

SYDNEY COASTAL COUNCILS GROUP Inc.
MINUTES FOR THE ANNUAL GENERAL MEETING
HELD ON SATURDAY 8 DECEMBER, 2012
AT THE CITY OF SYDNEY COUNCIL CHAMBERS

IN ATTENDANCE

Cr. Brian Troy	City of Botany Bay
Cr. Irene Doutney	City of Sydney
Cr. Cathy Griffin	Manly Council
Cr. Barbara Aird	Manly Council
Cr. Jacqueline Townsend	Pittwater Council
Cr. Selena Griffith	Pittwater Council
Mr. Paul Hardie	Pittwater Council
Cr. Geoff Stevenson	Randwick Council
Cr. Lindsay Shurey	Randwick Council
Cr. Peter Towell	Sutherland Council
Cr. Sue Heins	Warringah Council
Cr. Sally Betts	Waverley Council
Cr. Leon Gottsman	Waverley Council
Cr. Wendy Norton	Willoughby Council
Cr. Lynne Saville	Willoughby Council
Cr. Greg Levenston	Woollahra Council
Cr. Elena Kirillova	Woollahra Council
Mr. Geoff Withycombe	SCCG (EO)
Mr. Stephen Summerhayes	SCCG (SCPO)
Ms. Rachael Buzio	SCCG (CPO)
Dr. Ian Armstrong	SCCG (PO CCA)
Emeritus Professor Bruce Thom AM	Honorary Member
Dr. Judy Lambert AM	Honorary Member
Mr. George Cotis	Honorary Member
Mr. George Copeland	Honorary Member
Mr. Phil Colman	Honorary Member
Ms. Wendy McMurdo	Honorary Member

1. OPENING

The meeting opened at 12.30pm. Cr. Griffin (Interim Chairperson) welcomed delegates to the Meeting and paid respects to traditional owners. Cr Griffin thanked the City for providing the meeting location and providing lunch. Round table introductions were given.

2. APOLOGIES

Cr. Mayor Darcy Byrne	Leichhardt Council
Cr. Linda Kelly	Leichhardt Council
Cr. Tony Carr	North Sydney Council
Cr. John Mant	City of Sydney Council
Cr. Linda Scott	City of Sydney Council
Cr. Vanessa Moskal	Warringah Council

Resolved that the apologies be received and noted.

Councils not represented at the meeting
Hornsby, Leichhardt, Mosman, North Sydney

3. DECLARATION OF PECUNIARY INTERESTS

Resolved that the Minutes of the Ordinary Meeting of the SCCG held on 16 June 2012 at the City of Sydney Council be confirmed.

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Ordinary Meeting of the SCCG held on 16 June 2012 at the City of Sydney.

Resolved that the Minutes of the Ordinary Meeting of the SCCG held on 16 June 2012 at the City of Sydney Council be confirmed.

4.2 Minutes of the Technical Committee Meeting of the SCCG held on 14 June 2012 hosted by Leichhardt Council.

Resolved that the Minutes of the Technical Committee Meeting of the SCCG held on 14 June 2012 hosted by Leichhardt Council be received and noted.

4.3 Minutes of the Technical Committee Meeting of the SCCG held on 9 August 2012 hosted by North Sydney Council at the Coal Loader Centre for Sustainability.

Resolved that the Minutes of the Technical Committee Meeting of the SCCG held on 9 August 2012 at the Coal Loader Centre for Sustainability be received and noted.

5. BUSINESS ARISING

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

6.1 Chairperson's Annual Report (Report attached)

Clr Griffin introduced and welcomed former Councillor Wendy McMurdo. Clr Griffin thanked and congratulated Wendy for her 4 years as Chairperson and 8 years of service on the SCCG as the Hornsby Council delegate.

Wendy McMurdo tabled her annual report and read to it. Delegates congratulated and thanked Wendy McMurdo for her substantial efforts as Chairperson.

