

SHOROC BOARD MEETING MINUTES

3-4.30pm on 18 November, 2009

SHOROC Office, Unit 33/42-46 Wattle Road, Brookvale

Board Members Present

Cr Jean Hay AM	Mayor of Manly
Cr Anne Connon	Mayor of Mosman
Cr Michael Regan(Chair)	Mayor of Warringah
Cr Harvey Rose	Mayor of Pittwater
Steve Clements	Deputy General Manager Manly
Viv May	General Manager Mosman
Rik Hart	General Manager Warringah
Mark Ferguson	General Manager Pittwater

In attendance

Ben Taylor	Executive Director SHOROC
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Apologies

Henry Wong	General Manager Manly Council
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Item 1 Welcome and Apologies

Cr Michael Regan, Mayor of Warringah and SHOROC President chaired the meeting and welcomed all those attending. An apology was received from Mr Henry Wong.

The Board resolved:

- To accept apologies and to note alternative Board members for the meeting.

Moved Cr Michael Regan/Seconded Rik Hart

Item 2 Minutes of the meeting 19 August, 2009

The Board Resolved:

- To adopt the Minutes of the meeting held 19 August 2009.

Moved Mark Ferguson/Seconded Rik Hart

Matters Arising from the Minutes

Item 2.1 Major Health Service Planning and Facility Development

A meeting was held with the Opposition Health Spokesperson, Shadow Treasurer and Shadow Parliamentary Secretary for Planning at Parliament House on 13 November, the outcome of which was discussed by the Board.

Discussion:

All Board members were present at the meeting that was held with the Shadow Minister for Health

and Member for North Shore Jillian Skinner, Shadow Treasurer and Member for Manly Mike Baird, and Shadow Parliamentary Secretary for Planning and Member for Pittwater Rob Stokes. It was agreed there is a need to write to and meet with the NSW Government to seek it to match or better the commitment from the Opposition to build a level 5 hospital on the Northern Beaches of Sydney in its first term should it win the next election.

The Board resolved:

- **That SHOROC thank the Shadow Minister for Health and Member for North Shore Jillian Skinner, Shadow Treasurer and Member for Manly Mike Baird, and Shadow Parliamentary Secretary for Planning and Member for Pittwater Rob Stokes for their commitment and affirmation of the Coalition policy for the future of the health services across the SHOROC region.**
- **That SHOROC organise a meeting with the current NSW Minister for Health, the Hon Carmel Tebbutt to seek a matching commitment from the NSW Government.**

Moved Cr Harvey Rose/Seconded Cr Anne Connon

Item 2.2 SHOROC Office accommodation

It is proposed to hold a small Christmas function and office opening in early December for Councillors to familiarise themselves with the new offices, details of which are in the hands of the President and Executive Director.

The Board resolved:

- **That a small Christmas function and office warming for Councillors will be held if a suitable date can be found.**

All in favour

Item 2.3 Administrative matters

Executive Director, Ben Taylor commenced duties on 9 November 2009. The new Office Manager Lisa Stevens will commence in mid December 2009.

The Board resolved:

- **To note the update on administrative matters and welcome Mr Ben Taylor and Ms Lisa Stevens to SHOROC.**

All in favour

Item 2.4 Regional Strategy for SHOROC (now known as SHOROC Regional Directions)

Work is progressing on data and issue analysis to inform the Regional Directions including spatial analysis which is nearing completion. A group of officers from member Councils is now working with the new Executive Director to take the project forward, with significant progress expected to be reported to the next SHOROC Board meeting.

The Board resolved:

- **That SHOROC Regional Directions be an item for all Board meeting agendas.**

Moved Cr Michael Regan/Seconded Cr Anne Connon

Item 2.5 Regional State of the Environment Report

The 2008/9 Regional State of the Environment (SoE) Report has been completed and referred to member Councils for incorporation into 2008/09 Annual Reports.

The Board resolved:

- **To write to the team that prepared the Regional SoE to congratulate them for their hard work and the quality of the report.**

Moved Steve Clements/Seconded Cr Michael Regan

Item 2.6 E-Waste

The motion submitted to the Tamworth LGA conference by Manly, Mosman and Pittwater was successful. The campaign has also led to the announcement by the Commonwealth Government of a national waste policy which will mean a nationwide E-waste scheme from 2011 whereby householders would be able to drop off their E-waste at centralised collection points across Australia. This matter was considered at the GMAC meeting on 11 November.

