

# MINUTES

**Chatswood West Ward Progress Association Meeting**  
**Dougherty Centre, 7 Victor St, Chatswood**  
**7:30 PM, Thursday 17<sup>th</sup> October 2019**

**Meeting to commence at: 7:30 PM**

**Welcome:** The President to welcome members and visitors to the meeting.

**Acknowledgement to country:** *"I wish to acknowledge the traditional custodians of these lands on which we gather and show our respect to their elders past and present".*

**Declarations of interest:**

**Members Present:** Eleven as recorded in the attendance book.

**Apologies:** Charles Gowing, Richard Lambert, Chee Yin, Basil Laszynski and Lyn McCloskey, Marina Ilic, Meredith Foley, Kay Freudenstein-Hayes, Peter Hayes, Kathy (Vern-Barmett, Clr. Saville, John Pryde – attending Council meeting)

**Late items from Committee:** FWPA AGM date changed, Pacific Highway Blackspot.

**Matters for General Business from members:** Nil.

**Late items requested by members:**

**Minutes:** The Minutes of the September meeting have been distributed to members were moved, seconded that the Minutes be adopted.

**Treasurer's Report:** The Treasurer tabled his report and spoke to it. Surplus for the year is \$759.83. Cash at bank is \$7,927.69. It was moved, seconded that the report be accepted.

## REPORTS FROM COUNCILLORS

Any Councillor Reports are accepted in writing and will be included 'as is' in the Minutes.  
Note: Council is meeting tonight due to the Local Government Conference being held earlier in the week.

However, Clr. Campbell has provided a report.

## FEDERATION OF WILLOUGHBY PROGRESS ASSOCIATIONS & NSROC

**General Meeting:** Due to various reasons (school holidays being one) the October meeting was rescheduled to the 26<sup>th</sup> October.

## GOVERNANCE

**Ward changes:** Councils must review their ward structure before the 9<sup>th</sup> December. The number of electors in each ward has to be within 10% of other wards. This can result in significant changes to ward boundaries. Council are required to consult on any proposed changes to wards.

*It was moved, seconded and varied that the Secretary write to Council requesting details of the timeline for the determination of ward boundaries and when public consultation will take place.*

**Your Council website:** The Department of Local Government has launched a new website. The 'Your Council' website - [www.yourcouncil.nsw.gov.au](http://www.yourcouncil.nsw.gov.au) - allows ratepayers to access comprehensive statistics on the operations of their local council and the profile of their local community. Full details in the Appendix.

**Status updates from the Mayor:** Refer Appendix.

**Community information sessions:** Objectives and rules.\refer appendix.

**October community information session:** Monday 28<sup>th</sup> October, Council Chambers, Level 6, 31 Victor Street, Chatswood –Willoughby Council Year in Review.

## **MAJOR LEGISLATION CHANGES**

**Local Strategic Planning Statement (LSPS):** Two of our members submitted a response to the statement.

**Design Excellence Strategy:** One of our members submitted a response to the statement.

**Housing and Local Centres Strategy:** Council officers suggested a short meeting between themselves. Progress Association representative and local community members (total of six community reps including ourselves). The Secretary and Diana Pryde represented the Association. Basically, the majority of community representatives present indicated that they did not want increased housing density associated with the provision of local shopping facilities. They encouraged Council Officers to further consider how local facilities could be facilitated.

**Community Participation Plan for land use planning processes:** We made a submission (see Appendix) the key points relating our support of the use of the International Associations Public Participation (IAP2) framework. However, we expressed concern regarding Council's use of a commercially-oriented community engagement framework. We expressed our frustration in attempting to track planning applications and our frustration also with the Planning Proposals Process. We also suggested the need to extend submission dates when exhibitions/notification fall across things like school holidays.

## **HERITAGE ITEMS**

**9 Centennial Ave:** Some repairs have now been completed to the house.

## **OPEN SPACE**

**OH Reid Citizens Panel:** We understand that a draft report has been circulated to panel members. At this stage the content of the report is Confidential. Diana Pryde reported that due to mixups at Coincil the final report of the Panel was not completed or distributed. More work is needed on the report. There will be another meeting of the panel on Monday 21<sup>st</sup> October

## **TRAFFIC & TRANSPORT**

**Reid Drive & The Fairway:** The following adopted resolution was sent to Council: *On behalf of local residents in Reid Drive and The Fairway, Chatswood West, the Chatswood West Ward Progress Association requests Willoughby Council to investigate the introduction of some form of speed limiting/safety approaches in these streets as a matter of some urgency.*

**Kiss & Ride Sign:** The following adopted resolution was sent to Council: *Move that we write to Council asking them to relocate the sign to a more visible location.*

**Pacific Highway blackspot:** The Pacific Highway at Chatswood has been named as the 4<sup>th</sup> worst spot for car accidents in Sydney. This has deteriorated from 2016 when the location was ranked 5<sup>th</sup> worst.

