

SYDNEY COASTAL COUNCILS GROUP Inc.
AGENDA FOR THE ANNUAL GENERAL MEETING
TO BE HELD ON SATURDAY 11 SEPTEMBER, 2004
AT NORTH SYDNEY COUNCIL CHAMBERS, 1.00 PM

The meeting venue is North Sydney Council Chambers, 200 Miller Street, North Sydney.
 A map of the meeting location and parking is attached.

Some parking IS available behind the Civic Center. Additional parking is available in Ridge Street Parking Station and in the car park in the St. Thomas' church, entry off McLaren Street.

A lunch will be provided by North Sydney Council prior to commencement of the meeting.

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1. OPENING

2. APOLOGIES

3. CONFIRMATION OF MINUTES

- 3.1 Minutes of the Ordinary Meeting of the SCCG held on 19 June at Leichhardt Council**
 (Attached) **1**

Recommended that the Minutes of the Ordinary Meeting of the SCCG held on 19 June at Leichhardt Council be confirmed.

- 3.2 Minutes of the Technical Committee Meeting of the SCCG held on 17 June at Hornsby Council.** (Attached) **13**

Recommended that the Minutes of the Technical Committee Meeting of the SCCG held on 17 June at Hornsby Council be received and noted.

4. BUSINESS ARISING

Business arising from minutes other than those items listed below in Reports.

5. ANNUAL REPORT

5.1 Chairperson's Annual Report

The report to be distributed at the meeting

Recommended that the Chairperson's Annual Report be received, considered and adopted as part of the 2003/2004 Annual Report.

5.2 RCEO Annual Report

The report to be distributed at the meeting

Recommended that the RCEO (public officer) Annual Report be received, considered and adopted as part of the 2003/2004 Annual Report.

6. ANNUAL ELECTIONS

Important information concerning voting procedures

All nominations must be from official delegates of financial member councils. Reference should be made to the attached list of delegates at the back of the Business Papers. Each financial member council has one vote at the AGM.

Nominations for office bearing positions are welcome and encouraged prior to and at the AGM. For further information concerning the elected positions, delegates are encouraged to phone the Regional Coastal Environment Officer, Geoff Withycombe, on 9398 7537 or 0425 325148.

“Open Exhaustive Voting” procedures as established under the provisions of the *Local Government Act, 1993* will be followed unless otherwise determined by the Chairperson.

Executive Members

The Executive Committee consists of the Chairperson, two Vice Chairpersons, Treasurer and Secretary and up to three other committee members who are delegates of financial member councils. A maximum of three additional delegates can be nominated for Executive members. The Committee is supported by the Secretariat and meetings are held four times a year at the convenience of the Committee members. This Committee oversees the management of the Incorporated Association.

6.1 Chairperson

Incumbent: Clr. Patricia Harvey OAM Mosman Council

6.2 Vice Chairpersons

(i) *Vice Chairperson (estuarine council)*

Incumbent: Mayor Patrick Reilly Willoughby City Council

(ii) *Vice Chairperson (ocean council)*

Incumbent: **Vacant** **Vacant**

6.3 Treasurer (Honorary)

Incumbent: **Vacant** **Vacant**

6.4 Secretary (Honorary)

Incumbent: Clr. Alex McTaggart Pittwater Council

6.5 Executive Members

Incumbents:

- | | |
|-------------------------|------------------|
| 1) Clr. George Copeland | Waverley Council |
| 2) Clr Barbara Aird | Manly Council |
| 3) Vacant | Vacant |

6.6 Nominations for External Committees (if required)

The members of external committees are appointed by the relevant State Government agencies or Ministers. Nominations for the committees below are not required unless a representative is resigning from a committee. The Chairperson will ask if members of external committees wish to continue. If there are to be no changes the agenda moves on to the next item of business.