The Board resolved:

- **The interim E-waste collection/recycling strategy will include:**
 - **Any e-waste left out by residents at upcoming council general clean-ups will not be collected and will be stickered for removal by residents. Any E-waste that is not removed and where an owner can not be identified following investigation ('orphaned' E-waste) will be removed discretely by individual councils.**
 - **All councils will hold an 'E-waste drop off day' in the first half of 2010.**
- **A communications campaign outlining the E-waste ban and options for disposal by residents will commence immediately, including joint media releases, media advertising and individual council letterbox drops.**
- **Each council will decide what is appropriate for a potential local collection service.**

Moved Cr Harvey Rose/Seconded Cr Michael Regan

Item 3 Regional Mountain Bike Facility

A Report prepared by Pittwater Council is attached (Tab A).

The Board resolved:

- **That Item 8.3 (Board meeting 19 August 2009) for a Regional Mountain Bike facility be referred back to individual Councils.**
- **That each Council track the progress of the Northern Beaches mountain biking pilot project.**

Moved Cr Michael Regan /Seconded Mark Ferguson

Item 4 Integrated Sustainability into a strategy for the SHOROC Region

In October 09 SHOROC was awarded a \$50,000 grant by the NSW Environmental Trust for a project to integrate sustainability into regional strategic planning. This grant will be used to develop regional sustainability initiatives and to develop a set of regional sustainability indicators. This grant funding will run for 12 months.

The Board resolved:

- **To accept the grant and integrate this project into the development of the SHOROC Regional**

Directions.

Moved Mark Ferguson/ Seconded Cr Michael Regan

Item 5 SHOROC Sub-Committee – Kimbriki Resource Recovery Centre

Draft Terms of Reference considered are attached (Tab B).

The Board resolved:

- **That the draft Terms of Reference be adopted subject to Item 7 being revised such that the Committee meet quarterly.**
- **That each Council be invited to nominate its representatives.**

Moved Cr Michael Regan / Seconded Cr Jean Hay

Item 6 Climate Change Seminar

Arrangements are presently being made for a SHOROC information seminar on climate change to be held on Thursday 11 February 4 - 6 pm, followed by light refreshments at Warringah Civic Centre. Presentation will be made by Clarence City Council, Tasmania and Lake Macquarie Council (on behalf of Hunter Regional Councils) both of whom have attracted major Commonwealth funding.

Discussion:

This presentation will be an information session on the findings from national reports to help inform the council's deliberations on how to adapt.

The Board resolved:

- **That a SHOROC information seminar on climate change to be held on Thursday 11 February 4 - 6 pm, followed by light refreshments at Warringah Civic Centre.**

Moved Cr Michael Regan / Seconded Cr Anne Connon

Item 7 General Business

Item 7.1 Heritage places names

Mr Viv May reported that enquiries had been received from the Manly Daily regarding the Heritage names register (see Item 6.7 from August 2009 Board Minutes) and that the register will be progressed over the Christmas period.

The Board resolved:

- **To note that Mosman Council will progress the Heritage names register over the coming months.**

Moved Viv May / Seconded Rik Hart

Item 7.2 Historical Society storage space

Cr Regan reported that a request had been received from the Manly Warringah & Pittwater Historical Society requesting space for the storage and review of materials. While no council has space available presently this was recognised as an important issue to explore for alternative options.

The Board, apart from Mosman Council which was not involved in discussions, resolved:

- **That the request is supported in-principle, however it requested that the historian staff from Manly, Warringah and Pittwater Councils work together with the Historical Society and put together a long term plan.**

Moved Cr Michael Regan / Seconded Cr Jean Hay

Item 7.3 Federal Government Stimulus Funding

Cr Regan raised the issue of whether there are any items that the SHOROC councils should apply for to the Federal Government stimulus funding. Councils have applied separately and no regional items were immediately identified at this stage.

