

SHOROC BOARD MEETING

Manly Council
The General Manager's Meeting Room
3-5pm Wednesday 20 August, 2009

MINUTES

Board Members Present

Cr David James (in the Chair)	Mayor, Pittwater Council
Cr Conny Harris	Deputy Mayor, Warringah Council
Cr Adele Heasman	Deputy Mayor, Manly Council
Cr Ann Connon	Deputy Mayor, Mosman Council
Henry Wong	General Manager, Manly Council
Viv May	General Manager, Mosman Council
Mark Ferguson	General Manager, Pittwater Council
Rik Hart	General Manager, Warringah Council

In attendance

Leta Webb	Exec Director, SHOROC
Andrea Dawson	Admin officer, SHOROC

Apologies

Cr Michael Regan	Mayor, Warringah Council, President
Cr Jean Hay	Mayor, Manly Council
Dominic Lopez	Mayor, Mosman Council

Guest Speakers

Rose Read	AMTA, Mobile Muster
John Bain	AMTA, Mobile Muster
Matthew Daly	NSCCAHS
Rick O'Brien	NSCCAHS

Item 1 Welcome and Apologies

Cr David James opened the meeting and gave a Welcome to Country. He welcomed Deputy Mayor of Mosman Cr Anne Connon, Deputy Mayor of Manly Cr Adele Heasman and Deputy Mayor Warringah Cr Connie Harris. Apologies were received from Cr Dominic Lopez OAM Mayor of Mosman, Cr Jean Hay AM Mayor of Manly and Cr Michael Regan Mayor of Warringah.

Thanks were conveyed to SHOROC for relocating the venue from Pittwater Council to Manly Council in view of the funeral arrangements for Julie O'Grady former staff member of Manly council who died on 13th August. Julie was warmly remembered as an efficient caring and charming person who always provided Councils' catering requirements with expertise and flair. The meeting acknowledged the excellent work that Julie had done for SHOROC functions and held a minute's silence in memory of her.

The Board resolved:

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

Moved: Henry Wong Seconded: Cr Adele Heasman

Presentation by Rose Read and John Bain Manager, Australian Mobile Telecommunications Association on MOBILE MUSTER

Rose Read thanked the Board for the opportunity to give a presentation.

The Mobile Muster recycling program was established in 1998 and became national in 1999. It is growing steadily in terms of public awareness and the number of mobiles being recycled thus avoiding ending up in landfill. Currently approximately 36% of discarded phones are being collected and recycled. 90% of the components of the mobile phone can be reused after processing. It was gratifying that plastic from mobile phones was used to make plastic fences to help the fire ravaged areas in Victoria.

There are various options for the collection of mobile phones from the community:

- (1) Drop off: There are 3,500 public locations in retail areas/local councils/ANZ bank but only 45 drop off points in our region..
- (2) Recycling satchels: Provided by mobile muster and distributed via Australia Post.
- (3) Kerbside: residents either place mobile phones in recycling bins the day after a council collection or as part of existing kerbside recycling program..
- (4) Internal collections: schools/service stations/government agencies.

Councils participating in Kerbside recycling receive 30c per household to assist with promotion to community .

In the SHOROC region, with a population of approximately 269,000 and 104,000 households, the challenge is to get unused phones out of the homes and into recycling.

It is hoped that there will be national legislation with regard to product stewardship, free and improved drop-off accessibility and in order to optimise convenience and efficiency, joint collection facilities. Mobile Muster are willing to integrate their services with the collection of other e-waste such as TVs and computers.

If producer responsibility is introduced in November 2009, implementation would be expected

around July 2010.

Referring to the Options outlined in the submission to the Television and Computer Product Stewardship Consultation Package, Mobile Muster favour sOption 8 as they consider this option maximises the capture of every company.

The Board thanked Rose Read and John Bain for their presentation.

Item 2 Minutes of the meeting 20 May, 2009 Matters Arising from the Minutes

Recommendation:

That the Minutes of the meeting held 20th May 2009 be adopted.

The Board Resolved:

To adopt the Minutes of the meeting held 20th May 2009.

Moved: Cr David James Seconded: Mark Ferguson

Item 2.1 Streetlighting Seminar

The seminar was held on 17 June, 2009. Suppliers and the General Manager of Manly Council explained how LED technology worked and demonstrated sample lights. Use of LED lighting provides an opportunity for more energy efficient lighting.

Discussion:

Henry Wong provided information on LED (Light Emitting Diodes) and outlined the benefits over standard lighting systems. LED lights have lower energy consumption using only 5% of the standard system. They have a longer lifetime lasting between 400-500K hours compared to standard lights which last approximately 50,000 hours. However they are more expensive but because of their durability and longevity they become cost effective over a period of approximately 12 months. Manly Council will test LED lighting in The Corso in September.

The seminar held on 17th June at Manly Council was a success with suppliers providing information to technical staff.

The matter of electricity charges was raised. It was noted that there is currently listed in the NSW Registry of the Federal Court an appeal against the Final Determination of the Australian Energy Regulator by Transgrid and energyAustralia. Henry Wong raised the question about whether the ACCC has looked at the role of energy Australia in relation to competition policy.

This item to be discussed at the next Board Meeting.

Item 2.2 Water Use on Sporting Fields

The Workshop is being coordinated by Pittwater Council and will now be held on Tuesday 29 September, 2009 at Mona Vale Golf Club.

Item 2.3 Common Standard for Sea Level Rise

At the May Board meeting, Councillor David James reported on a seminar on assessing climate change impact that he had attended and indicated that councils will need to have an increased floor level for buildings to deal with sea level rise. He indicated that Pittwater and Warringah Councils will need to have a common standard that applies and that it would be useful to have a coordinated approach across the SHOROC region to sea level rise.

At the June GMAC meeting it was agreed that there should be coordination on this matter.

