK MANAGEMENT FOR DEVELOPMENT IN PITTWATER POLICY
STANDARD HYDRAULIC CERTIFICATION FORM
FORM A – To be submitted with Development Application

Development Application for

_____
(Name of Applicant)

Address of site: _____

Declaration made by hydraulic engineer or professional consultant specialising in flooding/flood risk management as part of undertaking Flood Risk Management Assessment:

I, _____ on behalf of _____
(Insert Name) (Trading or Business/ Company Name)

on this the _____ certify that I am a hydraulic engineer or a
(Date)
professional consultant specialising in floodplain risk management specialising in flooding and I am authorised by the above organisation/ company to issue this document and to certify that the organisation/ company has a current professional indemnity policy of at least $2 million.

Flood Risk Management Report Details:

Report Title:

.....

Report Date: .....

Author: .....

Author's Company/Organisation: .....

I: _____
(Insert Name)
Please tick appropriate box (more than one box can be marked)

☐ have prepared the Flood Risk Management Report referenced on Form A in accordance with Council's guidelines and the Flood Risk Management Policy for Development in Pittwater.

☐ am willing to technically verify that the detailed Flood Risk Management Report referenced on Form A has been prepared in accordance with Council's guidelines and the Flood Risk Management Policy for Development in Pittwater.

☐ have examined the site and the proposed development in detail and have carried out a site assessment (which has been attached to this form), and can confirm that the addition/dwelling/building is located outside of the FPL extents and a Flood Risk Management Report in not required.

☐ confirm that the results of the site assessment for the proposed development (which have been attached to this form) are in compliance with the Flood Risk Management Policy for Development in Pittwater and a detailed site assessment/ Flood Risk Management Report is not required for the subject site.

☐ have examined the site and the proposed development/alteration/addition in detail and I am of the opinion (after carrying out a site assessment) that the Development Application does not require a Flood Risk Management Report and I have attached the site assessment to this form.

☐ have reviewed (provide details of Report) the Flood Risk Management Report previously prepared for this property and can confirm it is up to date and is still current.

- Documentation which relate to or are relied upon in report preparation:

_____

_____

Declaration by engineer/ professional consultant (the below box must be ticked):

☐ I am aware that the Flood Risk Management Report referenced on Form A, prepared for the abovementioned site is to be submitted in support of a Development Application for this site and will be relied on by Pittwater Council as the basis for ensuring that the Flood Risk Management aspects of the proposed development have been adequately addressed to achieve an "Acceptable or Tolerable Risk" level for the life of the structure, taken as at least 100 years unless otherwise stated and justified in the Report and that reasonable and practical measures have been identified to remove foreseeable risk.

Hydraulic engineer or professional consultant specialising in flooding/flood risk management details:

Signature .....

Name .....

Chartered Professional Status.....

Membership No. .....

Company.....

Number of years specialising in flooding/flood risk management.....

FLOOD RISK MANAGEMENT FOR DEVELOPMENT IN PITTWATER POLICY
FORM A(1) – To be submitted with Development Application

Development Application for

_____
(Name of Applicant)

Address of site: _____

The following checklist covers the minimum requirements to be addressed in a Flood Risk Management Report. This checklist is to accompany the Flood Risk Management Report and its certification (Form A)

Flood Risk Management Report Details:

Report Title:

.....

Report Date: .....

Author: .....

Author's Company/Organisation: .....

Please mark appropriate boxes

- ☐ Flood Planning Criteria identified and adequately reported
- ☐ Flood behaviour described and reported
- ☐ Floor levels of existing and proposed dwelling/building identified
- ☐ Flood Planning Level identified
- ☐ Flood impacts on surrounding properties identified and reported
- ☐ Calculations for flood storage pre and post development provided
- ☐ Information provided on the flood compatible development
- ☐ Additional actions to remove risk where reasonable and practical have been identified and included in the report.
- ☐ Have recommendations been made regarding the proposed development to reduce the risk to property>
- ☐ Have supporting documents been referenced?

☐ Design Life adopted: ☐ 100 years ☐ other (please specify and provide justification)

☐ I am aware that Pittwater Council will rely on the Flood Risk Management Report referenced in Form A(1), to which this checklist applies, as the basis for ensuring that the flood risk management aspects of the proposal have been adequately addressed to achieve an "Acceptable or Tolerable Risk" level for the life of the structure, taken as at least 100 years unless otherwise stated and justified in the Report and that reasonable and practical measures have been identified to remove foreseeable risk.

Hydraulic engineer or professional consultant specialising in flooding/flood risk management details:

Signature .....

Name .....

Chartered Professional Status.....

Membership No. .....

Company.....

Number of years specialising in flooding/flood risk management.....

Flood DCP Control:
B3.11 Flood Risk Management for development in Pittwater

Land to which this control applies:
Land identified on the Flood Hazard Maps as being impact by flooding

Uses to which this control applies
Refer to Table 1 Land Use Groups in Appendix 8 – Flood Risk Management Policy for Development in Pittwater

Outcomes
Protection of people. (S)
Protection of the natural environment (En)
Protection of private and public infrastructure and assets. (S)

Controls
Purpose of this Part
The purpose of this Part is to guide development in accordance with the objectives and processes set out in the NSW Government's Flood Prone Land Policy.

Development to which this Part applies must comply with the performance criteria set out in clause 1.1.

Form A and A1 (Attachment A of Appendix 8 – Flood Risk Management Policy for Development in Pittwater) is to be completed and submitted to Council

Development that satisfies the prescriptive controls in clause 1.2 is deemed to have satisfied clause 1.1. If the proposal does not satisfy any one of the applicable prescriptive controls, or where those controls require the preparation of a *Flood Risk Management Report*, then such a report shall be prepared. The *Flood Risk Management Report* shall be prepared by a *suitably qualified professional* and shall outline the identified flood risks relevant to the proposal, indicate the extent of compliance with prescriptive controls and provide a thorough assessment of the appropriateness of the development by reference to each of the performance criteria.

1.1 Performance Criteria

(a) **PUBLIC INTEREST:** The proposed development should not result in increased risk—to human life or damage to property—beyond the level acceptable to the community.

(b) **PRIVATE AND PUBLIC COSTS:** The additional economic and social costs, which may arise from damage to property from flooding, should not be greater than that which can reasonably be managed by the property owner and general community.

(c) **BUILDING COMPONENTS:** Building components likely to be affected by flood waters should be designed, built and installed so as not to be damaged by those floodwaters.

(d) **STRUCTURAL SOUNDNESS:** The proposed development shall be designed and constructed so that it remains structurally sound for its intended life taking into account all the likely flood events during that lifetime.

(e) **STORAGE OF GOODS:** Goods that are likely to amplify the damages arising from flood events—including but not limited to pollutants and toxic chemicals—shall be stored so as not to find their way into floodwaters.

(f) **FLOOD EMERGENCY RESPONSE:** The proposed development should only be permitted where effective warning time and reliable access is available for evacuation from an area potentially affected by floods to an area free of risk from flooding. Such an area may be within the same building where a shelter-in-place option is appropriate and achievable. The emergency response should be consistent with the *Flood Emergency Response Planning for Development in Pittwater Policy*. Have procedures in place (such as warning systems, signage or evacuation drills) so that people are aware of the need to evacuate and relocate goods and motor vehicles during a flood and are capable of identifying an appropriate evacuation route.