A Beachwatch Advisory Committee – Department of Environment and Conservation

Briefing notes

This Committee meets monthly during the summer swimming season (October to April) and bimonthly otherwise to advise on the strategic management and operational activities of Beachwatch, including the Beachwatch and Harbourwatch Programs. Meetings are held at the City office of the EPA.

Incumbents: Clr. Patricia Harvey OAM and Mr. Phil Colman (formerly Warringah Council)

B DEC Peak Local Government Groups Meetings

Briefing notes

The Department of Environment and Conservation (formerly EPA) organises quarterly meetings with the peak local government groups to present DEC activities and consider the various groups initiatives. The meetings are chaired by the Director-General. The meetings are designed to engender a cooperative and open partnership between the EPA and local government.

Incumbents: Clr. Patricia Harvey OAM and the SCCG Secretariat

7. CORRESPONDENCE (summary report attached)

7.1 Sent and Received Correspondence 20

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

8. ADMINISTRATIVE MATTERS

8.1 SCCG Annual Incorporated Associations Statement - Dept. of Fair Trading (Attached) 25

Recommended that the report be received and adopted.

8.2 2003/2004 Implementation of the SCCG Business Management Plan (Attached) 28

Recommended that the report be received and considered.

8.3 Amendments to the SCCG Constitution

Proposed Amendment (*constitution amendments require $\frac{3}{4}$ of member councils support*)

Section 3: Membership - Item 3.2 Removing “South Sydney Council”

Recommended that the proposed amendments to the SCCG constitution be received and adopted.

9. PRESENTATION -

9.1 The Contaminant Status of Sydney Harbour – Dr Gavin Birch

Dr Birch will provide the SCCG with a review of the results of 14 years of research into contaminated sediments within Sydney Harbour, its catchment and other estuarine environments across Sydney. This will include details of the concentration of contaminants in sediments, the possible biological effects of these contaminants and potential contaminant sources. The environmental implications of historical and recent sediment contamination and the effects of different and uses will also be discussed together with areas requiring further prioritised assessment.

Recommended that:

- 1) the presentation be heard and considered at the meeting,
- 2) Dr Birch be thanked for her presentation.

10. REPORTS

10.1 Beachwatch & Harbourwatch Programs - Clr. Harvey/Mr. Colman

(Minutes and report attached)

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Recommended by the Beachwatch Advisory Committee representatives that:

- 1) the report on Beachwatch and Harbourwatch Programs be received and noted.
- 2) The minutes of the Beachwatch Advisory Committee No. 67 be noted.
- 3) the Representatives' report be heard.

10.2 Report on the Activities of the Sydney Harbour Catchment Management Board and the establishment of the Sydney Metropolitan Catchment Management Authority

Clr. Harvey (member of the SHCMA Local Establishment Team) will provide a verbal Representative's Report at the meeting.

Recommended that the Representative's report be received and noted.

10.3 SCCG Summer Activities Program (attached)

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Briefing Notes

The Secretariat is proposing to again undertake the SCCG Summer Activities Program over the 2004/2005 period. The Technical Committee has proposed to run the event ***on the 6 – 19 December 2004 or 10 – 23 January 2005.***

The SCCG in partnership with its member councils is to put together a series of activities to encourage the community to enjoy our coast and to become involved in the protection, management and rehabilitation of our coastal and marine environments. The SCCG aims to have at least one activity per member council. Activities may include: Rock pool rambles, Geomorphology tours, Spot lighting, Headland / history walks, Snorkeling.

Delegates are asked to consider possible community based activities that could be held in local areas for this initiative. A SCCG Summer Activity Proforma as been developed for completion of delegates or suitable persons within member councils. It is hoped to have all events determined and conformed by the end of September 2004.

Recommended that:

1. the report be received and considered.
2. The SCCG work with member councils, Coastcare and the media to ensure effective promotion of the initiative.