Resolved that the Chairperson's Annual Report be received, considered and adopted as part of the 2011/2012 Annual Report.

6.2 Executive Officer's Annual Report (Report attached)

The Executive Officer, Geoff Withycombe tabled his full annual report and provided delegates with a summary presentation. This focused on:

- Key Areas of Focus
- The Year in Review – 'Facts and Figures'
- SCCG Internal Activities
- Key SCCG Program Outcomes
- SCCG Grant Applications
- Financial Position
- Conclusions and Thanks

Resolved that:

- 1) The Executive Officer's (public officer) Annual Report be received and adopted as part of the 2011/2012 Annual Report.

2) The Chairperson's and Executive Officer's report be forwarded to Mayors and General Managers.

6. ANNUAL REPORTS

6.1 Chairperson's Annual Report (Attached)

Resolved that the Chairperson's Annual Report be received, considered and adopted as part of the 2011/2012 Annual Report.

6.2 Executive Officer's Annual Report (Attached)

Resolved that the Executive Officer's (public officer) Annual Report be received, considered and adopted as part of the 2011/2012 Annual Report.

7. ANNUAL ELECTIONS

Proceedings in Brief

The introduced the procedures for the Annual Executive Committee elections. 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.

Cr. Griffin handed over the Chair to Honorary member, Prof Bruce Thom as returning officer for the purposes of the election of Chairperson.

7.1 Chairperson

Cr. Cathy Griffin (Manly Council) was nominated and elected as Chairperson.

7.2 Vice Chairpersons

(i) *Vice Chairperson (ocean council)*

Cr. Geoff Stevenson (Randwick Council) was nominated and elected as Vice Chairperson (Ocean Council).

(ii) *Vice Chairperson (estuarine council)*

Cr. Wendy Norton (Willoughby Council) was nominated and elected Vice Chairperson (Estuarine Council).

7.3 Treasurer (Honorary)

Cr. Peter Towell (Sutherland Council) was nominated and elected Treasurer.

7.4 Secretary (Honorary)

Cr. Jacqueline Townsend (Pittwater Council) was nominated and elected Secretary.

7.5 Executive Members

The following delegates were nominated and elected

- | | |
|----------------------|------------------------|
| 1) Cr. Lynne Saville | Willoughby Council |
| 2) Cr. Irene Doutney | City of Sydney Council |
| 3) Cr. Leon Goltsman | Waverley Council |

The 2012 - 2013 Sydney Coastal Councils Group Inc. Executive Committee consists of:

Chairperson	Cr. Cathy Griffin	Manly
Vice Chairperson (Estuarine Council)	Cr. Wendy Norton	Willoughby
Vice Chairperson (Ocean council)	Cr. Geoff Stevenson	Randwick
Treasurer (Honorary)	Cr. Peter Towell	Sutherland
Secretary (Honorary)	Cr. Jacqueline Townsend	Pittwater
Member	Cr. Lynne Saville	Willoughby
Member	Cr. Irene Doutney	City of Sydney
Member	Cr. Leon Goltsman	Waverley

Cr. Griffin thanked delegates for their support. Cr griffin noted that it was a great honour to be elected as Chairperson and looked forward to working with delegates over the next 12 months.

7.6 Nominations for SCCG Honorary Members

The SCCG considered nominations for honorary membership for 2012/2013 to include but not limited to:

- E/Prof. Bruce Thom AM
- Mr Phil Colman
- Mr George Cotis
- Dr Judy Lambert AM
- Mr George Copeland
- Ms Wendy McMurdo

7.7 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 are not identified at this time.

Resolved that External Committee representation not required at this time.

8. CORRESPONDENCE

8.1 Sent and Received Correspondence

Resolved that the circulated "sent" and "received" correspondence be received and noted.

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

- a) SCCG 'Mapping and Responding to Coastal Inundation' project
- b) Previous delegates "Thank you letter"
- c) Coastal Reforms

Resolved that the SCCG correspondence from last meeting be received and considered.

