

SYDNEY COASTAL COUNCILS GROUP Inc.



MINUTES OF THE FULL GROUP ANNUAL GENERAL MEETING HELD ON SATURDAY 1 DECEMBER 2018 HOSTED BY WILLOUGHBY COUNCIL

IN ATTENDANCE

Cr Rochelle Porteous	Inner West Council
Cr Ian White	Northern Beaches Council
Mr Peter Massey	North Sydney Council
Cr Michael Forshaw	Sutherland Shire Council
Cr Paula Masselos	Waverley Council
Cr George Copeland	Waverley Council
Cr Lynne Saville	Willoughby Council
Ms Nicola Faith	Willoughby Council
Cr Megan McEwin	Woollahra Council
Mr George Cotis	Honorary Member
Ms Wendy McMurdo	Honorary Member
Ms Sarah Joyce	SCCG (EO)
Ms Belinda Atkins	SCCG (MPP)
Ms Josephine Zappia	SCCG (SO)

ITEM 1 - OPENING

1.1 OPENING AND ACKNOWLEDGEMENT OF COUNTRY

The Chair, Cr Lynne Saville opened the meeting at 12.30pm and provided an Acknowledgement of Country. The Chair noted there was a quorum.

1.2 APOLOGIES

Cr Andrew Tsounis	Bayside Council
Cr Colin Hesse	Inner West Council
Ms Jean Brennan	Inner West Council
Cr David Walton	Northern Beaches Council
Mr Todd Dickinson	Northern Beaches Council
Cr Kathy Neilson	Randwick Council
Cr Lindsay Shurey	Randwick Council
Cr Christie Hamilton	Randwick Council
Cr Tony Kay	Waverley Council
Cr Wendy Norton	Willoughby Council
Cr Mary-Lou Jarvis	Woollahra Council
Prof. Bruce Thom	Honorary Member

Bayside and Randwick were not represented at the meeting. The apologies were received and noted.

1.3 DECLARATION OF PECUNIARY INTERESTS

Nil declarations were received.

ITEM 2 - ADMINISTRATIVE MATTERS

2.1 CONFIRMATION OF MINUTES

The Draft Minutes of the Full Group Meeting held on 15 September 2018 were confirmed.

The Minutes from the Executive Committee Meetings held on 11 October, 1 November, and 8 November were received and noted.

2.2 BUSINESS ARISING

The Executive Officer gave a progress report on the status of actions arising from the Full Group Meeting held on 15 September 2018, as shown in *Appendix A 2.2*.

2.3 CORRESPONDENCE REPORT

Outgoing correspondence since the last meeting was noted, as per Appendix A2.3. There was no incoming correspondence during this period.

2.4 ANNUAL FINANCE STATEMENTS/AUDIT REPORT

The annual finance statements and audit report for the 2017/18 financial year were presented at the meeting, and provided in Appendix A2.4 of the business papers. The Chair provided delegates with an opportunity to ask questions regarding the finance statements/audit report. The Honorary Treasurer noted that future income sources need to be identified and addressed to ensure the ongoing viability of the Group.

2.5 QUARTERLY FINANCE STATEMENTS

The quarterly finance statements for 1 July 2018 – 30 September 2018 as provided in Appendix A2.5 were received and noted.

2.6 FUNDING OPPORTUNITIES

The Executive Officer informed delegates that Ryde Council have contacted SCCG to discuss potential membership. A meeting has been arranged for 10th December 2018. SCCG is pursuing various potential funded projects with Office of Environment and Heritage, and will continue to investigate and apply for grant funding as relevant and applicable programs are announced.

2.7 SCCG 2017/18 ANNUAL REPORT AND ANNUAL MEMBER SURVEY REPORT

The Annual Report 2017/18 was tabled at the AGM. The Chair read the “From the Chair” report to the delegates. The Annual Report 2017/18 is now available on the SCCG [website](#).

The 2017/18 Annual Member Survey Report was tabled at the meeting. The Manager Projects and Programs provided a presentation on the main findings from the survey, noting that there were fifteen responses from seven member councils.