(g) **FLOOD EFFECTS CAUSED BY DEVELOPMENT ACTIVITY:** Development should not detrimentally increase the potential flood effects on other development or properties either individually or in combination with the cumulative impact of development that is likely to occur in the same floodplain.

(h) **DRAINAGE INFRASTRUCTURE AND CREEK WORKS:** Any proposed works on drainage infrastructure or natural creeks, whether or not carried out as flood modification measures, shall:
   a. Not increase flood effects;
   b. Not result in a loss of flood storage;
   c. Increase protection of existing and proposed development; and
   d. Not have an adverse impact on the environment.

(i) **FLOOR LEVELS:** All floor levels within a proposed development shall be determined so as to assist in minimising the flood risk by taking into account all of the following:
   a. The passage of flood waters;
   b. The purpose for which that floor area is to used;
   c. The relationship with the roadway;
   d. The relationship with the existing building if the proposal is an extension; and
   e. Surrounding buildings and streetscape.

(j) **FENCING:** Fencing shall be designed and constructed so that it does not impede and/or direct the flow of floodwaters, add debris to floodwaters or increase flood affectation on surrounding land.

1.2 Prescriptive Controls

The prescriptive controls that may be applied to development in floodplains are listed below. A matrix has been prepared showing which of the controls apply to the various development types and flood risk precincts.

Development Matrix

The following is a summary of the major steps to be followed in applying this part of the DCP:

(a) Determine the relevant floodplain;
   a. The floodplain is divided into three precincts, i.e. High Flood Risk Precinct, Medium Flood Risk Precinct and Low Flood Risk Precinct.
   b. Determine the Flood Risk Precinct within which your site is situated;

Note: Where a property is located in more than one Precinct, the assessment must consider the controls relevant to each Precinct.

(b) The various land use or development types have been grouped into nine (9) *Land Use Categories* (refer table 1). Determine the *Land Use Category* relevant to your proposal.

(c) Check if the proposal will satisfy the prescriptive controls for the relevant land use category in the applicable Floodplain and Flood Risk Precinct (FRP).

(d) If the proposal does not satisfy any one of the applicable prescriptive controls, or where those controls require the preparation of a *Flood Risk Management Report*, then such a report shall be prepared. The *Flood Risk Management Report* shall be prepared by a *suitably qualified professional* and shall outline the identified flood risks relevant to the proposal, indicate the extent of compliance with prescriptive controls and provide a thorough assessment of the appropriateness of the development by reference to each of the performance criteria.

A. FLOOD EFFECTS CAUSED BY DEVELOPMENT

A1	Development (including earthworks and subdivision) shall not be approved unless it can be demonstrated in a Flood Risk Management Report that it has been designed and can be constructed so that in a 1%AEP flood event: (a) There is no net loss of flood storage/ floodway; (b) There are no adverse changes in flood levels and velocities caused by alterations to the flood conveyance; (c) There are no adverse effects on surrounding properties; Certification shall also be provided in Pittwater Council's Standard Hydraulic Certification Form (Forms A and A1 of Appendix 8) to this effect.
A2	Certification shall be provided in accordance with Pittwater Council's Standard Hydraulic certification form (Forms A and A1 of Appendix 8) to the effect that the works have been designed and can be constructed to adequately address flood risk management issues.
A3	The applicant shall include in their submission, calculations to illustrate that any fill or other structures that reduce the total flood storage are replaced by *Compensatory Works*.

B. DRAINAGE INFRASTRUCTURE AND CREEK WORKS

B1	Flood mitigation works or stormwater devices that modify a Major Drainage System, stormwater system, natural water course, floodway or flood behaviour within the development site may be permitted subject to demonstration through a Flood Risk Management Report that they have been designed and can be constructed so that in a 1% AEP flood event: (a) There is no loss of flood storage/floodway; (b) There are no adverse effects on surrounding properties; (c) The works do not have an adverse impact on the environment. (This includes but is not limited to the altering of natural flow regimes, the clearing of riparian vegetation, artificial modification of the natural stream, such as by relocation, piping etc.). Certification shall also be provided in Pittwater Council's Standard Hydraulic Certification Form (Forms A and A1 of Appendix 8) to this effect.
B2	A Section 88B notation under the Conveyancing Act 1919 may be required to be placed on the title describing the location and type of flood mitigation works with a requirement for their retention and maintenance.

C. BUILDING COMPONENTS AND STRUCTURAL SOUNDNESS

C1	All buildings shall be designed and constructed as *flood compatible buildings* in accordance with Reducing Vulnerability of buildings to flood damage.
C2	All structural elements below the *Flood Planning Level* shall be constructed from flood compatible materials.
C3	All structures must be designed and constructed to ensure structural integrity for immersion and impact of the forces of floodwater, buoyancy and debris. Structural integrity may be achieved by *Flood Proofing* using *Wet* or *Dry* methods as appropriate in the circumstances Structural certification shall be provided confirming the above.
C4	All electrical equipment, power points, wiring, fuel lines or any other service pipes and connections must be waterproofed and/or raised to the *Flood Planning Level*.

D. STORAGE OF GOODS

D1	Toxic or potentially polluting goods, materials or other products, which may be hazardous or pollute floodwaters, shall not be stored below the *Flood Planning Level* or else any storage areas below the *Flood Planning Level* shall be bunded or otherwise protected to prevent the entry of floodwaters into those areas.
D2	Any area required for the storage of goods, materials or other products shall be located/stored above the *Flood Planning Level*.

E. FLOOD EMERGENCY RESPONSE

E1	Development shall comply with Council's DCP Appendix 15 *Flood Emergency Response Planning for Development in Pittwater Policy* and the outcomes of any *Flood Risk Emergency Assessment Report*.
E2	Reliable access for pedestrians or vehicles shall be provided from the development, commencing at a minimum level equal to the lowest habitable floor level or usable area to an area of refuge above the PMF level; and if it is proposed to 'shelter-in-place', comply with Council's *Flood Emergency Response Planning for Development in Pittwater Policy*.
E3	*Adequate Warning Systems, Signage and Exits* shall be made available to allow safe and orderly evacuation without reliance upon the SES or other authorised emergency services personnel.
E4	The application shall demonstrate that evacuation in accordance with the requirements of this DCP will be available for any potential development arising from the subdivision.

F. FLOOR LEVELS

F1	All floor levels of *habitable floor areas* within the development shall be at or above, or raised to the *Flood Planning Level*. *All non-habitable floor areas shall be at or above, or raised to the 5% AEP.* A lower floor level may be considered only where a *Flood Risk Management Report* has been submitted addressing all the performance criteria. Specifically, design options shall graphically illustrate why the required floor levels cannot be achieved, explanation provided for the selected option and ameliorative actions included to manage the consequential flood impacts created by the adoption of a lower floor level. The lower floor level must be flood proofed (wet or dry) to the *flood planning level*
F2	All development structures must be designed and constructed so as not to impede the floodway and must be elevated on suspended pier/pile footings such that the level of the underside of all floors including balconies and decks within the flood affected area are at or above, or raised to the *Flood Planning Level* to allow clear passage of the floodwaters under the building. There must also be sufficient openings in perimeter walls to allow for the flood waters to flow through unimpeded: • The underfloor area of the dwelling below the *Flood Planning Level* is to be designed and constructed to allow clear passage of floodwaters, and • 75% of the perimeter of the underfloor area is of an open design between the natural ground level and the *Flood Planning Level*. Only 25% of the perimeter would be permitted to be solid, and • No solid areas of the perimeter of the underfloor area would be permitted in a floodway.
F3	Where the lowest floor has been elevated to allow the passage of flood waters, a restriction shall be imposed on the title of the land, pursuant to S88B of the Conveyancing Act confirming that the undercroft area is not to be enclosed.