*It was moved, seconded and adopted that based on the above information, the Secretary write to Council asking when will works be undertaken to address this situation and pointing out that after numerous requests for action by the Association nothing has been done.*

**Centennial Ave congestion:** A member raised the issue of the congestion that occurs during the morning peak at the intersection of the Pacific Highway. Charles Gowing, FWPA Traffic representative, pointed out that RMS's imperative is to keep traffic flowing on the highway.

## MAJOR DEVELOPMENTS

**Chatswood education precinct:** The government has announced that the planned merger of Chatswood High and the Primary school has been abandoned. Instead, upgrades will be undertaken at both sites. It appears that the lack of support (or resistance) by the high school community was a major factor in the decision. This will result in significant delays in the availability of new infrastructure for the schools. Recognising the overcrowding of Chatswood Primary and the deficiency of any new development to satisfy demand the Department has stated that is starting an investigation into the establishment of a new primary school at another location.

Further consultation: Drop-in consultation sessions: **Wednesday 16<sup>th</sup> October**, 5-7PM at the High School; **Thursday 17<sup>th</sup> October**, 2019, 5 – 7PM at the Public School Hall. **Saturday 19 October**, 11 AM to 1 PM, Chatswood High School.

Our Vice-President Andreas Austin who is on the redevelopment panel representing Chatswood Primary School provided a brief report. The P&C would still like to see 688 Pacific Highway purchased by the Department of Education. The reason the Department is considering a new school is that students at a primary school are capped at 1,200. There is over 1,300 students current at Chatswood Primary School. The Department is assessing the Metro 'Dive Site' as an option. It is still intended to move the International English College.

A new Principal, Alexandra Montgomery, ex-Deputy from Beecroft Public School has been appointed to Chatswood Primary School.

## GENERAL BUSINESS

**Reporting urgent issues to Council:** Council has clarified that the use of reporting issues by [email@willoughby.gov.nsw.au](mailto:email@willoughby.gov.nsw.au) is best left for non-urgent matters. For urgent matters they recommend calling Council on 9777 1000 (even out of hours when the call is directed to the appropriate officer for response. They provided the following list of issues they consider may require urgent attention: Roaming dogs, Dog attack, Illegal tree felling, Pollution (water, sewer), Illegal parking., Obstructed footpath, Obstructed road

**Meeting room booking 2020/21:** Requirements provided to booking officer. Awaiting confirmation.

**West Ward News:** We are now planning for an issue of the West Ward News to be delivered to 6,000 West Ward households over the weekend before the March meeting. Diana Pryde was able to secure the sponsorship of Chatswood Golf Club. We hope they will stay with us even though our date has changed. Diana is having difficulty securing additional sponsorships. So we may either have a 2 page edition or self-fund an additional 2 pages.

**'Public' meetings next year:** The Mayor has agreed to address our March meeting which will also be our AGM. She is also prepared to give us an update on what has been achieved in West Ward in the current term of Council and what she sees as needing to be undertaken in the Ward during the next term (starting in September 2020). In anticipation of the September Councilor elections she will also field questions on the attributes needed to be an effective Councillor. We will continue planning for Council planning staff to address one of our meeting later in 2020.

**Membership subscriptions due shortly:** Members were advised that their annual membership ceases on the 31 December. They were encouraged to renew their membership ASAP.

**Private certifiers:** A member raised the issue of private certifiers approving changes to approved DA plans that were grossly inconsistent with the approval. It was pointed out that certifiers are empowered to make changes to approved plans. Themeber was advised that she could contact Council officers to discuss the particulars of the approval involved.

**Correspondence OUT/IN** – handled within Agenda.

**The next meeting will be on the Thursday 21<sup>st</sup> November 2019/**

**Meeting to close at 9:15 PM**

**Absences:**

## COMMITTEE MEETING

**Present:**

**Apology:** Charles Gowing

### CONFIRMATION OF MEMBERSHIPS:

Confirm new/renewing members

First	Surname
Emily	Steadman
Adrienne	Matchett
Adrian	Muir
Catherine	Martin
Geoff & Louise	Wilson

Move that the above be admitted/renewed membership. Seconded and carried.