- 85% of respondents agreed /strongly agreed that they were satisfied with SCCG’s performance, an increase of 9% compared to the previous year.
- 91% of respondents agreed/strongly agreed that SCCG membership provides networking opportunities and relationship building.
- 91% of respondents agreed/strongly agreed that advocacy services and collaboration are a benefit of membership.
- 82% agreed/strongly agreed that membership provides peer-to-peer learning and information sharing, and access to skills, information and knowledge.

It was noted that the annual survey report could be used as a promotional tool and could be included in the SCCG prospective membership package. A suggestion was made to approach LGNSW through the President to have SCCG included as a presenter at the next Local Government Conference and/or for SCCG to request a Stand at the October 2019 Conference. A recommendation was put forth that SCCG invite LGNSW to sit on the Full Group as an honorary member, strengthening our relationship with LGNSW and enabling cross promotion of both organisations to members.

Further discussion ensued regarding expansion of membership with it being suggested that SCCG should approach councils between Wollongong and Newcastle, with Central Coast Council being suggested as a good fit for the group given it's boundary with Northern Beaches Council. It was noted that the boundaries of the Hawkesbury shelf marine bioregion may be a good starting point in approaching new members. It was suggested that SCCG first approach those councils that were previous members and councils within the Sydney area before expanding membership more broadly.

It was noted that membership expansion needed to be debated amongst the entire group with a need to investigate the benefits, opportunities and potential negatives of membership expansion such as the organisation becoming too spread out along the coast and losing the capacity to service members as it does currently. The impact on the organisation was also raised with respect to the need for a possible name/identity change and the risk that the key focus for our current urban councils may change. A positive aspect of expansion across Sydney and beyond was the ability to further enhance our advocacy position and become a stronger more effective voice across a larger region.

It was recommended that an issues paper including a SWOT analysis for membership expansion be developed for the next Full Group meeting.

RESOLUTIONS

- R2 The draft Minutes of the Full Group Meeting of 15 September 2018 be confirmed.
- R2.1 Minutes of the Executive Committee Meetings held on 11 October, 1 November and 8 November 2018 be received and noted.
- R2.2 That the circulated correspondence be received and noted.
(White/Copeland)
Carried unanimously
- R2.3 The Finance Statements and Audit Report for 2017/18 be received and adopted.
- R2.4 The Finance Statements for the quarter 1 July – 30 September 2018 be received and noted.
(White/Masselos)
Carried unanimously
- R2.5 The Annual Report 2017-18 and the Annual Member Survey Report 2017-18 be received and noted.
(White/Masselos)
Carried unanimously
- R2.6 That delegates formally thank the Secretariat staff for their hard work and effort in achieving a good result from the annual survey.
(McEwin/Copeland)
Carried unanimously
- R2.7 SCCG to invite LGNSW to become an Honorary Member represented on the Full Group.
(Porteous/White)
Carried unanimously

- R2.8 Secretariat to prepare a discussion paper on opportunities for membership to be presented at the next Full Group meeting.
(Massey/McEwin)
Carried unanimously
- R2.9 SCCG approach Central Coast Council to invite them to become a member of the Group.
(Masselos/White)
Carried by majority

ITEM 3 – SPECIAL MEETING - SCCG GOVERNANCE

The Chair called the Special Meeting to discuss issues related to governance and the Constitution.

3.1 Executive Officer Report on Governance

The Executive Officer led discussion on the amendments to the governance structure and referred delegates to the governance report and comparison table to show the rationale behind the amendments.

The Chair provided comment on the number of full group meetings recommending that due to staff resourcing the Full Group meetings be decreased from four to three per year, with the ability to revisit and increase meeting frequency back to four times per year if required in the future.

There was a query regarding how many new members SCCG would need to be able to employ more staff for resourcing purposes. It was advised that to employ a full time coastal projects officer (position currently vacant), SCCG would require membership of an additional three councils.

3.2 Changes to the Constitution

The Executive Officer led discussion on the amendments made to the Constitution, and referred delegates to the governance report and comparison table to show the rationale behind the amendments, as well as the amended constitution document at Appendix B3.2.