F4	A lower floor level addition or alteration below the *flood planning level* of less than 30 square metres or an increase of less than 10% of the ground floor area that existed on 13 December 2002 (whichever is the lesser) for residential development may be considered only where the required floor level cannot be achieved for the following reasons: (a) it would be incompatible with adjacent building or (b) it would be incompatible with floor levels of the existing building or (c) would compromise requirements to provide access for persons with a disability This control will not be considered if the existing lower floor level or the additions are located within a floodway or a high hydraulic hazard. This control will not be considered if other additions have been constructed on the existing lower floor level of the dwelling from 13 December 2002. The lower floor level must be flood proofed (wet or dry) to the *flood planning level*. This control cannot be applied to critical or vulnerable uses.
F5	The subdivision of land requires the building platforms for each additional allotment created to be at or above the *Flood Planning Level*.
F6	The existing lower floor level may be retained below the *flood planning level* when undertaking a first floor addition provided that: (a) is not located within a floodway; (b) there is no increase to the building footprint of the lower floor level below the *flood planning level*; (c) the lower floor level needs to be *flood proofed (wet or dry)* to the *flood planning level*; (d) the first floor is to be constructed to ensure the lower floor retained below the *flood planning level* can be raised to the *flood planning level* at a later date, whilst still maintaining the minimum floor to ceiling ratio;
F7.	All floor levels of *habitable and non-habitable floor areas* within the development shall be at or above, or raised to the *Flood Planning Level*.
F8.	The minimum floor level of the first floor additions shall be at or above the Probable Maximum Flood Level.
F9.	Foyers – consideration may be given to a minimum floor level of a foyer of the 5% AEP flood level, provided it can be demonstrated that: • The *Flood Planning Level* is more than 1 metre above the typical existing ground level, and • The maximum footprint of the foyer is limited to 15 square metres, and • The foyer is not used for *habitable* purposes, and • All structural elements, external finishes and internal finishes are constructed from flood compatible materials, and • All electrical services, power points, fittings and equipment are located above the *Flood Planning Level*.
F10	Consideration may be given to a minimum floor level for the first 5 metres from the street front of new development in shopping precincts of Avalon Beach, Newport Beach and North Narrabeen, below the *Flood Planning Level* provided it can be demonstrated that: • The development is located within the existing shopping precincts of Avalon Beach, Newport Beach and North Narrabeen, and • The minimum floor level of the first internal 5 metres from one street front only, is no lower than the adjacent footpath level, and • The maximum internal distance from the front of the building is 5 metres, and • The maximum area for each individual premises below the *Flood Planning Level* is 30 square metres, and • There is direct internal access between areas above and below the *Flood Planning Level* for each individual premises, and • All new and existing structural elements, external finishes and internal

	finishes below the *Flood Planning Level* are constructed from flood compatible materials, and • All electrical services, power points, fittings and equipment are located above the *Flood Planning Level*, and • All internal areas below the *Flood Planning Level* are assumed to be enclosed and so will not be available for floodplain storage volume.
F11	A lower floor level addition or alteration below the *flood planning level* of less than 100 square metres or an increase of less than 10% of the ground floor area that existed on 13 December 2002 (whichever is the lesser) for non-residential development may be considered only where the required floor level cannot be achieved for the following reasons: (a) it would be incompatible with adjacent building or (b) it would be incompatible with floor levels of the existing building or (c) would compromise requirements to provide access for persons with a disability This control will not be considered if the existing lower floor level or the additions are located within a floodway or a high hydraulic hazard. This control will not be considered if other additions have been constructed on the existing lower floor level of the dwelling from 13 December 2002. The lower floor level must be flood proofed (wet or dry) to the *flood planning level* This control cannot be applied to critical or vulnerable uses.

G. CAR PARKING

G1	Open carpark areas and carports shall not be located within a floodway.
G2	The lowest floor level of open carparks and carports (unroofed or with open sides) shall be constructed no lower than the 5% AEP flood level or the level of the crest of the road at the location where the site has access (whichever is higher).
G3	The lowest floor level of open carparks and carports (unroofed or with open sides) shall be constructed no lower than the natural ground levels.
G4	Where the access driveway allows vehicles to move to or from a car parking area during a 1% AEP flood event such vehicles should not be directed into water deeper than 300mm in order to travel to higher ground.
G5	All *enclosed car parks* must be protected from inundation up to the *flood planning level*. For example, basement carparks must be provided with a crest at the entrance, the crest of which is at the *flood planning level*. Council will not accept any options that rely on mechanical or electrical exclusion of the floodwaters from entering the *enclosed carpark* (eg floodgates are not permissible).
G6	Vehicle barriers or restraints are to be provided to prevent floating vehicles leaving the site where there is more than 300mm depth of flooding in a 1% AEP flood event. Vehicle barriers or restraints shall have a maximum spacing between each barriers or restraints of 2.5m, The minimum level of the vehicle barriers or restraints must be at or above the *Flood planning Level*. Vehicle barriers or restraints (such as mounding, bunding, louvers or similar) that redirect and/or exclude floodwaters will not be permitted. Perimeter walls/louvers installed as vehicle barriers or restraints are to be of an open design, where 75% of the perimeter walls/louvers are 'open' between natural ground level and the *Flood Planning Level*. Only 25% of the perimeter walls/louvers would be permitted to be 'solid'.
G7	All access, ventilation and any other potential water entry points to any *enclosed car parking* shall be above the *Flood Planning Level*.

G8	Enclosed Garages must be located at or above the *flood planning level*. Consideration for enclosed garages to be constructed at the 1% AEP level may be granted by Council provided that: a) Constructing the enclosed garage at the *Flood Planning Level* would be difficult to achieve. b) The enclosed garage is used for vehicle park purposes only; c) not connected internally to the dwelling; d) not located in a floodway; and e) not associated with critical or vulnerable uses land-use groups which require their enclosed garages to be at or above the *flood planning level*.
G9	Carports are: • To be of an open design, where 75% of the perimeter walls are 'open' between natural ground level and the *Flood Planning Level*. Only 25% of the perimeter wall would be permitted to be 'solid'. • Constructed of flood compatible material.
G10	Where a driveway is required to be raised - 50% of the underside of the driveway is of an open design between the natural ground level and the *Flood Planning Level*. Only 50% of the underside would be permitted to be solid, to allow clear passage of the floodwaters under the raised driveway.
G11	Multi Dwelling Housing and Shop Top House residential carparking – consideration may be given to a minimum floor level of residential carparking for multi dwelling housing and shop top housing of the 5% AEP flood levels, provided it can be demonstrated that: • The *Flood Planning Level* is more than 1.5m above the typical existing ground level, and • All structural elements, external finishes and internal finishes below the *Flood Planning Level* are constructed from flood compatible materials, and • All electrical services, power points, fittings and equipment are located above the *Flood Planning Level*, and • 75% of the perimeter walls are 'open' between natural ground level and the *Flood Planning Level*. Only 25% of the perimeter would be permitted to be 'solid', and • Internally there are no dividing walls within the carparking area, and • No 'storage cages' are permitted within the carparking area below the *Flood Planning Level*, and • Prominent signage is displayed that warns of the possibility of flooding and that personal goods other than vehicles must not be stored in the carparking area, and • Vehicle barriers or restraints will be provided to prevent floating vehicles leaving the carparking area.

