

**SYDNEY COASTAL COUNCILS GROUP Inc.  
MINUTES FOR THE ORDINARY MEETING  
HELD ON SATURDAY 16 MARCH, 2013  
AT WOOLLAHRA COUNCIL**

**IN ATTENDANCE**

Cr. Brian Troy	City of Botany Bay
Cr. Mark Castle	City of Botany Bay
Cr. Irene Doutney	City of Sydney
Cr. Cathy Griffin	Manly Council
Cr. Barbara Aird	Manly Council
Cr. Tony Carr	North Sydney Council
Mr. Peter Massey	North Sydney Council
Mr. Paul Hardie	Pittwater Council
Cr. Geoff Stevenson	Randwick Council
Mr. Stephen Kerr	Rockdale Council
Cr. Sue Heins	Warringah Council
Cr. Sally Betts (Mayor)	Waverley Council
Cr. Leon Gottsman	Waverley Council
Cr. Wendy Norton	Willoughby Council
Cr. Greg Levenston	Woollahra Council
Cr. Elena Kirillova	Woollahra Council
Cr. Andrew Petrie (Mayor)	Woollahra Council (part of meeting)
Mr. Tom O'Hanlon	Woollahra Council (part of meeting)
Ms. Cathy Edwards-Davis	Woollahra Council (part of meeting)
Mr. Chris Munro	Woollahra Council
Dr. Judy Lambert AM	Honorary Member
Mr. George Copeland	Honorary Member
Mr. Phil Colman	Honorary Member
Mr. Geoff Withycombe	SCCG (EO)
Mr. Stephen Summerhayes	SCCG (SCPO)
Ms. Rachael Buzio	SCCG (CPO)
Dr. Ian Armstrong	SCCG (PO CCA)

**1. OPENING**

The meeting opened at 12.30pm. Cr. Griffin (Chairperson) welcomed delegates to the Meeting and paid respects to traditional owners. Cr Griffin thanked Woollahra Council for hosting the meeting and introduced the Mayor of Woollahra Councillor Cr. Andrew Petrie who welcomed delegates and provided the following introduction:

*Good afternoon and welcome to Redleaf. If this is your first time to our historic Council Chambers, I hope you are enjoying our hospitality and for those familiar faces amongst the crowd, it is good to see you again.*

*Well, just one look out the window over the terrace to the water and we are reminded of why we are all here and participating in the Sydney Coastal Councils Group. We are bound together by one common bond – water. Be it coastal and estuary. Water defines the character of our local areas. It plays a huge role in why people choose to live and play in our local government areas, it shapes our planning and development decisions and it bestows on us a huge responsibility.*

*As Mayors or leaders within our organisation we have a very important asset to manage and protect for our current population and future generations.*

*Whatever your personal views are on climate change, the fact is your Council will be called on to hold a public position on coastal changes and to be part of change management. We all need to be well informed on issues specific to our local area and on some issues we may need to be on the same page. I hope you find today's meeting is worthwhile.*

## 2. APOLOGIES

Cr. Linda Kelly	Leichhardt Council
Cr. Jacqueline Townsend (Mayor)	Pittwater Council
Cr. Selena Griffith	Pittwater Council
Cr. Shane O'Brian (Mayor)	Rockdale Council
Cr. Peter Towell	Sutherland Council
Cr. Lynne Saville	Willoughby Council
Cr. John Mant	City of Sydney Council
Cr. Linda Scott	City of Sydney Council
Cr. Vanessa Moskal	Warringah Council
Emeritus Professor Bruce Thom AM	Honorary Member
Mr. George Cotis	Honorary Member

**Resolved that** the apologies be received and noted.

**Councils not represented at the meeting**  
Hornsby, Leichhardt, Mosman, Sutherland.

- **INTRODUCTION TO NEW 'INTERACTIVE' BUSINESS PAPERS**

The SCPO, Stephen Summerhayes provided delegates with a brief review of the new formatted SCCG electronic business papers. (If delegates are still having challenges please contact the SCPO)

## 3. DECLARATION OF PECUNIARY INTERESTS

**Resolved that** there was no declaration of pecuniary interests.

## 4. CONFIRMATION OF MINUTES

### 4.1 Minutes of the Ordinary Meeting of the SCCG held on 8 December 2012 at the City of Sydney Council.

**Resolved that** the Minutes of the Ordinary Meeting of the SCCG held on 8 December 2012 at the City of Sydney Council be confirmed.