At the July meeting it was agreed to form a small working group to prepare an application for a grant from the Commonwealth government's Local Adaptation Pathways Program. However after making enquiries, advice has been received that applications under the Local Adaptation Pathways Program have now closed. All funds have now been allocated and there are no plans for a further round of funding under this program. At the GMAC meeting in August it was agreed that an informal session on strategies to address sea level rise, inviting guests from Byron Bay and Claremont in Tasmania.

So as to ensure that the approach taken by SHOROC Councils is consistent with State Government approach attempts have been made to contact the responsible officer at the RTA but he has not returned calls to date.

Recommendation:

That the update on matters arising from the Minutes be received and noted.
That Manly and Pittwater Councils be congratulated for organising seminars on LED lighting and on water use on sporting fields.

The Board Resolved:

**That the update on matters arising from the Minutes be received and noted.
That Manly and Pittwater Councils be congratulated for organising seminars on LED lighting and on water use on sporting fields.**

Moved: Viv May Seconded: Rik Hart

Item 3 Matters of Interest

Item 3.1 Major Health Service Planning and Facility Development

Matthew Daly, CEO, NSCCAHS will attend the SHOROC Board meeting at 4pm to provide an update on health service and hospital planning matters.

Discussion:

Matthew Daly was in attendance.
He confirmed there had not been any change in relation to the funding of the proposed Northern Beaches Hospital since the previous meeting.

There is no clear indication from the Government as to a timetable for the funding of Northern Beaches Hospital. It does remain on the list for commencement in 2013. Local Clinicians are responding to the proposals in the Garling report recommending that there be an appropriate delineation between the two existing facilities to provide safe, efficient services to the Northern Beaches.

The Clinical Services Plan is being updated and it will provide details of that delineation.

He reported that the while there remained some issues to be resolved in relation to the Royal North Shore Hospital, the work was proceeding and that it was on time and on budget. He confirmed that RNSH will not be getting a hydrotherapy pool and contingent on the sale of Graythwaite a new hydrotherapy pool will be provided at Ryde.

The Board resolved:

To thank Mathew Daly for attending the meeting and providing an update.

That the SHOROC Board seek a special meeting with the Leader of the Opposition, Barry O'Farrell, with the Opposition Health Spokesperson, Jillian Skinner and with Local members with the view to getting agreement from the opposition that, if they are elected as government at the next election, they will commit that the Northern Beaches Hospital will be built in their first term.

Moved: David James Seconded: Anne Cannon

Item 3.2 Natural Resource Management Workshop

On the 14th July the Local Government and Shires Association of NSW (LGSA) conducted a workshop titled "*Integrating NRM into Local Government Operations*" at North Sydney Council, which was attended by representatives of all SHOROC member councils as well as SHOROC staff. The workshop was facilitated and presented by Geoff Hudson (Senior Policy Officer - Natural Resource Management) and aimed at introducing two significant projects carried out by the association with the intention to increase Local Government's effectiveness in delivering Natural Resource Management (NRM). In satisfying the objectives of both projects, LGSA has developed guidance materials to assist councils in performing their NRM responsibilities, including guidelines to deal with the following council operations:

- Integrating NRM into corporate planning & reporting (Volume 1)
- Integrating NRM into land-use planning (Volume 2)

These guidelines have been developed by the UTS - Centre for Local Government on behalf of the LGSA, and take into consideration the current reforms to the NSW land use planning system and the proposed integrated planning and reporting amendments to the NSW Local Government Act (prepared by the NSW Department of Local Government). The Guidelines are specifically designed to assist Local Government professionals and elected representatives recognise the challenges facing councils in these changing times, and identify the potential solutions.

The Guidelines were developed with an understanding that the environment has become part of the formal requirements of councils, and it is based on the principle that councils learn best from other council's experiences. Thus, throughout the documents case studies are presented and discussed, presenting not only a scenario of how NRM can be integrated into councils operations but also providing new ideas for councils to take or at least consider.

Generally, NRM integration is faced with a number of challenges, such as deficiencies in technical and professional resources and skills; changing legislative frameworks and associated costs; under-resourcing at both the local and at agency levels; reliance on external funding; and, limited political support within councils. Consequently, it has been acknowledged that, in order to meet the challenge, councils have to have the capacity to anticipate and respond to the forces that will shape communities in the coming years. Thus, strategic planning and management is vital to assure success in integrating NRM, where it is central to maintain and encourage a long-term perspective rather than a focus on the short-term decisions.

With regards to the guidelines, the main points regarding the integration of NRM into corporate planning & reporting (Volume 1), included:

- Cascading and Integration are concepts that ensure that plans within councils are organised, efficient and achieve the higher level vision. These concepts illustrate that integrating NRM into corporate planning and reporting provide the advantage of addressing NRM issues in the very highest level of Council plan, and that implementation is then adequately managed, co-ordinated, resourced, implemented and monitored across the whole of council's operations;
- Community and stakeholder engagement is vital, as it informs long term plans, which then cascades down to the shorter term concrete actions and measures;
- The process of creating a Community Strategic Plan can be highly beneficial in terms of a more systematic approach to NRM. With the development of a forward looking and influential document that describes NRM aspirations, goals and targets, it is possible to effectively inform council management plans, and translate it into operating plans;
- Council's long term financial planning process needs to reflect a commitment to NRM (if NRM has been identified as important in the Community Strategic Plan), allocating resources to address NRM pressures and responses. Some mechanisms which can provide for the longer term financial requirements of NRM are discussed, such as Longer Term Financial Plans, Special Rate Variations, User Charges and S 94 Developer Contributions Plans.
- In delivering NRM it is important to break down the "silos". Ensuring communication across council, between "silos" and across functions and professions is an essential component of effective corporate planning and reporting for NRM – *"Let people know the good stuff"*.