9. PRESENTATION – "Australian Coastal Management and the SCCG"

- **Emeritus Professor Bruce Thom AM** *(SCCG Honorary Member)*

Prof Thom noted that he had been involved with SCCG since 1997 when he was first invited to facilitated 10 community workshops as part of the development of the SCCG, Sydney Regional Coastal Management Strategy. Prof Thom noted the substantial input made by the SCCG over many years. Prof Thom highlighted that there is no other organisation in Australia quite like the SCCG and it is seen as a national leader and a significant contributor to coastal policy and science.

Prof Thom provided a comprehensive overview of the history and outcomes of coastal management in Australia dating back to 1977 with the prohibition of sand mining on Frazer Island and the first national coastal management inquiry held in 1979. Prof Thom reviewed outcomes through the 1990s with the "Injured Coastline" inquiry process through the RAC inquiry released in 2003, the 'Coast and Clean Seas program through to the present day.

Prof Thom then moved onto NSW State Government reviewing history of the NSW Coastal Management Program beginning after the 1974 storms, the NSW coastal policy(s) and the former Coastal Council of NSW through the 2010 reforms headed by Minister Sartor and now the recent NSW coastal reforms being led by Minister Parker and the Ministerial Task Force.

Resolved that:

- 1) the presentation be heard and considered at the meeting.
- 2) Professor Thom AM be thanked for his presentation.

10. ADMINISTRATIVE MATTERS

10.1 SCCG Strategic Plan (2010 – 2014) Implementation Monitoring Report (July 2011 – June 2012).

Proceedings in Brief

The EO referred delegates to the Implementation Report in the business papers. The report aims to assess the achievement of 'Outcome Statements' through performance indicators for associated 'SCCG Activities'. A summary of each key strategic theme and their respective outcomes is reviewed. Results are presented in tables listing key outcomes and a rating of implementation success for each key theme. An overall rating is then provided for each outcome statement together with a brief written summary. Overall via the self assessment the outcomes achieved were the highest rating of "good".

Resolved that:

- 1) The report be received and considered.
- 2) SCCG delegates be requested to identify any issues and needs and areas for further focus in 2013 and 2014.
- 3) The report be including with the Annual report and sent to General Managers for their information.

MEETING BREAK & DELEGATE WORKSHOP (20 minutes)

"SCCG ANNUAL SURVEY 2012"

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

Resolved that:

- 1) Delegates complete the survey to be distributed at the meeting.
- 2) The Secretariat prepare a survey results report for consideration at the March 2013 meeting.

11. REPORTS

Reports 11.1 - 11.5 FOR CONSIDERATION

11.1 NSW Coastal Reforms (Stage 1)

Proceedings in Brief

Delegates were referred to the comprehensive SCCG Briefing Note included in the business papers. The SCPO reviewed the key elements of the Stage 1 Coastal Reforms including:

- Amendments to the Coastal Protection Act 1979 by the Coastal Protection Amendment Act 2012 to make it easier for landowners to place sandbags on beaches as temporary coastal protection works,
- Clarifying what information councils should put on section 149 certificates relating to projected sea level rise impacts - new guidelines will be prepared for councils by the Department of Planning and Infrastructure,
- Giving councils the flexibility to consider coastal hazards in the context of their local circumstances – the State Government no longer recommends statewide sea level rise benchmarks for councils”.

After much discussion it was noted that the SCCG Technical Committee meeting held on Thursday discussed this in detail and resolved that the following recommendation be considered by the Full Group at its Annual General meeting.

“The SCCG write to member councils encouraging the continued application of the former NSW Sea Level Rise Policy Statement”.

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.

11.2 Launch of the “SCCG Water Recycling Handbook for Councils”

Proceedings in Brief

In 2010 the SCCG and Sydney Water partnered to facilitate a workshop for SCCG Member Councils to discuss actions and projects that facilitate water recycling and re-use projects. The forum was the result of a desire from both the SCCG and Sydney Water to work more collaboratively on water recycling and re-use projects.