### 4.2 Minutes of the Technical Committee Meeting of the SCCG held on 6 December 2012 hosted by Waverley Council at the Bondi Surf Life Saving Club.

**Resolved that** the Minutes of the Technical Committee Meeting of the SCCG held on 6 December 2012 at the Bondi Surf Life Saving Club be received and noted.

### 4.3 Minutes of the Technical Committee Meeting of the SCCG held on 14 February 2013 hosted by Botany Bay City Council.

**Resolved that** the Minutes of the Technical Committee Meeting of the SCCG held on 14 February 2013 hosted by Botany Bay City Council be received and noted.

## 5. BUSINESS ARISING

Delegates were referred to the Business arising from the last minutes with the list of actions from the last meeting attached to the meeting memorandum.

- **SCCG – City of Sydney hosting contract**

The EO noted that a meeting is scheduled with the City of Sydney on 26 March. Following initial discussions few changes to the previous contract are envisaged with some changes to hosting fees rising with CPI etc.

**Resolved that** the Full Group endorse the Executive Committee recommendation that they be authorised to finalise the draft hosting contract with the City of Sydney on behalf of the SCCG with outcomes reported back to the next Full Group meeting.

- **SCCG Water Recycling Handbook for Councils**

The EO noted that this program is taking longer than anticipated and that the document will not be launched at the meeting. However it will be available to member Councils over the coming months with the final published document to be tabled for delegates information at the next meeting.

**Resolved that** the SCCG Water Recycling Handbook for Councils be available to member Councils over the coming months with the final published document to be tabled for delegates information at the next meeting.

All other actions either completed or to be addressed as agenda items later in the meeting.

## 6. CORRESPONDENCE

### 6.1 Sent and Received Correspondence

**Resolved that** the circulated “sent” and “received” correspondence be received and noted.

### 6.2 SCCG correspondence from the last meeting (including responses where available)

- i. **Annual Reports:** Letter to Member Councils, Mayor and GMs providing SCCG Chairperson’s and EO’s annual reports and Strategic Plan Implementation Monitoring Report
- ii. **NSW Reforms to Coastal Management** Letter to Member Councils encouraging the continued application of the former NSW Sea Level Rise benchmarks. (See Item 9.1)
- iii. **Container Deposit System**
  - a) Letter to State and Federal Environment Ministers urging support for CDS at the next COAG meeting in April highlighting the impact that plastic containers has on the marine environment.
  - b) Letter to the NSW Minister for Education to inquire on what school education and change behaviour programs are underway to reduce plastic use and increase recycling.

The EO informed the meeting that no response has been received.

#### iv. **Annual Invitation for SCCG Consultation with Member Councils**

In the interest of keeping member councils informed and actively engaged in SCCG activities we have again written formally to members inviting an opportunity to meet with the SCCG Executive Committee delegates and the Executive Officer.

The EO informed the meeting that presentations were so far scheduled with Manly, Warringah, and City of Sydney. Delegates were asked to chase this invitation to determine if there was interest in their Council for a presentation.

**Resolved that** the Delegates to follow up the SCCG Annual invitation for SCCG consultations letter so to determine if there was interest in their Council for a presentation.

## 7. **PRESENTATION**

### 7.1 **Legal Advice – ‘Mapping and Responding to Coastal Inundation’**

(Ms Kirston Gerathy - Partner - HWL Ebsworth Lawyers)

Ms Kirston provided a review of the legal advice commissioned by the SCCG for the SCCG project. [www.sydneycostalouncils.com.au/Project/Mapping\\_and\\_Responding\\_to\\_Coastal\\_Inundation](http://www.sydneycostalouncils.com.au/Project/Mapping_and_Responding_to_Coastal_Inundation)

Hard copies of the advice were distributed. The presentation included a review of the sections of the advice:

- Background,
- Qualifications on the advice
- Information in an evolving statutory framework
- Coastal Protection Act 2012
- Revocation of Sea level Rise Policy Statement
- Stage 2 of the Coastal Planning Reforms
- The CSIRO Mapping Information
- Use of Mapping Information
- Statutory Provisions Concerning Disclosure of Mapping Information
- Negligence and Duty of Care
- Statutory Immunities – Section 733 of the LG Act and Section 149(6) of the EPA Act
- Good Faith
- Concluding Remarks

#### **Resolved that:**

- 1) The presentation be heard and considered at the meeting.
- 2) Ms Gerathy be thanked for their attendance and presentation.
- 3) The legal advice now be formally forwarded to Member Councils for their consideration.