Regarding the integration of NRM into land-use planning (volume 2), the main points included:

- Land use planning priorities are shifting in response to community expectations in NRM and sustainability. Where NRM is much more part of the community consciousness, with terms like "climate change", "earth system breakdown" and "biodiversity corridors" in use in mainstream media;
- Development is not the enemy, but the challenge is getting the balance right. Thus, there is the need to ensure that any development is sympathetic to its context as well as that the strategic plan encompasses issues comprehensively and with balance;
- Accessing good quality data regarding NRM is a growing issue despite the extensive availability of data. The issue arises as there are considerable deficiencies due to coordination problems among different data custodians and simple lack of awareness from councils in regard to the information base. Consequently, it is very important to understand where the data comes from and its limitations;

- LEPs have a central role in achieving sound NRM outcomes and the standard template provides an opportunity to re-thinking important NRM considerations that can be included in it, especially in terms of its aims and objectives as well as zones and maps.
- DCPs are important documents that can strengthen NRM outcomes as they can have considerable force in assessment of DAs.

From the workshop it became obvious that Natural Resource Management needs a holistic approach to be successful. It would be very valuable if General Managers and senior staff also got involved and had an understanding of NRM, as multidirectional communications is vital for sustainably managing natural resources.

Item 3.3 SHOROC Regional Sustainability Conference

As part of the Narrabeen Lagoon Creating a Sustainable Catchment Grant project funded through the NSW Environmental Trust, Warringah and Pittwater Councils are conducting a one-day Regional Sustainability Conference on Wednesday 21 October, 2009 at the Narrabeen Tramshed.

It will bring together staff representatives from SHOROC Councils to share their experiences and knowledge about sustainability not only from within the community but within Council governance as well and will provide opportunity for networking, creating partnerships and sharing information. Outcomes will be reported to Councils following conference.

The objectives of the Conference are:

- to improve SHOROC regional Council governance and capacity for the adoption of sustainable management practices
- to improve the sustainability performance of a number of local Councils through the sharing of ideas and creation of partnerships.
- to develop stronger partnerships between employees in different Councils in the region.
- to identify new initiatives to aid in regional sustainability and greater regional collaboration on environmental issues.
-

Aims and structure of the project:

The conference aims to support the SHOROC regional councils in their commitment to establishing, promoting and maintaining a culture of sustainability and environmental responsibility within Council, Council staff and the community.

The conference has been designed as a staff development and learning opportunity. It is a pilot regional project and is solely designed for Council staff.

Conference Program

Warringah Council will host the event and 25 staff from each of the four Councils will be invited to attend. Invitations will also be extended to organisations outside of the LGA (CMA, LGSA, SCC, funding body, business excellence team and various other regional Councils) as an opportunity to showcase regional projects, provide case studies and soapbox and poster presentations. The conference will be free to staff from Pittwater and Warringah Council and it is proposed to charge a nominal fee for staff from Pittwater and Warringah Councils.

The conference will focus on the three identified sessional themes:

- Cultivating/Embedding Sustainability and Identifying Local Indicators;
- Examining Process Improvement and
- Showcasing Regional Projects.

Recommendation:

That the Board receive and note reports on matters of interest.
That the Board thank Matthew Daly for attending the meeting and providing an update on hospital and health service planning matters.

The Board resolved:

To receive and note reports on matters of interest.

Moved: Cr Adele Heasman Seconder: Cr Anne Connon

Item 4 SHOROC Administrative matters

Item 4.1 SHOROC – agreed roles, responsibility, communication and rules for collaboration

On 13 August, 2009 workshop was held for general managers and directors to review the role, function, responsibilities of SHOROC to establish agreement as to how SHOROC collaborates and communicates with and within councils. The outcomes of the workshop will facilitate better coordination between councils and clarify processes and procedures for communication and incorporation of responsibilities for regional projects within the work of council staff. It is proposed that SHOROC will take a more active role in implementing opportunities for joint service provision.

A key benefit of the workshop is that General Managers affirmed that there is a need for SHOROC and this will result in renewed commitment to ensuring its future success.

Item 4.2 Office Accommodation

SHOROC will now have its own office facilities. This will allow SHOROC to have separate identity. Arrangement are being finalised for a lease of office premises at Wattle Street, Brookvale. The offices will have a meeting room that can be used for Board meetings as well as meetings for other SHOROC projects. The meeting room is also an additional meeting room resource in the region that can be accessed by member Councils.

Item 4.3 Executive Director position

The Executive Director has resigned and action has commenced to recruit a replacement Executive Director. The position has been advertised in the Sydney Morning Herald General news section on Saturday 8 August and Local Government section on Tuesday 11 August. Application close on 24 August and interviews will be conducted on 2 September, 2009.

Recommendation:

That the Board receive and note reports on SHOROC administrative matters.

Discussion:

The Board thanked Leta Webb for the excellent work she had done for SHOROC. Leta Webb thanked the Board for their interest and support during the time she was Executive Director.

The Board resolved:

To receive and note reports on SHOROC Administrative matters.

To thank Leta Webb for the great contribution that she has made to SHOROC.

Moved: Cr David James Seconder: Cr Conny Harris

Item 5 Regional Strategy Plan for SHOROC

A workshop on social issues was held with social planners and community development staff on 28 July, 2008. It was facilitated by Alison Ziller from Australia Street Company (who is the consultant who will also be conducting workshops for councillors).

A verbal update report on the regional strategy will be presented at the meeting.

Discussion:

Leta Webb presented on this matter.

She reminded that meeting that the need for a regional strategy had emerged when SHOROC finalised two regional studies in 2007/2008 being a two part transport study and an employment study.