H. FENCING

H1	Fencing shall be designed so as not to impede the flow of flood waters and not to increase flood affectation on surrounding land. Appropriate fencing must satisfy the following: (a) Fencing shall be open for passage of flood waters - All new fencing on the property must be flood compatible with 75% of the perimeter fence is of an open design between the natural ground level and the FPL. Only 25% of the perimeter fence would be permitted to be solid. (b) Brick and masonry type fencing prohibited.

I. POOLS

I1	Pools located within the 1% AEP flood extent are to be in-ground, with coping flush with natural ground level (Where it is not possible to have pool coping flush with natural ground level, the coping may be raised to no higher than 150mm above natural ground level). All electrical equipment associated with the pool (including pool pumps) are to be located at or above the *flood planning level*. Pool fencing is to be flood compatible and there needs to allow for the open passage/free flow of floodwaters through the fence. Pool fencing must be flood compatible with 75% of the perimeter fence is of an open design between the natural ground level and the FPL. Only 25% of the pool fence would be permitted to be solid. All chemicals associated with the pool are to be stored at or above the *flood planning level*.

MATRIX 1: Flood Risk Precincts (FRP's)

	High Flood Risk							Medium Flood Risk							Low Flood Risk						
	Critical Uses	Vulnerable Uses	Subdivision	Residential	Business & Industrial	Recreational & Environmental	Concessional	Critical Uses	Vulnerable Uses	Subdivision	Residential	Business & Industrial	Recreational & Environmental	Concessional	Critical Uses	Vulnerable Uses	Subdivision	Residential	Business & Industrial	Recreational & Environmental	Concessional
A. Flood effects caused by Development	A1 A3	A1 A3	A1 A3	A1 A3	A1 A3	A2 A3	A2 A3	A1 A3	A1 A3	A1 A3	A1 A3	A1 A3	A2 A3	A2 A3	A1 A2 A3	A1 A2 A3	A1 A2 A3				
B. Drainage Infrastructure & Creek Works	B1 B2	B1 B2	B1 B2	B1 B2	B1 B2	B1 B2		B1 B2	B1 B2	B1 B2	B1 B2	B1 B2	B1 B2		B1 B2	B1 B2	B1 B2				
C. Building Components & Structural	C1 C2 C3 C4	C1 C2 C3 C4		C1 C2 C3 C4	C1 C2 C3 C4	C1 C2 C3 C4	C1 C2 C3 C4	C1 C2 C3 C4	C1 C2 C3 C4		C1 C2 C3 C4	C1 C2 C3 C4	C1 C2 C3 C4	C1 C2 C3 C4	C1 C2 C3 C4	C1 C2 C3 C4					
D. Storage of Goods	D1 D2	D1 D2		D1 D2	D1 D2	D1 D2	D1 D2	D1 D2	D1 D2		D1 D2	D1 D2	D1 D2	D1 D2	D1 D2	D1 D2					
E. Flood Emergency Response	E1 E2 E3	E1 E2 E3	E1 E4	E1 E2	E1 E2 E3	E1	E1	E1 E2 E3	E1 E2 E3	E1 E4	E1 E2	E1 E2 E3	E1	E1	E1 E2 E3	E1 E2 E3	E4	E1			
F. Floor Levels	F2 F3 F7	F2 F3 F7	F5	F1 F2 F3 F4 F6 F8	F1 F2 F3 F6 F8 F10 F11	F1 F2 F11	F1 F2 F3 F4 F6 F11	F2 F3 F7	F2 F3 F7	F5	F1 F2 F3 F4 F6 F8 F9	F1 F2 F3 F6 F8 F9 F10	F1 F2 F11	F1 F2 F3 F4 F6 F11	F2 F3 F7	F2 F3 F7	F5		F1 F2 F3 F8		

MATRIX 1: Flood Risk Precincts (FRP's)

	High Flood Risk							Medium Flood Risk							Low Flood Risk						
	Critical Uses	Vulnerable Uses	Subdivision	Residential	Business & Industrial	Recreational & Environmental	Concessional	Critical Uses	Vulnerable Uses	Subdivision	Residential	Business & Industrial	Recreational & Environmental	Concessional	Critical Uses	Vulnerable Uses	Subdivision	Residential	Business & Industrial	Recreational & Environmental	Concessional
												F11									
G. Car Parking	G1 G2 G4 G5 G6 G7 G8 G9 G10	G1 G2 G4 G5 G6 G7 G8 G9 G10	G1 G4	G1 G2 G4 G5 G7 G8 G9 G10	G1 G2 G4 G5 G6 G7 G8 G9 G10	G1 G3	G1 G3 G8 G9 G10	G1 G2 G4 G5 G6 G7 G8 G9 G10	G1 G2 G4 G5 G6 G7 G8 G9 G10	G1 G2 G4 G5 G7 G8 G9 G11	G1 G3 G4 G5 G6 G7 G8 G9 G10	G1 G3	G1 G3 G8 G9 G10	G3 G5 G7 G8 G9 G10	G3 G5 G7 G8 G9 G10						
H. Fencing	H1	H1	H1	H1	H1	H1	H1	H1	H1	H1	H1	H1	H1	H1	H1	H1	H1	H1	H1	H1	H1
I. Pools	I1	I1	I1	I1	I1	I1	I1	I1	I1	I1	I1	I1	I1	I1	I1	I1					

Proposed amendments to text shown with *blue* wording (additional text) or ~~strikethrough~~ (removal of text)

PITTWATER 21 DEVELOPMENT CONTROL PLAN

Appendix 15

Flood Emergency Response Planning for Development in Pittwater Policy

TABLE OF CONTENTS

1 Flood Emergency Response Planning for Development in Pittwater Policy

1.1 Purpose

In accordance with the Floodplain Development Manual (FDM) (NSW Government, 2005), in flood prone land the responsibility lies with Council to ensure new developments minimise flood risk through the implementation of effective flood emergency response measures.

To help minimise the flood risk to occupants, it is important that developments have provisions to facilitate flood emergency response. There are two main forms of flood emergency response that may be adopted by people within the floodplain:

- Evacuation: The movement of occupants out of the floodplain before the property becomes flood affected; and,
- Shelter-in-place: The movement of occupants to a building that provides vertical refuge on the site or near the site before their property becomes flood affected.

By establishing minimum requirements for evacuation and shelter-in-place strategies for new developments, including additions and alterations to existing developments, Council ensures that:

- Flood risk associated with development is clearly identified; and,
- Flood risk to life for development is appropriately managed.

In assigning what is an acceptable emergency response measure for a development, Council has taken into consideration:

- Flood Life Hazard Category: Life hazard accounts for the potential hazard relating to the flood behaviour throughout the Local Government Area (LGA). If the floodplain were occupied at the time of flooding then the flood life hazard categories indicate the hazard occupants would be exposed to. Flood life hazard categories have been mapped for the entire Pittwater LGA (and available through Council Flood Information Request service);
- Land-use: The land-uses within the floodplain provide an indication of the occupation of the floodplain which will influence the number and demographic of people exposed to flood risk. Therefore emergency response requirements should be tailored to each land-use; and,
- Proposed emergency response: Consideration of emergency response measures relates to the likelihood of occupants within the floodplain being directly exposed to flood hazard. The emergency response requirements are dependent on if evacuation or shelter-in-place is the adopted emergency response.