RESOLUTIONS

- R3.1 The Executive Officer Report on Governance, identifying the rationale for changes to the Constitution be noted.
- R3.2 The recommended amendments to the Constitution be received and adopted.
(White/McEwin)
Carried unanimously

The Special meeting was closed and the AGM reopened by the Chair.

ITEM 4 – ANNUAL ELECTIONS AND NOMINATIONS

4.1 ANNUAL EXECUTIVE COMMITTEE ELECTIONS

The Chair Cr Lynne Saville thanked the full group delegates and those incumbents on the Executive Committee for their contributions to the Committee and SCCG throughout the year. Cr Saville invited Honorary Member Mr George Cotis to chair the annual elections and nominations.

i) Election of Chairperson

Mr George Cotis stated the positions to be elected for the Executive Committee. The election of the Chairperson was announced and Mr Cotis invited nominations from the floor. Cr Porteous nominated Cr Lynne Saville (Willoughby Council) for the position of Chairperson, seconded by Cr McEwin. Cr Lynne Saville accepted the position and was elected as Chair.

ii) Election of Vice Chairperson (Estuarine and Ocean)

Nominations were called for the two Vice Chairperson positions (Ocean and Estuarine).

Cr Paula Masselos (Waverley Council) was elected as Vice Chairperson (Ocean) and Cr Ian White (Northern Beaches Council) was elected as Vice Chairperson (Estuarine).

iii) Treasurer

There were no nominations for the position of Treasurer. Position nomination and appointment to be deferred to the Executive Committee.

iv) Secretary

There were no nominations for the position of Secretary. Position nomination and appointment to be deferred to the Executive Committee. In the event that a nomination is not received the Public Officer shall become the Secretary of the committee. The Public Officer is the Executive Officer of the SCCG.

v) Members

Nominations were called for Members on the Executive Committee. Cr Rochelle Porteous (Inner West Council) was nominated and accepted the position as Member.

4.2 ANNUAL HONORARY MEMBER NOMINATIONS

It was recommended that the existing Honorary Members be renominated for membership for 2018/19; including: Prof. Bruce Thom AM; Mr George Cotis; and Ms Wendy McMurdo.

RESOLUTIONS

R4.1 Executive Committee Membership for 2018-19 as per nominations be as follows:

Chairperson: Cr Lynne Saville (Willoughby Council)

Vice Chairperson (Ocean): Cr Paula Masselos (Waverley Council)

Vice Chairperson (Estuarine): Cr Ian White (Northern Beaches Council)

Treasurer/Secretary: To be nominated and appointed by the Executive

Member: Cr Rochelle Porteous (Inner West Council)

R4.2 That Professor Bruce Thom, Mr George Cotis and Ms Wendy McMurdo be nominated as Honorary Members for 2018/19.

(McEwin/Massey)
Carried

ITEM 5 MEMBER COUNCILS ROUNDTABLE

Delegates provided a brief update on initiatives for 2018.

Sutherland:

- Reduction in state government funding for dredging is a major issue. The Council is also required to dredge the Sylvania Waters channels more regularly than previously.
- Refurbishment of surf clubs at Cronulla.
- Hungry Point - the government is making it available for public use and has established a Trust to initially manage the site. The Trust is considering various proposals. Council is represented on the Trust together with other stakeholders. Council has indicated that it would require substantial funding from the State Government for restoration, refurbishment and ongoing maintenance if it were to ultimately take over full management of the site.
- Local surfing community and schools have a competition where students design artworks to put on environmentally friendly shopping bags. The number of schools participating has increased.
- 2020 celebrations for Cooks landing at Kurnell- new facilities for a museum have been tabled at Kurnell. A committee has been established. There will be an emphasis on aboriginal culture- navigation, science, astronomy, and how aboriginals are skilled in these areas.

George Cotis:

- Plastic bags are being attached to the rigging and railing on boats to keep the birds away, causing pollution issue. The solution needs to come from RMS through changes to Mooring lease conditions.
- Endangered shore birds are being impacted on by dog's offleash (noted that Willoughby Council have wildlife protection areas and Northern Beaches have Penguin Warrior volunteers to do patrols).