- The transport study identified that there were opportunities for increased emphasis on east west transport development and that if there were to be any proposal for a mass transit system to meet future demand into the area that this was likely to be followed by substantial increased in housing density along the route. The study therefore set objectives against which future transport options should be considered and recommended that further action be taken to increase containment of employment in the subregion to reduce transport demand.
- The Employment study confirmed that the area already had very high levels of containment and that it was not only unlikely that there could be further containment, but that containment was likely to decrease due a mix of factors such as ageing of the population (they will age in place and thus occupy an increasing proportion of housing stock in the area), the changing skills, education and occupational profile of the population and the mismatch between workforce and the skill and occupational profile likely to be required for in those sectors where there is likely to be job growth and the decreasing housing affordability. The report also identified that there was a likely discrepancy between employment and housing targets as contained in the State government's draft subregional strategies that apply to the SHOROC area.

These matters highlighted that no one issue could be considered in isolation of other issues and hence the need to have a regional strategy and a process that would enable issues to be discussed and considered in relationship to one another in order to get regional agreement to guide planning by each Council and to provide a basis for advocacy and negotiation with the State government.

The first step towards the preparation of the strategy has been the data collection and analysis stage. This is now nearing completion.

The findings of the analysis confirm that there is a strong interrelationship between key issues being:

- Population and housing growth
- Accessibility and transport
- Employment and economic development
- Population changes and ageing
- Housing affordability
- Sea level rise
- Biodiversity.

Leta showed a map for the area that demonstrated that the existing development footprint covered a relatively small proportion of the total area. When considering where future population and housing growth that is to be accommodated the Councils will need to come to an agreement on their strategy for managing sea level rise so it may be prudent to exclude from redevelopment land that is likely to be impacted by sea level rise. This further reduces the development footprint.

Leta indicated that the Department of Planning is currently reviewing its metropolitan strategy and targets as population growth is exceeding the growth rates up on which it is based.

Leta reminded the Board that it had adopted the following target for population increase:

- Low range 300,000 people by 2031 (based on targets in the Department of Planning subregional strategy)
- Mid range 400,000 people by 2036 (based on predictions that Sydney's population by 2036 is likely to be 6million people and the northern beaches accommodating its share of that increase)
- High range 500,000 people by 2056 based on the high range projection produced by ABS in late 2008 which would see Sydney having a population of almost 8 million people and the northern beaches accommodating its share of the projected growth.

While the regional strategy only needs to take account of the current targets set by Department of Planning (including any revisions), the other population projections allow for "testing" of proposed strategies to see whether they would still be the most appropriate given alternative future scenarios. They help pose the question "what if...". This is important for any strategic directions that will yield physical changes to the area, as such changes are likely to be irreversible and which will likely set given parameters for planning in the future.

Leta then provided examples of the interaction of the key issues and future growth of the population.

Likely future population growth becomes extremely important when deciding the future character of the area. For example some defining characteristics of the area as it is currently are: that it is green; has large natural areas; has a feeling of spaciousness and the landscape setting (and lifestyle) is informal. If, however, a decision is made to meet the target for additional dwellings with a form of development that is currently reasonably common in the area ie three storey apartments, then as the population increases should future growth continue that current patterns of development, then much of the area will be built out at that lower level of medium density. This would increase the proportion of the total land area built upon. This would reduce the informality of the landscape and a result in a loss of bushland (because future growth may depend on development of lands that are currently future urban) and a loss of potential greening and wildlife corridors as these largely rely on backyard plantings, front yard plantings and street tree plantings. Continuing the existing patterns for future growth over a longer period of time would lead to a consequent reduction in biodiversity.

If part of the community's and councils' vision for the area is to maintain and enhance biodiversity then a possible alternative strategy for accommodating future dwelling and population growth may be to identify certain areas that can accommodate much higher development and concentrate growth at a higher level in these areas in order to maintain the bushland and maintain the majority of the area at current densities. This strategy has been adopted by Willoughby Council which has allowed Chatswood to grow and plan to allow it to grow ever higher in the future in order to maintain lower densities, heritage and vegetation throughout the rest of its Council area. However accepting higher density in certain areas will require sound understanding by the community of the consequence of alternative options and a willingness by Councils to engage in deliberative consultation processes.

Some changes that may be required of the area by current and future State governments as part of future transport plans are applied to the area. Current draft metropolitan strategy, SHOROC's 2002 Transport Policy and the SHOROC 2007 Transport Studies support initiatives that will maximise the capacity of existing road and increase road based public transport. However when this is considered in conjunction with other changes to the area, the time period into the future for which current strategies remain viable strategy may diminish. The SHOROC Transport studies proposed increasing employment containment in the area to reduce transport demand and identified scope for enhancing capacity on east – west routes. However the SHOROC employment study showed that containment will not increase but will decrease due to demographic changes (including ageing, occupation and educational profile of the population). This will require that more workers come into the area to fill jobs that largely meet the needs of the local population.

Existing road transport strategies are based on the current situation where the majority of movement is in or out of the area in peak periods. Increased demand for counter-flow transport will challenge current strategies. Add to this the fact that the State government has announced Metroline 2 that will come to the Northern Beaches and this will lead to increased densities along its route if it goes ahead. In addition, there is a need to consider how to meet the increasing demand for journeys within the area. The regional strategy will need to consider alternative transport options to meet changes in patterns of transport and to have an agreed regional position to put to State government.

If the area requires that more of its labour force comes from outside the area then the question arises as to from where will they come, especially key workers. By looking outside the area what is evident is that all local government areas that adjoin the area will have a high proportion of aged and will also be seeking to keep workers.

The alternative is to see what can be done to attract key workers to live in the area. However housing affordability is decreasing. A small working group of staff from SHOROC councils considered opportunities for increasing affordable housing and identified that there are limited opportunities without major contributions of land and capital from Councils and governments.

This broad overview highlights the complexity of issues to be resolved and the interaction and interdependency between issues. It also highlights the need for discussion and problem solving both within SHOROC and its councils and with the community.

The analysis provides data, a compilation of what currently applies to the area in various government and council policies and plans to inform discussion.