By adjusting emergency response requirements for each development based on these considerations, the flood risk to life may be addressed in a targeted way while not being needlessly onerous on the developer / land owner.

1.2 Risk Assessment Categories

There are three subjective risk assessment categories:

- Acceptable risk: Flood risk to life is considered negligible and the flood emergency response planning policy does not apply;
- Tolerable risk: Flood risk to life is significant and the flood emergency response planning policy applies for all developments;
- Unacceptable risk: Flood risk to life is severe, developments should not be permitted on a flood risk to life basis.

A graphical representation of the risk categories as they relate to flood life hazard categories are shown in Table 1-1. As seen in Table 1-1 this flood emergency response planning policy applies to all land assigned a flood life hazard category of H3-H4 or greater.

Table 1-1 Flood Risk Assessment Outcomes Summary

Adopted Emergency Response	Flood Life Hazard Category			
	H1 - H2	H3 – H4	H5	H6
Evacuation				
Shelter-in-Place				

Where, Green = Acceptable risk, flood emergency response planning policy does not apply;

Yellow = Tolerable risk, flood emergency response planning policy applies for all development; and,

Orange = Unacceptable risk, no development should be permitted in these areas due to severe flood risk.

1.3 Complying Development Certification (CDC)

In accordance with Clause 3.36C of the Exempt and Complying Development Codes SEPP (NSW Government, 2008), flood affected properties may be eligible for a complying development certificate if the development does not lie within a "high risk area".

For developments within the Pittwater LGA, "high risk areas" are defined as areas of flood life hazard category H3-H4 or greater. Therefore areas of flood life hazard category H1-H2 are considered "low risk areas" and Complying Development Certification may still be possible in these areas.

1.4 Developments to Which This Policy Applies

A summary of the land-use groups is included in Table 1-2.

Table 1-2 Land Use Groups

Critical	Vulnerable Uses	Residential
emergency services facility	child care centre	boarding house
hospital	educational establishment	dual occupancy
public administration building	home-based child care	dwelling house
sewerage system	Community health service facility	exhibition home
Telecommunications facility (SP2)	information and education facility	exhibition village
Public Utility Undertaking (SP2)	respite day care centre	hostel
electricity generating works	seniors housing	residential flat building
	caravan park	rural worker's dwelling
	group home	secondary dwelling
	residential care facilities	semi-detached dwelling
	correctional centre	multi dwelling housing
	tourist and visitor accommodation	shop top housing
		attached dwelling

Business & industrial		
boat building and repair facility	medical centre	waste or resource management facility
business premises	mortuary	management facility
car park	neighbourhood shop	waste water disposal system
crematorium	office premises	water recreation structure
depot	Patient Transport facilities	water supply system
entertainment facility	passenger transport facility	wharf or boating facilities
freight transport facility	place of public worship	wholesale supplies
function centre	port facility	animal boarding or training establishment
general industry	recreation facility (indoor)	charter and tourism boating facility
health consulting rooms	registered club	home business
heavy industrial storage establishment	restricted premises	home occupation
highway service centre	retail premises	home occupation (sex services)
industrial retail outlet	rural industry	community facility
industrial training facility	service station	research station
industries	sex services premises	camping ground
	storage premises	eco-tourist facilities
	transport depot	marina
	truck depot	cemetery
	turf farming	
	vehicle body repair workshop	
	vehicle repair station	
	veterinary hospital	
	warehouse or distribution centre	
	waste disposal facility	

Recreational and Environmental	Subdivision	Concessional	No controls
aquaculture	subdivision	development ancillary to residential development	signage
boat shed		occupation/change of use of an existing premises	intensive livestock agriculture
environmental facility			intensive plant agriculture
environmental protection works			open cut mining
extensive agriculture			jetty
extractive industry			mooring
farm building			mooring pen
flood mitigation works			recreation area
forestry			tree and/or bushland removal
horticulture			earthworks
recreation facility (major)			road
recreation facility (outdoor)			boat launching ramp
viticulture			demolition
			development/subdivision of a sector, buffer area or development site in a Release Area

The flood risk to life is considered significant for all developments under Land use categories "Critical and Vulnerable Uses", therefore it is preferred that these development types not be located within the PMF flood extent. Note that any alterations or additions to existing dwellings must consider this flood policy.

1.4.1 Land Release Developments

This Flood Emergency Response Planning for Development in Pittwater policy and the associated development controls does not apply to Development/subdivision of a sector, buffer area or development site in a Release Area. Flood affected land release developments such as those identified in the Warriewood Urban Land Release are expected to have a more significant impact on flood risk to life.

The development controls specified in this policy address flood risk to life accounting for moderate intensification of development within the floodplain. Development/subdivision of a sector, buffer area or development site in a Release Area are more likely to result in previously low density or unoccupied flood affected land having a major increase in occupation and therefore flood risk to life. The controls specified in this policy therefore do not address flood risk to life adequately to account for land release developments.

Development/subdivision of a sector, buffer area or development site in a Release Area should adopt the same emergency response principles within this policy however to a greater extent incorporating a more complex assessment to ensure future flood risk is not increased as a result of Development/subdivision of a sector, buffer area or development site in a Release Area.

1.5 Evacuation Requirements

1.5.1 Evacuation Feasibility

The main consideration of risk to life of occupants for evacuation is whether there is sufficient time to evacuate before flooding, if occupants can evacuate before flooding occurs then the risk to life may be considered acceptable.

It is recommended that the Pittwater LGA evacuation model (**Attachment A**) be adopted as the basis for assessing evacuation feasibility.

The assessment of evacuation feasibility for a development needs to also account for the Flood Emergency Response Planning classification (**Attachment B**) of the site, with evacuation via rising road access preferred.

1.5.2 Flood Risk Emergency Assessment

For evacuation to be considered an acceptable emergency response development and alterations and additions to existing development should demonstrate all occupants may evacuate safely through a Flood Risk Emergency Assessment that considers:

- Proposed evacuation route and mode of transport, and the flood hazard along the route in the PMF. Note that:
  - Evacuation routes must not be through private property that is not a part of the subject site;
  - Evacuation route must be flood free in the Probable Maximum Flood event
  - Preferable evacuation routes are rising road access
  - Evacuation must be to a public area with shelter located above the Probable Maximum Flood Level
- Evacuation timeline including time required vs time available based on principles established in the NSW SES Evacuation Timeline Model and adapted for local evacuation ;
- Intended evacuation destination, the flood hazard at the destination, the level of service provided by evacuation destination (medical, food, water, communication lines), and duration of isolation of the destination in the PMF event from any of these services;
- Consideration of vulnerability of likely occupants, and their ability to evacuate;
- Consideration of the number of occupants, ensuring sufficient capacity of evacuation route, and evacuation destination to facilitate all occupants;
- Intended flood warning mechanism, potentially outlining concept design of warning systems taking into account flooding at all times of the day;
- Identification of the depth of floodwater along the evacuation route in the 1% AEP and PMF events;

- Intended flood evacuation awareness, if no obvious evacuation route is available then signage should assist occupants, particularly for business and commercial land uses; and
- Identification of any buildings on site that are appropriate for shelter-in-place as an alternative emergency response (see **Section 1.6** for further details).