Northern Beaches:

- Collaroy Beach works are ongoing. The state government is funding 10% of the cost of the sea walls. Council payment for works on seawalls to shore up the roads.
- Scoping study process for CMP for the Hawkesbury Estuary has begun as a collaboration between 5 councils (Northern Beaches, the Hills Shire, Ku-ring-gai, Hornsby, and Central Coast).
- 3 year research project on a directional warning system for storms.
- Clean ups have happened over the last week on beaches and lagoons from the East Coast Low on 28 November.
- Ocean Care Day Festival in Manly on Sunday 2 December.

North Sydney:

- Waste and recycling tenders for putrescible waste are on hold after the EPA made the decision not to allow the processing of waste for agricultural use, stating it must be landfilled. Meetings have been held with EPA and contractor – requires changes to tenders and could potentially increase costs for council.

Inner West:

- White Bay Cruise Terminal – air quality issues for residents on the Balmain peninsular. Do not have ship to shore power so cruise ships burn bunker fuel. In 2015 there was a concession from the state government to reduce sulphur content in bunker fuel, with a provision that ships could use bunker fuel for 1 hr when docking and 1 hr when leaving and must switch to low sulphur fuel at all other times. Stage 2 commitment from the state government was to prohibit the use of bunker fuel in Sydney Harbour. The government has since refused to commit to stage 2.

Waverley:

- Consultation between Sydney Water and the community on stormwater sewerage outfalls.
- Clauses for no single use plastics will be included into external events contracts. Bondi to Bronte Swim event – Plastic Free Bronte will be at the event to promote alternatives to plastics. A Plastic Free Bondi group has also been set up.

- Cemetery site works – have introduced a raingarden and swamp garden for onsite stormwater management.
- Council is removing car parking spaces at the tram cutting at Bronte and replacing it with a walking track. Council is asking for feedback on 'Have your Say' webpage.

Willoughby:

- Assessment condition reporting on gross pollutant traps, refurbishment/maintenance as part of a 4-year program for \$2.5 million.
- Bye Bye plastic program run through the Better Business Partnership: 500 businesses have made pledges.
- Council is trialling cornstarch doggy bags at parks.
- 400 students/10 primary schools developed the Our Local Wildlife Story Book on 'Tall Trees Tell Tales'.
- Screening of the Film 'Blue' – capacity crowd.

Woollahra:

- Council has a waste/organics issue. There is a need to reduce the production of waste.
- Council is naturalising the stormwater drain at Rose Bay.
- There is an action to put artificial rock pools along sea walls to create habitat.

Wendy McMurdo- Honorary Member

- Water quality: sewerage is ending up in the creek from rising population in Hornsby.
- Development proposal for Peat Island with Department of Planning. Minimal consultation, proposal is inappropriate.

Actions:

- a) Secretariat to send Cr McEwin information on environmentally friendly seawalls.
- b) SCCG to write to the EPA and Environment Minister advocating for the state government to commit to prohibiting the burning of bunker fuel in Sydney Harbour.
- c) Opportunity for SCCG to approach the cruise industry through the Sydney Harbour CMP process

ITEM 6 - QUARTERLY ACTIVITIES REPORT

6.1 COLLABORATION

AUSMAP – the Australian Microplastic Assessment Project is being run by Total Environment Centre in partnership with Macquarie University. SCCG has attended the steering committee meetings and held a training session on the microplastics monitoring method in October 2018. Staff from the majority of our member councils are now accredited to undertake microplastics monitoring for council or with the community.

Flying Fox Management- A regional approach: a training session was held on count methodology for our councils, and maps have been developed with OEH on flying-fox camps, habitat and vegetation type. These maps can be included in management plans, DCP's and LEP's.

6.2 CAPACITY BUILDING

Adapting Priority Coastal Recreational Infrastructure Project: the report has been done, and a case study report across 3 councils based on 6 assets has been completed and is now on the SCCG website. The tool will be made available to councils once it has gone through the final review process.

The Manager Projects and Programs presented the new SCCG website and ran delegates through the structure.

6.3 ADVOCACY

A submission and press release statement has been made on the West Harbour Tunnel and beaches link on water quality and pollution.

The Executive Officer met with Ministers and Local Members on the Marine Parks Proposal and introduced the SCCG and its Business Plan priorities.