What the analysis also highlights is that the "do nothing" option is not an option. The research shows

that without planning, the area will have an aged population, few young people, increasing transport and access problems and will not be able to provide the staff to meet the service, commercial and retail needs of the population. It will also result in a progressive loss of bushland, greening and biodiversity. The challenge for SHOROC councils is to shape the future to achieve an agreed vision within a realistic likely future scenarios and to achieve agreed outcomes rather than simply react to changes that are inevitable. This requires leadership.

Issues summary sheets will be prepared from the information that has been collated. There will be a workshop for councillors at which key findings will be presented, a workshop to set a vision for the future and a workshop to resolve and reach agreement on key strategic directions. The process for consultation with the community is yet to be agreed.

The Board thanked Leta for the presentation.

Item 6 Brief Update on SHOROC projects

Item 6.1 Regional State of the Environment Report

This year all councils are required to prepare and submit a comprehensive State of the Environment report. The Department of Local Government accepts a report prepared collaboratively as meeting the requirements of individual councils. Because this is a comprehensive report, councils are required to consult with their communities during preparation of the report.

Manly Council takes lead council responsibility for this project. A working group of staff from each Council have been meeting to prepare the report. The group is met on 16 July, 2009 to discuss the community consultation process. A community consultation session was held 6 August, 2009. The session was designed and conducted by staff from all member councils. It identified and prioritised key issues from the point of view of the community representatives who attended.

The next meeting of the working group is to be held on 13 August to discuss workshop outcomes.

Item 6.2 Procurement

The Procurement Group met on 18 June, 2009.

The meeting had a presentation on a product called the Corporate Scorecard. It allows bodies issuing tenders to undertake a financial assessment of any company that has tendered.

Items discussed at the meeting included:

Road Resealing Contract

Update on current tenders

Printing and Distribution

Fire Testing Services - October commencement expected.

IT and Communication Equipment (Cross Region tender) Warringah not participating. October commencement expected.

Cash Collection – documentation drafted.

Small Plant and Equipment (Cross Region tender)- Earliest commencement November.

Future tenders
Bush regeneration

Analysis of cost benefits - A template has been prepared. The difficulty in obtaining data to calculate total benefits was discussed. Without centralised procurement it is difficult to capture all expenditure by category.

Standardisation of Tender Documents

Local Government Procurement (LGSA) contracts- LGP now have quite a range of contracts, with each operating a rebate system where a % of sales is returned to the Council.

The next meeting is on 20 August, 2009.

Item 6.3 Sportsground Management

A meeting was held with the Manly Warringah Pittwater Sporting Union on 12 August, 2009. A timeframe for review and finalisation of a new Deed of Agreement and Guidelines has been determined. This sets the parameters for a move towards recovery of 15% of costs by Councils from sportsfield users.

A briefing session for the Mayors will be held on 27 August at 3pm.

Item 6.4 Workforce Planning / Human Resources Management

The Human Resource Managers met on 13 July, 2009. It included a presentation from Employment Solutions (LGSA). The group is now attempting to consolidate agreed HR measurements. Once information is collated, this will provide a basis for discussion regarding different performance of councils.

Item 6.5 Affordable Housing / Social Housing

Pittwater Council staff have been responsible for coordinating a working group that considered options for increasing affordable and social housing in the region.

A paper on affordable housing based on the activities of the working group was to have been prepared and included on the agenda of this meeting. However due to staffing changes at Pittwater Council and a rapidly changing policy and funding environment, this is not complete. It is anticipated that the paper will now be prepared for the November Board meeting.

The NSW Government has recently issued a new State Environmental Planning Policy (SEPP) for affordable rental housing. Its application and impact on the future availability of affordable housing is being assessed by individual councils. Comments on this will be included in the November report.

Item 6.6 E-Waste

SHOROC resolved at its March meeting to introduce a ban on disposal of TVs and computers and peripherals from landfill and a ban on the uplift of this waste from general council kerbside clean- up

collections on 1 January, 2010 and to campaign in support of legislation for extended producer responsibility (EPR).

ALGA National General Assembly

A motion submitted by Mosman, Pittwater and Warringah Councils was debated at the ALGA National General Assembly in June 2009. The Assembly resolved to campaign in support of legislation for extended producer responsibility and to introduce national bans on e-waste to landfill. In preparation for that conference, SHOROC produced “kits” for all delegates containing a series of “facts sheets”. The facts sheets are available on the SHOROC website www.shoroc.nsw.gov.au

Kits were also produced using these facts sheets for all Federal members of parliament and for all senators. These were delivered to parliament house at the time of the ALGA conference.

Letters from the SHOROC president to which copies of the kits containing facts sheets were attached have since been sent to Local Government Associations in each state reminding them of the resolution from the ALGA conference and urging them to encourage member Councils to lobby politicians for extended producer responsibility and urging their member Councils to implement bans to landfill. Similar letters have also been sent to every NSW Regional Organisation of Councils. Information about the facts sheets have been sent out to all councils using the Department of Local Government broadcast email address and to environmental staff using sustainablenet.

SHOROC e-waste ban from 1 January, 2010

A meeting of waste managers and waste education staff was held on 29 July, 2009. A representative from Kimbriki also attended. The meeting discussed options for implementation of the bans to landfill and kerbside collection that take place on 1 January 2010. A confidential options paper based on the discussion has been prepared for consideration by the Board (copy attached). Comments have been sought from Kimbriki on the options. If comments are received prior to the meeting, these will be reported to the Board to inform the Board’s consideration of this matter.

Once a decision on the preferred options is reached, a further meeting will be held with waste managers and waste education officers to discuss detailed implementation. A further meeting will also then be held with community relations staff to discuss media and communications strategy so as to ensure that the community is properly informed prior to 1 January, 2010.

This is listed for discussion of options and resolution as to the option to be pursued.