The combination of all these factors contribute to the acceptability of evacuation as an emergency response. Council's assessment of evacuation strategies will involve a merits based assessment based on the factors listed above.

1.6 Shelter-in-Place Requirements

The following sections outline the shelter-in-place requirements and to which development types the controls are relevant.

1.6.1 Flood Risk Emergency Assessment

For shelter-in-place to be considered an acceptable emergency response, a development should demonstrate that the development controls summarised in the following sections have been addressed through a Flood Risk Emergency Assessment report.

1.6.2 Minimum Floor Level for Shelter in Place

The adopted requirements for shelter in place minimum floor levels are equal to the PMF flood event. These requirements apply to all tolerable life hazard categories, H3-H4 and H5 categories.

1.6.3 Floor Space

The adopted requirements for shelter in place minimum floor space are:

- A floor space of the shelter-in-place area 2 m^2 per person is required for all long duration flooding unless it can be shown the development lies within this region but is only inundated for a "short duration" (less than 6 hours in the PMF); or,
- A floor space of the shelter-in-place area 1 m^2 per person is required for development located in short duration flooding (less than 6 hours in the PMF).

These requirements apply to all tolerable flood life hazard categories, H3-H4 and H5 categories, and all development types.

The definition of sufficient capacity is defined as floor space of 1 m^2 per person for short duration (less than 6 hours), and 2 m^2 per person for long duration (greater than 6 hours).

1.6.4 Accessibility

The adopted requirements for shelter in place for all developments are:

- Shelter-in-place refuge must be intrinsically accessible to all people on the site, plainly evident, and self-directing, with sufficient capacity of access routes for all occupants.
- There must be sufficient time for all occupants to access shelter-in-place refuges, with fail safe access provided with no reliance on elevators. Flood warning systems should be considered where the number of occupants is significant.

1.6.5 Building Stability

For all shelter-in-place refuge buildings proposed within flood risk to life category H3-H4:

- Structural stability of the refuge building is to be verified by a suitably qualified structural engineer considering lateral flood flow, buoyancy, suction effects, and debris load impact of 1% AEP design flood depths and velocities; and
- Refuge must comply with Building Code of Australia requirements, with external components rated appropriately for storm, wind, and moisture.

This requirement is relevant for all land-use types.

For all shelter-in-place refuge buildings proposed within flood risk to life category H5:

- Structural stability of the refuge building is to be verified by a suitably qualified structural engineer considering lateral flood flow, buoyancy, suction effects, and debris load impact of PMF design flood depths and velocities; and
- Refuge must comply with Building Code of Australia requirements, with external components rated appropriately for storm, wind, and moisture.

This requirement is relevant for all land-use types.

1.6.6 Serviceability

The following serviceability requirements only apply to long duration flooding unless it can be shown the development lies within this region but is only inundated for a "short duration" (less than 6 hours in the PMF). The serviceability requirements apply for all land-uses with the exception of subdivision:

- Sufficient clean water; and
- First Aid Kit; and
- Portable radio with spare batteries; and
- Torch with spare batteries.

In addition, land-use groups listed under Critical and Vulnerable Uses must also provide:

- a practical means of medical evacuation; and
- Emergency power.

2 Attachment A – Evacuation Timeline Model

Evacuation Time line model for the Pittwater LGA

The determination of the timeline model adopted for Pittwater LGA has been based on the *NSW SES Timeline Evacuation Model* as outlined in the paper *Technical Guideline for SES Timeline Evacuation Model* prepared by Molino S. et al in 2013. The *NSW SES Timeline Evacuation Model* relates to the regional evacuation of floodplains through doorknocking by SES volunteers through to the evacuation of all occupants for the region.

At the centre of the timeline methodology is the following concept:

Surplus Time = Time Available – Time Required

If surplus time is positive then evacuation of all occupants is feasible, while a negative value implies evacuation of all occupants is not likely to be able to be achieved.

The calculation of the two variables is as summarised below:

Time Required

The SES timeline approach to assess time required to evacuate is based on a specific sequence of events; SES monitor, and notify occupants of a region to evacuate following initial reluctance. Due to the flash flooding nature of Pittwater LGA it is assumed that evacuation will not be able to occur through co-ordinated SES door-knocking process.

However evacuation may occur at a more localised level through a different sequence of events; occupants visually see flooding in their vicinity and respond instinctively by moving to higher ground.

This sequence relies less on emergency services co-ordination and relies on the common sense of the occupant to respond to observed flooding through evacuation. It is not dissimilar to the expected sequence of events for shelter-in-place with the exception that occupants evacuate to higher ground rather than elevated buildings.

Based on this localised response approach the calculation of time required for Pittwater LGA is as follows:

Time Required = Travel Time (TT) + Travel Safety Factor (TSF)

Where the following values are recommended in the guideline:

> TT = Variable – the number of hours taken for the evacuation of all vehicles based on road capacity. NSW SES recommend a road lane capacity of 600 vehicles per hour, i.e if there are 1200 vehicles to evacuate TT = 2 hours. A similar approach may be applied to pedestrian evacuation routes.
>
> TSF = Variable – added to travel time to account for any delays along the evacuation route for example resulting from accidents, this value is a variable of TT between 1 hour and 3.5 hours.

Time Available

This variable is to be determined on a case by case basis derived from the following:

- Evacuation route geometry;
- Rate of rise of waters.

Localised evacuation is heavily dependent on Rising Road Access availability in accordance with classifications outlined in the Flood Emergency Response Planning classification guidelines (refer to **Attachment B**).

3 Attachment B – Flood Emergency Response Planning Classifications

The definition of Flood Emergency Response Categories has been based on those outlined in the Flood Emergency Response Planning (FERP) Classification of Communities Guideline (NSW Government, 2007).

The categories are focussed on SES requirements and look to classify land based on evacuation and access availability during flood events. The Flood Emergency Response Planning classifications assist emergency managers with identifying the type and scale of information needed for emergency response planning, and assist planners in identifying suitable areas for development.

The guideline provides a number of classifications, which are based on those utilised by the SES. These definitions are outlined below.

- **High Flood Island:** The flood island is higher than the limit of flooding (i.e. above the PMF), no risk to life or property from inundation on the island, will require resupply by boat or air if not evacuated prior to road being cut;
- **Low Flood Island:** The flood island is lower than the limit of flooding (i.e. below the PMF), if floodwater continues to rise after it is isolated, the island will eventually be completely covered, with a risk to life from inundation from people from who are not evacuated;
- **Area with Overland Escape Route:** These are inhabited areas on flood prone ridges jutting into the floodplain or on the valley side, the access road/s cross lower lying flood prone land, evacuation can take place by road only until access roads are closed by floodwater. Escape from rising floodwater will be possible by walking overland to higher ground;
- **Area with Rising Road Access:** These are similar to above, access road/s rise steadily uphill and away from rising floodwaters, people are not trapped unless they delay evacuation;
- **High Trapped Perimeters:** These are inhabited areas above the PMF so there is no risk of inundation of homes by floodwater but the only access road/s are across flood prone land, similar issues to high flood islands, resupply may be necessary;
- **Low Trapped Perimeters:** The inhabited area is lower than the limit of flooding (i.e. below the PMF), if floodwaters continue to rise, then property will be cut-off and eventually inundated, if no evacuation occurs, risk to life from inundation; and,
- **Indirectly Affected:** There will be areas outside the limit of flooding which will not be inundated and will not lose road access, never the less they may be indirectly affected as a result of flood damaged infrastructure, due to the loss of transport links, electricity supply, water supply, sewage or telecommunications services they may require resupply or in the worst case, evacuation.