The Board resolved:

- **That it any application put in by member councils can be considered endorsed by the SHOROC Board and use the wording 'endorsed by SHOROC' in the application.**

Moved Mark Ferguson / Seconded Cr Michael Regan

Item 7.4 Infrastructure for electric cars

Cr Regan reported that electric cars are becoming more prevalent and considers there may be a need for supporting infrastructure in the future.

The Board resolved:

- **That it note that Cr Regan may bring forward to the Board a proposal for support to seek funding for infrastructure to support electric cars in the region.**

Moved Cr Michael Regan / Seconded Cr Harvey Rose

Item 7.5 Former Mayors

Cr Regan suggested that letters be written to thank the two former Board members, Cr David James and Cr Dominic Lopez.

The Board resolved:

- **That letters be written to thank the two former SHOROC Board members, Cr David James and Cr Dominic Lopez.**

Moved Cr Harvey Rose / Seconded Cr Jean Hay

Item 8 Time and date of next meetings

The next meeting and those for 2010 will be held at the SHOROC Offices on:

- Wednesday 17 February 2010, 3-5pm
- Wednesday 19 May 2010, 3-5pm
- Wednesday 18 August 2010, 3-5pm
- Thursday 18 November 2010, 3-5pm.



SUBJECT: Regional Mountain Bike Facility

Meeting:	General Managers Advisory Committee (GMAC)	Date	11 November 2009
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PURPOSE OF REPORT

To report on GMAC's recommendation, to the SHOROC Board, on the resolution by Manly Council for a Regional Mountain Bike Facility.

1.0 BACKGROUND

1.1 ITEM 8.3 (SHOROC Board meeting – 19 August 09)

Discussion:

Cr Conny Harris referred to a resolution from Manly Council calling for the need for a regional mountain bike facility.

Henry Wong indicated that the resolution had only recently been passed by Manly Council and that it would be formally referred to SHOROC for discussion. The meeting agreed to defer the discussion on this matter to a future meeting, once the resolution has been formally forwarded to SHOROC and a report has been prepared for consideration by the Board.

1.2 Regional perspective on mountain biking

On the Northern Beaches mountain biking has recreational, health and commercial benefits. These include; one hundred and fifty people are employed in specialist bikes stores on the Northern Beaches and of the 1.2 million bikes sold annually in Australia, 70 per cent are now mountain bikes. Also, after a survey done by Warringah Council, recently, 47 per cent of mountain bike riders are under the age of 35.

In the past four months there has been considerable debate regarding mountain biking on the Northern Beaches and their recreational use in National Parks. This was after National Parks and Wildlife Service started to restrict access to mountain bike tracks on the Northern Beaches.

Due to the extent of support for mountain biking on the Northern Beaches the local member for Manly, Mike Baird met with the NSW Environment Minister. From this meeting the Northern Beaches was chosen as a pilot area to improve sustainable mountain biking trails across the State.

2.0 WAY FORWARD

Now that the Northern Beaches has been selected as a pilot area for the whole of NSW for improving sustainable mountain biking the SHOROC Councils should note the progression of this pilot and wait for the outcome of this state-wide study before any future recommendations be considered.

RECOMMENDATION

- That the SHOROC Board refer Item 8.3 (19 August 2009), for a Regional Mountain Bike facility, back to individual Councils.
- That each Council track the progress of the Northern Beaches mountain biking pilot project.

DRAFT TERMS OF REFERENCE

SHOROC Sub-Committee – Kimbriki Resource Recovery Centre

1 Establishment

This Sub-Committee, to be known as the SHOROC Sub-Committee – Kimbriki Resource Recovery Centre, was formally established by resolution of the SHOROC Board on 18 November 2009.

2 Terms of Reference

2.1 Purpose

The purpose of this Sub-Committee is to provide an opportunity for representatives of the Councils and communities of Manly, Mosman, Pittwater and Warringah to consider and provide input to matters relevant to the operation of the Kimbriki Resource Recovery Centre by Kimbriki Environmental Enterprises Pty Ltd (KEE).