Rates notice inserts on proposed bans

Inserts announcing the proposed bans on disposal of TVs, computers and peripherals to landfill and from uplift at kerbside collections have been sent with rates notices to ratepayers of Mosman, Pittwater and Warringah Councils.

In response to comments from residents, a half page advertisement was placed in both the Manly Daily and the Mosman Daily reassuring residents:

- that the bans will not commence until 1 January, 2010,
- that information on alternatives to disposal to landfill is now available on the SHOROC website, and
- that further information would be provided prior to 1 January, 2010.

The advertisement also informs residents that the Environment Protection and Heritage Council will be meeting in November to consider a national long term solution for the need to safely dispose of and recycle computers and TVs.

Points for use in correspondence with residents have been provided by SHOROC to member Councils to assist in drafting correspondence.

The bans and the issues have now attracted broader media attention. The SHOROC President has made comments to Chanel 10.

LGA conference motion

A proposed motion and background notes from SHOROC Councils to the Local Government Association Annual Conference in October has been provided to Councils to consider for submission to the LGA for inclusion on the agenda for the conference. The deadline for each Council to submit the motion was 10 August, 2010.

EPHC update

Following its decision in May to consider a national approach to the disposal of end-of-life computers and TVs at its November 2009 meeting, the Environmental Protection and Heritage Council, comprising Federal, State and Territory Environment Ministers has placed documents for consultation being:

- Consultation Regulatory Impact Statement: Televisions and Computers
- Code of Practice for Managing End-of-life Televisions
- Willingness to Pay for e-waste Recycling

Submissions on these documents closed on 13 August, 2009. However the Executive Director has contacted the person receiving submission and obtained agreement that a late submission will be accepted from SHOROC so as to allow the draft to be considered by the SHOROC Board (copy attached). Note that the submission uses the submission format provided by the EPHC. That format places comments in relation to relevant chapters of the consultation documents.

In addition to seeking written submission, consultation sessions on behalf of the EPHC were held in capital cities across Australia. Staff from SHOROC and member Councils attended the session in Sydney on 4 August, 2009. In addition to the general session, a separate session was held between the organisers of the consultation and representatives of the SHOROC councils and SHOROC executive director. This allowed SHOROC Councils to present practical concerns about the operation of any potential option for a national approach. The view presented at that session are incorporated into the draft submission that is attached for consideration at this Board meeting.

Please note that the Consultation Regulatory Impact Statement contains reference to the SHOROC proposed bans and resolution to ALGA conference in a footnote on page 23.

Recommendation:

That SHOROC Board endorse the SHOROC submission to the EPHC as attached.
That SHOROC Board adopt option (to be determined) from 1 January, 2009 and seek agreement from all member councils on this option.

Discussion:

Leta Webb indicated that at a meeting to discuss options and the submission, the staff from Councils preferred an option that would clearly give one body overall responsibility for e-waste collection. Following distribution of the draft submission to staff for comment, a response in favour of option 7 has been received from Pittwater Council staff favouring option 7 –ie that the

Commonwealth government be responsible. No other comment has been received from staff nor from Kimbriki. Leta pointed out that adoption of option 7 could be inconsistent with the e-waste campaign that SHOROC was conducting which called for legislation that would make the producer responsible ie for extended producer responsibility. In discussion, the Board indicated that it preferred either option 7 or option 9.

In relation to options for what to do following the introduction of the ban from 1 January, 2010, Henry Wong agreed to prepare a paper for GMAC for discussion and further consideration at the next Board meeting.

The Board resolved:

To endorse the SHOROC submission to the EPHC.

Moved: Mark Ferguson Seconded: Henry Wong

Item 6.7 Historic Place Names

Earlier this year SHOROC decided to undertake a project to ensure that historic place names were not being lost but were identified and appropriately commemorated as part of the history of areas.

SHOROC had wrote to Manly Warringah and Pittwater Historical Society Inc and to Mosman Historical Society to a request that the Societies submit names of places and background information regarding the historic place names in the region so that a working group could consider how councils could identify these area and how to commemorate and preserve such names.

Responses have now been received and Viv May, General Manager of Mosman Council will soon convene a working group to review names of places and make recommendations on appropriate means by which to commemorate significant places.

Recommendation:

That the Board receive and note reports on SHOROC projects.

The Board resolved:

To receive the reports on SHOROC projects.

That the following Councillors be on the working group on Historic Place names: Cr Dom Lopez, Mosman Council, Cr David James, Pittwater Council, Mayor Michael Regan, Warringah Council, Mayor Jean Hay, Manly Council.

Item 7 Matters raised by Councils

Item 7.1 Public Transport Options for the Northern Beaches – Mosman Council

At its meeting of 7 July, 2009 Mosman Council considered the Minutes of the 20 May 2009 Board Meeting. Mosman Council requested “an urgent meeting of the SHOROC Executive to explore all options for a public transport system to properly service the northern peninsula with regards to the longer term and real sustainability”.

It should be noted that the Regional Strategy will consider all transport options in a systematic way in the context of other issues in the area.

Recommendation:

That the Board thank Mosman Council for highlighting the need for urgent discussion about transport options for the region and be informed that, as part of the regional strategy, consultants are preparing analytical material for use in such discussion and that an opportunity for councillors to consider transport options within the context of other key issues will be subject of a workshop to be held later this year.

The Board resolved:

To thank Mosman Council for highlighting the need for urgent discussion about transport options for the region and be informed that, as part of the regional strategy, consultants are preparing analytical material for use in such discussion and that an opportunity for councillors to consider transport options within the context of other key issues will be subject of a workshop to be held later this year.

Moved: Mark Ferguson Seconded: Rik Hart

Item 8 General Business

Item 8.1 Undergrounding of Proposed Rollout of the National Broadband Cabling

Leta Webb reported that a letter had been received from NSROC indicating that at its May meeting it resolved to write to the Minister for Broadbanding requesting that consideration be given to undergrounding of the proposed broadband cables and to write to all other ROCs requesting their support in lobbying for undergrounding of broadband cables.