The Flood Emergency Response Planning classifications need to be considered for the PMF event as a minimum as it is the design event adopted within this Policy.

4 Attachment C – Form 1

FLOOD EMERGENCY RESPONSE PLANNING FOR DEVELOPMENT IN PITTWATER POLICY
FORM NO. 1 – To be submitted with Development Application

Development Application for

_____
(Name of Applicant)

Address of site: _____

Declaration made by hydraulic engineer or engineer specialising in flooding/flood emergency response as part of a Flood Risk Emergency Assessment:

I, _____ on behalf of _____
(Insert Name) (Trading or Business/ Company Name)

on this the _____ certify that I am a ~~hydraulic~~ engineer or ~~engineer~~
(Date)
consultant specialising in ~~flooding~~/flood emergency response and I am authorised by the above organisation/ company to issue this document and to certify that the organisation/ company has a current professional indemnity policy of at least $2million.

Flood Risk Emergency Assessment Details:

Report Title:

.....

Report Date: .....

Author: .....

Author's Company/Organisation: .....

I: _____
(Insert Name)
Please tick appropriate box (more than one box can be marked)

☐ have prepared the Flood Risk Emergency Assessment referenced on Form 1 in accordance with Council's guidelines and the Flood Emergency Response Planning for Development in Pittwater Policy.

☐ am willing to technically verify that the detailed Flood Risk Emergency Assessment referenced on Form 1 has been prepared in accordance with Council's guidelines and the Flood Emergency Response Planning for Development in Pittwater Policy.

☐ have examined the site and the proposed development in detail and have carried out a risk assessment (which has been attached to this form), and can confirm that:

- ☐ The addition/dwelling/building is located outside of the extents for Flood Life Hazard Categories H3-H4, H5 and H6 and a Flood Risk Emergency Assessment in not required.

☐ confirm that the results of the risk assessment for the proposed development are in compliance with the Flood Risk Management Policy for Development in Pittwater and a detailed risk assessment is not required for the subject site.

☐ have examined the site and the proposed development/alteration/addition in detail and I am of the opinion (after carrying out a risk assessment) that the Development Application does not require a Flood Risk Emergency Assessment and I have attached the risk assessment to this form.

☐ have reviewed (provide details of Report) the Flood Risk Emergency Assessment previously prepared for this property and can confirm it is up to date and is still current.

~~**Documentation which relate to or are relied upon in report preparation**~~ **Declaration by engineer/consultant (the below box must be ticked):**

☐ I am aware that the Flood Risk Emergency Assessment referenced on Form 1, prepared for the abovementioned site is to be submitted in support of a Development Application for this site and will be relied on by Pittwater Council as the basis for ensuring that the Flood Risk Management aspects of the proposed development have been adequately addressed to achieve an "Acceptable or Tolerable Risk" level for the life of the structure, taken as at least 100 years unless otherwise stated and justified in the Report and that reasonable and practical measures have been identified to remove foreseeable risk.

~~Hydraulic~~ engineer or ~~engineer~~ consultant specialising in ~~flooding~~/flood emergency response details:

Signature .....

Name .....

Chartered Professional Status.....

Membership No. .....

Company.....

Number of years specialising in ~~flooding~~/flood emergency response.....

DCP control

B3.25 Flood Hazard – Flood Emergency Response planning

Land to which this control applies
Land identified on the Flood Life Hazard Category Maps as H3-4, H5 and H6.

Uses to which this control applies
List (refer to Table 1.2 in the policy)

Outcomes
Protection of people. (S)
Protection of the natural environment. (En)
Protection of private and public infrastructure and assets. (S)

Controls
Areas of the Pittwater LGA potentially impacted by flash flooding or overland flow or lagoon flooding or a combination of flooding are to ensure development is undertaken in a way that is reflective of the flood risk.

Form 1 (Attachment C of the Flood Emergency Response Planning for Development in Pittwater Policy) is to be completed and submitted to Council

If safe evacuation can be demonstrated to Council's satisfaction through the submitted Flood risk Emergency Assessment, then the controls for shelter in place are not applicable.

Development Matrix

The following is a summary of the major steps to be followed in applying this part of the DCP:

(a) Determine the Flood Life Hazard within which your site is situated. The Flood Life Hazards are divided into four categories, i.e. H1-2, H3 -H4, H5 & H6;
Note: Where a property is located in more than one Hazard, the assessment must consider the controls relevant to each Hazard.

(b) Determine the *Land Use Group* relevant to your proposal. The various land use or development types have been grouped into *Land Use Groups* (refer table 1 below);

(c) Address each of the prescriptive controls for the relevant land use category in the applicable Hazard.

Table 1 Flood Risk to Life Development Matrix

Adopted Emergency Response	Land-Use Group	Flood Life Hazard Category			
		H1 - H2	H3 – H4	H5	H6
Evacuation	All	No control	1a	1a	1a
Shelter-in-Place	Recreational and environmental	No control	1b, 2, 3, 4, 5a	1b, 2, 3, 4, 5b	Development not permitted
	Concessional	No control	1b, 2, 3, 4, 5a	1b, 2, 3, 4, 5b	Development not permitted
	Residential	No control	1b, 2, 3, 4, 5a, 6a	1b, 2, 3, 4, 5b, 6a	Development not permitted
	Business and Industrial	No control	1b, 2, 3, 4, 5a, 6a	1b, 2, 3, 4, 5b, 6a	Development not permitted

	Vulnerable Uses	No control	1b, 2, 3, 4, 5a, 6b	1b, 2, 3, 4, 5b, 6b	Development not permitted
	Critical	No control	1b, 2, 3, 4, 5a, 6b	1b, 2, 3, 4, 5b, 6b	Development not permitted

Where,

Green = Acceptable risk;

Yellow = Tolerable risk; and,

Orange = Unacceptable risk.

Evacuation

Control 1a – Flood Risk Emergency Assessment

Requires the preparation of a Flood Risk Emergency Assessment report for the evacuation strategy as outlined in the Flood Emergency Response Planning for Development in Pittwater Policy.

Evacuation is to be to a public area with shelter.

Evacuation route to the public area with shelter, is to be flood free in all events up to an including the Probable Maximum Flood Event and must not traverse through private property.

Shelter-in-Place

Control 1b - Flood Risk Emergency Assessment

Requires the preparation of a Flood Risk Emergency Assessment report addressing the shelter-in-place requirements as outlined in the Flood Emergency Response Planning for Development in Pittwater Policy.

Control 2 - Minimum Floor Level

Minimum floor level equal to the PMF flood event for shelter-in-place refuge

Control 3 - Floor Space Requirement

Minimum floor space of the shelter-in-place refuge is:

- 2 m^2 per person is required for all long duration flooding in a PMF event unless it can be shown the development lies within an area only inundated for a "short duration" (less than 6 hours in the PMF); or,
- 1 m^2 per person is required for shelter-in-place refuge impacted by short duration flooding in a PMF event.