10.4 Banning Smoking on Beaches

Briefing Notes

Several Member Councils have been investigating mechanisms and opportunities to ban cigarette smoking on beaches and also in other public areas. The RCEO will provide the meeting with a verbal report on progress and then seek delegates response and input to ensure a consistent approach across the SCCG region.

Recommended that

1. the report be received and noted.
2. a consistent implementation approach be coordinated across the SCCG region.

10.5 Draft Groundwater Management Handbook (Report Attached) 51

Briefing Notes

The SCCG Groundwater Working Group is in the process of producing a draft edition of a "Groundwater Management Handbook". The handbook is the first of its kind in NSW and is designed to provide advice on the management of groundwater resources across the SCCG region for State and Local Government organisations, industry and the local community. SCCG invite elected SCCG Councillors, to be a part of a peer review team that will review the contents of the draft handbook. Comments and suggestions from the Councillor review team will form an important part of the consultation process that will be undertaken during a public exhibition period. Both SCCG and the Groundwater Working Group would encourage your involvement in this project.

Recommended that the report be received and discussed at the meeting.

10.6 Launch of the new SCCG Web Site

Briefing Notes

The Coastal Projects Officer will review the new SCCG Web site. Delegates are requested to comment on the new site and propose ideas for additional features and content.

Recommended that the report be received and discussed with delegates proposing any ideas for additional features and content

10.7 SEO Update and Final Report (Attached) 59

Briefing Notes

The Stormwater Extension Officer will provide the meeting with a review of current activities and a outline of the final report and summary of the program.

Recommended that

1. the report be received and noted.
2. The SEO be thanked and congratulated on their contribution.

10.8 SCCG Submissions 65

- a) Wildlife Conservation Plan for Migratory Shorebirds
- b) NSW Recycled Water Working Group – Interim Advice
- c) Towards a Strategy for Botany Bay – Discussion Paper
- d) Draft Groundwater Contamination Inter-agency Communication Protocol

Recommended that the SCCG submission be received and noted.

10.9 Key Activities Report for May – August 2004 (Attached) 80

Recommended that the SCCG key Activities report for May– August 2004 be received and noted.

11. TREASURER'S REPORT

11.1 Annual Financial Statement for the period 1 July 2003 to 30 June 2004 (Attached) 102

Recommended that:

- 1) The Annual financial statement for the period 1 July 2003 to 30 June 2004 be received and noted.
- 2) That Sydney Coastal Councils Group Inc make the following statement (subject to the satisfactory audit of the SCCG finances).

In the opinion of the Members of the Sydney Coastal Councils Group Inc:

(a) the accompanying general purpose financial report of and special schedules of the Sydney Coastal Councils Group Inc for the period ending 30 June 2004 are drawn up so as to give a true and fair view of:

- (i) the state of affairs of the Group as at 30 June 2004, and the operating result and cash flows for the financial year ended on that date and all controlled entities; and
- (ii) the other matters required to be disclosed;

(b) the general purpose financial report and special schedules are in accordance with the accounting and other records of the Group; and

(c) the general purpose financial report is drawn up in accordance with accounting policy disclosed in the statement; and

(d) no circumstances have arisen which would render the report false or misleading in any way.

11.2 SCCG Operational Budget Estimates 2004 – 2005 112

Recommended that the SCCG Operational Budget Estimates for 2004 – 2005 be received and adopted.

11.3 Financial Statement for the period ending 31 August 2004 (to be distributed at the meeting – pending availability).

Recommended that the Financial Statement for period ending 31 August 2004 be received and noted.

12. GENERAL BUSINESS

12.1 Items for Press Release

Recommended that items for press release be considered.

12.2 Agenda items for the next SCCG meeting

Recommended that delegates suggest additional agenda items including presentations for the next SCCG meeting proposed for Saturday 11 December 2004.

12.3 Next Meeting

Recommended that the next meeting of the Group be held on 11 December at a Council to be determined at the meeting.

A current contact list of delegates and member councils is attached to the back of the business papers