### ANNUAL GENERAL MEETING

**Current rule:** The AGM will be held in April of each year. **Propose:** The AGM will be held in April of each year or as otherwise decided by the Committee.

**Moved, seconded and carried.**

### MEMBERSHIP FEES

Charles has asked that the following be discussed. We should confirm (or otherwise) joining and membership fees for 2020. In line with our Constitution in November we will announce that all members should pay their \$10.00 annual membership prior to 31 December 2019. In line with past practice any new members paying a joining fee of \$10 after November and an annual membership of \$10 will be granted membership until 31 December 2020.

**The above matters were discussed and confirmed.**

**New proposed rule:** For a member who has let their membership lapse, at the discretion of the committee, the 'rejoining fee' may be waived.

**Moved, seconded and carried.**

## APPENDICES

### Community Participation Plan for land use planning processes

Thank you for the opportunity to comment on the Draft Willoughby Community Participation Plan This Community Participation Plan for land use planning processes under the Environmental Planning and Assessment Act 1979

It is good to see that Council has used the International Association for Public Participation (IAP2) framework in developing this plan.

However, we do have concern that the AA1000 Stakeholder Engagement Standard 2016 by AccountAbility used is not best suited for use within a local government environment. AA1000 is a commercially developed 'Standard' lacking peer review. The majority of organisations that use the 'Standard' are commercial organisations not government bodies.

We note that "*relevant progress associations, societies or other community organisations whose comments, in the authorised officer's opinion, would assist the assessment of an application*" will be notified. This approach fails to meet the **Transparency** commitment of " Our Future Willoughby 2028". We acknowledge that not every applications requires notification as above. The more appropriate wording would be "*progress associations, societies or other community organisations for some Category B & all C applications* will be notified".

With regard to Part E, for clarity and certainty, the category B & C and C tables should be annotated to reflect the fact that Progress Associations etc will be notified.

**One of the major issues facing community activists is the difficulty tracking the submission of opportunistic Planning Proposals.** An opportunistic planning proposal generally is inconsistent with the Local Environment Plan that was accepted by the community. We believe that Council should treat a planning proposal as a **category C application**. This is different to the details in the 'planning functions and level of impact' description that '*site specific planning proposals following Gateway determination ...*' (p.14).

**Integration of applications:** Community participation with the planning process would work better if the community can find the development application, between Willoughby Local planning panel, Sydney North Planning Panel, State planning Panel and the council DA website, it is hard to find information. It would be good if there was a system that could point to all current applications. We believe that this could be achieved with minimal change to Council's current system.

**Exhibition timelines** should be more than 14 days or 21 days. Australia Post current delivery standard is now 4 days in Sydney Metro area. the exhibition period should start 5 days after the notification letter has been send and the exhibition period run for 14 days! (i.e. to serve strata notices now, you must leave 6 days for postage, being the sending day, 4 days Australia Post and the receiving day, for a normal strata meeting which required 14 days notice, you need to send the notices 6 mail processing days before the 14 day notice period starts). Also, in the event that school holidays occur during a planned exhibition/notification period the exhibition/notification should be extended accordingly.

The 'levels of impact' (p.14) categories Level 1 ..Level 4 should be integrated with notification categories A, B, C and D (p.22). The notification categories should be assigned the appropriate level of impact.

## Your Council website

The NSW Government has launched a new website to showcase the great work of the State's 128 local councils.

Your Council website - [www.yourcouncil.nsw.gov.au](http://www.yourcouncil.nsw.gov.au) - allows ratepayers to access comprehensive statistics on the operations of their local council and the profile of their local community including:

Council expenditure in a range of areas including roads, bridges, footpaths, libraries, recreation and culture, community services, and the environment

Community facilities including the number of swimming pools, public halls, and libraries as well as the length of roads and amount of open space

Key operational information including council staffing levels and average rates and charges

Demographic information about the local population and councillors as well as economic statistics including the unemployment rate, average income, and number of businesses.

The data for each council is also benchmarked against the average for like councils so ratepayers can compare how their council is travelling.

The new website also celebrates the sheer size and scale of our councils as a whole with a Statewide snapshot of the NSW local government sector.

The one-stop-shop for local government is a valuable resource for residents, ratepayers and the general community, as well as councillors, council staff, local government peak bodies, researchers, academics and State Government agencies.

The website draws on data already collected by the Office of Local Government (OLG) from NSW councils and other agencies and presents it in an easy to understand and user friendly way. It will be updated annually as new data becomes available.