The SCPO discussed key developments relating to the Handbook and the detailed update provided in the Business papers. A Working Group has been developing a “Handbook” to provide SCCG Member Councils with information on identifying, evaluating and developing water recycling projects and representatives have been invited to contribute in relation to those Handbook chapters who do not presently have an author.

Resolved that:

- 1) The report be received and noted.
- 2) The final draft of the SCCG Water Recycling Handbook for Councils be sent to Member Councils, the Full Group and the Technical Committee for comment.
- 3) An invitation be extended to Full Group Delegates and Technical Committee Representatives in relation to the launch of the SCCG Water Recycling Handbook for Councils.
- 4) The final version of the Handbook be formally sent to Member Councils.
- 5) In due course, the project Steering Working Group be thanked and SCPO be congratulated on the outcomes of this significant initiative.

11.3 SCCG Coastal Adaptation Pathway Projects

Proceedings in brief

In July 2011, the Sydney Coastal Councils Group (SCCG) was awarded funding under the Coastal Adaptation Decision Pathways Project (CAP) for three 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”**.

Funding has been provided by the Australian Government represented by the Department of Climate Change and Energy Efficiency. The Coastal Adaptation Decision Pathways projects is an Australian Government Initiative.

The Project Officer provided an update on project(s) progress at the meeting. This included:

The Project Officer outlined the status of each of the projects and the process of completing the requirements for the Australian Government. The latest versions of the CAP Newsletter, the individual project newsletters and the individual Project Summary Reports were circulated for information. The print proof of the Synthesis Report for the *Demonstrating Climate Change Adaptation of Interconnected Water Infrastructure* Project was circulated.

The proposed Work plan for 2013, which is being prepared was discussed, including the incorporation of the outputs of the CAP projects as part of the work plan. The Assessment and Decision Frameworks for Seawalls, in particular, lends itself to a practical approach incorporating the economic inputs to decision-making and the assessment and management of small seawalls as part of asset management. The MCA project will provide the Monitoring and Evaluation Framework with interest already from Sutherland, Rockdale, and Warringah in trialing the Guide. The Interconnected Water Infrastructure project would best be developed through a case study and Councils were asked to consider appropriate projects.

Activities from CAP projects that have been identified include:

- Review and refine pro-forma assessment sheet to maximise useful for Local Government
- Launch of Seawalls Project with field trip and workshops
- Launch of MCA project with capacity building workshops, including application of Monitoring and Evaluation Guide
- Develop trial of User Guide and iPDF with partners in actual management context

The proposal to review Climate Change activities across member Councils was outlined. The information from this survey will be incorporated in the Work Plan to assist the implementation of climate change activities.

The work plan will help Councils to recognise that the issues to be dealt with are already a risk to Council's assets and the safety of the community. Climate Change will compound these issues, rather than create new ones, and the everyday business of Councils needs to be adaptive across the organisation and not just the responsibility of the environment officer. The CAP projects have provided a number of tools to support Local Government and the SCCG can be a leader, adopting and implementing these tools to support their activities.

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 first SCCG Technical Committee in 2013 for consideration.

11.4 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 provided a review of key outputs and outcomes of the program over the recent months as well as reviewed upcoming programs. The CPO also noted that outcomes of the annual SCCG (internal) survey will be included into the 2013 Capacity building program where possible.

Items discussed included:

- SCCG Boundaries and Barriers Forum (14 August)
- SCCG / CSIRO Mapping and Responding to Coastal Inundation forum (4 October)
- SCCG Capacity Building program 2013– 2014 (draft report)
- Review of SCCG Summerama Program (January 2013)

Resolved that:

- 1) this report be received and considered;
- 2) delegates identify and recommend any additional capacity building activities/forum topics for 2013
- 3) delegates support the promotion of Summerama.

11.5 SCCG Grant Program Update

Proceedings in Brief

The report included in the business papers includes details of: a) current SCCG grant programs underway b) recently completed and acquitted grant program c) recent successful grant applications and d) recently submitted grant applications (2012). The CPO will provide further details on above if requested by delegates.