Control 4 - Accessibility

Shelter-in-place refuge must be:

- Located at or above the Probable Maximum Flood Level.
- Intrinsically accessible to all people on the site, plainly evident, and self-directing, with sufficient capacity of access routes for all occupants.
- There must be sufficient time for all occupants to access shelter-in-place refuges, with fail safe access provided with no reliance on elevators. Flood warning systems should be considered where the number of occupants is significant.

Control 5a - Building Stability
Structural stability of the building is to be verified by a suitably qualified structural engineer considering lateral flood flow, buoyancy, suction effects, and debris load impact of the 1% AEP design flood depths and velocities.

Control 5b - Building Stability

Structural stability of the building is to be verified by a suitably qualified structural engineer considering lateral flood flow, buoyancy, suction effects, and debris load impact of PMF design flood depths and velocities.

Control 6a – Serviceability

For developments with long duration flooding regions unless it can be shown the development lies within this region but is only inundated for a "short duration" (less than 6 hours in the PMF) shelter-in-place refuge is to provide:

- Sufficient clean water for all occupants; and,
- Portable radio with spare batteries; and
- Torch with spare batteries; and
- First Aid Kit.

Control 6b – Serviceability

For developments with long duration flooding regions unless it can be shown the development lies within this region but is only inundated for a "short duration" (less than 6 hours in the PMF) shelter-in-place refuge is to provide:

- Sufficient clean water for all occupants; and
- Portable radio with spare batteries; and
- First Aid Kit; and
- Torch with spare batteries; and
- Emergency power; and
- Practical means of medical evacuation.

Variation to the controls

Where in the opinion of a hydraulic engineer, or an engineer specialising in flooding/flood emergency response that a Flood Risk Emergency Assessment Report is not required and a variation to the controls is requested - This must be justified as a clear professional opinion with the supporting basis on which the opinion was formed submitted to Council. A completed Form 1 (Attachment C of the Flood Emergency Response Planning for Development in Pittwater Policy), must also be submitted with the development application.

~~Pittwater Council may also waive the requirement for a Flood Risk Emergency Assessment prior to a Development Application being lodged with Council, following a review of the proposed development, land use group and the Flood Life Hazard by Pittwater Council.~~

Advisory Notes

For additional information, applicants are referred to Appendix X Flood Emergency Response Planning for Development in Pittwater Policy of this DCP.

Obtaining Flood Life Hazard Categories

To apply this control the Flood Life Hazard Categories on the parcel of land/lot must first be established by:

Obtaining the Flood Life Hazard Category Map from Council through the Flood Information Request service; or
An independent assessment undertaken by a Hydraulic Engineer to determine the flood life hazard categories based on consideration of the following factors:

- Flood hazard curves to identify the degree of flooding which poses a risk to life for demographics of the population (refer to Updating National Guidelines on Best Practice Flood Risk Management by McLuckie , D et al, 2014), and
- The design flood event to be adopted as the basis of the life hazard categories as the PMF event

Developer Decision Tree

The decision tree shown in Figure 1 has been prepared to assist developers in determining whether or not flood risk to life development controls apply to their development and assist in the application of the development matrix shown in figure 1.

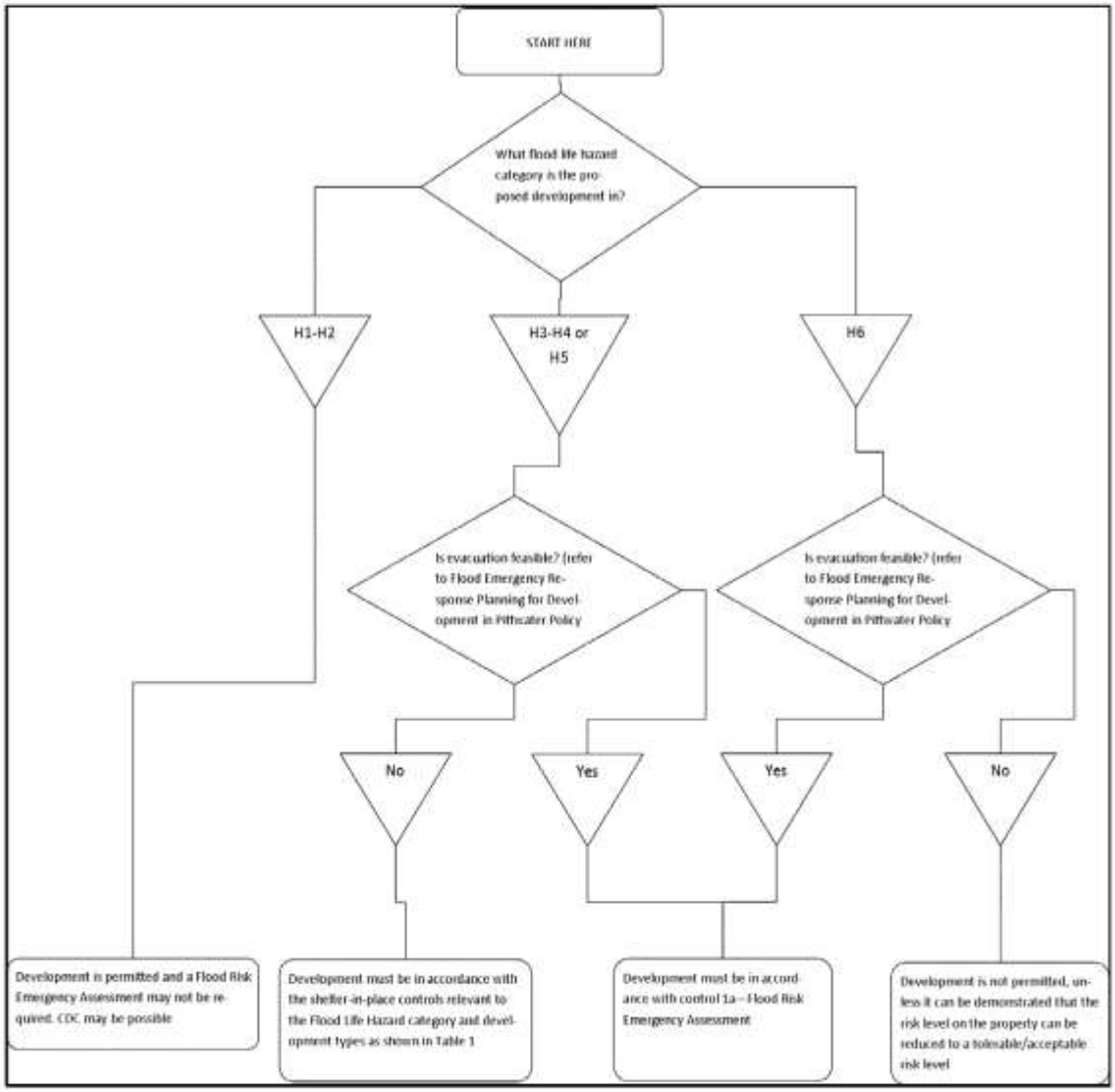


Figure 1 Developer Decision Tree

Council Meeting

13.0 Adoption of Leading and Learning Committee Recommendations

14.0 Adoption of Sustainable Towns and Villages Committee Recommendations

Appendix 1 – Confidential Advice