OLG will continue to work with local councils to further develop the website's functionality. It will also help guide development of a new Performance Measurement Framework with consistent benchmarks for all NSW councils.

### Your Council website fast facts on NSW councils (2017-18)

- There are 128 councils in NSW represented by 1,293 councillors
- Collectively they employ 44,936 staff
- NSW councils spend \$11.379 billion providing infrastructure, facilities and services for local communities
- They maintain 165,213km of roads
- Councils control assets with a total value of \$150.7 billion
- There are 460 public pools and 1,835 community halls in NSW.

## Follow up actions from Breakfast Meeting with Progress Associations: 26 June 2019

**Present:**

Mayor Gail Giles Gidney (Chair); Peter Wilton (Artarmon PA); Ken Rutherford (Castle Cove PA); Paul Stokes (Castlecrag PA); Chee Yin Ng (Chatswood West PA); Ted Wilson (Middle Harbour PA); Roger Promnitz (Naremburn PA); Matt Judson (Northbridge PA) and Tim Roche (Willoughby South PA); Debra Just CEO, WCC.

	Output/Action	Status Update
1.	Public liability coverage for Progress Associations when using Council facilities: Reaffirmed that these fees have been waived and Willoughby Park Centre staffed were reminded of this. Any repayment required was offered to the PA who used the Centre and paid the fees.	<ul style="list-style-type: none"> <li>• No reimbursements have been requested. WPC Staff have been reminded that fees have been waived.</li> <li>• Council's Casual Hirer insurance policy has been amended to ensure Progress Association meetings are covered.</li> <li>• Willoughby South PA have recently approached officers asking to use the crèche at WLC for their meetings, at no charge – this has been agreed to.</li> </ul>
2.	Community Information Seminars: The required protocols for Community Information Seminars were to be established and the community is made aware of these rules/protocols prior to, and during attendance at the seminars.	<p>The required protocols for Community Information Seminars have been established by Governance. Full information regarding the seminars is listed on our website (see link below) and The Mayor is also provided a generic introduction which covers the recording of the sessions and behaviour required of participants. Attached are the guidelines for these seminars.</p> <p><a href="http://www.willoughby.nsw.gov.au/council-meetings/community-information-seminars/">http://www.willoughby.nsw.gov.au/council-meetings/community-information-seminars/</a></p>
3.	Willoughby Leisure Centre: The query from Roger Promnitz re the Centre related mainly to the request for a 50 metre pool. The Mayor outlined the issues with the site's pre-history.	<p>In August, staff presented to the WSPA meeting and addressed the 50metre pool issue, and also the fact the current option is not fully funded.</p> <p>Council is in the process of finalizing a FAQ document as part of our community and stakeholder communications plan. This will be circulated to all the PAs once finalized, within the next week or so.</p>
4.	Clarification of LEPs/DCPS/LSPSs & Chatswood CBD strategy:	<p>The clarification was provided to Chee Yin and presented to the community on 26 August 2019.</p> <p>The full presentation can be found on the website under the Community Information Seminar link provided above.</p>
5.	<p>The issue was raised about survey respondents not being required to provide their names and addresses. It was advised that this was the case if we were doing an intercept survey.</p> <p>What does this mean and can you please provide more information regarding the response that 5</p>	<p>The requirement to register with Have Your Say was not enabled for the Artarmon Facilities Review survey to permit the use of intercept survey responses. Respondents provided their demographic details but are not required to register and provide an email address.</p> <p>The use of intercept surveys ensures harder to reach demographics receive the</p>

	<b>Output/Action</b>	<b>Status Update</b>
	<p>surveys from the same IP address but different individuals were received during that time?</p>	<p>same chance to respond to a Have Your Say survey as the pool of registered users, by interacting with respondents in the community. If a Have Your Say campaign relies solely on online surveys, the feedback is largely limited to a pool of residents that have previously used Have Your Say to complete a survey. This can limit the variety and breadth of responses.</p> <p>The use of intercept surveys is standard practice. In addition to the former Artarmon Facilities consultation, other recent Council consultations that have used intercept surveys are:</p> <ul style="list-style-type: none"> <li>○ Community Strategic Plan</li> <li>○ Local Centres Strategy</li> <li>○ Advisory Committees Review</li> </ul> <p>Concern was raised that not being required to register for the survey would allow respondents to complete multiple surveys. In response, Council officers analysed the respondent data and found three instances the survey was completed from the same IP address. In these cases, each response provided individual Have Your Say user accounts and demographic details.</p> <p>Council has also used surveys where respondents are asked to provide their email address as part of the survey response. This method is used to encourage responses without the need to register, while allowing contact details to be collected. As there can be privacy issues related to this method this approach is no longer recommended.</p>

# Community Information Seminars Guideline

## **1. Purpose**

Community Information Seminars provide a forum through which the Willoughby City community can engage with Council and other agencies on issues of significance to the area.