Resolved that the report be received and considered.

Reports 11.6 – 11.10
FOR INFORMATION ONLY
 (pending inquiry)

11.6 Technical Committee Report

Resolved that the report be received and considered.

11.7 Beachwatch & Harbourwatch Programs

Resolved that:

- 1) the report on Beachwatch and Harbourwatch Programs be received and noted.
- 2) SCCG to meet with the Beachwatch program manager to clarify the revised testing and reporting regime.

11.8 Hawkesbury Nepean Catchment Management Authority's Update

Resolved that the report be received and noted.

11.9 NSW Department of Primary Industries's Aquatic Biosecurity & *Caulerpa taxifolia* Annual Report

Resolved that the report be received and noted.

11.10 In the Press

Resolved that the report be received and noted.

11.11 Key Activities Report for June – November 2012

Resolved that the SCCG Key Activities Report for June – November 2012 be received and noted.

12. SCCG SUBMISSIONS

- NSW Independent Local Government Review
- A New Planning System for NSW Green Paper
- Local Government Acts Task Force – Preliminary Ideas Paper

Resolved that:

- 1) The Submissions for received and endorsed
- 2) The SCCG continue to participate in the reforms to NSW Local Government and NSW Planning system(s).

13. TREASURER'S REPORT

13.1 Annual Financial Statement for the period 1 July 2011 to 30 June 2012

Resolved that:

- 1) The Annual financial statement for the period 1 July 2011 to 30 June 2012 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 2012 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 2012, 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.

13.2 Finance Statements for period 30 June 2012 to 31 September 2012

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

13.3 Final SCCG Operating Budget 2012 - 2013

Resolved that the final SCCG Operating Budget 2012 – 2013 be received and noted.

14. GENERAL BUSINESS

Container Deposit System (CDS) – Cllr Arid (Manly)

Councillor Arid proposed that the SCCG support the campaign to introduce national Container Deposit legislation. Cllr Arid noted that Australia currently wastes 8 billion containers every year

In April, 2012, Federal Environment Minister, Tony Burke stated that he supports container deposits as long as the States do. This is a major advance as national legislation will be required. State Environment Ministers from around Australia are planning to make a final decision in April, 2013.

There is currently a campaign under way by the LGSA and Boomerang Alliance urging State and Federal Ministers to support CDS at the next COAG meeting in April. The delegates supported the SCCG writing to the relevant ministers in support of CDS and highlighting the impact that plastic containers has on the marine environment.

The delegates also agreed to send a letter to the NSW Minister for Education to inquire on what school education and change behaviours programs are underway to reduce plastic use and increase recycling.

Pending above the Group look to incorporate supporting programs in Summerama 2014.

Resolved that

- 1) The SCCG write 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.
- 2) The SCCG write 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.
- 3) Pending above the Group look to incorporate supporting programs in Summerama 2014.

14.1 Suggested 2013 Meeting dates / Next Meeting

Confirmed Dates	Location
<ul style="list-style-type: none"> • Saturday 16 March 2013 at 12 noon • Saturday 15 June 2013 at 12 noon • Saturday 14 September (AGM) 2013 at 12 noon • Saturday 7 December 2013 at 12 noon 	(Woollahra Council) (City of Sydney) (to be determined) (City of Sydney)

14.2 Items for Press Release

Resolved that items for press release be considered.

14.3 Agenda items for the next SCCG meeting

Resolved that delegates suggest additional agenda items including presentations for the next SCCG meeting proposed for 16 March 2013 starting at 12 noon.

14.4 Next Meeting

Resolved that the next meeting of the Group be held on 16 March 2013 at Woollahra Council (pending confirmation).

Cr Griffin closed the meeting and wished all delegates a Merry Christmas and happy and safe New Year.

The meeting closed at 4.00pm

Confirmation of Minutes:
/ /