2.2 Objectives

The Sub-Committee has been established to:

- Receive and review the annual and quarterly reports of Kimbriki Environmental Enterprises Pty Ltd (KEE)
- Provide input during development of KEE's Annual Draft Budget and Business Plan, as well as longer-term plans for Kimbriki
- Consider and advise the SHOROC Board, as required, on major plans, projects, initiatives or developments proposed by KEE.
- Provide a forum for discussion and advice on such further matters as the SHOROC Board determines, including regional waste management strategies and other strategic regional priorities and targets relevant to operations at the Kimbriki Resource Recovery Centre
- Assist in keeping the SHOROC Board informed of KEE operations

2.3 Scope & Limitation of Powers

The scope of this Sub-Committee is limited to the functions outlined in the Terms of Reference, or to other directions issued from time-to-time by the SHOROC Board.

The Sub-Committee has not been granted delegation, by virtue of the Terms of Reference, to exercise any functions of the SHOROC Board.

3 Membership

3.1 Membership of the Sub-Committee is limited to a maximum of eight (8) voting members.

Tab B: Draft Terms of Reference

3.2 Manly, Mosman, Pittwater and Warringah Councils may each appoint one (1) Councillor and one (1) community representative as voting members of the Sub-Committee.

3.3 The method employed by each Council to appoint Councillor and community representatives will be at the discretion of the individual Councils. Advice of all appointments made by each Council should be directed in writing to the SHOROC Executive Director at the earliest opportunity.

3.4 Any vacancy occurring in the membership of the Sub-Committee shall be filled, for the balance of period, in the same manner as members are appointed.

3.5 Each of the above Councils may also nominate appropriate staff to attend meetings of the Sub-Committee. Such staff will attend meetings in an advisory capacity only and will not be voting members of the Sub-Committee.

3.6 The Sub-Committee may at any time issue an invitation to the Chief Executive and/or his/her representative and/or Board member(s) of KEE to attend a meeting of the Sub-Committee.

3.7 In the event that any Councillor appointed to the Sub-Committee is unable to attend any meeting of the Sub-Committee, the respective Council may be represented by an alternate appointee (being a Councillor) who shall have the same powers as the appointed delegate.

4 Chairperson

4.1 The Chairperson shall preside at all meetings of the Sub-Committee.

4.2 The Chairperson shall be a Councillor elected annually by the Sub-Committee at the first meeting following the Annual General Meeting of the SHOROC Board. In the event that the Chairperson is absent from a meeting, the Committee shall elect an acting Chairperson for that meeting.

5 Quorum

A quorum for a meeting of the Sub-Committee shall be a majority of voting members, provided that a majority of Councillor representatives are also present.

6 Voting

Each member of the Sub-Committee shall have one vote, and decisions of the Committee shall be by simple majority provided that, in the event of the votes cast by members being equal, the Chairperson presiding at the meeting shall, in addition to an original vote, have a second or casting vote.

7 Meetings

7.1 Meetings of the Sub-Committee shall be held once every six (6) months or otherwise as determined by the SHOROC Board.

Tab B: Draft Terms of Reference

7.2 Minutes of each meeting of the Sub-Committee shall include details of all matters considered and recommendations formulated and shall be submitted to the next available meeting of the SHOROC Board.

7.3 The venue for Sub-Committee meetings shall generally be the SHOROC offices with, as far as practical, one (1) meeting each year being held at the Kimbriki Resource Recovery Centre.

8 Notice of Meetings

A Notice of, and Agenda for, every meeting of the Sub-Committee shall be forwarded to each member of the Committee and to the General Manager of each Council at least six (6) days prior to the date of the meeting.

9 Administrative Support

All administrative support required by the Sub-Committee shall be supplied by SHOROC, including but not limited to; the coordination and circulation of agendas and minutes, and the coordination of meeting times and venues.

10 Term

This Sub-Committee is to be reconstituted after each local government election. Following the appointment of members, the Sub-Committee will continue to operate until the next local government election (when the tenure of all members will cease), or until the Sub-Committee is otherwise dissolved by resolution of the SHOROC Board.

11 Tenure

Members of the Sub-Committee shall be appointed for a period of up to four (4) years.

Notwithstanding the above, all members will cease to hold office at each local government election or if the SHOROC Board resolves to dissolve the Sub-Committee.

12 Amendments to Terms of Reference

The Terms of Reference for the SHOROC Sub-Committee – Kimbriki Resource Recovery Centre may only be amended by resolution of the SHOROC Board.