## 8. **ADMINISTRATIVE MATTERS**

### 8.1 **SCCG Annual Survey 2012 – Results Report and Workshop**

#### Proceedings in Brief

The aim of the annual survey is to enable the SCCG Secretariat to identify what SCCG activities have assisted Member Councils and importantly to identify additional avenues and activities to further enhance this assistance.

The SCPO presented a summary of the Survey Results Report together with a series of recommendations for consideration and discussion.

The survey Questionnaire listed 9 key capacity building/project subject areas which Member Councils previously identified as important. To prioritise future activities, in the survey, participants rank ordered this list with the results being: 1) Climate Change, 2) Integrated Coastal Zone Management, 3) Law and Policy, 4) Emergency Risk Management, 5) Biodiversity, 6) ESD, 7) Communications, 8) Vegetation, 9) Social media.

A workshop was conducted to delve further into the needs of Representatives and increase the resolution of results by identifying specific topics within each of the above subject areas (including relevant elements and deliverables/outcomes).

Delegates working in groups were asked to identify the first and second order issues of need under these nine areas of focus. The EO noted that results of the workshop will be written up, combined with results from a similar workshop conducted at the recent Technical Committee meeting and incorporated into the SCCG Capacity Building program of activities 2013-2014.

**Resolved that:**

- 1) The Report be received and noted.
- 2) Delegates workshop specific topics within the project and capacity building subject areas prioritised in the survey.
- 3) Any additional key recommendations and actions be discussed for potential implementation (including outcomes from the workshop).
- 4) The SCCG 2013 Action (s) Plans be adapted to incorporate the Annual Survey recommendations and actions from both the Technical Committee and Full Group
- 5) the workshop results be written up, combined with results from a similar workshop conducted at the recent Technical Committee meeting and incorporated into the SCCG Capacity Building program of activities 2013-2014.

## 8.2 Provision of the SCCG Annual Funding Guide 2013

### Proceedings in Brief

The SCCG Secretariat has produced the SCCG Annual Funding Guide, 2013. The Guide presents details of the over 100 funding opportunities available under a variety of grant programs for Councils, communities, businesses and individuals.

**Resolved that:**

- 1) The Funding Guide be received and noted.
- 2) The final guide be formally sent to Member Councils for their utilisation and placed on the SCCG web site for more general access.
- 3) Delegates assist to highlight the availability and continuous improvement of the SCCG Funding Guide, and
- 4) The SCCG produce the 2014 Funding Guide by March 2014.

## 9. REPORTS

### Reports 9.1 – 9.4 FOR CONSIDERATION

#### 9.1 NSW Reforms to Coastal Management in NSW

##### Proceedings in Brief

- **Update on the reforms**

The EO noted that on 11 March OEH had provided the Group with an update on the reforms. A report was subsequently created and distributed at the meeting. This included brief updates on:

- a) the commencement of the revised Coastal Protection Act on 21 January.
- b) Notification that consultation on the Code of Practice to occur shortly
- c) Expert Panel review of the coastal hazard mapping guide
- d) Delays of the SES roles and responsibilities brochure due to recent floods
- e) Finalisation of draft report regarding the proposed Technical Advice Centre business case
- f) NSW Coastal Panel current consideration of a DA for a geobag seawall at Old Bar
- g) Stage 2 of the reforms 'will be developing in the coming months in the context of the planning and local government reforms'.

- **SCCG Consideration of Sea Level Rise Benchmarks**

At the SCCG Full Group Annual General Meeting held on 8 December 2012 a detailed report on the Coastal Reforms was considered by delegates. Full Group delegates subsequently resolved:

**Resolved that:**

- 1) *The report be received and noted.*
- 2) ***In light of the nature and implications of the Stage 1 NSW Coastal Reforms, the Group write to Member Councils encouraging them to continue to apply the former [NSW Sea Level Rise Policy Statement](#), considering the [Department of Environment, Climate Change and Water 2009 Technical note: Derivation of the NSW Government's sea level rise planning benchmarks](#).***
- 3) *The Group inform the Minister for Local Government of the above resolution.*
- 4) *The Secretariat provide an update and outcomes report at the next meeting.*
- 5) *Through discussion, the SCCG determine any additional actions to address Member Council issues and concerns regarding the NSW Coastal Reforms.*

The EO reviewed outcomes of all Member Councils responses to date. Pittwater, Randwick and Willoughby Councils have so far resolved to continue to apply the NSW Sea Level Rise Benchmarks with other Councils to put relevant reports to Council in March or April. The EO will report back on final outcomes at the next meeting.