Discussion:

Cr David James indicated that aerial cabling would be acceptable in some circumstances and it depended on local conditions. Where existing cables are underground then broadband cables should go underground.

The Board resolved:

To receive and note the correspondence from NSROC and resolved that the letter be referred to individual councils for their consideration.

Moved: Cr David James Seconder: Mark Ferguson

Item 8.2 IPART Draft Report Review of Revenue Framework for Local Government

Discussion:

Leta Webb reported that the draft report was out for written comment by 18 September, 2009. While IPART had some open public session on the report, including one in Sydney on 2 September, they indicated that they were willing to meet with ROCs.

It was agreed that Mark Ferguson would prepare a joint submission on behalf of SHOROC Councils. Mark would consider if there was a need to have a ROC meeting with IPART.

Item 8.3 Regional Mountain Bike Facility

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 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.

Item 9 Time and Date of Next Meeting

The next meeting will be on Wednesday 18 November, 2009. The Annual General Meeting will be held prior to this meeting. The next meeting may be held in new premises for SHOROC.

The Board resolved:

That the Annual General Meeting and the November Board meeting be held at the SHOROC premises at 33/42-46 Wattle Street, Brookvale on 18 November, 2009

Attachment: Item 6.6

SUBMISSION on Television and Computer Product Stewardship consultation package

Title: Ms Name: Leta Webb

Position: Executive Director

Company: Shore Regional Organisation of Councils (SHOROC) Inc

Address: PO Box 1030

Suburb: Balgowlah

State: NSW

Postcode: 2093

Telephone: (02) 9976 1438

Facsimile: (02) 9949 1897

Email address: leta@shoroc.nsw.gov.au

Consultation Regulatory Impact Statement (RIS): Televisions and Computers

1. General comments

Introduction

SHOROC comprises the councils of Manly, Mosman, Pittwater and Warringah in Sydney north and northern beaches. These Councils own their own waste facility, Kimbriki Environmental Enterprises, at Frenchs Forest.

This submission has been endorsed by the SHOROC Board at its meeting on 19 August, 2009.

In March this year the SHOROC Board resolved to introduce a ban on e-waste (specifically TVs, computers and peripherals) to landfill and a ban on the uplift of e-waste from kerbside collection from 1 January, 2010. The Board also resolved to conduct a campaign to call for legislation for extended producer responsibility.

In June, 2009 at the Australian Local Government Association National Assembly, considered a motion proposed by SHOROC Councils. The National Assembly resolved to call for a national ban on e-waste to landfill and for councils from across Australia to lobby for EPR.

SHOROC councils have produced a kit containing “facts sheets” on e-waste. These kits were delivered to every Federal Member of Parliament and every Federal Senator and were provided to all delegates that attended the ALGA National General Assembly. These sheets are available on the SHOROC website www.shoroc.nsw.gov.au

National approach to end-of life TVs, computers and peripherals

SHOROC welcomed the decision at the May meeting of the EPHC to consider a national approach to end-of-life computers and TVs and looks forward to a decision at the EPHC’s November meeting.

SHOROC strongly supports the need to have a nationally consistent regulatory scheme that requires that all producers take responsibility for recycling and safe disposal of TVs, computers and peripherals. SHOROC agrees that responsibility should be shared between manufacturers, importers, retailers and consumers and should be without additional cost impact on local government. This does not mean that local government is not willing to play a role in ensuring the success of a scheme.

Local government has expertise in the collection and disposal of waste and thus would like to be consulted in relation to the development of details for any regulatory or co-regulatory scheme. Councils also have in place standing arrangements for the collection of waste that may be able to be used or adapted for the efficient collection of e-waste.

Any national scheme for the funding and collection of end-of-life computers and TVs need to ensure that funding will cover the true cost of collection and recycling and have in place mechanisms for the distribution of funding to meet all costs of all players involved in the collection and recycling process, including councils.

Should councils be involved then this should be at no additional cost to ratepayers. If councils have a role in any national scheme and if funding received is insufficient then councils will have no option other than to seek additional funds from residents by way of an increase to the domestic waste charge (in NSW). It should be noted that this charge is only applied to residents and that councils have no mechanism for funding costs associated with the collection and disposal of waste from businesses.

2. The television and computer industries and associated waste

Section 2.1 Definition of television should also include VCR and DVD receivers /players and set top boxes. These are generally manufactured by the same companies that manufacture TV sets and provision should also be made for their collection and recycling.

Definition of computer – it is unclear as to the scope of “peripherals” – this should also include printers.

3. Policy context and related pressures

3.1 SHOROC agrees that it is not desirable to have a proliferation of responses to TV and computer disposals. Legislation that establishes a national scheme should ensure that disposal and management of TVs and computers is in line with the Basel convention and the Stockholm convention.

4. Television and computer waste is a problem

SHOROC supports the need to have a scheme that maximises the recovery of embedded non-renewable resources, that minimises the disposal of products that are potentially a threat to environmental and human health in landfill and that reduces the burden on landfill sites.

In light of this it is important that when a decision is made as to the most appropriate national response, that in addition to the criteria that were presented at the consultation sessions, an additional criteria be added being that the proposed national approach maximises the collection, recycling rate and the rate of diversion from landfill. At the consultation it was indicated that a preferred scheme would be chosen and that performance targets would then set based on the capability of the chosen scheme. SHOROC supports the view that targets be set initially and that a scheme be designed and implemented that is likely to meet the target ie that performance criteria be specified at the outset and that performance be given appropriately high weight in making a decision.

This approach and weighting is consistent with the findings of the choice modelling study that indicates that consumers are willing to pay more for a scheme if the recycling rate is higher. This criteria is also consistent with the observation made in Chapter 5.2 which states that “..objectives for Government intervention should be focussed on recovery on non-renewable resources in line with community expectations”. Performance criteria should also consider reduction to greenhouse gas emissions and reduced water usage for production of new products from recovered resources.