## **2. Chairperson**

Community Information Seminars will be chaired by the Mayor. In the absence of the Mayor, the Deputy Mayor will chair the seminar. If neither is available, the Mayor will nominate a Councillor to chair the seminar.

## **3. Frequency**

Community Information Seminars will be held on the fourth Monday in the month from February to November. Seminars will commence at 6:30 and conclude by 8:00 pm.

## **4. Location**

Community Information Seminars will be held in Council Chambers which will facilitate accessibility to seminars.

## **5. Public notification**

Notification of the subject matter of each seminar will be provided on Council's website on the Monday prior.

## **6. Recording of seminars**

For the purpose of facilitating public access, seminars will be recorded. Copies of the recording and summary information on presentations will be made available on Council's website no later than the following Monday.

## **7. Format**

Community Information Seminars will focus on presentations and briefings of interest to the community from Council officers and other agencies on matters of significance to the community. The Mayor and Chief Executive Officer will prepare the agenda with input from Councillors.

## **8. Community participation**

Members of the community will be able to put questions to presenters on the subject matter of their presentation through the chair. To ensure that all participants have the opportunity to engage, the chair may limit the number of questions put by a particular participant. Questions may be taken on notice by presenters should they not be able to adequately address the question during the seminar.

All participants will be required to conduct themselves in a courteous manner and must not make statements that are derogatory or damaging to a person's character.

## 28<sup>TH</sup> OCTOBER COMMUNITY INFORMATION SESSIONS

### Willoughby Council year in review

#### **Presentation by Mayor Gail Giles-Gidney and Debra Just, Chief Executive Officer, Willoughby City Council**

Join Willoughby City Council's Mayor Gail Giles-Gidney and CEO Debra Just, along with the executive team, as they take a deep dive into what makes Willoughby City unique, what Council delivers for the community and its achievements in the 2018-2019 financial year.

- Discover Willoughby City's distinct demographic, environmental and economic attributes.
- Hear how Council has performed against its financial and operational targets.
- Learn more about major upgrades including the \$9.5 million Gore Hill oval and \$1.4 million spent on streetscape projects.
- Find out how improvements to local libraries and recreational facilities benefit the community.
- Discover how robots are speeding up internal processing, saving time and money.
- Take a whirlwind trip through a busy year of festivals, events, workshops and performances.
- Unpack key projects, initiatives, reviews and policies Council has worked on over the last 12 months and hear about future priorities.
- Meet your elected members and learn how they advocate on your behalf.

## Report from Cllr. Campbell

My apologies for not being able to prepare a comprehensive report for the CWWPA meeting tonight – it's been one of those months with lots of travel due to my day job. I think we covered most of it last meeting anyway.

Anyway, due to the council meeting tonight, I will need to be an apology for the meeting.

I do have a brief (non) update on the **Beaconsfield lights**:

Council has made multiple attempts to get a right turn at Beaconsfield Road on to Mowbray Road. There has been opposition from Lane Cove Council due to a concern that some vehicles may drive through the lights into Ralston, increasing traffic on their local road network. Willoughby Council has continued to point out that this is an illegal manoeuvre now and would continue to be an illegal manoeuvre under the proposed change.

Council made representations direct to the RMS however they were not supported based on what they saw as a worst case scenario. Council pointed out that that scenario of operation was unlikely and provided evidence for a more likely lesser impact option. RMS have received this additional information in regard to this option and are considering it and will provide advice back to Council.

Council has contacted RMS on a number of occasions and have been told that the information provided to RMS at the meeting on 12 September 2019 and via email on 13 September 2019 is being considered but there is no decision at this time.

Basically, it's with RMS now in a sort of appeals process, and we're waiting on them to reply. The officers think we have a good case, but you never know until it happens.

We will see.

Also, I tendered the **petition** from residents in Chatswood West re the proposed development in **Wood Street**, and we will receive it formally tonight. We talked about this last meeting as well—it looks like the developer is going for a SEPP on affordable housing. I haven't been able to get much in the way of info on how this is progressing, which is not surprising given the new system where I'm not really allowed to know much, but the officers will be aware of the petition and the resident's views in any case. I'm not sure how it will progress, but I will keep you informed on what I hear.

Good luck tonight, and please pass on my best to everyone.