**Resolved that:**

- 1) The report be received and noted.
- 2) the EO report back on final member council consideration of these matters at the next meeting.
- 3) Through discussion, the SCCG determine additional actions to address Member Council issues and concerns.

## 9.2 SCCG Capacity Building Program & Engagements Report

### Proceedings in Brief

The Secretariat is working with Member Councils to ensure the SCCG Capacity Building Program meets their needs. To assist this, a report from the Coastal Projects Officer on the Capacity Building Program and other activities is a standing item on all Technical Committee and Full Group meeting agendas. The CPO presented an update that included:

- Outcomes and recommendations from SCCG Summerama 2013
- Review of the successful SCCG Marine Biodiversity Forum (12 March)
- Review of the SCCG Capacity Building Program 2013

The EO noted the success of the 2013 SCCG Summerama program and thanked the CPO for her substantial efforts in her first year running the program.

**Resolved that** the report be received and considered.

## 9.3 Finalisation of the SCCG Coastal Adaptation Pathway Projects

### Proceedings in Brief

SCCG CAPs projects:

- 1) **“Prioritising Coastal Adaptation and Development Options for Local Government”;**
- 2) **“Demonstrating Climate Change Adaptation of Interconnected Water Infrastructure”;**
- 3) **“Assessment and Decision frameworks for Existing Seawalls”.**

As resolved, the Project Officer provided a detailed update on the progress of each project(s) progress including launch of final project outputs and next phases of the programs including related capacity building programs.

All materials have now been forward to the Commonwealth to finalise the grants with the exception of the final seawall report. The final draft of this report is currently being edited incorporating comments of the national Technical Reference Group and consultation as part of next week’s project launch in Rockdale.

The partnership project with Sydney Water, the “Demonstrating Climate Change Adaptation of Interconnected Water Infrastructure” has been completed with final documentation sent to all Member Councils and Cooks Catchment councils who participated in the case studies.

The final ‘public’ launch of the CAPs program is still being held up and will not occur until the Federal Minister launches outcomes across the 13 national projects.

### **Resolved that:**

- 1) the report be heard and considered.
- 2) SCCG CAP program outputs to be formally disseminated within Member Councils.
- 3) SCCG develop and implement a specific capacity building training program to promote uptake of the outputs of the program by Member Councils.
- 4) The draft capacity building program be tabled at the next SCCG Technical Committee in 2013 for consideration.

## 9.4 SCCG Grant Programs Update

### Proceedings in Brief

The report included in the business papers includes details of: a) recently submitted grant applications (2013) b) recent successful grant applications c) current SCCG grant programs underway d) recently completed and acquitted grant programs.

The SCPO and the PO briefly reviewed the recently successful SCCG grant applications.

- **Emergency Management Planning - a Health Check for Local Government**

SCCG in partnership with ANU, and supported by UNSW, NSW SES, MPES, and LGSA, has successfully secured funding under the Natural Disaster Resilience Program; NSW State Emergency Management Projects 2012-2013. The project is to begin in March.

The goal is to improve Local Government activities in all aspects of Emergency Management (Prevent/Prepare/Respond/Recover). By working closely with Local Government and the major combat agencies we will explore current practice in NSW and review best practice approaches from other States and Internationally. A key element is the building of resilience, both organisationally and within the community, to provide adaptive and flexible responses to emergencies. The project will also investigate limitations and opportunities for Local Government practice due to other areas and responsibilities of Emergency Management.

- **Sydney Harbour Coastal Zone Management Plan – Stage 1 Scoping Study**

The SCPO informed delegates that the SCCG has recently been awarded \$30K under the NSW Estuary Management Program. The SCPO noted that this grant is supported by cash contributions from (the former) Sydney Catchment Management Authority (\$10K), City of Sydney Council (sponsoring agent) \$10K and the SCCG providing \$10K in-kind (total \$60,000).

The scoping study will form the first step of the preparation of a CZMP for Sydney Harbour and as such will identify the scope of the CZMP and to identify and prioritise issues. The study will have recourse to the OEH's Technical Brief for Preparation of a Coastal Zone Management Plan and Guidelines for Preparing Coastal Zone Management Plans.

**Resolved that:**

- 1) the report be received and considered.
- 2) The Group write to Member Councils informing them of the recent SCCG grant successes.