5. Objectives

A key objective should be to optimise collection and recycling.

6. Options

In relation to the options, in addition to the criteria specified at the consultation session, the following should be considered:

- The performance of the scheme in relation to predetermined targets for collection and recycling (see further details in 4. above).
- The accessibility of the scheme is such that it is likely to minimise illegal dumping – (a performance standard should be set for this).
- The practicality of the scheme.

Therefore the practical details of how the scheme will operate are important and should be considered at this decision-making stage. Any national approach should be assessed against its capacity to optimise collection and recycling.

A national scheme should take account of the following:

Convenience of the process for the consumer.

Unless a scheme has arrangements that are convenient, including taking account of those who are elderly, disabled, homebound and those who may not have a car, there will be illegal dumping.

Processes that offer convenience include:

- kerbside collection – either scheduled or at call
- operation of a courier service to collect e-waste (there are currently some existing courier services)
- a network of fixed permanent drop off points that accept TVs and computers and all brands that are within a reasonable distance of residents.
- arrangements for collection of the waste from residents and from businesses.

There should be a single scheme for all

Regulation should be all encompassing and apply to all producers. There should not be exemptions to those industry groups that have an alternative scheme. Alternatives will be confusing for consumers and this will lower the response rate. Better economies of scale are likely to be achieved if there is a single scheme.

The scheme needs to be comprehensive

It needs to have a single process that provides for both TVs and computers and for TVs or computers whether they are imported or locally assembled. The proposed national scheme also needs to deal with historic and orphan waste.

Recycling requirements should be mandated.

For example, legislation should ensure that waste is not sent to poorer countries with inadequate OHS and environmental protections for disassembly.

Any national system should also provide for reuse / refurbish options as well as recycling opportunities.

Any proposed scheme should be assessed in relation to a triple bottom line approach.

The funding of any national scheme should be sufficient to ensure that the true cost of collection and recycling is met.

Should local councils have a role in any national scheme, then the funding of the scheme should be sufficient to ensure that there are no additional costs to be charged to ratepayers. Options for distribution of funding to councils for their contribution could include a rebate scheme such as the Recycling Performance Improvement payments that are available in NSW whereby the Department of Environment, Climate Change and Water gives credit for waste diverted from landfill.

Should a scheme that provides for exemptions for an industry scheme then the national approach should mandate standards and performance requirements for any industry scheme in relation to recycling and, accessibility. It should have provisions that would bring any exempted industry scheme under a mandated scheme if exempted industry fails to meet the prescribed targets and performance standards.

Schemes could be tailored to fit in with established processes, whether Commonwealth run or industry run scheme. For example, councils conduct general clean up collections. An e-waste collection could be conducted at the same time with e-waste materials separated from other waste for separate collection from other items that would go to landfill or could be part of a separate collection.

In view of the above points the following comments are made in relation to the options under active consideration, noting that there is insufficient detail is provided in the consultation paper as to how the various schemes will operate to allow a definitive response:

Options 1&2. State based EPR implemented as NEPM which provides exemptions to importers who belong to an industry scheme.

Positive aspects of the proposal

- establishes EPR
- deals with orphan and historic waste
- enforceable targets

Negative aspects

- provides exemption for industry schemes –therefore permits proliferation of schemes
- relies on NEPM rather than legislation.
- Option 2 is less favoured because proposes separate scheme for computers and for TVs.

Options 2&3. Commonwealth based EPR with exemptions if importer belongs to industry scheme

Positive aspects of proposal

- establishes EPR
- deals with historic and orphan waste
- enforceable targets

Negative aspects

- Provides exemption for industry schemes – therefore permits proliferation of schemes
- option 4 less favoured because proposes separate schemes for computers and for TVs.

Option 5 & 6. Commonwealth excise (levy) with an exemption if the importer belongs to an industry scheme

Positive aspects of proposal

- Administrative arrangements already in place for collection of excise

- Enforceable targets
- Makes importers/ producers responsible

Negative aspects

- Provides exemptions for industry schemes and therefore permits proliferation of schemes.
- Option 6 less favoured than option 5 because proposes separate scheme for computers and for TVs.

Option 7 – Mandatory Commonwealth levy with a government run subsidy scheme for collection and recycling.

Positive aspects

- Single approach with Government responsible
- Will encourage increased levels of recycling and may make recycling viable for new entrants in the market.
- Single arrangements will not confuse consumers.
- Could be linked in with existing collection regimes conducted by councils.

Negative aspects

- Does not embody principle of extended producer responsibility therefore not consistent with SHOROC campaign
- Subsidised scheme

Support this scheme from an operational point of view, however have concern that it does not make the producer responsible.

Option 8 – Mandatory Import Control Scheme

Positive aspects

- Enforceable targets
- Encourages industry involvement
- Covers all products

There is insufficient detail on this proposal to generate further comments – scheme needs clarification.

Option 9 – Mandatory EPR

Positive aspects

- Mandatory, enforceable targets set in regulations
- Consistent with SHOROC e-waste campaign

Willingness To Pay For E-Waste Recycling – Final Report (Choice Modelling study)

1. General comments

The information regarding willingness to pay in welcome as is the finding that people are willing to pay additional for kerbside collection. This paves the way for funding of collection and recycling strategies that can be funded including kerbside collection which may optimise collection rates.

Noted.

Draft Code of Practice for Managing End-of-Life Televisions

2. Collection, Storage & Transport

The code leans to establishing “a drop off point” for all electronic waste. The concern with this is that drop off points would need to be of adequate size and available for permanent use because if there is limitations on use that do not suit residents then this could result in illegal dumping at closed entrance gates, leading to OHS hazards. Administration and traffic management details also need to be considered.