The Executive Officer met with Minister Upton about the Sydney Harbour Coastal Management Program, with the Minister requesting a submission on the impediments for councils in completing CMP's. Submission is currently in draft form and being reviewed by the Technical Committee.

6.4 RESEARCH

Innovation and Research EOI submission on Marine Debris was made in collaboration with Mark Browne from UNSW entitled 'Balancing the economic and ecological impacts of mitigating plastic pollution'. This was submitted by SCCG on behalf of Willoughby Council (as the lead council). The Full Group will be kept informed if the EOI is successful.

The Manager Projects and Programs gave a presentation on the research project undertaken by UNSW in partnership with SCCG. The project 'Community Understanding of Coastal Erosion: Improving Resiliency and Preparedness to Coastal Storms and Sea Level Rise' was launched at the Coastal Conference in November. The project involved an online survey of eight coastal communities broken down into three groups (general users, coastal businesses, coastal management professionals), to determine how NSW coastal communities understand coastal erosion and inundation and how they perceive management options to adapt to the hazards.

Findings are below:

- Coastal management professionals underestimate understanding of hazards by general users
- General users underestimate the rate and magnitude of change and how it will affect them
- General users are aware of risks of living on the coast but feel the rewards outweigh the risk
- There is a lack of information provided about inundation
- Government and local councils are the most trusted sources of information, however 50% of general users and businesses have little confidence in council coastal management
- Soft management solutions are preferred except where properties are affected than hard management solutions such as seawalls are preferred.
- There is a belief that insurance should cover the costs of any damage
- There was a difference between what general users wanted to know more about and what coastal management professionals think general users need to know about.

ITEM 7 UPDATE REPORTS

7.1 Update on the GM's Forum

The Executive Officer reported on meetings held with general managers (GMs) or their delegates during November on the business plan implementation. All felt that the business plan themes are priorities for their councils and there was a support for the re-engagement of Sydney Water (SW) through the Memorandum of Understanding between SCCG and SW.

There was a general commitment regarding continuation as a member of the SCCG. However, three-member councils have or will soon be engaging new GM's. The Executive Officer has offered to meet with the new GM's once they are on board.

It was noted that the Executive Officer would make the Executive Committee aware of any councils that indicate they are not committed to continuing membership.

There was a concern that reflection of councils commitment may not be accurate if the GM is delegating attendance at the GM's Forum to staff lower than Manager/Director level.

It was noted that the next GM's Forum will be held on 25 February 2019.

Action:

The Executive Officer will contact the Full Group delegate if required to follow up with GM/Director of their Council before the meeting to ensure they are represented.

7.2 Update on the Business Plan Implementation

The Executive Officer provided an update on the implementation of the Business Plan. Clarification was given that Research is included in the Business Plan Implementation. The Executive Officer reported that all actions will be completed by June 2019. It was noted that the Beach nourishment action may be removed from the plan, due to a lack of resources, work already being done in this area by other organisations, and this action not being a priority of the majority of member councils.

The idea of hosting capacity building workshops on water sensitive urban design (WSUD) and water quality with respect to conditions/targets required for the Local Strategic Planning Statements was raised.

RESOLUTION

R 7.1 The updates be received and noted.

(McEwin/White)
Carried

ITEM 8 GENERAL BUSINESS

8.1 Proposed Meeting Dates for 2019

The proposed meeting dates were adopted with the exception of the 23 March, as this was noted as the State Election date. The first Full group meeting will now be held on 30 March 2019.

8.2 Nomination for Meeting Host Council

Waverly Council nominated to host the next Full Group meeting on 30 March 2019. Northern Beaches Council will host the meeting on 27 July 2019. Cr Foreshore will investigate the option for Sutherland Council to host the meeting on 30 November 2019.

8.3 Agenda Items for Next Meeting

The following topics for potential guest speakers at the next meeting were suggested: WSUD; Sea Walls; Link between public, private and crown land, and the impact of tidal inundation and beach recession onto shorefront property.

Cr Saville thanked all delegates for their attendance and contributions in 2018 and wished all a safe and merry Christmas.

The meeting closed at 4.30pm

Confirmation of Minutes:

Date: 30/03/2019