### **DELEGATE WORKSHOP**

### **NEW ITEM**

#### **“MEMBER COUNCILS ROUND TABLE UPDATES & ISSUES DISCUSSION”**

A facilitated session was held to provide Member Councils via their elected delegates an opportunity to update delegates on Councils' activities and discuss outstanding issues that are in line with the SCCG Strategic Plan ie issues under the Group's Six Strategic Outcome statements:  
See: <http://sydneycoastalcouncils.com.au/sites/default/files/strategicplan2010-2014.pdf>

**Resolved that:**

- 1) Delegates be provided with 5 minutes to address relevant updates and issues
- 2) SCCG action in response be determined or referred to the SCCG Executive Committee for further consideration.

## 9.5 MINI WORKSHOP - SCCG National Coastal Zone Advocacy Programs

### Proceedings in Brief

In the lead up to the Federal Government election (14 September) it is proposed that SCCG will be active in various national advocacy programs. These will include:

- a) Consider formally participating in the *National Coastal Advocacy Alliance* supporting the 'National Coastal Policy Initiative' together with other key coastal organisations to campaign encouraging effective, whole of government effort to achieve a sustainable future for our coast and its communities.
- b) SCCG request all registered political parties to outline their policy positions in relation to key coastal management issues as determined by the Group.

After some discussion it was agreed to participate in the National Coastal Advocacy Alliance.

A workshop was facilitated where delegates worked in groups to determine key issues that they thought the SCCG should be requesting all registered political parties to outline their policy positions in relation to. Outcomes of this workshop will be reviewed and incorporated into the draft policy document to be tabled at the June meeting for consideration of adoption prior to distribution to political parties for response.

#### **Resolved that:**

1. the report be received and considered.
2. SCCG participate in the 'National Coastal Advocacy Alliance, supporting the National Coastal Policy Initiative including:
  - i. A collaborative national response to coastal planning and management involving all three tiers of government.
  - ii. An intergovernmental agreement defining the roles and responsibilities of each tier of government in relation to the coastal zone.
  - iii. A national coastal policy that addresses the challenges facing the coast zone through a national coastal commission and accompanying Act
3. SCCG request all registered political parties to outline their policy positions in relation to key coastal management issues as determined by the Group.
4. Delegates workshop and define the key SCCG Policy positions for consultation of national political parties.
5. Outcomes of the workshop be reviewed and incorporated into the draft policy document to be tabled at the June SCCG meeting for consideration of adoption prior to distribution to political parties for response.

### **Reports 9.6 – 9.10 FOR INFORMATION ONLY**

**Resolved that** reports for 'information only' be received and noted (pending inquiry).

- 9.6 **Technical Committee Report** (Dec and Feb Meetings)
- 9.7 **Beachwatch & Harbourwatch Programs Update** (Nov – Jan)
- 9.8 **Local Land Services Update (formerly known as Hawkesbury Nepean Catchment Management Authority's Update)**
- 9.9 **NSW Department of Primary Industries Aquatic Biosecurity & *Caulerpa taxifolia* Report**
- 9.10 **Key Activities Report for November 2012 – February 2013**

## 10. SCCG SUBMISSION

- Mineral Exploration Licence by Sydney marine Sands Pty Limited under the Commonwealth Offshore Minerals Act 1994.

**Resolved that** the submission be received and noted.

## 11. TREASURER’S REPORT

### 11.1 Finance Statements for period 30 June 2012 to 31 January 2013

**Resolved that** the financial statements for the period 30 June 2012 – 31 January 2013 be received and adopted.

## 12. GENERAL BUSINESS

### 12.1 Remaining 2013 Meeting dates / Next Meeting

Dates	Location
• Saturday 15 June 2013 at 12 noon	(City of Sydney)
• Saturday 21 September ( <b>AGM</b> ) 2013 at 12 noon	(Member Council) ( <b>NEW DATE</b> )
• Saturday 7 December 2013 at 12 noon	(City of Sydney)

### 12.2 Items for Press Release

**Resolved that** items for press release be considered.

### 12.3 Agenda items for the next SCCG meeting

**Resolved that** delegates suggest additional agenda items including presentations for the next SCCG meeting proposed for 15 June 2013 starting at 12 noon.

### 12.4 Next Meeting

**Resolved that** the next meeting of the Group be held on 15 June 2013 at the City of Sydney (pending confirmation).

Cr Griffin closed the meeting and thanked delegates for their attendance and contributions.

The meeting closed at 3.45pm.

Confirmation of Minutes: .....

/ /